



# Utah Transit Authority

## Board of Trustees

### MEETING MINUTES - Draft

669 West 200 South  
Salt Lake City, UT 84101

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**Wednesday, November 30, 2022**

**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 9:01 a.m.

#### **2. Pledge of Allegiance**

Attendees recited the Pledge of Allegiance.

#### **3. Safety First Minute**

Jay Fox, UTA Executive Director, provided a brief safety message.

#### **4. Public Comment**

Public comment was given by Rone Tempest. Mr. Tempest commented on route 209, which runs through The Avenues area in Salt Lake City. He referred to the buses as “ghost buses,” saying ridership is low and environmental impact is high. Mr. Tempest rode the bus to today’s meeting and estimates his ride cost taxpayers nearly \$17.00. He shared other estimates of cost per ride and cost per revenue hour for route 209 based on his calculations. Mr. Tempest concluded his remarks with a request for UTA to evaluate an alternative to the current route.

Additional public comment received was distributed to the board for review in advance of the meeting and is included in Appendix A to these minutes.

#### **5. Consent**

##### **a. Approval of November 09, 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**

Mr. Fox announced UTA's commuter rail apprenticeship program has been approved by the Department of Labor.

**Jay Fox's Birthday**

The trustees recognized Mr. Fox's birthday.

Chair Christensen altered the agenda to allow public comment from Rone Tempest (for content, see notes under the Public Comment agenda item in these minutes).

**b. UTA Community Advisory Committee Report**

Megan Waters, UTA Community Engagement Director, was joined by Cristobal Villegas, UTA Community Engagement Specialist. Mr. Villegas reported on the membership of the Community Advisory Committee, as well as its focus areas and direction, 2022 work, recruitment efforts, and future objectives.

**7. Contracts, Disbursements and Grants**

Paul Drake, UTA Director of Real Estate & Transit-Oriented Development, was joined by Jordan Swain, UTA Transit-Oriented Development Project Manager. Mr. Swain indicated there are six different consultant pools being formed to provide station area planning services. The pools are separated as follows:

- Pool A: Station Area Planning
- Pool B: Infrastructure Needs Assessment
- Pool C: Zoning Code Analysis and Recommendations
- Pool D: Housing Needs Assessment
- Pool E: Transportation and Parking Demand Management
- (Pool F: No Contracts for Pool F Addressed in Today's Meeting)
- Pool G: Market Analysis

**a. Contract: Task Ordering Agreement for TOD Station Area Planning Consultant Pool E (Alta Planning and Design, Inc.)**

Mr. Swain requested the board approve a task ordering contract with Alta Planning and Design, Inc. to assist in station area planning. Any task order for this contract over \$200,000 will be brought to the board for approval. Also, if the task order total exceeds \$600,000, additional board approval will be required.

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: Task Ordering Agreement for TOD Station Area Planning Consultant Pool A (Crandall Arambula)**

Mr. Swain requested the board approve a task ordering contract with Crandall Arambula to assist in station area planning. Any task order for this contract over \$200,000 will be brought to the board for approval. Also, if the task order total exceeds \$600,000, additional board approval will be required.

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: Task Ordering Agreement for TOD Station Area Planning Consultant Pool E (Fehr & Peers)**

Mr. Swain requested the board approve a task ordering contract with Fehr & Peers to assist in station area planning. Any task order for this contract over \$200,000 will be brought to the board for approval. Also, if the task order total exceeds \$600,000, additional board approval will be required.

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. Contract: Task Ordering Agreement for TOD Station Area Planning Consultant Pools A and G (GSBS PC)**

Mr. Swain requested the board approve a task ordering contract with GSBS PC to assist in station area planning. Any task order for this contract over \$200,000 will be brought to the board for approval. Also, if the task order total exceeds \$600,000, additional board approval will be required.

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

**e. Contract: Task Ordering Agreement for TOD Station Area Planning Consultant Pool B (Kimley Horn and Associates, Inc.)**

Mr. Swain requested the board approve a task ordering contract with Kimley Horn and Associates, Inc. to assist in station area planning. Any task order for this contract over \$200,000 will be brought to the board for approval. Also, if the task order total exceeds \$600,000, additional board approval will be required.

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

**f. Contract: Task Ordering Agreement for TOD Station Area Planning Consultant Pool G (Leland Consulting Group, Inc.)**

Mr. Swain requested the board approve a task ordering contract with Leland Consulting Group, Inc. to assist in station area planning. Any task order for this contract over \$200,000 will be brought to the board for approval. Also, if the task order total exceeds \$600,000, additional board approval will be required.

