



Utah Transit Authority

Board of Trustees

MEETING MINUTES - Draft

669 West 200 South
Salt Lake City, UT 84101

Wednesday, March 23, 2022

9:00 AM

FrontLines Headquarters

Present: Chair Carlton Christensen
Trustee Beth Holbrook
Trustee Jeff Acerson

Also attending were UTA staff.

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 Acting Chief Operating Officer, delivered a brief safety message.

4. Public Comment

No in person public comment was given. (Note: All online public comment received for the meeting is attached as Appendix A to these minutes.)

5. Consent

a. Approval of March 9, 2022 Board Meeting Minutes

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

6. Reports

a. Executive Director's Report

- August Change Day Comment Period
- UTA Team Tribute - Doug Malmborg
- UTA Team Tribute - Procurement Group
- APTA Legislative Conference

August Change Day Comment Period

Jay Fox, UTA Executive Director, was joined by Megan Waters, UTA Community Engagement Manager. Ms. Waters reported the public comment period for the August change day is open through April 1, 2022. She described several ways the agency is

garnering public feedback:

- Staff hosted a virtual public meeting last week that had good participation (the recordings of the meeting are available on the UTA Facebook page and YouTube channel)
- Public comment can be made through the UTA website (www.rideuta.com <http://www.rideuta.com>)
- Staff is engaging in targeted outreach to populations that experience challenges with utilizing the feedback mechanisms currently available

UTA Team Tribute - Doug Malmborg

Mr. Fox was joined by Lorin Simpson, UTA Regional General Manager - Salt Lake Business Unit, and Ms. Beveridge. Mr. Simpson recognized Doug Malmborg, UTA Operations Supervisor, for the exceptional service he performed for travelers in the canyon during the heavy snowstorm on March 9, 2022, which included digging out several cars that slid off the road. He also thanked Bill Humphreys, UTA Operations Supervisor, for sending in a commendation for Mr. Malmborg's efforts.

Chair Christensen yielded the floor to Mr. Malmborg, who expressed appreciation for the recognition and for his peers who make it possible to do this kind of work.

UTA Team Tribute - Procurement Group

Mr. Fox was joined by Todd Mills, UTA Director of Supply Chain. Mr. Fox said Governor Cox declared March as "Procurement Month." Mr. Mills spoke about the procurement team's motto - "What they need, when they need it" - and described the functions of the inventory buyers, contract buyers, procurement contract specialists, strategic sourcing specialist, inventory control group, and legal support. He remarked on the team's key performance indicators, stating they are maintaining >95% parts availability and >95% inventory accuracy levels.

APTA Legislative Conference

Mr. Fox was joined by Shule Bishop, UTA Government Relations Director. Mr. Fox thanked Mr. Bishop for his leadership in meetings with Utah's federal delegation during the American Public Transportation Association (APTA) Legislative Conference in mid-March. He also thanked the federal legislators for making time to discuss transit with UTA leaders.

Mr. Bishop in turn thanked UTA's federal contractors for their work on UTA concerns and the Federal Transit Administration (FTA) leadership for meeting with the agency.

b. Pension Committee Report

Trustee Jeff Acerson reported on the recent pension committee meeting. He indicated rising inflation may force a change in the pension fund management strategy, including the possibility of diversifying the asset allocation by adding private equity to the mix. UTA's contracted fund managers will make a recommendation at the next committee meeting. Trustee Acerson concluded by stating that overall, the outlook on the pension

is good.

Discussion ensued. A question on private equity participation was posed by the board and answered by Trustee Acerson.

7. Resolutions

a. **R2022-03-04 - Resolution Approving the Title VI Service Equity Analysis for the April 2022 Change Day**

Andrew Gray, UTA Civil Rights Compliance Officer - Title VI & DBE, was joined by Ms. Waters, and Nichol Bourdeaux, UTA Chief Planning & Engagement Officer. Ms. Waters summarized the resolution, which approves the Title VI service equity analysis for the April 2022 change day (April 17, 2022). There is one major change to transit service for implementation on change day affecting route 834 in Utah County. Weekday frequency on the route will increase from 60-minute service to 30-minute service. Also, the route will be modified with a westward extension to serve the new Vineyard FrontRunner Station and a small segment will be discontinued along 100 North in Orem.

