



Utah Transit Authority

Board of Trustees

MEETING MINUTES - Draft

669 West 200 South
Salt Lake City, UT 84101

Wednesday, November 10, 2021

9:00 AM

FrontLines Headquarters

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 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

Travis King, UTA Safety Administrator - Transit System, provided a brief safety message.

4. Public Comment

Public comment was given by Claudia Johnson. Ms. Johnson requested bus stop areas be painted and marked so that people cannot park in the stop area and impede access to the bus.

(Note: all online public comment received was distributed to the board for review before the meeting and is attached as Appendix A to these minutes.)

5. Consent

a. Approval of November 03, 2021 Board Meeting Minutes

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

6. Reports

a. Agency Report

- Recognition of UTA Employee Veterans

Mary DeLoretto, UTA Interim Executive Director, reminded attendees that tomorrow is Veteran's Day and expressed appreciation to UTA employees who have served in the military.

b. Financial Report - September 2021

Brad Armstrong, UTA Senior Manager - Budget & Financial Analysis, was joined by Daniel Hofer, UTA Manager - Capital Assets & Project Controls. Mr. Armstrong reviewed the financial dashboard, sales tax revenue, sales tax collections by county, passenger revenues, stimulus funding, and operating financial results. Mr. Hofer discussed capital spending (including spending by project type) and provided some project highlights.

Discussion ensued. Questions on labor trends, Vineyard service implementation timeline, and status of parking at the Vineyard Station were posed by the board and answered by staff.

c. Pension Committee Report

Trustee Jeff Acerson reported the pension committee met and assigned three people to form a subcommittee to review pension funding. The review showed that due to high market returns, the pension is about two years ahead of schedule for full funding.

7. Resolutions

a. R2021-11-01 - Resolution Authorizing the Sale of Approximately 1.45 Acres of Real Property Located in the Clearfield Transit-Oriented Development

Paul Drake, UTA Director of Real Estate & Transit-Oriented Development, summarized the history of the master development plan and agreement at the Clearfield transit-oriented development (TOD) site and spoke about the purchase and sale agreements (PSA) for the properties referenced in the resolution, which are comprised of lots 3 and 20 as depicted in the master development plan. The lots consist of approximately 1.45 acres that the agency is proposing to sell to The Front Climbing Club at a price of \$1.2 million, or \$19 per square foot. The proceeds of the sale will be reinvested within the development to cover infrastructure costs in accordance with the joint development agreement for the site.

Discussion ensued. Chair Christensen recommended taking The Front’s peak business activity trends into account when planning for parking.

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. R2021-11-02 - Resolution Adopting Free Fares on the UVX Line through December 2023

Bill Greene, UTA Chief Financial Officer, explained the resolution, which adopts free fares on the UVX Line through December 2023. In collaboration with Utah County officials, operating and maintenance costs for the UVX Line will be funded through the county's fourth quarter revenues.

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: Bus Real Time Information (RTI) Construction Services (Skyline Electric Company)

G.J. LaBonty, UTA Manager of Customer Experience, requested the board approve a contract with Skyline Electric Company in the amount of \$651,901.79 for the installation of electronic signage with real-time bus departure information at several high-volume bus stops.

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: Pass Through Funding Agreement - 2021 State Legislature Funding for System Improvements (Utah Department of Transportation)

Mr. Greene asked the board to approve a pass-through funding agreement with the Utah Department of Transportation (UDOT) to provide \$101,600,000 in funding for the following system improvements:

- \$68,000,000 to double track strategic sections of FrontRunner commuter rail system
- \$12,000,000 for construction and improvements to the S-Line streetcar facilities in Salt Lake City
- \$11,000,000 for bus rapid transit in the Salt Lake mid-valley area
- \$5,000,000 for an environmental study at the Point of the Mountain area
- \$4,000,000 for UTA and Sharp-Tintic railroad consolidation project
- \$1,600,000 for a rail station in Vineyard City

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. Contract: Pass Through Funding Agreement - Depot District 2022 Funding (Utah Department of Transportation)

Mr. Greene requested the board approve a pass-through funding agreement with UDOT in the amount of \$500,000 toward construction of the Depot District facility.

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

- d. **Change Order: On-Call Systems Maintenance - Task Order #016 - Mandatory Directive Expedient Release (MDER) Design and Installation in Vineyard Area (Rocky Mountain Systems Services)**

Jared Scarbrough, UTA Acting Director of Capital Construction, requested the board approve a change order to the contract with Rocky Mountain Systems Services in the amount of \$382,814 for completion of the mandatory directive expedient release (MDER) project in the Vineyard area. The total contract value, including the change order, is \$3,301,226.

