



**Second Amended Agenda
High Valley Transit District
Monday, November 4, 2024 at 11 AM**

NOTICE is hereby given that the Board of Trustees will meet on Monday, November 4, 2024 electronically, via Zoom and at the anchor location at the HVT “depot” at 2460 Kilby Rd., Park City, UT 84098.

Public comment may also be submitted until 12 PM on Friday, November 1, 2024 via email at hi@highvalleytransit.org.

To participate electronically:

<https://zoom.us/j/95999269173?pwd=IlAc1TRDkEi54FtsyotOCYrl3bsoSB.1&from=addon>

Meeting ID: 959 9926 9173

Passcode: 591755

Or, to listen by phone, dial 1-301-715-8592

Meeting ID: 995 5175 2621

This meeting may be recorded

Public Meeting

- 1) Pledge of Allegiance
- 2) Public Comment – all comments will be limited to three minutes per person

Closed Session Personnel

Work session

- 3) Ridership and performance

Consideration of Approval

- 4) Discussion and possible amendment to the Chart of Positions
- 5) Discussion and possible approval of a First Amendment to the Infrastructure Agreement High Valley Transit (Lot 3) between High Valley Transit and Summit County
- 6) Discussion and possible adoption of High Valley Transit's 2024 amended budget and notice of Public Budget Hearing
- 7) Discussion and possible adoption of High Valley Transit's 2025 tentative budget and notice of Public Budget Hearing
- 8) Board comments
- 9) Staff comments

Staff Communications Enclosed:

- SR-224 Bus Rapid Transit November 2024 Update, Gabriel Shields, Capital Development Officer

Members of the Board, presenters, and members of the public may attend and fully participate by electronic means, using Zoom (phone or video).

Non-Discrimination Notice The High Valley Transit District's policy is that no person, regardless of race, color, or national origin shall be excluded from participation in, be denied the benefits of, or be subject to any discrimination under any program, activity, or services under Section 601 of Title VI of the Civil Rights Act, as amended. To view a copy of our Title VI Policy and Complaint Procedure, please contact us at (435) 336-3113.

If you require this or any information in an alternative format, please contact us at (435) 336-3113.



STAFF REPORT

Date: 11/04/2024
To: High Valley Transit District Board of Trustees
From: Ian Hooper, Data & Performance Analyst
Subject: Ridership & Performance Update

Requested Board Action.

None, this is an informational document for board use.

Micro

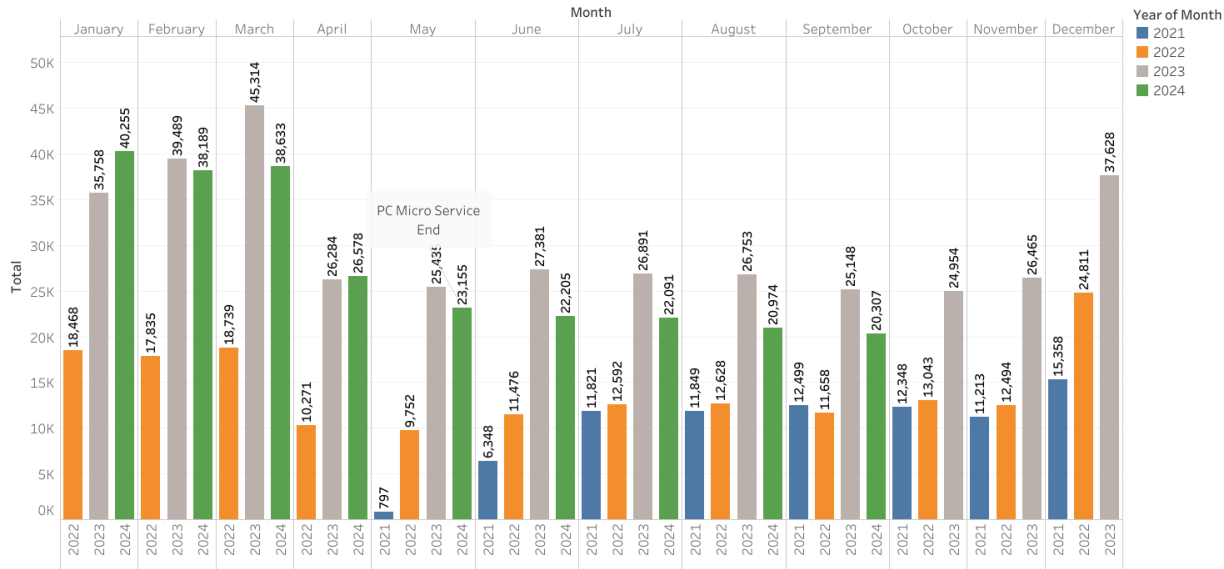
Through September 2024, Micro served **22,974 passengers**, compared to 22,974 in August. Utilization held an average of **3.5 passengers/driver hour**, compared to 3.5 last month. The seat unavailable rate was 10.7%, an increase from 10.7%. The average ETA was **20.2 minutes**, compared to 20.2 minutes in August.

Category	Metrics	August	September
Overall	Total Passengers	20,974	20,307
	Met Demand Rate	89.3%	91.1%
	Net Driver Hours	5,977	5,867
	Avg. Utilization (#riders/driver hr.)	3.5	3.5
	Avg. Aggregation	55.3%	54.4%
Rider Experience	Avg. Seat Unavailable Rate	10.7%	8.9%
	Avg. Ride Distance	3.9 miles	3.8 miles
	Avg. Pickup Walk Distance	57.5 meters	53.9meters
	Average ETA	20.2 minutes	19.5 minutes
	Average Ride Rating (/5)	4.8	4.8
	Active Riders	2,229	2,152

Rider Engagement	Avg. Rides/Active Rider	9.4	9.4
	New Riders	375	322

The graph below shows a comparison of Micro passenger counts through all years of service as of September 31st. Ridership has increased year-over-year.

All Micro Zones, by Month



Zone Pie Chart



This pie chart shows a comparison in ridership between each zone.

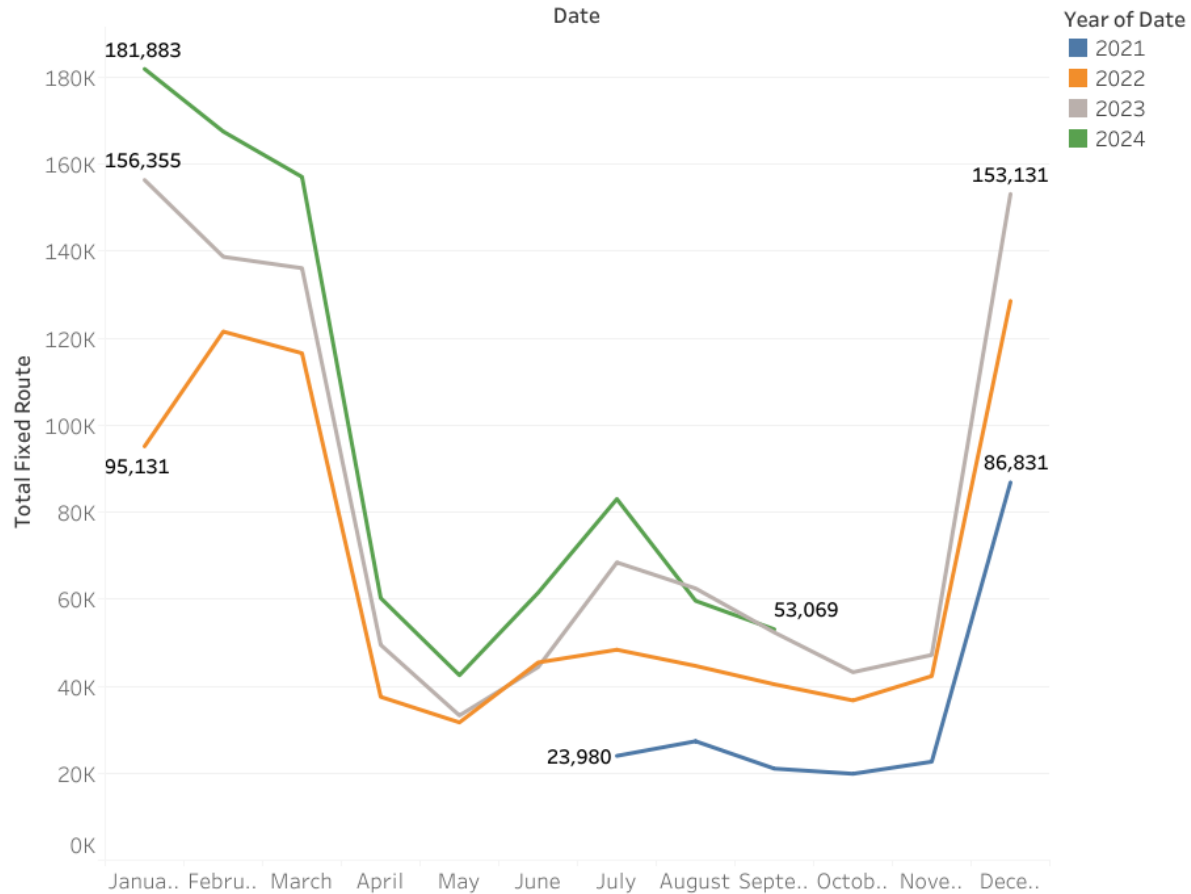
Fixed Route

The following table lists the passenger count for each of our fixed route lines. Passenger totals for August, September, and all of 2024 are detailed below.

Route	August	September	YTD Ridership
101 Spiro	20,327	17,492	508,191
102 Gateway	1,951	1,548	14,011
103 Kimball Junction	3,120	2,854	41,664
104 Bitner	9,780	9,393	94,253
105 Canyons Village	5,446	4,901	59,433
106 Wasatch	3,060	2,948	40,348
107 Connect	4,125	4,493	40,591
108 Silver Creek Village	2,573	2,622	5,645
10X	9,232	6,818	57,096
<i>Total</i>	59,614	53,069	866,374

The following graph shows a yearly comparison of passenger count for all fixed routes, since the inception of HVT.

Total Fixed Route Growth Comparison

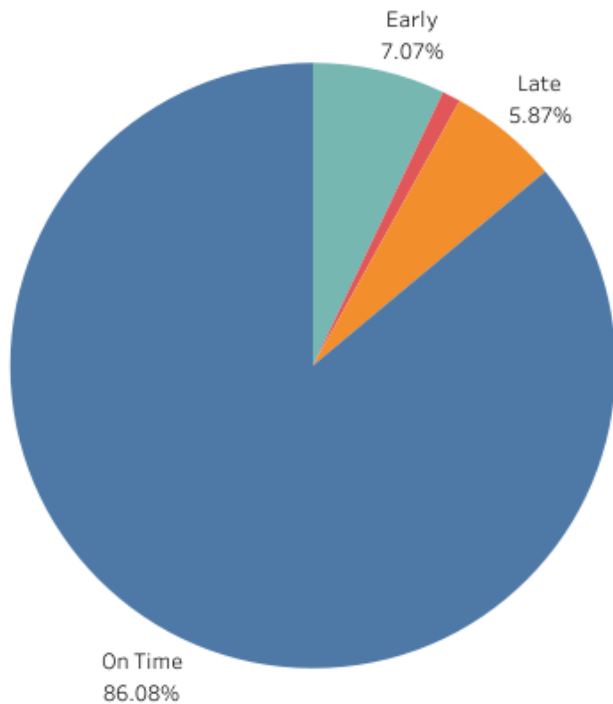


On-Time Performance (OTP)

The chart below shows On-Time Performance for HVT's fixed route service.

On-Time Performance has been adjusted by our operations team to measure the difference between actual and expected *arrival* times. OTP is still classified as Late whenever a line is delayed >5 minutes past expected arrival, or Extremely Late when a line is delayed >10 minutes.

New OTP tracking software has been installed in our fixed route services, reflected below.



Customer Service

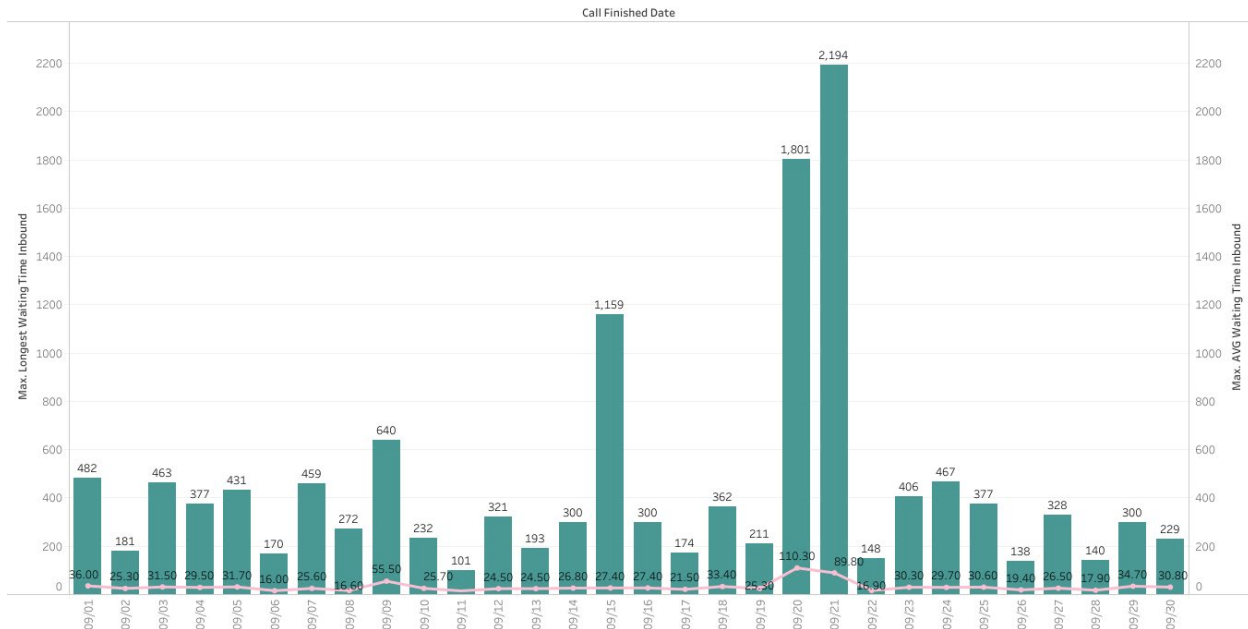
Call Wait Times

Each week, we receive a weekly report regarding calls to the main HVT line, (435) 246-1538, which is the number displayed on the app and website. The chart below shows a breakdown of all calls in September. The main line is inclusive of all other services as well as inbound calls from drivers and all Spanish calls.

In September, we received 2,892 total inbound calls. 128 of these calls were missed, for an average of 4.1 missed calls per day. Our average wait time was 27 seconds. The Paratransit Service Order¹ sets a goal of 1 minute or less for the average waiting time, which was met this month. Below is a graph showing daily maximum and average wait times.

¹ The TAAS Service Order for ADA Complementary Paratransit is available at <https://highvalleytransit.org/wp-content/uploads/2021/05/2021-05-27-Amended-Agenda-and-staff-reports.pdf>; the performance standards referenced are on page 54 of the Staff Report.

Longest vs. Average Waiting Time (in seconds)



Rider Feedback

Riders and residents can provide feedback to HVT in a variety of ways. The feedback listed below is not exhaustive of all feedback received through all channels; only feedback recorded in a reporting sheet is presented. Ideally, we would capture all feedback, but currently feedback channels differ in their percentage of feedback logged. For clarity, possible feedback channels and how they result in tracked feedback are listed below.

Structured Feedback Channels

- Calling the main line (435) 246-1538 or Valley Ride line (435) 710-4009
- Emailing hi@highvalleytransit.org
- Filling out the feedback form at highvalleytransit.org/feedback

Unstructured Feedback Channels

- Emailing Caroline, members of the HVT Board of Trustees, or other HVT staff's work email(s)
- Verbal feedback to a driver or driver partner
- Feedback given at Board meetings or individually to staff/Board.
- Feedback posted on public Facebook groups or other social media channels.

