

**Minutes of the Meeting
of the
Board of Trustees of the Utah Transit Authority (UTA)
held remotely via phone or video conference
and broadcast live for the public via YouTube
January 13, 2021**

Board Members Participating:

Carlton Christensen, Chair
Beth Holbrook
Jeff Acerson

Also participating were members of UTA staff and the public.

Call to Order and Opening Remarks. Chair Christensen welcomed attendees and called the meeting to order at 9:00 a.m. He then yielded the floor to Jana Ostler, UTA Board Manager, who read the electronic board meeting determination statement into the record as required by statute. The complete electronic board meeting determination statement is included as Appendix A to these minutes.

Safety First Minute. Sheldon Shaw, UTA Director of Safety & Security, provided a brief safety message.

Public Comment. Chair Christensen noted members of the public were invited to attend and comment during the live portion of the meeting; however, no live public comment was given. It was also noted that online public comment received was distributed to the board for review in advance of the meeting and is included in Appendix B to these minutes.

Consent Agenda. The consent agenda was comprised of:

- a. Approval of December 16, 2020 Board Meeting Minutes

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

Agency Report.

Ogden-Weber State University Bus Rapid Transit Grant. Carolyn Gonot, UTA Executive Director, indicated the agency received notice that the Federal Transit Administration (FTA) approved a letter of no prejudice (LONP) on the Ogden-Weber State University (WSU) bus rapid transit (BRT) project. This allows the agency to begin early construction activities in advance of executing the federal Small Starts grant agreement.

Ridership Report. Ms. Gonot was joined by Eddy Cumins, UTA Chief Operating Officer. Mr. Cumins provided an update on 2020 ridership through a variety of analytics, including weekday ridership trends, total ridership over multiple years, system-wide ridership compared to the previous year, average weekday ridership from January 2008 to the present, and percent change in ridership from the previous year by mode. Ridership is down 47% overall due to the COVID-19 pandemic but is trending upward.

COVID-19 Relief Funding. Ms. Gonot noted the agency will receive an additional \$33.5 million in COVID-19 relief funding following the passage by Congress of a second stimulus package.

Financial Report. Brad Armstrong, UTA Senior Manager of Budget & Financial Analysis, reviewed the financial report for November 2020, including the financial dashboard; passenger revenues; sales tax collections; sales tax revenues; revenue loss and Coronavirus Aid, Relief, and Economic Security (CARES) Act funding estimates; operating expense variance by mode; operating expense variance by expense type; and operating expense variance by chief officer.

Discussion ensued. A question on UTA's fuel budget was posed by the board and answered by Mr. Armstrong.

Resolutions.

R2021-01-01 Resolution Authorizing Execution of a Master Development Agreement and a Master Development Plan with Clearfield City, Stack Development, and Hamilton Partners. Paul Drake, UTA Director of Real Estate & Transit-Oriented Development, was joined by Jordan Swain, UTA Transit-Oriented Development Project Manager. Mr. Drake reviewed the Master Development Agreement (MDA) and Master Development Plan (MDP) structure for the Clearfield transit-oriented development (TOD) site. The two documents function together to govern land use control at the site. He asked the board to approve the resolution, which authorizes execution of the agreements.

A motion to approve R2021-01-01 was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously with aye votes from Trustee Holbrook, Trustee Acerson, and Chair Christensen.

R2021-01-02 Resolution Appointing Officers and Setting Compensation for District Officers and Employees for 2021. Kim Ulibarri, UTA Chief People Officer, presented the resolution, which adopts the 2021 salary structure for district officers and employees.

A motion to approve R2021-01-02 was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously with aye votes from Trustee Acerson, Trustee Holbrook, and Chair Christensen.

R2021-01-03 Resolution Authorizing the Executive Director to Execute Grant Agreements for Specified Projects. Mary DeLoretto, UTA Chief Service Development Officer, described the resolution, which authorizes the execution of grant agreements in the amount of \$224,000 for a suicide prevention research grant from the FTA Safety, Research, and Demonstration Program and \$338,155 for a polarized infrared and optical imaging system grant from the FTA Real Time Transit Infrastructure and Rolling Stock Condition Assessment Demonstration Program.

A motion to approve R2021-01-03 was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously with aye votes from Trustee Holbrook, Trustee Acerson, and Chair Christensen.

