



Utah Transit Authority

Board of Trustees

MEETING MINUTES - Draft

669 West 200 South
Salt Lake City, UT 84101

Wednesday, June 22, 2022

9:00 AM

FrontLines Headquarters

Present: Chair Carlton Christensen
Trustee Jeff Acerson

Excused: Trustee Beth Holbrook

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

Jay Fox, UTA Executive Director, provided a brief safety message.

4. Public Comment

No in person public comment was given. Online public comment was distributed to the board for review in advance of the meeting and is attached as Appendix A to these minutes.

5. Consent

a. Approval of June 08, 2022, Board Meeting Minutes

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

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

- **UTA Tribute: Light Rail Local Rodeo**
- **UTA Tribute: Government Finance Officers Association (GFOA) Award**
- **UTA Tribute: Rail Apprenticeship Program Content Experts**

UTA Tribute: Light Rail Local Rodeo

Mr. Fox was joined by Cheryl Beveridge, UTA Acting Chief Operating Officer; Andres Colman, UTA Acting Light Rail General Manager; and Bryan Sawyer, UTA Director of Fleet Engineering. Mr. Sawyer spoke about the agency's history participating in the light rail rodeo. Mr. Colman described the operator and maintainer rodeo events and recognized the top TRAX operators (Logan Packer, Hector Ledesma, and Tyler Packer) and top maintenance team (Roman Dobre, Jody Fairbourn, and Dustin Christensen).

Discussion ensued. A question on the international rodeo competition was posed by the board and answered by staff.

UTA Tribute: Government Finance Officers Association (GFOA) Award

Mr. Fox was joined by Bill Greene, UTA Chief Financial Officer, and Troy Bingham, UTA Comptroller. Mr. Bingham recognized the accounting team for receiving the GFOA award for work related to the annual comprehensive financial report.

UTA Tribute: Rail Apprenticeship Program Content Experts

Mr. Fox was joined by Kim Shanklin, UTA Chief People Officer, and Stacy Palacios, UTA Manager - Training & Development. Ms. Palacios highlighted progress in developing the curriculum for the rail apprenticeship program. She expressed appreciation for the in-house FrontRunner, light rail, and maintenance of way program content experts who made significant contributions to the curriculum.

b. Pension Committee Report

Jeff Acerson, UTA Trustee, was joined by Ms. Shanklin. Trustee Acerson reported the recent downturn in the market has affected the UTA pension fund, but prudent management has minimized the impact. He said UTA's fund manager recommended changing the fund's strategic asset allocation in part by incorporating investments in private equities. The account manager is preparing a comparison of maintaining the status quo and further diversifying the portfolio.

Discussion ensued. Chair Christensen indicated he was supportive of investing in private equities.

c. Financial Report - April, 2022

Brad Armstrong, UTA Senior Manager - Budget & Financial Analysis, was joined by Daniel Hofer, UTA Manager - Capital Assets & Project Controls. Mr. Armstrong reviewed the operating financial dashboard, sales tax revenue, sales tax collections by

county, passenger revenues, stimulus funding, and operating financial results. Mr. Hofer reviewed capital budget breakdowns by summary and category. He then spoke about the GPS telematics system project and non-revenue vehicle utilization.

Discussion ensued. Questions on farebox revenue trends, utilities costs, revenue vehicle delivery timelines, and data on non-revenue vehicle utilization were posed by the board and answered by staff.

7. Resolutions

a. R2022-06-02 - Resolution Approving the First Amendment to the Authority’s 2022 Capital Budget

Mr. Greene was joined by Mr. Hofer. Mr. Hofer summarized the resolution, which adds three projects - bus stop improvements in Utah County, station area planning, and fiber rehabilitation and replacement - to the 2022 capital budget and restores the capital contingency to \$5 million.

Discussion ensued. A question on the fiber project lifespan was posed by the board and answered by Mr. Hofer.

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

Aye: Chair Christensen, and Trustee Acerson

Absent: Trustee Holbrook

b. R2022-06-03 - Resolution Approving the First Amendment of the Authority’s 2022-2026 Capital Plan

Mr. Greene was joined by Mr. Hofer. Mr. Greene described the resolution, which amends the agency’s 2022-2026 Capital Plan by adding three projects - bus stop improvements in Utah County, station area planning, and fiber rehabilitation and replacement.

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

Aye: Chair Christensen, and Trustee Acerson

Absent: Trustee Holbrook

c. R2022-06-04 - Resolution Authorizing Execution of Amendment Number 3 to an 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 Osborn, UTA Project Manager III, outlined the resolution, which extends the construction deadline for the TRAX Station at 650 South Main Street to September 2022.

Discussion ensued. Questions on the revenue service timeline at the station and construction deadline were posed by the board and answered by Mr. Osborn.

