

JOINT TRANSIT ADVISORY BOARD (JTAB)

MEETING MINUTES

May 21, 2019

ADVISORY BOARD MEMBERS IN ATTENDANCE

Park City Municipal Corporation:

Andy Beerman
Scott Burningham
Holly Erickson
Diane Foster
Tim Henney
Kory Kersavage
Alfred Knotts
Robbie Smoot
Franklin Williams

Summit County:

Kim Carson
Doug Clyde
Jamie Dansie
Tom Fisher
Caroline Rodriguez

Others in Attendance:

Citizen – Bev Harrison
Linda George

I. ROLL CALL

Upon confirmation that quorum was reached, the meeting called to order by Mr. Knotts at **9:07 am**. All in attendance went around the room and individually stated their name and role within their respective organization.

II. PUBLIC COMMENT/CUSTOMER FEEDBACK

Resident constituent Bev discussed opportunities for future rider communications. She identified that more eye-level notices, on bulletin boards, etc. with the goal of better promoting PC-SLC Connect, routes, active transit, et al; flagging of stops in Avail (announce on bus); improved identification of stops/shelters in a creative way; and bike racks. Bev stressed the importance of promoting Transit survey – and to list an end date within it. Mayor Beerman requested that Mr. Knotts reply. Mr. Knotts mentioned that a standard shelter design was being worked on.

III. DISCUSSION ITEMS

A. Review/Acceptance of April 16, 2019 Meeting Minutes – Minutes Approved – no discussion ensued.

B. April Monthly 2019 Ridership Reports

1. Mr. Smoot reviewed ridership report numbers – emphasizing Park City was actively trying to understand data/trends and create better route efficiency. Routes have grown since April 2018; cost per passenger is reflective of this.
2. Councilman Henney requested information regarding the cancellation of the Kamas Link route. Mr. Fisher inquired if the Link route was cancelled or merely seasonal? Ms. Rodriguez replied that there were only 3 passengers/week, they could still travel from Quinns to Junction in other ways, so route was cancelled.

3. Mayor Beerman asked if the continuation of the Purple Route to Empire Pass was requested [by the Montage]. Mr. Knotts replied it was. Councilman Clyde asked if employees were to otherwise park at Kimball Junction (per Master Plan). Ms. Foster answered that this was only during the period of building.
4. Councilwoman Carson stated auto counts were improving accuracy of ridership numbers. Mr. Smoot reiterated that accuracy was dramatically increased. The importance of showing seasonal trends with public was vital to graphical point of view.
5. Mr. Williams briefed the board that numbers on bike bus(s) to mountain riding would increase, readjust when the season opened.
6. **ACTION ITEM(S):** Kamas Route analytics
7. **ACTION ITEM(S):** Look into larger time frame for seasonal trends
8. **ACTION ITEM(S):** Transit improvement projects

C. Winter On-Board Ridership Survey Results –

1. Mr. Knotts reviewed survey results stating that good information was able to be shared throughout the system. The follow up report next meeting to contain additional details.
2. Mr. Fisher acknowledged that riders always ask for more service and later service, but County was interested in those that do not have vehicles – by choice or not. Mayor Beerman added that this was the basis of social equity.
3. Ms. Rodriguez furthered that subsequent surveys should include the Kimball Junction circulator.
4. **ACTION ITEM(S):** Provide more detailed analysis from survey results.
5. **ACTION ITEM(S):** Conduct survey on KJ Circulator.

D. Update to 2016 Short Range Transit Plan Discussion –

1. Things have changed since 2016, acknowledged Mr. Knotts. There is a lot of work to be done, yet increased funding potential. Many opportunities to have a more robust facility management aspect. Additionally, data collection and IT has exponentially increased.
2. Mr. Fisher reminded the nature of the seasonality – from the school calendar to special events, there are best practices for public engagement.
3. The budget process results and STIP would influence planning outcomes. Discussion ensued regarding increased funding and the dramatic change in operating. Mr. Fisher requested a work plan be scheduled out. Mr. Knotts supported this request with stating that roles and responsibilities would be included into the budget process.
4. **ACTION ITEM(S):** Schedule timeline and roles/responsibilities associated with SRTIP.

E. 'Transit First Policy' Draft, Review and Discussion –

- I. This is merely a lens, not a binding be-all-end-all for all future projects, detailed Mr. Knotts. There's a parallel between 'Transit First' and 'Complete Streets', although it is borrowed from San Francisco.

- II. Councilman Clyde stated he would need to speak to his Council about it – as some of the objectives cannot be reached within the County. Mr. Fisher agreed in stating that the objects must be congruent to the [County] land use policies.
- III. Ms. Foster mused that there were impacts of choices regarding transit – Park Avenue becomes difficult for buses to travel along, especially with snow; choke points occur upon peak time congestion. Councilman Clyde spoke of similar examples within Summit County.
- IV. Mayor Beerman avowed he was glad this was being discussed [within Summit County] – as it is to be a tool of alignment between Councils. Also, acknowledging that land use decisions were difficult to make.
- V. Things have to be in place for Caroline and Alfred to react to as necessary stated Mr. Fisher; it is important to tie this up – also, with County Planning added Councilwoman Carson.
- VI. **ACTION ITEM(S):** Summit County to review and provide feedback on ‘Transit First Policy’.

F. Review and Discussion, JTAB Rules of Procedure – 2019 Calendar

- I. Mr. Knotts recapped the last 4-months of restructured formal meetings to the board – detailing improvements to staff reports, agenda and participation, etc.
- II. New Summit County Transportation team member Jaime Dansie was introduced by Ms. Rodriguez. Ms. Dansie comes to Summit County by way of 13 years of fixed-route operations at UDOT. She received a welcome by the Board and staff.
- III. Meeting date/time/place was discussed. Mr. Fisher mentioned Richins Auditorium was booked for on-going story time(s) each Tuesday. Councilwoman Carson added that there was meeting space at the Health Department Building in Quinns Junction, but only Dial-A-Ride Service was available for transit.
- IV. Discussion proceeded amongst the board and staff regarding timeline and process procures of meeting preparation, e.g. adding an agenda item, and how to organize and delegate the task of preparing staff reports.
- V. Councilman Henney reemphasized the importance of *remedying* items on the on-going list of ‘little things – big impact’, e.g. wayfinding – visual and/or auditory, from the eyes of a commuter, J1, or tourist.
- VI. **ACTION ITEM(S):** Determine standardized timeline for adding agenda items, preparing agenda packet, and making edits therein.
- VII. **ACTION ITEM(S):** Continue working through action items of ‘little things – big impact’.

- IV. **NEXT MEETING** *June meeting cancelled due to proximity to May meeting.
Scheduled for Tuesday July 16, 2019

The meeting was adjourned at 10:36 am

Respectfully submitted:
Holly Erickson – Park City, Transit Department, JTAB Recorder