



Utah Transit Authority

Board of Trustees

MEETING MINUTES - Draft

669 West 200 South
Salt Lake City, UT 84101

Wednesday, August 11, 2021

9:00 AM

FrontLines Headquarters

Present: Chair Carlton Christensen
Trustee Beth Holbrook
Trustee Jeff Acerson

Also participating were UTA staff members.

1. Call to Order and Opening Remarks

Chair Carlton Christensen welcomed attendees and called the meeting to order at 9:00 a.m.

2. Pledge of Allegiance

Attendees recited the Pledge of Allegiance.

3. Safety First Minute

Kent Muhlestein, UTA Safety Administrator - Transit System, provided a brief safety message.

4. Public Comment

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

5. Consent

a. Approval of July 28, 2021 Board Meeting Minutes

b. UTA Policy - UTA.02.04 National Transit Database Responsibility Policy

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

6. Reports

a. Agency Report

- **Garth Brooks Concert Service Update**

Free Fare for Clean Air Days. Mary DeLoretto, UTA Interim Executive Director, mentioned the agency will be participating in the first two "free fare for clean air" days on Thursday, August 12, 2021, and Friday, August 13, 2021. All UTA services on these

days will be free to the public. The initiative is funded by a bill passed during the 2019 legislative session. UTA's partners in this effort include the Utah Department of Environmental Quality, the Utah Clean Air Partnership (UCAIR), Representative Joel Briscoe and the Utah State Legislature, and the Healthy Environment Alliance of Utah (HEAL Utah).

Garth Brooks Concert Service Update

Ms. DeLoretto was joined by Eddy Cumins, UTA Chief Operating Officer, and Cheryl Beveridge, UTA Light Rail General Manager. Mr. Cumins spoke about the exceptionally high transit ridership to the Garth Brooks concert that took place on July 17, 2021 at the University of Utah. He then detailed pre-concert events (some of which complicated UTA's transportation support plans) and post-concert events and discussed lessons learned.

Discussion ensued. A question on the flexibility of service options at the University of Utah during large events was posed by the board and answered by staff. The board complimented staff on its efforts to provide service for the concert.

b. Financial Report - June 2021

Bill Greene, UTA Chief Financial Officer, was joined by Brad Armstrong, UTA Senior Manager - Budget & Financial Analysis, and Andrea Pullos, UTA Project Manager III. Mr. Armstrong reviewed the financial dashboard, sales tax revenue, sales tax collections by county, passenger revenue, stimulus funding, and operating financial results. Mr. Greene discussed capital spending (including spending by project type) and Ms. Pullos highlighted the Ogden/Weber State University bus rapid transit (BRT) and Airport Station relocation projects.

Discussion ensued. Questions on the timing of allocating fringe benefits, expenditures on state of good repair projects, and Ogden/Weber State University budget were posed by the board and answered by staff.

7. Resolutions

a. R2021-08-01 - Resolution Authorizing the Execution of a Section 5309 Small Starts Grant Agreement with the Federal Transit Administration for the Ogden/Weber State University (WSU) Bus Rapid Transit (BRT) Project

Patti Garver, UTA Manager - Environmental & Grant Services, explained the resolution, which authorizes execution of the Small Starts grant agreement for the Ogden/WSU BRT project.

Discussion ensued. A question clarifying the grant amount was posed by the board and answered by Ms. Garver.

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, that this resolution be approved. The motion carried by the following vote:

Aye: Chair Christensen, Trustee Holbrook, and Trustee Acerson

b. R2021-08-02 - Resolution Authorizing Execution of Addendum 4 and Addendum 5 to the Salt Lake Transit Master Plan Interlocal Agreement for 2021-2022 Frequent Transit Network Routes

Nichol Bourdeaux, UTA Chief Planning & Engagement Officer, was joined by Lorin Simpson, UTA Regional General Manager - Salt Lake Business Unit. Ms. Bourdeaux summarized the resolution, which authorizes the execution of addendums 4 and 5 to the Salt Lake Transit Master Plan Interlocal Agreement with Salt Lake City. Addendum 4 addresses the cost of sponsored services for frequent transit network (FTN) routes 2, 9, and 21, as well as paratransit service, for the period of August 2021-July 2022. Addendum 5 outlines mobilization costs for service planned for the 1000 North corridor to be implemented on the August 2022 change day.

Discussion ensued. Questions on the timing for beginning 1000 North service and vehicle propulsion selection were posed by the board and answered by staff.

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that this resolution be approved. The motion carried by the following vote:

Aye: Chair Christensen, Trustee Holbrook, and Trustee Acerson

c. R2021-08-03 - Resolution to Request the Utah Department of Transportation to use Eminent Domain for the Acquisition of Property Necessary for the Ogden-Weber State University Bus Rapid Transit Transportation Project - Parcels 148 and 149

Paul Drake, UTA Director of Real Estate & Transit-Oriented Development, was joined by Tim Merrill, Assistant Attorney General; Spencer Burgoyne, UTA Manager - Property Administration; and Gale Padgett, UTA Right of Way Consultant. Mr. Drake explained the resolution, which authorizes initiation of eminent domain proceedings for parcels 148 and 149 of the Ogden/WSU BRT project.

