



Agenda
High Valley Transit District
Monday, March 2, 2026, 9:30AM

NOTICE is hereby given that the Board of Trustees will meet on Monday March 2, 2026, electronically, via Zoom and at the anchor location at the High Valley Transit Campus at 1570 Sego Lily Way, Park City, Utah 84098.

No public comment will be taken

To participate electronically: <https://summitcountyut.zoom.us/j/98389212729>

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

Meeting ID: 983 8921 2729

Passcode: 951346

This meeting may be recorded

Public Meeting

- 1) Pledge of Allegiance

Consideration of Approval

- 2) Discussion and possible amendment to Section 14.3(B) of the Procurement Policy to increase the Executive Director's signature authority for acquisition of real property interests from \$10,000 to \$750,000 per parcel, exclusive to the SR-224 BRT project.

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) 246-1538.

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

INNOVATION INCLUSION INTEGRITY RESPECT ACCOUNTABILITY SAFETY



STAFF REPORT

Date: March 2, 2026
To: Board of Trustees
From: Gabriel Shields, PE Chief Development Officer
Subject: SR-224 BRT Program Update

Action Requested

Amend Section 14.3(B) of the Procurement Policy to increase the Executive Director's signature authority for acquisition of real property interests from \$10,000 to \$750,000 per parcel, exclusive to the SR-224 BRT project.

Background

Section 14.3(B) of the Procurement Policy currently authorizes the Executive Director to approve surplus property purchases up to \$10,000. Any acquisition exceeding that amount must be approved by the Board at a regular meeting. While appropriate for routine procurement activities, this threshold does not reflect the valuation realities associated with right-of-way acquisition for major capital infrastructure projects.

Acquisition of real property interests for the SR-224 Bus Rapid Transit project is the result of a structured and highly regulated process. Parcels are identified during the engineering design phase of the Board-approved project. Design professionals determine which properties require fee title acquisition and which require temporary construction easements to construct and operate the project safely and effectively, while minimizing impacts to property owners.

Following identification of required property interests, the project undergoes conformity review and agency coordination, including review by the Utah Department of Transportation where applicable. Environmental clearance and right-of-way certification requirements are addressed in accordance with state and federal standards.

Each parcel is independently appraised in compliance with applicable federal and state law. The appraisal establishes just compensation, and that appraisal is reviewed by a qualified independent reviewer prior to use in negotiations. Negotiations are conducted by a qualified acquisition agent and documented consistent with the Uniform Relocation Assistance and Real Property Acquisition Policies Act requirements for federally funded projects.

For projects receiving Federal Transit Administration funding, settlement authority is further constrained by federal requirements. Settlement amounts may not exceed fifteen percent (15%) above the approved appraised value without additional justification and higher-level approval. This regulatory framework

ensures that compensation remains tied to independently established market value and significantly limits discretionary exposure.

For the SR-224 BRT project, staff anticipates that twenty-nine parcels fall between \$10,000 and \$750,000 in value. The total right-of-way program budget, including contingency, is \$9.125 million. All acquisitions will remain within the Board-approved project budget and subject to the appraisal and federal compliance safeguards described above.

By the time a purchase agreement is presented for execution, the property has been determined to be necessary for a Board-approved project, independently appraised and reviewed, and negotiated in accordance with statutory standards. These acquisitions are implementation steps within a previously approved project scope and budget.

Table 1 on the following page includes a summary of parcels required for the SR-224 BRT project.

Table 1 - Estimated Right of Way Costs

Parcel ID	Owner	Area (sq ft)	\$/SF	Acquisition (\$)	Temporary Construction Easement (sq ft)	Temporary Construction Easement (\$)	Damages & Cost to Cure	Real Estate Purchase Contract
228		6,689	\$100	\$668,900	1,528	\$33,923	\$15,000	\$717,823
172		3312	\$145	\$480,240	6497	\$209,146	\$15,000	\$704,386
167		6,259	\$100	\$625,900	2,804	\$62,251	\$15,000	\$703,151
149		3,167	\$145	\$459,215	4,738	\$152,522	\$15,000	\$626,737
165		4885	\$100	\$488,500	3700	\$82,143	\$15,000	\$585,643
147		2,862	\$145	\$414,990	2,110	\$67,923	\$15,000	\$497,913
171		3536	\$100	\$353,600	3203	\$71,109	\$15,000	\$439,709
246		11,601	\$32	\$371,232	0	\$-	\$15,000	\$386,232
220		2,427	\$100	\$242,700	4,583	\$101,746	\$15,000	\$359,446
166		3,073	\$100	\$307,300	1,228	\$27,263	\$15,000	\$349,563
222B		7,423	\$32	\$237,536	10,528	\$74,794	\$15,000	\$327,330
145		1,334	\$145	\$193,430	2,175	\$70,016	\$15,000	\$278,446
162		1,000	\$145	\$145,000	3,250	\$104,621	\$15,000	\$264,621
213		5,700	\$32	\$182,400	6,238	\$44,316	\$15,000	\$241,716
169		1,450	\$100	\$145,000	1,209	\$26,841	\$15,000	\$186,841
217		3708	\$32	\$118,656	3622	\$25,732	\$15,000	\$159,388
214		3,215	\$32	\$102,880	2,980	\$21,171	\$15,000	\$139,051
218		2,476	\$32	\$79,232	3,694	\$26,243	\$15,000	\$120,475
161		701	\$145	\$101,645	0	\$-	\$15,000	\$116,645
163		328	\$145	\$47,560	904	\$29,101	\$15,000	\$91,661
141		281	\$145	\$40,745	1,113	\$35,829	\$15,000	\$91,574
146		516	\$145	\$74,820	0	\$-	\$15,000	\$89,820
223		1,556	\$32	\$49,792	2,000	\$14,209	\$15,000	\$79,001
222		1,427	\$32	\$45,664	1,484	\$10,543	\$15,000	\$71,207
227		1,215	\$32	\$38,880	172	\$1,222	\$15,000	\$55,102
226		650	\$32	\$20,800	713	\$5,065	\$15,000	\$40,865
198		511	\$32	\$16,352	0	\$-	\$15,000	\$31,352
158		0	\$145	\$-	245	\$7,887	\$15,000	\$22,887