



**Minutes of the Meeting
of the
Board of Trustees of the Utah Transit Authority (UTA)
held at UTA FrontLines Headquarters located at
669 West 200 South, Salt Lake City, Utah
December 18, 2019**

Board Members Present:

Carlton Christensen, Chair
Beth Holbrook
Kent Millington

Also attending were members of UTA staff, as well as interested citizens and members of the media.

Call to Order, Opening Remarks, and Pledge of Allegiance. Chair Christensen welcomed attendees and called the meeting to order at 9:00 a.m. Following Chair Christensen's opening remarks, the board and meeting attendees recited the Pledge of Allegiance.

Safety First Minute. Chair Christensen yielded the floor to Sheldon Shaw, UTA Director of Safety & Security, for a brief safety message.

Public Comment Period. No public comment was given.

Consent Agenda. The consent agenda was comprised of:

- Approval of November 19, 2019 Budget Hearing Minutes
- Approval of December 11, 2019 Board Meeting Minutes

A motion to approve the consent agenda was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously.

Agency Report.

South Salt Lake County Microtransit Pilot. Carolyn Gonot, UTA Executive Director, was joined by Nichol Bourdeaux, UTA Chief Communications & Marketing Officer, and Jaron Robertson, UTA Acting Director of Innovative Mobility Solutions. Ms. Gonot provided a preliminary update on the south Salt Lake County microtransit pilot. She said the service has been operating for over 20 days and close to 3,700 people have downloaded the Via app, which connects the riding public to the service. Average daily ridership is 216 people per day.

Discussion ensued. Questions on unanticipated challenges with the pilot, the pilot's effects on flex routes, type of data being tracked, and communication strategies about microtransit to all cities in UTA's service area were posed by the board and answered by staff.

FrontRunner Maintenance. Ms. Gonot was joined by Eddy Cumins, UTA Chief Operating Officer, and Dave Hancock, UTA Director of Asset Management. Mr. Cumins reported that a break in a connection on the FrontRunner line between American Fork and Lehi was identified by UTA maintenance of way at 4:30 a.m. this morning. The issue caused significant service delays. A bus bridge was established to address the disruption. The maintenance of way group replaced the defective part and service resumed, though additional work will be performed throughout the day.

Discussion ensued. A question on the consequences of not making the repair was posed by the board and answered by staff.

New Government Relations Director. Chair Christensen asked Shule Bishop, newly hired UTA Government Relations Director, to introduce himself.

Financial Report – November 2019. Bob Biles, UTA Chief Financial Officer, reviewed the November 2019 financial report, including the financial dashboard, sales tax collection, expense variance by mode, and expense variance by type. Discussion ensued. A question on how internet sales taxes are tracked was posed by the board and answered by Mr. Biles.

R2019-12-02 Resolution Approving and Authorizing the Execution of the Authority's Amended Transit Agency Safety Plan (TASP). Mr. Shaw was joined by Jim Golden with the Utah Department of Transportation (UDOT). Mr. Shaw explained the TASP update process. Discussion ensued. Questions on mechanisms for employees to report safety concerns, activity

level of groups and committees referenced in the plan, and communication of safety information to employees were posed by the board and answered by staff.

A motion to approve R2019-12-02 was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously, with aye votes from Trustee Millington, Trustee Holbrook, and Chair Christensen.

R2019-12-03 Resolution Approving an Interlocal Agreement with Sandy City for Provision of Additional Funds to Supplement the Existing TIGER Stakeholder Agreement. Mary DeLoretto, UTA Acting Chief Service Development Officer, explained the resolution, which authorizes Sandy City to contribute a \$1 million increase to the TIGER First/Mile/Last Mile Grant Project budget for completion of a multi-use path. The additional funding for the project was provided by Salt Lake County to Sandy City as part of an interlocal cooperative agreement signed earlier this year between the county and the city.

A motion to approve R2019-12-03 was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously, with aye votes from Trustee Holbrook, Trustee Millington, and Chair Christensen.

R2019-12-04 Resolution Approving a Sixth Amendment of the Authority's 2019 Budget. Mr. Biles summarized the amendment, which reallocates capital funds from ten projects to funds for eleven projects, as detailed in the meeting packet. Mr. Biles noted the reallocations resulted in a net zero change to the budget.

A motion to approve R2019-12-04 was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously, with aye votes from Trustee Millington, Trustee Holbrook, and Chair Christensen.

R2019-12-05 Resolution Ratifying the Adoption of the Authority's 2020 Final Budget. Mr. Biles summarized the 2020 budget process. Discussion ensued. A question on how approval of the additional \$1 million in TIGER grant funding affects contingency funds in the 2020 budget was posed by the board and answered by Mr. Biles.

A motion to approve R2019-12-05 was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously, with aye votes from Trustee Holbrook, Trustee Millington, and Chair Christensen.

Contracts, Disbursements, and Grants.

Change Order: Independent Monitoring Services Phase 2 Contract Modification (Coblentz Patch Duffy & Bass LLP). David Wilkins, Assistant Attorney General, explained the change order, which amends the contract for monitoring services called for in a non-prosecution agreement between UTA and the United States Attorney's Office for the District of Utah. The change order is for a not-to-exceed amount of \$214,600 and covers Phase II work in the monitorship. Discussion ensued. A question on the status of management responses to items raised by the monitor in Phase I work was posed by the board and answered by staff.

