



# Utah Transit Authority

## Board of Trustees

### MEETING MINUTES - Final

669 West 200 South  
Salt Lake City, UT 84101

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**Wednesday, June 28, 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 9:00 a.m.

**2. Pledge of Allegiance**

Attendees recited the Pledge of Allegiance.

**3. Safety First Minute**

Mary DeLoretto, UTA Chief Capital Services Officer, delivered a brief safety message.

**4. Public Comment**

**In Person/Virtual Comment**

In person comment was given by Spencer Riehl. Mr. Riehl began by stating UTA “punches above its weight” in terms of the population it serves, adding he likes the FAREPAY card and the bike link partnership. Mr. Riehl then opined on several topics, saying the extra board work situation is “brutal” and the cost of projects is too high, with too much money going to third party contractors. He said he is excited about Future of Light Rail Study report but feels implementation of the plan recommendations is too far in the future and he would “love to see movement” to make plan implementation faster. Mr. Riehl concluded his remarks by saying the Wasatch Front is "getting in trouble" with the Environmental Protection Agency (EPA) for ozone levels, and he would like to see changes in transportation to improve air quality.

**Online Comment**

No online comment was received.

**5. Consent**

- a. **Approval of June 14, 2023 Board Meeting Minutes**
- b. **2022 UTA Annual Comprehensive Financial Report (ACFR) and National Transit Database (NTD) Agreed Upon Procedure Report**

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**
  - **UTA Tribute - Rose (Marie) Gallegos**

**Federal Grant Award**

Jay Fox, UTA Executive Director, announced UTA was awarded a \$17 million federal grant for the purchase of compressed natural gas (CNG) buses. He said the funds will also be used to cover the cost of an additional CNG fueling pump. Mr. Fox thanked Utah's federal delegation for their support of the grant application.

**UTA Tribute - Rose (Marie) Gallegos**

Mr. Fox was joined by Cheryl Beveridge, UTA Chief Operating Officer; Camille Glenn, UTA Regional General Manager - Mt. Ogden Business Unit; and Michelle Wallace, UTA Manager of Service Delivery. Ms. Wallace recognized Marie Gallegos, UTA Operations Supervisor, for the attention and care she gave to a fellow employee during a life-threatening health crisis.

- b. **Financial Report - April 2023**

Viola Miller, UTA Chief Financial Officer, was joined by Brad Armstrong, UTA Director of Budget & Financial Strategy, and 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, headcount, and operating financial results. Mr. Hofer discussed capital spending (including spending by project type) and highlighted the S-curve replacement project on the TRAX Red Line at 900 East and 1100 East.

Discussion ensued. Questions on sales tax forecasts, fuel and utilities costs, supply chain issues for vehicles, and buses purchased with Volkswagen settlement funds were posed by the board and answered by staff.

**7. Resolutions**

- a. **R2023-06-05 - Resolution Designating Authorized Users for the Authority's Utah Public Treasurers' Investment Fund Accounts**

Ms. Miller was joined by Rob Lamph, UTA Assistant Treasurer. Mr. Lamph summarized the resolution, which designates authorized users of UTA's Public Treasurers'

Investment Fund (PTIF) accounts.

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

(Note: The presenter for agenda item 7.b. was not available when the item was called and the item was deferred to later in the meeting. Thus, the audio and video for agenda item 7.b. do not match the sequence of the agenda. Agenda item 7.b. was discussed after agenda item 8.d.)

**b. R2023-06-06 - Resolution Authorizing Amendments to Escrow Agreements Executed in Connection with the Authority's Federally Taxable Sales Tax Revenue Refunding Bonds, Series 2019B and Series 2021; and Related Matters**

Troy Bingham, UTA Comptroller, explained the resolution, which authorizes amendments to escrow agreements executed in connection with UTA's federally taxable sales tax revenue refunding bonds (Series 2019B and Series 2021) and sets transaction parameters. The parameters require the sale to occur within three months with a net savings exceeding \$400,000, with an exception to the parameters should at least two designated board officers agree on the savings amount and/or need for a time limit change.

Discussion ensued. A question on the transaction process was posed by the board and answered by Mr. Bingham.

