



MEETING AGENDA

Park City and Summit County Joint Transit Advisory Board

MEETING DATE: January 10, 2019
TIME: 9:00 am - 10:30 am
LOCATION: Summit County Sheldon Richins Building
1885 W. Ute Blvd., Park City, UT 84098
Room 133

Meeting Agenda

1. Public Comment /Customer Feedback

To allow time for others, please limit your comments to no more than five minutes per person. Comments made cannot be acted upon or discussed at this meeting, but may be placed on a future agenda for consideration.

2. Discussion Items

- a. Roll call
- b. Monthly Ridership Report Review and Customer Feedback Discussion
- c. JTAB Rules of Procedure
- d. Transit Shelter Assessment and Phase 1 Project
- e. Proterra Delivery Schedule
- f. Transit App Update
- g. Service Planning Process and Timeline

3. Next Meeting

For those individuals with a disability who require a modification or accommodation in order to participate in the public meeting, please contact Alfred Knotts at (435) 615-5360 or alfred.knotts@parkcity.org or Caroline Rodriguez at 435.336.3113 or crodriguez@summitcounty.org

Utah Open Meeting Law Compliance

Notice of this meeting has been given no less than 24 hours public notice of this meeting.



MEMORANDUM

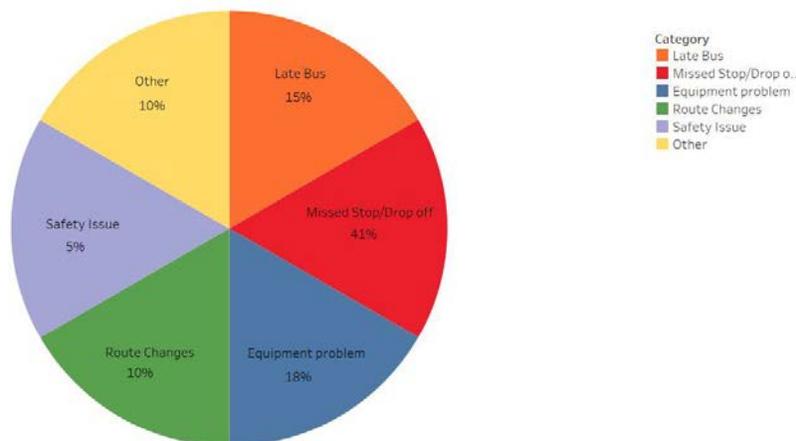
Date: January 8, 2019
To: Park City Transit Joint Transit Advisory Board
From: Summit County and Park City Staff
Subject: December 2018 Monthly Ridership Report and Customer Feedback Discussion

Background:

In an effort to continuously evaluate transit operations and productivity, Park City Transit, in coordination with Summit County, has placed a greater emphasis on monthly performance monitoring and reporting. As such, this monthly report has been prepared by Park City Transit staff and is attached hereto as Attachment A.

Discussion:

Staff requests the Joint Transit Advisory Board (JTAB) review and accept the December 2018 monthly ridership report. It is also requested JTAB discuss the format of the monthly report as well as reporting of additional performance measures consistent with industry standards going forward. Additional discussion is also requested on protocols for documenting, responding to, and monitoring customer feedback including those published in the local media (both complimentary or complaint based). This discussion should also include an appropriate mechanism in which to share this information with JTAB. Safe has developed the following thematic EXAMPLE that could serve this purpose and include the percentage and total number of public comments received during reporting period.



Fiscal Analysis:

All operational costs have been budgeted in Park City's and Summit County's respective budgets.

Consistency With Adopted Plan:

All operations are consistent with the adopted 2016 Short Range Transit Development Plan. All goals, policies, and objectives are consistent with the Snyderville Basin General Plan and Park City General Plan.

Additional Information:

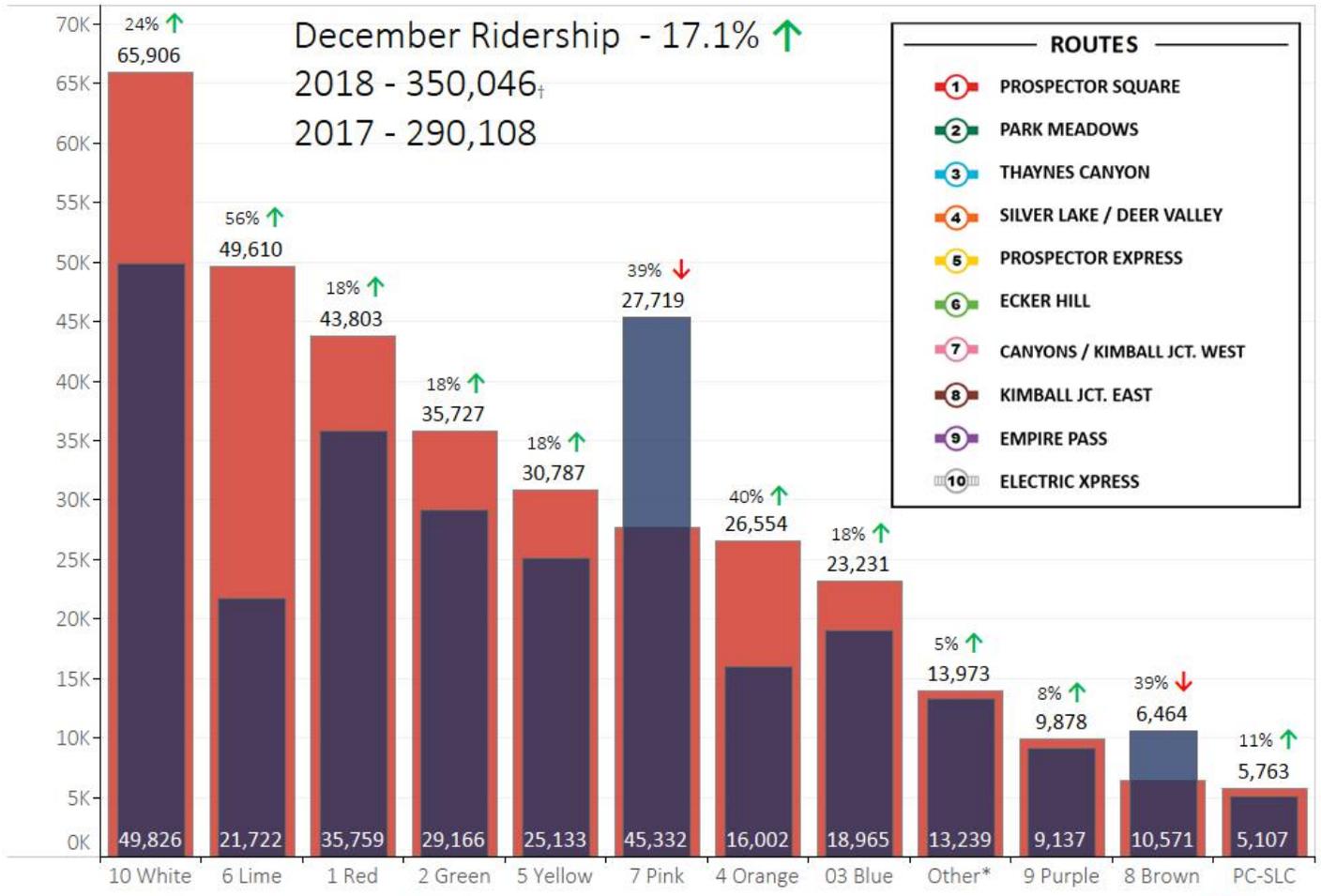
If you have any questions or comments regarding this item, please contact Alfred Knotts at alfred.knotts@parkcity.org or Caroline Rodriguez at crodriguez@summitcounty.org