This month, we received 5 comments. Details on these responses are below:

9/8/24	1:51 PM	Ian	Website	My son and I were boarding the 107 to park city and I have a cart that I bring to do my shopping. My son asked the driver if we could use the lift and the driver said no, the lift was only for wheelchairs. I had never heard this before and wanted to know if it were true.	If the lift is for anyone who needs it then I would suggest the drivers are briefed on that and maybe reminded of how important good customer service is. Some drivers suggest the ramp while others act as if it is a hassle that is outside of their job description. It does affect how the trip is viewed.	Complaint
9/9/24	1:31 PM	Ian	Website	Dave Vestal was very, polite, professional and helpful. He made great recommendations on how to transport our bikes on 10x.	Just keep up the good work!	Compliment
9/10/24	1:27 PM	Ian	Website	I hate your bus system. It's gotten better buy there was supposed to be a bus at 113 that went to old town transit center that never showed up today. Th3 kimball bus showed up before it and left before 120pm. Also I lost my book on a bus last week on the 10x I called they told me I had to go to kimall and that they will leave it in the transit center. I get to the transit center in kimball call and they tell me I have to go to ecker hill. They say the 101 goes there. I was just on that bus and they said I could get a micro ride because it was on the bus route. I get an uber and ol and again and I ask if my book was there and they told me it was still on the bus. I took the bus to main street and finally got my book back. Also your shuttle system for the outlets is so confusing. I got on it and these two girls too one Friday and the driver was talking to someone he didn't ask us where we were going. The f****g shuttle went to Jeremy ranch and I asked when he would be back to kimball and he said 15 minutes. 15 minutes turned into almost a half an hour detour. By the time I got home my jersey Mike sandwich was soggy. I asked him about the soedule. He clarified some thingd but I still think it's so confusing I would rather walk but that won't fly with people in the winter.	1. Communicate with guests better 2. Find a way to explain the shuttle system for the outlets 3. Make the 101 go to the outlets again. 4. Improve your bus soedule come to with a better app and update website and riders with info	Complaint
9/11/24	10:31 AM	Ian	Website	Your driver, in the smaller shuttle bus, has road rage issues. He was driving on the wrong side of the wrong, going against traffic, and decides to cuss me out, at the 7/11 gas station, when he is in the wrong. Lastly, his breath smelled of marijuana.	To fire that driver. He runs his mouth for no reason, and doesn't follow traffic guidelines. I have a picture of the driver, that I'd love to share through email.	Complaint
9/18/24	4:22 PM	Ian	Website	Very accommodating, helpful and kind driver	No need improvement	Compliment



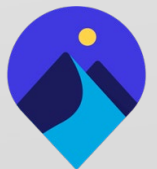


High Valley Transit

Monthly Data Report: September 2024

Micro Overview

Rider Experience, KPI's, Rides by Zone, Ridership Metrics



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High Valley Transit

Micro Reporting, All Zones - September 2024

875,503 Rides Since Inception

252,387 Rides in 2024

140,407 Total App Accounts

Rider Experience

Ride Rating (out of 5)

Average: **4.8** | Past month: **4.8** | WoW Change: 0

Ride Distance

3.8 miles | Past month: **3.9 miles** | WoW: -0.1

Pickup Walk Distance

53.9 meters | Past month: **57.5 meters** | WoW: -3.6

Time from request to scheduled pickup (ETP¹)

19.5 minutes | Past month: **20.2 minutes** | WoW: -0.7

Overview

20,307 Passengers (avg. 677/day)

Last month: 20,974

322 New Riders

Last month: 375

3.5 Utilization Avg.

Last month: 3.5

54.4% Aggregation²

Last month: 55.3%

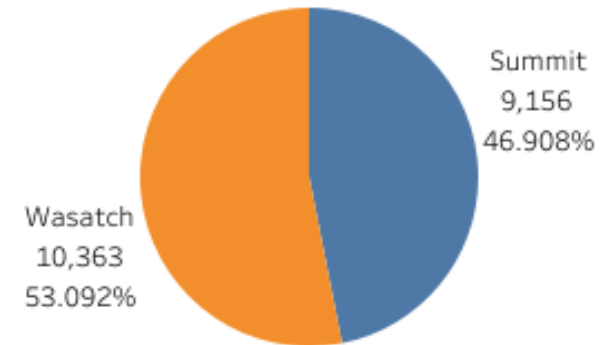
91.1% Met Demand³

Last month: 89.3%

5,867 Net Driver Hours

Last month: 5,977

Rides by Zone



Week-by-Week KPI's, September

Date	Riders	Driver Hours	Seat Unavailable	Accepted Proposal	Aggregation	Avg. ETP	ETP > 15 min	ETP > 20 min
9/1-9/7	4,856	1,372	9.0%	85.2%	54.9%	18.3	66%	52%
9/8-9/14	4,854	1,351	8.1%	83.9%	55.3%	20.1	69%	56%
9/15-9/21	4,674	1,354	8.6%	84.0%	55.5%	19.9	70%	57%
9/22-9/28	4,687	1,417	8.6%	83.2%	53.1%	20.3	67%	56%
9/29-10/5	4,870	1,430	7.2%	84.8%	55.7%	17.7	61%	49%

(1) ETP = Estimated time to pickup. (2) Aggregation = % of shared rides. (3) Met Demand = % of valid ride requests provided a proposal; a rate of 100 percent indicates 0 percent seat unavailable rate. (4) Peak Avg. Hourly ETP is the hour that had the highest average ETP for that day



High Valley Transit

Monthly Summit Micro Reporting: September 2024

530,394 Rides Since Inception

114,320 Rides in 2024

Rider Experience

Ride Rating (out of 5)

Average: **4.9** | Past month: **4.8** | WoW Change: +0.1

Ride Distance

4.4 miles | Past month: **4.3 miles** | WoW: +0.1

Pickup Walk Distance

67.1 meters | Past month: **70.6 meters** | WoW: -3.5

Time from request to scheduled pickup (ETP¹)

17.1 minutes | Past month: **16.5 minutes** | WoW: +0.6

Monthly Overview

9,156 Passengers (avg. 305/day)

Last month: 10,946

3.0 Utilization Avg.

Last month: 3.2

48.7% Aggregation²

Last month: 52.2%

92.4% Met Demand³

Last month: 92.6%

2,956 Net Driver Hours

Last month: 3,365

Week-by-Week KPIs

Date	Riders	Driver Hours	Seat Unavailable	Accepted Proposal	Aggregation	Avg. ETP	ETP > 15 min	ETP > 20 min
9/1-9/7	2,208	678	7.9%	86.7%	49.7%	16.5	64%	48%
9/8-9/14	2,253	691	6.6%	85.1%	49.5%	17.3	62%	48%
9/15-9/21	2,078	661	8.5%	85.5%	50.2%	18.0	64%	51%
9/22-9/28	2,097	726	7.0%	84.3%	47.5%	16.9	58%	46%
9/29-10/5	1,962	713	6.9%	85.3%	49.5%	16.1	53%	42%

(1) ETP = Estimated time to pickup. (2) Aggregation = % of shared rides. (3) Met Demand = % of valid ride requests provided a proposal; a rate of 100 percent indicates 0 percent seat unavailable rate. (4) Peak Avg. Hourly ETP is the hour that had the highest average ETP for that day



High Valley Transit

Wasatch Micro Reporting: September 2024

201,225 Rides Since Inception

93,468 Rides in 2024

Rider Experience

Ride Rating (out of 5)

Average: **4.8** | Past month: **4.8** | WoW Change: 0

Ride Distance

3.0 miles | Past month: **3.1 miles** | WoW: -0.1

Pickup Walk Distance

42.5 meters | Past month: **43.5 meters** | WoW: -1.0

Time from request to scheduled pickup (ETP¹)

21.7 minutes | Past month: **24.7 minutes** | WoW: -3.0

Monthly Overview

10,363 Passengers (avg. 345/day)
Last month: 9,068

4.1 Utilization Avg.
Last month: 4.2

60.2% Aggregation²
Last month: 60.1%

92.3% Met Demand³
Last month: 88.1%

2,508 Net Driver Hours
Last month: 2,148

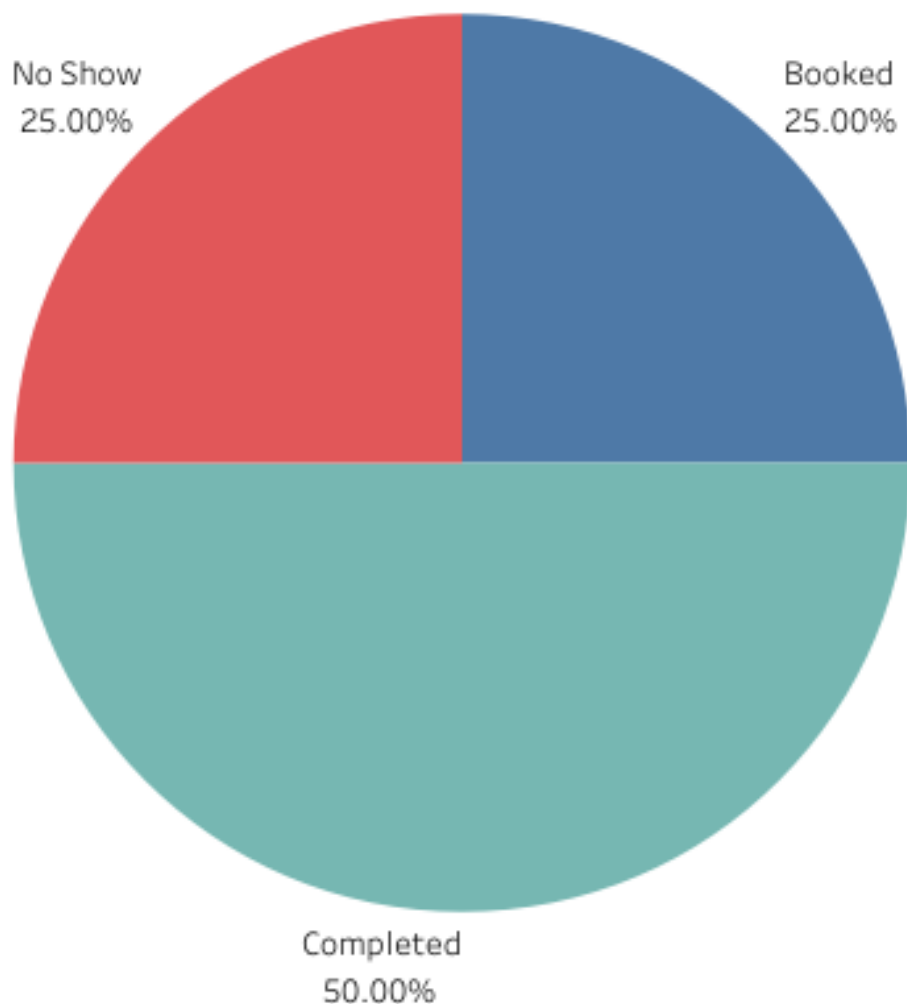
Week-by-Week KPIs

Date	Riders	Driver Hours	Seat Unavailable	Accepted Proposal	Aggregation	Avg. ETP	ETP > 15 min	ETP > 20 min
9/1-9/7	2,448	596	6.1%	84.6%	55.0%	20.0	68%	56%
9/8-9/14	2,411	563	9.3%	83.8%	55.9%	22.7	75%	64%
9/15-9/21	2,401	581	6.5%	83.6%	55.8%	21.4	74%	62%
9/22-9/28	2,424	608	9.6%	83.6%	53.4%	23.3	75%	65%
9/29-10/5	2,744	621	4.9%	85.2%	61.8%	18.9	68%	55%

(1) ETP = Estimated time to pickup. (2) Aggregation = % of shared rides. (3) Met Demand = % of valid ride requests provided a proposal; a rate of 100 percent indicates 0 percent seat unavailable rate. (4) Peak Avg. Hourly ETP is the hour that had the highest average ETP for that day

High Valley Transit

Uplift! Reporting: September 2024



This chart shows request status for Uplift!

Booked status reflect future scheduled rides, Unaccepted Proposal and Cancel status show which rides were declined, and No-Show status reflect rides where the passenger didn't meet the driver after 5 minutes.

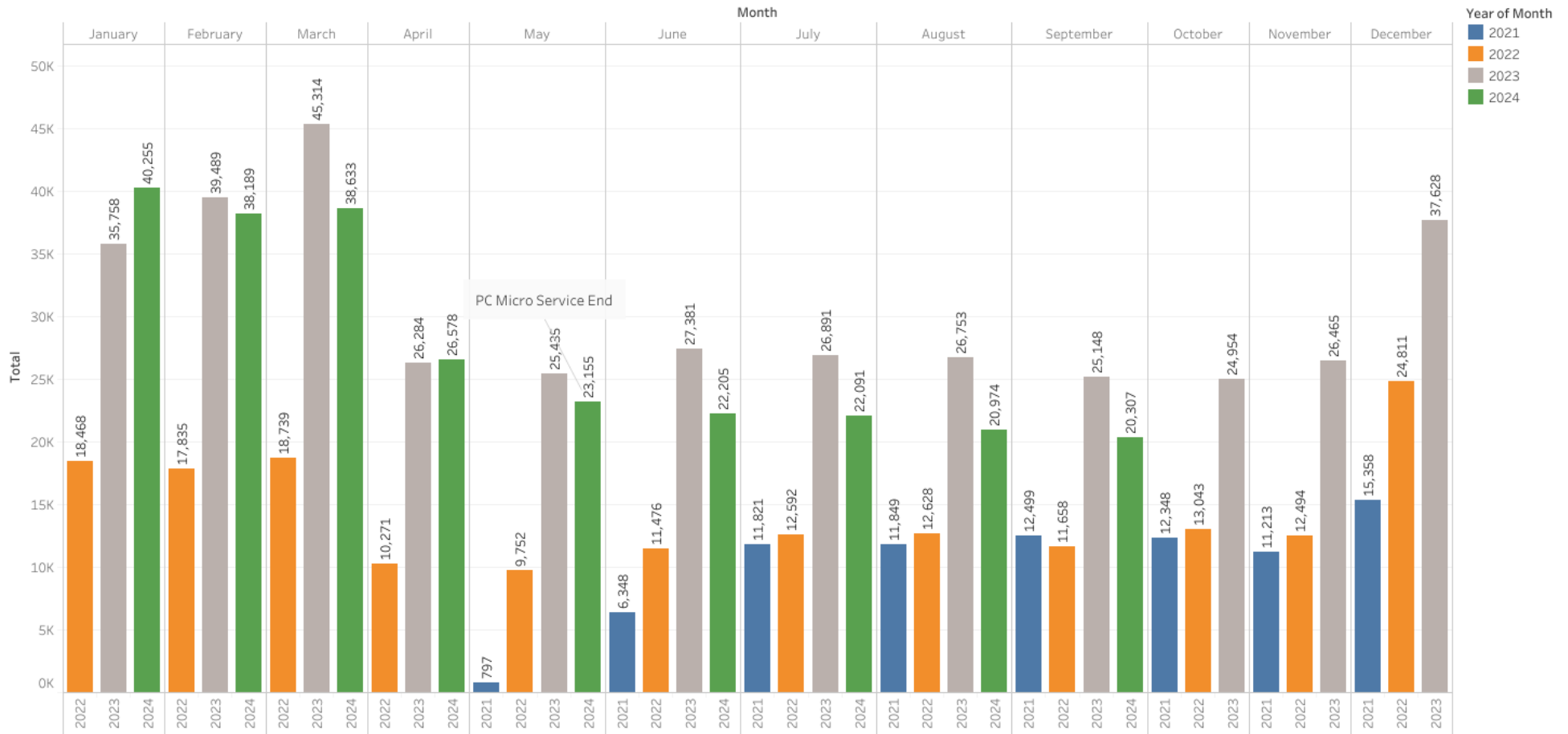
A total of 4 Uplift! rides were requested in September, with 2 of those rides being completed.

Occasionally, riders may make multiple requests for the same ride, resulting in erroneously counted Canceled/No-Show flags.

High Valley Transit

Monthly Micro Reporting: September 2024

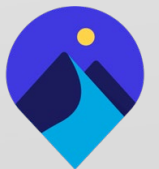
All Micro Zones, by Month



This graph shows a yearly comparison of micro ridership, broken down by year.

Fixed Route Overview

Monthly Passenger Count Comparison by Year, On-Time
Performance: Routes 101-107



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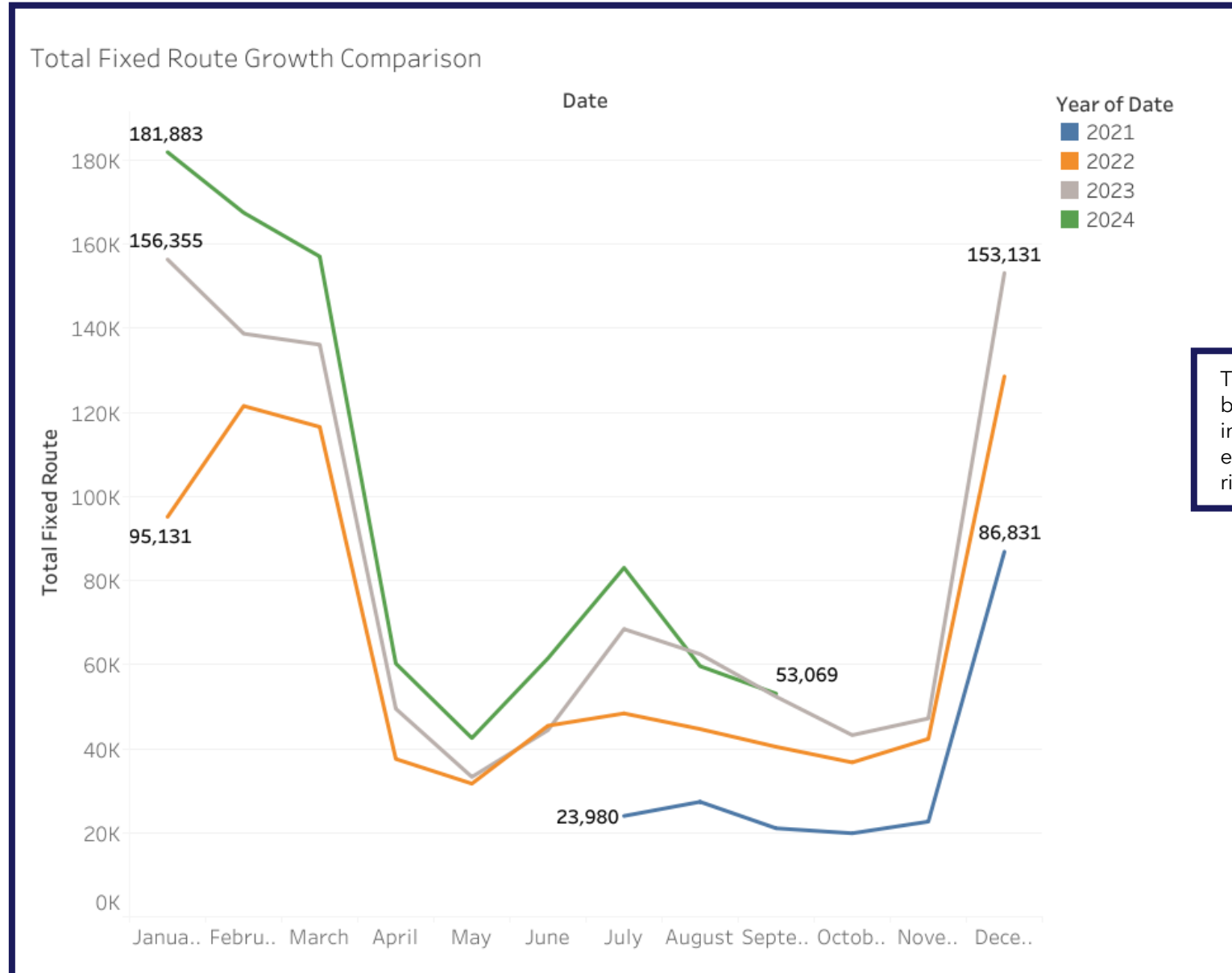


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Monthly Fixed Route Reporting: August 2024

Total Ridership for 2024: 866,374

Total Ridership since Inception: 2,841,999



This graph shows total ridership by month, for each year since inception. For 2024, we have experienced our highest rates of ridership.

