



**Joint Transit Advisory Board (JTAB)  
March 16, 2021 Meeting Minutes**

The JTAB of Park City and Summit County, Utah, met in open meeting on March 20, 2021 at 9:00 AM.

**ROLL CALL**

Upon confirmation that quorum connected to the electronic meeting, the meeting was called to order by Mrs. Fjeldsted at 9:05 AM. All in attendance were recorded and announced by Cindy Stockley.

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
Roger Armstrong	Councilor-Summit County	Present
Chris Robinson	Councilor-Summit County	Present
Tim Henney	Councilor-Park City	Present
Steve Joyce	Councilor-Park City	Present
Caroline Rodriguez	Summit County Staff	Present
Jamie Dansie	Summit County Staff	Present
Derrick Radke	Summit County Staff	Present
Matt Leavitt	Summit County Staff	Present
Kim Carson	Board of Directors	Present
Sarah Pearce	Park City Staff	Present
Kim Fjeldsted	Park City Staff	Present
Scott Burningham	Park City Staff	Present
Robbie Smoot	Park City Staff	Present
Andy Stevenson	Park City Staff	Present
Cindy Stockley	Park City Staff	Present

**I. ELECTRONIC MEETING DOCUMENTATION**

The meeting was a remote, electronic meeting due to the declared public health emergency.  
Read by Kim Fjeldsted

**II. PUBLIC COMMENTS:**

No public comments

**DISCUSSION ITEMS**

**A. Review/Acceptance and approval of the February 9, 2021 meeting minutes**

**RESULTS: APPROVED**

**AYES: Board members Steve Joyce, Tim Henney, Chris Robinson, Roger Armstrong,**

- **B. Transit Sales Tax Overview- (Derrick Radke)** TST sales tax ordinance was voted on an approved January 1, 2017. County estimated originally that the average would be about \$5million a year county sales tax.
- Combined teams identified and agreed to about \$100Million worth of projects between all of them. The group came up with an amount of \$35.8 million for the first 5 years. Funds are \$10.8 PAG and \$25M from Bond Proceeds. Total spent to date \$26.6M. COG has the authority and makes the decision to councils.
- Resulted in overwhelming success of the Sales Tax Initiatives for Transportation and Transit.
  - 77% Approval for Transportation Infrastructure Projects
  - 69% Approval for Transit Service Improvements
- The remaining projects will need to be readdressed by the COG for priority and recommendation to the County Council.
- It is anticipated that the 5-year programming that was established previously will be followed again.
- The County will likely issue a second series of bonds the amount to be determined by available funds according to County financial policies.

**Steve Joyce**-Concerned that 90% of our money is tied up to PAG and not being spent. He would like to address the 90% tied up in PAG. Approved \$10.6M we have \$9.6 unspent. Is the process to pull the money back if projects are not getting implemented and completed? Is there a cap on the bond money we should be spent every year? Do we need to think about putting a cap on bonding out projects to make sure we do not max out money and cannot cover other projects?

**Derrick Radke**-We need to review and push the projects out to spend the money. The remaining projects will need to be readdressed by the COG to priority and recommendation to county councils.

**Tim Henny**-Asked who has authority over the TST program. Would like to know who would set the program and the authority over the money. Is this an issue with COG or city councils, do we need to review this with the each city councils and bring concerns back to COG? Check and balances will help all of us understand the funding.

**Roger Armstrong**-Concerned about the amount of money remaining. Would like each entity to look over their projects and make sure that the money still needs to be allocating to the projects.

**Caroline Rodriguez**-Wanted to make some clarifications. 1. Regarding the counties portion of the Bike Share that money was intended to pay for capital replacement and we have not reached the useful life on the bikes, this money is being used as intended. County does not pay operational fees annually and that is why you do not see an annually debit. 2. The Park City Summit County joined line item SR224 project is currently underway and a consultant has been hired and the reimbursement requests will be coming and the project will be expended in 2021.

**Julie Collins**: Park City looking programming all of city funds. Reviewing all of our capital projects and applying our funding. Park City just completely the big capital project on the Kearns pedestrian tunnel project which took a lot of staff resources time and spending. We have a few large payments remaining that will be submitted for the project. In addition Park City partnered with UDOT to start on the westbound SR248 bus lane. Our next big capital project will be the Arts

& Culture District to where our capital funds can best be used. Park City Park and Ride with Park City and Summit County. We will be presenting to our council tomorrow.

**Matt Leavitt**-County fiscal revenue bond policy is they will only distribute maximum annual debt services payment of 50% of the revenue bond money.

**Additional Mass Transit Tax AMT-(Matt Leavitt) Transit & Transportation Taxes**

State and local governments recognized that infrastructure construction and maintenance were underfunded.

In 2016 Summit County placed two sales tax initiatives on the ballot for voter approval. Both taxes are county-wide.

Additional Mass Transit Tax (2nd Qtr.) – 0.25%

County Option for Transportation Tax (3rd Qtr.) – 0.25%

In 2018 the County Council approved two additional county-wide sales taxes.

County Option for Transportation Infrastructure (4th Qtr.) – 0.25%

County Option for Transit (5th Qtr.) – 0.20%

Current total amount collected from the AMT to date is \$17.9 million.

