



Amended Agenda
High Valley Transit District
Thursday, August 12, 2021, 1 PM

NOTICE is hereby given that the Board of Trustees will meet on Thursday, August 12, 2021 electronically, via Zoom, and at the anchor location of the Sheldon Richins Building
1885 W. Ute Blvd., Park City, UT

Public comment may also be submitted until 12 PM on Thursday, August 12, 2021 via email at hi@highvalleytransit.org.

To participate in the webinar:
<https://summitcountyut.zoom.us/j/91041274529>

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

Webinar ID: 910 4127 4529

This meeting may be recorded

Public Meeting

- 1) Pledge of Allegiance
- 2) Presentation from Rachel Bandstra, Valley Ride Customer
- 3) Public Comment – all comments will be limited to three minutes per person

Work Session

- 4) Ridership and performance
- 5) 2022 Revenue projections and preliminary budget, Matt Leavitt and Caroline Rodriguez
- 6) Board comments
- 7) Staff comments

Consent Agenda

- 8) Discussion and possible adoption of High Valley Transit's Vision and Mission
- 9) Appointment of Caroline Rodriguez as Executive Director

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: August 10, 2021
To: High Valley Transit Board of Trustees
From: Caroline Rodriguez, Interim Executive Director
Subject: Staff Report

2) Presentation from Rachel Bandstra

Requested Board Action

- None. This is an informational session.

Background

Rachel Bandstra, current Park City Mobility and Valley Ride customer, will discuss invisible disabilities with the Board, her experience using ADA complementary paratransit services, and how transit can facilitate a more inclusive community.



4) Ridership and Performance

High Valley Transit Data Reporting

Micro & Valley Ride

June & July 2021



About High Valley Transit

High Valley Transit (HVT) is the premier transit and mobility solutions provider for communities and visitors of the Wasatch Back. Established in January 2021, HVT was formed to facilitate equitable and highly visible access to services, employment, and destinations throughout our internationally renowned alpine community.

About Micro

Launched on May 17, 2021 at 10am, **Micro** is a free, on-demand transit option serving the Jeremy Ranch, Silver Springs, Kimball Junction, and other nearby areas. All rides are in custom branded HVT minivans. Riders can book a ride using the High Valley Transit app or by calling (435) 246-1538. Micro operates from 5am – 1am, 7 days a week, and is fare-free.

About Valley Ride

High Valley Transit (HVT) provides **Valley Ride**, an ADA paratransit service, for persons unable to use HVT's fixed route bus system because of a temporary or permanent disability. Valley Ride is provided within three-quarters (3/4) of a mile, on either side, of HVT's fixed routes. Valley Ride is a shared service and uses the same vehicles as HVT's Micro service. As such, data in this report includes both services unless otherwise indicated.

Information & Contact

To learn more about High Valley Transit Micro, visit highvalleytransit.org/micro. To learn more about High Valley Transit Valley Ride, visit highvalleytransit.org/valley-ride. To read other data reports, visit highvalleytransit.org/data. For questions regarding the data in this report, email data@highvalleytransit.org. For general questions, email hi@highvalleytransit.org or call (435) 246-1538.

Performance Reporting

Since Micro operated for 18 days in May, no comparisons are made between June and May. In the July column, the percentages in parentheses (%) indicate the percentage change from June. Positive changes are indicated with a plus (+) sign and negative changes are indicated with a minus (-) sign. Note that the negative changes indicate only a numeric decrease, not necessarily a dip in performance.

Micro nearly doubled ridership between June and July. This was accompanied by an increase in utilization to 3.7 passengers/driver hour, well exceeding the 3.0 service goal. Pickup walk distance decreased in July, due to a routing change in neighborhoods where door-to-door is just as or more efficient than curb-to-curb.

Table 1: Performance Metrics

Category	Metrics	June	July
Overall	Total Passengers	6,348	11,754 (+85%)
	Net Driver Hours	2,940.3	3,228.5 (+10%)
	Avg. Utilization ¹	2.2	3.7 (+68%)
	Avg. Aggregation ²	30.6%	35.7% (+14%)
Rider Experience	Avg. Ride Duration	9.3 minutes	10.0 minutes (+8%)
	Avg. Ride Distance	4.0 miles	3.8 miles (-5%)
	Avg. Pickup Walk Distance	78.5 feet	29.3 feet (-63%)
Rider ³ Engagement	Accounts Created	1,852	2,783 (+50%)
	Avg. Rides/Unique Rider	8.0	8.4 (+5%)
	New Riders	682	966 (+42%)

Valley Ride

Note: Valley Ride numbers are included in the totals above

Valley Ride picked up its first rider on June 29th, 2021. The service gave **5** rides for **2** unique riders in June and **293** rides for **24** unique riders in July.

¹ Utilization = average number of passengers per net driver hour

² Aggregation = percentage of rides that are shared

³ For this category, riders are defined as each unique rider account (made via app or agent), which is a lower number than total number of passengers, as each rider can bring up to 3 additional passengers

Passenger Overview

Micro riders can bring up to three additional passengers with them on a single ride request. However, most Micro requests were for **single riders**; the average completed ride was for 1.3 passengers. We see that passenger count steadily increased throughout June, peaking at **350** passengers, and averaging **211 passengers/day**. Following the launch of HVT fixed route on July 1, we see higher numbers in July, averaging **381 passengers/day**.

July ridership has a slight negative trend, with lower numbers at the end of the month. This is not necessarily concerning, especially considering the spike in ridership during the Fourth of July. If August presents similar numbers as July, we may have reached a summer ridership plateau of 350 to 400 passengers/day.

