

**MINUTES OF THE
EAGLE VALLEY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
FEBRUARY 8, 2023**

A meeting of the Eagle Valley Transportation Authority (“Authority”) Board of Directors (“Board”) was held on February 8, 2023, at 12:30 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 February 3, 2023 and included agenda items, location and time, and teleconference information needed to participate in the public portion of the meeting. The Notice of Board of Directors Meeting dated February 3, 2023 and the certification of posting are attached hereto.

ATTENDANCE

Directors in Attendance:

Director Dave Eickholt, Beaver Creek Metro District

Director Jeanne McQueeney, Commissioner, Eagle County

Director Robert “Bob” Hill, Member of the Board of Trustees, Town of Red Cliff

Director Barry Davis, Councilor, Town of Vail

Director Earle Bidez, Mayor, Town of Minturn (remote)

Director Janet Bartnik, Councilor, Town of Eagle.

Directors Absent:

Director Amy Phillips, Mayor and Councilor, Town of Avon

Also in Attendance:

Tanya Allen, Regional Transportation Director, Eagle County

William “Bill” Ray, Communications Consultant, WR Communications

Ineke De Jong, Administration Manager, Town of Avon

Brandon Rattiner, Kaplan, Kirsch & Rockwell (remote)

Jeff Wetzal, Operations Manager, ECO Transit

Greg Barrett, Safety & Training Coordinator, ECO Transit

Lance Trujillo, Technology & Innovation Manager, ECO Transit

Jessie Cooper, Fleet asset Supervisor, ECO Transit

Vanesa Duarte, Amin/Fiscal Tech II, ECO Transit

Dayana Herr, Administration Supervisor, ECO Transit

APPROVAL OF THE AGENDA

Director McQueeney presented the Board with the Meeting Agenda. No changes or additions were requested by other Directors. Director McQueeney moved to approve the Agenda. Director Eickholt seconded this motion, which passed with a unanimous 6-0 vote.

APPROVAL OF MINUTES

Director McQueeney presented the Board with Minutes from the January 11, 2023 meeting and asked if there were any requests for corrections. Hearing none, Director McQueeney moved to approve the Agenda. Director Bidez seconded this motion, which passed with a unanimous 6-0 vote.

AGENDA ITEMS

4. Consent Agenda

4.1 Resolution No. 2023 - 05 Adopting the Consent Agenda

Before approving a resolution adopting the consent agenda, Directors Bartnik and Eickholt wanted to discuss the open records policy.

4.2 Resolution No. 2023 - 06 Adopting an Open Records Policy

Mr. Rattiner spoke about the Open Records Policy the Authority needed to adopt pursuant to the Colorado Open Records Act. Director Bartnik asked to change the policy's maximum reimbursable rate to \$33.58 per hour as allowed under new legislation. Director Bartnik also asked to clarify the policy to make clear that the first hour of staff time on open records requests is free of charge.

Director Eickholt asked if a custodian had been identified. Ms. Allen said she would serve as custodian given her role as the interim Director of the EVTA, and she will be using the ECO

Transit operating address. She noted that like several of the interim items, this may have to be adjusted at a later date.

Director Bartnik moved to amend the resolution to include Ms. Allen as the custodian for section (B) as well as the change on the amount in section (D) not to exceed \$33.58 per hour for open records requests. Director Davis seconded this motion, renumbered 2023-03, which passed with a unanimous 6-0 vote.

4.3 Resolution No. 2023 - 07 Appointing an Airport Advisory Committee

Director Bidez asked whether both the EVTA Board and the Airport Committee Board would have seats on each other's boards. Ms. Allen said that the Airport Committee would not have a representative on the EVTA Board, and instead, they will report periodically to the Board as an advisory committee. Director Bidez moved to approve resolution 2023-07, renumbered 2023-04. Director Bartnik seconded this motion, which passed with a unanimous 6-0 vote.

5. Public Comment

No public comment was made in person nor on Zoom.

6. Joint Meeting with ECRTA ("ECO Transit") Board (Discussion)

6.1 Discussion of the ECO Transit's Board Role

Ms. Allen stated that ECO Transit, as a department of Eagle County, has had an advisory board made up of eight jurisdictions within the county. This board advises on the overall operations of ECO Transit, which is funded by the countywide half-cent sales tax. She noted that Eagle County will assign that existing sales tax over to the EVTA under the Transition Plan to operate existing ECO service under that framework, which means there's a need for transition between the management process of EVTA and the advisory process from the ECRTA board. She recommended having quarterly joint meetings over the course of 2023 to attend to any ECO Transit business needs and focus the meeting on topics that were of interest to both boards.

