



# Utah Transit Authority

## Board of Trustees

### MEETING MINUTES - Draft

669 West 200 South  
Salt Lake City, UT 84101

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**Wednesday, March 8, 2023**

**9:00 AM**

**FrontLines Headquarters**

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**Present:** Chair Carlton Christensen  
Trustee Beth Holbrook  
Trustee Jeff Acerson

Also attending were UTA staff and interested community 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**

Cheryl Beveridge, UTA Chief Operating Officer, provided a brief safety message.

**4. Public Comment**

**In-Person/Virtual Comment**

No in-person or virtual comment was made during the meeting.

**Online Comment**

No online public comment was received for the meeting.

**5. Consent**

**a. Approval of February 22, 2023 Board Meeting Minutes**

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, to approve the consent agenda. The motion carried by a unanimous vote.

**6. Reports**

**a. Executive Director's Report**

- Operator Tribute - Bert Tso
- Operator Tribute - Paul Najjar

**System Fatality**

Jay Fox, UTA Executive Director, reported a fatality that occurred on the system on

Friday, March 3, 2023.

#### **NBA All-Star Game Ridership**

Mr. Fox mentioned preliminary ridership numbers from the NBA All-Star Game reflect an overall ridership increase of 171,000 when compared to the previous week.

Discussion ensued. Chair Christensen commended staff for their excellent work during the game and related events.

#### **Operator Tribute - Bert Tso**

Mr. Fox was joined by Cheryl Beveridge, UTA Chief Operating Officer, and Andres Colman, UTA Regional General Manager - Salt Lake Business. Mr. Colman recognized UTA Operator Bert Tso for deescalating a dangerous situation that occurred while he was operating his route on February 8, 2023. He also thanked Mr. Tso for his 38 years of service to the agency.

#### **Operator Tribute - Paul Najar**

Mr. Fox was joined by Ms. Beveridge; Ryan Taylor, UTA Special Services General Manager; Christine Smith, UTA Manager of Special Services Operations Support; and Mike Toronto, UTA Labor Relations Officer. Mr. Fox recognized UTA Paratransit Operator Paul Najar and the special services team for their assistance in locating a missing woman with disabilities. The woman was a paratransit rider who was reported missing after failing to make her post-work paratransit connection. When the UTA special services team learned the woman was missing, they began searching for her. Mr. Najar found the woman in a McDonald's restaurant and transported her to UTA's Riverside facility to be reunited with her family.

### **b. Government Relations and Legislative Update**

Shule Bishop, UTA Government Relations Director, thanked UTA's legislative sponsors, stakeholders, partner agencies, trustees, and staff for their efforts during the 2023 legislative session. He spoke about UTA's participation at the Capitol and provided the following summary of bills supported by the agency:

- House Joint Resolution 26 Transit Operator Safety Awareness passed
- House Bill (HB) 243 Public Transit Employee Collective Bargaining Amendments passed
- HB 433 Public Land Geographic Data Amendments passed
- HB 439 Railroad Drone Amendments failed in the Senate; UTA hopes to revisit HB439 during the legislative interim
- HB 500 County Sales Tax Amendments failed in the House
- Senate Bill (SB) 27 Transportation Revisions passed
- SB 84 Housing and Transit Reinvestment Zone Amendments passed
- SB 125 Transportation Infrastructure Amendments passed
- SB 185 Transportation Amendments passed

Mr. Bishop also reported on bills the agency initially opposed:

- SB 250 Public Surveillance Amendments passed; the second substitute eliminated UTA's concerns with the initial bill and the agency's position on this bill is now neutral
- SB 260 Transportation Funding Requirements passed; the second substitute included language adjustments requested by UTA and the agency's position is now supportive

Discussion ensued during which Mr. Bishop said the bill requiring government entities to change their website domains to ".gov" passed and UTA is working to get an exemption.

Mr. Fox said he was excited about the passage of SB 125 and pleased with the inclusion of operations in SB 260. He thanked Chair Christensen; Bill Greene, UTA Chief Financial Officer; and Mr. Bishop for their support during the "waning hours" of the session.

## 7. Resolutions

### a. **R2023-03-01 - Resolution Approving the First Amendment to the Authority's 2023 Budget**

Mr. Greene was joined by Daniel Hofer, UTA Director of Capital Assets & Project Controls. Mr. Hofer summarized the resolution, which adds \$11 million to the Ogden/Weber State (OGX) Bus Rapid Transit (BRT) project. He noted revenue for the additional funding request comes from new and existing grants and the amendment does not impact UTA fund balances.

Discussion ensued. A question on budget process improvements was 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

### b. **R2023-03-02 - Resolution Adopting the 2023-2027 Five-Year Service Plan**

Jaron Robertson, Acting Planning Director, was joined by Nichol Bourdeaux, UTA Chief Planning & Engagement Officer. Mr. Robertson provided an overview of the 2023-2027 Five-Year Service Plan, including the implementation timeline, community engagement efforts, and plan highlights by year. He also discussed long-term service improvements and future projects. Mr. Robertson concluded by reviewing the service implementation process.

