

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

A meeting of the Eagle Valley Transportation Authority (“Authority”) Board of Directors (“Board”) was held on April 10, 2024, at 12:00 p.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 April 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 April 5, 2024, and the certification of posting are attached hereto.

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 Nick Sunday, Councilor, Town of Eagle

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

Directors Absent:

Director Earle Bidez, Mayor, Town of Minturn

Public Attendance:

Bryan Woods, Alternate Director, Town of Eagle

Dayana Herr, Marketing Communications & Customer
Relations Manager, EVTA

Jeff Wetzel, Operations Manager, ECO Transit

Greg Barret, Safety & Security Manager, ECO Transit

Jessie Cooper, Fleet Asset Supervisor, ECO Transit

Tanya Allen, Executive Director, EVTA

Scott Robinson, Deputy Director, EVTA

Aryn Schlichting, Director of People & Culture, EVTA

Ursula Hayden, Director of Finance, EVTA

Lance Trujillo, Director of Innovation & Technology, EVTA

Ray Shei, Alternate Director, Beaver Creek Metro District

Jim Shoun, Transit Manager, Town of Avon

Joanna Kerwin, Edwards Metro District Resident

Tim McMahon, Community Member, Town of Avon

Jeremy Rietmann, Town Manager, Town of Gypsum

Public Attendance On Zoom:

Kathryn Winn, Attorney, Collins Cole Flynn Winn & Ulmer, PLLC

Larry Tenenholz, Acting Director, ECO Transit

Bill Ray, Communications Consultant, EVTA

Randy Belisle, Lead Trainer, ECO Transit

Stephanie Samuelson, Information Representative, ECO Transit

Todd Cleveland, ITS Technician, ECO Transit

Jodi Doney, Terminal Ops Manager, EGE Airport

Jordan Winters, Operations Manager, Town of Vail

Vanesa Duarte, Admin/Fiscal Tech, ECO Transit

**APPROVAL OF THE
AGENDA**

Director Phillips presented the agenda for the meeting and inquired if there were any proposed changes. There were none.

**APPROVAL OF MINUTES
AND FINANCIAL
STATEMENTS**

Director Phillips presented the minutes dated March 13, 2024, and April 1, 2024, for approval. Director Alexander moved to

approve the minutes and financial statements. Director Eickholt seconded the motion, which passed with a unanimous 5-0 vote.

BOARD COMMENT

Director Davis entered the meeting. Director McQueeney relayed a comment on behalf of a constituent who requested the buses include a bike rack capable of carrying three-wheel bikes. Director Alexander expressed interest in EVTA taking part in local multimodal transportation projects.

PUBLIC COMMENT

Tim McMahon thanked seasonal workers and asked about EVTA’s retention plan for seasonal staff. He voiced his concerns regarding rider safety when smaller buses are used. Joanna Kerwin expressed concern about the speed of contract drivers from SP plus.

AGENDA ITEMS

6. Business

6.1 Managed Services Provider Contract (IT)

Director of Innovation and Technology Lance Trujillo stated that EVTA received five proposals for the Managed Services Provider RFP. He reviewed onboarding costs and provided an estimate of monthly expenses for the recommended vendor, Istonish, Inc. Director Eickholt voiced concerns about the contract’s details and had questions about responsibilities, costs for equipment upgrades and replacements, holiday service coverage and compliance obligations. Alternate Director Shei agreed on the need to clarify details in the contract and suggested staff send a list of their questions to Istonish, Inc.

Director Davis motioned to table the Managed Services Provider Contract to the Zoom meeting in two weeks. Director Eickholt seconded the motion, which passed with a unanimous 6-0 vote.

6.2 EVTA Mission & Vision Adoption

Deputy Director Scott Robinson explained that in 2023, the Board drafted a mission and vision statement for EVTA, which has been revised as part of the EVTA branding project. Director Phillips expressed concern about using “Eagle County” in the statements and suggested using an alternative term. The Board deliberated on various word options. Deputy Director Robinson

noted that he will incorporate the suggested adjustments and present the modified statements at a future meeting.

Director Eickholt motioned to table the EVTA Mission and Vision Adoption to a future meeting. Director Alexander seconded the motion, which passed with a unanimous 6-0 vote.

