



## TRANSIT DEPARTMENT

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### **SUMMIT COUNTY TRANSIT BOARD**

Wednesday, February 27, 2019, 8:15 a.m.

#### **SUMMARY MINUTES**

#### **I. CALL TO ORDER**

The Meeting of the Summit County Transit Board on Wednesday, February 27, 2019 was called to order by Chair, Kent Willis, at 8:15 a.m. in the Loveland Room of the Summit County Community Center, 0151 Peak One Boulevard, Frisco, Colorado.

#### **II. ROLL CALL**

Board Members present and answered to the roll call were:

Kent Willis, Chair – Town of Frisco  
Cindi Gillespie – Copper Mountain Ski Resort  
Bentley Henderson – Summit County (Alternate)  
Patrick O’Sullivan – Arapahoe Basin Ski Resort  
Ted Pilling – Upper Blue Basin (At Large Member)  
Jen Pullen – Town of Breckenridge (Alternate)  
Steve Swanson- Lower Blue Basin (At Large Member)

Staff present were as follows: Curtis Garner, Transit Director; Geoff Guthrie, Operations Manager; Bruce Camping, Planner; and Vivian Pershing, Administrative Assistant.

Additional Attendees: Kevin Yoder, General Manager, First Vehicle Services and Tom Koehler, Founder, Our Sustainable Voice.

#### **III. APPROVAL OF AGENDA**

The minutes from the January 9, 2019 Summit County Transit Board Meeting and the February meeting agenda were reviewed. A motion was made by Cindi Gillespie and seconded by Patrick O’Sullivan to approve the minutes. A motion was made by Ms. Gillespie and seconded by Steve Swanson to approve the agenda. Both motions passed unanimously by the board present.

#### **IV. RECOGNITION OF GUESTS AND PUBLIC COMMENTS**

Tom Koehler, Founder, Our Sustainable Voice, was welcomed again as a guest.

#### **V. REGULAR MONTHLY UPDATE ITEMS**

##### **A. Financial Report**

Curtis Garner discussed the January Transit Budget Report in detail, focusing on current operating expenditures, services, staffing and maintenance. Chair Kent Willis asked for questions. Jen Pullen inquired about hiring and recruitment which received comments from Ms. Gillespie and Mr. Garner. Tom Koehler asked about budget expansion regarding traffic volume and parking infrastructure needs. The Financial Report was approved unanimously by the board present.

## **B. Operations Report**

Mr. Guthrie discussed the January Transit Operations Report in detail, focusing on current fixed-route passenger counts, ridership changes by route, operating expenditures, current mass transit sales tax receipts and staffing levels. Ms. Gillespie, Mr. Koehler, Mr. Willis and Mr. O'Sullivan made comments and the Operations Report was approved unanimously by the board present.

## **C. Maintenance Report**

Kevin Yoder reviewed maintenance staffing, work orders, preventive maintenance, bus availability, road calls and costs. After comments were made, the Maintenance Report was approved unanimously by the board present.

# **VI. NEW BUSINESS**

## **A. Exact Change Fare Policy**

Mr. Garner recommended an exact change fare policy for commuter routes where fares would be less susceptible to fraud.

## **B. Lake County Commuter Summer Route Changes**

Mr. Guthrie reported the use of two buses and re-aligning the leave times to previous schedules and lowering operating costs for Summer 2019 on the Lake County Commuter route.

## **C. Park County Commuter Summer Route Changes**

Mr. Garner reported the use of two buses also on the Park County route with a \$2 fare. The leave times were set from survey respondents. Ads will be done in April. A partners meeting in February discussed an intergovernmental agreement, fares, service levels and bus stop locations.

## **D. FTC Design/Engineering/Construction Timeline Update**

Mr. Garner, Mr. Willis and Mr. Henderson discussed Phase One this year regarding shuttle spaces at a south parking lot, bus bays separating activity with shuttles, drainage and infrastructure horizontal work. In the future depending on funding, the transit center building plan (Phase Two) is to take down the existing building of 2165 square feet and build a new Plaza and building of 3200 square feet in the same location.

## **E. Transit Board Members' Term Discussion**

Mr. Willis reviewed beginning and ending 2-year terms for Transit Advisory Board members on odd and even years. The Summit County BOCC would approve new and returning members once per year prior to July 1, during May or June sessions.

## **C. Annual Retreat Agenda Discussion**

Steve Swanson recommended financial information on Street Media wrap advertising to be included at the July annual retreat. Ms. Gillespie mentioned a status on Double Map. Jen Pullen recommended connectivity on GTFS trip planners.

# **VII. ADJOURNMENT**

The monthly meeting was adjourned at 9:39 a.m.