Passengers by Day, June 1 to July 31st

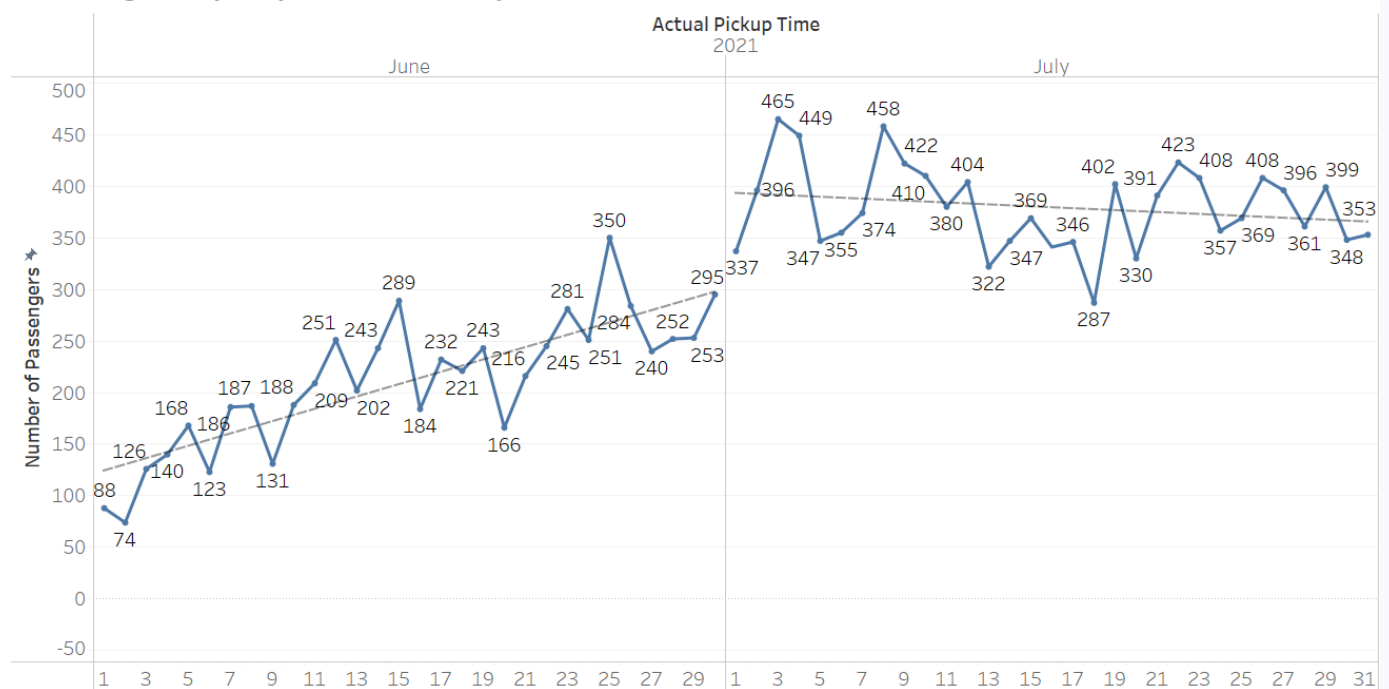


Figure 1: Passengers by Day, June 1 to July 31st

Rides by Day & Time

Saturdays are the most popular day for Micro rides (2,877 completed rides), followed closely by Fridays (2,835) and Thursdays (2,783). The least popular day is Sunday (2,216). Based on the time a rider was picked up, **5pm** is the most popular pickup time, with **1-6:59pm** all recording greater than 1,200 pickups. While the totals have increased from the first month (May 17 to June 17) of Micro service, the most popular times have remained the same.

