



Utah Transit Authority

Board of Trustees

MEETING MINUTES - Draft

669 West 200 South
Salt Lake City, UT 84101

Wednesday, September 22, 2021

9:00 AM

FrontLines Headquarters

Present: Chair Carlton Christensen
Trustee Beth Holbrook
Trustee Jeff Acerson

Also present were UTA staff and interested community members.

1. Call to Order and Opening Remarks

Chair 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

Tina Bartholomew, UTA Safety Administrator, delivered a brief safety message.

4. Public Comment

Chair Christensen invited members of the public to comment during the live portion of the meeting; however, no live public comment was given. (Note: no online public comment was received for the meeting.)

5. Consent

- a. Approval of September 08, 2021 Board Meeting Minutes**
- b. UTA Policy - UTA.05.03 Transit Passes**
- c. UTA Policy - UTA.03.02 Audio/Video Security**

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

6. Reports

- a. Agency Report**
 - Grants Update
 - UTA On-Demand: Tooele County
 - Latino Heritage Month

Grants Update

Mary DeLoretto, UTA Interim Executive Director, was joined by Patti Garver, UTA

Manager - Environmental & Grant Services, and Janelle Robertson, UTA Project Manager II. Ms. Garver reviewed grants that have been executed, grants that are anticipated to be executed, grant applications that have been submitted, and grant applications in process in 2021. (More detailed information on these items is available in the meeting presentation.)

Discussion ensued. Questions on the discretionary component of the pending Small Starts grant, COVID-19 research grant scope, Transportation Investment Fund (TTIF) award timing, and budget for the Warm Springs sewer replacement were posed by the board and answered by staff.

UTA On-Demand: Tooele County

Ms. DeLoretto spoke about a Low or No Emission Vehicle Program grant to fund the purchase of eight fully electric vehicles and associated charging equipment needed to support the implementation of microtransit service in Tooele County. The total capital cost of the project is \$1.3 million, with \$1.1 million of the cost covered by the grant and the remaining \$200,000 covered by local match. Jaron Robertson, UTA Director of Innovative Mobility Solutions, described the service, which will streamline and improve connections for Tooele, Grantsville, Stansbury Park, and express bus from the Tooele Valley to Salt Lake City.

Discussion ensued. Questions on the cost of contracting with Via and charging infrastructure were posed by the board and answered by Mr. Robertson.

Latino Heritage Month

Ms. DeLoretto noted UTA's recognition of Latino Heritage Month and detailed specific events in which the agency is participating as part of the celebration.

7. Resolutions

a. R2021-09-02 - Resolution Approving the Naming of the Ogden/Weber State University Bus Rapid Transit System

Andrea Packer, UTA Communications Director, summarized the resolution, which approves Ogden Express (OGX) as the official name of the Ogden/Weber State University (WSU) bus rapid transit (BRT) system.

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

Aye: Chair Christensen, Trustee Holbrook, and Trustee Acerson

b. R2021-09-03 - Resolution Authorizing the Petitioning of the Utah Department of Transportation to use Eminent Domain for the Acquisition of Property necessary for the Ogden-Weber State University Bus Rapid Transit Project - Parcels 155-158; 130; and 126

Paul Drake, UTA Director of Real Estate & Transit-Oriented Development, was joined by Tim Merrill, Assistant Attorney General, and Gale Padgett, UTA Right of Way Consultant. Mr. Drake described the resolution, which authorizes initiation of eminent domain proceedings for parcels 155-158, 130, and 126 needed for completion of the Ogden/WSU BRT project. Mr. Merrill indicated negotiations with the landowners are ongoing; however, staff is requesting approval of the resolution to have the option to pursue eminent domain proceedings if negotiations reach an impasse.

Discussion ensued. Questions on the current property use and planned egress treatments were posed by the board and answered by staff.

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

Aye: Chair Christensen, Trustee Holbrook, and Trustee Acerson

Aye: Chair Christensen, Trustee Holbrook, and Trustee Acerson

c. R2021-09-04 - Resolution Authorizing the Issuance and Sale by the Authority of its Sales Tax Revenue Refunding Bonds in the Aggregate Principal Amount of Not to Exceed \$480,000,000; and Related Matters.

