



We transport people.

START safely provides the greater Jackson Hole community with convenient transportation that is affordable, service-oriented, and environmentally friendly, improving the quality of life in the region.

June 13, 2019 Minutes

11:30-1:30, Town Council Chambers

Content	Processes	Notes/Minutes	Time
Opening Susan	Call to Order and Roll Call Approval of Minutes:	Board: Seadar Davis, Cathy Kehr, Jim Hunt, Wes Gardner, Susan Mick, Herb Brooks, Brett Simic Liaisons: Greg Epstein, Doug Self, Pete Muldoon Staff: Darren Brugmann, Courtney Schwartz, Jeff Deal Absent: Pete Muldoon, Doug Self	11:30- 11:35
Wyoming Formal Meeting laws	Informational session on Wyoming-specific board meeting laws and <u>JPA - 3rd Amendment review</u>	WY Statute 16 and 9 - TOJ Attorney, Leah, went over specific board meeting laws and a variety of topics. <ul style="list-style-type: none"> • Definition of public record. what it includes. And that violating public records or meeting act is a misdemeanor. • Public comment • Vouchers • What kind of records are discoverable - office computers, home computers, thumb drives, CD, DVD, cell phones, iPads, tablets, iCloud, Google Docs. • Paper documents • Best practice use of town email and webmail. • What to do if you receive a public record request Leah then shared that all meetings must be conducted in public, recorded and documented. She informed the START Board that the Town Legal Dept is their lawyer should anything occur. The Joint Powers Act (origin and reviewed amendments) was then also covered. The TOJ Attorney then reiterated that the START Board is delegated authority to control, maintain, manage, operate and regulate the transit system.	11:35- 12:05
July 4 modified schedule Darren	Modify schedule to one bus?	Jeff Deal then proposed a modified commuter bus schedule for 4th of July service. Motion made by Seadar, and seconded by Herb. The following commuter bus schedule for 4th of July service would only run SV2 am & SV2 pm, TV3 am & TV2 pm. Action: The Board approved unanimously that the commuter bus schedule for 4th of July service would only run SV2 am & SV2 pm, TV3 am & TV2 pm.	12:05- 12:15
JHMR/TVA Contract Rate	Finance subcommittee discussion and recommendations	Greg stated that Teton County has not been informed on this and is uncomfortable with this decision. He also included	12:15- 12:40

Susan, Jim, Cathy,
Darren

frustration in regards to communication with the Town and START.

Darren went over contract rates, negotiations and cost on annual basis on service to The Village only. In this presentation, it was revealed that 46% of all service provided by START is to The Village based on hours of service. A graph of data containing operating costs, local contributions from Teton County, Town of Jackson, Teton Village Association and Jackson Hole Mountain Resort was also presented.

Greg stated that the Town Shuttle is subsidized, and asked why Teton Village is not. He then stated the importance of looking at the entire network (except commuter routes) as a whole and not just part of it.

Seadar asked projected fare for TVA/JHMR to pay. Cathy provided message from graph that there has not been adequate cost sharing by current local contributors, and that we need to provide framework, predictability and equal cost sharing.

Seadar also expressed importance in evaluating system as a whole, and not pinpointing The Village, and also suggested why charging a Town Shuttle fare could be beneficial.

Darren stated that if no additional local funding is provided that Teton County and the Town of Jackson will need to make up 1.8 million.

Wes agreed to the importance of evaluating system as a whole. He then asked Greg how we approach this public funding. He suggested a business license cost based on tax return and graded scale to get everyone who benefits from START bus to pay into the system.

Darren said that the Town of Jackson did not include funds for extended summer Route 20 for FY20.

Melissa from TVA then requested Public Comment on this subject. *See Public Comment*
Motion

Greg then engaged in a conversation with JHMR and stated that the methodology behind these matters would have to be approved by The Electeds. He then stated that this would involve a policy change, and is not just a contract rate issue.

Motion #1 Made by Herb and seconded by Jim to propose moving to cost based form for service based on annual cost of services. 75% of local need.

