



Utah Transit Authority

Board of Trustees

MEETING MINUTES - Draft

669 West 200 South
Salt Lake City, UT 84101

Wednesday, June 9, 2021

9:00 AM

Frontlines Headquarters

This meeting was held remotely via phone or video conference and broadcast live for the public via the link and instructions on the UTA Board Meetings page <https://rideuta.com/Board-of-Trustees/Meetings>

Present: Chair Carlton Christensen
Trustee Beth Holbrook
Trustee Jeff Acerson

Also attending were members of UTA staff.

1. Call to Order and Opening Remarks

Chair Christensen welcomed attendees and called the meeting to order at 9:00 a.m. He then yielded the floor to Jana Ostler, UTA Board Manager, who read the electronic board meeting determination statement into the record as required by statute. The complete electronic board meeting determination statement is included as Appendix A to these minutes.

2. Safety First Minute

Ron Kendall, UTA Video Security Administrator, provided a brief safety message.

3. Public Comment

Chair Christensen noted members of the public were invited to attend and comment during the live portion of the meeting; however, no live public comment was given. All online public comment received was distributed to the board for review in advance of the meeting and is attached as Appendix B to these minutes.

4. Consent

a. Approval of May 26, 2021 Board Meeting Minutes

A motion was made by Trustee Acerson, seconded by Trustee Holbrook, to approve the consent agenda with the following modifications:

- Adding the beginning and ending times for the closed session and meeting adjournment
- Adding the mover and seconder for leaving closed session

The motion carried by a unanimous vote.

5. Reports**a. Agency Report**

Carolyn Gonot, UTA Executive Director, mentioned a media event with Rocky Mountain Power that will take place on June 10, 2021. The event will highlight achieving 100% renewable energy on the S-Line.

b. Financial Report - April 2021

Bill Greene, UTA Chief Financial Officer, was joined by Brad Armstrong, UTA Senior Manager - Budget & Financial Analysis. Mr. Armstrong reviewed the financial dashboard and reported on sales tax collections, passenger revenues, transit-related stimulus funds, operating financial results, and operating expenses by mode.

Discussion ensued. Questions on debt service, adjustments for inflating costs, and sales tax growth were posed by the board and answered by staff.

6. Resolutions**a. Resolution R2021-06-01 - Approving the First Amendment to the Authority's 2021 Capital Budget**

Mr. Greene was joined by Mary DeLoretto, UTA Chief Service Development Officer. Mr. Greene summarized the resolution, which increases the 2021 capital budget by \$7,351,500. The amendment adjusts funding allocations for the following initiatives and projects:

- FrontRunner Forward
- Building remodel/reconfiguration
- Safety general projects
- Corridor fencing
- Non-revenue service vehicles
- Capital contingency
- Box Elder right of way preservation
- S-Line extension
- 5600 West

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

b. Resolution R2021-06-02 - Approving the Title VI Equity Briefing

Andrew Gray, UTA Civil Rights Compliance Officer - Title VI & DBE, explained the resolution, which approves the Title VI equity briefing for UTA’s low-income fare pilot program. Mr. Gray noted 100% of recipients of passes from the program will be low income. There were no findings that would indicate the potential for a negative impact on low-income or minority populations; in fact, ridership data suggests a high probability the program will benefit minorities.

Discussion ensued. Questions on data sharing with community partners and equitable distribution were posed by the board and answered by Mr. Gray.

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

c. Resolution R2021-06-03 Adopting the Fare Rates and Types of Fare Media of the Agency

Monica Morton, UTA Fares Director, summarized the resolution, which incorporates the low-income fare pilot pricing into UTA’s fare portfolio. This change marks the transition of the pilot from an initiative to permanent program.

Discussion ensued. A question on program partners was posed by the board and answered by Ms. Morton.

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

d. Resolution R2021-06-04 Authorizing Execution of an Interlocal Cooperation Agreement (ILA) with Salt Lake County, the Utah Division of Air Quality, and the University of Utah to Install Air Monitoring Equipment on Electric Buses

Daniel Locke, UTA Environmental Compliance Administrator, explained the resolution, which authorizes the executive director to execute an interlocal agreement which provides for the installation of air monitoring equipment on three electric buses assigned to the Salt Lake area. Implementation of the project will allow scientists at the University of Utah to further evaluate regional air quality. UTA and Salt Lake County will each contribute \$20,000 toward the project. The University of Utah will be responsible for operation and maintenance of the monitors and the Department of Air Quality will work with the University of Utah to analyze the data.

