



# Utah Transit Authority

## Local Advisory Council

### MEETING MINUTES - Draft

669 West 200 South  
Salt Lake City, UT 84101

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**Wednesday, February 15, 2023**

**1:00 PM**

**FrontLines Headquarters**

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**Present:** Vice Chair Mark Johnson  
2nd Vice-Chair Troy Walker  
Council Member Karen Cronin  
Council Member Erin Mendenhall  
Council Member Dan Peay  
Council Member Trent Staggs  
Council Member Bob Stevenson

**Excused:** Chair Julie Fullmer  
Alternate Council Member Ellen Birrell  
Alternate Council Member Jon Larsen  
Alternate Council Member Brandon Gordon  
Alternate Council Member Clark Wilkinson  
Council Member Neal Berube

Also in attendance were UTA Board of Trustees Chair Carlton Christensen, Trustee Beth Holbrook, and Trustee Jeff Acerson, along with UTA staff and interested community members.

#### **1. Call to Order & Opening Remarks**

Vice-Chair Johnson welcomed attendees and called the meeting to order at 1:10 p.m. and noted he will be acting as Chair in the absence of Chair Fullmer who is excused. He announced this is an in-person, recorded meeting, with live viewing available online and live public comment available in-person and via Zoom.

#### **2. Pledge of Allegiance**

Attendees recited the Pledge of Allegiance.

#### **3. Safety First Minute**

Steve Wright, UTA Chief Communications Officer, provided a brief safety message.

#### **4. Public Comment**

Vice-Chair Johnson reported no written public comments nor online comments were received for the meeting. An in-person comment was presented by Dirk Burton, Mayor of West Jordan City, who praised UTA for the extended, 24-hour airport service during the NBA All-Star Weekend where record numbers of travelers are expected.

**5. Consent****a. Approval of November 02, 2022 Local Advisory Council Meeting Minutes**

It was noted a revised version of the minutes was provided to the Council prior to the meeting following a correction request by Council Member Staggs.

A motion was made by Council Member Stevenson and seconded by Council Member Cronin, to approve the consent agenda with the revised minutes. The motion carried by unanimous vote.

**6. Service Planning Consultation****a. Regional Transportation Plan Process**

Jay Fox, UTA Executive Director, referenced UTA's Five-Year Service Plan (FYSP) which is being presented to the Council today. He felt it beneficial for the Council to understand the foundational planning process of the Regional Transportation Plan (RTP) and how it ties in with the agency's FYSP. Representatives from Wasatch Front Regional Council, (WFRC), and Mountainland Association of Governments, (MAG), were invited to speak to that process.

Andrew Gruber, WFRC Executive Director, introduced Lauren Victor, WFRC Transportation Planner; LaNiece Davenport, MAG Director of Regional Planning and Policy; and Michelle Carol, newly appointed Executive Director for MAG.

Mr. Gruber provided a high level overview of the regional planning process and how it ties in to the UTA service planning process through a unified transportation plan which includes land use and future, anticipated planning needs.

Ms. Davenport shared the Wasatch Choice Vision as the over-arching plan for the WFRC and MAG regions which encompasses key strategies around economic development, land use, and transportation, while working collaboratively with various partners. She referenced the MAG Roadway and Transit RTP projects and next steps for 2023.

Ms. Victor presented an overview of the RTP process which operates on a four-year cycle. She shared the development phases of the plan spanning years 2023-2050 and the phase one timeline. Ms. Victor noted a public comment period for the RTP is now open on the WFRC website and will open on the MAG website on March 1st.

Questions regarding legislative funding of projects, the planning cycle, and public comment, were posed by the Council and answered by WFRC and MAG staff.

**b. AR2023-02-01 - Resolution Approving the Proposed 2023-2027 Five-Year Service Plan and Recommending Adoption by the Authority's Board of Trustees**

Nichol Bourdeaux, UTA Chief Planning and Engagement Officer, was joined by Megan Waters, UTA Community Engagement Director, and Jaron Robertson, UTA Acting Planning Director.

Ms. Bourdeaux introduced the 2023-2027 Five-Year Service Plan (FYSP) being

presented to the Council for approval and recommendation for adoption by the UTA Board of Trustees. She provided a brief overview of the development process, including the associated steps and timeline. Ms. Bourdeaux turned the time over to Ms. Waters to speak to community engagement efforts

Ms. Waters summarized survey responses and public comments. The survey yielded over 3,000 responses in addition to 298 public comments. She mentioned UTA's public engagement report can be accessed on the UTA website at [rideuta.com/FYSP](http://rideuta.com/FYSP). Ms. Bourdeaux stated that all comments received a response, which aligns with the agency's efforts to foster more customer engagement.

Ms. Waters shared the common response themes which included access, first and last mile, expansion of services and coverage, amenities, digital signage and wayfinding, and zero fare. She shared comments requesting improved coverage for East to West connections in addition to Provo and Utah County routes 821, 822 and 823.

Council Member Staggs asked about response numbers and inquired if survey demographics were available. Ms. Bourdeaux commented that information on respondent demographics could be compiled for future distribution.