Voted Yes: Brett, Cathy, Susan, Jim
Voted No: Seadar, Wes, Herb

Dissenting voters were asked for their reasoning from the Finance Committee. Seadar expressed that she needed more information and Wes agreed that he needed more variables as

		<p>far as riders, mileage, and stated that other businesses not just The Village also benefit from this.</p> <p>Motion #2 Capital Made by Cathy, and 2nd by Jim.</p> <p>Voted Yes: Brett, Cathy, Susan, Jim Voted No: Seadar, Wes, Herb</p> <p>Same split as Motion #1. Cathy struggled with the split decision and asked those who voted against these motions, "Why", but received no feedback.</p> <p>Wes stated that his vote was not a reflection of the finance board, but does not feel informed enough on the topic at hand, and Seadar and Herb agreed.</p> <p>Cathy stated that the Board split is not in the best interest, and Greg followed that this should have been handled as policy change 1st.</p> <p>Susan then asked if another meeting should be held.</p> <p>Greg objected to this process, referenced JPA and said that the County is open to these discussions, but have not been included.</p> <p>Susan said that the there is a lot of confusion on process of working with 2 entities and being 1 Board.</p> <p>Split vote by the board on both motions</p> <p>Action:</p>	
<p>Green Line Summer Expansion Darren</p>	<p>Update on funding expansion through summer</p> <ul style="list-style-type: none"> ● \$177,000 estimated cost for expanded hrs. Line item is not included on the town recommended budget as they have already committed expanded funding to START this year for new equipment. ● \$52,000 committed from county for 37 days before new budget ● Ridership data? 	<p>Town of Jackson has not included funds for the expanded line in the adopted FY20 budget. Director asked Board if he should approach County about possibility of funding the entire summer expansion. Board verbally stated yes. The amount of funding would be approximately \$125K.</p> <p>Ridership has been very comparable to same time period last summer. There has been minimal increase to boardings at Stilson compared to last year.</p>	<p>12:40-12:50</p>
<p>Public Comment</p>	<p>Limit remarks to 5 minutes</p>	<p>Chad Repinski from Jackson Hole News & Guide proposed to put Little Libraries at bus stops and to fill them with recycled books. He mentioned that the comfort of stops can affect riderships. Kevin w/ Ridgeline Log & Timber then came forward to explain his experience in creating Little Libraries w/ volunteer efforts using reclaimed material. It was explained that someone outside of START would be responsible for maintenance. Wes expressed that this would be best for commuter routes as most riders in town aren't on the bus long enough to pick up a book, The biggest overall concern at this point is maintenance. Darren said he will work on getting more information and create a proposal.</p> <p>Christopher Patrick with Hoback Sports requested winter service to stop 38 and 39. Red, Yellow, Blue, Green. He suggested this would</p>	<p>12:50-1:00</p>

		<p>increase ridership and for it to be included on the route analysis and as an agenda item for next month.</p> <p>Melissa with JHMR suggested that the board reference the Susan Johnson Obligation document from 2017, and to make note of all the funds listed that they contribute to that serves TOJ and START. Matt then spoke and expressed he is comfortable in going forward with a formula going forward that would be volume based to "keep up with demand." He also made note of the 51% cost increase the past couple of years Darren stated that is has to be service based and not volume based due to the fact that buses will run whether riders are on them or not.</p>	
Matters from Board	<ul style="list-style-type: none"> ● County Liaison: Greg Epstein ● Town Liaison: Pete Muldoon ● Teton Valley Liaison: Doug Self ● Matters from the Board 	None.	1:00-1:15
Matters from Staff Darren	<p>Quick updates on:</p> <ul style="list-style-type: none"> ● current RFPs <ul style="list-style-type: none"> ○ Route plan decision ○ Microtransit ● WYDOT/Transit subgroup meetings ● Little libraries at bus stops ● Marketing - JH Public Art, Green Line raffle, Stilson banner 	All updates not given due to time constraints.	1:15-1:30
Executive Session	If needed (only matters related to real estate, personnel or litigation)		
Adjournment	<p>Next Board Meeting</p> <ul style="list-style-type: none"> ● July 11, 2019 ● Town Council Chambers <p>Board Workshop: John Heymann – Roles, Responsibilities, Communication, and Effective Strategic Process</p> <ul style="list-style-type: none"> ● Thursday, June 20, 9-12:00 ● Community Foundation, 245 E. Simpson 	<p>Potential topics for next meeting:</p> <ul style="list-style-type: none"> ● Creating an activity schedule for the START Board - suggested by Cathy. ● Winter Service to Hoback Sports ● Jackson Hole Traveler Visitor Guide Trade 	1:30

Items for future agendas:

Fare Policy Draft

- 15% fare revenue?
- Look at fare revenue by line
- How to increase 7:30PM Teton Valley commuter line ridership? Hospital parking during construction could be limited - potential partnership?
- Airport Partnership?

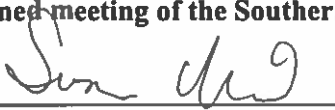


Courtney Schwartz, Administrative Assistant (Minutes Editor)

June 9, 2019

Date

The undersigned duly qualified and acting chairman of the Southern Teton Area Rapid Transit Board certifies that the foregoing is a true and correct copy of the minutes approved at a legally convened meeting of the Southern Teton Area Rapid Transit Board.



Susan Mick, Chair