Attachments

Attachment A – December 2018 Monthly ridership report.

ATTACHMENT A

Park City Transit - December 2018/2017 Fixed Route Ridership



* Other routes include the Trolley, 12 Black - Kamas Kimball Link, 13 Black - PC-SLC Connection (discontinued) and AM/PM City Wide. December 2018 "Other" does not include 11 Black and 12 Black ridership. These have been excluded due to low confidence in data accuracy.
 † 2017 ridership data were collected using hand counts where as 2018 data were collected using Automatic Passenger Counts (APC). Ridership from the Homestake Shuttle is not included in 2018.

Year
 ■ 2017
 ■ 2018





MEMORANDUM

Date: January 8, 2019
To: Park City Transit Joint Transit Advisory Board
From: Park City and Summit County Staff
Subject: Joint Transit Advisory Board Rules of Procedure Discussion

Background:

JTAB was established as part of the 2006 Interlocal Transportation Agreement between Park City Municipal and Summit County. The intent of JTAB is to provide an effective and efficient forum in which to discuss, evaluate, and recommend modifications to both City and County services amongst other joint decision, however, since the execution of this agreement the political, financial, human, and economic landscape have changed significantly. Additionally, Park City Transit has recently undergone internal organizational changes while seeing significant growth in levels of service, service area, and ridership as well as increased investment by both the City and County. Given the evolution in the transit system operations and the critical role transit plays in City and County joint community goals public involvement and transparency is of the utmost importance.

Discussion:

It is requested that JTAB discuss the establishment of “Rules of Procedure” that clarifies procures related to, but not limited to, the following:

- Agenda Posting – location, availability, and minimum advance
- Meeting location
- Date and time of regularly scheduled meetings
- Special Meeting and/or cancellation procedures
- Documentation and maintenance of meeting notes/minutes

Consistency With Adopted Plan:

This process is consistent with the 2006 Interlocal Transportation Agreement, as amended.

Fiscal Analysis:

Staff time required for this effort is captured in the City’s and County’s respective work programs.

Additional Information:

If you have any questions or comments regarding this item, please contact Alfred Knotts at alfred.knotts@parkcity.org or Caroline Rodriguez at crodriguez@summitcounty.org.



MEMORANDUM

Date: January 8, 2019
To: Park City Transit Joint Transit Advisory Board
From: Park City Staff
Subject: Transit Shelter Assessment and Phase 1 Project

Background:

Park City Transit and Summit County currently maintain 43 transit shelters of various styles and sizes. As part of the 2016 Short Range Transit Development Plan (SRTDP) public engagement process, numerous comments were received the following public comments were received related to transit shelter improvements and amenities. As such, the SRTDP recommended the following

“Up to ten shelters will be placed at major stops currently without shelters or those in need of an additional shelter or an upgraded.”

Discussion:

Park City proposes to reconstruct the Park Avenue shelters in front of the Park Avenue Condominiums and Fresh Market and complete an assessment of up a minimum of five (5) additional locations. The assessment will evaluate the following:

- Existing demand/ridership
- Adjacent land uses
- Existing and future routes served
- Property ownership and right-of-way requirements
- Pedestrian connectivity and accessibility
- Permitting
- Preliminary engineers estimate

Park City also proposes construct a new shelter design that compliments the existing shelters at the Old Town Transit Center and Kimball Junction Transit Center as well the recently constructed shelter in front of the Hyatt Place. While not identical to the Hyatt Place shelter, the design exhibits the similar natural elements and earth toned colors reflective of Park City's and Summit County's alpine environment. A photo and architectural/engineering drawing are contained in Attachment A and B, respectively.

Consistency With Adopted Plan:

The transit shelter assessment and phase 1 construction are consistent with the adopted 2016 SRTDP.

Fiscal Analysis:

Park City requested and received approval of \$150,000 from the Summit County Council of Governments in the form of Prop 10 funding in Fiscal Year 2017/2018.