Hourly Ridership, June 1st to July 31st

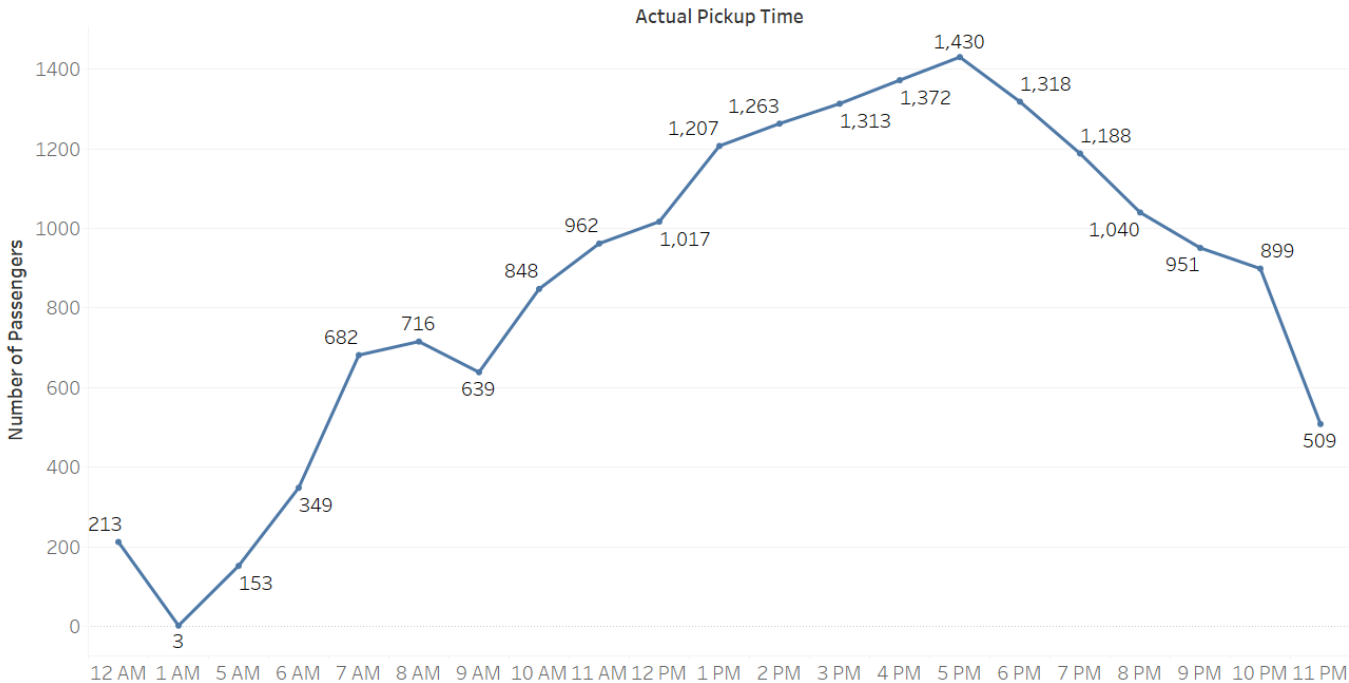


Figure 2: Hourly Ridership, June 1st to July 31st

Top Micro Destinations

Listed below are all Micro destinations that received at least 100 passenger drop-offs in June and July. All Valley Rides are excluded from this count for privacy. If they had at least 100 drop-offs, single-family homes or any other locations that may reveal a rider's identity are also excluded. Due to variations in how a rider enters an address or where they drop a pin, these numbers may be undercounts of the actual passengers using Micro service to reach the destinations.

Micro Destinations with 100+ Drop-offs

1. Canyons Village Transit Hub [551]
2. Kimball Junction Transit Center [537]
3. Walmart on Landmark Dr [293]
4. Westgate Park City Resort & Spa [288]
5. Utah Olympic Park, Main Entrance [210]
6. Woodward Park City [186]
7. Smith's on Uinta Way [153]
8. Bear Hollow Village [126]
9. Waldorf Astoria Park City [105]
10. Elk Meadows Apartments [102]

The total number of passengers excluding Valley Ride in June and July is 17,774. The top destinations above accounted for about **20%** of the total. The majority – **56%** - of destinations were for locations with 20 or fewer drop-offs.



High Valley
TRANSIT

High Valley Transit

Weekly Data Reporting, Micro & Valley Ride: 7/16/21 - 7/22/21

Rider Experience

We have three metrics that allow us to examine the rider experience quantitatively: the rider's pickup walk distance, drop-off walk distance, and, for On-Demand rides, the time lag between a ride request and the scheduled pickup.

Pickup Walk Distance

Average **31.4 feet** | Median **18.0 feet**

Dropoff Walk Distance

Average **32.4 feet** | Median **20.0 feet**

Time from request to scheduled pickup

Average **15.9 minutes** | Median **14.4 minutes**

YTD Overview

15,547

Passengers

6,669.1

Net Driver Hours

1,609

Active Riders

Weekly Overview

2,530 Passengers (avg. 361/day)

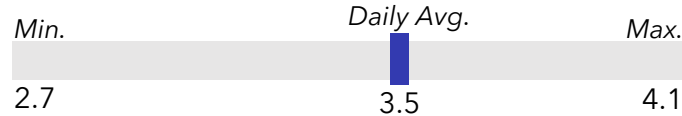
176 New Riders

34.2% Aggregation*

**Aggregation = % of shared rides*

Utilization

Utilization is the average number of passengers per net driver hour worked. A higher utilization means drivers serve more passengers during each hour of their shifts and have less downtime.



The week had **713.2** net driver hours, peaking on July 22 (Thurs.) with 122.9. The 22nd also had the lowest utilization, 2.7. Correspondingly, the fewest hours and highest utilization was on July 18th (Sun.), with 69.4 hours and 4.1 utilization.



HVT
Valley Ride

89 Rides

18 Unique Riders

Weekly Overview: Valley Ride served 39 more riders than the previous week, a **78%** increase. The average ride was **5.7** miles and lasted **13.91** minutes. Roughly 85% of rides were Prebookings, and the remainder were On-Demand requests.

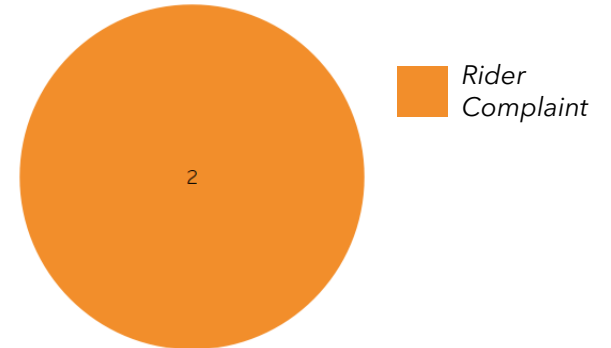
Top Destinations

1. Kimball Junction Transit Center (**74/3%**)
2. Smith's on Uinta Way (**43/2%**)
3. Canyons Village Transit Center (**38/2%**)
4. Utah Olympic Park (**32/1%**)
5. Walmart on Landmark Dr (**28/1%**)

Micro Rider Feedback

Total Complaints: 2

Complaints Resolved: 0 (0%)



Web: highvalleytransit.org/data
Email: data@highvalleytransit.org



High Valley Transit

Weekly Data Reporting, Micro & Valley Ride: 7/23/21 - 7/29/21

Rider Experience

We have three metrics that allow us to examine the rider experience quantitatively: the rider's pickup walk distance, drop-off walk distance, and, for On-Demand rides, the time lag between a ride request and the scheduled pickup.

