



**Report 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
June 27, 2018**

Board Members Present:

Greg Bell, Chair

Necia Christensen

Alex Cragun

Karen Cronin (non-voting)

Babs De Lay

Charles Henderson

Andrew Jackson

Melissa Johnson

Dannie McConkie

Toby Mileski

Bret Millburn (via telephone)

Board Members Excused/Not in Attendance: Jeff Acerson, Cort Ashton, Gina Chamness, Jeff Hawker, and Troy Walker

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

Welcome and Call to Order. Chair Bell welcomed attendees and called the meeting to order at 1:25 p.m. with eleven board members present either in person or via telephone. The board and meeting attendees then recited the Pledge of Allegiance.

Safety Minute. Chair Bell yielded the floor to Sheldon Shaw, UTA Manager of Safety, for a brief safety message.

Item(s) for Consent. Consent items consisted of the following:

- Approval of May 23, 2018 Board Meeting Report
- Financial Report & Dashboard for April 2018
- Finance & Audit Committee Approved Contracts, Change Orders & Disbursement
 - Contract: Provo-Orem BRT Signage (Revel TV)
 - Contracts: 5310 Grant Funds (First Step House; PARC; Work Activity Center; United Way of Utah Valley)

A motion to approve the consent agenda by acclamation was made by Trustee Mileski and seconded by Trustee De Lay. The motion carried by unanimous consent.

General Public Comment Period. Public comment was given by Claudia Johnson and George Chapman. Ms. Johnson expressed appreciation for staff engagement with the public. Mr. Chapman expressed appreciation to Rebecca Cruz, UTA Board Support Manager, for her service to UTA. Ms. Cruz is leaving UTA for a new career opportunity.

Following Mr. Chapman's remarks, Chair Bell and other members of the board shared their appreciation for Ms. Cruz's efforts.

Swearing in of New Trustees. Rebecca Cruz, UTA Board of Trustees Support Manager, administered the oath of office to Melissa Johnson who was appointed by the municipalities within Salt Lake County and the municipalities of Grantsville and Tooele in Tooele County and Andrew Jackson who was appointed by the municipalities within Utah County.

Chair Bell asked Trustee Johnson and Trustee Jackson to introduce themselves to the board.

Director/Agency Report. Steve Meyer, UTA Interim Executive Director, delivered a report on topics including:

- UTA support at the Warriors Over the Wasatch Air and Space Show
- Meetings with the Federal Transit Administration and the federal delegation staff in Washington, DC
- Recognition of the UTA team that placed first overall in the American Public Transportation Association International Rail Rodeo

Committee Updates.

Stakeholder & Planning Committee Update.

R2018-06-01: Ogden/Weber State University MOU. Trustee Millburn explained the resolution, which details the understanding between UTA and the project stakeholders (i.e., Wasatch Front Regional Council; Ogden City; Weber State University; Intermountain Healthcare, Inc., dba McKay-Dee Hospital; Weber County Council of Governments; and the Utah Department of Transportation) related to construction of a bus rapid transit system between Ogden and Weber State University. He then yielded the floor to Mary DeLoretto, UTA Capital Projects Director, who delivered a presentation on the Ogden/Weber State University project. The presentation covered the project purpose; the locally preferred alternative that was adopted; ridership projections, costs, and other project details; UTA's commitments in the memorandum of understanding; the project schedule and budget; and next steps. Discussion ensued during which questions were posed by the board and answered by UTA staff.

Public Comment. Public comment was given by George Chapman, Callie New, and Glen Symes. Mr. Chapman voiced disapproval for construction of the bus rapid transit system. Ms. New, representing the Wasatch Front Regional Council (WFRC), expressed WFRC's support for the project. Mr. Symes, who works as the Deputy Director of the Ogden City Council, conveyed support for the project, specifically as a catalyst for development.

Board Action. A motion to approve resolution R2018-06-01 was made by Trustee Mileski and seconded by Trustee Henderson. The motion carried by unanimous consent with ten affirmative votes from Trustees Christensen, Cragun, De Lay, Henderson, Jackson, Johnson, McConkie, Mileski, Millburn, and Bell.

Trustee Mileski left the meeting at 2:32 p.m.

Finance and Audit Committee Update.

R2018-06-02: TIGER Capital Project Authority – Construction Phase Amendment Authority with Granite Construction. Bart Simmons, UTA Senior

Counsel, provided context for the TIGER capital project and then summarized the resolution and the nature of UTA's relationship with Granite Construction on the TIGER project.

Public Comment. No public comment was given.

Board Action. A motion to approve resolution R2018-06-02 was made by Trustee De Lay and seconded by Trustee Henderson. The motion carried by unanimous consent with nine affirmative votes from Trustees Cragun, De Lay, Henderson, Jackson, Johnson, McConkie, Millburn, Bell, and Christensen.