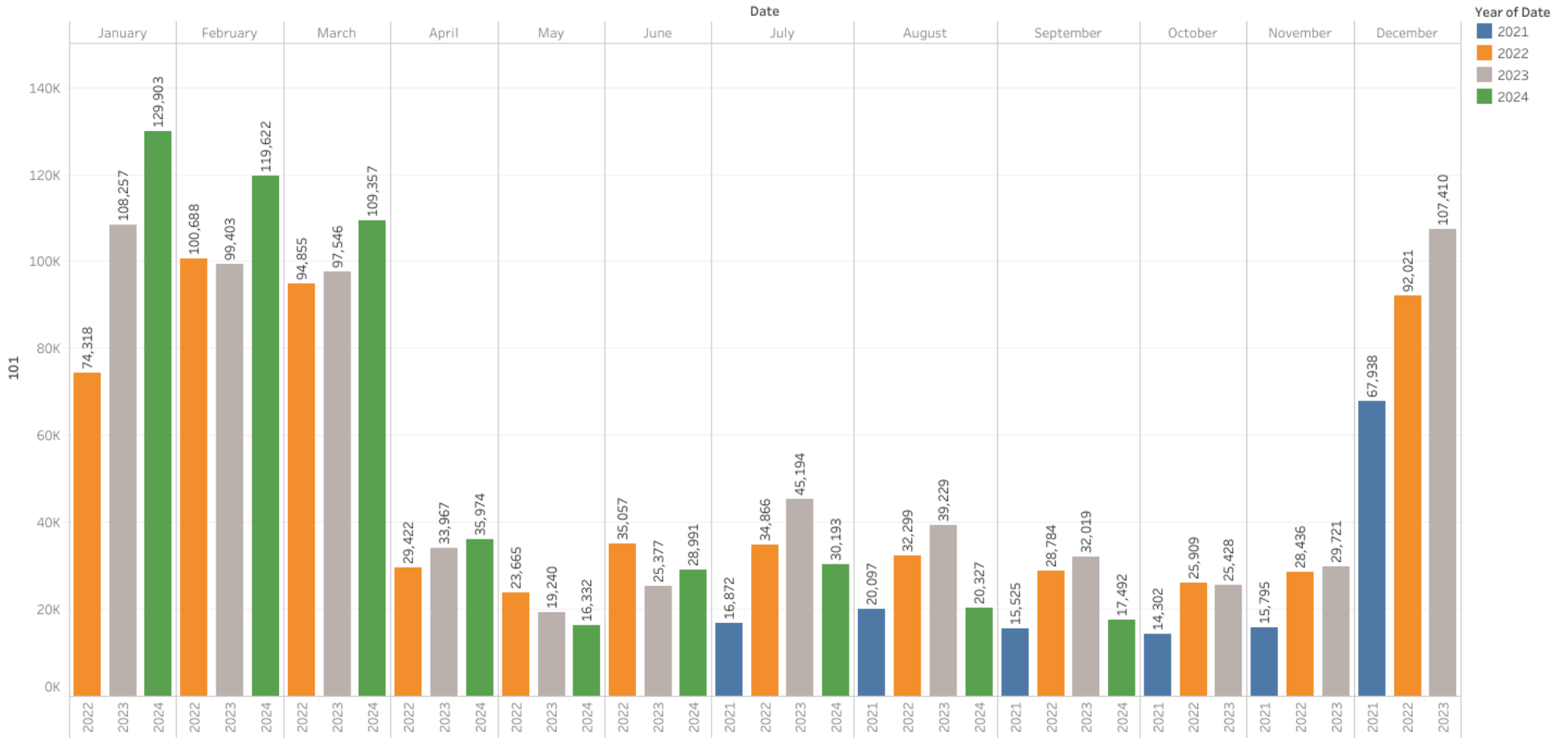


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Monthly Fixed Route Reporting: September 2024

101 Spiro Year-Over-Year Ridership



The graphs that follow will detail yearly ridership comparisons for each of our fixed routes.

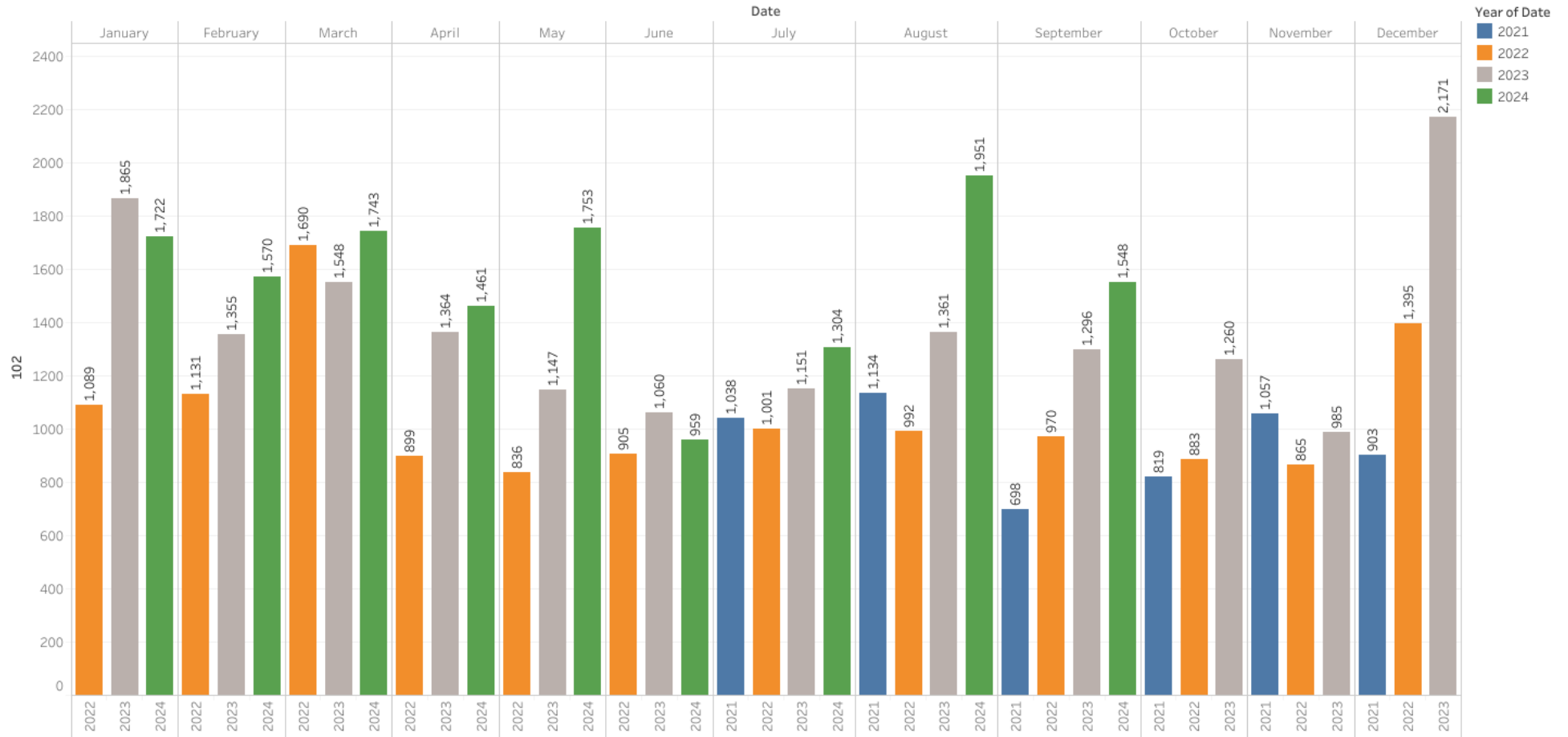


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Monthly Fixed Route Reporting: September 2024

102 Kamas Gateway Year-Over-Year Ridership



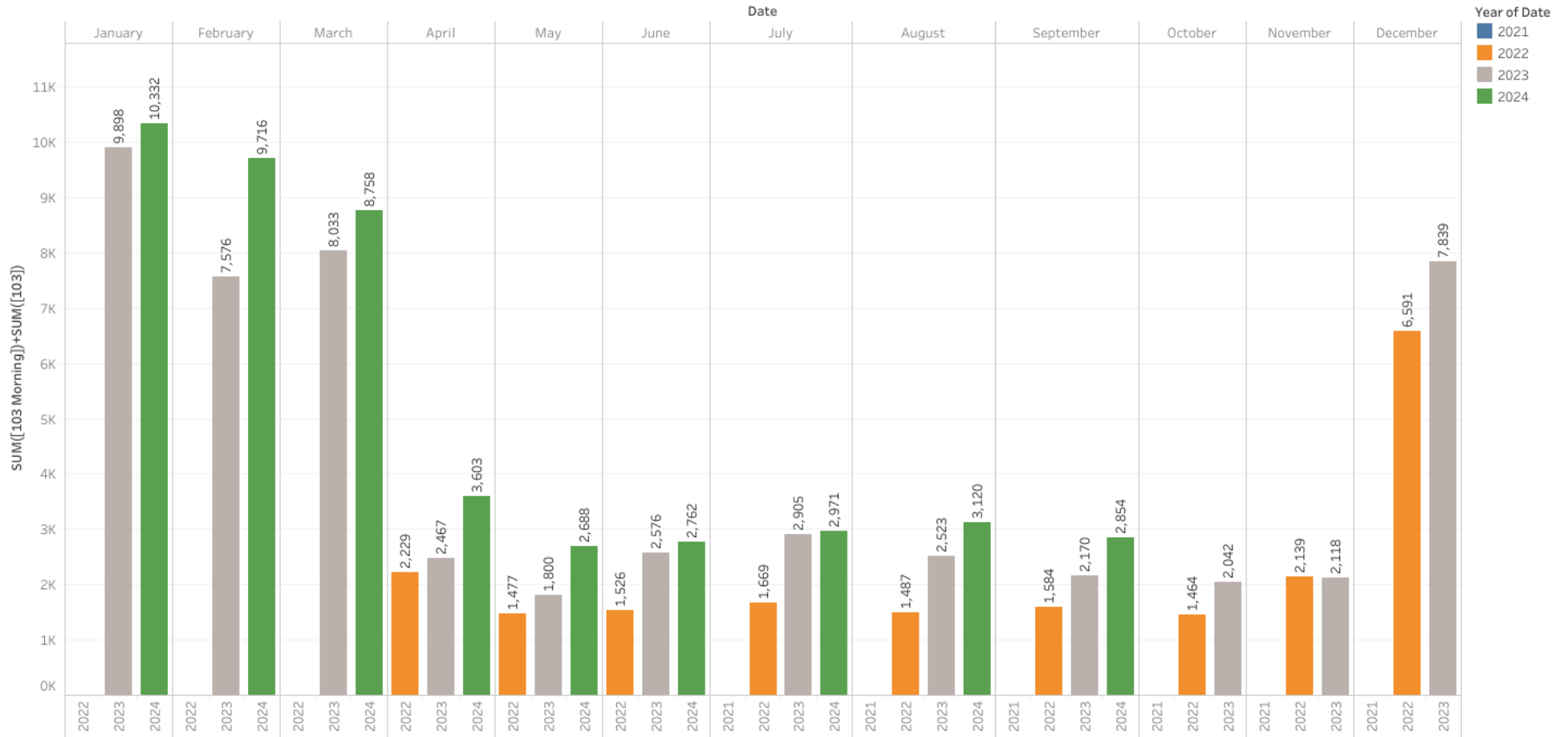


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Monthly Fixed Route Reporting: September 2024

103 Kimball Junction Circulator Year-Over-Year Ridership

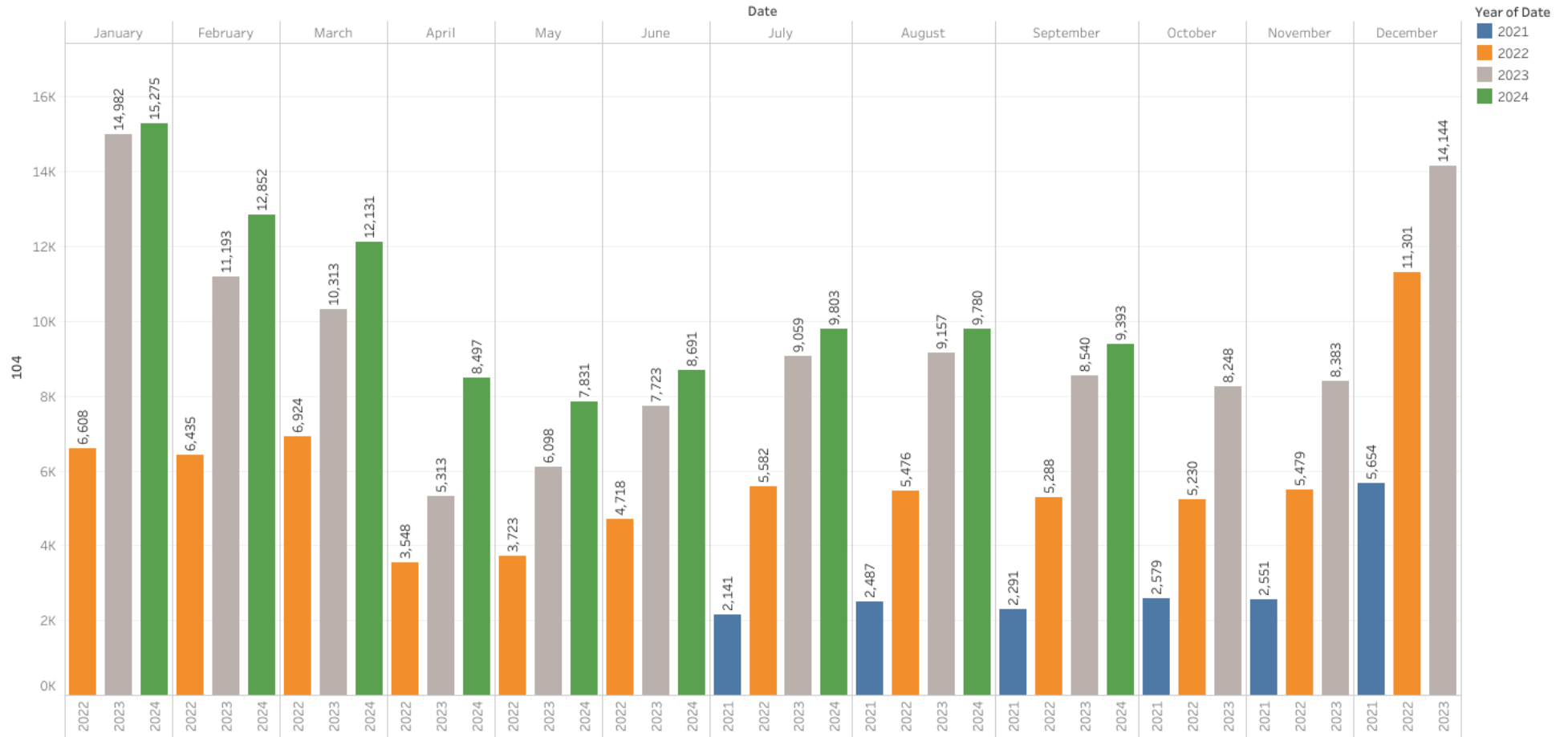


These figures have been adjusted to include the 103's morning shift, which was previously missing.