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

**g. Contract: Task Ordering Agreement for TOD Station Area Planning Consultant Pool C (Makers Architecture and Urban Design)**

Mr. Swain requested the board approve a task ordering contract with Makers Architecture and Urban Design to assist in station area planning. Any task order for this contract over \$200,000 will be brought to the board for approval. Also, if the task order total exceeds \$600,000, additional board approval will be required.

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

**h. Contract: Task Ordering Agreement for TOD Station Area Planning Consultant Pool A (Moore Iaconfano Goltsman Inc.)**

Mr. Swain requested the board approve a task ordering contract with Moore Iaconfano Goltsman Inc. to assist in station area planning. Any task order for this contract over \$200,000 will be brought to the board for approval. Also, if the task order total exceeds \$600,000, additional board approval will be required.

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

**i. Contract: Task Ordering Agreement for TOD Station Area Planning Consultant Pool A (Urban Design Associates, Ltd.)**

Mr. Swain requested the board approve a task ordering contract with Urban Design Associates, Ltd. to assist in station area planning. Any task order for this contract over \$200,000 will be brought to the board for approval. Also, if the task order total exceeds \$600,000, additional board approval will be required.

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

**j. Contract: Task Ordering Agreement for TOD Station Area Planning Consultant Pools A and C (Voda Landscape + Planning)**

Mr. Swain requested the board approve a task ordering contract with Voda Landscape + Planning to assist in station area planning. Any task order for this contract over \$200,000 will be brought to the board for approval. Also, if the task order total exceeds \$600,000, additional board approval will be required.

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

**k. Contract: Task Ordering Agreement for TOD Station Area Planning Consultant Pool E (Walker Consultants, Inc.)**

Mr. Swain requested the board approve a task ordering contract with Walker

Consultants, Inc. to assist in station area planning. Any task order for this contract over \$200,000 will be brought to the board for approval. Also, if the task order total exceeds \$600,000, additional board approval will be required.

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

**I. Contract: Task Ordering Agreement for TOD Station Area Planning Consultant Pool B (Wall Consultant Group)**

Mr. Swain requested the board approve a task ordering contract with Wall Consultant Group to assist in station area planning. Any task order for this contract over \$200,000 will be brought to the board for approval. Also, if the task order total exceeds \$600,000, additional board approval will be required.

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

**m. Contract: Task Ordering Agreement for TOD Station Area Planning Consultant Pools D and G (Zions Public Finance Inc.)**

Mr. Swain requested the board approve a task ordering contract with Zions Public Financing Inc. to assist in station area planning. Any task order for this contract over \$200,000 will be brought to the board for approval. Also, if the task order total exceeds \$600,000, additional board approval will be required.

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

**n. Contract: Funding Agreement for Orange Street End-of-Line Construction Project (Salt Lake City Corporation)**

Jaron Robertson, UTA Acting Planning Director, was joined by Julianne Sabula with Salt Lake City Corporation. Mr. Robertson highlighted features of the Orange Street end-of-line (EOL) facility and associated funding. He then requested the board approve a \$1,000,000 contract with Salt Lake City Corporation to fund UTA's portion of construction on the EOL project. The city will be contributing \$1,100,000. UTA will also be expending an additional \$515,000 for charging infrastructure and security equipment.

Ms. Sabula mentioned The Other Side Academy, which is an organization that provides peer mentoring to populations facing economic challenges. The academy is located near the EOL facility.

Discussion ensued. Questions on Salt Lake City employees based in the area near the facility and planned technology infrastructure options were posed by the board and answered by staff. Chair Christensen suggested sharing UTA employee facilities at the site with city employees.

