



Utah Transit Authority

Board of Trustees

MEETING MINUTES - Draft

669 West 200 South
Salt Lake City, UT 84101

Wednesday, June 12, 2024

9:00 AM

FrontLines Headquarters

Present: Chair Carlton Christensen
Trustee Jeff Acerson

Excused: Trustee Beth Holbrook

Chair Carlton Christensen joined the meeting virtually. Trustee Beth Holbrook was excused.

Also attending were UTA staff and interested community members.

1. Call to Order and Opening Remarks

Due to Chair Christensen's virtual participation, Trustee Jeff Acerson conducted the meeting. Trustee Acerson 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

Nichol Bourdeaux, UTA Chief Planning & Engagement 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 May 22, 2024 Board Meeting Minutes

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

6. Reports**a. Executive Director Report**

- **Strategic Plan Minute**
- **Commendation - Andrew Bryson and Bruce Gaertner**

Patrick Preusser

Jay Fox, UTA Executive Director, introduced Patrick Preusser. Preusser joined the UTA executive team as the new chief operating officer.

Strategic Plan Minute

Fox highlighted the achievement of a significant milestone in the agency's sustainable service delivery initiatives, with an 82% graduation rate for newly hired operators.

Commendation - Andrew Bryson and Bruce Gaertner

Fox was joined by Dalan Taylor, UTA Chief of Police & Public Safety Manager.

Taylor recognized Andrew Bryson, UTA Transit Police Officer IV, and Bruce Gaertner, UTA Transit Police Officer IV, for performing lifesaving measures on a fellow officer who experienced a serious medical event.

b. Financial Report - April 2024

Brad Armstrong, UTA Director of Budget & Financial Strategy, was joined by 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

Discussion ensued. A question on sales tax trends was posed by the board and answered by staff.

7. Resolutions**a. R2024-06-01 - Resolution Adopting the Ballpark Station Area Plan**

Paul Drake, UTA Director of Real Estate & Transit-Oriented Development, was joined by Kayla Kinhead, UTA Transit-Oriented Communities Predevelopment Supervisor.

Drake outlined the station area plan (SAP) development process.

Kinkead then reviewed the Ballpark Station SAP recommendations and implementation plan.

Discussion took place regarding increased system accessibility despite proposed parking reductions.

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

Aye: Chair Christensen, and Trustee Acerson

Absent: Trustee Holbrook

b. R2024-06-02 - Resolution Adopting the Midvale Center & Fort Union Station Area Plan

Paul Drake was joined by Kayla Kinkead.

Kinkead reviewed the Midvale Fort Union and Midvale Center station area concepts and implementation plans.

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

Aye: Chair Christensen, and Trustee Acerson

Absent: Trustee Holbrook

c. R2024-06-03 - Resolution Adopting the West Jordan & Midvale Station Area Plan

Paul Drake was joined by Kayla Kinkead.

Kinkead reviewed the Bingham Junction, Historic Gardner, and West Jordan City Center station area concepts and implementation plans.

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

Aye: Chair Christensen, and Trustee Acerson

Absent: Trustee Holbrook

d. R2024-06-04 - Resolution Designating a Transit Oriented Development Site in Midvale, Utah

Paul Drake was joined by Nick Duerksen, UTA Transit-Oriented Development Project Manager.

Duerksen outlined the transit-oriented community (TOC) planning and development process. He then reviewed concept and implementation plans for the Fort Union

Station area and related market feasibility.

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

Aye: Chair Christensen, and Trustee Acerson

Excused: Trustee Holbrook

e. R2024-06-05 - Resolution Authorizing the Disposition of 4.096 Acres of Land at 5651 W. Old Bingham Highway in West Jordan, Utah to South Jordan City and Rocky Mountain Power for the Grandville Avenue Roadway Project

Paul Drake was joined by Spencer Burgoyne, UTA Manager of Property Administration.

Burgoyne summarized the resolution, which authorizes the disposition of 4.096 acres of land located at 5651 West Old Bingham Highway in West Jordan, Utah, to South Jordan City and Rocky Mountain Power for advancement of the Grandville Avenue Roadway project.

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

Aye: Chair Christensen, and Trustee Acerson

Absent: Trustee Holbrook

f. R2024-06-06 - Resolution Authorizing the Executive Director to Execute Grant Agreements for Specified Projects

Gregg Larsen, UTA Manager of Grant Services, summarized the resolution, which authorizes the execution of grant agreements for the following:

- \$3.5 million: 5600 West Westside Express - United States Department of Transportation (USDOT) - Community Project Funding (CPF)
- \$2 million: 5600 West Westside Express - Congestion Mitigation and Air Quality (CMAQ) from Wasatch Front Regional Council (WFRC)
- \$2 million: Efficient On-Route Electric Bus Charging - USDOT - CPF
- \$360,000: Transit-Oriented Development (TOD) FrontRunner Corridor, Market, Housing, and Economic Impact Analysis - Federal Transit Administration (FTA)

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

Aye: Chair Christensen, and Trustee Acerson

Absent: Trustee Holbrook

- g. R2024-06-07 - Resolution Authorizing (I) a Tender Offer for a Portion of the Authority's Outstanding Bonds and (II) the Issuance and Sale by the Authority of its Sales Tax Revenue Refunding Bonds in the Aggregate Principal Amount of Not to Exceed \$650,000,000, a Portion of Which is Related to the Tender Offer; and Related Matters**

Brad Armstrong was joined by Brian Baker, with Zions Public Finance, and Randall Larsen, with Gillmore Bell.