R2021-01-04 Resolution Authorizing Issuance of a Notice to Proceed Under a Construction Manager/General Contractor (CM/GC) Contract for the TIGER First/Last Mile Connection Program of Projects for 2021. Ms. DeLoretto was joined by Heather Bening, UTA Project Manager II. Ms. Bening requested the board authorize six Phase 2 TIGER first/last mile connection projects for the 2021 calendar year. The project budget details are as follows:

Project	Project Budget/Funding Sources					Est. Contract Amount
	Project Budget	TIGER Grant	Match	UTA-Local	UTA-Prop 1	
Lehi Pedestrian Bridge-2021	\$6,328,289	\$3,649,389	\$2,678,900			\$1,026,500
SLC Folsom Trail	\$3,783,305	\$1,931,166	\$1,852,139			\$3,023,115
UTA Projects: Wayfinding, Bike Parking, Bike Repair Stands, and Bus Stop Improvements	\$405,955	\$324,736	\$600	\$54,967	\$25,652	\$365,358
West Valley Bike Lanes	\$1,721,308	\$1,377,046	\$344,262			\$1,395,598
SLC 300 N Pedestrian Bridge	\$6,204,047	\$1,634,797	\$4,569,250			\$5,363,756
Provo Pedestrian Bridge	\$4,470,325	\$2,684,302	\$1,786,023			\$4,074,356
TOTALS	\$22,913,229	\$11,601,436	\$11,231,174	\$54,967	\$25,652	\$15,248,683

Discussion ensued. Questions on the program completion timeline and UTA projects segment were posed by the board and answered by staff.

A motion to approve R2021-01-04 was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously with aye votes from Trustee Acerson, Trustee Holbrook, and Chair Christensen.

R2021-01-05 Resolution Approving the Execution of an Interlocal Cooperation Agreement with Lehi City for Provision of Additional Funds to Supplement the Existing TIGER Stakeholder Agreement. Ms. DeLoretto was joined by Ms. Bening. Ms. Bening summarized the resolution, which authorizes execution of an interlocal agreement with Lehi City to increase the budget of the Lehi Pedestrian Bridge project. The Lehi City contribution to this budget supplement budget is \$64,352.

A motion to approve R2021-01-05 was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously with aye votes from Trustee Acerson, Trustee Holbrook, and Chair Christensen.

R2021-01-06 Resolution Approving the Execution of an Interlocal Cooperation Agreement with Mountainland Association of Governments for Provision of Additional Funds to Amend the Existing TIGER Stakeholder Agreement. Ms. DeLoretto was joined by Ms. Bening. Ms. Bening explained the resolution, which authorizes execution of an interlocal agreement with Mountainland Association of Governments (MAG) to increase the budget of the Lehi Pedestrian Bridge project through an exchange of funds with the Provo Pedestrian Bridge project. Through the exchange, MAG agreed to contribute \$886,197 in federal funds to the Lehi Pedestrian Bridge budget supplement.

A motion to approve R2021-01-06 was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously with aye votes from Trustee Acerson, Trustee Holbrook, and Chair Christensen.

Contracts, Disbursements, and Grants.

Contract: FrontRunner Bike Car Project (RailPlan International). Mr. Cumins was joined by Bruce Cardon, UTA Commuter Rail General Manager. Mr. Cumins requested the board authorize execution of a contract with RailPlan International in the amount of \$335,890 for replacement of bike racks on 16 commuter rail vehicles.

Discussion ensued. Questions on pre-pandemic bike rack usage and installation timeline were posed by the board and answered by staff.

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

Contract: FrontRunner North Park-and-Ride Lots and Sidewalks Snow Removal (Yardmasters, Inc.). Mr. Cumins was joined by Kevin Anderson, UTA Facilities Maintenance Manager. Mr. Cumins asked the board to authorize execution of a five-year contract with Yardmasters, Inc. for snow removal at eight Salt Lake, Davis, and Weber County locations. The total contract value for this service is \$500,000.

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

Contract: FrontRunner South Park-and-Ride Lots and Sidewalks Snow Removal (Concrete Concrete, Inc.). Mr. Cumins was joined by Mr. Anderson. Mr. Cumins requested the board authorize execution of a five-year contract with Concrete Concrete, Inc. for snow removal at four Utah County locations. The total contract value for this service is \$250,000.

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

Contract: Camera Access Control Maintenance and Service Agreement (Stone Security). Mr. Shaw asked the board to approve execution of a five-year contract with

Stone Security for maintenance and service on UTA's camera and access control system. The total contract value is \$225,000.

Discussion ensued. A question on the procurement process was posed by the board and answered by Mr. Shaw.

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

Revenue Contract: Rocky Mountain Power Special Projects Incentive Offer Award – Ogden-WSU BRT Depot Electric Vehicle Charging Infrastructure Project. Ms. DeLoretto was joined by Hal Johnson, UTA Manager – Project Development & Systems Planning. Ms. DeLoretto indicated that Rocky Mountain Power selected UTA to receive \$400,000-500,000 in funds for electric vehicle charging infrastructure on the Ogden-Weber State University (WSU) bus rapid transit (BRT) project.

Discussion ensued. A question on the construction timeline was posed by the board and answered by staff.

