



Utah Transit Authority

Local Advisory Council

MEETING MINUTES - Draft

669 West 200 South
Salt Lake City, UT 84101

Wednesday, November 17, 2021

9:00 AM

FrontLines Headquarters

Present: Chair Karen Cronin
2nd Vice-Chair Julie Fullmer
Council Member Leonard Call
Council Member Robert Hale
Council Member Erin Mendenhall
Council Member Troy Walker

Excused: Vice Chair Clint Smith
Council Member Erik Craythorne

Remote: Council Member Mark Johnson

Also attending were UTA staff and interested community members.

OPENING BUSINESS

1. Call to Order & Opening Remarks

Chair Karen Cronin welcomed attendees and called the meeting to order at 9:04 a.m.

2. Pledge of Allegiance

Attendees recited the Pledge of Allegiance.

3. Safety First Minute

Sheldon Shaw, UTA Director of Safety & Security, provided a brief safety message.

4. Public Comment

Claudia Johnson, a Salt Lake City resident, spoke about buses not getting close enough to the curb to load passengers. She would like curbs painted by bus loading zones so cars will not park by the curb.

5. Consent

a. Approval of September 15, 2021 Local Advisory Council Meeting Minutes

A motion to approve the consent agenda was made by Council Member Hale and seconded by Council Member Walker. The motion carried unanimously.

CONSULTATION WITH BOARD OF TRUSTEES**6. Capital Projects****a. AR 2021-11-01 - Resolution Approving the Proposed 2022-2026 Capital Plan and Recommending Approval by the Authority's Board of Trustees**

David Hancock, UTA Acting Chief Service Development Officer, presented the 5 Year Capital plan goals which are:

- Maintain a safe system that operates in a state of good repair
- Provide a plan consistent with the constraints of the projected capital budget
- Provide a plan consistent with available capacity of project delivery resources
- Include service expansion projects consistent with the regional long-range transit plans
- Leverage UTA funds with federal grants and partner funds

Mr. Hancock reviewed the 5-Year Capital Plan sequence and reported that following approval and recommendation by the local Advisory council, the plan will go to the Board of Trustees for approval, then the first year of the 5-Year Capital Plan will be incorporated into UTA's proposed 2022 annual budget.

Mr. Hancock reported that since the plan was last presented to the council, the following actions were taken and updates were made:

- Added rail maintenance apprenticeship capital projects for training facility and training aids
- Refined project estimates for capital projects
- Started coordination effort with MPO's on funding strategy and selection criteria for partnership funds
- Started meeting with stakeholders and receiving public input on proposed 2022 budget and 5-year plan

Daniel Hofer, UTA Manager Capital Assets and Project Controls, reported on the 2022 capital budget summary, outlining a total capital budget of \$228M for 2022. Mr. Hofer reported the details of the major capital projects for 2022, as well as details for asset management state of good repair (SGR).

The council inquired about the cost of the S-line extension, contingencies, cost of construction materials, and inflation. Discussion ensued.

Mr. Hofer reported on the sum of the 5-year Capital plan and the percentage of funds anticipated to come from grants and partner entities.

Mr. Hancock stated that grants or partner funds are anticipated for the following

proposed projects: Mid-Valley BRT, TechLink Corridor/Greenline Downtown, Point of the Mountain Transit, SL-Central HQ office, South Valley Transit, Central Corridor Transit, 5600 West/Mountain View Corridor. If these funds don't materialize, projects would be delayed.

Mr. Hancock reiterated the next steps for the 5-Year Capital Plan approval. Member Julie Fullmer asked about phases of the central corridor project. Staff responded. Discussion ensued.

Member Erin Mendenhall asked how the trillion-dollar Federal infrastructure plan affects budgets and projects. Staff Responded. Discussion ensued.

A motion was made by 2nd Vice-Chair Fullmer, and seconded by Council Member Walker, that this resolution be approved. The motion carried by a unanimous vote.

b. FrontRunner Forward Update

Todd Provost, UTA Director of Capital Development, gave an update on the FrontRunner Forward program. Mr. Provost presented the current frequency of service to be 30-min during peak service and 60-minutes during off-peak service. The FrontRunner system is mostly single-track segments (61.4 miles of single track -74% and 21.8 miles of double track-26%). Single track presents logistical challenges that can slow service. A delay at one point can cause delays throughout the system. Mr. Provost discussed the existing demand through a ridership perspective, then outlined available funding from the State Legislature of \$300 million to double track strategic sections of FrontRunner including \$68 million in Legislative Appropriation and \$232 million in general obligation bonds.