Additional Information:

If you have any questions or comments regarding this item, please contact Alfred Knotts at alfred.knotts@parkcity.org

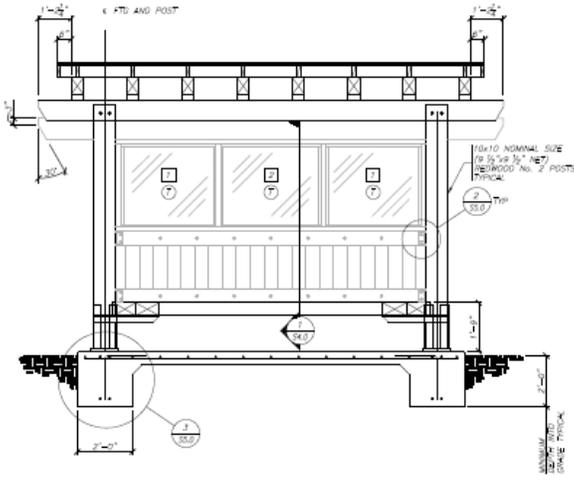
Attachments

Attachment A – Photo of Proposed Shelter Design
Attachment B - Shelter Architectural/Engineering Drawing

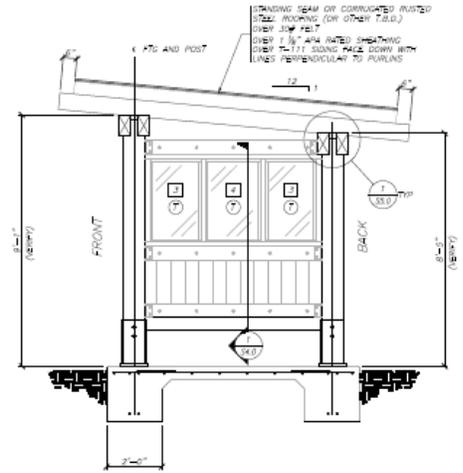
Attachment A



Attachment B



3 FRONT ELEVATION
SCALE: 1/2" = 1'-0"



4 SIDE ELEVATION
SCALE: 1/2" = 1'-0"



MEMORANDUM

Date: January 8, 2019
To: Park City Transit Joint Transit Advisory Board
From: Park City Staff
Subject: Proterra Bus Delivery and Depot Charger Installation Update

Background:

Park City Transit, in partnership with Summit County, received a Federal Transit Administration (FTA) 5339(c) Low Emission/No Emission Bus and Bus Facilities to fund the acquisition of seven (7) electric 35 foot transit buses and 8 (eight) depot electric chargers.

Discussion:

This is an informational item intended to update JTAB members of the status of the bus delivery and depot charger installation at Iron Horse.

Currently, Park City Transit staff is at the Proterra manufacturing facility in Greenville, South Carolina to inspect the first set of three (3) buses prior to delivery. Delivery of these vehicles is currently scheduled for January 21 with the remaining four (4) scheduled for late March. Upon receipt of vehicles testing and registration will occur immediately with the goal of putting the vehicles in service prior to Sundance which begins on January 24th.

In regards to the depot chargers, the commissioning team will be on site January 14 and anticipated to be take approximately four (4) days to complete.

Consistency With Adopted Plan:

The transit fleet replacement and charging infrastructure are consistent with the adopted 2016 SRTDP.

Fiscal Analysis:

Park City requested and received funding for vehicle acquisition and charging infrastructure are being funded by FTA capital funds, local transit funds, and funding from Rocky Mountain Power Company.

Additional Information:

If you have any questions or comments regarding this item, please contact Alfred Knotts at alfred.knotts@parkcity.org



MEMORANDUM

Date: January 8, 2019
To: Park City Transit Joint Transit Advisory Board
From: Park City and Summit County Staff
Subject: Transit App Update

Background:

In an effort to improve transit rider information and increase ridership Park City and Summit County staff issued an Request for Proposals (RFP) for a comprehensive mobility app to potentially replace and/or upgrade the existing MySpot app.

Discussion:

At the RFP deadline 6 proposals were received of which only one firm was deemed qualified by the evaluation committee, Doublemap. Park City and Summit County staff is scheduled to conduct an interview with Doublemap on January 14th after which time a recommendation will be made by the evaluation committee to proceed with contract negotiations or readvertise the RFP.

Consistency With Adopted Plan:

App upgrade is consistent with the adopted 2016 SRTDP.

Fiscal Analysis:

Staff time required for this effort is captured in the City's and County's respective work programs.

Additional Information:

If you have any questions or comments regarding this item, please contact Alfred Knotts at alfred.knotts@parkcity.org



MEMORANDUM

Date: January 8, 2019
To: Park City Transit Joint Transit Advisory Board
From: Park City and Summit County Staff
Subject: Service Planning Process and Schedule

Background:

Park City and Summit County staffs both desire to rely on data driven transit service planning to provide the best possible service in an efficient and cost effective manner. Over the last several months Park City Transit staff placed an increased emphasis on data collection and analysis and related Quality Assurance/Quality Control to assist in service planning. Currently, the 2016 Short Range Transit Development Plan is the guidance document that provides recommendations and prioritization in regards to service enhancements, however, a formal process for detailed route planning has been inconsistently applied in the past.

Discussion:

Prior to the 2018 winter season, Park City and Summit County transportation teams embarked on a more formal process in regards to route and service level plan with the goal of providing 15- 20 minute frequency to the Ecker Hill Park and Ride lot. This route alternatives analysis process was captured in a memo dated September 26, 2018 and revised October 15, 2018 which is included hereinto as Attachment A.

Park City Transit recommends building off of this successful process prior to the implementation of the 2019 consistent with the following tentative schedule:

- Rider surveys – February/March 2019
- 2018/2019 winter service analysis – April 2019
- County Service Change Requests (if necessary) – April 2019
- Public Outreach – May 2019
- 2019 Summer Service JTAB Recommendation – May 2019
- Council updates – May 2019
- Change Day – June 2019

Consistency With Adopted Plan:

This process is consistent with the 2006 Interlocal Transportation Agreement, as amended.

Fiscal Analysis:

Staff time required for this effort is captured in the City's and County's respective work programs.

Additional Information:

If you have any questions or comments regarding this item, please contact Alfred Knotts at alfred.knotts@parkcity.org or Caroline Rodriguez at crodriguez@summitcounty.org.