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

Service and Fare Approvals.

Sponsored Fare Agreement: Trip Reduction/Free Fare Days – Amendment 1 (Division of Air Quality). Monica Morton, UTA Fares Director, asked the board to approve an amendment to a sponsored fare agreement with the Division of Air Quality. The amendment changes the reimbursement amount of each free fare day, the total free fare days available under the contract, and the valid services on free fare days. It also allows UTA to implement an unlimited number of free fare days as long as the amount reimbursed does not exceed \$492,000.

Discussion ensued. A question on not including December as an eligible month was posed by the board and answered by staff.

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

Discussion Items.

Ogden-Weber State University (WSU) Bus Rapid Transit (BRT) Project Update. Ms. DeLoretto was joined by Janelle Robertson, UTA Project Manager II. Ms. Robertson provided an overview of the project and discussed its funding plan. She then reviewed work currently in progress and the project schedule.

Discussion ensued. A question related to the work on Harrison Boulevard was posed by the board and answered by staff.

Point of the Mountain Transit Study Locally Preferred Alternative (LPA) Update. Ms. DeLoretto was joined by Patti Garver, UTA Project Manager – Environmental, Grants & Project Controls, and Manjeet Ranu, UTA Director of Capital Projects. Ms. Garver presented an overview of the study. She then spoke about alternatives considered in the study and the subsequent findings and recommendations. Ultimately, the study concluded the LPA would include an 8-mile common ground segment from the Draper FrontRunner Station to the Traverse Mountain area in Lehi with BRT as the mode. The segment will include up to seven stations, with an option to extend to include two additional stations in Lehi.

Discussion ensued. Questions on the timing for review with city councils and other stakeholders, as well as potential for future conversion to rail were posed by the board and answered by staff.

Other Business.

Next Meeting. The next meeting of the board will take place on January 27, 2021 at 9:00 a.m.

Closed Session. Chair Christensen indicated there were matters to be discussed in closed session relative to pending or reasonably imminent litigation. A motion for a closed session was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously. Chair Christensen called for a short break at 10:55 a.m. and indicated the closed session would convene at 11:05 a.m.

Open Session. A motion to return to open session was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously and open session resumed at 11:57 a.m.


Adjournment. The meeting was adjourned at 11:58 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/649991.html> for entire content.

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

Approved Date: January 27, 2021

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Carlton J. Christensen
Chair, Board of Trustees

Appendix A

UTAH TRANSIT AUTHORITY ELECTRONIC BOARD MEETING DETERMINATION

Consistent with provisions of the Utah Open and Public Meetings Act, (UTAH CODE § 52-4-207 [4]), as the Chair of the Board of Trustees ("Board") of the Utah Transit Authority ("UTA"), I hereby make the following written determinations in support of my decision to hold electronic meetings of the UTA Board without a physical anchor location:

1. Due to the ongoing threat of the COVID -19 pandemic and the persistence of community person-to-person virus transmission, conducting Board and Board Committee meetings with an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location.
2. Federal, state, and local health authorities have adopted guidelines which encourage institutions and individuals to limit in-person interactions and recommend increased virtual interactions.

This written determination takes effect on December 16, 2020, and is effective until midnight on January 15, 2021 and may be re-issued by future written determinations as deemed appropriate.

Dated this 11th day of December 2020.

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Carlton Christensen, Chair of the Board of Trustees

Appendix B
Online Public Comment
to the
Board of Trustees of the Utah Transit Authority (UTA)
Board Meeting
January 13, 2021

Received on January 11, 2021 from George Chapman:

comments on Jan 13 UTA Board of Trustees meeting

I would appreciate a correction of the bad data that was given to the SLC Council last week regarding ridership of 455 and 470 buses to justify the South Davis BRT project. The count given was over 4000 but the present ridership is around 2100 and experts do not expect a return to pre-Covid levels for at least 5 years. It would be cheaper than \$170 million to buy 5000 potential riders an electric car.

The last three times I rode a bus, there were riders that did not have full face coverings. UTA drivers should enforce the rules and not allow riders on the bus until they have full, including over the nose, face coverings. In one case the driver had to stop the bus to force the riders to put on masks.

I am against providing any Clearfield Station property for anything other than parking which is desperately needed.

Again, on the record, spending over \$120 million on a bus system/BRT in Ogden that duplicates the 603 service is wrong and bad government.

Again, I am against spending any money on the Draper/Lehi BRT or rail. The increased interest in personal vehicle use and average ridership on 871 of 105 a day does not justify spending millions on an EIS, much less hundreds of millions.

My oped in the Trib countering the arguments of FrontRunner spending, should also be discussed by the Board. UTA spending priorities, in many cases pushed by legislators, should have a realistic, objective and vigorous discussion at the Legislature before spending on projects.
