

**MINUTES OF THE
EAGLE VALLEY TRANSPORTATION AUTHORITY d/b/a Core Transit
BOARD OF DIRECTORS MEETING
November 13, 2024**

A meeting of the Eagle Valley Transportation Authority (“Authority”) Board of Directors (“Board”) was held on November 13, 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 November 8, 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 November 8, 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 Earle Bidez, Mayor, Town of Minturn

Director Barry Davis, Councilor, Town of Vail

Director Nick Sunday, Councilor, Town of Eagle

Directors Absent:

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

Attendance:

Bryan Woods, Alternate Board Member, Town of Eagle

Rich Carroll, Alternate Board Member, Town of Avon

Ray Shei, Alternate Board Member, Beaver Creek Metro District

Aryn Schlichting, Director of People & Culture, Core Transit

Dave Rogers, Director of Finance, Core Transit

Scott Robinson, Deputy Director, Core Transit

Tanya Allen, Executive Director, Core Transit

Dave Snyder, Director of Transportation, Core Transit

Cisco Santaella, Operations Supervisor, Core Transit

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

Lance Trujillo, Director of IT and Innovation, Core Transit

Alex Romero, Dispatcher, Core Transit

Mike Schuering, Dispatcher, Core Transit

Dayana Herr, Marketing, Communications & Customer Relations Manager, Core Transit

Jim Shoun, Mobility Manager, Town of Avon

Peggy Wolfe, Senior Director of Operations, Vail Valley Foundation

Tim McMahon, Community Member

Attendance on Zoom:

Tati Wernicke, People & Culture Generalist, Core Transit

Dayana Herr, Marketing, Communications & Customer Relations Manager, Core Transit

Stephanie Samuelson, Information Services Representative, Core Transit

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

Randy Belisle, Lead Trainer, Core Transit

Vanesa Duarte, Office/Admin Coordinator, Core Transit

Brittany Hill, Safety and Training Supervisor, Core Transit

Jodi Doney, Community member

Selene Suarez, People & Culture Generalist, Core Transit

Paul Gorbald, Community member

Todd Cleveland, ITs Technician, Core Transit

Larry Pardee, Community member

Seth Levy, Community member

Todd Williams, Community member

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, financial statements, and payables dated October 9, 2024, for approval. Director Eickholt moved to approve the minutes, financial statements, and payables list. Director Bidez seconded the motion, which passed with a unanimous 5-0 vote.

BOARD COMMENT

There were none.

PUBLIC COMMENT

Tim McMahon from Avon shared his concerns about the timing of the board meeting. He shared that he had spoken with bus operators about challenges related to the new payroll system and suggested additional road supervisors at the Vail Transit Center for evening hours. Director Davis entered the meeting.

Seth Levy shared that the Dotsero bus did not show up on Monday morning and he notified dispatch who sent a replacement bus. He wanted to prevent it from happening in the future.

AGENDA ITEMS**6. Presentations****6.1 Budget Presentation**

Executive Director Tanya Allen reviewed the Interim Strategic Plan and the strategic priorities. Director of Finance Dave Rogers covered the budget basics which included sales tax, fee for service, and grant revenue. Deputy Director Scott Robinson discussed the organizational structure, culture, and the development of a new custom website.

Director of Transportation Dave Snyder highlighted the schedule enhancements and reviewed the upcoming improvements to the fleet including bus refurbishments and the addition of new buses.

7. Business**7.1 FY25 Public Budget Hearing**

Director Phillips opened the public budget hearing. Tim McMahon inquired about the buses currently out of service for maintenance. Director Phillips and Director of Transportation Snyder confirmed that the budget supports ongoing maintenance and improvements for the buses.

Director Phillips closed the public budget hearing to the public.

7.2 Resolution 2024-14: A Resolution to Adopt the Budget for the 2025 Fiscal Year

Director Phillips expressed concern about the flat sales tax projection. Deputy Director Robinson confirmed that staff can monitor the budget and make necessary adjustments if any significant changes arise.

Director McQueeney asked whether ECO transition matters are accounted for in the 2025 budget. Executive Director Allen confirmed that ongoing agreements, like vehicle maintenance, are included the 2025 budget.

Director Sunday made a motion to adopt the budget for fiscal year 2025 and appropriating sums of money. Director Eickholt seconded the motion, which passed with a unanimous 6-0 vote.