Mr. Provost reported that UTA has accomplished many steps in the FrontRunner Forward Program including; formation of a dedicated program management team focused on FrontRunner, completion of an operational analysis, identification and preliminary engineering and design begun on strategic double track segments and signal improvements, implementation of grade crossing upgrades from Ogden to SLC, and dedication of resources to expedite environmental clearance and final design.

Mr. Provost reported on the eight proposed segments of double track running North to South and the four scenarios that are being tested. All scenarios need train sets, signaling, and platform modifications. Train control and vehicle costs needed to support the work are still being worked on.

Mr. Provost reported on UDOT Partnership Opportunities that will improve project delivery and minimize cost. Three near term projects facilitate future double track including, West Davis Corridor, Shepard Lane Interchange and 1-15 Davis County. Mr. Provost emphasized how important it is to work with UDOT on projects to improve efficiency and avoid duplication of work. Next steps for the initial double-track segments are:

- Develop cost estimates for operationalizing potential outcomes

- Conduct environmental and design for double track segments
- Complete strategic investment plan
- Identify additional funding needed

The strategic investment plan will study the long term vision for FrontRunner, improvements needed for faster, more frequent service, and Economic Development opportunities.

The Council asked questions about private companies that build track or trains and how that correlates with UTA service and future expansion. Staff responded. Discussion ensued.

Mr. Provost presented the strategic investment plan timeline from development of the draft plan methodology to selection of the FrontRunner service vision.

Council members asked questions on the timeline in regard to The Point EIS taking all year to complete. Staff responded.

Council members asked for an update on all current projects and their status. Council members also asked questions about future plans for Northward expansion in regard to price of property and increase in property values. Staff and Trustee Holbrook responded.

7. Budget

a. Consultation on Agency's Tentative 2022 Budget

Bill Greene, UTA Chief Financial Officer, presented the Agency's Tentative 2022 Budget for consultation. Mr. Green first reported on the recently completed bond refunding, which will save the agency \$20.4M over a 15-year period.

Mr. Green gave an overview of the 2022 operating budget then outlined details of the 2022 budget additions such as restoration of service , a new rail apprenticeship program, employee recruitment and retention efforts, information technology improvements, other management support initiatives, and an operating contingency.

Council members asked questions about the employee retention program and salaries, how the extraboard operator system works, and the costs involved in extraboard retention. Staff answered, Discussion ensued.

Chair Christensen asked Cheryl Beveridge, UTA Acting Chief Operating Officer, to explain how the extraboard operators (operators who work varying shifts everyday) work in correlation with compensation and hours worked. Ms. Beveridge Responded.

Council members asked questions regarding fare box recovery levels, enforcement, ridership compared to other transportation modes, and contrasting levels of ridership

vs. service.

Council asked a question regarding the rail apprenticeship program as to where UTA currently finds and trains rail technicians. Council members also asked about the cost of the rail apprenticeship program, cost and timing compared to the bus apprenticeship program, number of full time employees needed to run the program now and in the future, advantages of having a rail apprenticeship program when competing for federal money, compliance with federal regulations, and the transit union's view of the rail apprenticeship program. Staff answered. Kim Shanklin, UTA Chief People Officer, joined the discussion to help answer questions regarding the rail apprenticeship program. Discussion ensued. Staff agreed to provide more information regarding the rail apprenticeship program in the future.

8. Service Planning

a. UTA Long Range Transit Plan (LRTP) Overview

Russ Fox, UTA Director of Planning, introduced the long range transit plan for UTA. Alex Beim, UTA Strategic Planner III, presented details of the long range transit plan process. UTA is developing a 30-year long range transit plan focused on understanding and responding to the future needs of the community by strengthening partnerships with the communities we serve, assessing long term transit needs across all modes for the future, developing a system-wide vision for the future, and establishing strategies for implementation and funding.

Mr. Beim presented how the process will fit in with existing planning processes stating that regional transportation plans will inform the UTA Long Range Transit Plan (LRTP), which in turn informs the 5-Year Service Plan, annual operations planning, and service implementation.