A motion to approve the change order was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously.

Change Order: ADA Paratransit Services Contract Extension (Tooele County Health and Aging Services). Mr. Cumins was joined by Cherryl Beveridge, UTA Special Services General Manager. Mr. Cumins described the change order, which extends the contract between UTA and Tooele County Health and Aging Services for paratransit services for one year. Discussion ensued. A question on ridership on special service routes was posed by the board and answered by staff.

Trustee Millington requested more comprehensive information on ridership numbers for special services in Tooele County.

A motion to approve the change order was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously.

Change Order: On-Call Maintenance Contract Extension (Stacy and Witbeck). Mr. Cumins was joined by Mr. Hancock. Mr. Cumins requested the board approve a one-year extension for the on-call maintenance contract with Stacy and Witbeck to assist with 2020 state of good repair projects. Discussion ensued. Questions on the level of competition in the original bidding process were posed by the board and answered by staff.

A motion to approve the change order was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously.

Contract: Track Driver Extra (TDX) System Maintenance (Modern Communication Systems). Mr. Cumins was joined by Dan Hofer, UTA Manager of State of Good Repair, and Troy Nelson, UTA Rail Service Project Administrator. Mr. Cumins explained the contract, which provides support for the TDX system that controls the movement of

trains on UTA's rail alignments. Discussion ensued. Questions on the consequences of not having a TDX system and the type of procurement for the contract were posed by the board and answered by staff.

A motion to approve the contract was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously.

Contract: Provo Intermodal Center Construction of Canopies and Customer Service and Police Buildings (Paulsen Construction). Ms. DeLoretto was joined by Janelle Robertson, UTA Project Manager II. Ms. DeLoretto summarized the contract, which adds bus platform canopies, a customer service building, and a police building at the Provo Intermodal Center. Discussion ensued. Questions on the location of the canopies and selection of the contractor were posed by the board and answered by staff.

A motion to approve the contract was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously.

Contract: Ogden-Weber State University Bus Rapid Transit Construction Manager/General Contractor Pre-Construction Services (Stacy and Witbeck). Ms. DeLoretto was joined by Ms. Robertson. Ms. DeLoretto indicated the contract is for design feedback, construction pricing, and schedule consultation on the Ogden-Weber State University bus rapid transit project. Discussion ensued. A question on the procurement process for the contract was posed by the board and answered by staff.

A motion to approve the contract was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously.

Grant Opportunity: Provo to Payson High-Capacity Transit Analysis. Ms. DeLoretto described the grant opportunity, which seeks funding from Mountainland Association of Governments programmed funds for an alternatives analysis of a high-capacity transit solution connecting the communities of Provo, Springville, Spanish Fork, and Payson.

Grant Opportunity: Transit Transportation Investment Fund (TTIF) UTA Project Proposals. Ms. DeLoretto stated the agency intends to submit a proposal for \$4 million in funding for electric vehicles for the Ogden-Weber State University bus rapid transit project from the Transit Transportation Investment Fund (TTIF).

Chair Christensen called for a break at 10:15 a.m.

The meeting resumed at 10:26 a.m.

Service and Fare Approvals.

Fare Contract: Intermountain Health Care ECO Trip Rewards Contract. Monica Morton, UTA Fares Director, explained the contract, which allows Intermountain Health Care (IHC) to provide a transit pass option at a discount to its employees. Discussion ensued. Questions on how passes are distributed to employees, ridership growth for IHC employees, and percentage of IHC employees using a transit pass were posed by the board and answered by staff.

A motion to approve the fare contract was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously.

Complimentary Service: North Ogden Holiday Festival. Ms. Morton described the complimentary service, which provides evening shuttle service over four days for the North Ogden Holiday Festival.

A motion to approve the complimentary service was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously.

Discussion Items.

Rocky Mountain Power Partnership. Ms. DeLoretto introduced Hal Johnson, UTA Manager of Project Development & Systems Planning, who was joined by James Campbell and Cherie Holt with Rocky Mountain Power (RMP). Mr. Johnson and Mr. Campbell delivered a presentation on the benefits of advancing a partnership between UTA and Rocky Mountain Power. Discussion ensued. Questions on the impact of electric vehicles and facilities upgrades on the power grid, best practices for power usage, and RMP's movement to renewable energy sources were posed by the board and answered by staff.

Other Business.

Next Meeting. The next meeting of the board will be on Wednesday, January 15, 2020 at 9:00 a.m.

Closed Session. Chair Christensen indicated there was a need for a closed session to discuss pending or reasonably imminent litigation and collective bargaining. A motion for a closed session was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously and the board entered closed session at 11:01 a.m.

Open Session. A motion to return to open session was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously and the board returned to open session at 11:23 a.m.

Adjournment. The meeting was adjourned at 11:24 a.m. by motion.

Transcribed by Cathie Griffiths
Executive Assistant to the Board Chair
Utah Transit Authority
cgriffiths@rideuta.com
801.237.1945

This document is not intended to serve as a full transcript as additional discussion may have taken place; please refer to the meeting materials, audio, or video located at <https://www.utah.gov/pmn/sitemap/notice/577237.html> for entire content.

This document along with the digital recording constitute the official minutes of this meeting.