



Utah Transit Authority

Board of Trustees

MEETING MINUTES - Draft

669 West 200 South
Salt Lake City, UT 84101

Wednesday, March 22, 2023

9:00 AM

FrontLines Headquarters

Present: Chair Carlton Christensen
Trustee Beth Holbrook
Trustee Jeff Acerson

Also attending were UTA staff, media, and interested community members.

1. Call to Order and Opening Remarks

Chair Carlton Christensen welcomed attendees and called the meeting to order at 9:07 a.m.

2. Pledge of Allegiance

Attendees recited the Pledge of Allegiance.

3. Safety First Minute

Trustee Jeff Acerson delivered a brief safety message.

4. Public Comment

In-Person/Virtual Comment

No in-person or virtual comment was made during the meeting.

Online Comment

No online public comment was received for the meeting.

5. Consent

a. Approval of March 08, 2023 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

- UTA Tribute - Enterprise Strategy Office - Ridership Team
- Operator Tribute - Nick Pappas

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Jay Fox, UTA Executive Director, 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; Bill Humphreys, UTA Assistant Manager of Service Delivery; and Nick Pappas, UTA Operator. Mr. Humphreys paid tribute to Mr. Pappas for an act of heroism. While driving his route, Mr. Pappas saw a woman who was being attacked by Rottweiler dogs. He stopped the bus, fought off the dogs, pulled the woman onto the bus, and called for help. The dogs continued to attack the bus, tearing off its windshield wiper. The woman, who attended the meeting, thanked Mr. Pappas for saving her life.

Chair Christensen called for a break at 9:25 a.m.

The meeting reconvened at 9:29 a.m.

UTA Tribute - Enterprise Strategy Office - Ridership Team

Mr. Fox was joined by Alisha Garrett, UTA Chief Enterprise Strategy Officer, Tigran Melikyan, UTA Director of Business Analysis, and Janet Lancaster, UTA System Monitoring Administrator. Ms. Garrett recognized the enterprise strategy ridership team for demonstrating the accuracy of the data collected by UTA's automated passenger counters (APCs) and receiving Federal Transit Administration (FTA) recertification on National Transit Database (NTD) ridership reporting.

b. Pension Committee Report

Trustee Jeff Acerson indicated the pension fund has been affected by recent market volatility but is secure overall and faring well. He mentioned a portion of the funds (up to 10%) have been invested in private equities, which have historically demonstrated healthy returns.

c. Government Relations Update

Shule Bishop, UTA Government Relations Director, spoke about recent visits with congressional staff for Representatives Chris Stewart, Blake Moore, and John Curtis, as well as meetings with Senators Mike Lee and Mitt Romney. The meetings centered on UTA's community project funding requests. He also expressed appreciation to Representative Burgess Owens, who has been engaged with the agency and supportive of transit.

Mr. Bishop then reported the President's fiscal year budget for 2024 (FY24) includes funding for the Midvalley Bus Rapid Transit (BRT) project (\$54.7 million in FY24 plus an additional \$8.1 million) and the FrontRunner strategic double tracking project (\$316.8 million in FY24 plus an additional \$170 million). He noted while the President's budget is not an appropriation, it is a strong indicator the projects will receive federal funding.

Discussion ensued during which the trustees shared their appreciation for the efforts of Utah's federal delegation and federal agencies.

d. Financial Report - January 2023

Bill Greene, Chief Financial Officer, who attended the meeting virtually, was joined by Brad Armstrong, UTA Director of Budget & Financial Strategy. Mr. Armstrong reviewed the financial dashboard, sales tax revenue, sales tax collections by county, passenger revenues, full-time employee (FTE) statistics, and operating financial results.

Discussion ensued. Questions on accounting for newly hired operators in the report and operator hiring projections were posed by the board and answered by staff.

7. Contracts, Disbursements and Grants**a. Contract: Next Generation Fare Collection System (Scheidt & Bachmann, Inc.)**

Monica Morton, UTA Fares Director, was joined by Jerry Van Wie, UTA Special Project Manager - Fares. Mr. Van Wie reviewed the procurement process related to the fare collection system and requested the board approve an eight-year contract with Scheidt & Bachmann, Inc. for a fare collection system replacement. The total contract value is \$32,171,416.