7.3 2024 Transition Bonus Program

Director of People and Culture Aryn Schlichting explained that Core Transit is proposing a \$2,500 bonus for staff in December as a gesture of appreciation for their dedication during the transition. She reviewed various options regarding which staff members would be eligible for the bonus based on their start date and recommended option 1A.

Director Eickholt suggested awarding the bonus to staff, with a reduced amount for those hired closer to or after the transition date.

Director McQueeney considered the full bonus amount as both a reward for dedication during the transition and an incentive for retention of new hires.

Director Davis made a motion to approve the 1A bonus structure as proposed. Director McQueeney seconded the motion, which passed with a unanimous 6-0 vote.

7.4 Proposed 2025 Holidays

Director of People and Culture Aryn Schlichting proposed two holiday options and recommended 13 scheduled holidays and one floating holiday for 2025.

Director McQueeney expressed concerns about holidays falling on certain weekdays, such as Fridays, and potential schedule disruptions. Director of People and Culture Schlichting explained that the proposed holiday schedule was designed with the operations department as the primary focus.

Director Phillips asked if hourly employees receive double time for working holidays and noted that this would make the recommended schedule beneficial for them. Director of People and Culture Schlichting confirmed that this was the case.

Director Sunday made a motion to approve a total of 13 paid holidays along with 1 floating holiday for Core Transit employees for the calendar year 2025. Director Bidez seconded the motion, which passed with a unanimous 6-0 vote.

7.5 Resolution 2024-15: A Single Source Contract with SGM, Inc. For Engineering Design Services

Executive Director Allen explained that in June 2023 ECO Transit entered into a services agreement with SGM, Inc. for design work at the Lake Creek Village transit stop. She stated that after some work was completed, the project was put on hold due to some staffing changes and the transition. She noted that staff supports

continuing the design work and recommended approving a \$155,000 contract with SGM through a single source process, as the project consultant was initially selected via an RFP process and the project was already underway.

Director Davis asked about the amount of grant funding available to Core Transit for the project. Executive Director Allen clarified that it is \$1.2 million for project construction.

Director Davis made a motion to approve Resolution 2024-15 approving single source contract with SGM, Inc. for engineering design services in the amount of \$155,000. Director Sunday seconded the motion, which passed with a unanimous 6-0 vote.

7.6 Audit Services Engagement Letter

Director of Finance Rogers explained that in 2023 Core Transit engaged Haynie & Company for its initial audit and to maintain continuity wishes to do so again for the fiscal year 2024.

Director Eickholt made a motion to approve the engagement letter with Haynie & Company for the FY2024 in the amount of \$25,000.00. Director Davis seconded the motion, which passed with a unanimous 6-0 vote.

7.7 Birds of Prey In-Kind Sponsorship Request

Executive Director Allen explained that Vail Valley Foundation is requesting Core Transit provide transit support for the Birds of Prey World Cup event in December. She noted that the estimated cost of the donation is five days of service, with Core Transit valuing it at up to \$25,000.

The board members voiced their support for Core Transit providing in-kind sponsorship for the Birds

of Prey World event. The board and staff discussed how this event presents an opportunity to attract new riders in the community and showcase the benefits of using public transit.

Director Davis made a motion to approve the in-kind sponsorship for the Birds of Prey World Cup event of up to a maximum of \$25,000 in donated transit service over five days. Director Eickholt seconded the motion, which passed with a unanimous 6-0 vote.

Director Davis exited the meeting

8. Staff Reports

Director of People and Culture Schlichting shared that recruiting is progressing well, and Core Transit is now fully staffed. She acknowledged recent payroll errors and explained that the team is working with an auditor to fix the issues and improve processes. Director of Finance Rogers provided an update on the implementation of the new accounting software.

Director of Transportation Dave Snyder provided an update on total system ridership and shared information about the new winter schedule. He addressed the Dotsero bus issue raised by Seth Levy and noted that the operations department is actively working on plans to prevent similar scenarios in the future.

9. Announcements and Celebrations

Executive Director Allen celebrated Core Transit's achievement as the recipient of the CASTA award for Large Community Transit Agency of the Year, acknowledged the contributions of outgoing Board President Amy Phillips, and recognized LEAD Academy graduates Alex Romero and Mike

Schuering, members of Core Transit's Dispatch team.

ADJOURNMENT

The meeting was adjourned at 1:35 pm.