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

**8. Contracts, Disbursements and Grants**

**a. Contract: Transit Management System Tablets 2024-2026 (Mobile Concepts Technology, LLC)**

Tom Smith, UTA IT Network Support Manager, was joined by Shawn Stephens, UTA Acting IT Supervisor PMO. Mr. Smith requested the board approve a \$435,250 contract with Mobile Concepts Technology, LLC for the purchase of tablets to be used on revenue vehicles.

Discussion ensued. Questions on tablet performance, useful life, and installation were posed by the board and answered by staff.

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. Change Order: Cutaway Bus Purchase - Second Order (Lewis Bus Group)**

Kyle Stockley, UTA Manager of Capital Vehicles, requested the board approve a \$4,825,208 change order to the contract with Lewis Bus Group for 10 flex route and 22 paratransit vehicles. The total contract value, including the change order, is \$9,644,208.

Discussion ensued. A question on inflationary costs was posed by the board and answered by Mr. Stockley.

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.

**c. Change Order: On-Call Infrastructure Maintenance Contract Task Order #23-099 - 2023 Grade Crossing Other Track Materials (OTM) Procurement (Stacy and Whitbeck, Inc)**

Jared Scarbrough, UTA Director of Capital Construction, was joined by Jacob Wouden, UTA Rail Infrastructure Project Manager. Mr. Wouden requested the board approve a \$254,141 change order to the contract with Stacy and Witbeck, Inc for track materials required to construct ten embedded grade crossings on the TRAX system. The total contract value, including the change order, is \$28,569,446.

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.

**d. Change Order: CNG Fuel for Depot District - Contract Extension (Summit Energy, LLC)**

Todd Mills, UTA Director of Supply Chain, was joined by Andres Colman, UTA Regional General Manager - Salt Lake Business Unit. Mr. Mills requested the board approve a \$535,000, one-year extension to the contract with Summit Energy, LLC for CNG. The total contract value, including the change order, is \$4,495,709.

Discussion ensued. Questions on the pipeline utilization and decision to transition to Dominion Energy in the future were 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.

**9. Discussion Items****a. UTA Moves 2050 - Long Range Transit Plan (LRTP)**

Russ Fox, UTA Director of Planning, was joined by Alex Beim, UTA Manager of Long-Range Strategic Planning, and Megan Waters, UTA Community Engagement Director. Mr. Beim spoke about the LRTP vision and development, including coordinating the agency's investment strategy with anticipated growth. He discussed four specific investment strategies: 1) maintaining the system, 2) system enhancements, 3) expanding the frequent service network, and 4) serving growth areas, and demonstrated how the LRTP correlates to the UTA 2030 Strategic Plan. Mr.

Beim highlighted regional planning processes concurrent with the LRTP and outlined next steps in the plan's adoption. Ms. Waters then outlined community engagement strategies to gather feedback on the plan.

Discussion ensued. Questions on how the plan defines "thinking big," the inclusion of signal prioritization, addressing mode choice, using media for broader outreach, and geographic equity were posed by the board and answered by staff. The board recommended:

- More fully defining and clearly depicting initiatives that are wanted versus initiatives that are funded (including information on capital and operating and maintenance costs)
- Refining the plan more frequently if needs or circumstances change
- Using media and having a presence at local conferences for outreach
- Engaging with local communities to develop an understanding of how the plan benefits them
- Paying particular attention to corridor preservation opportunities

The trustees also requested talking points for speaking about the plan with stakeholders.

## **10. Other Business**

- a. Next Meeting: Wednesday, July 12th, 2023 at 9:00 a.m.

## **11. Closed Session**

### **a. Strategy Session to Discuss Collective Bargaining**

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

Chair Christensen called for a break at 10:39 a.m.

The meeting reconvened in closed session at 10:50 a.m.

## **12. Open Session**

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, to return to open session. The motion carried by a unanimous vote and the meeting reconvened in open session at 12:03 p.m.

## **13. Adjourn**

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, to adjourn the meeting. The motion carried by a unanimous vote and the meeting adjourned at 12:03 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/pm/sitemap/notice/842513.html> for entire content. Meeting materials, along with a time-stamped video recording, are also accessible at [https://rideuta.granicus.com/player/clip/238?view\\_id=1&redirect=true&h=30a40f490eec6f841193e429470b5c42](https://rideuta.granicus.com/player/clip/238?view_id=1&redirect=true&h=30a40f490eec6f841193e429470b5c42).

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

Approved Date: July 12, 2023

DocuSigned by:  
  
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Carlton J. Christensen  
Chair, Board of Trustees