



Utah Transit Authority

Board of Trustees

MEETING MINUTES - Draft

669 West 200 South
Salt Lake City, UT 84101

Wednesday, October 9, 2024

9:00 AM

FrontLines Headquarters

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

Heather Barnum, UTA Chief Communications Officer, delivered a brief safety message.

4. Public Comment

In Person/Virtual Comment

No in person or virtual comment was given.

Online Comment

No online comment was received.

5. Consent

a. Approval of September 25, 2024 Board Meeting Minutes

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

6. Reports

a. Executive Director Report

- Sales Tax Revenue Refunding Bonds Issuance

Jay Fox, UTA Executive Director, was joined by Brian Reeves, UTA Associate Chief Financial Officer, and Brian Baker, with Zions Public Finance.

Fox began by reporting system ridership year-over-year is strong.

Reeves and Baker then reported on the agency's recent issuance of sales tax revenue refunding bonds. The transaction redeemed all outstanding UTA Build America Bonds (BABs), purchased \$83 million additional tendered bonds of various maturities, removed subsidy payment risk, and decreased debt service by \$85 million.

Discussion ensued. Questions on BAB refunding for other agencies in Utah, bond market conditions, and similar transactions made at a national level were posed by the board and answered by staff.

b. Strategic Plan Minute: Generating Critical Economic Return - Finance School

Jay Fox highlighted the UTA Finance School initiative, which was implemented to increase the financial acumen of employees across the agency.

c. Financial Report - August 2024

Brian Reeves was joined by Brad Armstrong, UTA Director of Budget & Financial Strategy, and Greg Andrews, UTA Senior Financial Analyst.

Staff reviewed the following:

- Financial dashboard
- Sales tax revenue
- Sales tax collections by county
- Sales tax growth and passenger revenues
- Full-time equivalent (FTE) staffing
- Operating financial results
- Capital spending by chief office
- Capital year-to-date spending

Discussion ensued. Questions on budgeted sales tax revenue projections for 2025, debt service results numbers, grant drawdowns, and capital budget expenditure allocations were posed by the board and answered by staff. Chair Christensen recommended including more compressed natural gas (CNG) vehicles in UTA's fleet to reduce cost per mile.

7. Resolutions

a. R2024-10-01 - Resolution Authorizing Execution of an Interlocal Cooperation Agreement with Salt Lake County for Evidence Management Services

Dalan Taylor, UTA Chief of Police & Public Safety Manager, was joined by Jason Petersen, UTA Police Captain.

Petersen summarized the resolution, which authorizes execution of an interlocal

cooperation agreement with Salt Lake County for evidence management services. The agreement has a term of four years and a not-to-exceed value of \$35,000.

Discussion ensued. Questions on the capacity of the storage facility and contract impacts were 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

8. **Contracts, Disbursements and Grants**

a. **Contract: Police Vehicle Replacements (Young Chevrolet, Inc.)**

Dalan Taylor was joined by Jason Petersen.

Petersen requested the board approve an \$883,813 contract with Young Chevrolet, Inc. for the purchase of 17 new police patrol vehicles.

Discussion ensued. Questions on the fleet vehicle status, vehicle rotation objectives, and delivery timeline were posed by the board and answered by Petersen.

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: Police Vehicle Upfitting (Vehicle Lighting Solutions)**

Dalan Taylor was joined by Jason Petersen.

Petersen requested the board approve a \$280,000 contract with Vehicle Lighting Solutions for police vehicle upfittings.

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: Lehi Pedestrian Bridge and Mainline Path Repairs (Granite Construction Company)**

Jared Scarbrough, UTA Director of Capital Design & Construction, was joined by Grey Turner, UTA Manager - Civil Engineering & Design.

Staff requested the board approve a \$799,273 contract with Granite Construction Company for repairs on the Lehi pedestrian bridge and Mainline path.

Discussion ensued. A question on future design analysis was posed by the board and answered by staff.

