

MINUTES

Snyderville Basin Public Transit District

BOARD OF TRUSTEES

THURSDAY, MARCH 11, 2021

Consistent with provisions of the Utah Open and Public Meetings Act, Utah Code Ann. §52-4-207(4), the Summit County Council Chair has issued written determinations supporting Summit County Council's decision to convene electronic meetings of the Council without a physical anchor location. Due to the health and safety risks related to the ongoing COVID-19 pandemic and considering public health orders limiting in-person gatherings, members of the public should not attend Council meetings in person. However, members of the public are invited and encouraged to view and participate in the Council's electronic meetings as described below.

PRESENT:

Kim Carson, *Board Member*

Chris Robinson, *Board Member*

Roger Armstrong, *Board Member*

Joe Spink, *Board Member*

Caroline Rodriguez, *Executive Chair and County Transportation Planning Director*

Dave Thomas, *Attorney*

Chris Putt, *Transportation Planner*

Jamie Dansie, *Transportation Planner*

Not PRESENT:

Doug Clyde, *Board Member*

The Board was called to order at 1:05 PM

Pledge of Allegiance

Public Input

Teresa Criscione spoke as a resident and representative of Lincoln Station in support of the new district. She and other residents are very excited about the proposed bus and microtransit service.

Work Session

Review Draft Service Plan (Cathal O’Gorman, VIA)

Cathal O’Gorman from Via briefly talked about the work to date and presented the most current draft proposal for microtransit zones, fixed route lines, and system hours of service. A public participant’s question about microtransit was answered.

Discussion of roles and responsibilities of the Board

Chair Carson presented a list from RTAP’s Boards That Perform publication and asked the group to read the document in detail as it will be referred to regularly. A priority is to create a Mission and Vision by April. Caroline Rodriguez is the active Executive Director.

Discussion of Summit County staff roles and services to the Transit District/ILA (continued)

The goal is to adopt the ILA at the BOT's March 25, 2021 meeting. County Council will first need to adopt and then send it back to the BOT. Some provisions can be deleted now and amended to the contract in the future. Board member Armstrong made clarifying points regarding revenue and allocation. Dave Thomas will send the most current, redlined version for additional member comment.

Draft Certifications and Assurances (continued)

Chair Carson asked that this moves to the next agenda for approval under board action

Draft Policies and Procedures Assurances (continued)

Board members and Dave Thomas reviewed and resolved their collective comments in the draft version of the policies and procedures. Dave Thomas advised that members will need to be devoted to an audit committee for the High Valley Transit District. Cannot be shared with the County. The audit committee is a priority. Policies and Procedures need to be adopted to comply with FTA.

Discussion of Ex-Officio Board membership

Three ex-officio members may be part of the BOT. Board members and staff discussed possible representation from UTA, UDOT, MAG, Park City, Wasatch County, as well as other people or entities that could benefit the District's work. Kim will send out invitation letters to two organizations and the response will help determine a potential third participant.

Board comments

No staff comments

Staff comments

No staff comments

The meeting adjourned at 2:50

Deliverables for next meeting:

- Dave Thomas send updated ILA draft to board members
- Chair Kim will send out invitation letters for potential ex-officio members and introductory letter to potential future stakeholders