Mr. Beim reported on the next steps of the LRTP Process which includes two phases of community engagement, plan drafting, revisions, and approval of the Board of trustees.

b. UTA On Demand Update: Southern Salt Lake County and Salt Lake City Westside Services

Jaron Robertson, UTA Director of Innovative Mobility Solutions, presented an update on UTA On Demand services in southern Salt Lake County and the west side of Salt Lake City. Mr. Robertson reported on the history of UTA On Demand and the August 2021 change day which was when the permanent implementation of service began in southern Salt Lake County.

August 2021 change day included:

- Permanent implementation of service
- Discontinuation of flex route services
- Expanded hours: Monday - Friday
- New Saturday service
- New UTA On Demand app

- New UTA On Demand to Paratransit connection service

Mr. Robertson reported on Flex route average daily boardings, UTA On Demand average ridership, monthly ridership trends, and paratransit service.

Mr. Robertson noted that as part of the transition there has been a lot of effort put into marketing and communications as well as a new app implemented. Successes of the program include, ridership growth and demand, better access to opportunity and UTA on demand paratransit connections. The challenges are, UTA On Demand to Paratransit connections, meeting peak hour demand, and mobile app bugs and fixes.

Mr. Robertson reported on the partnership with Salt Lake City for the new westside on demand service which launches December 13, 2021. An emphasis on customer service was presented for the new on demand service which includes an on demand mobile app, telephone booking and payment option, UTA fares and transfers, and UTA and Via customer service.

Council members asked how many square miles this service covers and if resources for the service are available in multiple languages. Staff responded.

Mr. Robertson noted the marketing and promotion focus for the new on demand service.

Chair Christensen commended Salt Lake City for sponsoring the service and Trustee Acerson and Trustee Holbrook added their excitement for similar programs beginning in Tooele and Davis counties in the future.

9. Discussion

a. Open Dialogue with the Board of Trustees

Chair Cronin mentioned how exciting it is to see the new Salt Lake City Airport line open. Chair Christensen made comments about the airport line as well.

Chair Christensen mentioned the special meeting coming up to approve the contract for the new executive director, Jay Fox.

Chair Cronin asked when the executive director will start working. Chair Christensen responded.

Robert Hale asked about the canyon transportation problem and asked if anything has been decided. Chair Christensen responded. Discussion ensued.

Chair Cronin thanked Mary DeLoretto for all her hard work while working as the interim executive director.

REPORTS AND OTHER BUSINESS**10. Resolutions****a. AR2021-11-02 Resolution Giving Notice and Setting Regular Meeting Dates for Calendar Year 2022**

Chair Cronin presented the 2022 meeting schedule for approval by resolution.

A motion was made by Council Member Mendenhall, and seconded by 2nd Vice-Chair Fullmer, that this resolution be approved. The motion carried by a unanimous vote.

11. Reports**a. Agency Report**

- Grants Update
- Community Engagement Update
- Ridership Report

Mary DeLoretto, UTA Interim Executive Director, presented the 2021 grants update noting the types of grants and dollar amounts of grants received or in progress totaling \$307.1M. In addition a grant for \$950K for RAISE infrastructure was recently awarded.

Ms. DeLoretto reported on community engagement activities including a mobile vaccination unit at the Ogden Transit Center. The program offering free fare to and from vaccination appointments has also been extended.

Nicole Bordeaux, UTA Chief Planning and Engagement Officer, reported on the Community Advisory Committee (CAC) background, structure and membership. Ms. Bordeaux mentioned Claudia Loyza is the CAC Chair and Ian Putin is the Vice Chair of the CAC. Ms. Bordeaux reported on the focus areas and direction of CAC which includes, policy, engagement, and design opportunities.

Cheryl Beveridge, UTA Acting Chief Operating Officer, presented the ridership report for January-October 2021. Ms. Beveridge reported on ridership pre covid vs. current ridership.

b. Audit Committee Report

Chair Cronin reported on the UTA Audit Committee meeting that took place on November 15th, 2021 noting the status report of the 2021 Internal Audit Plan and progress for findings of past audits. The Audit committee received reports on the annual risk assessment and the 2021 fraud risk assessment as well as the data access audit report and fuel cost preliminary assessment report.

12. Other Business

- a. Next meeting - February 16, 2022 at 1:00 p.m.

13. Adjourn

The meeting was adjourned at 11:32 a.m. by motion.

Transcribed by Misti Roberds
Board Administrator
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/715961.html> for entire content.

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

Approved Date:

Karen Cronin
Chair, Local Advisory Council