Bill Greene, UTA Chief Financial Officer, was joined by Brian Baker with Zions Public Finance and Randy Larsen with Gilmore Bell. Mr. Larsen reviewed the resolution, which authorizes the issuance and sale of sales tax revenue refunding bonds in the aggregate principal amount of not to exceed \$480,000,000 and sets parameters for executing the transaction. He noted a change in the resolution also allows for the issuance of subordinate bonds to achieve the 5% net present value savings.

Discussion ensued. A question on the current treasury rates 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

Aye: Chair Christensen, Trustee Holbrook, and Trustee Acerson

8. Contracts, Disbursements and Grants

a. Contract: Project Management Software (Carahsoft Technology Corporation/Procore)

David Hancock, UTA Acting Chief Service Development Officer, was joined by Daniel Hofer, UTA Manager - Capital Assets & Project Controls. Mr. Hofer requested the board approve five-year contract with Carahsoft Technology Corporation/Procore in the not-to-exceed amount of \$981,250 for project management software.

Discussion ensued. A question on JD Edwards integration was 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.

b. Contract: Panasonic Tablet Purchase 2025 Transit Management System (Mobile Concepts Technology, LLC)

Dan Harmuth, UTA IT Director, was joined by Shawn Stephens, UTA IT Project Manager. Mr. Harmuth asked the board to approve a contract with Mobile Concepts Technology, LLC in the amount of \$1,088,130 for the purchase of 570 Panasonic tablets which will be installed on the bus fleet.

Discussion ensued. Questions on software use across modes and vehicle selection for installation 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. Change Order: Ogden/WSU Bus Rapid Transit Change Order #8 - Bus Chargers (Stacy & Witbeck, Inc.)

Mr. Hancock was joined by Andrea Pullos, UTA Project Manager III. Ms. Pullos requested the board approve a \$1,082,169 change order to the contract with Stacy & Witbeck, Inc. for the installation of bus chargers and on-route chargers for the Ogden/WSU BRT project. The total contract value, including the change order, is \$63,242,628. Ms. Pullos indicated there is some urgency associated with the installation, which is necessary to meet requirements for a grant received from Rocky Mountain Power.

Discussion ensued. A question on the Rocky Mountain Power grant time constraint 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.

Chair Christensen called for a break at 10:13 a.m.

The meeting resumed at 10:25 a.m.

d. Change Order: Depot District Clean Fuels Technology Center - Phase 4, Guaranteed Maximum Price (GMP) 4, Change Order 27 - Bus Canopies and Battery Electric Bus Charging Installation (Big D Construction)

Mr. Hancock was joined by David Osborn, UTA Project Manager III. Mr. Osborn asked the board to approve an \$11,166,017 change order to the contract with Big D Construction for the construction of canopies and battery electric bus charging infrastructure at the Depot District Clean Fuels Technology Center. The total contract value, including the change order, is \$73,337,107.

Discussion ensued. Questions on the canopy design and location of charging infrastructure at the canopies 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.

e. Pre-Procurements:

- **Environmental Services Pool for FrontRunner Forward project**
- **Design Services Pool for FrontRunner Forward project**

Todd Mills, UTA Director of Supply Chain, was joined by Ms. Robertson. Mr. Mills indicated the agency plans to procure the services listed on the meeting agenda.

Discussion ensued. Questions on environmental service provider requirements, rates, positive train control system impacts, design services provider requirements, and base contract terms were posed by the board and answered by staff.

9. Discussion Items

a. 2021 Budget Technical Budget Adjustment - Staffing for the Rideshare Program

Mr. Greene was joined by Dave Pitcher, UTA Claims & Insurance Manager, and Michael Goldman, UTA Special Services Program Manager. Mr. Greene explained the technical budget adjustment, which funds additional staff required to support self-insuring the Rideshare program.

Discussion ensued. Questions on maintenance and fuel usage tracking, claims projections and associated administrative needs, and state insurance requirements were posed by the board and answered by staff.

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, that the 2021 Budget Technical Budget Adjustment - Staffing for the Rideshare Program be approved. The motion carried by a unanimous vote.

10. Other Business

- a. Next Meeting: Wednesday, October 13, at 9:00 a.m.

11. Adjourn

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that the meeting be adjourned. The motion carried by a unanimous vote and the meeting adjourned at 10:39 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/703949.html>](https://www.utah.gov/pmn/sitemap/notice/703949.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