High Valley Transit

Monthly Fixed Route Reporting: September 2024

104 Bitner Shuttle Year-Over-Year Ridership

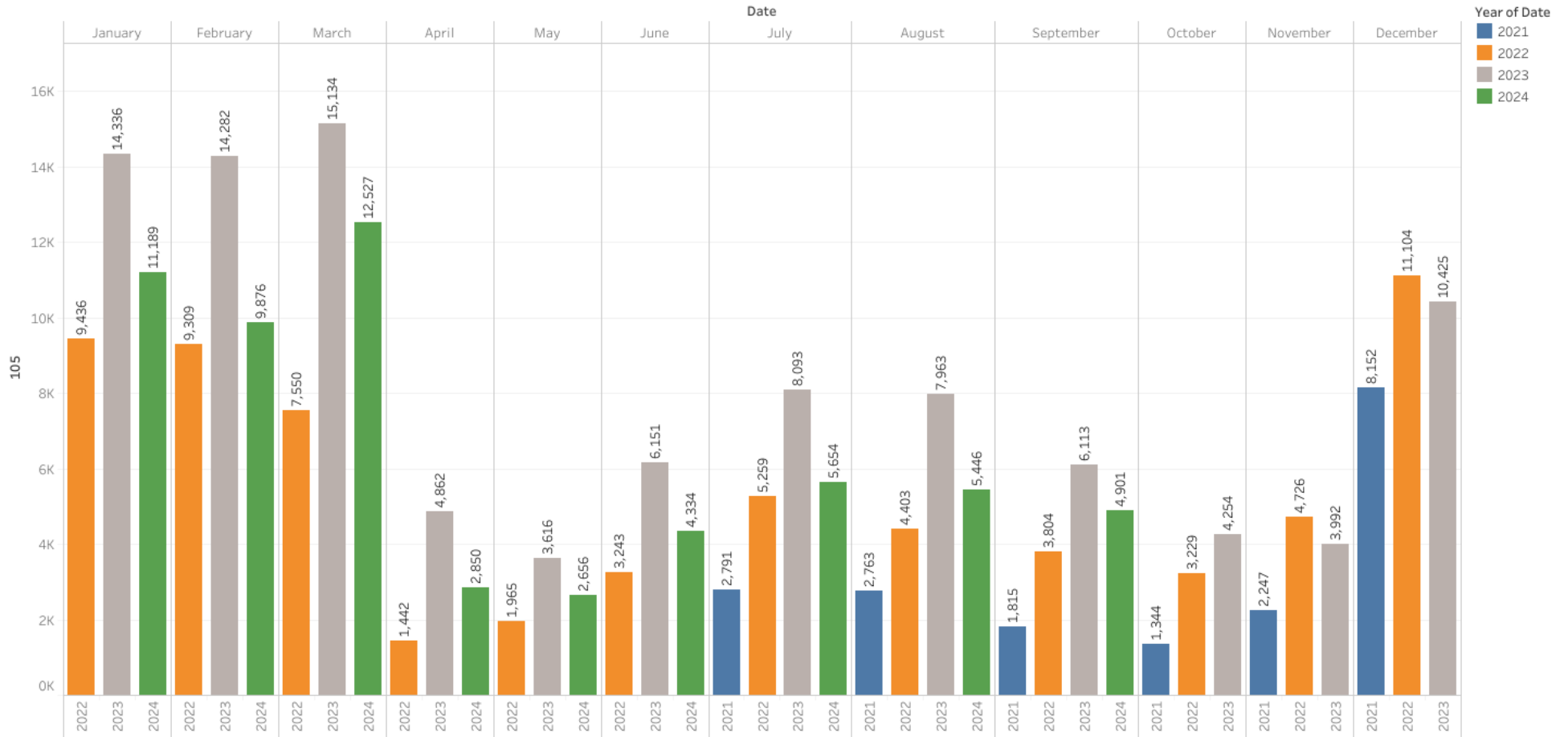




High Valley Transit

Monthly Fixed Route Reporting: September 2024

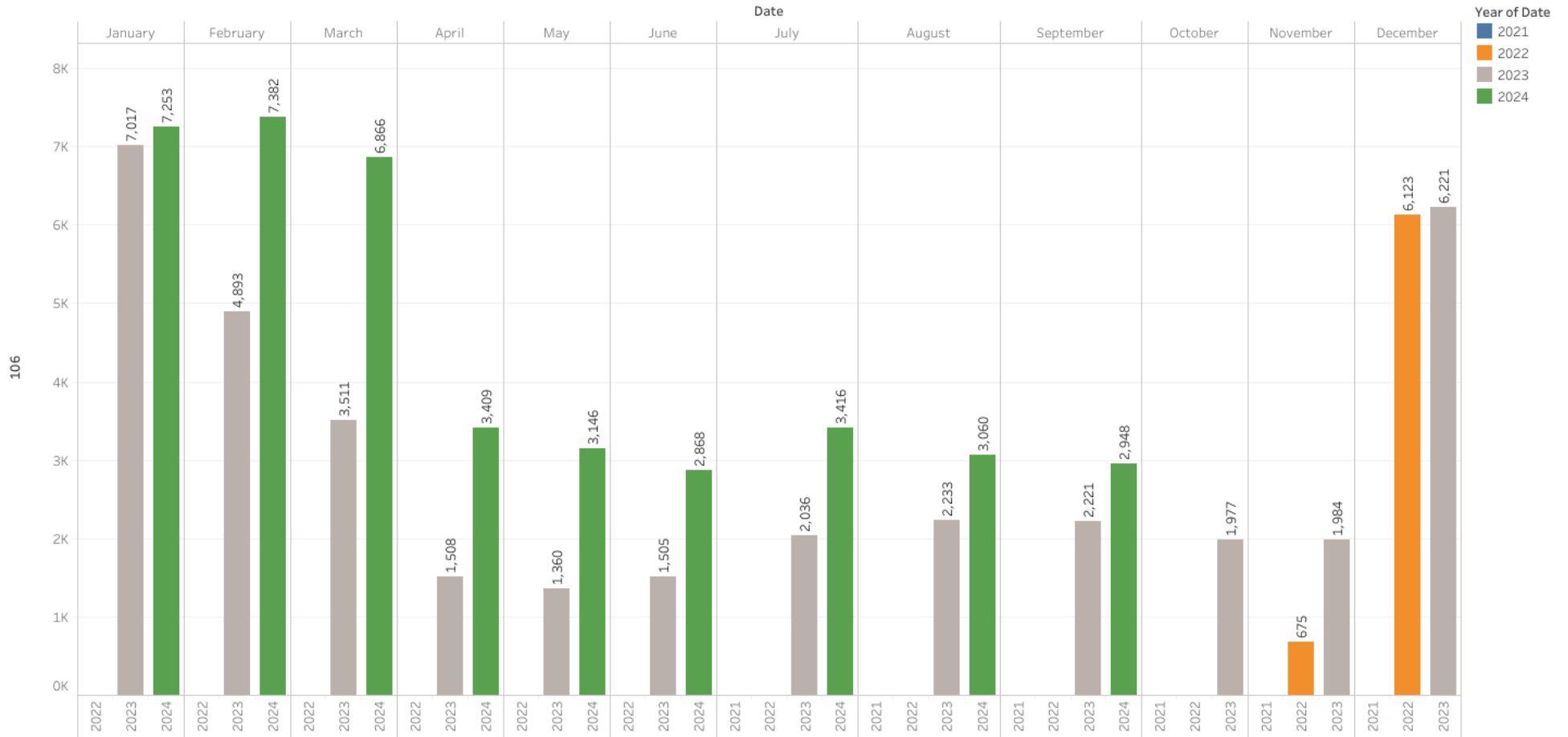
105 Canyons Year-Over-Year Ridership



High Valley Transit

Monthly Fixed Route Reporting: September 2024

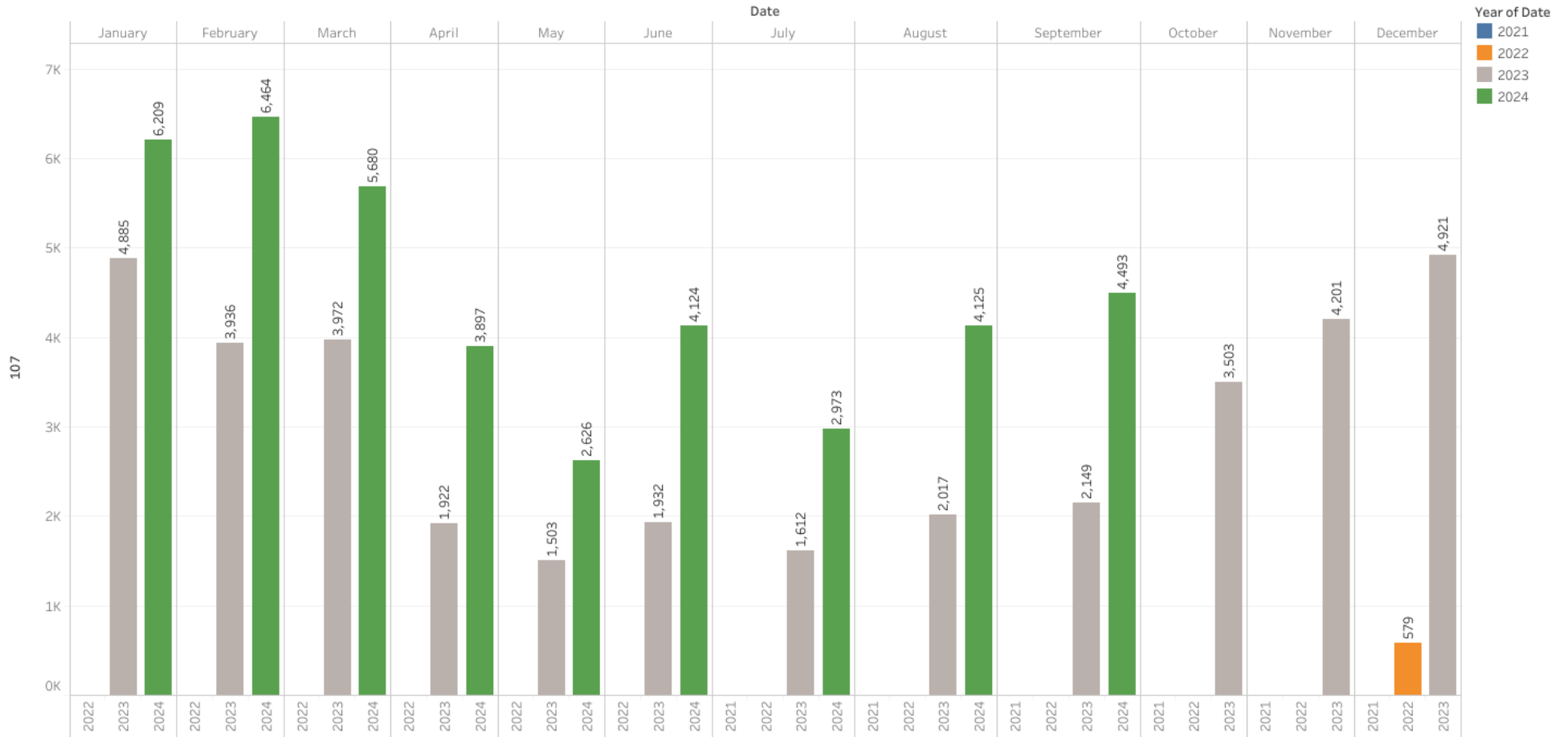
106 Wasatch Connect Year-Over-Year Ridership



High Valley Transit

Monthly Fixed Route Reporting: September 2024

107 PC-SLC Connect Year-Over-Year Ridership

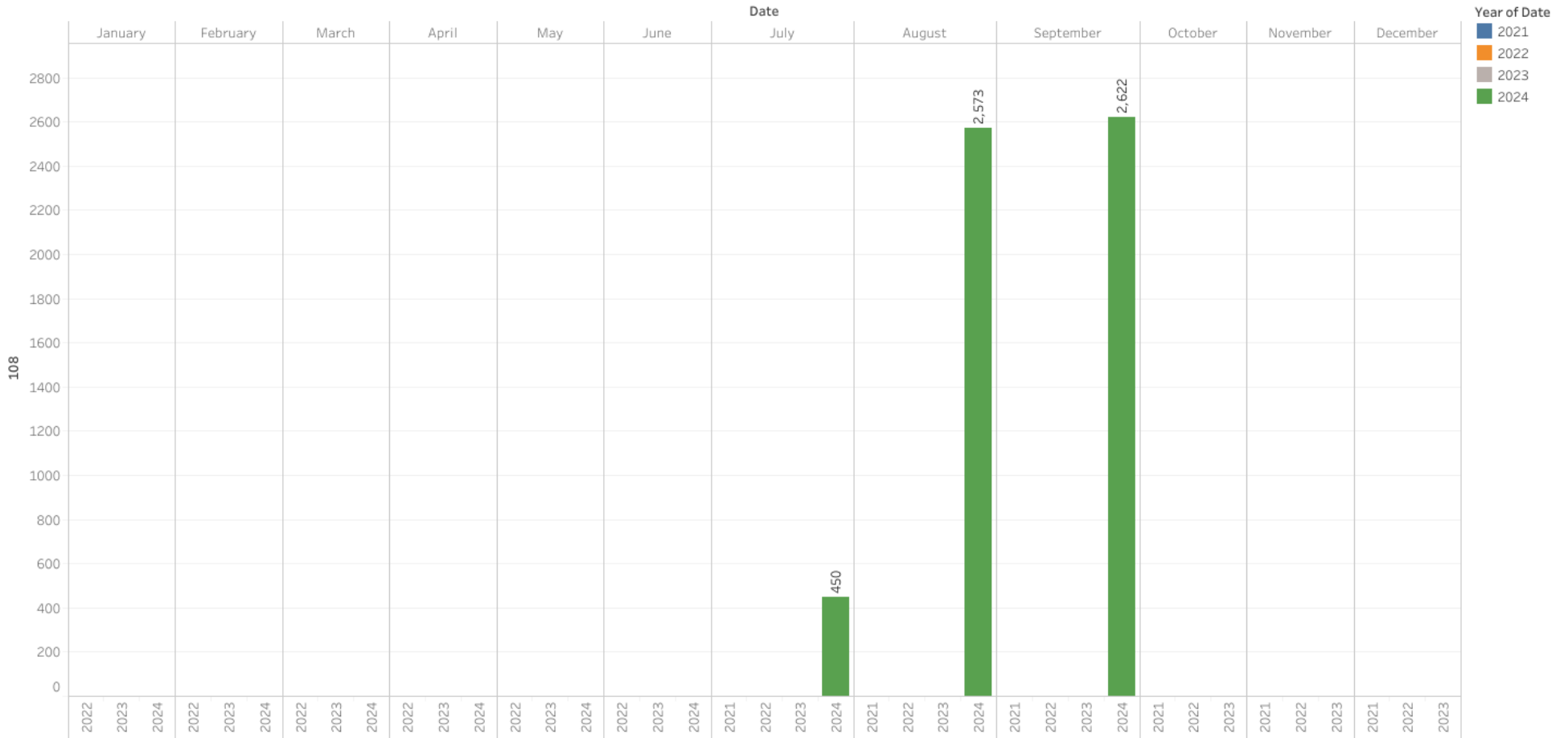




High Valley Transit

Monthly Fixed Route Reporting: September 2024

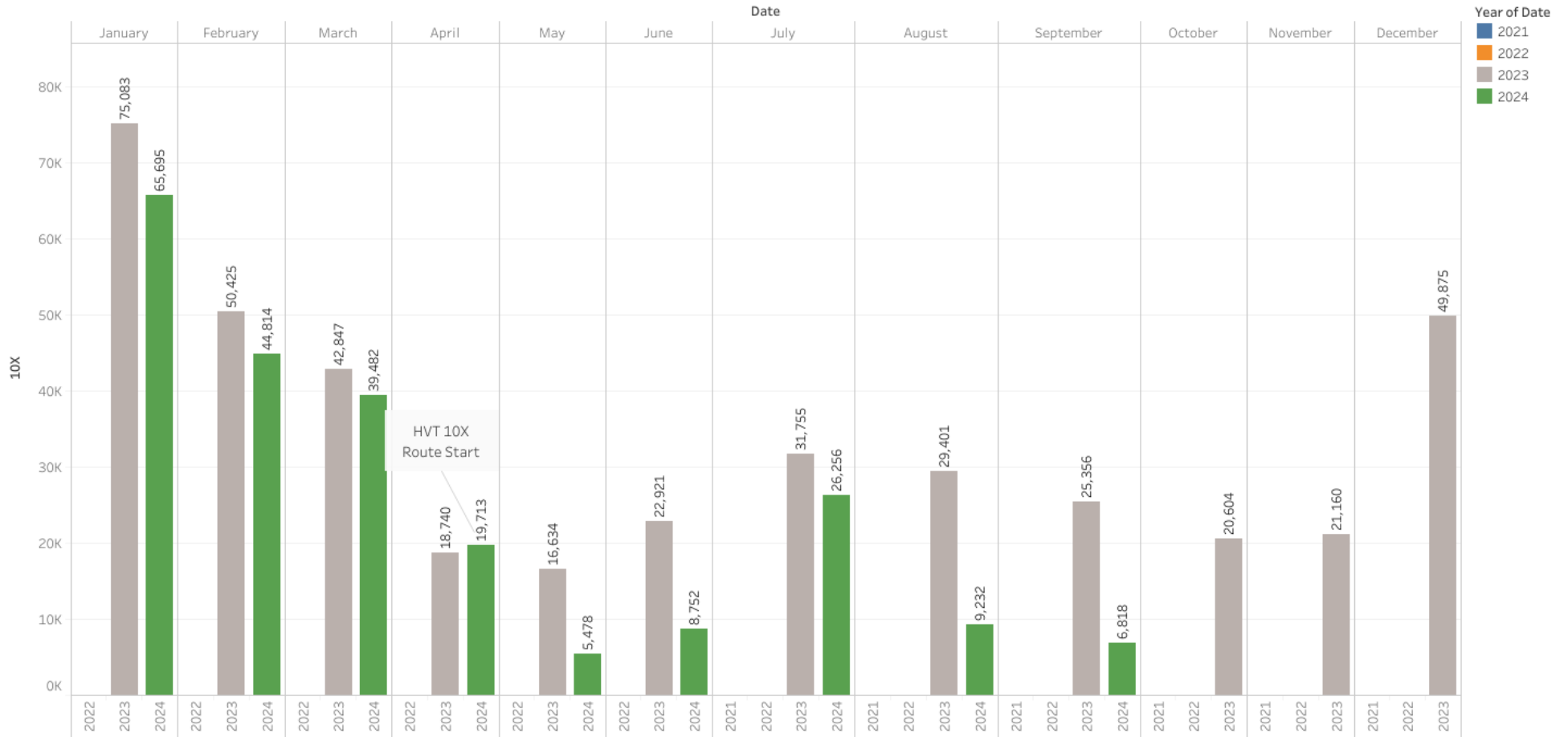
108 Silver Creek Village Year-Over-Year Ridership



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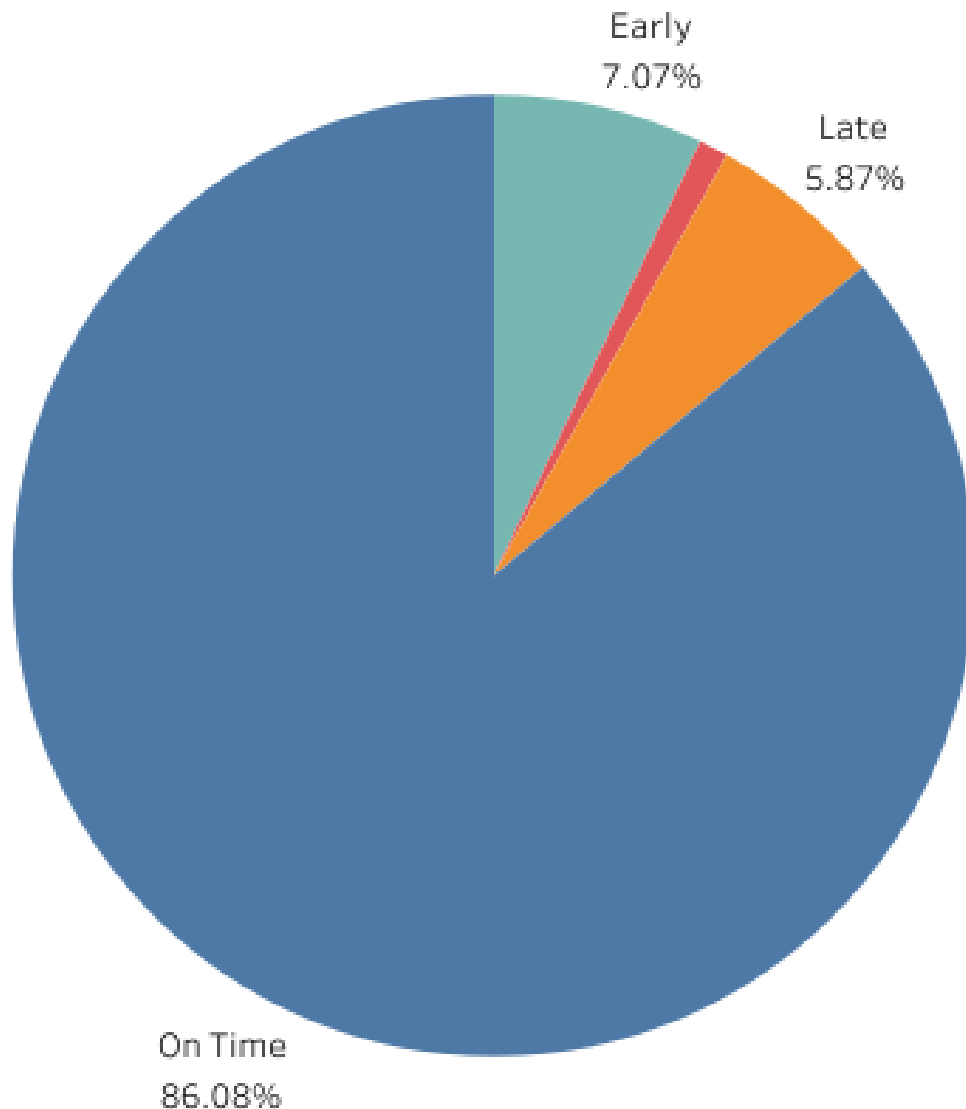
Monthly Fixed Route Reporting: September 2024

10X Year-Over-Year Ridership



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Monthly Fixed Route Reporting: September 2024



This chart shows On-Time Performance for all lines.