Uses of the 2<sup>nd</sup> Quarter are determined by interlocal agreement between Summit County and Park City Municipal.

- Based on point of sale after considering KJ Circulator, 6 Lime, 10 White, 11 Black, and PC/SLC Connect midday service.
- Current monthly average point of sale is 58.2% Summit County and 41.8% Park City Municipal.
- Approximately \$4.0M - \$4.5M has not been utilized by the two transit systems.

County Option for Transportation Infrastructure (4<sup>th</sup> Qtr)

Recipient entities may use the 4<sup>th</sup> Quarter for road projects, transportation facility, public transit, forms of conveyance used by the public, or corridor preservation. Uses are determined by the local governing body.

Summit County gets \$750,000 Park City Transit gets \$990,000

**Chris Robinson**-How is this calculated and divided by tax commission or county. County divides the distribution. We need to have each staff, finance departments and tax commission work together to figure this out.

**Steve Joyce**-County figured and come up with the amounts that the tax comes up with. We need to figure and work this out between county tax commissions. Feels that the County is getting more of the taxes and park city has a bigger transit system. It seems as though Summit County gets the lion share of the money. One slide shows Park City at 55% POS and another one slide shows 42% POS. We would like this explained and a deeper dive do on the calculations.

We would like Qtr. 2, Qtr. 4 we get & Qtr. 5 looked into and figured out after the joint items are pulled out and the percentages should be more 50/50. We need to set a simply format moving forward to be split up money. Summit County is getting \$6.7million and \$1.6million goes to Park City.

**Tim Henney**-Would like 3<sup>rd</sup> Qtr clarified. A portion of the tax is taken away from park city. What percent do we keep out of the 100%? He would like the councils to have a work session to go over the TST and the separations. He would like to set up the policies to send to the staff.

**Roger Armstrong**-We are working on budget and the High Valley Transit we have not have time to discuss the TST. We need to come up with the funding to bring back to board on how is PC funds allocated with the board. As we go forward we have three terms coming about with the separation and launching the Regional transit and need to make sure it is successive as well has working with further regions.

**Chris Robinson**-Would like to policy clarified from Summit County finance on how the portions are separated. He feels the ball is in Summit counties court to bring back information for Park City to be able to take to their council.

**B. High Valley Transit District Update (Kim Carson)** Board was setup to include the council members and updated the ordinance. Working on ILA for support services with Summit County. Are hoping to adopt the policy and procedures during council meeting March 25th. Presented a draft service plan last meeting and shared with PC staff and council to present to staff. Hoping to adopt service plan by April 8<sup>th</sup>. On track to start service on June 30<sup>th</sup>.

**C. Spring Service Proposal (Scott Burningham)**

**Transit Spring Service**

Park City Transit will begin spring service on April 11, 2021. Spring service will have the customary shoulder season reduction in service. The adjustments below are similar to past spring schedules, but with the key reductions. We may need to adjust the service once the Regional service starts up in July. We will be working closely with Summit County and High Valley to connect up with our services.

- 6 Lime frequencies will reduce from 15 minutes during peak times to 30 minutes and will run from 5:45 am – 11:45 pm.
- The Early Morning/Late Night Citywide service will end.
- 4 Orange services will end.
- 9 Purple services will end.
- New this spring, based on anticipated demand, the Yellow route will stay in service to ensure 15-minute frequency in the Prospector Square area and maintain service in the Bonanza Drive area.
- The Red, Green, and Yellow will remain the same with minor adjustments to time points.
- Pink, White, and Black will remain the same.

**RESULTS: APPROVED**

**AYES: Board members Steve Joyce, Tim Henney, Chris Robinson, Roger Armstrong,**

**Operational Update (Caroline Rodriguez)**

Ridership is still down, but it is starting to move up.

**PC-SLC Connect Update- Caroline Rodriguez**

We are waiting for more information from UTA on data. They have to have internal meetings before they can report to us.

**Operational Updated (Kim Fjeldsted)**

**Federal mask mandate for Public Transit**-The mandate has not been lifted and asked County to help support and relay that information to their riders using transit to help manage the mandate.

**American Rescue Plan Act**- New funding coming into transit systems. There are stipulations and to use you have to provide that we did not lay off any employees and all money has to be used. We have not laid off any positions other than or normal seasonal operators.

5 Gillig electric buses was the vendor awarded the contract and will be coming our way. UTA did the RFP's with the vendors and UTA awarded Gillig with the contract.

**Chris Armstrong**-Ask how the charges are being paid that will be paying into the funding.

**Kim Fjeldsted**- Park City has existing funds in 5311, 5309, VW settlement fund, local match and Part with UTA match. This is summarized in the report presented to Park City Council in April.

**Remarkable Rider**-Started the Remarkable Rider program and we have our first nominated winner and would like to congratulate rider Bev Harrison. Moving forward anyone can vote for the rider and the drivers will be able to participate in voting. It will be presented and awarded every quarter.

**Meeting adjourned at 10:51 AM**

**Next meeting:**

Tuesday, April 20, 2021 at 9:00 AM

Respectfully Submitted:

*Cindy Stockley-Park City, Transit Department, JTAB Recorder*