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that this

- contract be approved. The motion carried by a unanimous vote.
- o. Contract: Funding Agreement for 200 South Transit Corridor Construction Project (Salt Lake City Corporation)**
- Mr. Robertson was again joined by Ms. Sabula. Ms. Sabula summarized the 200 South project goals and limitations. She spoke about upgrades to the 200 South corridor and associated funding. Mr. Robertson then requested the board approve a \$1,314,900 contract with Salt Lake City Corporation for the installation of conduit and junction boxes as part of the transit amenity improvements along 200 South.
- Discussion ensued. Chair Christensen recommended developing a communications strategy to talk publicly about the benefits of establishing transit corridors.
- A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, that this contract be approved. The motion carried by a unanimous vote.
- p. Contract: Customer Relationship Management (CRM) Software for Customer Service (Verint Americas Inc.)**
- Nichol Bourdeaux, UTA Chief Planning & Engagement Officer, was joined by Kyle Brimley, UTA IT Director, and Cindy Medford, UTA Manager of Customer Service. Ms. Medford requested the board approve a contract with Verint Americas Inc. for CRM software. The base contract has a three-year term with two one-year options. The total contract, including both option years, is \$1,103,390.76.
- Discussion ensued. Questions on features of the customer feedback portal, supplemental costs, implementation process, and customer communications plans were posed by the board and answered by staff. Trustee Holbrook suggested setting up an easy navigation feature for customers on the UTA website.
- A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that this contract be approved. The motion carried by a unanimous vote.
- q. Change Order: On-Call Systems Maintenance Task Order #23-003 - 2023 General Engineering and Maintenance (Rocky Mountain Systems Services)**
- Jared Scarbrough, UTA Director of Capital Construction, was joined by Dean Hansen, UTA Manager - Systems Engineering. Mr. Scarbrough requested the board approve a \$300,000 change order to the contract with Rocky Mountain System Services for 2023 general engineering and maintenance services.
- 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.
- r. Change Order: On-Call Systems Maintenance Task Order #23-007 - 2023 Stray Current Mitigation (Rocky Mountain Systems Services)**
- Mr. Scarbrough was again joined by Mr. Hansen. Mr. Hansen requested the board approve a \$250,617 change order to the contract with Rocky Mountain Systems Services for 2023 stray current mitigation.
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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.

s. **Change Order: On-Call Systems Maintenance Task Order #22-036 - Track Driver eXtra (TDX) and Network Maintenance (Rocky Mountain Systems Services)**

Mr. Scarbrough was again joined by Mr. Hansen. Mr. Hansen requested the board approve a \$600,000 change order to the contract with Rocky Mountain Systems Services for TDX and network maintenance.

The total contract value, including the three change orders discussed in today's meeting, is \$13,643,398.

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.

8. **Service and Fare Approvals**

a. **Fare Agreement: Ski Salt Lake Super Pass - Amendment 1 (Visit Salt Lake)**

Kensy Kunkel, UTA Manager - Business Development & Sales, requested the board approve an amendment to the agreement with Visit Salt Lake for a Ski Salt Lake Super Pass for the 2022-2023 ski season. The estimated amendment amount is \$9,300-\$11,300. The contract total, including the amendment, is an estimated \$19,300-\$21,300.

Discussion ensued. A question on the pass charging process was posed by the board and answered by Ms. Kunkel.

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

9. **Discussion Items**

a. **Future of Light Rail Study**

Alex Beim, UTA Acting Manager - Long-Range Strategic Planning, was joined by Mary DeLoretto, UTA Chief Service Development Officer, and David Steadman, UTA Rail Service & Operations Senior Planner. Mr. Beim reviewed the future of light rail study's purpose, development process, and public engagement efforts. He then highlighted key recommendations, including:

- Planning for possible service expansion and reconfiguration
- Optimizing fleet efficiency
- Funding and scheduling key infrastructure renewal/improvement projects
- Collaborating with partners to increase transit signal priority
- Enhancing span of service

Mr. Beim went on to discuss strategic light rail plan benefits, which impact areas such as reliability, ridership, and service and fleet efficiencies. He concluded by addressing capital costs, funding opportunities, plan implementation phasing, and next steps.

Discussion ensued. Questions on the expansion and reconfiguration options, airport transfer locations, fleet speed constraints, increased speed benefits, five-year capital plan incorporation, signal priority, freight track options, costs, track improvement timeline, fleet strategy, and overall plan implementation strategy were posed by the board and answered by staff. Chair Christensen recommended creating a messaging strategy related to fleet efficiency. He also suggested working with Salt Lake City to evaluate different financial models to fund the plan. Trustee Acerson requested an implementation “road map.”

**10. Other Business**

- a. Next Meeting: Wednesday, December 7th, 2022 at 9:00 a.m.

**11. Closed Session**

**a. Strategy to Discuss Pending or Reasonably Imminent Litigation**

Chair Christensen indicated there were matters to be discussed in closed session relative to pending or reasonably imminent litigation. 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 10:46 a.m.

The meeting reconvened in closed session at 10:53 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 11:09 a.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 11:10 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/publicbody/940.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**  
**Online Public Comment**

**From George Chapman:**

All rail planning, efforts and designs should stop until sufficient bus services are available and drivers are paid enough to stop the constant turnover.

Rail does not have enough parking to justify creating more rail. And Frontrunner ridership is still minimal under 10,000 a day. The free fare increases on Frontrunner was due to families taking kids on the Disneyland like train ride.

UTA should be focusing on providing sufficient respectful bus services before even thinking of rail expansion.