Pickup Walk Distance

Average **32.1 feet** | Median **19.0 feet**

Dropoff Walk Distance

Average **33.5 feet** | Median **20.0 feet**

Time from request to scheduled pickup

Average **16.0 minutes** | Median **14.7 minutes**

YTD Overview

18,261
Passengers

7,377.1
Net Driver Hours

5,519
App Accounts

Weekly Overview

2,714 Passengers (avg. 388/day)

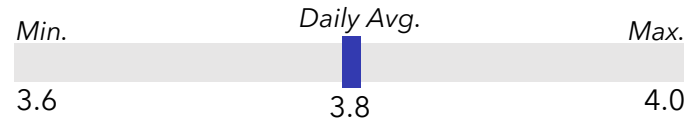
165 New Riders

36.7% Aggregation*

*Aggregation = % of shared rides

Utilization

Utilization is the average number of passengers per net driver hour worked. A higher utilization means drivers serve more passengers during each hour of their shifts and have less downtime.



This week had a small range of utilization (0.4, the difference between the maximum and minimum). Low ranges means the service is consistently recording relatively high utilizations, as opposed to swings day-by-day.



HVT
Valley Ride

78 Rides

18 Unique Riders

Complaint: One rider was picked up a bit later than their expected time-frame. The rider also got incorrect messages about a ride scheduled for the following day that they had not scheduled. Complaint is in-process and rider will speak to Caroline.

Top Destinations

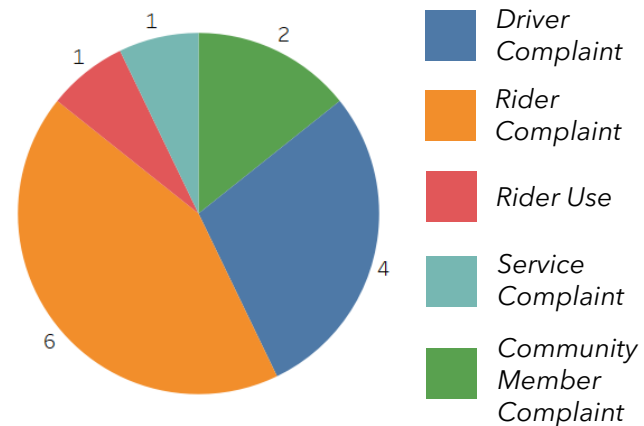
1. Kimball Junction Transit Center (**92/4%**)
2. 7-Eleven on Canyons Resort Dr (**65/3%**)
3. Powder Wood Condos (**63/3%**)
4. Canyons Village Transit Hub (**59/3%**)
5. Walmart on Landmark Dr (**55/3%**)

Micro Rider Feedback (July)

* No new Micro feedback this week; the graphic provides a summary of all July feedback thus far*

Total Complaints: 14

Complaints Resolved: 12 (85%)



Web: highvalleytransit.org/data
Email: data@highvalleytransit.org



Rider Experience

We have three metrics that allow us to examine the rider experience quantitatively: the rider's pickup walk distance, drop-off walk distance, and, for On-Demand rides, the time lag between a ride request and the scheduled pickup.

Pickup Walk Distance

Average **30.9 feet** | Median **17.0 feet**

Dropoff Walk Distance

Average **32.9 feet** | Median **19.0 feet**

Time from request to scheduled pickup

Average **16.4 minutes** | Median **15.5 minutes**

YTD Overview

20,817
Passengers

8,056.1
Net Driver Hours

5,915
App Accounts

Weekly Overview

2,556 Passengers (avg. 365/day)

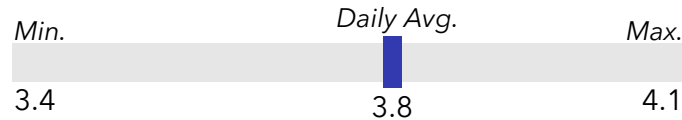
142 New Riders

35% Aggregation*

*Aggregation = % of shared rides

Utilization

Utilization is the average number of passengers per net driver hour worked. A higher utilization means drivers serve more passengers during each hour of their shifts and have less downtime.



Wednesday, August 4th, and Thursday, August 5th recorded the highest utilizations of 4.0 and 4.1, respectively. Net driver hours ranged from 86.9 on August 1st to 109.6 on August 2nd.



HVT
Valley Ride

60 Rides

18 Unique Riders

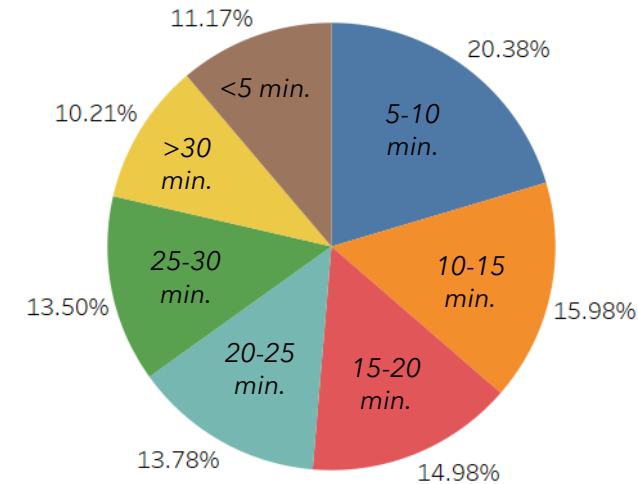
No notes for Valley Ride this week! To learn more about HVT's complementary, ADA paratransit program and enroll, visit highvalleytransit.org/valley-ride.

Top Destinations

1. Canyons Village Transit Hub (**120/5%**)
2. Kimball Junction Transit Center (**111/4%**)
3. Walmart on Landmark Dr (**57/2%**)
4. Utah Olympic Park (**41/2%**)
5. Westgate Park City Resort & Spa (**38/1%**)

Pickup Lag Times

Pickup lag is the time between requested pickup and scheduled pickup, with a goal of 30 minutes or less. The chart divides this into buckets and represents the % of total passengers this week whose pickup lag time fell in that bucket.