Attachments

Attachment A – September 26, 2018 JTAB memo

ATTACHMENT A



Date: September 26, 2018, revised October 15, 2018

From: Park City Transit and Transportation Planning

Subject: Winter Transit Route Analysis

Executive Summary:

This memorandum was initially prepared to serve as a formal evaluation of existing services as well as various alternatives in preparing for 2018/2019 winter service. In September 2018, both City and County staff met on several occasions to discuss the pros and cons of each alternative as to arrive at preferred service alternatives. In correspondence dated October 4, 2018, Summit County Regional Transportation Director Caroline Rodriguez, requested Park City Transit modify/expand existing services to provide the following services:

- Alternative 1 (Modified Lime/Pink)
- Alternative 4a (Kamas/Hospital Timepoint, including weekend service)

The ability to provide these services will be the focus of discussion at the October 16, 2018 meeting of the Joint Transit Advisory Board. Please see information below related to the overall winter transit route analysis and associated alternatives.

Purpose and Need:

In effort to evaluate and enhance transit operations in advance of the 2018/2019 winter season Park City and Summit County have under taken an advanced planning effort to better serve the community and improve the visitor experience while advancing transportation related goals. In 2016 two transportation related tax initiatives were passed by the voters of Summit County to address existing and future transportation needs. As a result transit operations have been increased and capital projects have been initiated. One such project is the implementation of the 10/White express route and the planning, design and construction of the Ecker Hill Park and Ride (EHPR) lot both of which are intended to better serve commuter and day skier trips. Following completion of the EHPR, transit operations must be enhanced and to achieve the goal of the EHPR and overall transportation strategy which is to reduce single occupancy vehicles and regional vehicle miles traveled. This memorandum has been prepared to evaluate various alternatives as to how best meet regional transportation goals, specifically those related to the construction and operation of the EHPR. Additional analysis has also been conducted related to service to community services in the Quinn's Junction area such as the National Ability Center, Intermountain Health Care, Summit County Health Department, and Park City Municipal recreation facilities. Additional consideration has been given to modifications to the routes serving residential areas, however, no modifications are recommended at this time due to time constraints, organizational changes, and limited human and fiscal resources as well as available rolling stock.

Existing Conditions

Jeremy Ranch/Pinebrook/Ecker Hill area/Kimball Junction

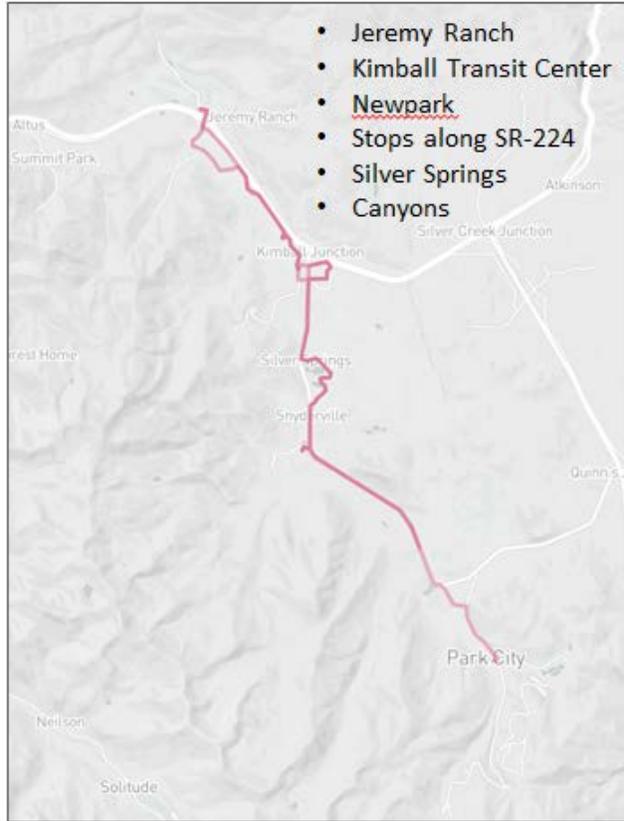
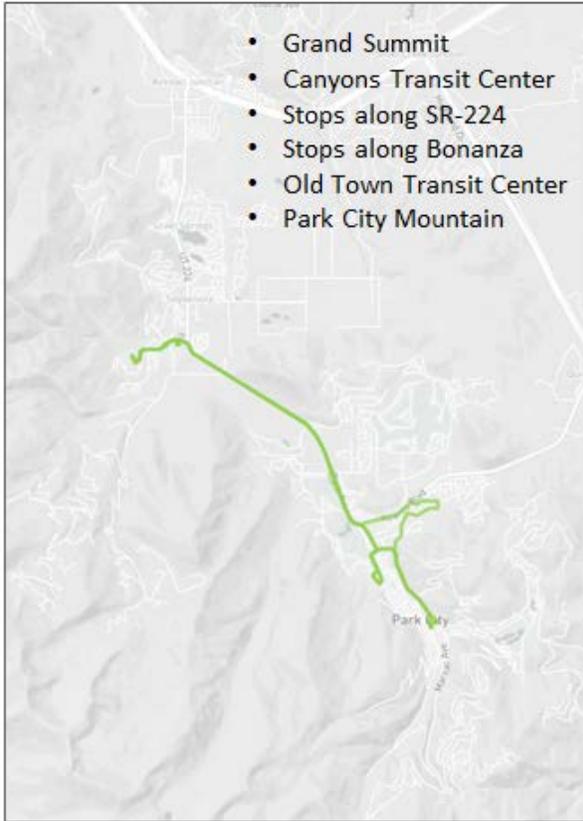
Currently the Jeremy Ranch and Pinebrook area are served by the 7 Pink route which operates on 30 min headways from the Jeremy Ranch Park and Ride to the Old Town Transit Center (OTTC) via the Kimball Junction Transit Center (KJTC) and Canyons Transit Hub (CTH) and serving all north/south stops in between. The KJTC is also served by the 8 Brown from the Trailside area on 30 min headways and the 10 White which operates as an express with 10 min headways between KJTC and the OTTC with limited spots occurring at Canyons Transit Hub and Park Ave. Condos/Fresh Market. The Brown requires 2 vehicles while the White requires 4 during non-peak and 5 during peak to maintain 10 min headways.