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. **Contract: TRAX and FrontRunner Rail Platform Real Time Digital Signage Equipment (International Display Systems, Inc.)**
- Kyle Brimley, UTA IT Director, was joined by Shawn Stephens, UTA Manager - IT Project Management Office.
- Brimley requested the board approve a contract with International Display Systems, Inc. (IDS) for real-time digital signage equipment. The contract has a three-year base term with two additional one-year options. The total contract value for the base term and two option years is \$2,130,386.96.
- Discussion ensued. A question on sign capabilities was posed by the board and answered by staff.
- A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, that this contract be approved. The motion carried by a unanimous vote.
- e. **Contract: Cohesity Backup and Recovery System Support Annual Subscription (CVE Technologies Group, Inc.)**
- Kyle Brimley was joined by Tom Smith, UTA IT Network Support Manager.
- Brimley requested the board approve a \$233,254.98 contract with CVE Technologies Group, Inc. for an annual data backup support subscription.
- Discussion ensued. A question on the backup system functionality was posed by the board and answered by staff.
- A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that this contract be approved. The motion carried by a unanimous vote.
- f. **Contract: Automatic Passenger Counting (APC) System Upgrade for Bus and Rail (Urban Transportation Associates, Inc.)**
- Kyle Brimley was joined by Shawn Stephens.
- Brimley requested the board approve a contract with Urban Transportation Associates, Inc. for an upgrade to the APC system on bus and rail. The contract has a not-to-exceed value of \$2,382,795 that applies to the three-year term. The contract also includes two additional one-year options. Exercise of the options will require additional board approval.
- Discussion ensued. Questions on the implementation impacts and timeline were posed by the board and answered by staff. Chair Christensen noted the agency is under federal requirement to report ridership data.
- A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, that this

- contract be approved. The motion carried by a unanimous vote.
- g. Contract: Procurement Consulting Services (Concordant, LLC)**

Todd Mills, UTA Director of Supply Chain, requested the board approve a contract with Concordant, LLC for procurement consulting services. The contract has a base term of one year with two additional one-year options. The contract has a total not-to-exceed value of \$959,727.05, including the option years.

Discussion ensued. Questions on expected consultant work and anticipated length of need for services were posed by the board and answered by Mills.

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

- h. Contract: Critical Connections Study Funding Agreement (UDOT)**

Patti Garver, UTA Manager of Environmental Compliance & Sustainability, requested the board approve a \$500,000 contract with the Utah Department of Transportation (UDOT) for a critical connections study, which would evaluate the nature of east to west transportation in Salt Lake City and recommend an infrastructure solution or program of solutions for further consideration and/or implementation.

[Note: A previous version of this agreement was approved by the UTA Board of Trustees on December 20, 2023. The signatories on the previous version included UDOT, the Redevelopment Agency of Salt Lake City (RDA), Salt Lake City, and UTA. However, UDOT requested a new agreement specific to UDOT and UTA. A separate agreement will be completed among UDOT, RDA, and Salt Lake City. This contract rescinds and replaces the December 20, 2023, agreement.]

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

9. Budget and Other Approvals

- a. TBA2024-10-01 - Technical Budget Adjustment - 2024 Capital Program**

Daniel Hofer, UTA Director of Capital Programs & Support, was joined by Greg Andrews.

Hofer summarized the technical budget adjustment, which reallocates \$6.011 million in the existing 2024 capital budget to aid in project delivery. The adjustment has a net neutral impact on the fund balance.

Discussion ensued. Questions on funding sources for the FrontRunner 2x project, status on various projects, project cost increases, how cost increases are accommodated in the five-year capital plan, procurement delay impacts, and procurement lead time management were posed by the board and answered by staff.

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

10. Discussion Items

a. 2024-2025 UTA Insurance Program and Renewals

Brian Reeves was joined by Dave Pitcher, UTA Claims & Insurance Manager, and Katy Seeley, UTA Workers Compensation Administrator.