6.3 Pay Grades & Salary Structure

Director of People & Culture Aryn Schlichting explained that the presented structure and ranges were created with Graves Consulting and follow transit-specific best practices. She noted that the pay structure for frontline and operational employees is a step rate plan. Director McQueeney asked if drivers would receive credit for their years of experience with another organization. Director of People & Culture Schlichting explained that staff are creating guidelines to address that question, but she expects the EVTA will credit their years of experience in the grade structure.

Director Eickholt inquired if the compensation changes will take place on August 4th. Deputy Director Robinson clarified that the changes would take effect when the staff member transitions to the EVTA, and most of the bus drivers will start on August 4th.

Director Eickholt motioned to approve the 2024 EVTA Grade Structure and Pay Ranges as presented. Director Davis seconded the motion, which passed with a unanimous 6-0 vote.

6.4 Bi-Lingual Incentive Pay Policy

Deputy Director Robinson noted that the proposed Bi-Lingual Incentive Pay Policy is valuable in ensuring that EVTA employees receive equal or better benefits than they did at ECO Transit. Director Alexander expressed his support for the policy and inquired about education opportunities for staff who want to learn Spanish. Deputy Director Robinson confirmed that EVTA intends to provide professional development opportunities for staff.

Director McQueeney inquired about details of the qualification process. Deputy Director Robinson explained that the staff are currently refining that procedure but anticipate it will involve

bi-lingual oral and written examples from the employee during the hiring process. Director Phillips expressed her support for the policy and the valuable impact it will have on the community.

Director Alexander motioned to approve the Bi-Lingual Pay Policy as presented. Director Davis seconded the motion, which passed with a unanimous 6-0 vote.

6.5 Investment Strategy

Deputy Director Robinson presented an investment strategy for the funds that EVTA will be receiving from Eagle County for five Gillig buses. He noted that the goal is to find the best return while ensuring funds are available at the time purchase.

Director Davis motioned to approve resolution 2024-05 for the authority to join Colorado State Investment Pool (CSIP) and direct staff to open an account with CSIP and invest \$5 million in a 12-month deposit. Director Eickholt seconded the motion, which passed with a unanimous 6-0 vote.

6.6 Support Letter for Low-No Grant for Town of Avon

Discussion took place among the Board and legal counsel regarding situations in which board members should recuse themselves. Director Eickholt proposed adding a recusal policy item to a future meeting agenda.

Director McQueeney motioned to approve a support letter for Low-No Grant for Town of Avon. Director Sunday seconded the motion, which passed with a unanimous 6-0 vote.

6.7 Capitol GCS Contract Extension

Executive Director Tanya Allen proposed extending EVTA's contract with GCS for an additional year, primarily to assist with the management of the Transit Development and Capital Plan.

Director Davis motioned to approve the proposed amendment to our contract with Capitol GCS for On-call Transportation Management Consulting Services, including an allocation of up to \$150,000 to allow for assistance with Project Management related to the 10-year Transit Development and Capital Plan.

Director Eickholt seconded the motion, which passed with a unanimous 6-0 vote.

6.8 ECO Transit Transition Item: Assuming Responsibility for Eagle County's Third-Party Maintenance Contracts

Executive Director Allen explained that Eagle County is considering executing a third-party maintenance contract to assist with maintenance of ECO Transit fleet vehicles. She noted that Eagle County requests that, before finalizing the contract, the EVTA Board acknowledges and approves the acceptance of responsibility for the contract upon the transition.

Director Davis motioned to authorize EVTA to assume a vehicle maintenance contract from Eagle County at the time EVTA takes ownership of vehicles from the County, with an anticipated fiscal impact of approximately \$1.6 million. Director Eickholt seconded the motion, which passed with a unanimous 6-0 vote.

6.9 Other Business

Deputy Director Robinson proposed adding a monthly virtual board meeting on the 4th Wednesday of each month, to discuss essential items, with the first meeting on April 24th. The Board agreed to schedule a recurring meeting at 1:00 pm on the 4th Wednesday of the month until August 2024.

8. Staff Reports

Executive Director Allen expressed excitement for the completion of training for new drivers and the introduction of fare-free zones, both scheduled for May.

8.1 Administration Division Report

Director Eickholt inquired about the Director of Transportation candidates. Director of People & Culture Schlichting confirmed there is a mix of internal and external candidates.

8.2 Operations Division Report

Director Phillips raised concerns about the multiple road construction projects scheduled for this summer and their potential impact on bus routes. Mr. Wetzl discussed his

knowledge of the ongoing projects and stated that staff will remain updated on them throughout the summer.

ADJOURNMENT

The meeting was adjourned at 1:58 PM.