Ms. Waters reviewed public engagement efforts related to the April change day, which included public notices, a 30-day public comment period, a virtual public meeting, and additional virtual engagement. During the public comment period, feedback was accepted by email, mail, phone, OpenUTA, and an online form on the UTA website. A total of 32 comments were received related to the proposed changes on route 834. Overall, the comments were mixed, with most constituents expressing support for increased transit options in Utah County and others expressing concern over the planned routing.

Mr. Gray explained the Title VI process and indicated the proposed changes to route 834 yielded no potential for Title VI findings.

Discussion ensued. The trustees were interested in whether the timing of the route change would coincide with the Vineyard Station opening and asked staff to ensure communication of the route change information to riders. Trustee Acerson said the Utah Department of Transportation (UDOT) has been extremely complimentary to UTA regarding work on the Vineyard Station and added the delays on completing work at the station are attributable to the developer responsible for providing access to the station.

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. **R2022-03-05 - Resolution Approving Rail Station Names for TRAX 600 South Station and FrontRunner Vineyard Station**

Andrea Packer, UTA Communications Director, described the resolution, which approves rail station names for the TRAX 600 South Station and FrontRunner Vineyard Station.

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. R2022-03-06- Resolution Adopting the Fare Rates and Types of Fare Media of the Agency and Authorizing FrontRunner Pass-Through Stations

Monica Morton, UTA Fares Director, outlined the resolution, which adopts the fare rates and types of fare media of the agency and authorizes FrontRunner pass-through stations. She noted FrontRunner uses a distance-based fare at a rate of \$2.50 at the initial station plus \$.60 per station traveled. North Temple has historically been treated as a “pass-through” station - a station for which no charge is assessed to the rider. The resolution updates the FrontRunner fare matrix to include Vineyard Station and formally identifies Vineyard Station and North Temple Station as pass-through stations.

Discussion ensued. A question clarifying the meaning of “pass-through” was posed by the board and answered by Ms. Morton.

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. R2022-03-07 - Resolution Authorizing Execution of Amendment Two to the Interlocal Cooperation Agreement with the Redevelopment Agency of Salt Lake City for the Cooperative Construction of a TRAX Station at 650 South Main Street

David Hancock, UTA Director of Capital Construction, was joined by David Osborn, UTA Project Manager III. Mr. Osborn summarized the resolution, which amends the interlocal cooperation agreement between UTA and the Redevelopment Agency of Salt Lake City for the construction of a TRAX station at 650 South Main Street by extending the contract’s construction completion date to June 30, 2022. The construction has been delayed due to supply chain issues.

Discussion ensued. Questions on the new completion date, construction on non-electrical components, and budget overages were posed by the board and answered by Mr. Osborn.

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

e. R2022-03-09 - Resolution Declaring Official Intent of the Utah Transit Authority to Reimburse Itself for Certain Capital Expenditures Through Lease Financing

Emily Diaz, UTA Revenue Services Manager - Assistant Treasurer, explained the resolution, which declares the official intent of the authority to reimburse itself for certain capital expenditures through lease financing, in accordance with federal law. Approving the resolution establishes a mechanism to manage leased vehicle and equipment replacements more efficiently and authorizes a maximum reimbursement

cap of \$14,000,000. The vehicles and equipment contemplated for replacement are:

- 20 buses: \$10,900,000
- 8 paratransit vehicles: \$1,100,000
- 39 vanpool vans: \$1,345,000
- 13 non-revenue service vehicles: \$650,000

Discussion ensued. A question on the lease financing timing was posed by the board and answered by Ms. Diaz.

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

f. R2022-03-10 - Resolution Modifying the Authority's Organizational Structure AND Technical Budget Adjustment - Operating

Mr. Fox was joined by Kim Shanklin, UTA Chief People Officer, and Bill Greene, UTA Chief Financial Officer. Ms. Shanklin outlined the resolution, which modifies the authority's organizational structure to include a chief communications officer and moves \$210,000 in the operating budget from the non-departmental line item to the management and support operating expense line item to reflect this change.

Discussion ensued. The board expressed support for adding a chief communications officer. Trustee Holbrook opined that strategic communication is critical for the organization.

