



# Utah Transit Authority

## Board of Trustees

### MEETING MINUTES - Draft

669 West 200 South  
Salt Lake City, UT 84101

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**Wednesday, January 11, 2023**

**9:00 AM**

**FrontLines Headquarters**

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**Present:** Chair Carlton Christensen  
Trustee Beth Holbrook  
Trustee Jeff Acerson

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 9:04 a.m.

**2. Pledge of Allegiance**

Attendees recited the Pledge of Allegiance.

**3. Safety First Minute**

Kim Shanklin, UTA Chief People Officer, delivered a brief safety message.

**4. Public Comment**

No in-person public comment was given, and no online public comment was received in advance of the meeting.

**5. Consent**

**a. Approval of December 21, 2022 Board Meeting Minutes**

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

**6. Reports**

**a. Executive Director's Report**

- Apprenticeship Program
- Operator Tribute - Flamminio Di Sera
- Operator Tribute - Dale Brady

**Route 209**

Jay Fox, UTA Executive Director, spoke about the success of adjustments to route 209 in The Avenues area in Salt Lake City. Ridership on the route is up 34% on weekdays,

66% on Saturdays, and 144% on Sundays since the August 2022 change day. Mr. Fox noted it typically takes nearly two years when frequency is increased to see the ridership growth route 209 is experiencing. The route is currently the third top-performing bus route in Salt Lake City, with an average of over 2,300 weekday riders.

#### **Apprenticeship Program**

Mr. Fox was joined by Kim Shanklin, UTA Chief People Officer, Stacey Palacios, UTA Manager of Training & Development, and Mitch Holmes, UTA Maintenance Apprentice Training Administrator. Ms. Palacios spoke about the commuter rail apprenticeship program, which is anticipated to be approved by the Department of Labor in the near future. She thanked employees and union representatives for their assistance in standing up the program.

#### **Operator Tribute - Flamminio Di Sera**

Mr. Fox was joined by Cheryl Beveridge, UTA Chief Operating Officer; Andres Colman, UTA Regional General Manager - Salt Lake Business Unit; Dalan Taylor, UTA Chief of Police & Public Safety Manager; and Thad Golding, UTA Assistant Manager of Service Delivery. Mr. Golding recognized UTA Operator Flamminio Di Sera for providing special assistance to an unhoused rider with disabilities.

#### **Operator Tribute - Dale Brady**

Mr. Fox was joined by Ms. Beveridge, Mr. Colman, and Connie Mason, UTA Operations Supervisor. Ms. Beveridge recognized UTA Operator Dale Brady for achieving the remarkable milestone of driving a bus 4 million miles accident free. He is the first UTA operator in the history of the agency to do this.

Ms. Beveridge yielded the floor to Mr. Brady, who recognized his friend and colleague of 46 years, UTA Operator Art LeFevre, for his zealous effort to achieve the same milestone. After Mr. LeFevre's passing in July 2022, Mr. Brady drove extra miles and credited them to Mr. LeFevre so they could receive their 4-million-mile safety award together.

Chair Christensen called for a break at 9:45 a.m.

The meeting reconvened at 9:52 a.m.

#### **b. Financial Report - November 2022**

Brad Armstrong, UTA Director of Budget & Financial Strategy, was joined by Daniel Hofer, UTA Director of Capital Assets & Project Controls. Mr. Armstrong reviewed the financial dashboard, sales tax revenue, sales tax collections by county, passenger revenues, and operating financial results. Mr. Hofer discussed capital spending and project variance, including spending and variance by project type. He also provided project highlights on the Meadowbrook flooring upgrade.

Discussion ensued. A question on electricity costs for charging buses was posed by the board and answered by staff.

## 7. Resolutions

### a. **R2023-01-01 Resolution Designating Authorized Users for Utah Public Treasurers' Investment Fund Accounts**

Troy Bingham, UTA Comptroller, summarized the resolution, which updates the list of personnel authorized to access and manage funds in the agency's Utah Public Treasurers' Investment Fund (PTIF) account.

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

## 8. Contracts, Disbursements and Grants

### a. **Contract: Employee Assistance Program Services (Bloomquist Hale Consulting Group)**

Ann Green-Barton, UTA Director of Total Rewards, requested the board approve a contract with Blomquist Hale Consulting Group for employee assistance program services. The contract has a three-year base term with two additional option years. The total not-to-exceed value of the contract, including the option years, is \$568,146.

Discussion ensued. A question on employee feedback on provided services was posed by the board and answered by Ms. Green-Barton.

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

### b. **Contract: Recruitment Advertising Services (Bayard Advertising Agency, Inc.)**

Greg Gerber, UTA Director of Talent Acquisition, requested the board approve a contract with Bayard Advertising Agency, Inc. for recruitment advertising services. The contract has a two-year base term with three additional option years. The total contract value, including the option years, is \$2,500,000.

Discussion ensued. A question on the advertising approach to recruiting was posed by the board and answered by Mr. Gerber.

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

### c. **Change Order: TIGER Program Change Order No. 73 - 300 North Salt Lake City Overhead Pedestrian Bridge Elevator Structure Modifications (Granite Construction)**

[Note: The Transportation Investment Generating Economic Recovery (TIGER) program of projects consists of multiple community betterment projects, including the

pedestrian bridge elevator structure discussed in today's meeting.]