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. **Service and Fare Approvals**

- a. **Fare Agreement: Ski Salt Lake Super Pass (Visit Salt Lake)**

Kensy Kunkel, UTA Manager - Business Development & Sales, asked the board to approve a fare agreement with Visit Salt Lake for a Ski Salt Lake Super Pass that will allow travel to various tourist areas near Salt Lake City. The pass will be distributed to specific providers and not sold directly to the public. Visit Salt Lake will pay UTA a daily rate of \$8.00 per day, per card tapped, which equates to a 20% discount on the standard roundtrip ski bus fare. Revenue estimates for the pass are between \$16,500-\$19,500.

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

- b. **Complimentary Fare: Unhoused and Unsheltered Rider Outreach Program and Complimentary Pass Agreement (Downtown Alliance and Salt Lake City)**

Megan Waters, UTA Community Engagement Manager, was joined by Ms. Kunkel. Ms. Waters requested the board approve a one-year complimentary pass agreement with the Downtown Alliance (DTA) and Salt Lake City to provide monthly transit passes to DTA Street Ambassador team members. Street Ambassadors work to provide outreach and referrals to riders in need of support, including unhoused and unhoused individuals. The total value of the passes is \$20,400.

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

10. **Discussion Items**

Chair Christensen noted a change in the agenda order for the discussion items.

- b. **UTA Long Range Transit Plan (LRTP) Overview**

Russ Fox, UTA Director of Planning, was joined by Kerry Doane, UTA Manager of Long-Range Strategic Planning, and Alex Beim, UTA Strategic Planner III. Mr. Beim outlined the goals of the LRTP process, explained how the LRTP fits within existing planning processes, and described the next steps for completing the LRTP.

Discussion ensued on the importance of enhancing community connectivity by communicating land use decisions that promote transit. A question on inclusion of bus service in the LRTP was posed by the board and answered by staff.

a. December Change Day Public Engagement Report

Ms. Waters was joined by Eric Callison, UTA Manager of Service Planning. Mr. Callison summarized the change day process and reviewed proposed changes to take effect December 12, 2021. Ms. Waters spoke about public engagement efforts related to the December change day and feedback received. She concluded by outlining the next steps in the change day process.

Discussion ensued. A question on the impact of service changes on ski bus service was posed by the board and answered by staff.

11. Other Business

- a. Next Meeting: Wednesday, December 1, 2021 at 9:00 a.m.

12. Closed Session

- a. Strategy Session to Discuss the Character, Professional Competence, or Physical or Mental Health of an Individual;
Strategy Session to Discuss Pending or Reasonably Imminent Litigation;
And
Strategy Session to Discuss Collective Bargaining**

Chair Christensen indicated there were matters to be discussed in closed session related to 1) the character, professional competence, or physical or mental health of an individual, and 2) pending or reasonably imminent litigation.

A motion was made by Trustee Holbrook, seconded by Trustee Acerson, for a closed session. The motion carried by a unanimous vote.

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

The meeting reconvened in closed session at 10:28 a.m.

13. 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 board returned to open session at 10:57 a.m.

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 10:57 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/714479.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
to the
Board of Trustees of the Utah Transit Authority (UTA)
Board Meeting**

Received on November 9, 2021 from George Chapman:

Comments to UTA Board of Trustees Nov10 meeting

I urge the UTA Board to not sell at \$19 per sq ft, the Clearfield property which is desperately needed for more parking.

The UVX fare should go to \$1 along with all other buses in the UTA system. It is inequitable, in my opinion, to give a segment of the population free fare since it could be equated to economic racism. Other bus routes that serve a so called less desirable ridership should not have to pay \$2.50. To be equitable, all bus riders should pay \$1. To test the revenue impact due to fare elasticities of bus, I would ask for a one month \$1 fare to encourage bus ridership.

Thank you for the \$600,000 proposal to install electronic signage with real-time bus departure information at several of our high-volume bus stops.

I am confused about the DTA proposal for 20 monthly passes for a year. The language does not clearly say that the passes are for Downtown Ambassadors since this language is used: "UTA can support the DTA in this effort by supporting the Street Ambassador team with monthly passes to ride TRAX and bus locally and refer riders to resources." This could be construed as being able to give the passes to others. I urge language that clearly says the passes are for use of the active Downtown Ambassadors only.