Quinn's Junction/Health Care Campus

Currently the Quinn's Junction area, including the "Health Care Campus," has very limited transit service. This area is served by the Park City Transit Dial-a-Ride and on a limited basis by the Kamas Commuter.

Jeremy Ranch/Pinebrook/Ecker Hill area Route Analysis

As previously stated, the Jeremy Ranch/Pinebrook/Ecker Hill area is currently served by the 7 Pink on 30 min headways; however, with the construction of the EHPR it is necessary to increase service and associated headways to meet the objectives of the EHPR.



As such, Park City Transit has developed various alternatives to best serve the EHPR during the peak winter season which are described in detail below:

Service Objective:

To provide high frequency service to and from the soon to be completed 300 space Ecker Park and Ride lot located on Kilby Road to both Canyons TC Hub and PCMR base

Number of Vehicles Required:

Target Travel Markets:

Skiers/snowboarders and resort employees who are primarily those destined for PCMR and/or Canyons Village bases

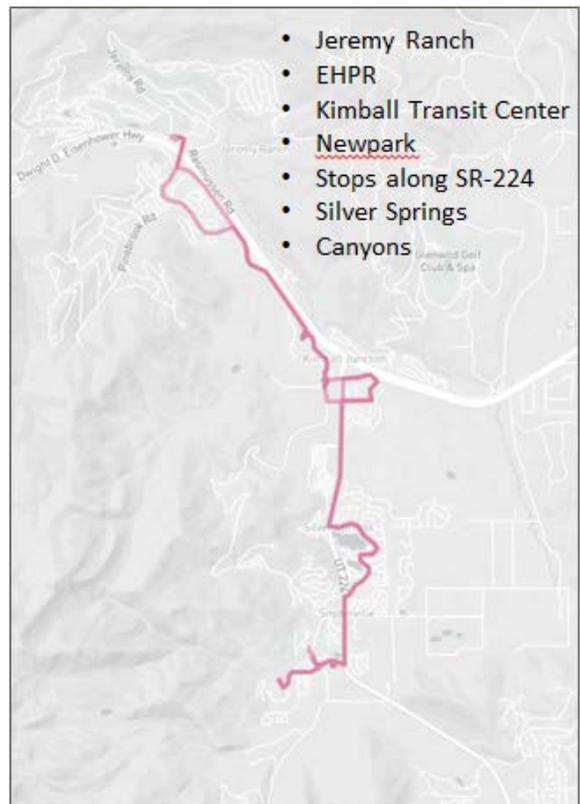
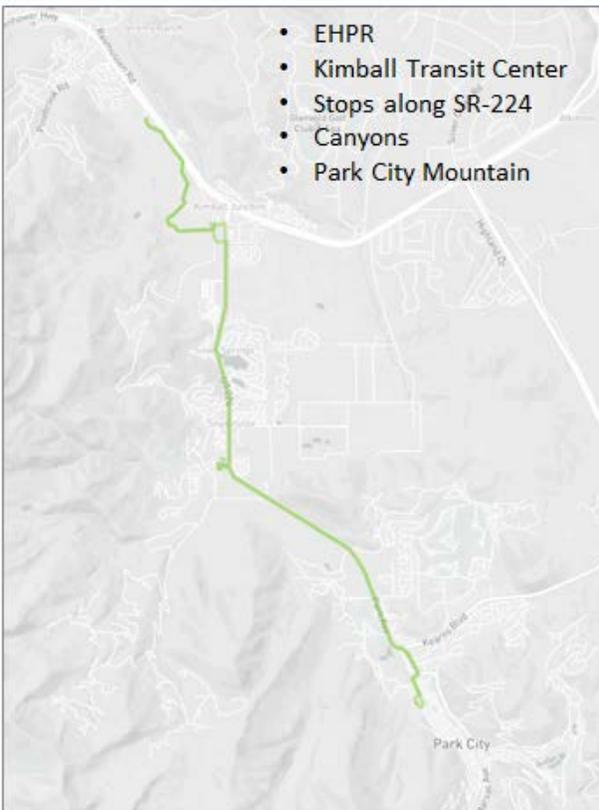
Existing Service:

The existing stop located adjacent to the Ecker Park and Ride (EPR) lot is currently served by the 7 Pink Route on 30 minute headways which operates between the Jeremy Ranch Park and Ride and OTTC and serves KJTC, New Park, Silver Springs, Canyons Transit Hub, PCMR, and all stops in between.

Alternative 1 (Lime/Pink Modification):

Proposed Modification:

Alternative 1 would modify the Lime and the Pink by eliminating Lime service to the Prospector area which is currently served by the 4 Red and the 5 Yellow. This would allow for the Lime service to initiate at the EHPR beginning at approximately 6 am until approximately 12:30 am and serve Kimball Junction, Canyons, and PCMR base and all stops in between. The Pink would serve the Jeremy Ranch Park and Ride (JRPR) and service New Park and Silver Springs as it currently does and terminated at the Canyons Village base and all stops in between. Lime would interline as the Orange.



Pros:

- Provides service to both base areas from EHPR
- Maintains existing connect to bases areas for end of day gondola riders
- Increases frequency on SR 224 corridor that was previously served by the Brown
- Provides 10 minute frequency if scheduled properly
- Eliminate PC/SLC Connect connector
- Eliminate early morning service redundancy
- Connects to Deer Valley via Orange interline

Cons:

- Pink no longer goes into Old Town from JRPR, KJTC, and EHPR
- No longer serve Prospector
- Public backlash – Existing Pink ridership base (kids)
- Risk of underutilization of Park and Ride after Perceived reduction in service to Jeremy and Pinebrook
- Public perception that route caters to resorts as opposed to neighborhoods
- Requires an estimated 9 vehicles to meet desired frequency
- Doesn't maximize the efficiency

Estimated Travel Time

EHPR to KJTC = 4 mins

EHPR to Canyons = 15 mins

EHPR to PCMR = 35 mins

**assumes avg. of 15 mph for all routes*

Headways:

Pink 30 mins

Lime 20 mins

Number of Vehicles Required:

Lime = 6 (does include Orange interline)

Pink = 4

(Additional 3 buses required for a total of 10)

Estimated Cost

Lime = approximately \$2,568,522

Pink = approximately \$1,777,781

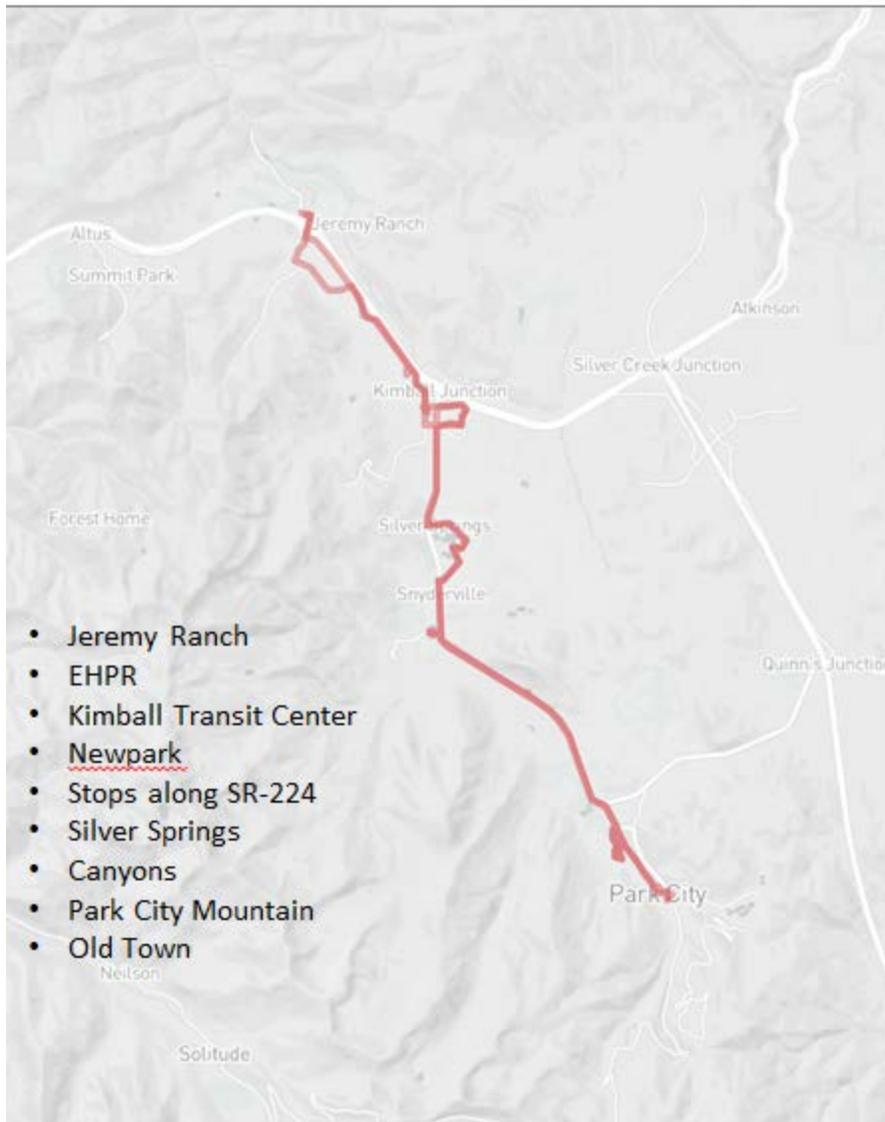
Total = \$4,346,303

Current Pink and Lime costs = \$ 3,018,711

Alternative 2 (Pink Local Feeder)

Proposed Modifications:

This proposed service operates in essentially the same manner as the existing Pink route with an increase in vehicles from the current 5 in peak winter to 7 in peak winter to achieve 20 minute headways. The would also include the Orange interline.



Pros:

- Essentially same route as existing Pink
- Reestablishes increased frequency on SR 224 corridor that was previously served by the Brown
- Customer experience is unchanged and direct connection still exists with Jeremy Ranch and Pinebrook given no route change
- Option to “feed” into Electric Express and maximizes efficiency of this route
- Provides connection to Deer Valley via interline

Cons:

- Does not provide 10 minute frequency
- Still deviates into Silver Springs

- Does not directly serve Canyons Village base area (i.e. Grand Summit/Westgate)
- Would require connection to Cabriolet

Estimated Travel Time

EHPR to KJTC = 9

EHPR to Canyons= 29

Headways

20 mins

Number of Vehicles Required:

Currently requires 5

(Additional 2 additional buses required for a total of 7)