Baker discussed unique financial market conditions that may allow UTA to refinance all or a portion of its Build America Bonds (BABs) to achieve savings and reduce risk. The market may also allow the agency to execute a bond tender refunding certain additional outstanding bonds to improve results. Benefits to UTA include risk reduction, debt service savings, future optionality, and lower overall debt. Refunding all outstanding Series 2009B and 2010 BABs would result in an aggregate debt service cash flow savings of approximately \$4 million.

Discussion ensued. A question on market favorability was posed by the board and answered by Baker.

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

Aye: Chair Christensen, and Trustee Acerson

Absent: Trustee Holbrook

8. Contracts, Disbursements and Grants

- a. Contract: On-Call Systems Maintenance and Repair Master Task Ordering Agreement (Rocky Mountain Systems Services)**

David Hancock, UTA Chief Capital Services Officer, requested the board approve a task order contract with Rocky Mountain Systems Services for on-call maintenance, construction, and repair services. The contract has a base term of three years with two additional one-year options and a not-to-exceed value of \$40,000,000 for all five years.

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

- b. Contract: Clearfield Rail Trail Construction (Acme Construction Inc.)**

David Hancock was joined by Jacob Wouden, UTA Rail Infrastructure Project Manager.

Wouden requested the board approve a \$2,163,495.22 contract with Acme Construction Inc. for construction of a paved multi-use trail that connects the FrontRunner Clearfield Station to the Rio Grande Rail Trail and the Freeport Center.

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

- contract be approved. The motion carried by a unanimous vote.
- c. **Contract: Bridge Inspection Professional Services (HDR Engineering, Inc.)**
- David Hancock was joined by Grey Turner, UTA Manager of Civil Engineering & Design.
- Turner requested the board approve a contract with HDR Engineering, Inc. for bridge inspection services. The contract has a base term of three years with two additional one-year options and a not-to-exceed value of \$1,642,500 for all five years.
- Discussion ensued. Questions on coordinating bridge inspections with the Utah Department of Transportation and federal funding opportunities were posed by the board and answered by staff.
- A motion was made by Chair Christensen, and seconded by Trustee Acerson, that this contract be approved. The motion carried by a unanimous vote.
- d. **Change Order: Mid-Valley Express Bus Rapid Transit (MVX) Construction Change Order No. 1 - Authorization to Proceed No. 2 (Stacy and Witbeck, Inc)**
- David Hancock was joined by Andrea Pullos, UTA Project Manager III.
- Pullos requested the board approve a change order to the contract with Stacy & Witbeck, Inc for work authorized by the Letter of No Prejudice (LONP) issued for the project by the Federal Transit Administration (FTA) on May 15, 2024. The change order has a total value of \$13,978,978, with \$3,400,000 to be allocated in 2024. The total contract value, including the change order, is \$18,069,448.
- (Note: Staff will return to the board for final approval of the contract when the full funding grant is received from the FTA.)
- A motion was made by Chair Christensen, and seconded by Trustee Acerson, that this change order be approved. The motion carried by a unanimous vote.
- e. **Change order: On-Call Infrastructure Maintenance Contract Task Order #24-015 - 3900 S TRAX Grade Crossing Replacement (Stacy and Witbeck, Inc.)**
- David Hancock was joined by Jacob Wouden.
- Wouden requested the board approve a \$392,230 change order to the task order contract with Stacy and Witbeck, Inc. for a grade crossing replacement on the TRAX alignment at 3900 South.
- A motion was made by Chair Christensen, and seconded by Trustee Acerson, that this change order be approved. The motion carried by a unanimous vote.
- f. **Change order: On-Call Infrastructure Maintenance Contract Task Order #24-018 - 5900 S TRAX Grade Crossing Replacement (Stacy and Witbeck, Inc.)**
- David Hancock was joined by Jacob Wouden.

Wouden requested the board approve a \$345,847 change order to the task order contract with Stacy and Witbeck, Inc. for a grade crossing replacement on the TRAX alignment at 5900 South.

The total contract value, including the two change orders discussed in this board meeting, is \$738,077.

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

g. Ratification of FTA Disbursement

Eric Barrett, UTA Deputy Comptroller, requested the board ratify a \$5,557,291 disbursement to return grant funds to the FTA.

Discussion ensued during which Barrett indicated adjustments have been made to internal accounting processes to better track grant expenditures.