Mr. Robertson outlined the process, planning and development of the FYSP and summarized the proposed changes and improvements to services and routes in each service area through years 2023 to 2027. He then presented the service adjustments for August 2023 change day.

Mr. Robertson stated the plan is reviewed annually as part of UTA's budget process, in addition to a two-year review which takes into account major changes including economic factors and operator hiring, and noted adjustments will be made as necessary.

In closing, he touched upon the agency's vision, (long-range transit plan), which includes future, long-term projects outside the FYSP.

Discussion ensued. Questions and comments concerning connectivity in American Fork, on demand services in Box Elder, and survey responses were raised by the Council and addressed by staff.

Council Member Staggs referenced a question and associated responses from the UTA public engagement survey regarding service needs in the South West areas of Salt Lake County.

Ms. Bourdeaux stated ridership data supports the current service plan in that area. She noted that during the service plan review which occurs every two years, the data and ridership needs will be evaluated again to see if service changes need to be re-prioritized.

A motion was made by Council Member Mendenhall and seconded by Council Member Stevenson, that this resolution be approved. The motion carried with six aye votes and one nay vote from Council Member Staggs.

**7. Transit Oriented Development Consultation****a. AR2023-02-02 - Resolution Approving and Recommending Adoption of the Station Area Plan for Farmington Utah**

Paul Drake, UTA Director of Real Estate and TOD, was joined by Lyle Gibson, Farmington City Planner, to put forth a resolution to approve and recommend the adoption of a Station Area Plan for Farmington City.

Mr. Drake provided an overview of the proposed station area plan including the scope, property area and current usage, in addition to recommendations for planning and development as part of the proposed plan. Mr. Drake noted the plan was adopted by Farmington City and certified by WFRC in Q4 of 2022.

Mr. Gibson shared his enthusiasm for the plan and the opportunities for Farmington City to increase the residential, office, and retail development around Farmington station.

A motion was made by Council Member Staggs and seconded by 2nd Vice-Chair Walker, that this resolution be approved. The motion carried with seven aye votes and no nay votes.

**b. AR2023-02-03 - Resolution Approving and Recommending Adoption of the Station Area Plan for Lehi Utah**

Paul Drake, UTA Director of Real Estate and TOD, was joined by Mike West, Lehi City Planner, to put forth a resolution to approve and recommend the adoption of a Station Area Plan for Lehi City.

Mr. Drake provided an overview of the Lehi station area plan including the scope, property area and current usage, in addition to recommendations for planning and development as part of the proposed plan. Mr. Drake noted the plan was adopted by Lehi City in Q1 of 2023 and was developed in collaboration with Thanksgiving Point developers.

Mr. West expressed the city's desire to embrace the potential of transportation, connectivity, and affordable housing in the area in addition to development in the surrounding areas including Thanksgiving Point.

A question was posed by Council Member Stevenson regarding affordable housing in the area. Mr. West and Mr. Drake responded.

A motion was made by Council Member Stevenson and seconded by 2nd Vice-Chair Walker, that this resolution be approved. The motion carried with seven aye votes and no nay votes.

**8. Budget & Finance Consultation****a. 2023 Budget Amendment #1 - Capital**

Bill Greene, UTA Chief Financial Officer, was joined by Mary DeLoretto, UTA Chief Service Development Officer, and Daniel Hofer, UTA Director of Capital Assets and Project Controls to present an amendment to the 2023 capital budget.

Mr. Greene provided an overview of the capital budget amendment which will add \$11 million to the Ogden/Weber State OGX BRT project. This amendment corrects a budget preparation oversight and recognizes additional funding available to the project from new and existing grants. Mr. Greene pointed out this action is 100% revenue-backed and does not impact the UTA fund balance.

**Vice-Chair Johnson called for a break at 2:25 p.m.**

**The meeting reconvened at 2:35 p.m.**

## 9. Discussion

### a. Legislative Priorities

Shule Bishop, UTA Government Relations Director, reported on recent legislative activities and priorities impacting the agency. He summarized information and actions pertaining to the following legislative activity:

- SB 27 S4: Transportation Revisions
- SB 84 S1: Housing and Transit Reinvestment Zone Amendments
- SB 125: Transportation Infrastructure Amendments
- SB 185 S1: Transportation Amendments
- HB 243: Public Transit Employee Collective Bargaining Amendments
- HB 439: Railroad Drone Amendments
- Resolution: Transit Operator Safety Awareness Resolution
- Request: Zero Fare Project Appropriation Request

Discussion ensued regarding SB 27 S4: Transportation Revisions and the Board of Trustees' salary cap with a cost of living adjustment (COLA) increase. Mr. Bishop reported the salary cap in the statute states Board members cannot receive a salary over \$150,000 but they can received COLA increases.

Questions regarding the salary structure and approval process were posed by the Council and answered by staff. It was noted the Council reviews the salary structure as part of the annual budget process each year and adjustments can be made as deemed necessary by the Council.

Mr. Bishop closed his report by noting there are two more weeks remaining in the legislative session.

### b. Open Dialogue with the Board of Trustees

Vice-Chair Johnson yielded the floor to the UTA Board of Trustees and Local Advisory Council Members for open dialogue.

