



**Minutes of the Meeting
of the
Board of Trustees of the Utah Transit Authority (UTA)
held at UTA FrontLines Headquarters located at
669 West 200 South, Salt Lake City, Utah
February 26, 2020**

Board Members Present:

Carlton Christensen, Chair
Beth Holbrook
Kent Millington

Also attending were members of UTA staff, as well as interested citizens and members of the media.

Call to Order, Opening Remarks, and Pledge of Allegiance. Chair Christensen welcomed attendees and called the meeting to order at 9:01 a.m. Following Chair Christensen's opening remarks, the board and meeting attendees recited the Pledge of Allegiance.

Chair Christensen recognized the passing of UTA Officer Meg Rowland and indicated today's meeting would be adjourned in her memory.

Safety First Minute. Chair Christensen yielded the floor to Sheldon Shaw, UTA Director of Safety & Security, for a brief safety message.

Public Comment Period. No in-person public comment was given. It was noted that online comment received for the meeting was distributed to the board prior to the meeting and will be included as an appendix to the minutes of the meeting.

Consent Agenda. The consent agenda was comprised of:

- a. Approval of February 12, 2020 Board Meeting Minutes
- b. Approval of Audit Committee Charter
- c. Approval of Amendment One to Carolyn Gonot Employment Agreement
- d. UTA Policy 2.1.1 Financial Management – Vehicle Donations

- e. UTA Policy 2.1.2 Financial Management – Personal Use of Public Property
- f. Innovative Coordinated Access and Mobility (ICAM) Grant Execution Approval

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

Government Relations and Legislative Priorities Update. Shule Bishop, UTA Government Relations Director, spoke about the Senate Committee hearing on Senate Bill 150 Transportation Governance and Funding Amendments (SB 150). He then suggested the board make a motion to support SB 150 and House Bill 299 Opportunity Zone Enhancements (HB299).

A motion to support SB150 and HB299 was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously.

Agency Report.

Government Finance Officers Association (GFOA) Certificate. Carolyn Gonot, UTA Executive Director, recognized the UTA finance team for earning the Government Finance Officers Association (GFOA) Certificate for Excellence in Financial Reporting.

UTA Happenings. Ms. Gonot provided an update on activities at the agency, including:

- A pop-up event for rider appreciation at Brigham Young University (BYU) South Campus Station
- An outreach presentation about the Point of the Mountain study to the Sandy City Council
- An outreach presentation to the Draper City Council
- School presentations at Legacy Prep Academy and Canyon Creek Elementary

Pension Committee Report. Trustee Millington indicated the Pension Committee met on January 29, 2020, and reviewed 2019 investments, which yielded positive returns for the year.

Contracts, Disbursements, and Grants.

Change Order: Vendor Managed Inventory Contract Modification Number 1 – Additional Bus Parts (Aftermarket Parts Company). Todd Mills, UTA Sr. Supply Chain Manager, explained the change order, which adds an additional 619 parts to the contract at a value of \$3,882,810, bringing the total contract value to \$5,132,810. This vendor managed inventory (VMI) contract allows the agency to automate a significant

portion of its bus parts ordering process. Discussion ensued. Questions on in-stock improvements from the VMI contract and the effect of shipping costs on savings were posed by the board and answered by staff.

A motion to approve the change order was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously.

Resolutions.

R2020-02-03 Resolution Approving and Adopting the Woods Cross Station Area Plan.

Paul Drake, UTA Sr. Manager of Real Estate and Transit-Oriented Development, was joined by Kevin Leo, UTA TOD Project Specialist I. Mr. Drake provided an overview of the resolution, which includes three iterative development scenarios at the Woods Cross Station. He summarized the conversation in the recent consultation with the Local Advisory Council (LAC) on the station area plan and indicated recommendations from the LAC were included in the resolution. Discussion ensued. Questions on a potential pedestrian bridge at the site were posed by the board and answered by staff.

Chair Christensen suggested that future development plans at the site leverage previously completed work to determine the best location for a pedestrian bridge.

A motion to approve R2020-02-03 was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously, with aye votes from Trustee Holbrook, Trustee Millington, and Chair Christensen.

R2020-02-04 Resolution Approving the First Amendment of the Authority's 2020

Budget. Bob Biles, UTA Chief Financial Officer, described the resolution, which allocates \$479,000 of expected sales tax collections to certain planning studies in the operating budget, carries over funds from projects not completed in 2019, incorporates funding contributions by third parties, and/or reallocates funds from contingency in the capital budget.

A motion to approve R2020-02-04 was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously, with aye votes from Trustee Holbrook, Trustee Millington, and Chair Christensen.

R2020-02-05 Resolution Approving Interlocal Cooperation Agreements with Salt Lake City for TIGER Projects on Folsom Trail and the 300 N. Pedestrian Overpass Bridge.