Discussion ensued. Questions on community engagement objectives, improvements to 200 South in Salt Lake City, project implementation constraints, prioritization

considerations, and UTA's approach to growth were posed by the board and answered by staff. Ms. Bourdeaux committed to provide more detailed information to the board on growth planning. Trustee Acerson requested staff work proactively with UTA's partners on transportation solutions in the canyons.

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

## 8. **Contracts, Disbursements and Grants**

### a. **Contract: Rail Monitoring Software (Wi-Tronix, LLC)**

Kyle Brimley, UTA IT Director, requested the board approved a five-year, sole source contract with Wi-Tronix, LLC for rail monitoring software. The total contract value is \$232,649.64.

Discussion ensued. A question on the sole source procurement was posed by the board and answered by Mr. Brimley.

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

### b. **Contract: Task Ordering Agreement for TOD Station Area Planning Consultant Pool A (Perkins & Will, Inc.)**

Paul Drake, UTA Director of Real Estate & Transit-Oriented Development, requested the board approve a task ordering contract with Perkins & Will, Inc. to assist in station area planning. Any task order for this contract over \$200,000 will be brought to the board for approval. Also, if the task order total exceeds \$600,000, additional board approval will be required.

Discussion ensued. A question on the contract maximum was posed by the board and answered by Mr. Drake.

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

### c. **Contract: South Utah Valley FrontRunner Environmental and Preliminary Design (AECOM)**

David Hancock, UTA Director of Capital Development, was joined by Janelle Robertson, UTA Project Manager III. Ms. Robertson requested the board approve a contract with AECOM for planning, environmental documentation, and preliminary design on the South Utah Valley FrontRunner Project. The contract has a base term of three years with two one-year options. The contract has a not-to-exceed value of \$8,417,670.

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that this

contract be approved. The motion carried by a unanimous vote.

**d. Pre-Procurements**

- **Commercial Advertising Services**
- **Wash Station and Floor Soaps**

Todd Mills, UTA Director of Supply Chain, was joined by Steve Wright, UTA Chief Communications Officer. Mr. Mills informed the board the agency intends to procure the goods and services outlined on the meeting agenda.

Discussion ensued. Questions on exclusion clauses in the advertising services contract and available space for UTA and community partner advertising were posed by the board and answered by staff.

**9. Service and Fare Approvals**

**a. Fare Agreement: Special Events Agreement (The Church of Jesus Christ of Latter-Day Saints)**

Kensy Kunkel, UTA Manager - Business Development & Sales, was joined by Ms. Beveridge. Ms. Kunkel requested the board approve a \$136,000 special events agreement with The Church of Jesus Christ of Latter-day Saints for ticket-as-fare to specific events defined in the contract. In addition, the contract outlines the terms under which additional events may be added with the concurrence of both parties and billed according to an agreed upon rate schedule. Ms. Kunkel clarified the ticket-as-fare events will not require supplemental service.

Discussion ensued. A question on the need for additional capacity to accommodate Church-related events was posed by the board and answered by staff.

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

Chair Christensen call for a break at 10:26 a.m.

The meeting reconvened at 10:35 a.m.

**10. Discussion Items**

**a. Gillig Supply Chain Discussion**

Jared Scarbrough, UTA Director of Capital Construction, was joined by Kyle Stockley, UTA Manager of Capital Vehicles, and Bill Fay, Vice President of Sales with Gillig. Mr. Fay described the Gillig organization and company values, then went on to discuss market dynamics, inflation, and supply chain challenges affecting vehicle manufacturing and delivery.

Discussion ensued. Questions on in-house manufacturing, parts sourcing, and production challenges by propulsion system were posed by the board and answered by

staff and Mr. Fay.

**b. Video Security Update**

Cody Steffensen, UTA Video Security Technician, was joined by Sheldon Shaw, UTA Director of Safety & Security, and Ron Kendell, UTA Video Security Administrator. Mr. Steffensen provided statistics on UTA's video security system, which includes over 5,000 cameras installed on buses, light rail, and commuter rail vehicles. He spoke about how video is used to resolve issues across the agency and highlighted current projects, such as video security relocation, bus video system overhaul, rail video system overhaul, and video security communications improvements.

Discussion ensued. Questions on video retention and video request rate cycles were posed by the board and answered by staff.

**11. Other Business**

- a. Next Meeting: Wednesday, March 22nd, 2023 at 9:00 a.m.

**12. Closed Session**

**a. Strategy Session to Discuss Collective Bargaining**

Chair Christensen indicated there were matters to be discussed in closed session relative to collective bargaining. A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, for a closed session. The motion carried by a unanimous vote and the meeting moved into closed session at 11:08 a.m.

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

**13. 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 the meeting reconvened in open session at 11:34 a.m.

**14. Adjourn**

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, to adjourn the meeting. The motion carried by a unanimous vote and the meeting adjourned at 11:35 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/816955.html> for entire content. Meeting materials along with a time-stamped video recording may also be accessed at [https://rideuta.granicus.com/player/clip/220?view\\_id=1&redirect=true&h=0f7330a9a2315032e8e20b20c5759ccc](https://rideuta.granicus.com/player/clip/220?view_id=1&redirect=true&h=0f7330a9a2315032e8e20b20c5759ccc)

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

Approved Date:

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Carlton J. Christensen  
Chair, Board of Trustees