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: Telematics Vehicle Tracking System (AT&T Mobility)

Daniel Hofer, UTA Manager - Capital Assets & Project Controls, was joined by Trice Batty, UTA Fleet Vehicle Administrator. Mr. Hofer requested the board approve a contract with AT&T Mobility for a new vehicle tracking system and five-year software subscription for UTA's support vehicle and vanpool fleets. The total contract value has a not-to-exceed limit of \$1,032,500.

Discussion ensued. Questions on vehicle maintenance tracking, diagnostic capacity, installation, new versus replacement monitoring costs, and implementation timeline were 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.

b. Contract: FrontRunner Forward Reimbursement Agreement (Union Pacific Railroad Company)

Janelle Robertson, UTA Project Manager II, asked the board to approve a \$1,678,000 contract with Union Pacific Railroad Company for preliminary engineering reimbursements. The reimbursements are for design coordination and review work associated with the environmental study and final design process related to modifications required on Union Pacific's railway to accommodate a second UTA FrontRunner track.

Discussion ensued. A question on pricing the work was posed by the board and answered by Ms. Robertson.

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

c. Change Order: Ogden/WSU Bus Rapid Transit (BRT) Construction Change Order #17 - Additional Paving on 25th Street & McKay Dee & Windscreen Art Glass (Stacy & Witbeck Inc.)

David Hancock, UTA Director of Capital Construction, was joined by Andrea Pullos, UTA Project Manager III. Ms. Pullos requested the board approve a \$1,856,064 change order to the contract with Stacy & Witbeck Inc. for additional paving on 25th Street and McKay-Dee, as well as windscreen art glass for canopies at 22 stations. The total contract value, including the change order, is \$66,120,473.

Discussion ensued. Questions on inclusion of the art glass in the budget, types of art at the individual stations, pavement lifespan, and impacts on project completion were posed by the board and answered by Ms. Pullos.

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. Change Order: Supplement Number 4 to Stakeholder Agreement for the 300 North Pedestrian Overpass Bridge TIGER Project (Salt Lake City)
AND
2022 Technical Budget Adjustment - Capital - 300 North Pedestrian Bridge TIGER Project**

Grey Turner, UTA Manager - Civil Engineering & Design, asked the board to approve Supplement No. 4 to the existing Salt Lake City Corporation TIGER Stakeholder Agreement to increase the project budget on the 300 North pedestrian bridge by \$2,425,845. Costs associated with the change order will be covered by: the state through American Rescue Plan Act funds, Wasatch Front Regional Council Surface Transportation Program (STP) funds, UTA partner funds, and Salt Lake City Corporation.

A technical capital budget adjustment that moves \$300,000 from the public partnership project line item to the TIGER program of projects line item is required to properly account for this change order.

Discussion ensued. A question on the construction timeline was posed by the board and answered by Mr. Turner.

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.

9. Service and Fare Approvals

a. **Sponsored Fare Agreement: Funding for Free System-Wide Fares During Free Fare February (Salt Lake City)**

Ms. Morton was joined by Kensey Kunkel, UTA Manager - Business Development & Sales. Ms. Kunkel requested the board approve a \$135,000 sponsored fare agreement with Salt Lake City to offset uncollected fares during the Free Fare February promotion.

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

b. **Sponsored Fare Agreement: Funding for Free System-Wide Fares During Free Fare February (Salt Lake County)**

Ms. Morton was joined by Ms. Kunkel. Ms. Kunkel asked the board to approve a \$100,000 sponsored fare agreement with Salt Lake County to offset uncollected fares during the Free Fare February promotion.

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

Chair Christensen called for a break at 10:31 a.m.

The meeting reconvened at 10:43 a.m.

10. Discussion Items

a. **Donated Vehicle Program**

Cherryl Beveridge, UTA Acting Chief Operating Officer, was joined by Tracy Young, UTA Coordinated Mobility Manager, and Mr. Greene. Ms. Young reported administration of the donated vehicle program has been transferred from finance to the coordinated mobility department, though the chief financial officer will continue to sign all agreements with organizations receiving a donated vehicle. Ms. Young noted the standard operating procedure related to the donated vehicle program will be updated to reflect the intent for donated vehicles to go to organizations within the state of Utah. Ms. Young requested the board participate in presenting the donated vehicles to recipients.