Discussion ensued. A question on the selection of electric bus as the preferred vehicle for the initiative was posed by the board and answered by Mr. Locke.

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. Resolution R2021-06-05 Approving the Execution of an Interlocal Agreement (ILA) with West Valley City for Provision of Additional Funds to Supplement the Existing TIGER Stakeholder Agreement

Ms. DeLoretto was joined by Grey Turner, UTA Manager - Civil Engineering & Design. Ms. DeLoretto summarized the resolution, which authorizes execution of an ILA with West Valley City to increase funding for the TIGER first/last mile program West Valley bike lane project in the amount of \$1,932,024.65. All funding will be provided by West Valley City.

Discussion ensued. A question on the location of the bike lanes was posed by the board and answered by staff.

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

7. Contracts, Disbursements and Grants**a. Contract: SD100 Door Overhaul Parts Procurement (Vapor Stone Rail Systems and Hydraulic Electric Component Supply, Inc.)**

Ms. DeLoretto was joined by David Hancock, UTA Director of Capital Construction. Staff requested the board approve a contract in the amount of \$311,301.95 for parts needed to overhaul the doors on 23 SD100 light rail vehicles.

Discussion ensued. Questions on competition among parts providers and the lifespan of replacement parts 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. Change Order: Master Stray Current Monitoring Agreement Amendment (Dominion Energy)

Ms. DeLoretto was joined by Mr. Hancock and Jared Scarbrough, UTA Manager - Systems Engineering. Staff asked the board to approve a change order to the stray current monitoring agreement with Dominion Energy in the amount of \$1,750,000. The funds will be invoiced through a five-year purchase order with a not-to-exceed amount of \$350,000 annually. The total contract value, including the change order, is \$5,464,140.

Discussion ensued. A question on working directly with Dominion Energy was posed by the board and answered by staff.

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.

c. Change Order: Long Term Disability Insurance Extension (Lincoln National Life Insurance Co)

Alisha Garrett, UTA Chief Enterprise Strategy Officer, requested the board approve a change order to the long-term disability insurance contract with Lincoln National Life Insurance Co. The change order is a one-year extension to the current five-year contract. The sixth-year extension is needed to ensure all employee benefit contracts are on the same cycle, which will improve options when requests for proposals are issued for employee health benefits. The estimated value of the change order is \$102,240.90. The total contract value, including the change order, is \$613,445.40.

Discussion ensued. A question on the contract alignment process was posed by the board and answered by Ms. Garrett.

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: Life Insurance Contract Extension - Bargaining Employees (Lincoln National Life Insurance Co)

Ms. Garrett asked the board to approve a change order to the employee life insurance contract with Lincoln National Life Insurance Co. The change order is a one-year extension to the current five-year contract. The anticipated cost of the change order is \$89,686, which brings the six-year contract value to \$538,118. Following this extension, the agency intends to issue a new request for proposals for life insurance benefits. Discussion ensued. A question on the comparability of administrative and bargaining employee benefit options was posed by the board and answered by Ms. Garrett.

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.

e. Change Order: Transportation and Land Use Connection (TLC) Program Cooperative Agreement - Amendment #1 (WFRC)

Nichol Bourdeaux, UTA Chief Planning & Engagement Officer, was joined by G.J. LaBonty, UTA Manager of Customer Experience. Ms. Bourdeaux requested the board approve an amendment to the TLC Program Cooperative Agreement with the Wasatch Front Regional Council (WFRC) to extend UTA's participation in the TLC program for an additional three-year period. UTA's funding commitments for the three-year period are as follows:

- 2022: \$262,500
- 2023: \$300,000
- 2024: \$300,000

(Note: This extension includes a provision for an additional three-year extension at a fixed funding level of \$300,000 per year.)

Discussion ensued. A question on the annual cost was posed by the board and answered by staff.