5) 2022 Preliminary Budget and Budget Projections

Requested Board Action

- None. This is an informational session with a presentation from Matt Leavitt, Summit County Finance Director.

Background

Calendar year 2022 is the first year the High Valley Transit District will adopt a budget independent of the Summit County Council. While the intent of the Board of Trustees is to work in consultation with the Council, the Transit District's Board of Trustees now holds the fiduciary responsibility for the transit operations budget and therefor is the legislative authority over that budget. At the same time, Summit County remains the collecting entity for most of the dedicated sales tax revenues, which are then transferred directly to HVT under the Interlocal Agreement between Summit County and HVT. To that end, the Board has developed the following process and timeline for their first budget cycle, under the supervision of the acting Executive Director:

- Establish a budget timeline concurrent to the County's budget process
- Establish a budget sub-committee composed of two Board members, the County's Finance Director, County Manager, and HVT staff to develop HVT's draft 2022 budget and make recommendations to the full Board. Standing meetings are scheduled every two weeks opposite of public HVT Board meetings.
- Conduct a peer review to determine best practice in the transit industry regarding appropriate fund balance limits, both minimum and maximum amounts.
- October 2021: Budget sub-committee present a draft 2022 budget to the full Board of Trustees
Also at this time, the Board will be asked to review HVT's proposed budget for transfer of the 1st, 2nd, 4th, and 5th quarter sales tax revenues from Summit County to HVT, as outlined in the Interlocal Agreement
- November 3, 2021: Budget sub-committee present draft 2022 budget to Summit County Council
- November 22, 2021: Revised draft budget presented to the Board; Notice of Public Hearing published
- December 1, 2021: Summit County Council adopts the 2022 budget, including HVT's budget request for transit tax transfer
- December 23, 2021: Public Budget Hearing and discussion and adoption of HVT 2022 budget

Since the introduction of public transit service in unincorporated Summit County, the budget development process has always been conducted as part of the County's regular budget process. As additional revenue mechanisms have become available and demand for transit services have grown, so too has the operating budget for transit, from approximately \$80,000 during year one to over \$12 million during 2019. Historically, the majority of operating funds have been used not to directly operate service, but to pay one of three contractors on behalf of the County (and later on behalf of Park City and Summit County, jointly): Park City Transit, the Downtowner, and the Utah Transit Authority (UTA). As is the case with most transit service contracts, capital expenses, such as vehicle replacement and facility fees, are also included as part of payment for service and therefor reflected as "operating" expenses within the County budget. A very small percentage of the historical budget has also been used to fund (County) staff salaries and benefits, technical contracts, cellular and data service, and equipment and small micro purchases for technicians maintaining the County's physical facilities (trash bags or an air compressor, for example).

Additional transit capital costs not reflected within the Transit District's budget can be found within the Summit County Public Works budget as part of the expenditure under the revenue generated by the County Option for Transportation (e.g. 3rd quarter). Historically the total amount contained within the Public Works budget has been under \$500,000.

The 2021 Transit District budget adopted by the Summit County Council was \$12.6 million, down just under four percent from the previous year. At 67 percent of the year elapsed, we've expended only 10.6 percent of our budget, with \$11.1 million unexpended.

The very low percentage of funds expended can be attributed to circumstance and prolonged negotiations between Summit County and Park City. Not reflected in the expenses YTD are:

- 2021 invoices from Park City Transit for service operated between January 1, 2021 and June 30, 2021
- 2021 invoices from Via for transit service after May 2021
- Capital expenses related to the transfer of transit vehicles from Park City Transit to Summit County/HVT and the subsequent technology upgrade required for operation (approx. \$100,000)
- Monthly operating expenses required for in-house operations and increased productivity/professionalism among HVT staff: Software subscriptions, insurance, facility maintenance and cleaning (Kimball Junction Transit Center) (approx. \$20,000/month)
- Any revenue loss associated with the Amended Interlocal agreement between Summit County and Park City regarding the point of sale split of the Additional Mass Transit Tax (2nd Quarter) (approx. \$1.2 million) and the withdrawal of Park City from the Tri-Party agreement for intercity bus service operated by UTA (approx. \$350,000)

As of July, our dedicated transportation sales tax revenues were tracking at 70 – 80 percent of budget already collected, through just over 50 percent of the year completed (Attachment A). The County's Finance Director believes that it is reasonable to estimate a five percent increase in these revenues for 2022.

Current fund balance for the Transit District is approximately \$9 million. We will likely see our current 2021 end-of-year actual fund balance increase because of the 2021 sales tax collections and the under expended 2021 budget.

TAX SUMMARY AND COMPARISON

	Local Sales Tax				
	2019	2020	% Chg	2021	% Chg
Jan	573,257	600,595	4.8%	693,682	15.5%
Feb	735,588	874,069	18.8%	915,943	4.8%
Mar	655,273	790,742	20.7%	698,540	-11.7%
Apr	666,123	638,746	-4.1%	751,229	17.6%
May	721,401	676,714	-6.2%	953,741	40.9%
Jun	479,877	471,119	-1.8%	674,892	43.3%
Jul	521,447	525,781	0.8%	676,325	28.6%
Aug	672,346	681,000	1.3%		
Sep	627,493	690,645	10.1%		
Oct	614,165	638,815	4.0%		
Nov	621,431	763,452	22.9%		
Dec	569,885	596,284	4.6%		
Total	7,458,286	7,947,961	6.6%	5,364,352	17.2%