Discussion ensued. Questions on the prioritization criteria, wait list time, and ability for requestors to specify a preferred vehicle were posed by the board and answered by staff.

b. **Criminal Ordinance Review**

Nichol Bourdeaux, UTA Chief Planning & Engagement Officer, was joined by Tim Merrill, Assistant Attorney General, and Megan Waters, UTA Community Engagement

Manager. Mr. Merrill indicated UTA's public ordinance is being updated and divided into three separate ordinances: fare payment, criminal, and trespassing. He then provided an overview of the proposed criminal ordinance, which adopts Utah codes and classifies offenses, and also addresses matters related to vehicles at transit facilities, transit facilities, conduct while using transit facilities, UTA-owned property, and enforcement.

Ms. Waters reviewed the public engagement timeline associated with adopting the updated ordinances.

Discussion ensued. Questions on managing infractions in the judicial process, implications for UTA police providing backup to other jurisdictions, encroachments, and issues with animals on the system were posed by the board and answered by staff.

c. 2021 Annual Transit-Oriented Development Report and Real Estate Inventory

Paul Drake, UTA Director of Real Estate & Transit-Oriented Development, reviewed UTA's real estate inventory as of December 2021, which consists of:

- Land area: 2,527 acres
- Properties: 828 parcels
- Book value: \$424.6 million
- Active licenses/leases: 3,092

Mr. Drake then reported on UTA's transit-oriented development (TOD) projects as of December 2021. Active projects include:

- Ogden Central Station
- Clearfield Station
- Salt Lake Central Station
- 3900 South Meadowbrook Station
- Sandy Civic Center Station
- Jordan Valley Station
- Midvale Center Street Station

The agency's TOD portfolio reflects:

- Development completed or under construction: 14 development phases
- Residential: 1,702 dwelling units
- Office: 570,000 square feet
- Retail/commercial: 50,000 square feet
- Hotel: 192 rooms

The rollup summary of UTA's TOD performance shows:

- Private investment: \$537 million
- UTA capital: \$45.7 million

- UTA return: \$49.3 million

Discussion ensued. Questions on whether market assessments are performed on UTA properties, lifespan of licenses and leases, and number of TOD affordable housing units were posed by the board and answered by Mr. Drake. Chair Christensen requested data on the various county assessors' value of UTA properties and Trustee Holbrook expressed a desire to see the number of affordable housing units in UTA TODs in future reports.

11. Other Business

- a. Next Meeting: Wednesday, April 13th, 2022 at 9:00 a.m.

12. 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 Holbrook, and seconded by Trustee Acerson for a closed session. The motion carried by a unanimous vote and the board moved into closed session at 11:23 a.m.

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 board returned to open session at 11:57 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 11:58 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/743450.html> > or <https://rideuta.com/Board-of-Trustees/Meetingsfor> 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

From George Chapman:

comments to UTA Board Mar23, Tier 4 locomotives, free fare

Please analyze costs of buying Tier 4 FrontRunner locomotives versus electrifying FrontRunner.

Based on California's recent problems electrifying commuter rail (Utah is much more complicated), it makes more sense to buy a few \$7 million Tier 4 locomotives than spend over \$7 billion to electrify FrontRunner.

Free fare February data indicates that free fare has increased ridership the same as a \$1 fare would, according to the Booze Allen Hamilton standard -.4 and that would discourage using transit for homeless shelter and drug dealing (that discourage longterm ridership increases).

Free fare does not work due to this area's inability to provide sufficient shelter to homeless since it turns transit into mobile homeless shelters.

Ask UTA Police about their issues with drug dealing and threats on transit.

When free fare was provided, many businesses in Denver & in Florida and other areas ask for a fare to discourage ridership that scares potential customers of these businesses.

Saturday FrontRunner was significantly up in February due to families taking advantage of a Disneyland like ride. It was a good will generating effort that should lead to higher ridership (and should be evaluated for maybe once a month) but weekday free fare fills parking lots and the best studies indicate that discourages ridership.

Free fare works in college towns like Provo and Austin.

FrontRunner will not solve the Point of the Mountain bottleneck since, even with increased ridership, it allows and encourages more drivers to drive further to buy a more affordable home, further out (induced demand).