A motion was made by Trustee Acerson, and seconded by Chair Christensen, 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: Bombardier Truck Overhaul - Parts Procurement (Gray Manufacturing and Alstom)**

Jared Scarbrough, UTA Acting Director of Capital Construction, was joined by Kyle Stockley, UTA Rail Infrastructure Project Manager. Mr. Stockley requested the board approve a \$2,129,321.64 contract with Gray Manufacturing and Alstom for parts required for the Bombardier vehicle truck overhaul. The total contract value will be divided between the vendors with \$1,362,939.92 allocated to Gray Manufacturing and \$766,381.72 allocated to Alstom.

Discussion ensued. Questions on the scope of work were posed by the board and answered by Mr. Stockley.

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

b. **Contract: Passenger Minivans for Vanpool (Tony Divino Toyota)**

Mr. Scarbrough was joined by Mr. Stockley. Mr. Stockley requested the board approve a contract with Tony Divino Toyota for the purchase of 39 vanpool vehicles and related disbursements. Mr. Stockley noted the contract total in the packet is incorrect and indicated the correct contract total is \$1,340,742.

Discussion ensued. A question on the van type was posed by the board and answered by Mr. Stockley.

A motion was made by Trustee Acerson, and seconded by Chair Christensen, that this contract be approved as amended to reflect a total contract value of \$1,340,742. The motion carried by a unanimous vote.

c. **Contract: FrontRunner Station Gap Filler Material Procurement (SK Polymer Co. Ltd.)**

Mr. Scarbrough was joined by Mr. Stockley. Mr. Stockley requested the board approve a \$1,062,600 contract with SK Polymer Co. Ltd. for rubber-based gap filler barriers for the FrontRunner station platforms.

Discussion ensued. Trustee Acerson indicated his support for this safety improvement.

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

d. Contract: Dental Insurance Services - Administrative and Bargaining Unit Employees (EMI Health)

Ann Green-Barton, UTA Manager - Total Rewards, requested the board approve a five-year contract in the amount of \$9,200,000 with EMI Health for dental insurance services for administrative and bargaining unit employees.

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

e. Contract: Life and Disability Insurance Services- Administrative and Bargaining Unit Employees (Lincoln Financial Group)

Ms. Green-Barton requested the board approve a five-year contract in the amount of \$30,000,000 with Lincoln Financial Group for life and disability insurance services for administrative and bargaining unit employees.

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

f. Change Order: FAREPAY Card Program Management Modification #2 (Interactive Communications International, Inc. "InComm")

Jerry Van Wie, UTA Special Project Manager - Fares, requested the board approve an \$840,000 change order to the contract with Interactive Communications International, Inc. for program management services related to the FAREPAY card. The change order would extend the contract term by 36 months. The total contract value, including the change order and 7% load fees, is approximately \$3,378,699.

Discussion ensued. A question on load fees was posed by the board and answered by Mr. Van Wie.

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

g. Change Order: Computer Aided Dispatch (CAD)/Automatic Vehicle Location (AVL) Transit Management Systems (TMS) Modification #2 - Upgrades and Contract Extension (Talrace)

Alicia Wixom, UTA Enterprise Applications Manager, requested the board approve a \$400,000 change order to the contract with Talrace for work required on the CAD/AVL transit management systems. The change order extends the contract to June 31, 2024, and includes work transitioning current applications to cloud services.

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

h. Pre-Procurements

- **Meadowbrook Building 3 Restrooms and First Aid Room Remodeling**
- **Light Rail Vehicle 1122 Accident Repair**
- **Bus Stop Shelters**
- **Janitorial Services**

Todd Mills, UTA Director of Supply Chain, was joined by Ms. Beveridge, Mr. Scarbrough, and G.J. LaBonty, UTA Manager of Customer Experience. Mr. Mills indicated the agency intends to purchase the goods and/or services outlined on the meeting agenda.

Discussion ensued. Questions on the number of stalls included in the restroom facilities remodel, length of time light rail vehicle 1122 has been out of service, reparability of vehicle 1122, and uniformity of bus shelter design were posed by the board and answered by staff. Chair Christensen recommended ensuring restroom remodels will accommodate anticipated growth.

Chair Christensen called for a break at 10:20 a.m.

The meeting reconvened at 10:30 a.m.

9. Service and Fare Approvals**a. Sponsored Fare Agreement: Trip Reduction Program/Free-Fare Days - Amendment One (Division of Air Quality)**

Kensey Kunkel, UTA Manager - Business Development & Sales, requested the board approve an amendment that would extend the trip reduction program/free fare days agreement with the Division of Air Quality by one year. The original agreement had a total contract value of \$492,000. To date, \$260,466 of the contract value has been utilized. Extending the contract by one year would allow for the remaining \$231,534 in funds to be utilized.