R2018-06-03: Provo Orem TRIP Capital Project Authority. Mr. Meyer explained the resolution, which grants authority to the interim executive director to approve change orders on this project as long as the changes are consistent with the approved project budget.

Public Comment. No public comment was given.

Board Action. A motion to approve resolution R2018-06-03 was made by Trustee Jackson and seconded by Trustee Christensen. The motion carried by unanimous consent with nine affirmative votes from Trustees De Lay, Henderson, Jackson, Johnson, McConkie, Millburn, Bell, Christensen, and Cragun.

R2018-06-04: Right of Way Contract Provo Orem TRIP. Paul Drake, UTA Senior Manager of Real Estate and Transit-Oriented Development, presented an overview of the property transaction on a 0.48 acre strip required for the Provo Orem TRIP project.

Public Comment. No public comment was given.

Board Action. A motion to approve resolution R2018-06-04 was made by Trustee Jackson and seconded by Trustee Cragun. The motion carried by unanimous consent with nine affirmative votes from Trustees Henderson, Jackson, Johnson, McConkie, Millburn, Bell, Christensen, Cragun, and De Lay.

R2018-06-05: Authorizing Change Order with Broadcast Microwave Services for Mobile Data System Hardware. Mr. Meyer explained the resolution, which authorizes execution of a change order to purchase components for onboard communications technology on buses.

Public Comment. No public comment was given.

Board Action. A motion to approve resolution R2018-06-05 was made by Trustee Christensen and seconded by Trustee Henderson. The motion carried by unanimous consent with nine affirmative votes from Trustees Jackson, Johnson, McConkie, Millburn, Bell, Christensen, Cragun, De Lay, and Henderson.

Report on External Financial Audit Performed by Keddington & Christensen. Stephen Rowley, an auditor with Keddington & Christensen, summarized the audit reports on UTA and on UTA's pension plan. One finding on the UTA report was noted that related to the classification of assets. A corrective action plan has been established and it is expected the issue will be corrected by September 2018.

Operations & Customer Experience Committee Update.

R2018-06-06: Approving August 2018 Change Day Title VI Analysis. Nichol Bourdeaux, UTA Vice President of External Affairs and Constituent Services, provided an overview of proposed service changes, public outreach efforts, and Title VI analysis. Questions were posed by the board and answered by UTA staff.

Public Comment. No public comment was given.

Board Action. A motion to approve resolution R2018-06-06 was made by Trustee Cragun and seconded by Trustee De Lay. The motion carried by unanimous consent with nine affirmative votes from Trustees Johnson, McConkie, Millburn, Bell, Christensen, Cragun, De Lay, Henderson, and Jackson.

R2018-06-07: Fare Structure Review and Authorizing Reduced Fare Agreements. Ms. Bourdeaux summarized a presentation that was delivered to the Operations & Customer Experience Committee. She addressed enabling

legislation and board policies related to fares and provided an overview of contract pass programs. The resolution authorizes selling and renewing agreements under the current discounted transit pass programs to employers, educational institutions, government agencies, and human service providers. Discussion ensued during which questions were posed by the board and answered by UTA staff. During the discussion, Chair Bell assigned Trustee Johnson to the Operations & Customer Service Committee and asked that more information on the fare contract criteria be provided to that committee. Trustee Jackson requested that staff prepare an analysis of “cost per actual usage.”

Public Comment. Public comment was given by George Chapman. Mr. Chapman suggested more publicity for the discount associated with use of FAREPAY cards.

Trustee Henderson left the meeting at 3:30 p.m.

Board Action. A motion to approve resolution R2018-06-07 with an amendment to have promotions reviewed in advance of implementation by the board chair was made by Trustee De Lay and seconded by Trustee Cragun. The motion carried by unanimous consent with eight affirmative votes from Trustees McConkie, Millburn, Bell, Christensen, Cragun, De Lay, Jackson, and Johnson.

Closed Session. Chair Bell indicated there were matters to be discussed in closed session relative to the purchase, exchange, lease, or sale of real property and pending or reasonably imminent litigation. A motion to move into closed session was made by Trustee Cragun and seconded by Trustee Christensen. The motion carried by unanimous consent and the board moved into closed session at 3:38 p.m.

Open Session. A motion to return to open session was made by Trustee De Lay and seconded by Trustee Christensen. The motion carried by unanimous consent and the board returned to open session at 4:05 p.m.

Action Taken Regarding Matters Discussed in Closed Session. No action was taken regarding matters discussed in closed session.

Other Business. No other business was discussed.

Adjournment. The meeting was adjourned at 4:07 p.m. by motion.

Transcribed by Cathie Griffiths
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This document along with the digital recording constitute the official minutes of this meeting.