



Utah Transit Authority

Board of Trustees

MEETING MINUTES - Draft

669 West 200 South
Salt Lake City, UT 84101

Wednesday, April 14, 2021

9:00 AM

Frontlines Headquarters

This meeting was held remotely via phone or video conference and broadcast live for the public via the link and instructions on the UTA Board Meetings page <https://rideuta.com/Board-of-Trustees/Meetings>.

Present: Chair Carlton Christensen
Trustee Beth Holbrook
Trustee Jeff Acerson

Also participating were members of UTA staff and interested community members.

1. Call to Order & 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.

2. Safety First Minute

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

3. 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. All online public comment received was distributed to the board for review in advance of the meeting and is attached as Appendix B to these minutes.

4. Consent

a. Approval of March 24, 2021 Board Meeting Minutes

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

5. Reports**a. Agency Report**

American Rescue Plan Act. Carolyn Gonot, UTA Executive Director, mentioned the American Rescue Plan Act, which is a stimulus bill passed by Congress with the intent to provide economic support during the COVID-19 crisis. UTA will receive \$167.8 million in funds from the act, which will help the agency compensate for fare revenue loss due to reduced ridership resulting from the pandemic.

\$3.2M to Ogden-Weber State University Bus Rapid Transit (BRT) Project. Ms. Gonot noted UTA will receive an additional \$3.2 million from the Federal Transit Administration. The allocation closes a funding gap on the Ogden-Weber State University BRT project. Execution of the Small Starts grant is expected later this year.

b. Financial Report - February 2021

Bill Greene, UTA Chief Financial Officer, was joined by Brad Armstrong, UTA Senior Manager - Budget & Financial Analysis. Mr. Armstrong reviewed the financial dashboard and reported on sales tax collections, passenger revenues, transit-related stimulus funds, operating financial results, and operating expenses by mode.

Discussion ensued. Questions on eco pass renewals, monthly budget trends, and the methodology for reporting utilities costs were posed by the board and answered by staff.

6. Resolutions**a. Resolution R2021-04-01 Granting Contract and Expenditure Authority**

Troy Bingham, UTA Comptroller, explained the resolution, which updates the list of vendors and estimated disbursement levels for certain contract, expense, and change order approvals.

Discussion ensued. A question on the tentative cost breakout was posed by the board and answered by Mr. Bingham.

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

Aye: Chair Christensen, Trustee Holbrook, and Trustee Acerson

7. Contracts, Disbursements and Grants**a. Contract: Battery Electric Buses and Associated Charging Equipment (Gillig LLC)**

Eddy Cumins, UTA Chief Operating Officer, was joined by Kyle Stockley, UTA Rail Infrastructure Project Manager. Mr. Cumins requested the board approve a five-year contract with Gillig LLC for battery electric buses and associated charging equipment. The base order for the contract includes 44 buses with options for an additional 95 buses. The base order total is \$44,267,668.84 and the estimated total contract value over five years is \$145,944,094. The initial bus purchase order will provide buses for UTA and Park City Transit. Subsequent options may be split among various transit providers across the state. Future orders to execute options on this contract will be brought to the board for approval.

Discussion ensued. Questions on Gillig bus certification, confidence in the electric bus technology, potential recourse for nonperformance, charging station support, and bus production timelines were posed by the board and answered by staff.

A motion was made by Trustee Holbrook, seconded by Trustee Acerson, that this contract be approved. The motion carried unanimously.

b. Contract: Program Management Services (HNTB)

Mary DeLoretto, UTA Chief Service Development Officer, was joined by Manjeet Ranu, UTA Director of Capital Projects, and Grey Turner, UTA Senior Program Manager - Engineering & Project Development. Ms. DeLoretto asked the board to authorize a contract with HNTB for program/project management and other services. The contract has a three-year term with two one-year options. In the event that UTA desires to execute the options years, board approval will be required. The three-year contract value is \$17,086,498.

Discussion ensued. Questions on the location of HNTB staff who will be assigned to projects (i.e., local versus national), contract intent, and personnel resources were posed by the board and answered by staff.

A motion was made by Trustee Acerson, seconded by Trustee Holbrook, that this contract be approved. The motion carried unanimously.

c. Change Order: Program Management Services Contract Extension (WSP)

Ms. DeLoretto was joined by Mr. Ranu and Mr. Turner. Ms. DeLoretto requested the board approve a change order for a contract extension with WSP for program management services in the amount of \$1,271,600. The extension allows for continuity in projects as program management consulting services transition from WSP to HNTB. The total contract value, including the change order, is \$26,345,509.

A motion was made by Trustee Holbrook, seconded by Trustee Acerson, that this change order be approved. The motion carried unanimously.

d. **Change Order: On-Call Infrastructure Maintenance - Task Order #10 - Redwood Road Trax Grade Crossing Replacement (Stacy and Witbeck Inc.)**

Mr. Cumins was joined by Mr. Stockley. Mr. Cumins asked the board to approve a change order in amount of \$304,203 to the contract with Stacy and Witbeck Inc. for the replacement of the Red Line TRAX grade crossing at Redwood Road. The total contract value, including the change order, is \$2,302,727.