Pitcher reported on UTA's insurance program and renewals, including:

- Public officials errors and omissions coverage
- Blanket excess liability
- Premises liability
- Policy professional liability
- General liability
- Auto liability
- Public officials E&O employment practices
- Railroad liability
- Workers compensation coverage
- Property liability
- Cyber liability
- Vanpool coverage
- Railroad protective liability
- Terrorism liability
- Fiduciary liability
- Crime coverage
- Drone liability

Overall, there is a 3.08% increase in 2024-25 premiums over 2023-2024.

Pitcher also noted in 2023 the board approved projected expenditures under the Insurance Brokerage Service contract over the next five years. The projected expenditure for 2024-2025 was \$3,631,399.50 and the actual expenditure will be \$3,722,780.00, resulting in an overage of \$91,380.50 over the projected expenditure amount for 2024. The total approved expenditures for five years has not been exceeded.

Discussion ensued. Questions on criteria for determining public officials coverage, tort immunity caps, and property insurance rates were posed by the board and answered by staff.

Chair Christensen called for a recess at 10:36 a.m.

The meeting reconvened at 10:45 a.m.

b. 2025-2029 Five Year Service Plan

Nichol Bourdeaux, UTA Chief Planning & Engagement Officer, was joined by Eric Callison, UTA Manager of Service Planning.

Callison reviewed the UTA 2025-2029 Five-Year Service Plan, including the plan purpose, timeline, final draft revision process, and proposed phasing for April change days throughout the plan's duration. The presentation focused on adjustments made to the plan as a result of public feedback.

Discussion ensued. Questions on route 417 end of line, route 219 end of line, planned changes in the Ogden area in 2026, Holladay City feedback on proposed route changes, MVX start-up following construction completion, and route 17 adjustments were posed by the board and answered by staff.

c. TechLink TRAX Study Update and Locally Preferred Alternative Recommendation

Nichol Bourdeaux was joined by Patti Garver and Alex Beim, UTA Manager of Long-Range Strategic Planning.

Staff provided an overview and background of the Techlink TRAX Study. They discussed project goals and the study timeline. They then reviewed alternatives that were considered and presented the preferred technical evaluation recommendation, which was determined following a public engagement process. The locally preferred alternative is identified as alternative 3 in the study document. This alternative provides a direct TRAX connection along 400 West and a potential future connection to the TRAX Salt Lake Central Station. Staff concluded by outlining the next steps in the implementation process.

Discussion ensued. Questions on TRAX service intervals across alternatives, decisions regarding route planning and the Salt Lake Central Station, and Salt Lake City's plans for the Rio Grande building were posed by the board and answered by staff. The board requested additional information on the locally preferred alternative recommendation and its long-term impacts to the UTA system. Chair Christensen recommended including the Salt Lake Central Station area in the environmental work for the project.

d. UTA Economic Value Study

Alex Beim was joined by Dede Murray, UTA Strategic Planner III.

Murray provided an overview of the study purpose, economic return statistics, and key findings, such as:

- Investing in UTA benefits Utah's economy
- Most of the benefits of transit occur to non-users

- Existing transit results in mileage and time cost savings to Utah households and businesses beyond the cost of the service
- The positive impacts of transit performance greatly outweigh the adverse impacts of the taxes and fares that support the system

Discussion on the community benefits of transit ensued. Chair Christensen recommended the study results be made available to UTA’s partners and the public.

11. Other Business

- a. Next Meeting: Wednesday, October 23rd, 2024 at 9:00 a.m.

12. Adjourn

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, to adjourn the meeting. The motion carried by a unanimous vote and the meeting adjourned at 11:38 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 or audio located at <https://www.utah.gov/pmn/sitemap/notice/944883.html> for entire content. Meeting materials, along with a time-stamped video recording, are also accessible at https://rideuta.granicus.com/player/clip/324?view_id=1&redirect=true.

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

Approved Date:

Carlton J. Christensen
Chair, Board of Trustees