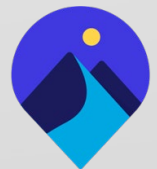
An assignment of Late is given any time a route *arrives* 5 minutes or later than expected, and an assignment of Extremely Late is given for 10 minutes or more.

A total of 93.15% of fixed route rides arrived on-time or early throughout September, compared to 85.27% in August.

Occasionally, geofencing glitches can contribute to inaccurate logging of stop arrival. These errors can affect OTP accuracy.

Customer Service Data

Call Data Concerning: Inbound, Missed, and Wait
Time Totals



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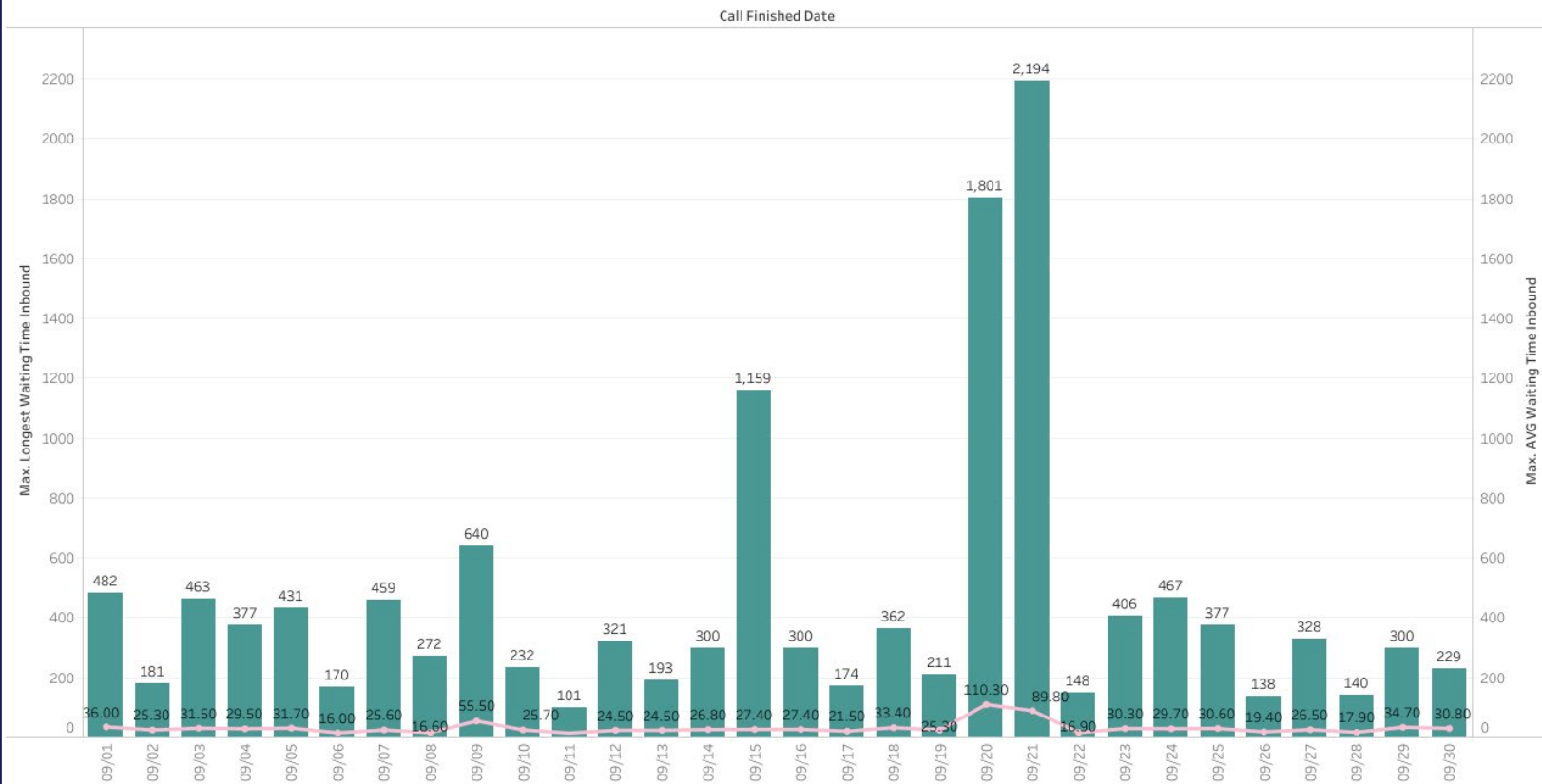
High Valley Transit

Monthly Customer Service Reporting: September 2024

2,839 Total Calls 32 Second Avg. Wait Time 122 Missed Calls

Each week, we receive a weekly report regarding calls to the main HVT line, (435) 246-1538, which is the number displayed on the app and website. The main line is inclusive of all other services as well as inbound calls from drivers and all Spanish calls.

Longest vs. Average Waiting Time (in seconds)



This graph shows weekly maximums and averages for wait times. Our goal is for wait times to be <1 minute, which was met in September.



High Valley Transit

Rider Feedback Reporting: September 2024

Riders and residents can provide feedback to HVT in a variety of ways. The feedback listed below is not exhaustive of all feedback received through all channels; only feedback recorded in a reporting sheet is presented.

Structured Feedback Channels

- Calling the main line (435) 246-1538 or Valley Ride line (435) 710-4009
- Emailing hi@highvalleytransit.org
- Filling out the feedback form at highvalleytransit.org/feedback

Unstructured Feedback Channels

- Emailing Caroline, members of the HVT Board of Trustees, or other HVT staff's work email(s)
- Verbal feedback to a driver or driver partner
- Feedback given at Board meetings or individually to staff/Board
- Feedback posted on public Facebook groups or other social media channels,

We logged 5 pieces of rider feedback in September, including 3 complaints. Each piece of feedback has been responded to and resolved. Detailed summaries of each instance are included in the word document associated with this report.



STAFF REPORT

Date: November 4, 2024
To: Board of Trustees
From: Allie Shorkey, Human Resources Director
Subject: Amendment to High Valley Transit's Chart of Positions

Action Requested

Discuss and amend the Chart of Positions to add the following:

- 4 Facility Technicians (Wash Bay Attendants)
- 2 Janitors, 1 Facilities Supervisor
- 1 Accounts Payable Accountant
- 1 Payroll and Benefits Administrator

These positions have been factored into the proposed 2025 budget already.

Background

As discussed during the October 22nd planning retreat, when HVT moves into the Sego Lily facility (February 2025) additional FTEs will be needed to tend to the wash bay general facility maintenance. In addition to the facilities, as HVT continues to grow, the workload for both Human Resources and Finance is continuing to increase. By adding both a Payroll & Benefits Administrator and an Accounts Payable Accountant, this will relieve staff from necessary time sensitive items and allow them to focus on grants, budgeting, employee relations, and other strategic goals.

Please refer back to the staffing needs presentation which was originally presented on October 22, 2024.

Enclosed: Job descriptions for positions requested (still be to be reviewed and approved by the Personnel Committee); Chart of Positions; Staffing needs slides from October 22, 2024.

HIGH VALLEY TRANSIT JOB DESCRIPTION

Job Title: Wash Bay Attendant
Reports To: Facilities Supervisor
Salary: \$25.00 – 35.00/hour
Department: Maintenance

Overview:

The Wash Bay Attendant is responsible for maintaining the cleanliness and appearance of transit vehicles and related equipment within the wash bay facility. This position plays a crucial role in ensuring the safety, functionality, and aesthetics of the transit fleet, contributing to the overall mission of providing safe and reliable public transportation services.

Key Responsibilities:

- Operate and maintain wash bay equipment, including pressure washers, vacuums, and other cleaning tools.
- Perform routine washing and detailing of buses and other transit vehicles, ensuring adherence to cleanliness and safety standards.
- Inspect vehicles for damage or maintenance needs while cleaning and report findings to the Maintenance Supervisor.
- Maintain cleanliness and organization of the wash bay area, including proper disposal of waste materials and cleaning supplies.
- Follow all safety protocols and guidelines to ensure a safe working environment.
- Assist in inventory management of cleaning supplies and equipment, reporting shortages as necessary.
- Collaborate with maintenance staff to support any additional cleaning or maintenance tasks as assigned.
- Attend training sessions and meetings as required.

Qualifications:

- High school diploma or equivalent preferred.
- Previous experience in a vehicle cleaning or maintenance role is a plus.
- Ability to operate cleaning equipment and tools safely and effectively.
- Strong attention to detail and commitment to maintaining high cleanliness standards.
- Basic knowledge of vehicle maintenance is beneficial but not required.
- Ability to work independently and as part of a team.
- Strong communication skills.

Physical Requirements:

- Ability to lift and carry up to [specific weight, e.g., 50 pounds].
- Comfortable working outdoors in various weather conditions.
- Ability to stand, bend, and kneel for extended periods.

HIGH VALLEY TRANSIT JOB DESCRIPTION

Job Title: Facilities Supervisor

Position Type: Full-time

Reports To: Maintenance Director

Salary:

Overview:

The Facilities Supervisor is responsible for overseeing the daily operations and maintenance of the HVT transit depot and transit centers. This role includes managing facility staff, ensuring compliance with safety regulations, and coordinating building maintenance and repair activities to provide a safe and efficient environment for transit operations.

Key Responsibilities:

- Supervise and train facilities staff, including wash bay attendants, custodians, and contractors.
- Oversee routine and preventative maintenance of the facility, including HVAC, plumbing, electrical systems, and equipment.
- Develop and implement facility maintenance schedules and procedures to ensure optimal functioning.
- Work with Maintenance Director to manage facility-related budgets, including monitoring expenditures and procurement of supplies and services.
- Coordinate with external vendors and contractors for specialized maintenance and repair work.
- Respond to emergency situations and coordinate repair efforts to minimize downtime and ensure safety.
- Maintain accurate records of maintenance activities, work orders, and inventory of supplies.
- Collaborate with other departments to support operational needs and ensure a clean and functional environment.
- Assist in developing long-term facility improvement plans and projects.

Qualifications:

- High School Diploma or equivalent
- Minimum of 4 years of experience in facility maintenance or management.
- Strong knowledge of building systems and maintenance practices, including HVAC, electrical, and plumbing.
- Proven leadership and team management skills.
- Excellent problem-solving abilities and attention to detail.
- Strong communication and interpersonal skills.

Physical Requirements:

- Ability to lift and carry up to [specific weight, e.g., 50 pounds].
- Comfortable working in various conditions, including outdoor environments and confined spaces.
- Ability to stand, bend, and kneel for extended periods.

HIGH VALLEY TRANSIT JOB DESCRIPTION

Job Title: Janitor

Reports to: Facilities Supervisor

Salary Range: \$25.00 - \$35.00 / hour

Department: Maintenance

Overview:

The Janitor is responsible for maintaining cleanliness and hygiene standards within the office premises and other HVT facilities. They play a crucial role in creating a pleasant and safe environment for employees and visitors.

Key Responsibilities:

- Perform routine cleaning tasks such as dusting, vacuuming, mopping, and sanitizing surfaces including desks, tables, chairs, and countertops. Ensure all areas are free from dust, dirt, and debris.
- Collect and dispose of trash and recyclables in designated containers. Maintain cleanliness and orderliness in waste disposal areas.
- Clean and sanitize restroom facilities including toilets, sinks, mirrors, and floors. Restock supplies such as toilet paper, hand soap, and paper towels as needed.
- Monitor cleaning supplies and equipment inventory. Report any shortages or maintenance issues to the supervisor in a timely manner.
- Follow all safety protocols and procedures to prevent accidents and injuries. Use cleaning chemicals and equipment safely and appropriately.
- Assist with special cleaning projects as assigned, such as deep cleaning tasks, organizing storage areas, or assisting with setup for events or meetings.
- Communicate effectively with supervisors, coworkers, and other staff members to coordinate cleaning schedules, report maintenance issues, and ensure a smooth workflow.
- Assist Transit Maintenance Technicians in the field with keeping bus shelters / stops clean and any minor repairs needed to the shelters when needed.

Minimum Qualifications:

- Previous experience in commercial or office cleaning preferred but not required.
- Knowledge of cleaning techniques, products, and equipment.
- Ability to follow instructions and work independently with minimal supervision.
- Strong attention to detail and commitment to maintaining high cleanliness standards.
- Excellent time management skills and the ability to prioritize tasks effectively.
- Effective communication skills and a positive attitude.
- Flexibility to work during non-standard hours if needed.
- Must be able to lift 40 lbs when needed.

- Must be able to comply with applicable county and departmental policies and safety standards.

HIGH VALLEY TRANSIT JOB DESCRIPTION

Job Title: Accounts Payable Accountant

Position Type: Full-time

Reports To: Finance Director

Salary: \$65,000 – \$90,000

Overview:

The Accounts Payable Clerk is responsible for managing and processing all accounts payable transactions in a timely and accurate manner. This role involves reviewing invoices, reconciling discrepancies, and maintaining financial records to ensure compliance with company policies and procedures. The ideal candidate will have strong attention to detail, organizational skills, and a commitment to maintaining the integrity of financial data.

Key Responsibilities:

- Process vendor invoices and expense reports accurately and in a timely manner.
- Verify invoices for proper documentation, including approvals and coding, before payment.
- Reconcile vendor statements and resolve any discrepancies or issues in a timely manner.
- Prepare and process weekly check runs and electronic payments.
- Maintain and organize accounts payable files and records for easy retrieval.
- Assist with month-end closing processes, including accruals and reconciliations.
- Respond to vendor inquiries and maintain positive relationships with vendors.
- Assist in preparing reports related to accounts payable activities as needed.
- Collaborate with other departments to ensure smooth processing of invoices and payments.
- Stay updated on company policies and relevant accounting regulations.

Qualifications:

- Bachelors or Associate's degree in accounting or finance preferred.
- Minimum of 2 years of experience in accounts payable or general accounting.
- Proficient in accounting software and Microsoft Office Suite, particularly Excel.
- Strong attention to detail and accuracy in data entry and financial reporting.
- Excellent organizational and time management skills.
- Effective communication skills, both verbal and written.
- Ability to work independently and collaboratively within a team.

Physical Requirements:

- Ability to sit for extended periods and work at a computer.
- Ability to lift and carry up to [specific weight, e.g., 25 pounds] if necessary.

HIGH VALLEY TRANSIT JOB DESCRIPTION

Job Title: Payroll and Benefits Administrator

Position Type: Full-time

Reports To: Human Resources Director

Salary: \$65,000 – \$90,000

Overview:

The Payroll and Benefits Administrator is responsible for managing payroll processing and employee benefits administration. This role ensures accurate and timely payroll operations, compliance with applicable laws, and effective communication of benefits offerings to employees. The ideal candidate will possess strong analytical skills, attention to detail, and a commitment to providing excellent service to employees.

Key Responsibilities:

- Process payroll on a bi-weekly basis, ensuring accuracy in calculations, deductions, and compliance with federal and state regulations.
- Maintain employee payroll records and ensure data integrity in the payroll system.
- Work closely with the HR Director to administer employee benefits programs, including health insurance, retirement plans, and leave of absence policies.
- Respond to employee inquiries regarding payroll, benefits, and related issues, providing guidance and support as needed.
- Collaborate with HR and Finance to ensure accurate employee data and timely reporting of changes in employment status, salary adjustments, and benefits enrollment.
- Prepare and submit required payroll-related reports to management, tax authorities,
- Assist in the annual benefits renewal process and open enrollment activities.
- Stay current on payroll and benefits laws and regulations to ensure compliance and best practices.
- Support audits related to payroll and benefits, providing necessary documentation and information.
- Assist with HR projects and initiatives as needed.

Qualifications:

- Bachelor's degree in Human Resources, Business Administration, or a related field preferred; equivalent experience will be considered.
- Minimum of 2 years of experience in payroll and benefits administration.
- Strong knowledge of payroll processing and benefits regulations.
- Proficiency in payroll software and HRIS systems; experience with Paylocity is a plus.
- Excellent organizational skills and attention to detail.
- Strong analytical and problem-solving abilities.
- Effective communication skills, both verbal and written.
- Ability to handle sensitive information with confidentiality and integrity.

Physical Requirements:

- Ability to sit for extended periods and work at a computer.
- Ability to lift and carry up to [specific weight, e.g., 25 pounds] if necessary.