2021 Budget	8,480,000
% of Budget Received ---->	63.3%
% of Months Collected ---->	58.3%

	Option Sales Tax				
	2019	2020	% Chg	2021	% Chg
Jan	269,163	284,158	5.6%	337,506	18.8%
Feb	410,408	478,406	16.6%	477,994	-0.1%
Mar	406,906	476,459	17.1%	395,780	-16.9%
Apr	397,181	406,009	2.2%	439,306	8.2%
May	455,862	360,012	-21.0%	535,500	48.7%
Jun	211,008	199,758	-5.3%	307,879	54.1%
Jul	238,081	224,584	-5.7%	306,344	36.4%
Aug	302,250	298,594	-1.2%		
Sep	295,955	307,506	3.9%		
Oct	287,593	293,885	2.2%		
Nov	302,375	360,479	19.2%		
Dec	261,819	273,379	4.4%		
Total	3,838,602	3,963,229	3.2%	2,800,308	15.3%

2021 Budget	4,000,000
% of Budget Received ---->	70.0%
% of Months Collected ---->	58.3%

	Transient Room Tax				
	2019	2020	% Chg	2021	% Chg
Jan	608,497	579,676	-4.7%	810,842	39.9%
Feb	1,188,865	1,582,205	33.1%	1,326,336	-16.2%
Mar	1,830,450	2,105,214	15.0%	1,280,560	-39.2%
Apr	1,777,833	2,096,588	17.9%	1,826,220	-12.9%
May	2,028,116	1,038,452	-48.8%	1,975,116	90.2%
Jun	251,034	135,970	-45.8%	471,297	246.6%
Jul	290,998	55,935	-80.8%	408,101	629.6%
Aug	420,113	234,678	-44.1%		
Sep	649,889	521,626	-19.7%		
Oct	563,767	527,080	-6.5%		
Nov	870,752	546,894	-37.2%		
Dec	529,957	411,440	-22.4%		
Total	11,010,272	9,835,758	-10.7%	8,098,471	6.6%

2021 Budget	10,750,000
% of Budget Received ---->	75.3%
% of Months Collected ---->	58.3%

	Restaurant Tax				
	2019	2020	% Chg	2021	% Chg
Jan	172,588	168,164	-2.6%	135,637	-19.3%
Feb	320,385	368,952	15.2%	280,548	-24.0%
Mar	432,831	464,206	7.2%	317,358	-31.6%
Apr	453,523	358,348	-21.0%	347,261	-3.1%
May	432,944	247,838	-42.8%	403,662	62.9%
Jun	141,586	81,964	-42.1%	149,414	82.3%
Jul	147,667	64,236	-56.5%	199,307	210.3%
Aug	234,722	161,475	-31.2%		
Sep	298,885	195,850	-34.5%		
Oct	248,514	217,787	-12.4%		
Nov	260,683	227,034	-12.9%		
Dec	152,038	148,755	-2.2%		
Total	3,296,367	2,704,609	-18.0%	1,833,186	4.5%

2021 Budget	3,450,000
% of Budget Received ---->	53.1%
% of Months Collected ---->	58.3%

	Recreation, Arts & Parks Tax				
	2019	2020	% Chg	2021	% Chg
Jan	137,335	143,095	4.2%	168,183	17.5%
Feb	226,806	272,459	20.1%	258,935	-5.0%
Mar	246,652	284,558	15.4%	222,556	-21.8%
Apr	238,399	247,729	3.9%	258,896	4.5%
May	272,949	186,317	-31.7%	306,023	64.2%
Jun	95,171	79,427	-16.5%	140,071	76.4%
Jul	105,935	91,290	-13.8%	140,568	54.0%
Aug	147,541	134,090	-9.1%		
Sep	147,984	147,200	-0.5%		
Oct	142,549	139,644	-2.0%		
Nov	150,934	174,474	15.6%		
Dec	127,097	130,559	2.7%		
Total	2,039,352	2,030,841	-0.4%	1,495,233	14.6%

2021 Budget	2,100,000
% of Budget Received ---->	71.2%
% of Months Collected ---->	58.3%

	Mass Transit Sales Tax (1st Qtr)				
	2019	2020	% Chg	2021	% Chg
Jan	169,712	172,361	1.6%	185,005	7.3%
Feb	221,075	278,731	26.1%	271,872	-2.5%
Mar	224,659	264,831	17.9%	214,644	-19.0%
Apr	232,705	220,096	-5.4%	244,919	11.3%
May	240,647	187,770	-22.0%	300,056	59.8%
Jun	129,681	111,531	-14.0%	173,378	55.5%
Jul	128,288	126,823	-1.1%	167,969	32.4%
Aug	192,131	175,009	-8.9%		
Sep	183,239	193,565	5.6%		
Oct	169,761	167,807	-1.2%		
Nov	165,893	197,963	19.3%		
Dec	160,748	158,991	-1.1%		
Total	2,218,539	2,255,479	1.7%	1,557,844	14.4%

2021 Budget	2,150,000
% of Budget Received ---->	72.5%
% of Months Collected ---->	58.3%

	Additional Mass Transit (2nd Qtr)				
	2019	2020	% Chg	2021	% Chg
Jan	344,479	357,328	3.7%	420,381	17.6%
Feb	565,817	680,189	20.2%	646,558	-4.9%
Mar	616,598	710,303	15.2%	555,780	-21.8%
Apr	593,661	619,753	4.4%	647,347	4.5%
May	680,370	465,735	-31.5%	765,446	64.4%
Jun	234,489	198,336	-15.4%	350,347	76.6%
Jul	261,728	227,946	-12.9%	352,101	54.5%
Aug	368,617	335,816	-8.9%		
Sep	369,786	367,509	-0.6%		
Oct	349,496	348,697	-0.2%		
Nov	377,230	436,076	15.6%		
Dec	319,126	326,206	2.2%		
Total	5,081,396	5,073,894	-0.1%	3,737,962	14.7%

