



TRANSIT DEPARTMENT

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SUMMIT COUNTY TRANSIT BOARD MEETING

Wednesday, February 24, 2021, 8:15 a.m.

SUMMARY MINUTES

I. CALL TO ORDER

The virtual Meeting of the Summit County Transit Board on Wednesday, February 24, 2021 was called to order by Chair, Kent Willis, at 8:15 a.m. via Zoom.

II. ROLL CALL

Board Members present and answered to the roll call were:

Kent Willis, Chair – Town of Frisco
Becky Bowers - Upper Blue Basin (At Large Member)
Tom Daugherty – Town of Silverthorne
Cindi Gillespie – Copper Mountain Ski Resort
Bentley Henderson – Summit County (Alternate)
Matt Hulsey – Breckenridge Ski Resort
Tom Koehler - Ten Mile Basin (At Large Member)
Elisabeth Lawrence – Summit County
Jen Pullen – Town of Breckenridge
Steve Swanson- Lower Blue Basin (At Large Member)
Scott Verlinde – Keystone Ski Resort

Staff present were as follows: Chris Lubbers, Transit Director; Teddy Wilkinson, Operations Manager; Bruce Camping, Planner and Vivian Pershing, Administrative Assistant.

Additional Attendees: Kevin Yoder, General Manager-First Vehicle, Deb Rohlf, Summit Stage Driver/Trainer, Summit Cove and Jess Hoover, Programs Manager-High Country Conservation Center.

III. APPROVAL OF MINUTES AND AGENDA

The minutes from the January 27, 2021 Summit County Transit Board Meeting were reviewed. Steve Swanson moved to approve, second by Tom Daugherty; motion carried. February 24 meeting agenda was reviewed. Mr. Daugherty moved to approve, second by Becky Bowers; motion carried.

IV. RECOGNITION OF GUESTS AND PUBLIC COMMENTS

Attendees were welcomed by Kent Willis. There were no public comments.

V. REGULAR MONTHLY UPDATE ITEMS

A. Financial Report

Chris Lubbers discussed the Transit Financial Summary and Budget Report in detail, focusing on current operating expenditures, revenue and grants, services and maintenance. Ms. Bowers suggested a different portrayal or format with subtotal details, for example rolling up workers comp with labor or operating expenses. Mr. Lubbers encouraged her to forward examples for an updated format next meeting. He offered information on capital projects for the Frisco Transit Center, Transit Headquarters

and electric buses. He noted Proterra engineers identified a downed electric bus situation and ordered parts. He discussed the components working with DoubleMap's contract and reviewed that the legal and management team negotiated those that other companies will provide. Matt Hulsey mentioned success with working with Transign Intermotive for automated enunciation messages onboard buses. Mr. Lubbers updated the Board on the Short Range Transit Plan and the annual board retreat in July. He discussed future transit operating funds through the CRRSAA ("Krissa") Act contracted through CDOT. The Financial Report was approved unanimously by the board present.

B. Operations Report

Teddy Wilkinson explained the Transit Operations in detail, focusing on current fixed-route passenger counts, ridership changes by route with year over year comparisons, operating expenditures, and current mass transit sales tax receipts. Driver staffing is at a good level. Hand sanitizers and mask dispensers have been installed on buses. Plans for summer schedule has been with positive driver feedback. Photos were shown of two Arboc low-floor cutaway buses recently delivered. Elisabeth Lawrence asked of passenger capacity which is 21 seats. Ridership was summarized for limited capacity with Covid restrictions. Overloads are still being handled with extra buses. Mr. Willis and Jen Pullen touched on group efforts for future marketing of ridership renewal. Ms. Bowers inquired of staffing and employee morale SRTP survey feedback regarding housing term limits. Mr. Lubbers mentioned current use of employee engagement surveys and electronic suggestion boxes. He noted plans for employee housing with the new Transit Headquarters, however no designs yet on how it will be managed. Bentley Henderson, Ms. Lawrence and Mr. Willis commented on needs of aiding employees in finding permanent housing before transitional housing term limits expire and discussing this topic at future meetings. The Operations Report was approved unanimously by the board present.

C. Maintenance Report

Kevin Yoder reviewed maintenance staffing, work orders, bus and para transit availability, warranty issues, road calls, costs, preventative maintenance and parts availability. Resolutions with Proterra coolant leaks and quicker issue identification in the future was discussed. Mr. Swanson inquired of battery run times. Mr. Lubbers reviewed battery sizes and range with future improvements in technology. The Maintenance Report was approved unanimously by the board present.

VI. AGENDA ITEMS

A. Short Range Transit Plan Priorities

Bruce Camping summarized the five year Transit Plan of analyzing ridership data, route information, commuter characteristics, census data, seasonal variations, revenue sources, expenses and financial effectiveness. Recommendations were reviewed of starting to implement top goals in 2022 for restoring service recently cut from existing routes, establishing new express routes, and developing organizational capacity with supportive infrastructure, revenue and fleet operations. He noted almost half of the recommendations are in year six or later. Mr. Camping suggested reviewing strategies in the next four meetings in preparation for setting a priorities order at the annual retreat. Mr. Willis, Mr. Lubbers and Mr. Daugherty mentioned possible guidelines for workforce and budget capacities, along with a fleet replacement program.

B. 2021 Highway 9 Gap Project – Granite Street Bus Stop Relocation

Mr. Wilkinson showed a map for summer construction plans for the Highway 9 Gap Project to include a new round-a-bout by the Frisco fire station near Granite Street relocating the bus stop to 7th Street and

Granite. CDOT will give a presentation March 9 to the Town of Frisco. Mr. Willis and Mr. Daugherty encouraged public outreach to area residents.

C. New CDC Guidance Regarding Masks on Public Transit

Mr. Lubbers reported on new mask mandates and definitions from the CDC regarding scarves, bandanas and ski masks. Jen Pullen mentioned notices would be displayed at transit stations and bus stops. She noted that neck gaiters were listed as acceptable and the mask guideline national variances for children age two to five. Cindi Gillespie said public transit guidelines were different from lift line guidelines. She and Ms. Bowers questioned face shields, interpretations, enforcement, grace periods or possible pushback from union management. Mr. Lubbers mentioned drivers are encouraged to offer face masks in lieu of enforcement.

VII. ADJOURNMENT

The monthly meeting was adjourned at 9:55 a.m.