Grey Turner, UTA Manager of Civil Engineering & Design, requested the board approve a \$318,069.42 change order to the contract with Granite Construction for modifications on the 300 North Salt Lake City overhead pedestrian bridge elevator structure. More specifically, the change order relates to paint requirements for the structural steel installed on the project and is the first of three subdivided parts of a Direction or Authorization to Proceed (DAP) in the amount of \$520,036.79 that was discussed with the board as an informational item in its September 14, 2022 board meeting. The DAP amount was later reduced to \$462,641.

Discussion ensued. Questions on paint requirements were 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. Promotional Fare Request: 2023 UTA On Demand Service

Jaron Robertson, UTA Acting Planning Director, was joined by Shaina Quinn, UTA Program Manager - Innovative Mobility Solutions. Ms. Quinn reviewed the On Demand fare structure and promotions for 2022 and provided data on payment methods and promotion utilization. She recommended the board approve the continuation of select promotions in 2023 (i.e., multi-rider +1 trial, referral credits, and new rider) on an as-needed basis. The promotions will have an estimated fiscal impact of \$60,000 for the year. She also recommended the board discontinue the new rider promotions in south Salt Lake County and on the Salt Lake City west side.

Discussion ensued. Questions on the multi-rider +1 promotion, paper ticket data, referral link features, and rider costs were posed by the board and answered by staff. Chair Christensen suggested adding a "share a link" feature in the app for people who are interested in referring others to the service via social media.

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

### b. Complimentary Service: 2023 NBA All-Star Game Service Plan

Nichol Bourdeaux, UTA Chief Planning & Engagement Officer, was joined by Steve Wright, UTA Chief Communications Officer, and Ms. Beveridge. Ms. Beveridge and Ms. Bourdeaux delivered a joint presentation in which they discussed visitor and economic impact estimates for the 2023 National Basketball Association (NBA) All-Star Game, which is being held in Salt Lake City in February 2023, and outlined the schedule of related public, employee, and TRAX activation events.

They spoke about UTA's event coordination efforts, including efforts with external

partners, and provided information on the agency's service plan to support the game and associated activities. Approximately 2,300 hours of additional complimentary service are proposed for the community between February 14 and February 21, 2023.

They noted this level of increased service is only sustainable for a short time window due to the current labor shortage and reviewed service reduction scenarios that could be implemented if necessary.

The presentation concluded with details about the UTA communications plan for the event.

Discussion ensued. Questions on transportation coordination efforts, public communications plans, service reduction triggers, and advertising affordable events for community members were posed by the board and answered by staff. The trustees had several recommendations for staff, including:

- Increasing recruitment advertising during the NBA All-Star Game week
- Providing information about the various events to community far enough in advance so community members can plan for and participate in activities
- Communicating information that will maximize the experience for UTA employees and community members, including providing information to the public on low-cost events taking place during the NBA All-Star Game week
- Coordinating Salt Lake City complimentary service with ski service when possible

Ms. Bourdeaux committed to providing the board with more information on the transit analyses underway in Big and Little Cottonwood canyons.

Mr. Fox committed to report back to the board on data regarding UTA service and public participation during the NBA All-Star Game events.

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

## **10. Discussion Items**

### **a. Overview of UTA's Total Rewards Package**

Ms. Green-Barton described the benefits included in the UTA total rewards package, such as compensation, health and wellness, paid time off, retirement, and other elements (i.e., education assistance, free transit passes, etc.), and highlighted related 2023 initiatives.

Discussion ensued. Questions on efforts to educate employees about the total rewards package, availability of insurance to supplement Medicare for retirees, and potential for providing childcare benefits were posed by the board and answered by Ms. Green-Barton. Chair Christensen opined on the benefits of secondary health insurance.

**b. 2023 Capital Budget Amendment #1**

Bill Greene, UTA Chief Financial Officer, participated in the meeting via Zoom. He was joined by Mary DeLoretto, UTA Chief Service Development Officer; Paul Drake, UTA Director of Real Estate & Transit-Oriented Development; and Mr. Hofer. Mr. Hofer summarized the amendment, which adds \$11 million to the Ogden/Weber State (OGX) Bus Rapid Transit (BRT) project and corrects a budget preparation oversight by recognizing additional funding available to the project. Mr. Hofer noted the additional funding request is supported in its entirety through new and existing grants or local partner participation and will have no impact on UTA's fund balance in UTA's 2023 final budget.

**11. Other Business**

- a. Next Meeting: Wednesday, January 25th, 2023 at 9:00 a.m.

**12. Closed Session****a. Strategy Session to Discuss Collective Bargaining**

Chair Christensen indicated there were matters to be discussed in closed session relative to collective bargaining. A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, for a closed session. The motion carried by a unanimous vote and closed session convened at 11:44 a.m.

**13. Open Session**

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, to return to open session. The motion carried by a unanimous vote.

Chair Christensen left the meeting following closed session. He asked Trustee Holbrook to chair the remainder of the meeting, which reconvened in open session at 12:09 p.m.

**14. Adjourn**

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, to adjourn the meeting. The motion carried by a majority vote and the meeting adjourned at 12:10 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, audio, or video located at <https://www.utah.gov/pmn/sitemap/notice/804357.html> for entire content.

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

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Approved Date:

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Carlton J. Christensen  
Chair, Board of Trustees