Estimated Cost

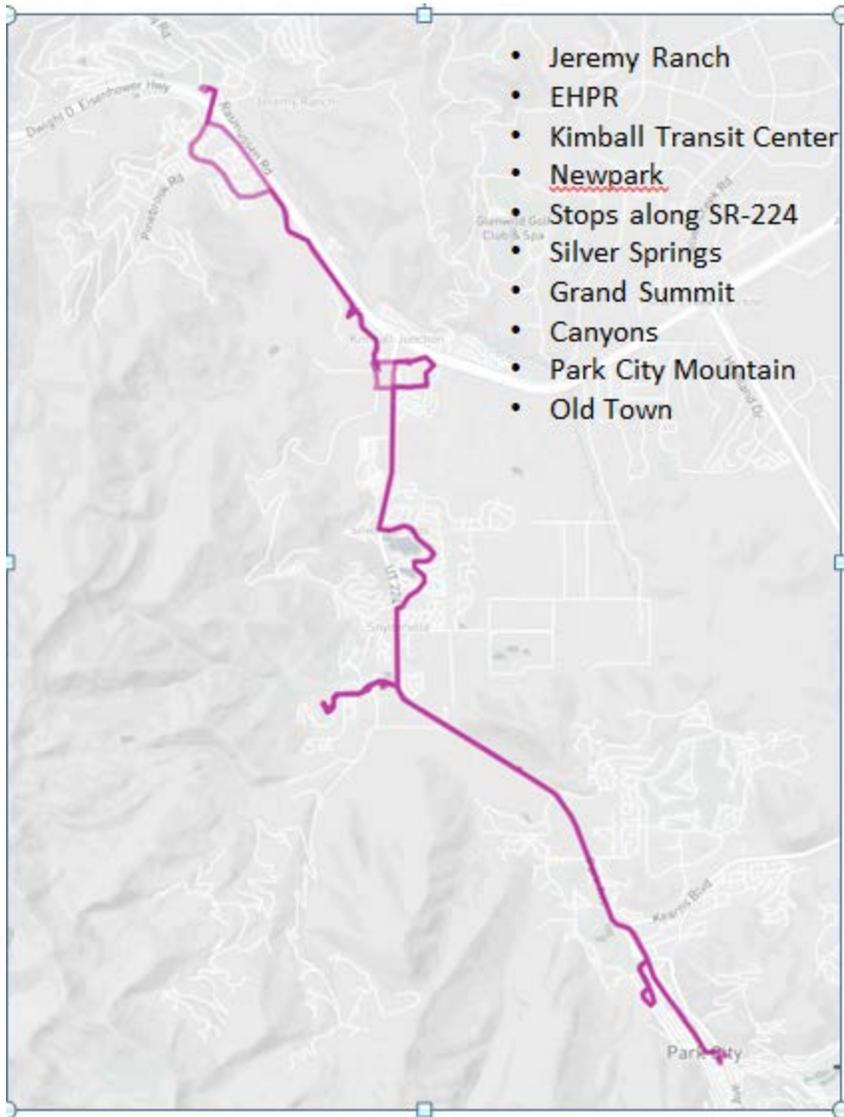
Approximately \$4.7 million

Current Pink cost = \$2.23 million

Alternative 2a (Pink Local Feeder with Grand Summit)

Proposed Modifications:

This proposed service operates in essentially the same manner as the existing Pink route with an increase in vehicles from the current 5 in peak winter to 8 in peak winter to achieve 20 minute headways. This alternative differs from Alternative 2 and the existing service in the fact that Alternative 2a would serve the Canyons Village base which would require 8 vehicles as opposed to the 7 in Alternative 2.



Pros:

- Essentially same route as existing Pink
- Increases frequency on SR 224 corridor that was previously served by the Brown
- Does directly serve Canyons Village
- Option to “feed” into Electric Express

Cons:

- Does not provide 10 minute frequency
- Still deviates into Silver Springs
- By providing service to Canyons Village, an additional vehicle is required and increase cost of approximately \$500k.

Estimated Travel Time

EHPR to KJTC = 9

EHPR to Canyons= 29

EHPR to Canyons Village= 32

Headways

20 mins

Number of Vehicles Required:

Currently requires 5

(Additional 3 buses required for a total of 8)

Estimated Cost

Approximately \$5.2 million

Current Pink = \$2.23 million

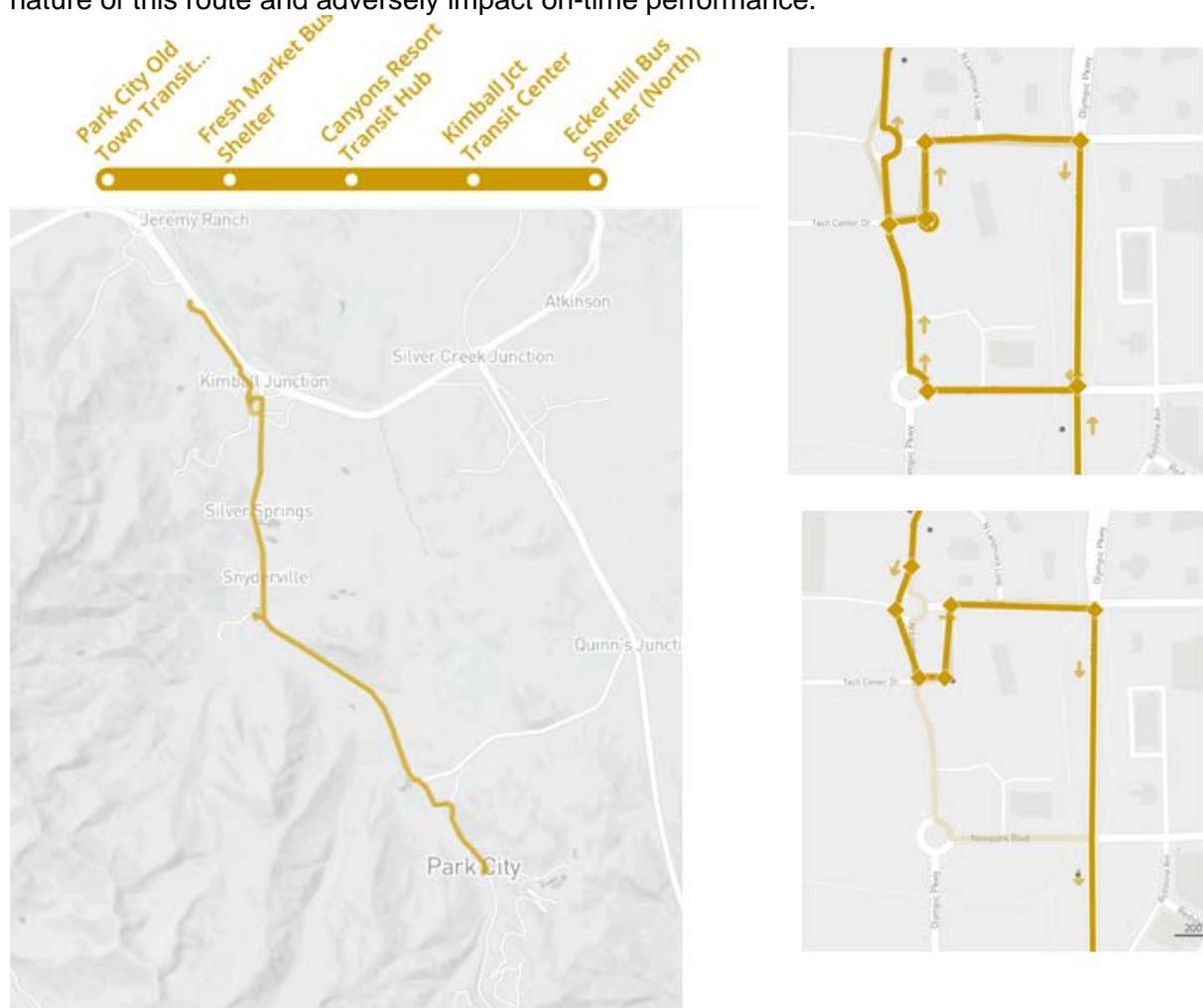
Alternative 3 (Extended White)