2021 Budget	4,750,000
% of Budget Received ---->	78.7%
% of Months Collected ---->	58.3%

	County Transportation (3rd Qtr)				
	2019	2020	% Chg	2021	% Chg
Jan	344,343	357,300	3.8%	420,445	17.7%
Feb	566,061	680,204	20.2%	646,755	-4.9%
Mar	616,629	710,329	15.2%	555,803	-21.8%
Apr	593,540	620,132	4.5%	647,357	4.4%
May	680,340	465,802	-31.5%	766,372	64.5%
Jun	234,506	198,361	-15.4%	350,698	76.8%
Jul	261,651	228,063	-12.8%	352,153	54.4%
Aug	368,747	336,168	-8.8%		
Sep	369,766	367,514	-0.6%		
Oct	349,495	348,728	-0.2%		
Nov	377,227	436,126	15.6%		
Dec	319,198	326,192	2.2%		
Total	5,081,503	5,074,919	-0.1%	3,739,583	14.7%

2021 Budget	4,800,000
% of Budget Received ---->	77.9%
% of Months Collected ---->	58.3%

	County Public Transit (5th Qtr)				
	2019	2020	% Chg	2021	% Chg
Jan	-	286,410		338,776	18.3%
Feb	-	545,415		517,484	-5.1%
Mar	-	568,997		446,437	-21.5%
Apr	-	500,170		523,116	4.6%
May	-	375,025		618,568	64.9%
Jun	-	112,605		282,772	151.1%
Jul	-	128,120		283,135	121.0%
Aug	-	270,838			
Sep	281,636	294,967	4.7%		
Oct	276,920	280,086	1.1%		
Nov	281,920	350,826	24.4%		
Dec	250,394	261,525	4.4%		
Total	1,090,870	3,974,984	264.4%	3,010,288	19.6%

2021 Budget	3,750,000
% of Budget Received ---->	80.3%
% of Months Collected ---->	58.3%

	Cnty Option Hwy Public Transportation (A1) Distric				
	2019	2020	% Chg	2021	% Chg
Jan	-	57,441		61,627	7.3%
Feb	-	92,218		89,726	-2.7%
Mar	-	87,507		71,226	-18.6%
Apr	-	73,366		81,558	11.2%
May	-	62,555		99,811	59.6%
Jun	-	37,337		57,955	55.2%
Jul	-	42,217		57,489	36.2%
Aug	-	58,972		-	-
Sep	59,073	64,231	8.7%	-	-
Oct	56,283	55,630	-1.2%	-	-
Nov	54,286	65,877	21.4%	-	-
Dec	53,021	52,890	-0.2%	-	-
Total	222,663	750,241	236.9%	519,391	14.7%

2021 Budget	775,000
% of Budget Received ---->	67.0%
% of Months Collected ---->>	58.3%

	Cnty Option Hwy Public Transportation (A2) Loca				
	2019	2020	% Chg	2021	% Chg
Jan	-	54,745		62,702	14.5%
Feb	-	79,477		80,485	1.3%
Mar	-	70,507		62,775	-11.0%
Apr	-	57,624		68,115	18.2%
May	-	59,549		87,909	47.6%
Jun	-	41,257		61,629	49.4%
Jul	-	46,450		61,995	33.5%
Aug	-	61,693		-	-
Sep	55,312	61,445	11.1%	-	-
Oct	53,358	56,073	5.1%	-	-
Nov	56,837	68,532	20.6%	-	-
Dec	50,931	53,093	4.2%	-	-
Total	216,437	710,445	228.2%	485,611	18.6%

2021 Budget	775,000
% of Budget Received ---->	62.7%
% of Months Collected ---->>	58.3%

	Cnty Option Hwy Public Transportation (A3) Count				
	2019	2020	% Chg	2021	% Chg
Jan	334,791	92,088	-72.5%	111,653	21.2%
Feb	563,132	167,644	-70.2%	163,248	-2.6%
Mar	609,566	165,590	-72.8%	134,742	-18.6%
Apr	590,206	141,413	-76.0%	152,566	7.9%
May	676,901	116,777	-82.7%	185,077	58.5%
Jun	237,702	55,823	-76.5%	93,794	68.0%
Jul	255,322	67,237	-73.7%	99,639	48.2%
Aug	344,074	96,182	-72.0%	-	-
Sep	108,053	100,162	-7.3%	-	-
Oct	95,023	95,341	0.3%	-	-
Nov	121,488	119,784	-1.4%	-	-
Dec	88,621	87,339	-1.4%	-	-
Total	4,024,878	1,305,379	-67.6%	940,718	16.6%

2021 Budget	1,300,000
% of Budget Received ---->	72.4%
% of Months Collected ---->>	58.3%

TRANSIT & TRANSPORTATION SALES TAXES BY YEAR:

