



Utah Transit Authority

Board of Trustees

MEETING MINUTES - Final

669 West 200 South
Salt Lake City, UT 84101

Wednesday, September 14, 2022

9:00 AM

FrontLines Headquarters

Present: Trustee Jeff Acerson
Chair Carlton Christensen
Trustee Beth Holbrook

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

Bill Greene, UTA Chief Financial Officer, provided a brief safety message.

4. Public Comment

No in-person public comment was given and no online public comment was received for the meeting.

5. Consent

a. Approval of August 24, 2022, 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. Executive Director's Report

- **Commendation - Cindy Medford**
- **Upcoming Employee Town Hall**
- **Upcoming Electrification Forum**

Upcoming Employee Town Hall

Jay Fox, UTA Executive Director, spoke about a virtual town hall for UTA employees that will be held September 21, 2022. The town hall will emphasize diversity, inclusion, and belonging in the workplace.

Upcoming Electrification Forum

Mr. Fox mentioned the upcoming electrification forum UTA is hosting on September 23, 2022. The agenda will focus on the movement toward electrification in transportation and what can be done to plan for it. Participants include UTA partners, elected officials, and community leaders.

Commendation - Cindy Medford

Mr. Fox was joined by Nichol Bourdeaux, UTA Chief Planning & Engagement Officer. Ms. Bourdeaux recognized Cindy Medford, UTA Manager of Customer Service, for her 30 years of service to the agency.

Report on Direction or Authorization to Proceed (DAP)

Mr. Fox was joined by David Hancock, UTA Director of Capital Development, and Grey Turner, UTA Manager - Civil Engineering & Design. Per Board Policy 2.2, Mr. Hancock reported that an emergency not-to-exceed \$520,000 DAP was issued to Granite Construction for the 300 North pedestrian bridge project, which is part of the TIGER program of projects. The DAP was issued to procure needed materials and meet project deadlines for the elevator structure portion of the project. A formal change order for the work is being negotiated. Once the final amount is agreed upon, the change order will be presented to the board for approval.

Discussion ensued. Questions on the materials acquisition, change order negotiation process, and integrity of the steel that is being installed on the bridge were posed by the board and answered by staff. Chair Christensen requested more advanced notice on issues such as this in the future.

b. Pension Committee Report

Trustee Jeff Acerson was joined by Mr. Greene. Trustee Acerson reported the UTA employee pension has been affected by the downturn in the financial market and is no longer two years ahead of the full funding schedule. The pension committee is preparing to invest in other options that are expected to yield a higher return. The committee also opted to increase the amount of cash in the pension fund from 0-5% to 5-10% to allow more flexibility in investment opportunities.

Discussion ensued. Questions on sources for the cash funding and impacts of a potential increase in Federal Reserve interest rates were posed by the board and answered by Trustee Acerson and Mr. Greene.

7. Contracts, Disbursements and Grants**a. Change Order: On-Call Infrastructure Maintenance Contract Task Order #22-69 - 12300 South Grade Crossing Replacement (Stacy and Witbeck)**

Jared Scarbrough, UTA Director of Capital Construction, was joined by Kyle Stockley, UTA Rail Infrastructure Project Manager, for the discussion on the three agenda items related to grade crossing replacements.

Mr. Stockley requested the board approve a \$280,384 change order to the on-call infrastructure maintenance contract with Stacy and Witbeck for the 12300 South grade crossing replacement.

Discussion ensued. Questions on materials used and life expectancy of the replacement were posed by the board and answered by staff.

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.

b. Change Order: On-Call Infrastructure Maintenance Contract Task Order #22-71 - 10600 South Grade Crossing Replacement (Stacy and Witbeck)

Mr. Stockley requested the board approve a \$281,989 change order to the on-call infrastructure maintenance contract with Stacy and Witbeck for the 10600 South grade crossing replacement.

Discussion ensued. A question on the age of the existing rail was 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.

c. Change Order: On-Call Infrastructure Maintenance Contract Task Order #22-74 - 12000 South Grade Crossing Replacement (Stacy and Witbeck)

Mr. Stockley requested the board approve a \$218,639 change order to the on-call infrastructure maintenance contract with Stacy and Witbeck for the 12000 South grade crossing replacement.

The total contract value, including the three change orders discussed in today's meeting, is \$20,664,463.

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. Pre-Procurements
- Vehicle Leases

Todd Mills, UTA Director of Supply Chain, was joined by Troy Bingham, UTA Comptroller, and Brad Patterson with Gillmore Bell. Mr. Mills summarized the vehicle lease procurement. Mr. Bingham then provided more detailed information on the procurement, explaining UTA plans to contract with a firm to provide lease financing for all buses, cutaways buses, vanpool vans, and non-revenue vehicles purchased over the next five years.

Discussion ensued. Questions on interest rates in the lease, implications for bonding, and potential vendor pool were posed by the board and answered by Mr. Bingham and

Mr. Patterson.

8. Service and Fare Approvals**a. Fare Agreement: Special Event Agreement (University of Utah)**

Kensley Kunkel, UTA Manager of Business Development - Sales, requested the board approve a three-year special event fare agreement with the University of Utah. The agreement would allow tickets to specific events listed in the contract to be valid fare on UTA services on the day of the event (ski, paratransit, and Park City-Salt Lake City Connect services are not included). The agreement also provides a price structure for ticket-as fare service to additional events not specifically identified in the contract. The total contract value is \$1,275,000.

Discussion ensued. Questions on payment for events that have occurred since the previous contract expired and the inclusion of operations costs for large events in the pricing were posed by the board. Ms. Kunkel responded that ticket-as-fare events held during the gap between the expiration of the previous contract and the execution of the current contract will be paid for by the University of Utah. She also informed the board that the contract currently being approved is only for ticket-as-fare pricing and does not contemplate additional operations costs for increased service at large events. Possible reimbursement for added service at such events would need to be addressed separately.

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. Other Business

- a. Next Regular Meeting: Wednesday, September 28th, 2022 at 9:00 a.m.

10. 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 Acerson, and seconded by Trustee Holbrook, for a closed session. The motion carried by a unanimous vote.

Chair Christensen called for a short recess at 9:40 a.m. and the meeting reconvened in closed session at 9:46 a.m.

11. Open Session

The board returned to open session at 10:14 a.m.

12. 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 was adjourned at 10:14 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/780355.html> for entire content.

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

Approved Date:09/28/2022

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Carlton J. Christensen
Chair, Board of Trustees