Discussion ensued. A question on the current property use was posed by the board and answered by staff.

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, that this resolution be approved. The motion carried by the following vote:

Aye: Chair Christensen, Trustee Holbrook, and Trustee Acerson

d. R2021-08-04 - Resolution Establishing a Self-Insurance/Catastrophic Loss Reserve Fund

Mr. Greene was joined by David Pitcher, UTA Claims & Insurance Manager. Mr. Greene summarized the resolution, which establishes a self-insurance/catastrophic loss reserve fund as allowed in Board Policy 2.1.(II)(A)(2) for the RideShare/vanpool program,

including a reserve for catastrophic losses not covered by the Governmental Immunity Act in the State of Utah. Mr. Pitcher reviewed the current RideShare/vanpool insurance scenario and discussed the benefits of shifting to a self-insurance program.

Discussion ensued. Questions on the source of reserve funds and cost of claims processing were posed by the board and answered by staff.

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that this resolution be approved. The motion carried by the following vote:

Aye: Chair Christensen, Trustee Holbrook, and Trustee Acerson

8. Contracts, Disbursements and Grants

a. **Contract: SD100 HVAC Inverter Replacement (Kiepe Electric, LLC)**

Kyle Stockley, UTA Rail Infrastructure Project Manager, requested the board authorize a contract in the amount of \$999,970 with Kiepe Electric, LLC for the replacement of 46 HVAC inverters on the SD100 light rail vehicles.

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, that this contract be approved. The motion carried by a unanimous vote.

b. **Change Order: 2022 Transit Bus Replacement - Ninth Order (Gillig, LLC)**

Mr. Stockley asked the board to approve a change order in the amount of \$10,500,056 to the contract with Gillig, LLC for 20 diesel buses. The total contract value, including the change order, is \$82,045,465.

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that this change order be approved. The motion carried by a unanimous vote.

c. **Change Order: Meadowbrook Expansion - Underground Power and Communications Relocation (Big D Construction)**

David Osborn, UTA Project Manager III, requested the board approve a change order in the amount of \$221,006 to the contract with Big D Construction for relocation of utilities at the Meadowbrook bus facility. The total contract value, including the change order, is \$3,566,883. Mr. Osborn noted two notices to proceed were previously issued on this work to keep the project moving.

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, that this change order be approved. The motion carried by a unanimous vote.

d. **Pre-Procurements:**

- **Refinish Floors at Meadowbrook Building 3**
- **Cyber Security Incident Event Management**
- **Locomotive Truck Frame Overhaul**
- **On-Route Charging Services**

Troy Hamilton, UTA Procurement Manager, was joined by Kevin Anderson, UTA

Director of Maintenance Support; Dan Harmuth, UTA IT Director; Mr. Stockley; and Grey Turner, UTA Manager - Civil Engineering & Design. Mr. Hamilton indicated the agency intends to procure the following goods and/or services:

- Refinish Floors at Meadowbrook Building 3
- Cyber Security Incident Event Management
- Locomotive Truck Frame Overhaul
- On-Route Charging Services

Discussion ensued. Questions on the need to outsource the locomotive truck frame overhaul and coordination with Rocky Mountain Power on the on-route charging service were posed by the board and answered by staff.

9. Discussion Items

a. Technology Assessment

Alisha Garrett, UTA Chief Enterprise Strategy Officer, was joined by Mr. Harmuth. Staff reviewed results of an assessment performed on the authority's technology applications and hardware infrastructure, including key findings, application health matrix, timeline for remediating applications, risks identified, and budgetary considerations.

Discussion ensued. Questions on JD Edwards functionality, customer relationship management systems, system risk management, system signage improvement plans, and new fare system were posed by the board and answered by staff.

10. Other Business

- a. Next Meeting: Wednesday, August 25, 2021 at 9:00 a.m.

11. Closed Session

a. Strategy Session to Discuss Pending or Reasonably Imminent Litigation

Chair Christensen indicated there were matters to discuss in closed session relative to pending or reasonably imminent litigation.

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, for a closed session. The motion carried by a unanimous vote.

Chair Christensen called for a break at 10:51 a.m.

The meeting resumed at 10:58 a.m., at which time closed session began.

12. Open Session

12. Open Session

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, to return to open session. The motion carried by a unanimous vote and open session resumed at 11:14 a.m.

13. Adjourn

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that the meeting be adjourned. The motion carried by a unanimous vote and meeting adjourned at 11:14 a.m.

Transcribed by Cathie Griffiths
Executive Assistant to the Board Chair
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, audio, or video located at <https://www.utah.gov/pmn/sitemap/notice/694743.html> for entire content.

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

Approved Date:

Carlton J. Christensen
Chair, Board of Trustees

Appendix A

Online Public Comment
to the
Board of Trustees of the Utah Transit Authority (UTA)
Board Meeting
August 11, 2021

Received on August 10, 2021 from George Chapman:

UTA does not enforce mask mandate. I am vaccinated and where a mask but everytime I go on a bus, there are riders without masks. Drivers wear masks but refuse to confront riders and force mask wearing. UTA is not following federal guidelines and is unsafe.

Please order bus drivers to require masks before getting on buses. And rail is a complete waste of time.

I used to ride regularly but now I will see once a month if UTA is safe.