

**MINUTES OF THE
EAGLE VALLEY TRANSPORTATION AUTHORITY d/b/a Core Transit
BOARD OF DIRECTORS MEETING
September 11, 2024**

A meeting of the Eagle Valley Transportation Authority (“Authority”) Board of Directors (“Board”) was held on September 11, 2024, at 6:00 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 September 6, 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 September 6, 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

Alternate Director Bryan Woods, Councilor, Town of Eagle

Director Barry Davis, Councilor, Town of Vail

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

Directors Absent:

Director Earle Bidez, Mayor, Town of Minturn

Attendance:

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

Doug Stallworthy, Attorney, Collins Cole Flynn
Winn & Ulmer, PLLC

Dave Rogers, Director of Finance, Core Transit

Dave Levy, Planning Manager, Core Transit

Scott Robinson, Deputy Director, Core Transit

Tanya Allen, Executive Director, Core Transit

Dave Snyder, Director of Transportation, Core
Transit

Amy Burford, Executive Assistant & Special
Projects Coordinator, Core Transit

Aryn Schlichting, Director of People & Culture, Core
Transit

Shelley Hall, Community member

Attendance on Zoom:

Ray Shei, Alternate Board Member, Beaver Creek
Metro District

Michelle Levy, Community member

Joanna Kerwin, Community member

Dr. Gerilyn Davis, Community member

**APPROVAL OF THE
AGENDA**

Director Phillips presented the agenda for the meeting and inquired if there were any proposed changes. Director McQueeney motioned to approve the agenda as presented. Director Eickholt seconded the motion, which passed with a unanimous 6-0 vote.

**APPROVAL OF
MINUTES AND**

Director Phillips presented the minutes dated August 14, 2024 for approval. Alternate Director Woods moved to approve the minutes, financial

FINANCIAL STATEMENTS

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

BOARD COMMENT

Director McQueeney recognized the safety banquet as a successful and enjoyable event for the operations staff and their families.

PUBLIC COMMENT

Shelley Hall from Vail expressed her desire for increased service. She explained the challenges she faces in coordinating the schedules of the various transit services she utilizes in Eagle County, particularly after 4:00 p.m.

Michelle Levy from Gypsum shared that she is part of an initiative in partnership with Vail Mountain School, which utilizes Core Transit to promote independence in children and reduce reliance on private vehicles for school commutes. She mentioned that the initiative aims to develop a plan that integrates the Town of Vail bus system with Core Transit, making transportation between home and school easier and more efficient.

Joanna Kerwin from Edwards expressed her concerns with finding the board meeting link on the website after the recent rebranding.

AGENDA ITEMS**6. Presentations****6.1 FY25 Budget – Preliminary Planning and Expectations**

Director of Finance Dave Rogers provided an overview of the phases of the budget process for the board. Deputy Director Scott Robinson explained the sales tax revenue projections for FY25. Director of People and Culture Aryn Schlichting reviewed the plan for the 2025 pay ranges and explained that the current wage

structure was designed to remain competitive through 2025. She highlighted the step plan and noted ongoing discussions regarding incentive programs and the need for those to align with operational goals.

Director Eickholt asked for clarification on merit increases. Director of People and Culture Schlichting clarified that staff in the open range will be eligible for a merit increase, which is likely to be a flat rate determined by a pass/fail evaluation system. Deputy Director Robinson mentioned that performance evaluation metrics has not yet been established and noted that staff is actively working on developing these metrics for January and beyond. Director Phillips suggested postponing the performance evaluations to a later month since January tends to be a particularly busy time.

The board and staff discussed and confirmed that the budget work session will take place on October 21st from 9:00 AM to 12:00 PM.

6.2 Core Transit Winter Service Plan

Director of Transportation Dave Snyder reviewed the August ridership numbers and noted that Core Transit has seen growth in ridership since last August. He mentioned the successful outcome of sending staff members to a recent skid truck training and share more staff will attend a similar training in October. He provided an overview of the additional routes and extended hours included in the winter schedule.

Mrs. Hall suggested additional bus services during large events and airport shuttle buses. Director Alexander recommended providing a later bus service for Minturn beyond 9:00 PM.

Alternate Director Woods asked if SP+ was still an effective use of resources. Director of Transportation Snyder acknowledged recent challenges and said staff was considering several other options in the event their performance did not improve.

7. Business

7.1 Letter of Support Policy

Executive Director Tanya Allen presented a letter of support policy, explaining that if a request for a letter of support is submitted, with no financial obligation, it can be reviewed and signed by the Executive Director and the Board President, provided it aligns with the proposed guidelines.

Director Phillips stated that the Town of Avon has a similar policy, which they have found to be very effective. Director Eickholt raised a concern about confusing language in one of the bullet points. Executive Director Allen agreed, suggesting that some clarifying language should be added to that point.

Director Davis made a motion to approve the letter of support policy as presented, with the inclusion of clarifying language in bullet point number four. Director Alexander seconded the motion, which passed with a 6-0 unanimous vote.

7.2 Donation Policy

Executive Director Allen shared that Core's predecessor, ECO Transit, previously donated passes and transit services for specific purposes, typically benefiting non-profit organizations or government entities. She noted that staff is seeking a structured process and a specific budget line item to accommodate these donated services.

Alternate Director Woods asked about how this policy would apply to major events like the Eagle County Fair and Rodeo. Executive Director Allen clarified that the Rodeo is treated differently since Core Transit is a sponsor of the event which is different than a donated service.

Executive Director Allen acknowledged that any amounts exceeding the monetary threshold outlined in the policy are subject to board discussion and approval. Deputy Director Robinson highlighted that all services, including donated services, provided by Core Transit contribute to brand awareness. He explained that there are community events where Core Transit could serve as a sponsorship partner, providing transit services instead of cash in exchange for brand recognition. He noted that those events are specific to the marketing department and are separate from the budget allocations outlined in the donation policy. Director McQueeney asked whether this would apply to the Eagle County School District's requests for additional buses for field trips.

Mrs. Winn suggested adding language to the policy indicating that there are events, donations, and sponsorships beyond this framework that may be presented to the board for consideration.

The board gave direction to staff that adjustments be made to the policy based on the feedback and to bring it back at a future meeting.

7.3 Other Business

None

7. Staff Reports

Director of Finance Rogers gave an update on the Tyler ERP implementation and the Finance Coordinator position. Executive Director Allen gave

an update on Planning Manager Dave Levy's outreach efforts.

ADJOURNMENT

The meeting was adjourned at 7:35 pm.
