

**MINUTES OF THE  
EAGLE VALLEY TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS MEETING  
January 10, 2024**

A meeting of the Eagle Valley Transportation Authority (“Authority”) Board of Directors (“Board”) was held on January 10, 2024, at 9:00 a.m. The meeting was held in person at the Avon Council Chambers located at 100 Mikaela Way, Town of Avon, Colorado, 81620, and on zoom. Notice of the meeting was posted on January 5, 2024, and included agenda items, location and time, as well as the teleconference information, needed to participate in the public portion of the meeting. The Notice of Board of Directors Meeting dated January 5, 2024, and the certification of posting are attached hereto.

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**ATTENDANCE**

**Directors in Attendance:**

Director Amy Phillips, Mayor and Councilor, Town of Avon

Director Dave Eickholt, Beaver Creek Metro District

Director Jeanne McQueeney, Commissioner, Eagle County

Director Barry Davis, Councilor, Town of Vail

Director Earle Bidez, Mayor, Town of Minturn

Director Nick Sunday, Councilor, Town of Eagle.

Director Garrett Alexander, Member of the Board of Trustees of the Town of Red Cliff

**Directors Absent:**

All Directors were present for this meeting

**Also in Attendance:**

Tanya Allen, Executive Director, EVTA

Scott Robinson, Deputy Director, EVTA

Larry Tenenholz, Acting Director, ECO Transit

Ray Shei, Alternate Board Member, Beaver Creek Metro District

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Kathryn Winn, EVTA Legal Counsel, Attorney, Collins Cole Flynn Winn & Ulmer, PLLC

Jeff Wetzel, Operations Manager, ECO Transit

Greg Barret, Safety & Security Manager, ECO Transit

Lance Trujillo, Transit Technology and Innovation Manager, ECO Transit

Dayana Herr, Admin Supervisor, ECO Transit

Jim Clancy, Executive Director, Beaver Creek Resort Company

Jeff Shroll, County Manager, Eagle County Government

Joanna Kerwin, Community Member, Edwards Metro District

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**APPROVAL OF THE AGENDA**

Director Phillips presented the agenda for this meeting. Director Eickholt mentioned that he would like to meet with Executive Director Allen and Deputy Director Robinson to go over reporting, protocol, and appropriate changes for the treasury as the money starts moving around for the organization. Director Davis motioned to approve the Agenda. Director Eickholt seconded this motion, which passed with a unanimous 5-0 vote.

After the approval of the agenda, Director Barry Davis from the Town of Vail joined the meeting.

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**APPROVAL OF MINUTES AND FINANCIAL STATEMENTS**

Director Phillips presented the Minutes dated December 13, 2023, for approval and asked if any other Directors had any questions or requests for corrections. Hearing None, Director Eickholt moved to approve the minutes and financial statements. Director Sunday seconded the motion, which passed with a unanimous 6-0 vote.

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**BOARD COMMENT**

Director Davis shared his positive experience of riding the Vail/Beaver Creek Express bus and praised its convenience and great service.

Director Jeanne McQueeney gave a gift from Eagle County to all Board Directors and Staff.

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Director Phillips inquired about the creation of an email address that the public could use to communicate with the Board members. Executive Director Allen confirmed that they were in the process of creating two email addresses - info@ and board@ for this purpose. Deputy Director Robinson added that they were also working on how to handle the emails that come to the board email address and how they would be distributed among the staff and Board members, based on the content of the email. The plan is for the staff to respond to operational questions, copying Board members to keep everyone informed.

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**PUBLIC COMMENT**

No public member had a comment at the time of this meeting.

After Public comment, Director Garret Alexander, new Board Member from Town of Red Cliff, joined the meeting.

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**AGENDA ITEMS**

**6. Business Items**

**6.1 Audit Services Engagement Letter**

Deputy Director Robinson explained that EVTA is required to be audited by a third party. He mentioned that CRS had assisted with the bidding process for this project and identified Haney & Company as the preferred option. Director Eickholt asked if the auditors would be working on auditing both EVTA and ECO Transit. Deputy Director Robinson clarified that Haney & Company would only be auditing EVTA as the Eagle County Government auditors were already responsible for auditing ECO Transit.

Director Davis Motioned to approve the Audit Services Engagement Letter with Haney & Company for Fiscal year 2023 Director Eickholt seconded the motion, which passed with a unanimous 7-0 vote.