Chart of Positions January 2025			
Branch	Title	Existing	Proposed
Admin	Executive Director	1	
Finance	Finance Director	1	
Admin	Transportation Planner	1	
Admin	Business Data Analyst	1	
Admin	Admin Assistant	1	
Admin	Human Resources Director	1	
Admin	Chief Development Officer	1	
Admin	Payroll & Benefits Admin		1
Admin	Accounts Payable Accountant		1
Operations	Deputy Manager	1	
Operations	Information Technology Tech	1	
Operations	Maintenance Manager	1	
Operations	Maintenance Tech	9	
Operations	Fleet Manager	1	
Operations	Wash Bay Attendant / Facilities Tech		4
Operations	Parts and Inventory Administrator		
Operations	Facilities Supervisor		1
Operations	Compliance Specialist	1	
Operations	Facilities Director		
Operations	Janitorial	2	2
Operations	Operator III	7	
Operations	Operator Trainer	2	
Operations	Operator II	63	
Operations	Operator 1	0	
Admin	Marketing/Social Media Coordinator		
Admin	Customer Relations Specialist		
Admin	ITS Administrator		
Admin	ITS Tech		
Admin	Grants & Procurement	1	
Customer Service	Rider Support Supervisor	1	
Customer Service	Rider Support Specialist		
Part-time/Contract			
Admin	Communications	1	
Admin	Valley Ride Coordinator	1	
Admin	IT Networking		
Operations	Facilities/Seasonal contracts		

8. Staffing Needs Through 2025

1



Maintenance

- **Unmet needs as we move into the new facility:**
 - Oversight and management of the HVAC system
 - Staff to ensure facilities and bus shelters are staying clean and safe
 - Staff to maintain the wash bay - cleaning the debris out; keeping the equipment up and running; bringing buses through?

Maintenance Needs

- **Facilities Supervisor**
 - \$30/hour (\$62,400 annually)
 - Salary + Benefits: \$108,050.69
 - **Custodian (2)**
 - \$28/hour (\$58,240 annually)
 - Salary + Benefits: \$102,469.29 each
 - **Facilities Technician (4)**
 - \$25.00/hour (\$52,000 annually)
 - Salary + Benefits: \$94,123.46 each
- Total Request: \$689,483.10**

Operations

- No immediate staffing requests for 2025
 - Potential future request if additional expansions would be approved.
 - **Supervisor (2)**
 - \$33/hour (\$68,640 annually)
 - Salary + Benefits: \$116,402.52 each
 - **Trainer (2)**
 - \$31/hour (\$64,480 annually)
 - Salary + Benefits: \$110,789.46 each
 - **Operator (4)**
 - \$28/hour (\$58,240.00 annually)
 - Salary + Benefits: \$102,452.64 each
- Total Request: \$864,194.50**

Administrative

- **As HVT grows operationally it comes with the need to grow the administrative team as well to allow the leadership to get out of the nuanced day-to-day items and be able to focus:**
 - **Strategic outlook**
 - **Enhancing the employee experience**
 - **Compliance & Risk Management**
 - **Grants / Bonds**
 - **Budget Management**

Administrative

- **Payroll & Benefits Admin**
 - **\$31.50/year (\$65,000 annually)**
 - **Salary + Benefits: \$110,841.48**
- **Accountant**
 - **\$31.50/year (\$65,000 annually)**
 - **Salary + Benefits: \$110,841.48**

Total Request: \$221,683.00

Total Request (\$1,775,360.60)

Q1 or Q2 (\$911,166.10)

- Facilities Supervisor
- Facilities Technician (4)
- Field Technician
- Should we include positions for the apprenticeship program, so they're added to the CoP?
- Payroll & Benefits Admin
- Accounts Payable Admin

Potential Later Need (\$864,194.50)*

- Supervisor (2)
- Trainer (2)
- Operator (4)

*Dependent on future approved route expansions



Date: 11/4/2024
To: High Valley Transit District Board of Trustees
From: Gabriel Shields, PE Chief Development Officer
Subject: Headquarters Campus – First Amendment to Infrastructure Agreement

Action Requested

Authorize the Executive Director to execute the First Amendment to Infrastructure Agreement (Exhibit A) between High Valley Transit and Summit County resulting in a payment from Summit County to High Valley Transit in the amount of \$703,896.03 as the net amount owed to High Valley Transit for shared costs at the FJ Gilmore Subdivision.

Executive Summary

Lots 3-6 of the FJ Gilmore subdivision are designated on the plat for Public Facility uses including High Valley Transit, Mountain Regional Water District, and Summit County. These public entities began developing the subdivision in 2022 with an agreement to distribute costs for shared expenses including site work, road & sewer infrastructure, and utilities. At the completion of the improvements, a series of meetings and discussions to reconcile shared costs have resulted in a concurrence of the amounts owed amongst the parties. High Valley Transit will receive a credit in the amount of \$703,896.03 for consideration of excess costs borne by High Valley Transit

Background

The FJ Gillmore property was purchased by Summit County in 2018 and subdivided into seven (7) lots in June 2022. The owner and use are detailed below:

- Lot 1: Summit County (Rural residential)
- Lot 2: Deed restricted open space
- Lot 3: High Valley Transit District (Public facility use)
- Lot 4: Summit County (Public facility use)
- Lot 5: Mountain Regional Water Special Service District (Public facility use)
- Lot 6: Summit County (Public facility use)

- Lot 7: Property Reserve Inc. (Rural residential)

In February 2022, the Snyderville Basin Planning Commission approved a Conditional Use Permit and a Master Planned Development for a Public Facility use for High Valley Transit District (HVT) on Lot 3. This plan illuminated the need for a mass grading approach to balance earthwork needs across the subdivision. In February 2023, a special grading plan was approved to allow net export material from Lot 3 to be placed on Lots 1, 4, 5, and 6. This plan would reduce the costs required to remove the material from Lot 3 while also reducing costs required to import material needed on Lots 1, 4, 5, and 6.

In addition to the partnering efforts for earthwork costs, further actions were taken to share the costs of improvements across the subdivision. The roadway pavement, curbs, and sidewalks were installed as well as all trunk lines for wet utilities (storm sewer, sanitary sewer, water) and dry utilities (gas, electric, fiber). These costs would be shared among the subdivision tenants.

At the conclusion of the subdivision improvements, staff from Summit County, High Valley Transit District, and Mountain Regional Water District participated in a series of discussions concerning the equitable share of costs for the improvements. The agreed approach to each item is detailed below:

- Dry Utilities:
 - Divided evenly among the subdivision tenants
 - Net Cost to HVT: \$ 182,720.37
- Roadway and Wet Utilities:
 - Cost assigned to each lot was a ratio of the tenant lot size proportionate to the subdivision total
 - Net Cost to HVT: \$ 653,167.92
- Grading:
 - High Valley Transit District would receive \$15 per cubic yard of material removed from Lot 3 from Summit County and Mountain Regional Water District for use on Lots 1, 4, 5, and 6
 - Net Credit to HVT: \$1,539,784.32

Multiple meetings were focused on the grading aspect of the cost sharing approach. The discussions centered on a reasonable unit price of material removed from Lot 3 and placed on Lots 1, 4, 5, and 6. Efforts included market research of comparable material types and volumes used in projects across Utah and also locally focused only in Summit County. Further, conversations with UDOT construction estimators were contacted to discuss the material type, haul distances, and volumes in considerations. These

conversations resulted in a range of unit prices from \$12-\$18 per cubic yard. Ultimately, the parties agreed upon \$15 per cubic yard to be used in the cost sharing agreement.

In summary, the recommended First Amendment to Infrastructure Agreement resulted from an evolution of conversations with Summit County and Mountain Regional Water District centered on the goal of sharing costs and realizing mutual benefits.

FIRST AMENDMENT TO INFRASTRUCTURE AGREEMENT
High Valley Transit District (Lot 3)

This FIRST AMENDMENT TO INFRASTRUCTURE AGREEMENT (the “**First Amendment**”) is made and entered into this ____ day of _____, 2024 (the “**Effective Date**”) by and between SUMMIT COUNTY, a body corporate and politic of the State of Utah, hereinafter referred to as “**County**,” located at 60 N Main Street, Coalville, Utah 84017, and High Valley Transit District, a small public transit district organized in accordance with the laws of the State of Utah, hereinafter referred to as “**HVT**,” located at 1885 W. Ute Blvd., Park City, Utah 84098. The County and HVT shall be referred together as the “**Parties**,” or individually as a “**Party**.”

WITNESSETH

A. County and HVT entered into that certain Infrastructure Agreement, dated July 27, 2022, in reference to Lot 3 in the FJ Gillmor Subdivision Plat (the “**Original Agreement**”).

B. The Parties desire to amend the Original Amendment.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, and in the Original Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Recitals. The foregoing recitals are incorporated herein by this reference.
2. Original Agreement; Amendment. Except as expressly set forth in this First Amendment, the Original Agreement shall remain unmodified and in full force and effect, and is hereby affirmed and ratified. In the event of any inconsistency between the terms of the Original Agreement and the terms of this First Amendment, the terms of this First Amendment shall govern and control in all respects. All references to the Original Agreement shall be deemed references to the Original Agreement as amended hereby.
3. The Original Agreement is amended so as to insert Section 6 into such agreement, as follows:
 6. Grading; Grading Cost Share. Due to the uniqueness of the topographies on Lots 3, 4, 5 and 6 of the FJ Gillmor Subdivision Plat (the “**Impacted Lots**”), and in order to maximize economies of scale with regard to cuts, removal, transportation and engineered placement of excess soils and fills, the owners of the Impacted Lots have agreed to share in the costs of the initial grading (the “**Lot Grading**”) as follows:
 - a. Grading Plan. The grading plan set forth as “Exhibit C” herein, is approved by the Parties (the “**Grading Plan**”).
 - b. Compaction. The placement of engineered fill upon Lot 3 has been performed in accordance with recommendations by and as tested and supervised by a licensed geotechnical engineer, which geotechnical engineer has certified to the Parties that such fill is suitable for structures. The engineered structural fill material used on the Impacted Lot(s) has been thoroughly

compacted to a minimum of ninety-five percent (95%) of maximum dry density for granular soils and ninety percent (90%) of maximum dry density for silty/clay soils as classified by the AASHTO M-145 soil classification system.

c. Proportional Costs. The owners of the Impacted Lots shall each pay its proportional share, as provided in “Exhibit D” attached hereto, of the costs (the “**Grading Cost Share**”) associated with preparing the Grading Plan, the actual excavation work (cuts, removal and transportation of excess soils, fills, and compaction), and any soils testing for compaction (together, the “**Work**”). This Grading Cost Share is separate from and does not constitute any part of the Improvements or Improvement Cost Reimbursement set forth in Section 2 of the Original Agreement.

d. Reimbursement Process. Following completion and inspection of the Work, the County shall issue to HVT a request for reimbursement of the Grading Cost Share, together with a copy of the certification from the geotechnical engineer stating that all Work has been completed and inspected per the Grading Plan, as well as evidence that the County has paid all applicable invoices with final lien waiver documentation (the “**Grading Cost Share Reimbursement**”). HVT shall have the right to inspect the Work at all times during and after the Lot Grading.

4. Severability. In the event that any condition, covenant, or other provision herein contained is held to be invalid or void by any court of competent jurisdiction, the same shall be deemed severable from the remainder of this First Amendment and shall in no way affect any other condition, covenant, or other provision herein contained. If such condition, covenant, or other provision shall be deemed invalid due to its scope or breadth, such condition, covenant, or other provision shall be deemed valid to the extent of the scope and breadth permitted by law.

5. Further Action/Amendment. The Parties shall execute and deliver all documents, provide all information, and take or forbear from all such action as may be necessary or appropriate to achieve the purposes of this First Amendment.

6. Counterparts. This First Amendment may be executed by electronic or digital means, including signature software applications such as DocuSign and in one or more counterparts, each of which shall be an original, with the same effect as if the signatures were upon the same instrument. Any Party’s facsimile, digital or electronic signature and any emailed copy of a Party’s signature shall be deemed a binding signature.

7. Governing Law. This First Amendment shall be construed and enforced in accordance with the laws of the State of Utah.

8. No Third Party Beneficiary Rights. This First Amendment is not intended to create, nor shall it be in any way interpreted or construed to create, any third party beneficiary rights in any person not a Party hereto.

9. Authority. The individuals who execute this First Amendment represent and warrant that they are duly authorized to execute this instrument on behalf of each Party and that no other signature, act, or authorization is necessary to bind the Parties to this First Amendment.

IN WITNESS WHEREOF the Parties have caused this First Amendment to be executed as of the Effective Date.

(Signatures on following page)

FOR SUMMIT COUNTY:

By: The County Manager

Shayne Scott
Summit County Manager

CONSENT

By: _____
Melena Stevens
Chair, Summit County Council

Approved as to form:
Summit County Attorney



by: _____
David L. Thomas, Chief Civil Deputy

FOR HIGH VALLEY TRANSIT DISTRICT:

By: Board of Trustees

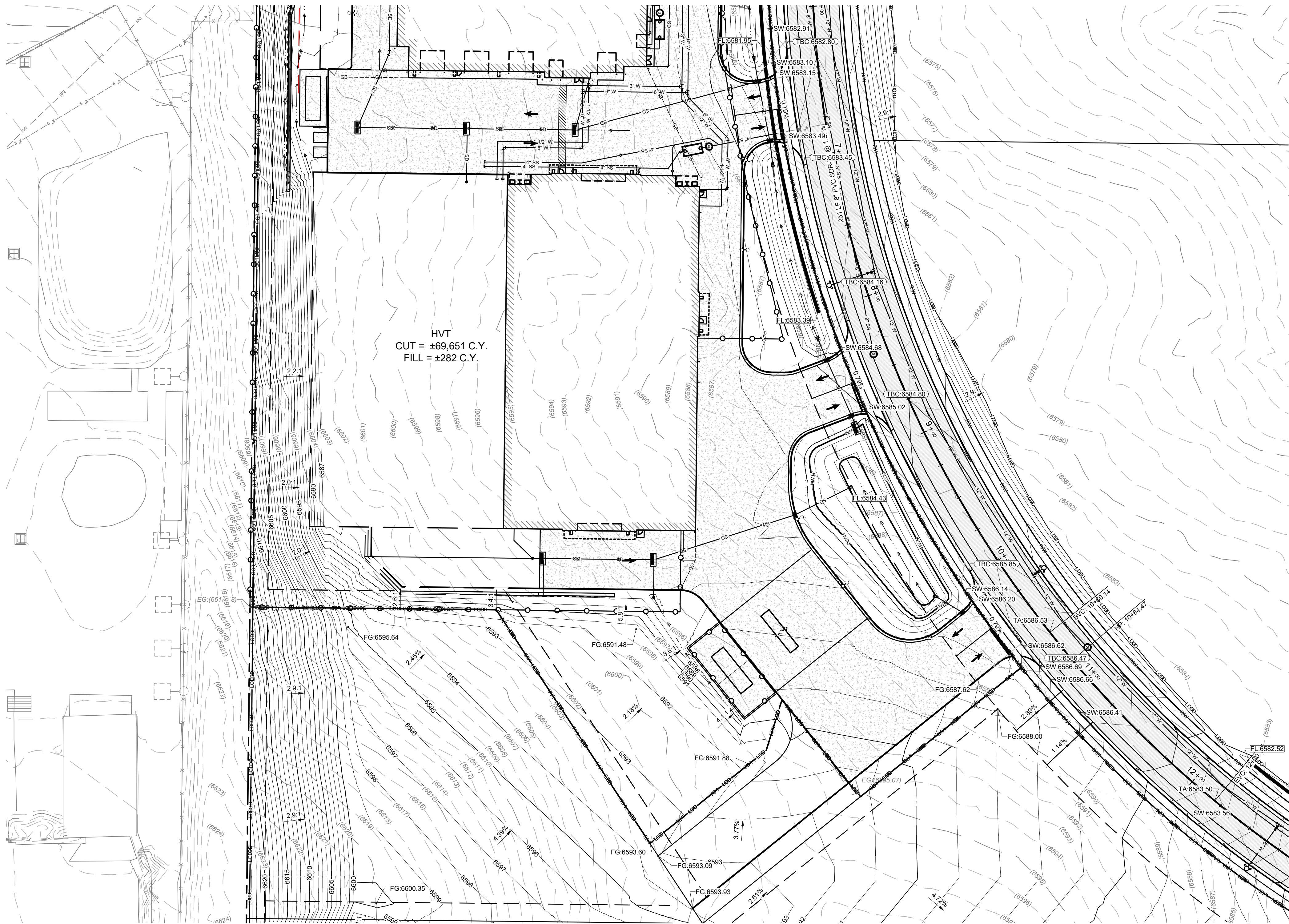
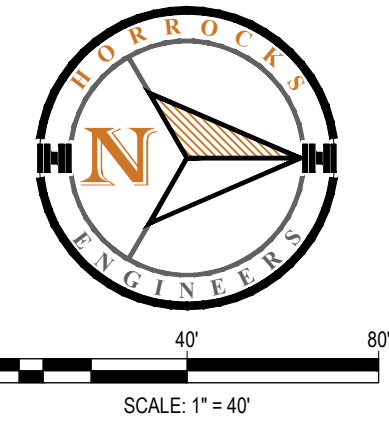
By: _____
Kim Carson
Chair

EXHIBIT C

Grading Plan

[See Attached]

Q:\2021\UT-LD-3682-21 Summit County Land & Justice Campus\Project Data\02 CAD\2.01 Base Files\Working\KSL\LOT 4 & 5 PRE GRADING 4.dwg Justin Smith 1/12/2023 3:13 PM



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CITY:

WARNING



IF THIS BAR DOES NOT
MEASURE 2" THEN
DRAWING IS NOT TO SCALE

HVT GRADING EXHIBIT

FJ GILLMOR SUBDIVISION

DRAWING INFO	
DATE	01/12/2023
SCALE	1" = 40'
REV #	DATE
PROJ. NO:	####



EXH-2A

PAGE 1

EXHIBIT D

Grading Cost Share

High Valley Transit Proportional Costs			
Cost Reduction to Lots Being Excavated			\$(1,539,784.32)
Estimated Total Shared Roadway Improvement Costs			\$ 653,167.92
Utility costs			
Lot 3 Utility costs		\$(352,338.88)	
Utility cost allocation		\$ 168,020.85	
County paid utility cost		\$ 367,038.40	
Utility cost owed			\$ 182,720.37
Total owed Grading, Roadway and Utility costs			\$ (703,896.03)

STAFF REPORT

Date: November 4, 2024
 To: Board of Trustees
 From: Jolena Ashman, Finance Director
 Subject: Request to adopt the Tentative 2024 Amended Budget and the Tentative 2025 Proposed Budget

Action Requested

Adopt the Tentative 2024 Amended Budget and the Tentative 2025 Budget as shown in Table 1 below:

Table 1. Tentative 2024 Amended and 2025 Adopted Budgets

Budget Type	2024 Adopted	2024 Amended	2025 Proposed	2025 % Change vs 2024 Adopted
Operating Revenue	\$ 5,172,104	\$ 6,002,821	\$ 4,221,689	-18%
Non-Operating Revenue	\$ 18,490,170	\$ 19,952,512	\$ 20,351,562	10%
Grants	\$ 18,322,879	\$ 18,242,192	\$ 39,799,852	117%
Other Income	\$ 9,009,400	\$ 21,313,357	\$ 875,429	-90%
Total Revenues	\$ 50,994,553	\$ 65,510,882	\$ 65,248,532	
Operating Expenditures	\$ 23,091,869	\$ 20,828,901	\$ 27,261,636	18%
Capital Expenditures	\$ 27,039,504	\$ 43,561,023	\$ 35,621,964	32%
Debt Service	\$ 863,180	\$ 1,120,959	\$ 2,364,933	174%
Total Expenditures	\$ 50,994,553	\$ 65,510,882	\$ 65,248,532	

Background

As required by High Valley Transit District's Administrative Policies and Procedures, Section 4.3, the Board of Trustees is responsible for amending and adopting operating, capital, and debt service budgets. As such, the preliminary drafts of the 2025 proposed budgets were presented to Board of Trustees on October 22, 2024. Following that meeting, the Finance, Budget & Audit Committee met to refine both the 2024 Amended and the 2025 Proposed budgets.