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		5th Qtr	Combined	% Δ
	Mass Transit	Add Mass Trans	Transportation	(A1) District	(A2) Local	(A3) County		
2010	1,190,062						1,190,062	
2011	1,280,725						1,280,725	7.6%
2012	1,363,434						1,363,434	6.5%
2013	1,585,039						1,585,039	16.3%
2014	1,672,291						1,672,291	5.5%
2015	1,863,896						1,863,896	11.5%
2016	1,981,989						1,981,989	6.3%
2017	2,077,060	1,994,404	1,994,462				6,065,926	206.1%
2018	2,158,693	4,735,546	4,735,543			284,468	11,914,250	96.4%
2019	2,218,539	5,081,396	5,081,503	222,663	216,437	4,024,878	17,936,286	50.5%
2020	2,255,479	5,073,894	5,074,919	750,241	710,445	1,305,379	19,145,340	6.7%
2021	1,557,844	3,737,962	3,739,583	519,391	485,611	940,718	3,010,288	YTD Actuals
2021	2,150,000	4,750,000	4,800,000	775,000	775,000	1,300,000	3,750,000	Budget
2022	2,323,143	5,226,110	5,227,166	772,748	731,758	1,344,540	4,094,234	Estimated
2023	2,392,838	5,382,894	5,383,981	795,931	753,711	1,384,876	4,217,061	Estimated
2024	2,464,623	5,544,381	5,545,501	819,809	776,322	1,426,423	4,343,573	Estimated
2025	2,538,561	5,710,712	5,711,866	844,403	799,612	1,469,215	4,473,880	Estimated

percentage of budget

0.41666667

0.41666667

Consent Agenda

- 8) Discussion and possible adoption of High Valley Transit's Vision and Mission

Requested Board Action

- Adopt both a Vision Statement and a Mission Statement for High Valley Transit.

Background

In June 2021, the Board of Trustees met twice with Julianna Christie of Crafted Leadership to begin work on developing vision and mission statements for High Valley Transit. First, the Board received a short introduction on the difference between mission and vision statements and were provided some examples of effective statements. From that session, the Board received "homework" to complete their own vision and mission statements on behalf of HVT. Four of five Board members submitted responses.

Following that, Ms. Christie returned to the Board to quickly review the assembled statements. Those draft statements were also submitted to HVT's planning project Advisory Committee for their review and comment. Their guidance to the Board was as follows:

- General agreement the statements were extremely verbose and hard to understand. Lot's of requests to simplify.
- Language and organization are important. The simpler the better.
- The vision should be aspirational and easy for people to remember and repeat
- Further define what we mean by each term in the mission statement (ex: innovative, mobility). If not careful, it's easy to get off track.
- Suggested additional statement: Providing choices, Accessing opportunities, Making Connections

With the feedback from the AC assembled Ms. Christie conducted a facilitated workshop with the transit Board and staff to further refine the draft vision and mission statements. The notes from that session follow, including a refined list of statements as well as a table of words that were identified as highly important or meaningful by workshop participants.

The proposed High Valley Transit statements are as follows:

Vision Statement: Moving the Wasatch Back forward with sustainable, innovative, and desirable transit.

Mission statement: Through innovation and creativity, High Valley Transit provides safe, friendly, efficient, and easily accessible public transit solutions for the Wasatch Back.



High Valley Transit Vision Statement & Mission Statement

Notes from In-Person Workshop
Held Monday, July 19th, 2021

Final Mission & Vision Statements (agreed upon and revised by Board and Staff)

- Final Vision Statement:
Moving the Wasatch Back forward with sustainable, innovative and desirable transit.

- Final Mission Statement:
Through innovation and creativity, High Valley Transit provides safe, friendly, efficient, and easily accessible public transit solutions for the Wasatch Back.

Draft Mission & Vision Statements (gathered prior to the workshop, voted on and combined during the workshop)

The draft statements below were written and gathered prior to the workshop. The statements were crafted by Board Members, Staff and Steering Committee Members.

Each statement is accompanied by a code (e.g. V1, M1, etc.) and the number of votes received during the workshop. You'll also see that certain words/phrases are highlighted to capture preferred language that we then explored as a group as we crafted the final statement language.

Draft Vision Statements		
Code	Statement	# of Votes Received
V1	Moving the Wasatch Back forward (through innovative transit solutions).	9
V2	Connect Wasatch Back residents and guests to their destinations by utilizing new technology and sustainable business practices.	2
V3	The best way to move around the Wasatch Back without a car.	5
V4	To provide convenient and affordable access to safe and efficient transportation services to move and connect people and places, from peaks to pastures, and from region to region that evolves to address regional changes, (pioneering like the miners before us).	1
V5	High Valley Transit/ Valley Ride will model and lead with Summit leadership and forward thinking to reach our fullest and truest potential in public transportation while uplifting our environment and future generations.	0
V6	<i>(Note: revision of V5)</i> High Valley Transit/ Valley Ride will move Summit County forward to realize our full potential in public transportation while uplifting our environment and future generations.	2
V7	We make it easy for residents, workforce, visitors and commerce to move around the Wasatch Back.	4

Draft Mission Statements		
Code	Statement	# of Votes Received
M1	High Valley Transit utilizes innovative technology solutions and sustainable practices to provide safe, reliable, and desirable transit options to the Wasatch Back.	6
M2	We provide our customers with safe, convenient, and dependable public transportation services.	8
M3	Provide professional, effective, and sustainable public transportation that keeps the Wasatch Back moving.	3
M4	Providing convenient, timely, and effective transit throughout the Wasatch Back.	4
M5	Innovatively moving people around the Wasatch Back enhancing commerce, the environment and quality of life.	1
M6	High Valley Transit provides excellent, friendly, responsive, and easily accessible transit and transportation services to people of all physical abilities to facilitate safe, multimodal transportation alternatives for residents, workers, in the Wasatch Back region and beyond. We employ state of the art technological tools to facilitate ease of access and to ensure efficient connections of passengers from departure to destination.	6
M7	To bridge organic, innovative and sustainable transportation services that serves our historic lands, guests, and community.	1
M8	Providing choices, accessing opportunities, making connections.	0

9) Appointment of Caroline Rodriguez as permanent Executive Director

Requested Board Action

- Appoint High Valley Transit's permanent Executive Director