Carlton Christensen, UTA Board of Trustees Chair, spoke about operator hiring challenges due to the labor shortage. He noted this has been a limiting factor in providing existing and new services and further impacts the agency's FYSP. He said proactive solutions continue to be sought to address the issue. Beth Holbrook, UTA Board Trustee, added safety concerns pose an additional challenge including the

increase in operator assaults. Chair Christensen remarked low unemployment rates and competition with other agencies is an issue facing many organizations, not just UTA.

Vice-Chair Johnson turned the time over to Council Member Staggs who had requested a few minutes to address the Council. He referenced the last meeting in which Alternate Council Member Birrell shared a prepared statement on his behalf and voted his disapproval on the 2023-2027 Capital Plan.

Council Member Staggs shared his continued concerns regarding transit options in his area as compared to Salt Lake City. He referenced data outlining ridership, service levels, cost per mode, and sales tax revenue for each city. He recommended the council review the information.

Discussion ensued. Council Member Staggs' concerns were acknowledged by the council and the need for continued dialogue on the matter was recognized.

## 10. Council Business

### a. **AR2023-02-04 Resolution of the Local Advisory Council of the Utah Transit Authority Appointing Council Officers for the Year 2023**

Vice-Chair Johnson introduced a resolution to appoint Council Officers for the Local Advisory Council for 2023. He noted the established succession of officers for 2023 as follows:

Current Vice-Chair, (Mark Johnson), will move into the position of Council Chair.  
Current 2nd Vice-Chair, (Troy Walker), will move into the position of Vice-Chair.

Vice-Chair Johnson called for any opposition to these successions. No opposition was voiced.

Vice-Chair Johnson called for nominations for 2nd Vice-Chair. Nominations were received to appoint Council Member Stevenson to the position of 2nd Vice-Chair.

A motion was made by Council Member Mendenhall and seconded by Vice-Chair Johnson, that Council Member Bob Stevenson be approved as 2nd Vice-Chair and the resolution appointing council officers be approved. The motion carried with seven aye votes and no nay votes.

## 11. Reports & Other Business

### a. **Executive Director Report**

- **2022 Year-End Ridership Report**
- **NBA All-Stars Service Update**

#### **2022 Year-End Ridership Report**

Mr. Fox presented the 2022 Year-End Ridership report and summarized service-related data with comparisons between 2021 and 2022. Overall system-wide ridership increased by 31% with total ridership for 2022 at 31,439,582. Mr. Fox noted that despite inclement weather, service reliability was at 91%.

He proceeded to review month-by-month comparisons and data trends by mode, in

addition to 2022 UTA On Demand data which showed total ridership at 246,797.

A question concerning ridership demographics for On Demand was posed by Council Member Mendenhall and answered by Mr. Fox.

#### **NBA All-Star Service Update**

Mr. Fox introduced UTA's service plan for the NBA All-Star weekend. He shared information relating to the events, the many partners involved in the planning and preparation efforts and UTA's plan to meet the anticipated transit demand for the 100,000+ expected visitors.

Mr. Fox highlighted a transit service map detailing the extended services that will be provided including 24-hour airport TRAX service, a FrontRunner Sunday service, and extended late night hours on other service modes. Zero fare will be in place for this event. UTA staff volunteers will be mobilized across the system ready to assist customers.

Mr. Fox gave special thanks to Ms. Bourdeaux and Cheryl Beveridge, UTA Chief Operating Officer, for their leadership and planning efforts.

Council Member Mendenhall thanked UTA for their planning efforts. She referenced the "Visit Salt Lake" website which details many activities, including several free events, taking place over the weekend.

#### **b. Audit Committee Report**

Vice-Chair Johnson provided a brief summary of the UTA Audit Committee meeting held on December 12, 2022. The committee discussed and approved the proposed engagement letters for the external audits performed by Crowe, LLP. Topics of discussion included the 2022 Internal Audit Plan and proposed projects for the 2023 Internal Audit Plan. Presentations were received on the Fuel Cost Audit, Commuter Rail Assessment, and Fleet Engineering Assessment.

c. Next Meeting: Wednesday, May 31st, 2023 at 1:00 p.m.

#### **12. Adjourn**

A motion was made by Council Member Cronin and seconded by 2nd Vice-Chair Walker to adjourn the meeting. The motion carried by a unanimous vote and the meeting adjourned at 3:31 p.m.

Transcribed by Hayley Mitchell  
Executive Assistant to the Board  
Utah Transit Authority

This document is not intended to serve as a full transcript as additional discussion may have taken place; please refer to the meeting materials and audio located at <https://www.utah.gov/pm/sitemap/notice/812189.html> for entire content.

Meeting materials along with a time-stamped video recording may also be accessed at [http://rideuta.granicus.com/player/clip/214?view\\_id=1&redirect=true&h=fafe25181dfb7bd3a3b9004d833131a9](http://rideuta.granicus.com/player/clip/214?view_id=1&redirect=true&h=fafe25181dfb7bd3a3b9004d833131a9)

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

Approved Date:

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Mark Johnson  
Chair, UTA Advisory Council