



Utah Transit Authority

Board of Trustees

MEETING MINUTES - Draft

669 West 200 South
Salt Lake City, UT 84101

Wednesday, June 8, 2022

9:00 AM

FrontLines Headquarters

Present: Chair Carlton Christensen
Trustee Beth Holbrook
Trustee Jeff Acerson

(Note: Trustee Acerson joined the meeting electronically.)

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 9:02 a.m.

2. Pledge of Allegiance

Attendees recited the Pledge of Allegiance.

3. Safety First Minute

Jana Ostler, UTA Board Manager, delivered a brief safety message.

4. Public Comment

No public comment was given.

5. Consent

a. Approval of May 25, 2022, Board Meeting Minutes

b. UTA Policy - UTA.02.08 - Mileage Reimbursement Policy

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

6. Reports**a. Executive Director's Report**

- **Complimentary Fare Update**
- **GFOA Award**
- **UTA Tribute - Fares Team**

Complimentary Fare Update

Jay Fox, UTA Executive Director, was joined by Kensey Kunkel, UTA Manager - Business Development & Sales. Ms. Kunkel provided an update on complimentary fares in accordance with board resolution R2021-07-04, which authorizes entry into certain sponsored fare agreements for special events as part of the authority's COVID-19 recovery efforts. Three event partnerships - The Church of Jesus Christ of Latter-day Saints April General Conference, the Salt Lake Marathon, and the Tumbleweeds Film Festival - gave approximately 58,000 individual access to transit. Ms. Kunkel reported an estimated 4-8% of the event attendees utilized their transit benefit, resulting in a total of 4,600 to 9,300 rides related to the complimentary fares.

Discussion ensued. Questions on the deadline associated with R2021-07-04, the number of anticipated events remaining, and partner feedback were posed by the board and answered by staff.

GFOA Award

This item was deferred to a future meeting.

UTA Tribute - Fares Team

Mr. Fox was joined by Nichol Bourdeaux, UTA Chief Planning and Engagement Officer. Ms. Bourdeaux recognized the fares team for negotiating a proposed contract with the Salt Lake School District to provide all K-12 students and school staff with UTA passes.

Discussion ensued. A question on the impacts of the contract on school bus service was posed by the board and answered by staff. Chair Christensen suggested approaching the state school board with the Salt Lake School District model.

b. Committee on Accessible Transportation (CAT): Annual Update

Willie Black, CAT Chair, was joined by Amanda Salmon, UTA Civil Rights Compliance Officer - ADA. Mr. Black summarized the CAT objective. Mr. Black and Ms. Salmon co-presented and highlighted significant contributions the committee has made to the agency over the past year, such as providing feedback on paratransit conditional eligibility criteria, automatic TRAX door opening, UTA On Demand services, and timetable cases at bus stops. They also mentioned past committee initiatives, which include accessible boarding locations on TRAX, access to priority seating on TRAX, and accessible platform seating locations on FrontRunner. Mr. Black and Ms. Salmon spoke about the premium paratransit pilot, free fares, and criteria for paratransit pick up locations. They then discussed past feedback from the CAT regarding UTA's travel

training curriculum, electronic reduced fare application, system map accessibility, and On Demand/paratransit integration. Mr. Black concluded by outlining the next steps for the committee.

Discussion ensued. Questions on existing paratransit conditional eligibility criteria, timetable cases, paratransit pickup location criteria, and electronic access issues were posed by the board and answered by Mr. Black and Ms. Salmon.

The board thanked the CAT for its contributions to the agency.

7. Resolutions

a. **R2022-06-01 - Resolution Approving the Amended Station Area Plan for Ogden Central Station**

Paul Drake, UTA Director of Real Estate & Transit-Oriented Development, was joined by Jordan Swain, UTA Transit-Oriented Development Project Manager. Mr. Drake reviewed a proposed amendment to the station area plan for the Ogden Central Station, which:

- Reconciles recommendations made in the Ogden Onboard and Make Ogden plans;
- Identifies major infrastructure improvements;
- Provides a more detailed vision for the FrontRunner station; and
- Outlines an implementation process for the plan.

Mr. Drake mentioned that this amended plan was approved by the UTA Local Advisory Council previously.