Discussion ensued. A question on the specific project location was posed by the board and answered by staff.

A motion was made by Trustee Acerson, seconded by Trustee Holbrook, that this change order be approved. The motion carried unanimously.

e. **Pre-Procurement:**

- **Motorola Integrated Digital Enhanced Network (IDEN) Support**
- **Multiple Buildings Roof Replacement**
- **3300 S. Bus Stop Design and Property Acquisition**

Todd Mills, UTA Director of Supply Chain, was joined by Kyle Brimley, UTA Communications & Deployment Manager; Kevin Anderson, UTA Facilities Maintenance Manager; and Brandon Heath, UTA Civil Engineer III. Mr. Mills indicated the agency intends to procure the following items or services:

- Motorola integrated digital enhanced network (IDEN) support
- Multiple buildings roof replacement
- 3300 South bus stop design and property acquisition

Discussion ensued. Questions on the need and timeline for continued IDEN support, bidding process for roof replacements, product used for roof replacements, number of firms providing bus stop design services, and internal coordination regarding bus stop improvements were posed by the board and answered by staff.

8. Service and Fare Approvals**a. Complimentary Fare: Art in Transit Complimentary Passes**

Kensey Kunkel, UTA Manager of Business Development - Sales, was joined by Megan Waters, UTA Community Engagement Manager. Ms. Waters requested the board approve a complimentary fare for participants in the BeUTAHful Community Student Art in Transit Competition. The fare includes one-time use group passes for 645 participants and their families with the objective of introducing the participants to transit and allowing them to see the artwork on display. The total value of the passes is \$12,000.

Discussion ensued. Questions on the geographic spread of participants, provision of passes to participants outside the service district, and potential for expanding the program to other Utah transit agencies were posed by the board and answered by staff.

A motion was made by Trustee Holbrook, seconded by Trustee Acerson, that this complimentary fare be approved. The motion carried unanimously.

9. Discussion Items**a. UTA Policy UTA.05.02 - Paid Time Off - Administrative Employees**

This item was deferred to a future meeting.

10. Other Business

The next meeting of the board will take place on April 28, 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 be discussed in closed session relative to pending or reasonably imminent litigation.

A motion was made by Trustee Acerson, seconded by Trustee Holbrook, to enter closed session. The motion carried unanimously.

The board entered closed session at 10:21 a.m.

A motion was made by Trustee Holbrook, seconded by Trustee Acerson, to return to open session. The motion carried unanimously.

The open portion of the meeting resumed at 11:07 a.m.

12. Adjourn

A motion was made by Trustee Holbrook, seconded by Trustee Acerson, that the meeting be adjourned. The motion carried unanimously and the meeting was adjourned at 11:08 a.m.

Transcribed by Cathie Griffiths
Executive Assistant to the Board Chair

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/669021.html> and <https://www.rideuta.com/Board-of-Trustees/Meetings> 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

UTAH TRANSIT AUTHORITY ELECTRONIC BOARD MEETING DETERMINATION

Consistent with 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 COVID -19 pandemic, 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 continue to encourage institutions and individuals to limit in-person interactions.

This written determination takes effect on April 12, 2021, and is effective until midnight on May 11, 2021 and may be re-issued by future written determinations as deemed appropriate.

Dated this 2nd day of April 2021.

Carlton J. 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
April 14, 2021**

Received on April 13, 2021 from George Chapman:

Comments to Board of Trustees April 14

ADA requirements are not being met by buses since they do not go to the curb which requires those unable to step up more than 6 inches to need the ramp. It is embarrassing. Please tell bus drivers to get to the curb.

The S-Line \$12 million would be better used to reduce bus fares to \$1 (bus fare elasticity better than rail). Your COVID funds can be used for it. It would defuse the objections to spending it for extending the S-Line.

I still think that spending \$12 million on essentially a one block extension to the "heart of Sugar House" (8 years ago the "heart of Sugar House" was on 2100 South and Highland!) does not make sense.

If it goes south, residents on Highland WILL FIGHT to protect their on street parking (that they got to compensate for the road diet), their mountain views obscured by streetcar power lines, bicycle road (rails catch bicycle tires), property taxes (increased by rail) and single family zoning. Any potential extension to the south will result in significant public opposition and DECREASE BROAD PUBLIC SUPPORT (which we successfully used several times to reduce the UTA applications for federal help).

On the other hand, a quick resolution would be to publicly and emphatically assign the extension to go east to be closer to Sugar House Park. I still think Wilmington with its access to the Sugar House Draw is the best solution to decrease opposition. Although it may require buying part of the Sundance Catalog property, it will be the least expensive way to get to Sugar House Park.

A successful rail requires a destination, like Sugar House Park. I remind you that the weekend ridership is higher and that seems to show the Park is the biggest draw to ridership..