Discussion ensued. A question on vendor support was posed by the board and answered by Mr. Van Wie.

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. Contract: Bus Camera Hardware and Software (Tivitri, Inc.)

Sheldon Shaw, UTA Director of Safety & Security, was joined by Lowell Bate, UTA IT Project Manager. Mr. Shaw requested the board approve a \$4,218,925 contract with Tivitri, Inc. for bus camera hardware and software.

Discussion ensued. Questions on the capacity for live feeds and installation timeline 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.

c. Contract: 11 and 15 Passenger Vanpool Replacement Vehicles (Larry H. Miller Chevrolet)

Jared Scarbrough, UTA Director of Capital Construction, was joined by Jesse Rogers, UTA Bus Vehicle Procurement Project Manager. Mr. Rogers requested the board approve a \$1,574,808 contract with Larry H. Miller Chevrolet for six (6) 15-passenger vans and twenty-five (25) 11-passenger vans.

Discussion ensued. Questions on pricing and vehicle market challenges 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.

d. Change Order: 2022 Transit Bus Replacement - Modification 002 to Ninth Order (Gillig, LLC)

Mr. Rogers requested the board approve a \$716,420 change order to the contract with Gillig, LLC for 2022 transit bus replacements to cover price increases incurred by the vendor due to market conditions. He noted that representatives from Gillig presented to the board on March 8, 2023 explaining the market conditions contributing to the needed price increases. The total contract value, including the change order, is \$83,355,072.

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: Battery Electric Buses and Associated Charging Equipment Modification No. 002 - Preproduction Changes for Base Order Buses (Gillig, LLC)

Mr. Rogers requested the board approve a \$378,240 change order to the contract with Gillig, LLC for battery electric buses and associated charging equipment to cover bus configuration changes.

Discussion ensued. A question on impacts to OGX buses was posed by the board and answered by Mr. Rogers.

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. Change Order: Battery Electric Buses and Associated Charging Equipment Modification No. 003-Price Increase for Base Order Buses (Gillig, LLC)

Mr. Rogers requested the board approve a \$1,053,600 change order to the contract with Gillig, LLC for battery electric buses and associated charging equipment to cover price increases incurred by the vendor due to inflation.

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.

g. Change Order: TIGER Program Change Order No. 83 - 300 North Salt Lake City Overhead Pedestrian Bridge Elevator Structure Modifications (Granite Construction Company)

[Note: The TIGER program of projects consists of multiple community betterment projects, including the pedestrian bridge elevator structure discussed in today's meeting.]

David Hancock, UTA Director of Capital Development, was joined by Travis Colledge, UTA Project Manager III. Mr. Colledge requested the board approve a \$20,767.32 change order to the contract with Granite Construction Company for elevator structure

modifications on the pedestrian bridge located at 300 North in Salt Lake City. More specifically, the change order relates to costs for elevator storage, which is needed until the project progresses to a point when the elevators can be installed. This change order represents the third of three subdivided parts of a Direction of 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.

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.

h. Change Order: Organization Development and Leadership Coaching Task Order No.1 - Change Order No.1 - Additional Coaching, Strategy, and Assessment Services (SISU Consulting Group, Inc.)

Ms. Garrett requested the board approve a \$325,000 change order to the contract with SISU Consulting Group, Inc. for additional coaching, strategy, and assessment services to support strategic objectives. The total contract value, including the change order, is \$405,000.

Discussion ensued. A question on the contract term 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.

i. Pre-Procurements

- **Route Restoration & Equity Index**
- **On-Board Rider Survey**
- **Davis-SLC Community Connector Environmental/Design**

Todd Mills, UTA Director of Supply Chain, was joined by Patti Garver, UTA Manager - Environmental & Grant Services; Russ Fox, UTA Director of Planning; and Alex Beim, UTA Acting Manager - Long-Range & Strategic Planning. Mr. Mills indicated the agency intends to procure the services outlined on the meeting agenda.

