



**Joint Transit Advisory Board (JTAB)
June 16, 2020 Meeting Minutes**

Advisory Board Members in attendance:

Summit County

Councilwoman, Kim Carson
Councilman, Chris Robinson

Park City

Councilman, Tim Henney
Councilman, Steve Joyce

Summit County Staff

Tom Fisher
Caroline Rodriguez
Jamie Dansie

Park City Staff

Sarah Pearce
Kim Fjeldsted
Jerry Benson
Vinny Nguyen
Brian Beckstrand
Scott Burningham
Robbie Smoot
Cindy Stockley

I. ROLL CALL

Upon confirmation that quorum was connected to Zoom meeting, the meeting was called to order by Mrs. Fjeldsted at 9:10 AM. All in attendance were recorded and announced by Cindy Stockley who individually stated their name and role within their respective organization.

II. PUBLIC COMMENTS: None

III. DISCUSSION ITEMS

A. Review/Acceptance and approval of June 2, 2020 meeting minutes - Councilman Steve Joyce motioned to approve June 2, 2020 minutes and Councilwoman Kim Carson Second, Councilman Chris Robinson approved, Councilman Tim Henney approved.

B. Bus Stop Accessibility Study

Alexis Verson presented her staff report on bus stop improvement and accessibility. Staff recommends prioritizing flat work and modifications needed to ensure stops are accessible. Staff would like to start the project next year and complete the stops identified on the priority list. Park City and Summit County will conduct the project as a joint effort to share resources and contractors. The project team will work on identifying the priority stops and bring them to JTAB at the next meeting. Staff estimates \$2.5-3 million to make the stops in the County (outside City limits) ADA accessible; costs have not been estimated for stops within City limits however it is likely comparable or slightly less to County costs as some of the stops are in better condition in town. ADA accessibility improvements refer to concrete flatwork mostly: appropriate sidewalk widths, platform areas, and adequate curb types. Staff estimates \$30,000 per shelter for materials with minimal installation cost, on top of the ADA flatwork costs. Completing all of the improvements identified in the bus stop improvement study will cost county and city combined approximately \$5 million to \$6 million for flat work and prepping the site. Stops on private property would require that developer purchase and install shelter themselves.

C. Open Federal Grants and Capital Projects

Kim Fjeldsted reviewed the capital grants that have been awarded to date. Staff recommends converting Kimball Junction Phase II funds to the bus shelter improvement project. This grant money needs to be used as soon as possible and the bus stop improvements are close to shovel ready.

Jerry Benson added that staff wanted to give an overview of all the current open federal formula and discretionary funds. Staff is requesting JTAB's support for staff to move forward with the transferring of the funds from Phase II of Kimball Junction to the improvement of bus stops. JTAB will review and make decisions on a project level regarding fund distribution but full amount will be submitted to UDOT as they do not break it down by project. The award is made as a lump sum and can be used for a variety of projects as long as it is part of the overall regional transit system.

Chris Robinson asked for more information on the Quinn's Park & Ride project. Alexis Verson responded that it is at about 60% design completion. The earliest we would start with construction would be 2021. Alexis offered to present her previous City Council staff report to JTAB at an upcoming meeting.

Jerry Benson gave an overview of the Cares Act Emergency Relief Funds Park City will receive.

UDOT has been approved for the CARES Act funding. They have to get these funds under contract which they anticipate will take a couple months. Once they are under

contract Park City can apply for operations reimbursement at 100% with no required local match. Park City will not need to expend 5311 operations funds first.

Kim Fjeldsted presented a proposed timeline on how the grant request process will be managed going forward.

D. COVID-19 Update

Kim Fjeldsted presented a COVID update on steps PC Transit has taken to keep staff and passengers safe. Signs are posted at bus stops asking passengers not board if sick. Kim described all current procedure changes with interacting with public and co-workers, ridership, lost & found, symptomatic passengers, and ADA wheelchair passenger interaction.

E. Ridership Report

Kim Fjeldsted presented the ridership report. PC Transit is watching the ridership numbers on a daily basis. They have not reached capacity with the current level of service. PC Transit considered requiring masks for riders but are concerned about conflicts and operator safety. Some passengers will not comply for various reasons.

Next month's meeting - Due to scheduling conflicts, the July meeting will be moved to July 20th at 9:00am.

Kim Fjeldsted reviewed the upcoming agenda items and asked the group for any additional suggestions.

Caroline Rodriguez brought up concerns about the PC-SLC Connect. **Kim Fjeldsted** stated that the city and county are paying more than in the past due to the reduction in ridership. UTA supplements the cost by applying the fares but with the reduction in ridership the funds are not available. PC Transit will meet with UTA to work out service levels before their August service change day, and will include Caroline Rodriguez, Jamie Dansie, Scott Burningham and Kim Fjeldsted to explore options for current operations while maintaining the service for our winter season.

Meeting adjourned at 10:53 am

Next meeting:

Monday, July, 20 2020

Respectfully Submitted:

Cindy Stockley-Park City, Transit Department, JTAB Recorder