Discussion ensued. Chair Christensen suggested staff work with the Division of Air Quality to determine whether more free fare days could be implemented.

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

b. Fare Agreement: Hive Pass Purchase and Administration - Amendment 3 (Salt Lake City Corporation)

Ms. Kunkel requested the board approve an amendment to the Hive Pass purchase and administration agreement with Salt Lake City Corporation that would extend the contract by one year. The estimated revenue from the extension is \$328,000. The total estimated contract value, including the extension, is \$1,350,500.

Discussion ensued. A question on senior citizen Hive Pass price brackets was posed by the board and answered by staff. Mr. Fox committed to reviewing the senior citizen

pricing structure with Salt Lake City.

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

c. Fare Agreement: ECO Trip Rewards Trip Based Agreement Amendment No. 2 (Salt Lake City Corporation)

Ms. Kunkel requested the board approve an amendment to the ECO Trip Rewards trip-based agreement with Salt Lake City Corporation that would extend the contract by one year. The estimated revenue from the extension is \$65,000-\$75,000. The total estimated contract value, including the extension, is \$149,000-\$159,000.

Discussion ensued. A question on ECO Trip Rewards discount tiers was posed by the board and answered by Ms. Kunkel.

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

d. Fare Agreement: Medicaid Transportation Contract (Utah Department of Health)

Monica Morton, UTA Fares Director, was joined by Ms. Kunkel. Ms. Kunkel requested the board approve the first two years of a five-year contract with the Utah Department of Health for transportation services to medical appointments for Medicaid recipients. UTA and the Utah Department of Health have been working together to transition passes authorized for distribution through this agreement to an electronic format. The agreement addressed in today's board meeting includes terms for negotiating pricing related to ridership and pass usage. The initial value of the contract is \$1,210,000 each year for the first two years of the contract (\$2,420,000 total). Beginning January 1, 2024, UTA and the Utah Department of Health will review and renegotiate the contract value for the remaining three years of the agreement based on ridership and pass usage obtained from electronic fare tap data. UTA staff will return to the board for approval of the remaining three years of the agreement once pricing is negotiated.

Discussion ensued. Questions on services accessible through the Medicaid pass were posed by the board and answered by Ms. Morton.

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

10. Discussion Items

a. Benchmark Survey Report

Andrea Packer, UTA Communications Director, was joined by Christina Lau Billings and Mandy Walsh with R&R Partners (Ms. Walsh joined the meeting virtually). Ms. Packer summarized the results of the 2021-2022 UTA Benchmark Survey. She spoke about the overall research objectives, how the survey was conducted, and demographics of participants.

Ms. Walsh outlined the composition of three virtual focus groups that provided more detailed feedback on the community perception of and experience with UTA. She highlighted major themes identified in the survey.

Ms. Packer then reviewed data on key metrics. She addressed impressions of UTA's different modes of service, impacts of the COVID-19 pandemic, and barriers to transit. Ms. Packer described UTA's messaging strategy and related metrics. She concluded by reviewing the agency's current advertising campaign.

Discussion ensued. Questions on the impact of Free Fare February on the survey and using the survey data to inform advertising efforts were posed by the board and answered by staff. Chair Christensen recommended performing targeted surveys of community members who have immediate access to transit (e.g., residents of a planned transit-oriented development), as well as sponsoring traffic reports. Trustee Acerson suggested emphasizing the productivity aspect of transit and including highly visible community leaders in UTA's advertising.

11. Other Business

- a. Next Meeting: Wednesday, July 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 Acerson, and seconded by Chair Christensen, for a closed session. The motion carried by a unanimous vote and the board entered closed session at 11:19 a.m.

13. Open Session

A motion was made by Trustee Acerson, and seconded by Chair Christensen, to return to open session. The motion carried by a unanimous vote and the board returned to open session at 11:51 a.m.

14. Adjourn

A motion was made by Trustee Acerson, and seconded by Chair Christensen, to adjourn the meeting. The motion carried by a unanimous vote and the meeting adjourned at 11:51 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/764095.html> 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

Online Public Comment

From George Chapman:

SLC HIVE program inequality, disrespectful to seniors UTA Bd June 22 comments

Seniors are essentially screwed when it comes to the SLC HIVE pass since the normal cost for seniors is almost the same as the SLC HIVE pass monthly cost. To be fair, SLC seniors should get a similar reduction in their monthly passes. That should result in a \$20 a month pass.

Otherwise SLC and UTA is essentially treating seniors disrespectfully and as second class citizens. If everyone but seniors get a 50% discount on passes, why are seniors treated so poorly?