Discussion ensued. Questions on the whether the equity index would help identify gaps in service, consideration of mobility needs in the equity analysis, and inclusion of an origin and destination component in the on-board rider survey were posed by the board and answered by staff.

Chair Christensen called for a break at 10:41 a.m.

The meeting reconvened at 10:52 a.m.

8. Service and Fare Approvals

a. Fare Agreement: Ski Bus - Amendment 3.1 (Davis County)

Camille Glenn, UTA Regional General Manager - Mt. Ogden Business Unit, was joined by Jonathan Salazar, UTA Manager - Vehicle Performance & Maintenance, and Kensey Kunkel, UTA Manager - Business Development & Sales. Ms. Kunkel requested the board approve an amendment to the agreement with Davis County to extend ski bus service to Snowbasin through April 9, 2023. The amendment value is \$49,530 and the total contract value, including the amendment, is \$250,923. She noted Amendment 3.1 replaces Amendment 3 in the contract, since the original amendment was not fully executed by the county. The board encouraged timely execution of contracts in the future.

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.

9. Discussion Items

a. Bus Transit Signal Priority Overview

Shaina Quinn, UTA Program Manager - Innovative Mobility Solutions, was joined by Casey Brock, UTA Bus Communications Supervisor, and Blaine Leonard, Transportation Technology Engineer with the Utah Department of Transportation (UDOT). Ms. Quinn and Mr. Leonard reviewed the bus transit signal priority (TSP) project, including its benefits, costs, technology, implementation, and anticipated outcomes.

Discussion ensued. Questions on UDOT's approach to technology moving forward, TSP technology features, equipment universality, installation, coordination with bus manufacturers, and integration on local roads were posed by the board and answered by staff.

b. 2022 Continuous Improvement Team Highlights

Ms. Garrett spoke about the continuous improvement (CI) team mission, vision, structure, demographics, and goals. She emphasized the value of team participation and the CI team net promoter score. She concluded by reviewing CI activities, certifications, project highlights, and team sentiments.

c. April 2023 and August 2023 Change Days

Megan Waters, UTA Community Engagement Director, was joined by Eric Callison, UTA Manager of Service Planning. Mr. Callison outlined proposed service adjustments for the April 2023 and August 2023 change days, including contingency service improvements that may be implemented if staffing is sufficient to support it. Ms. Waters spoke about the next steps in the change day process.

Discussion ensued. Questions on specific bus routes were posed by the board and answered by Mr. Callison.

10. Closed Session

- a. **Strategy Session to Discuss Collective Bargaining
AND
Strategy Session to Discuss the Purchase, Exchange, or Lease of Real Property**

Chair Christensen indicated there were matters to be discussed in closed session relative to collective bargaining and the purchase, exchange, or lease of real property. A motion was made Trustee Acerson, and seconded by Trustee Holbrook, for a closed session. The motion carried by a unanimous vote and the board moved into closed session at 11:58 a.m.

11. 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 12:42 p.m.

12. Resolutions

- a. **R2023-03-03 - Resolution Authorizing the Purchase of Real Property in Weber County, Utah from Tinslee Meadows, LLC (Parcel 130; Project MSP-140)**

Spencer Burgoyne, UTA Manager of Property Administration, was joined by Hal Johnson, UTA Manager of Project Research & Development, and Tim Merrill, Assistant Attorney General. Mr. Burgoyne requested authorization to purchase of 23.7 acres of property near the Business Depot Ogden (BDO) at a cost of \$1,661,237 (including transaction costs). Mr. Burgoyne noted approximately 4.5 acres of the parcel have been designated as wetlands and may require mitigation.

Mr. Merrill recommended the board approve a substitute resolution to acquire the parcel. The substitute resolution more accurately describes the purpose of the acquisition, which is to preserve corridor for future transportation purposes.

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that the substitute resolution be approved. The motion carried by the following vote:

Aye: Chair Christensen, Trustee Holbrook, and Trustee Acerson

13. Other Business

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

14. Adjourn

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, to adjourn the meeting. The motion carried by a unanimous vote and the meeting adjourned at 12:46 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/820351.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