A motion was made by Chair Christensen, and seconded by Trustee Acerson, that this disbursement be ratified. The motion carried by a unanimous vote.

h. Pre-Procurements

- **Hydraulic Power Units for Light Rail Vehicles**
- **Maintenance Shop Supplies**
- **Drug and Alcohol Testing**
- **Occupational Medical Services**
- **Stray Current Monitoring and Mitigation**
- **Traffic Signal Maintenance**
- **Trip Planning App Service**
- **Bus Stop Flatwork Construction**
- **IT Research and Advisory Services**

Todd Mills, UTA Director of Supply Chain, was joined by Robert Balsamo, UTA Light Rail Vehicle Maintenance Supervisor - Parts, Tools & Equipment; Lorin Simpson, UTA Drug & Alcohol Program Manager; David Hancock; Nichol Bourdeaux; and Landon Dixon, UTA Civil Engineer III.

Mills indicated the agency intends to procure the goods and/or services outlined on the meeting agenda.

Discussion ensued. Questions on the benefits of overhauling hydraulic power units in house, vendor selection for maintenance shop supplies, geographical accessibility for occupational medical services, partnering with other agencies/municipalities on traffic signal maintenance, app consolidation and integration, trip planning app costs, bus stop construction contracts, and past use of IT research and advisory services were posed by the board and answered by staff.

Trustee Acerson called for a recess at 10:41 a.m.

The meeting reconvened at 10:50 a.m.

9. Service and Fare Approvals

a. Service Agreement: Trolley Bus Service Agreement (Layton City Corporation)

Camille Glenn, UTA Regional General Manager - Mt. Ogden Business Unit, was joined by Eric Callison, UTA Manager of Service Planning.

Glenn requested the board ratify an agreement with Layton City Corporation for the provision of "Midtown trolley service" (route 628). The city funds 25% of the route's operating costs to allow the service to be offered at no cost to riders. The value of the contract is \$206,900 and is intended to offset revenue not collected in fares. The contract is effective January through December 2024.

Discussion ensued. A question on the long-term plans for the route was posed by the board and answered by staff.

A motion was made by Chair Christensen, and seconded by Trustee Acerson, that this service agreement be ratified. The motion carried by a unanimous vote.

b. Fare Agreement: Special Events Agreement for Western Stampede Rodeo (City of West Jordan)

Jordan Eves, UTA Manager of Fare Strategy, requested the board approve a \$5,625 special events agreement with the City of West Jordan for ticket-as-fare to the Western Stampede Rodeo and Carnival on July 4-6, 2024.

Discussion ensued. A question on the history of ticket-as-fare to the event was posed by the board and answered by staff.

A motion was made by Chair Christensen, and seconded by Trustee Acerson, that this special events agreement be approved. The motion carried by a unanimous vote.

10. Budget and Other Approvals

a. TBA2024-06-01 - Technical Budget Adjustment - 2024 Capital Program

Daniel Hofer, UTA Director of Capital Programs & Support, was joined by Brad Armstrong, Gregory Andrews, Dalan Taylor, and Nichol Bourdeaux.

Hofer outlined the technical budget adjustment, which reallocates \$3.575 million in the capital budget to aid in project delivery. Ten project budgets will be increased, and four project budgets will be reduced. The adjustments reflect a net neutral change to the overall capital budget.

Discussion ensued. Questions on the police vehicle fleet rotation, detours and disruption study, and efforts to coordinate detours and disruption information with UDOT were posed by the board and answered by staff.

Bourdeaux committed to provide the board with an update on the detours and disruption study in the next few months.

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

11. Discussion Items

a. UTA 2025-2029 Five-Year Service Plan Draft Network

Nichol Bourdeaux was joined by Janelle Robertson, UTA Acting Planning Director, Megan Waters, UTA Community Engagement Director, and Eric Callison.

Staff reviewed the purpose of the five-year service plan and related timeline. They discussed proposed changes to be implemented in April 2025 and draft concepts for 2026-2029 by county.

Discussion ensued. Questions on the current definition of “peak times,” proposed route 417 southern connection point, plans for route 473, proposed service on Highland Drive in Salt Lake City, and planned connections along Redwood Road near Camp Williams were posed by the board and answered by staff. The board suggested providing messaging to the public about sustainable service requirements, including thresholds, to foster understanding about service planning.

b. TRAX Ambassador Pilot Program Update

Megan Waters was joined by Doraleen Taulanga, UTA Community Outreach Manager, and Sierra Krippner, UTA Community Engagement Specialist.

Staff provided an overview of the TRAX ambassador pilot program; reviewed its purpose, goals, and progress; and discussed program evaluation measures and next steps.

12. Other Business

- a. Next Meeting: Wednesday, June 26th, 2024 at 9:00 a.m.

13. Adjourn

A motion was made by Chair Christensen, and seconded by Trustee Acerson, to adjourn the meeting. The motion carried by a unanimous vote and the meeting adjourned at 12:18 p.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/919439.html> for entire content. Meeting materials, along with a time-stamped video recording, are also accessible at https://rideuta.granicus.com/player/clip/302?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