Mr. Swain then elaborated on the vision, circulation plan, parking and transit plan, implementation plan, and critical milestones moving forward.

Discussion ensued. A question on the FrontRunner platform relocation was posed by the board and answered by staff.

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

8. Contracts, Disbursements and Grants

a. **Contract: House Bill 322 Implementation and Pass-Through Funds Agreement (UDOT)**

Bill Greene, UTA Chief Financial Officer, was joined David Hancock, UTA Acting Director of Capital Development. Mr. Hancock requested the board approve a contract with the Utah Department of Transportation (UDOT), which defines terms for managing fund transfers prescribed in House Bill 322 (HB 322). HB 322 was enacted by the Utah State

Legislature during the 2022 legislative session and requires UTA to pay UDOT \$5,000,000 per year for 15 years “to facilitate the purchase of zero emissions or low emissions rail engines and trainsets for regional public transit rail systems.” The contract provides for the \$5,000,000 per year payment from UTA to UDOT and cancels the remaining June payment of \$25,400,000 from UDOT to UTA required in the 2021 Pass-Through Funds Agreement.

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. Change Order: On-Call Infrastructure Maintenance Contract Task Order #22-52 - 7800 South Garfield Grade Crossing (Stacy and Witbeck Inc.)

Jared Scarbrough, UTA Acting Director of Capital Construction, was joined by Kyle Stockley, UTA Rail Infrastructure Project Manager. Mr. Stockley requested the board approve a \$254,664 change order to the contract with Stacy and Witbeck, Inc. for a grade crossing replacement on the Garfield Line at 7800 South. The total contract value, including the change order, is \$17,967,080.

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.

c. Change Order: On-Call Systems Maintenance - Task Order #030 - TRAX Operational Simulator (Rocky Mountain Systems Services)

Mr. Scarbrough requested the board approve a \$1,675,857 change order to the contract with Rocky Mountain Systems Services for a TRAX operational simulator, which will be used to train new light rail operators. The total contract value, including the change order, is \$10,317,881.

Discussion ensued. A question on the potential for using virtual reality technology 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.

9. Service and Fare Approvals

a. Special Events Pass Agreement: Ogden Twilight Concert Series (Ogden City Corporation)

Ms. Kunkel requested the board approve a special events pass agreement with Ogden City Corporation for ticket-as-fare to the 2022 Ogden Twilight Concert Series. The total contract value is \$25,000.

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

b. Special Events Pass Agreement: Salt Lake Twilight Concert Series (Salt Lake City Corporation)

Ms. Kunkel requested the board approve a special events pass agreement with Salt Lake City Corporation for ticket-as-fare to the 2022 Salt Lake Twilight Concert Series. The total contract value is \$12,000.

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

c. Special Events Pass Agreement: University Events - Amendment 2 (University of Utah)

Ms. Kunkel requested the board approve amendment 2 to the special events pass agreement with the University of Utah. The amendment adds the June 17 and June 18, 2022 Garth Brooks concerts to the list of approved ticket-as-fare events and increases the contract value by \$112,000. The total contract value, including the amendment, is \$1,312,000.

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

10. Discussion Items

a. August 2022 Change Day

Eric Callison, UTA Manager of Service Planning, was joined by Megan Waters, UTA Community Engagement Manager. Mr. Callison clarified that the report given in today's board meeting is intended to fulfill agency requirements related to change day work but should not be construed as an official response to the public feedback received regarding proposed changes, as the feedback is currently being reviewed and taken into consideration.

Ms. Waters outlined public engagement efforts related to the August 2022 change day.

Mr. Callison then provided an overview of changes to specific bus routes in Salt Lake County and explained the benefits for riders. He also spoke about efforts to address staffing constraints. Mr. Callison went on to discuss the implementation of UTA On Demand service in South Davis and Tooele counties and described other system changes, including those made permanent following the COVID-19 pandemic.

Discussion ensued. Questions on mechanisms for responding to public feedback, route 2X, TRAX schedule changes, and express bus service were posed by the board and answered by staff.

11. Other Business

- a. Next Meeting: Wednesday, June 22nd, 2022 at 9:00 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 adjourned at 10:35 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/760313.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