Mary DeLoretto, UTA Acting Chief Service Development Officer, was joined by Heather Bening, UTA Project Manager II. Ms. DeLoretto explained the resolution, which authorizes the execution of interlocal agreements with Salt Lake City for TIGER projects on Folsom Trail and the 300 N. pedestrian overpass bridge, covering the original project as well as supplements one and two. Discussion ensued. Questions on project design and work to be performed on the Folsom Trail were posed by the board and answered by staff.

A motion to approve R2020-02-05 was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously, with aye votes from Trustee Millington, Trustee Holbrook, and Chair Christensen.

Discussion Items.

TIGER First/Last Mile Project Update. Ms. DeLoretto and Ms. Bening provided a progress update on the TIGER first/last mile project, including an overview of the grant award, a summary of the overall program of projects included in the grant, agreements and contracts associated with the program of projects, completed projects, projects in construction, projects in design, and projects yet to be addressed.

Discussion ensued. Questions on the corridor and trail near the Lehi pedestrian bridge were posed by the board and answered by staff.

Depot District Project Status Update. Ms. DeLoretto was joined by Grey Turner, UTA Acting Director of Capital Projects. Mr. Turner provided a status update on the Depot District project, including demolition, project phasing, and building design. Discussion ensued. Questions on the new west parking lot, retention basin, charging stations, materials used for the building exterior, and impacts on the ability to implement new bus service were posed by the board and answered by staff.

Chair Christensen suggested staff tour the Salt Lake City fleet facility. He also requested an update to the board in the near future on the cost of the Depot District project.

Chair Christensen called for a break at 10:17 a.m.

The meeting resumed at 10:25 a.m.

Citizens Advisory Board. Nichol Bourdeaux, UTA Chief Communications & Marketing Officer, was joined by G.J. LaBonty, UTA Manager of Customer Experience, and Megan

Waters, UTA Community Engagement Manager. Mr. LaBonty summarized the work of the Citizens Advisory Board (CAB). The CAB consists of regular customers who provide feedback to the agency on rider experience. Discussion ensued. Questions on CAB feedback on the UTA website and term limits were posed by the board and answered by staff.

Chair Christensen made several recommendations for the CAB, including:

- Identifying a commuter in Davis County for the CAB
- Engaging the Local Advisory Council to provide suggestions for potential CAB members
- Encouraging CAB membership for prospective riders as a way to assist the agency in identifying rider needs

Chair Christensen also suggested the community engagement team consider ways to engage populations of potential riders. Trustee Holbrook advocated for targeted outreach to youth groups.

Ms. Bourdeaux committed to return to the board with an updated CAB charter. Chair Christensen requested the board be given an opportunity to provide input on the revised charter.

Service and Fare Approvals.

Complimentary Passes for UTA Committee Members (Local Advisory Council, Committee on Accessible Transportation, Citizens Advisory Board). Monica Morton, UTA Fares Director, requested the board approve complimentary transit passes for members serving on certain UTA committees. Discussion ensued. A question on the estimated value of the passes was posed by the board and answered by Ms. Morton.

A motion to approve the complimentary passes was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously.

Other Business.

Next Meeting. Chair Christensen mentioned that the March 4, 2020 board meeting is being canceled. The next meeting of the board will be on Wednesday, March 11, 2020 at 9:00 a.m.

Closed Session. Chair Christensen indicated there was a need for a closed session to discuss pending or reasonably imminent litigation. A motion for a closed session was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously and the board entered closed session at 10:53 a.m.

(Note: no discussion on collective bargaining took place during closed session.)

Open Session. A motion to return to open session was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously and the board returned to open session at 11:28 a.m.

Adjournment. The board and meeting attendees observed a moment of silence and then meeting was adjourned in memory of UTA Officer Meg Rowland at 11:29 a.m. by motion.

Transcribed by Cathie Griffiths
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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/590411.html> for entire content.

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

Appendix

**Online Public Comment
to the
Board of Trustees of the Utah Transit Authority (UTA)
Board Meeting
February 26, 2020**

Received February 11, 2020 from George Chapman:

I have noticed several instances recently that have vehicles parked so close to the fancy new bus stops that the bus has to stay 4 feet from the curb. All new bus stops should include no parking within 15 feet to allow passenger convenience and to enable ramp deployment.

Since the Board is meeting at noon tomorrow, can the comments' deadline be extended to 5PM?

The Board gets few if any comments and more should be in the minutes. I know the Board looks at my comments but UTA should have more comments in their minutes to show respectable public engagement.

Received February 11, 2020 from George Chapman:

Ice in gutters make it extremely unsafe to step into the street now.

Received February 25, 2020 from George Chapman:

I am again asking for a reasonable salary for drivers to decrease the 50% first year turnover of drivers.

I also believe that UTA should do what they promised and expand bus service before ANY projects, including TODs (in SB150).

I remind the Board that ridership can double if a robust bus system is restored as evidenced by the Route 9 ridership data.

Also, UTA should not be claiming that rail projects increase development. Sugar House development is mainly due to open space and parks.

Please put in the minutes for the Feb 26 meeting.