6.2 Review of Proposed Timelines for ECO Transit Transition Planning

Ms. Allen discussed the Transition Plan Framework, attached to the IGA as appendix D. She noted the planned timeline for this transition is 2 years, with the first year focusing on transitioning administrative responsibilities and establishing transitioning procedures and processes. Ms. Allen expects conversations around transitioning will start to accelerate around mid-year, after the planned EVTA Board retreat.

Ms. Allen also noted the need to transition vehicles and equipment currently owned by Eagle County. She stated that there needs to be a procedure to ensure those vehicles are titled and insured properly to be able to operate them under the EVTA umbrella. This also includes grant-funded vehicles.

Director Bidez asked what the CDOT grant responsibilities are and whether EVTA could purchase EV vehicles without such funds. Ms. Allen said that traditionally ECO Transit receives Administrative and Operating funds that comprise a portion of their annual budget. In addition, she said there are other grants ECO traditionally applies for, to fund vehicle replacements and vehicle upkeep. She noted that EVTA could purchase an EV fleet with local funds as well.

7. Communication and Outreach Update (*Discussion*)

Mr. Ray noted the website is shifting its focus from describing formation of the EVTA to describing operation of the EVTA. He stated that moving forward, he is working on different communication tools that will be on the website and distributed to Directors. He said he will start working on a monthly update, which will be a small article on activities from the Board and staff so there will be a better outreach to the community.

8. Resolution No. 2023 - 08 - Designating a New Treasurer (*Majority Vote*)

Ms. Allen said that during the first Board meeting, interim legal counsel Kaplan Kirsch & Rockwell was established as an interim treasurer for the EVTA. Since a bank account will be established soon that will allow EVTA to do actual financial transactions, a new treasurer needs to be designated to assist with this process.

Director Eickholt volunteered to serve as the new treasurer. Director Bidez moved to appoint Director Eickholt as the new EVTA treasurer. Director Bartnik seconded this motion, renumbered 2023-05, which passed with a unanimous 6-0 vote.

9. Review of RFP Responses (*Discussion/Majority Vote*)

9.1 Resolution No. 2023 - 09 Approving Contract for Banking Services

Ms. Allen said EVTA received six proposals for banking services, and the recommended vendor is "First Bank." Based on conversations she had with KKR, a couple of outstanding items need to be settled before making the final decision. She recommends having a special meeting with the Board as soon as the items are settled, and the contract is done to officially vote on this matter. Director Bidez moved to approve a resolution authorizing Ms. Allen to prepare a contract with Firstbank for banking services. Director Bartnik seconded this motion, renumbered 2023-06, which passed with a unanimous 6-0 vote.

9.1 Resolution No. 2023 - 10 Approving Contract for Accounting Services

Ms. Allen said EVTA received two proposals for accounting services. The recommended vendor is Community Resource Services of Colorado ("CRS"), however, the amount for their contract is significantly higher than what was budgeted. The budget amount is \$30,000.00 and the contract came in at \$58,800.00. Because the contract is not finalized, she recommends having a meeting with the Board to vote on this matter at a later date. Director Bidez moved to approve a resolution authorizing Ms. Allen to prepare a contract with CRS for accounting services. Director Bartnik seconded this motion, renumbered 2023-07, which passed with a unanimous 6-0 vote.

10. Retreat Planning Update (*Discussion*)

Ms. Allen said the retreat subcommittee has begun planning the retreat. The meeting will be on Wednesday, March 22, 2023 from 11:30-4:30 and will be held at the Grand View community space at the Lionshead Parking Structure.

Director McQueeney asked if there was a facilitator for this meeting. Ms. Allen said that they are currently working on

reaching out to some recommended facilitators but there is not someone set for this meeting yet.

The Board asked to discuss how to test a fair free zone this summer at the retreat.

11. Recommendations for Future Topics (*Discussion*)

The Directors expressed no concern or recommendations on the Marketing and Branding RFPs.

Regarding ED and Senior Staff Recruitment, Ms. Allen said that she recommends having a subcommittee that could start working on these subjects as soon as possible to meet the transition timeline. Director Bartnik, Director Bidez, and Mr. Bill Ray nominated themselves to be part of this subcommittee.

EXECUTIVE SESSION Not Applicable.

NEXT MEETING March 8, 2022.

ADJOURNMENT At 1:40 PM, Director Davis made a motion to adjourn the meeting. Director Eickholt seconded the motion, which passed with a unanimous 6-0 vote.