2024 Amended Budget

Staff requests to amend the 2024 budget from the adopted amount of **\$50,994,553** to an amended amount of **\$65,510,882**.

Revenues

Key changes included in the 2024 amended budget on the revenue side:

- Operating income has increased 16% compared to the adopted budget because of a larger Canyons assessment contract as well as higher than expected program income.
- Based on sales tax collections through August 2024, we're projecting 8% more sales tax than budgeted, which represents 4% more than 2023 actual sales tax collections.
- Grant revenue is nearly equal to the adopted budget.
- Under other income, interest income was nearly triple what was budgeted resulting from both higher than anticipated cash balances and higher than expected interest rates.
- We bonded for \$19.1mm instead of the budgeted \$8mm.
- We had budgeted for a contribution from Wasatch County of \$400k, which has been removed in the amended budget since that is no longer expected.

Expenses

Key changes included in the 2024 amended budget on the expense side:

- Bus service cost nearly \$800,000 less than budgeted.
- Overtime has been significantly more than budgeted resulting from the periods during the year that we were understaffed. We are now nearly fully staffed. Overtime is 4% of Salaries in the amended budget versus 1% of Salaries in the adopted budget.
- The travel/training budget was less than what was required for the year and has been increased by \$19k in the amended budget.
- Facility construction expenses were consistently less each month than expected. We do expect full year spending to be 2% over the amount in the adopted budget with additional invoices to come in time to include in the 2024 year, so expected building spend remains very close to the budget.
- Fixed assets were included in the Bus Upfitting account in the adopted budget, but were moved in the amended budget to the depreciable fixed assets account, creating the significant percent differences in these two accounts, but with very minor overall impact on a net basis.
- We were able to make a significantly larger contribution to fund balance, a little over \$18mm in the amended budget, which represents more than a 600% increase versus the budgeted amount.

Net position and Cash Position

As can be seen in Tables 5 and 7 below, we now anticipate our 2024 ending fund balance to be \$59,308,361 and our 2024 ending cash balance to be \$35,375,111.

Full details of the 2024 adopted budget and the 2024 amended budget with percentage changes and some notes can be found on the final two pages of this Staff Report.

2025 Tentative Budget

Table 1, on page 1 of this report and printed in on the final two pages, outlines the 2025 HVT Director's proposed budget: \$27 million in operating, \$35 million capital, and just over \$2.3mm in debt service for a total proposed budget of **\$65,248,532**.

Revenues

Key changes included in 2025 revenue:

- Overall program income will go down by 44% due to the Park City micro service being discontinued.
- Sales tax revenue is projected to increase by 2% in 2025.
- We expect a significant increase in grant revenue as contracts are executed and the BRT project progresses. More details of our grant revenue by project can be found in Table 3 below.
- Interest income is projected to be 40% less than in 2024 as cash balances are used to pay facility costs and make down payments on new electric bus costs prior to the Low-No grant agreement being fully executed and HVT receiving grant funding.

Expenses

Key changes included in the 2025 budget on the expense side:

- Bus service costs are expected to go down by 14% as a result of renegotiating the Via Fixed Route contract.
- With the recently approved changes to the chart of positions, and several more budgeted positions to be added during 2025, there is a 39% increase in the salaries account budget. This tracks with the increased chart of positions from 2024 and our successful efforts to fill nearly all of those positions in recent months. Salaries also include a 3% COLA for existing staff, a budget of 3% for merit increases, a budget for winter season bonuses for drivers, and a small budget for other bonuses at the discretion of the Executive Director.
- Benefits are conservatively budgeted assuming that HVT covers full family health benefits for each employee, though many employees sign up for an individual or two-party plan, and some employees opt out of health benefits, all of which costs less.
- The travel/training budget has been increased significantly in 2025 due to anticipated higher spending requirements (+65K).
- The utilities budget is increasing significantly (+520k) as we move from Ecker Hill, end the maintenance contracts there, but utilities for the new building take their place.
- The Prof/Tech Operating budget, which is projected to grow by more than 300%, will see that growth largely funded by components of the Low-No grant that will begin in 2025.

Capital vs. Operating

In the 2025 budget, as illustrated in tables 2, 3, and 4 on the following page, total operating revenues are slightly greater than total operating expenses. Total grant contributions are shown by project, and the total, \$39,799,852 is just shy of the total cost of capital projects, at \$40,069,698. As part of balancing the budget, \$4,447,734 is expected to be withdrawn from fund balance.

Table 2: Operating Revenues vs. Expenses

2025 Operating Revenues + Interest Income vs Operating Expenses + Debt Service	
<i>Operating Revenues</i>	
All Operating Revenues including Sales Taxes and Operating Grants	\$28,814,299
Interest Income	\$854,909
Total	\$29,669,209
<i>Operating Expenses</i>	
All Operating Expenses	\$27,261,636
Interest Expense+Fees	\$1,107,933
Debt Principal Repayment	\$1,257,000
Total	\$29,626,569

Table 3: Grants by Project

2025 Grant Contributions by Project and Type				
Project	Federal	State	County	Total
<i>Capital</i>				
Bus Rapid Transit	\$2,000,000	\$7,575,000	\$4,675,000	\$14,250,000
Facility	\$4,180,800			\$4,180,800
Vehicles	\$14,594,160	\$1,740,000	\$824,247	\$17,158,407
			<i>Subtotal</i>	<i>\$35,589,207</i>
<i>Operating</i>				
Operating	\$4,210,645			\$4,210,645
				\$39,799,852

Table 4: Capital Expenses

2025 Capital Expenses	
<i>Capital Expenses</i>	
Facility	\$5,741,410
BRT	\$14,250,000
Capital Improvements	\$160,000
Vehicles+	\$18,918,288
Depreciation Expense	\$1,000,000
Total	\$40,069,698

Net Position and Cash Position

As you can see in Tables 6 and 8 below, we now anticipate our 2025 ending fund balance to be \$54,860,627 and our 2025 ending cash balance to be 16,355,718.

Full details of the 2025 tentative budget as compared to the 2024 adopted budget and the 2024 amended budget with percentage changes and some notes can be found on the final two pages in this Staff Report.

Table 5. 2024 Changes in Net Position

2023 Ending Fund Balance (audited)	\$ 41,148,686
2024 Overall Total Revenues	\$ 65,510,882
2024 Overall Total Cash Expenditures	\$ 47,351,208
2024 Estimated Ending Fund Balance	\$ 59,308,361

Table 6. 2025 Changes in Net Position

2025 Ending Fund Balance (unaudited)	\$ 59,308,361
2025 Overall Total Revenues	\$ 65,248,532
2025 Overall Total Cash Expenditures	\$ 69,696,266
2025 Estimated Ending Fund Balance	\$ 54,860,627

Table 7. 2024 Cash Balances

Cash Balance 1/1/2024	\$ 22,918,614
Cash Balance 11/1/2024	\$ 44,116,968
Projected Cash Spending Remainder of 2024	\$ 8,741,858
Projected Cash Balance 12/31/2024	\$ 35,375,111

Table 8. Projected 2025 Cash Balances

Projected Cash Balance 1/1/2025	\$ 35,375,111
Projected Cash Spending 2025	\$ 19,019,392
Projected Cash Balance 12/31/2025	\$ 16,355,718

	2024 Adopted Budget	YTD to 10/31/24	% Earned/ Expended	Nov/Dec Projected Rev/Exp	2024 Amended Budget	2024 Amended Budget vs. Adopted Budget	2025 Proposed Budget	2025 % Change	Notes
REVENUES									
Operating Revenues									
Canyons assessment	\$0	\$772,500		\$772,500	\$1,545,000		\$1,583,625	3%	
Business assessments	\$1,006,200	\$58,947	6%	\$3,682	\$62,629	6%	\$52,746	-16%	In 2024, Canyons assessment was included in this item
Program Income	\$4,100,904	\$3,525,849	86%	\$807,724	\$4,333,573	106%	\$2,436,019	-44%	2024 includes Wasatch and PCMC; 2025 includes Wasatch only.
Bus advertising program	\$5,000	\$0	0%	\$0	\$0	0%	\$7,763	-	
Miscellaneous income	\$60,000	\$61,619	103%	\$0	\$61,619	103%	\$60,000	-3%	
Rental properties	\$0	\$0		\$0	\$0		\$81,536	-	Expectation of May + occupancy and rent at 30% salary
Federal grants - OPERATING							Included below	-	See Federal Grants - Operating below
Sub-total Operating Revenues	\$5,172,104	\$4,418,915	85%	\$1,583,906	\$6,002,821	116%	\$4,221,689	-30%	Would be \$8,489,143 with inclusion of Federal Operating Grant
Non-operating revenues									
County contributions									
Sales taxes									
Mass transit (1st Qtr)	\$3,420,300	\$1,409,838	41%	\$2,447,995	\$3,857,833	115%	\$3,934,989	2%	
Additional mass transit (2nd Qtr)	\$4,064,500	\$1,505,695	37%	\$2,816,245	\$4,321,940	108%	\$4,408,379	2%	
Additional transit (A1 dist)	\$1,211,100	\$469,890	39%	\$815,631	\$1,285,521	108%	\$1,311,231	2%	
Additional transit (A2 muni)	\$1,160,570	\$395,021	34%	\$783,054	\$1,178,075	104%	\$1,201,637	2%	
Additional transit (A3 county)	\$2,113,400	\$839,240	40%	\$1,415,033	\$2,254,273	109%	\$2,299,358	2%	
County public transit (5th Qtr)	\$6,520,300	\$2,804,052	43%	\$4,250,819	\$7,054,871	110%	\$7,195,968	2%	
Sub-total Non-Operating Revenues	\$18,490,170	\$7,423,735	40%	\$12,528,777	\$19,952,512	108%	\$20,351,562	2%	DC/JA estimates +3.9% in 2024 vs 2023 actual and +2% in 2025
Sub-total of all Revenues above	\$23,662,274	\$11,842,650	50%	\$14,112,683	\$25,955,333	110%	\$24,573,251	-5%	Would be \$28,793,779 with inclusion of Federal Operating Grant
Intergovernmental									
Federal grants, Operating	\$2,046,824	\$0	0%	\$881,105	\$881,105	206%	\$4,210,645	378%	
Federal grants, Capital	\$9,895,148	\$7,364,348	74%	\$0	\$7,364,348	210%	\$20,774,960	182%	
State grants, Operating	\$0	\$0	-	\$0	\$0	-	\$0	-	
State grants, Capital	\$0	\$1,893,750	-	\$1,893,750	\$3,787,500	-	\$9,315,000	146%	
County grants, Operating	\$0	\$0	-	\$0	\$0	-	\$0	-	
County grants, Capital	\$6,380,907	\$3,755,550	59%	\$2,453,689	\$6,209,239	86%	\$5,499,247	-11%	
Sub-total intergovernmental revenues	\$18,322,879	\$13,013,648	71%	\$5,228,544	\$18,242,192	100%	\$39,799,852	118%	
Other income									
Interest income	\$515,000	\$951,357	185%	\$474,683	\$1,426,041	277%	\$854,909	-40%	
Bond/Loan proceeds revenues	\$8,000,000	\$19,100,000	239%	\$0	\$19,100,000	239%	\$0	-100%	
Contribution - Capital Outlay	\$0	\$0	-	\$0	\$0	-	\$0	-	
Contribution - Wasatch County	\$400,000	\$0	0%	\$0	\$0	0%	\$0	-	
Contribution-County	\$0	\$0	-	\$703,896	\$703,896	-	\$0	-	
Contribution other entity OPERATING	\$14,400	\$0	0%	\$3,420	\$3,420	24%	\$20,520	500%	Board member health insurance payment
Contribution other entity CAPITAL	\$80,000	\$80,000	100%	\$0	\$80,000	100%	\$0	-100%	
Sub-total other income revenues	\$9,009,400	\$20,131,357	223%	\$1,181,999	\$21,313,357	237%	\$875,429	-96%	
Overall total revenues	\$50,994,553	\$44,987,655		\$20,523,227	\$65,510,882	128%	\$65,248,532	0%	

	2024 Adopted Budget	YTD to 10/31/24	% Earned/ Expended	Nov/Dec Projected Rev/Exp	2024 Amended Budget	2024 Amended Budget vs. Adopted Budget	2025 Proposed Budget	2025 % Change	Notes
EXPENDITURES									
Bus operations									
Bus service	\$10,930,443	\$7,191,478	66%	\$2,958,818	\$10,150,296	93%	\$8,685,928	-14%	Includes Via for SC and WC Micro, Downtowner, and Via tech
Bus upfitting	\$558,325	\$69,270	12%	\$3,650	\$72,920	13%	\$35,000	-52%	non-capital bus improvements such as ski racks
Salaries	\$5,245,390	\$4,266,183	81%	\$1,242,075	\$5,508,259	105%	\$7,674,883	39%	Incl. 10 months of salary and benefits for proposed new hires.
Overtime	\$50,000	\$176,695	353%	\$45,286	\$221,981	444%	\$200,000	-10%	\$1,030,788 will be reimbursed in FTA5311 admin grant. \$1.5mm will be reimbursed in FTA5311 operating grant.
Benefits	\$2,775,244	\$1,484,261	53%	\$372,276	\$1,856,537	67%	\$4,916,251	165%	
Marketing/advertising	\$15,000	\$2,527	17%	\$0	\$2,527	17%	\$20,000	692%	
Materials/supplies	\$80,000	\$70,637	88%	\$7,042	\$77,680	97%	\$107,137	38%	food, supplies, uniforms, employee appreciation
Travel/training	\$35,000	\$49,291	141%	\$5,000	\$54,291	155%	\$119,650	120%	
Transit board travel/training	\$10,000	\$5,438	54%	\$5,000	\$5,938	59%	\$10,000	68%	
Transit board stipend	\$10,000	\$7,500	75%	\$2,500	\$10,000	100%	\$10,000	0%	
Dues/subscriptions	\$59,556	\$37,508	63%	\$63	\$37,571	63%	\$46,614	24%	
Utilities	\$43,000	\$41,683	97%	\$11,270	\$52,953	123%	\$563,443	964%	includes assumptions for new facility
Cell phone	\$9,000	\$4,050	45%	\$1,750	\$5,800	64%	\$14,400	148%	
Employee housing	\$20,000	\$0	0%	\$0	\$0	0%	\$20,000	-	
Professional/Technical - OPERATING	\$496,968	\$470,305	95%	\$9,943	\$480,248	97%	\$2,220,625	362%	includes Low/No operations
Maintenance contracts	\$757,541	\$782,179	103%	\$55,063	\$837,241	111%	\$499,394	-40%	
Fuel	\$996,400	\$649,345	65%	\$57,816	\$707,161	71%	\$918,311	30%	
Equipment/Vehicle maintenance	\$1,000,000	\$625,500	63%	\$121,999	\$747,499	75%	\$1,200,000	61%	factors in need to replace engines
Sub-total operations expenditures	\$23,091,869	\$15,933,850	69%	\$4,895,051	\$20,828,901	90%	\$27,261,636	31%	
Capital expenditures									
Board Discretion	\$200,000	\$0	-	\$0	\$0	0%	\$0	-	
Professional/Technical contracts CAPITAL	\$1,856,744	\$10,350	1%	\$0	\$10,350	1%	\$0	-	
Capital improvements	\$60,000	\$95,443	159%	\$5,000	\$100,443	167%	\$160,000	59%	updating bus shelters
Facility construction	\$21,297,523	\$8,130,139	-	\$13,515,331	\$21,645,470	102%	\$5,741,410	-73%	\$2.5mm from C. Moore earmark. \$1,680,800 from FTA5339 facility grant.
BRT Engineering & Design	\$0	\$0	-	\$0	\$0	-	\$500,000	-	24-TST-04, Contingency
Program Management	\$0	\$104,512	-	\$964,039	\$1,068,552	-	\$2,900,000	-	TTIF
Design	\$0	\$184,493	-	\$964,039	\$1,148,533	-	\$6,300,000	-	TTIF, \$1,625,000 24-TST-04
BRT Construction	\$0	\$0	-	\$0	\$0	-	\$0	-	
CM/GC	\$0	\$0	-	\$0	\$0	-	\$2,000,000	-	\$2mm RAISE, \$3.6mm 24-TST-04
Signals/Comms Vendor	\$0	\$0	-	\$0	\$0	-	\$0	-	
Locally Funded	\$0	\$0	-	\$0	\$0	-	\$0	-	
BRT Buses	\$0	\$0	-	\$0	\$0	-	\$0	-	
Bus Purchase	\$0	\$0	-	\$0	\$0	-	\$0	-	
BRT Right of Way Acquisitions	\$0	\$0	-	\$0	\$0	-	\$0	-	
Land Acquisition Cost	\$0	\$0	-	\$0	\$0	-	\$2,550,000	-	\$2,150,000 Corridor preservation. \$400,000 from 24-TST-04
Depreciable fixed assets (vehicles+)	\$15,000	\$321,000	2140%	\$207,000	\$528,000	3520%	\$18,918,288	3483%	\$824,247 23-TST-03 towards Low-No match. \$1,740,000 from TTIF Vehicles grant for 2 diesel buses. \$16,275,560 from Low-No grant less any 2024 expenses. \$1,018,078 20-TST-03 expected to reimburse in 2024
Office equipment	\$10,000	\$0	0%	\$0	\$0	0%	\$0	-	
Contribution to fund balance	\$2,493,602	\$19,088,908	766%	\$929,234	\$18,159,675	728%	\$4,447,734	-	
Depreciation expense	\$1,106,635	\$0	0%	\$900,000	\$900,000	81%	\$1,000,000	11%	
Sub-total other expenditures	\$27,039,504	\$27,934,847	103%	\$15,626,176	\$43,561,023	161%	\$35,621,964	-18%	
Debt service payments									
Principal	\$615,000	\$615,000	100%	\$0	\$615,000	100%	\$1,257,000	104%	principal for 2021 bond
Interest	\$243,180	\$405,709	167%	\$0	\$405,709	167%	\$1,103,933	172%	includes interest for 2024 bond as well as the 2021 bond
Fees	\$5,000	\$98,250	1965%	\$2,000	\$100,250	2005%	\$4,000	-96%	includes all the bond issuance fees for the 2024 bond
Sub-total debt service expenditures	\$863,180	\$1,118,959	130%	\$2,000	\$1,120,959	130%	\$2,364,933	111%	
Overall total expenses	\$50,994,553	\$44,987,655	88%	\$20,523,227	\$65,510,882	128%	\$65,248,532	0%	

