



**Minutes of the Meeting  
of the  
Board of Trustees of the Utah Transit Authority (UTA)  
held remotely via phone or video conference  
and broadcast live for the public via YouTube  
March 24, 2021**

**Board Members Participating:**

Carlton Christensen, Chair  
Beth Holbrook  
Jeff Acerson

Also participating were UTA staff members.

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**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.

Chair Christensen mentioned today's meeting would be held in memory of Doug Oldham, a UTA employee who recently passed away due to complications from COVID-19. He yielded the floor to Grace Torres, UTA Operations Supervisor, who shared some memories of and sentiments about Mr. Oldham.

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

**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. No online public comment was received for the meeting.

**Consent Agenda.** The consent agenda was comprised of:

- a. Approval of March 10, 2021 Board Meeting Minutes
- b. UTA Policy UTA.01.04 – Disadvantaged Business Enterprise
- c. UTA Policy UTA.03.02 – Employee and Public Safety
- d. UTA Policy UTA.04.01 – Interactions with At Risk and Minor Passengers

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

**Agency Report.**

**Ogden-Weber State University Bus Rapid Transit Groundbreaking.** Carolyn Gonot, UTA Executive Director, mentioned the groundbreaking for the Ogden-Weber State University BRT, which is scheduled on Tuesday, April 13 at 2:00 p.m. at the Weber State University Browning Center.

**COVID-19 Recovery Taskforce Update.** Ms. Gonot was joined by Lorin Simpson, UTA Regional General Manager – Salt Lake Business Unit. Mr. Simpson spoke about the recovery taskforce composition, goals, and initiatives. He then said the team is transitioning its focus from COVID-19 recovery to ridership recovery.

Ms. Gonot recognized staff that participated in UTA’s emergency operations center (EOC), which was activated during the pandemic, initially holding daily and then weekly meetings. She also recognized the information technology staff for quickly adapting and supporting staff working from home.

Discussion ensued. The board commended Ms. Gonot for her leadership through and thanked staff for their response to the COVID-19 crisis.

**S-Line: 100% Renewable Energy.** Ms. Gonot was joined by Hal Johnson, UTA Manager – Project Development & Systems Planning. Mr. Johnson spoke about the focus areas of UTA’s energy action plan and partnership agreement with Rocky Mountain Power. He then outlined opportunities on the S-Line to decrease emissions by moving to a 100 percent renewable energy program.

Discussion ensued. Questions on communicating the program to Salt Lake City and Rocky Mountain Power’s renewable energy sources were posed by the board and answered by Mr. Johnson.

**Resolutions.**

**R2021-03-01 Resolution Redesignating the Trustee and Administrator of the Authority’s 457 Deferred Compensation Plan.** Kim Ulibarri, UTA Chief People Officer,

explained the resolution, which partially rescinds board resolution R2019-01-03, removes the pension committee as a 457 deferred compensation plan trustee, appoints the UTA board as a plan trustee, and appoints the executive director or designee as the plan administrator.

Discussion ensued. A question on 457 plan investment determinations was posed by the board and answered by Ms. Ulibarri.

A motion to approve R2021-03-01 was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously with aye votes from Trustee Acerson, Trustee Holbrook, and Chair Christensen.

### **Contracts, Disbursements, and Grants.**

**Contract: FrontRunner Paint Booth Construction (Paulsen Construction LLC) and Technical Budget Adjustment.** Mary DeLoretto, UTA Chief Service Development Officer, was joined by Andrea Pullos, UTA Project Manager III. Ms. Pullos said the cost of the contract for paint booth construction is higher than the engineer's estimate due to an increase in metal prices, necessitating a project budget adjustment of \$429,500. The total contract value with the adjustment is \$1,305,766.

Discussion ensued. Questions on the need for a paint booth and contractual accommodations for cost volatility were posed by the board and answered by staff.

A motion to approve the contract and technical budget adjustment was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously.

**Change Order: On-Call Infrastructure Maintenance – Task Order #05 – 7500 South TRAX Grade Crossing Replacement (Stacy and Witbeck, Inc.).** David Hancock, UTA Director of Asset Management, requested the board approve a change order to the contract with Stacy and Witbeck in the amount of \$217,160 for replacement of the 7500 South crossing on the TRAX Blue Line. The total contract, including the change order, is \$1,420,792.

Discussion ensued. It was noted this will be the first replacement of this grade crossing since the Blue Line opened.

A motion to approve the change order was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously.

**Change Order: On-Call Systems Maintenance – Task Order #1 – Contractor Full-Time Staff Support (Rocky Mountain Systems Services).** Mr. Hancock was joined by Jared Scarbrough, UTA Manager of Systems Engineering. Mr. Scarbrough asked the board to approve a change order to the contract with Rocky Mountain Systems Services (RMSS) in the amount of \$749,625 to provide three full-time subject matter experts to assist in project planning, management, project engineering, and field engineering.

Discussion ensued. A question on the need to contract this work was posed by the board and answered by staff.

A motion to approve the change order was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously.

**Change Order: On-Call Systems Maintenance – Task Order #2 – 700 South TRAX OCS Auto-Tensioning (Rocky Mountain Systems Services).** Mr. Hancock was joined by Mr. Scarbrough. Mr. Scarbrough requested the board approve a change order to the contract with RMSS in the amount of \$293,621 for the 700 South overhead catenary system (OCS) auto-tension project. The total contract value, including the change order, is \$1,043,246.

Discussion ensued. Questions on the tension measurement of the system wire and life span of the upgrade were posed by the board and answered by staff.

A motion to approve the change order was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously.

**Other Business.**

**Next Meeting.** The next meeting of the board will take place on April 14, 2021 at 9:00 a.m. The meeting scheduled for April 7, 2021 has been canceled.

**Adjournment.** The meeting was adjourned by motion in memory of Doug Oldham at 10:04 a.m.

Transcribed by Cathie Griffiths  
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*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/665285.html> for entire content.*

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

Approved Date:

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Carlton J. Christensen  
Chair, Board of Trustees

# Appendix A

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## 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 March 10, 2021, and is effective until midnight on April 8, 2021 and may be re-issued by future written determinations as deemed appropriate.

Dated this 4<sup>th</sup> day of March 2021.

DocuSigned by:  
  
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Carlton Christensen, Chair of the Board of Trustees