



## TRANSIT DEPARTMENT

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### **SUMMIT COUNTY TRANSIT BOARD MEETING**

Wednesday, May 31, 2023, 8:15 a.m.

#### **SUMMARY MINUTES**

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

The monthly meeting of the Summit County Transit Board on Wednesday, May 31, 2023, was called to order by Chair, Kent Willis at 8:15 a.m.

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

Board Members present and answered to the roll call were:

Kent Willis, Chair – Town of Frisco  
Josh Blanchard (remotely) – Summit County  
Becky Bowers - Upper Blue Basin (At Large Member)  
Tony Camarata – Arapahoe Basin Ski Resort  
Tom Daugherty – Town of Silverthorne  
Cindi Gillespie – Copper Mountain Ski Resort  
Kyle Hendricks – Town of Dillon  
Scott Hoffman (remotely) – Summit County  
Matt Hulsey – Town of Breckenridge  
Susan Juergensmeier – Snake River Basin (At Large)  
Tom Koehler - Ten Mile Basin (At Large Member)  
Kort Langlinais - Town of Breckenridge  
Ted Pilling – Town of Blue River  
Scott Verlinde – Keystone Ski Resort

Staff present were as follows: Chris Lubbers, Transit Director; Alex Soto, Operations Manager, Ann Findley, Planner, George Zachos, Shift Supervisor and Vivian Pershing, Administrative Assistant.

#### **III. APPROVAL OF MINUTES AND AGENDA**

The minutes from the Apr. 26, 2023, Summit County Transit monthly meeting and May 31, 2023 meeting agenda were reviewed. Kort Langlinais moved to approve the minutes, with a second by Kyle Hendricks. Tom Daugherty moved to approve the agenda, second by Tony Camarata. Motions carried.

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

No guests were present or public comments received.

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

##### **A. Transit Director Report and Financials**

Chris Lubbers discussed the Transit Financial Summary, Sales Tax Data and Budget Report in detail, focusing on current revenue, labor, administration/office, capital and fleet replacement, operation and maintenance, safety and insurance, training and recognition along with beginning and ending fund balances. Becky Bowers inquired on administrative costs already being at 97%. Mr. Lubbers reported it reflecting the costs for the year for Information Services, Human Resources, Finance, Manager, Sheriff's & Treasurer's Office, Facilities, Attorney, etc. A budget statement of operating revenue and expenses for

year to date to April 30, 2023 was given. The Financial Report was approved unanimously by the board.

## **B. Operations and Maintenance Report**

Alex Soto discussed the Transit Operations Summary in detail, focusing on current fixed-route passenger counts, and current mass transit sales tax receipts, and ridership changes by route, comparing hourly service in 2022 to hourly service in 2023 with a .36% increase in April 2023, especially in the Blue River, Park County Commuter, Copper-Frisco, Swan Mountain Flyer, and Free Ride Purple Contract routes. She discussed bus operator staffing, training, recruiting efforts, and safety metrics. Ms. Soto reviewed maintenance technician staffing, work orders, bus and para transit availability, warranty issues, road calls, costs, preventative maintenance, bus performance and parts availability and budget impact. Kent Willis, Mr. Camarata, and Mr. Daugherty inquired on budget impacts regarding bus availability and maintenance. The TransLoc app is fully functional which loads to Google Maps data through Trillium. The Operations and Maintenance Report was approved unanimously by the board present.

## **C. Agenda Items**

Ms. Findley gave an update on the Transit to Trails website. Tom Koehler suggested having a drop-down menu of all the trails or a trail search feature and pursuing a grant to expand the site. Mr. Willis received positive Board feedback and suggested the interface be turned on.

Ms. Findley reviewed the scope of work for the micro-transit feasibility study and programs in communities similar to ours with a county service assessment. Goals remain to service the first/last mile, to possibly expand our operating area within county limits, and engage the public through social media, meetings and surveys. The scope would provide services to write and apply for suitable funding to hire a company to operate a county system. The rough timeline would have the study complete by Dec 31, 2023, hire an operating company by April 30, 2024 to start up by Sept. 15, 2024. Mr. Daugherty mentioned Intermountain TAP grant funds and Region 3 area plans. Scott Hoffman and Mr. Hendricks added other locations within Summit County being related.

Ms. Findley inquired on approaching regional service possibilities in Grand County and received encouragement from Mr. Daugherty, Mr. Willis and Mr. Hoffman who will come up with an approach.

Mr. Lubbers listed agenda items for the July 26 annual retreat to include review of route times, bus stops and ridership, regional service, as well as further discussion on forming and establishing a regional transit authority.

Mr. Lubbers discussed an option to cancel the June 28 Board meeting due to staff vacations and suggested a staff report via email instead which received approval.

## **Adjournment**

Meeting was adjourned at 9:25 a.m.