Currently the white is scheduled to operate at 10 min headways with 4 buses at non-peak and 5 buses peak however with charging and peak hour congestion on SR 224 the White 10

To adhere to the 10 min frequency, accounting for charging time during peak hours, 7 vehicles are needed.

Alternative 3 proposes to extend the 10 White to EHPR and maintain 10 minute frequency with limited stops at EHPR, KJTC, Canyons Transit Hub, Park Ave Condos/Fresh Market, and OTTC. This alternative does not contemplate a stop at PCMR as it would reduce the express

nature of this route and adversely impact on-time performance.



Pros

- Extends popular Electric Express to new commuter market

Cons

- Charging adds time to either inbound and/or outbound
- Directional issues with charging approach
- Requires 5 additional buses which adversely effects spare ratio
- 5 Electric buses not currently in stock. Have to be served by diesels
- Significant cost increase to maintain 10 minute headways
- Extending route through Kimball Junction will cause delays during peak times

Estimated Travel Time

EHPR to KJTC = 12 – 15 (dependent on charging direction)

EHPR to Canyons= 30 – 35 (no charging)

EHPR to Canyons Village= 37

Headways

10 mins

Number of Vehicles Required:

Currently utilizes 4 in non-peak and 5 peak winter

(Additional 5 buses required for a total of 10)

Estimated Cost:

Approximately \$6.76 million

Current cost \$2.77 million

Alternative 3A (Extended White 20 min headways)

Proposed Modifications:

This alternative would operate in the same route structure as Alternative 3 however this alternative proposes 20 minute frequency.

Pros

- Only requires 1 additional bus
- Extends popular Electric Express to new commuter market

Cons

- Increases headways from scheduled 10 to 20
- Charging adds time to either inbound and/or outbound
- Directional issues with charging approach

EHPR to KJTC = 12 – 15 (dependent on charging direction)

EHPR to Canyons= 30 – 35

EHPR to Canyons Village= 37

Headways

20 mins

Number of Vehicles Required

Currently utilizes 4 in non-peak and 5 peak winter

(1 Additional bus required for a total of 6)

Estimated Cost

Approximately \$4.59 million

Current cost \$2.77 million

*Assumptions for 4 mins circulation at EHPR
Charging is on the Inbound from EHPR to Canyons leg of the trip.*

Alternative 4 (Hospital/Kamas 1.25 hr headways)

Proposed Modifications

Extended headways from 1 hour to 1.25 hours on Kamas Commuter utilizing the existing 2 vehicles to allow for time to serve the hospital

Pros

- Utilizes existing resources
- Improve On-time performance

Cons

- Increases headways
- Increases travel time for riders not destined for the Quinn's Junction complex

Headways

1.25 hours

Number of Vehicles Required

2 same

Estimated Cost

\$375,000

Current cost is \$323,000

Alternative 4a (Kamas/Quinn's Junction/Hospital Service)

)

Proposed Modifications

This alternative would add a third vehicle to the Kamas Commuter as to maintain existing 1 hour headways.

Pros

Maintains current headways

Cons

Increased cost

Requires another vehicle that could be placed in service on more productive routes

Headways

1 hour

Number of Vehicles Required

3
(1 additional bus)

Estimated Cost

\$425,000
Current cost is \$323,000

Alternative 5 (Dial-a-Ride to Flex Route) – Future Consideration (spring 2019)

Proposed Modifications

This alternative would convert the existing Dial-a-Ride to fixed route service and operate between OTTC and Quinn’s Junction/Park City Heights and serves stops in between.

Pros

- Uses existing cutaway rolling stock
- Serves social, medical and recreation centers
- Scale fits the estimated to demand
- DAR is currently very unproductive with high cost per passenger

Cons

- Would require significant outreach
- Has not been thoroughly vetted. Potential to consider following winter season
- Very indirect route and unattractive to non-transit dependent riders
- Could adversely affect existing DAR riders

Number of Vehicles Required

2

Estimated Cost

\$535,000

Proposed Preferred Alternatives

Ecker Hill Park and Ride

City and County staff have jointly evaluated the pros and cons, cost, and objective of serving the EHPR and recommend **Alternative 1** as the preferred alternative to be implemented on or around the start of the PCMR ski and snowboard season. Prior to that, the Park and Ride will be served by the existing 7 Pink.

This service configuration should be reviewed no less than one year after implementation to ensure route productivity. City and County may want to reconsider extending the White to EHPR once appropriate charging infrastructure is in place.

Kamas/Quinn's Junction/Hospital Service

City and County staff have jointly evaluated the pros and cons, cost, and objective of serving the EHPR and recommend **Alternative 4a** as the preferred alternative to be implemented as part of winter service changes. This would modify Kamas Commuter to add the hospital as a published timepoint on all runs while maintaining existing schedule.

Additionally, City and County staff would like to add Saturday and Sunday service on the Kamas Commuter during the winter months, as a pilot program. This will require additional Requires a staff-level discussion about weekend timepoints to ensure that both resort employees and skiers can get to the resorts at a convenient time

Other System wide Considerations:

The other following services will need to be considered in conjunction with any additional/modified winter services in regards to human, fiscal, and capital resources.

- Yellow Service – Prospector to Deer Valley winter service
- CVMA circulator
- Lime elimination to Prospector
- 2019 Sundance and 2019 FIS World Championships