**Public Hearing
High Valley Transit District
2024 Amended Budget and 2025 Budget**

Pursuant to the provisions of Section 17-36-12, Utah Code, notice is hereby given that the High Valley Transit District will hold a public hearing for the purpose of amending a budget for the calendar year 2024 and adopting a budget for the calendar year 2025. The public hearing will be held electronically, via Zoom, and at the anchor location of the Sheldon Richins Building, 1885 W. Ute Blvd., Park City, Utah 84098, during High Valley Transit District Board of Trustees' meeting located **in Room 133** (downstairs) on Tuesday, December 10, at 2 PM.

The public hearing will be held electronically, via Zoom, and at the anchor location:

Tuesday, December 10, 2024

2 PM

Copies of the proposed budget are on file in the High Valley Transit Administrative Office. Any and all persons are invited to participate in said hearings.

Public comment may also be submitted until 12 PM on Monday, December 9, 2024, via email to crodriguez@highvalleytransit.org.

To participate in the hearing:

<https://zoom.us/j/91681461909>
Meeting ID: 916 8146 1909
Passcode: 179220

This meeting may be recorded

Budget Contact:

Jolena Ashman, Finance Director
Ph: 435-246-1538
Email: jashman@highvalleytransit.org

Non-Discrimination Notice the High Valley Transit District's policy is that no person, regardless of race, color, or national origin shall be excluded from participation in, be denied the benefits of, or be subject to any discrimination under any program, activity, or services under Section 601 of Title VI of the Civil Rights Act, as amended. To view a copy of our Title VI Policy and Complaint Procedure, please contact us at (435) 246-1538.

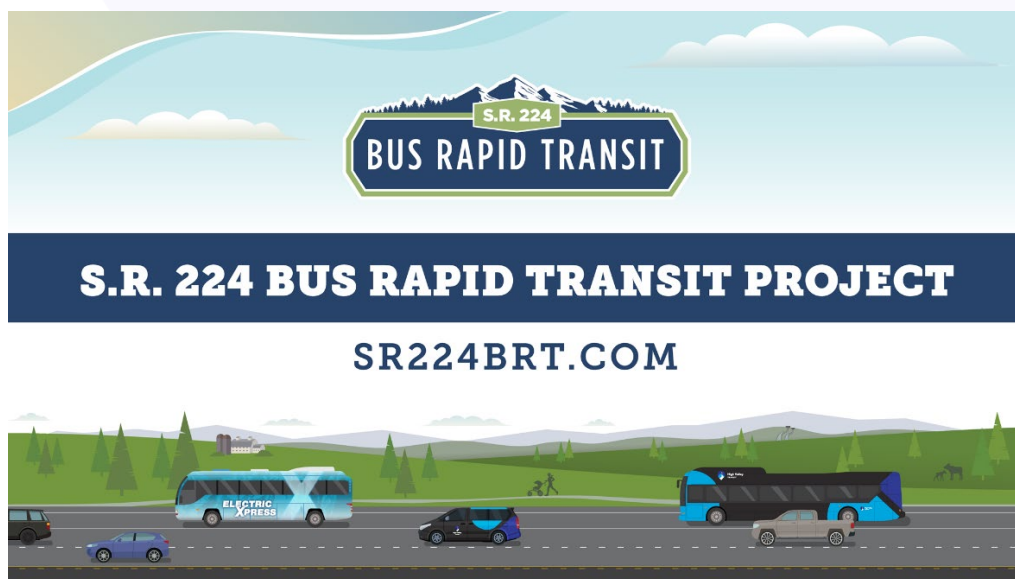
If you require this or any information in an alternative format, please contact us at (435) 246-1538.

Date: 11/04/2024
To: High Valley Transit District Board of Trustees
From: Gabriel Shields, PE Chief Development Officer
Subject: SR-224 BRT Program Update

Executive Summary

The SR-224 Bus Rapid Transit (BRT) project, led by High Valley Transit in collaboration with Park City, Summit County, and UDOT, aims to enhance transportation between Kimball Junction and Old Town Park City. This initiative, part of the entryway corridors plan, will feature dedicated bus lanes, ADA-accessible low-emission buses, and six convenient stations, operating with 10-15 minute headways from 6:00 a.m. to 12:00 p.m. daily. Expected to serve 3,000-5,000 passengers daily, the BRT will alleviate road congestion without expanding car infrastructure. Supported by local, state, and federal entities, construction is set to begin in late 2025, with service commencing in late 2028, contributing to the region's economic vitality and environmental sustainability.

This report includes general project information as well as updated information beginning on page 4.



Project Organization

The BRT project encompasses multiple jurisdictions and a wide variety of stakeholders. To effectively delivery this project, HVT has established the following project organizational structure shown in Figure 1.

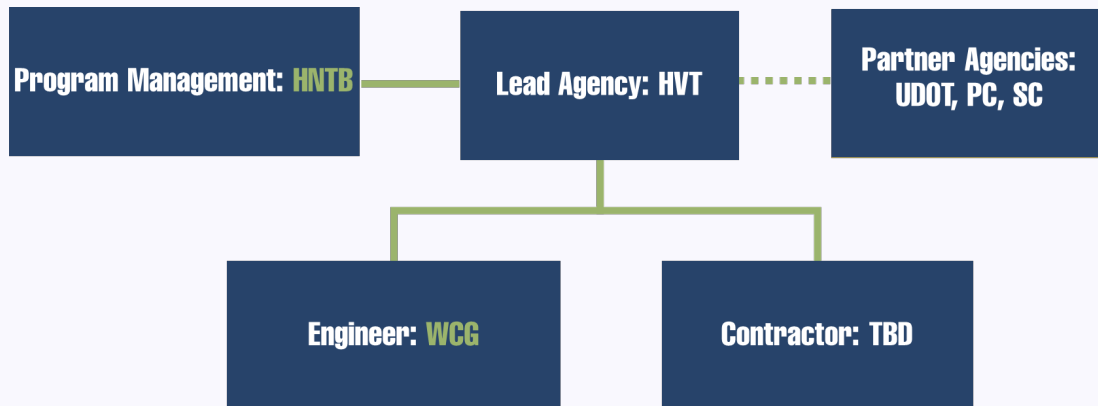


Figure 1 - S.R.224 BRT Project Organization; contractual relationships shown in solid lines, advisory relationships shown in dashed lines

Partner agencies including UDOT, Park City, and Summit County perform advisory roles on the project; touchpoints and coordination opportunities have been created for staff, executive leaders, and elected officials.

Program Management (HNTB) scope includes technical oversight of the engineering and construction efforts, development of procurement documents, federal reporting and compliance, strategic communications, and development of agreements with partner agencies.

Design (WCG) scope includes traffic modeling, topographic survey, utility mapping, development of technical design plans, architectural station design, utility, specifications, construction quantities, instruments and documents for right-of-way acquisition and utility relocation.

Contractor (To be determined) scope includes constructability reviews, value engineering, risk management, cost estimating, permitting, traffic management, and all required works to complete the BRT construction.

Project Schedule

The project is ongoing and is expected to be completed by Summer 2028 with service beginning no later than Fall 2028. The overall project schedule includes four Activity Line Items: PM & Design, Right-of-Way Acquisition, Construction, and Bus Procurement.

Each Activity Line Item (ALI) is composed of work packages and milestones developed to track the progress of the project delivery. In addition to real time tracking of the project, the project submits quarterly Milestone Progress Reports (MPRs) to the Federal Transit Authority (FTA). The full project schedule is shown in Figure 2 below, followed by a description of intermediate project objectives.



Figure 2 - BRT Project Schedule; present status indicated with solid blue vertical line

PM & Design

- 1) Procurement document for selecting Construction Manager/General Contractor (CM/GC); validation of the environmental design (October 2024)
- 2) 30% design submission (December 2024)
- 3) 60% design submission (May 2025)
- 4) 100% design submission (December 2025)
- 5) Construction management begins (April 2026)

R/W Acquisition

- 6) Right-of-Way design documents and instruments complete (May 2025)
- 7) Right-of-Way acquisition complete (April 2026)

Construction

- 8) CM/GC procurement release (October 2024)
- 9) Notice to Proceed for preconstruction activities (January 2025)
- 10) Notice to Proceed for construction activities (April 2026)
- 11) Substantial completion (June 2028)

Bus Procurement

- 12) Procurement of buses (June 2025)
- 13) Delivery and commissioning of buses (August 2028)

Recent Progress and Upcoming Activities

<u>ALI</u>	<u>Last 30 Days</u>	<u>Next 30 Days</u>
PM & Design	<ul style="list-style-type: none"> • Regular Coordination Meeting Series • Design and Maintenance Workshop • Release CM/GC RFP • Risk Kick-off Meeting • Q3 Reports to FTA • Follow up with CVMA • Review Design Validation Package • Begin 30% Design • Executive Committee • Funding Workshops (Local) 	<ul style="list-style-type: none"> • Continue 30% Design • Regular Coordination Meeting Series • Station Architecture Workshop 1 • CM/GC Selection • Continue 30% Design • Executive Committee • Council Presentations • Strategic Messaging Plan & Website Updates
Right-of-Way Acquisition	<ul style="list-style-type: none"> • No forecasted activity 	<ul style="list-style-type: none"> • No forecasted activity
Construction	<ul style="list-style-type: none"> • No forecasted activity 	<ul style="list-style-type: none"> • No forecasted activity
Bus Procurement	<ul style="list-style-type: none"> • No forecasted activity 	<ul style="list-style-type: none"> • No forecasted activity

Figure 3 - Recent Progress and Upcoming Activities, current as of 9/23/2024

Project Budget

The estimated project costs remain between \$97M-\$103M inclusive of all works encompassed in the ALIs listed above. Current obligated funds are shown in Figure 4.

<u>Source</u>	<u>Amount</u>
Federal RAISE	\$25,000,000
State TTIF	\$30,030,000
County TST	\$6,000,000
Corridor Preservation	\$3,150,000

Figure 4 - Current obligated funds

HVT is currently reviewing the competitiveness of the project for a Federal Capital Improvement Grant (CIG) Small Starts grant. This includes objective assessments of ridership, adjacent land uses, and HVT financials. A final decision to apply will be made in the following weeks. HVT has also working on strategies to increase project funding with alternatives to the federal funding if CIG funding is not awarded. These conversations have been held with the finance committee as well as members of Park City and Summit County councils. Public discussions regarding the project revenue sources will be held on November 21, 2024 at the Park City Council as well as December 4, 2024 at the Summit County Council.

Concurrently, the project is seeing probabilistic opportunities to realize significant cost savings through the design process. Early conversations with UDOT have identified realistic design optimizations which are likely to reduce the overall project cost. The construction cost estimates will next be revised in early 2025 by the CM/GC. When the project cost estimates are revised, the project team will return to the Park City and Summit County councils to provide an update and present strategies for addressing remaining funding gaps.

Strategic Communications

Under the HNTB umbrella of Program Management, Lindsey Ferrari of Wilkinson Ferrari & Co. (WF) has been leading the effort on strategic communications. In coordination HVT, WF has conducted interviews with elected officials, executive staff, and key stakeholders to summarize project opinions and issues. Concurrently, WF is developing the strategic messaging platform, media products, fact sheets, and facilitating touchpoints between HVT and stakeholders. The project website has been updated with refreshed content, timelines, and messages of support from key leaders in the community.



SR-224 Bus Rapid Transit

An essential component of our entryway corridors approach.

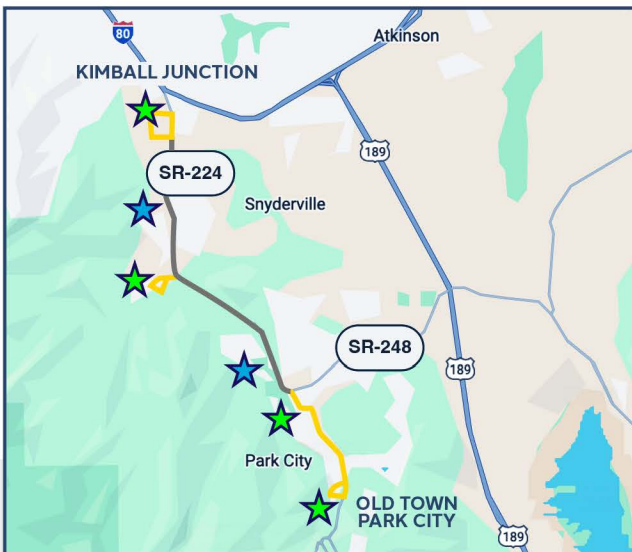
High Valley Transit, with the help of partners Park City, Summit County, and UDOT, has begun the design process for designated bus lanes running from Kimball Junction to Old Town.

Here are **four things** you should know about the project:

1

Bus Rapid Transit on SR-224 is vital for moving more people in Summit County while preserving our rural character and supporting a vibrant economy.

The SR-224 BRT will serve a projected 3,000 – 5,000 people a day without putting more cars on the road, adding parking structures, or widening roads for cars. The new line will be a cost-effective transportation option for thousands of Summit County residents, students, and workers traveling between Kimball Junction and Old Town Park City.



Service provided 7 days a week:
6 a.m. – midnight



ADA accessible, low emission buses



10-15 minute frequencies



6 convenient stations

PROPOSED BRT ALIGNMENT

- DEDICATED BRT LANES
- MIXED FLOW TRAFFIC
- EXISTING STATION
- PROPOSED STATION

2

Park City and Summit County have a 10-year history of working towards a successful BRT project on SR-224.

The SR-224 BRT project has been on local and regional transportation plans for nearly 10 years.

2016

Park city receives federal funds for electric buses.
Park City and Summit County pass sales tax initiative to fund transit/BRT projects
Mountain Accord funds alternatives analysis for "significant regional corridor."

2018

2016-2018 Alternatives Analysis

2020

2020-2021 Environmental Study

2021

High Valley Transit formed to address Summit County needs.

2022

High Valley Transit receives RAISE funds
SR-224 BRT is the only rural project to receive TTIF funds - \$30.3 million.
Utah's federal delegation and Olympic Legacy Foundation express support due to the significance of the project.



High Valley Transit will work closely with the community from design through construction to ensure that BRT meets community needs while minimizing impacts on motorists, neighbors, and the environment.

The team has begun the design phase for BRT with goals of:

- Improving pedestrian and bike connectivity
- Ensuring safety of auto/bus interactions
- Ensuring aesthetics that fit our community character

Public open houses will be held in early 2025 in conjunction with 30% design completion.



SR-224 BRT has the support of local, state and federal government and community leaders.

"The regionally important State Route 224 Electric Bus and Bus Rapid Transit Project will provide residents and visitors with frequent, low-emissions public transportation options."

– Congressman Blake Moore

"The 1,000 businesses that make up our organization rely on public transit to get visitors to their destinations as well as provide reliable transportation to employees, which during our peak season can number as many as 10,000 a day. Summit County and Park City, like other resort destinations, attract visitors and employees who arrive by air and without personal transportation. A robust transit system is critical to supporting this demographic throughout their stay."

– Jennifer Wesselhoff, President and CEO, Park City Chamber of Commerce & Visitors Bureau.

"A well-developed transit system is an essential component of Park City's climate goals, which are the most ambitious of any municipality in North America... Park City Mountain strongly supports the Electric express bus project which advances both our resort operations and progressive climate and sustainability goals."

– Mike Lewis, VP Mountain Operations

"The UOLF is wholeheartedly supportive of improvements to the public transit system in Summit County and we are especially excited about the project proposed for the State Route 224 corridor. There are endless benefits to the tourism industry and the environment."

– Colin Hilton, President/CEO
Utah Olympic Legacy Foundation



To Learn More Visit:
highvalleytransit.org/sr224-bus-rapid-transit

OR SCAN HERE