**6.2 Bank Account Signer**

Director Davis Motioned to approve adding Deputy Director Scott Robinson as a signer for the EVTA bank accounts. Director Bidez seconded the motion, which passed with a unanimous 7-0 vote.

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### **6.3 Board Office Appointment (Chair, Vice-Chair, Secretary, Treasurer, Executive Director)**

Executive Director Allen said that the bylaws require the Directors to nominate officers for the Board on an annual basis and requested nominations for the upcoming year.

Director Davis motioned for current chairholders and Executive Director to maintain their current position. Director Bidez seconded the motion, which passed with a unanimous 7-0 vote.

### **6.4 Resolution 2024-01: Admin Resolution**

Director Davis motioned to approve Resolution 2024-01 Admin Resolution. Director Eickholt seconded the motion, which passed with a unanimous 7-0 vote.

### **6.5 Resolution 2024-02: Indemnification Resolution**

Director Davis motioned Resolution 2024-02: Indemnification Resolution. Director Eickholt seconded the motion, which passed with a unanimous 7-0 vote.

### **6.7 Resolution 2024-03: Adopting an E-mail Policy**

Director Bidez asked whether it was necessary for Board members to have organizational email addresses. Kathryn Winn, EVTA Legal Counsel, responded that best practices dictate that each board member should have an email address from the organization. However, she noted that this may not always be feasible given the other job responsibilities of Board Members. The ultimate decision regarding email addresses rests with the organization, but from a legal standpoint, Ms. Winn prefers that board members have an @evta.org email address.

Deputy Director Robinson mentioned that the Board had inquired about forwarding an email from @evta.org to each Board member's jurisdiction email, but IT did not recommend it as the best solution. Director Eickholt suggested tabling the conversation for a future meeting to discuss the best practices further. Kathryn Winn agreed with Director Eickholt's suggestion.

Director Davis made a motion to table the discussion for Resolution 2024-03: Adopting an E-mail policy. Director

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Eickholt seconded the motion, which passed with a unanimous 7-0 vote.

## **7. ECO Transit Update**

Mr. Tenenholz announced that there was a 38.9% increase in total ridership, and he congratulated all staff who contributed to this achievement. Director Eickholt suggested that these results, coupled with the great feedback from the Free Vail/Beaver Creek Express Route, present a great PR opportunity. Executive Director Allen mentioned that Deputy Director Robinson and Bill Ray were already working on crafting a message for the community to celebrate this news.

Mr. Tenenholz also shared that since the Free Vail/Beaver Creek route commenced until December 31, 2023, there have been 41,534 riders on this route alone. He added that ECO has completed 99.6% of all scheduled trips this season, which is an incredible improvement from preceding years.

Regarding the challenges that ECO is facing, he mentioned that additional space to park buses is required since they will be receiving refurbished buses and new hybrid buses in 2025. He also stated that ECO will be outsourcing 50% of its maintenance and hopes to finalize the contract for that later this week.

Director Phillips inquired about the status of the Vail/Beaver Creek Express route survey. Deputy Director Robinson responded that the survey is ready in English and Spanish and will be posted on the buses in the next few weeks to gather feedback from ridership. Director Phillips suggested collecting emails during the survey to use this data to reach out to the community when EVTA has news.

## **8. EVTA Management Update/Future Topics**

Executive Director Allen reported that the sales tax for the month of November amounted to \$738,938.67. She further stated that the February meeting will include a quarterly review of ECO Transit's operations, a discussion on technology transition planning, an insurance broker update, and a hiring update. Director Phillips inquired about the proposed summer

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schedule, to which Director Allen confirmed that the ECO team will present a draft of the schedule at the February meeting.

Director Eickholt asked for an update on the organization's name and branding project. Executive Director Allen and Deputy Director Robinson said they had reviewed the approach together and agreed that a change in direction was necessary. An updated schedule would be provided at the next meeting.

Director Sunday requested an amendment to the intergovernmental agreement (IGA) be added to the next meeting's agenda. The current IGA language includes Gypsum, which is incorrect, as it did not vote for the formation of the EVTA. Director Phillips confirmed that while February's agenda is full, this item can be added to a future agenda.

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**NEXT MEETING**

February 14, 2024.

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**ADJOURNMENT**

The meeting was adjourned at 9:46 AM.

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