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.

- f. **Pre-Procurements**
- **Police Cruisers**
 - **Talent & Culture Development Consultant**

Todd Mills, UTA Director of Supply Chain, was joined by Jason Petersen, UTA Police Captain, and Ms. Garrett. Mr. Mills indicated the agency intends to procure the following items or services:

- Police cruisers
- Talent and culture development consultant

Discussion ensued. Questions on police cruiser fleet age and past use of consultants for talent and culture development work were posed by the board and answered by staff.

8. Service and Fare Approvals

a. **Fare Contract: Ed Pass Agreement Amendment No. 2 (Charter School Consortium)**

Kensey Kunkel, UTA Manager of Business Development - Sales, requested the board authorize a one-year extension to the ed pass agreement with the Charter School Consortium. The estimated amendment value is \$465,800. The total contract value, including the amendment, is \$3,191,800.

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

b. **Fare Contract: Pass Purchase and Administration Agreement Modification No. 1 (Westminster College)**

Ms. Kunkel asked the board to approve a one-year extension to the pass purchase agreement with Westminster College. The estimated modification value is \$19,000. The total contract value, including the modification, is \$30,000.

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

c. **Fare Contract: ECO Trip Rewards Trip Based Agreement Amendment No. 1 (Salt Lake City Corporation)**

Ms. Kunkel requested the board approve a one-year extension to the ECO trip rewards agreement with Salt Lake City Corporation. The estimated amendment value is \$36,000. The total contract value, including the amendment, is \$66,500.

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

d. Promotional Fare Request: Explore More Transit Passport

Ms. Kunkel was joined by Megan Waters, UTA Community Engagement Manager. Staff asked the board to approve a promotional fare for the Explore More Transit Passport. The pass was developed to incentivize transit ridership by offering a community exploration pass for stay-at-home parents or caregivers traveling with children during the summer of 2021. The passport covers the fare for one adult and up to four children (ages 6-15) at a cost of \$49 per month for July, August, and September or \$99 for a portion of June and all of July, August, and September. The pass is valid on all UTA services, except PC-SLC Connect, ski bus, and paratransit service. As part of the program, a transit passport booklet will be available to participants. Partnering businesses/organizations will provide stickers to visitors using the booklet. Estimated sales projections for the pass will yield a revenue of \$49,400-98,800.

Discussion ensued. Questions on pass use, marketing plans, purchasing options, and program launch date were posed by the board and answered by staff.

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

9. Other Business

- a. Next Meeting: Wednesday, June 23, 2021 at 9:00 a.m.

It was noted the next meeting of the board will be an in-person meeting.

10. Adjourn

A motion was made by Trustee Holbrook, seconded by Trustee Acerson, to adjourn the meeting. The motion carried by a unanimous vote and the meeting was adjourned at 10:28 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/pmnsitemap/notice/681917.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

UTAH TRANSIT AUTHORITY ELECTRONIC BOARD MEETING DETERMINATION

Consistent with the Utah Open and Public Meetings Act, (UTAH CODE § 52-4-207 [4]), as the Chair of the Board of Trustees ("Board") of the Utah Transit Authority ("UTA"), I hereby make the following written determinations in support of my decision to hold electronic meetings of the UTA Board without a physical anchor location:

1. Due to the ongoing COVID -19 pandemic, conducting Board and Board Committee meetings with an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location.
2. Federal, state, and local health authorities continue to encourage institutions and individuals to limit in-person interactions.

This written determination takes effect on May 12, 2021, and is effective until midnight on June 11, 2021 and may be re-issued by future written determinations as deemed appropriate.

Dated this 7th day of May 2021.
Carlton J. Christensen, Chair of the Board of Trustees

Appendix B
Online Public Comment
to the
Board of Trustees of the Utah Transit Authority (UTA)

Received on June 8, 2021 from George Chapman:

Comments to Board of Trustees meeting June 9 2021

I do not believe that it is equitable to provide free fare for a brand new BRT system (UVX or Ogden) when anyone other than university students have to pay \$2.50 for regular buses. Fare for the buses should be \$1 systemwide. UTA should not give the rich kids going to universities exclusive free fare. It is not equitable.