



# Utah Transit Authority

## Local Advisory Council

### MEETING MINUTES - Draft

669 West 200 South  
Salt Lake City, UT 84101

---

**Wednesday, September 15, 2021**

**9:00 AM**

**FrontLines Headquarters**

---

**Present:** Chair Karen Cronin  
Vice Chair Clint Smith  
2nd Vice-Chair Julie Fullmer  
Council Member Leonard Call  
Council Member Erik Craythorne  
Council Member Robert Hale  
Council Member Mark Johnson

**Excused:** Council Member Erin Mendenhall  
Council Member Troy Walker

Council Member Walker joined remotely for a portion of the meeting. Alternate Council Member Jon Larsen attended in place of Council Member Mendenhall. Also participating were UTA's Board of Trustees and members of UTA staff.

#### **OPENING BUSINESS**

##### **1. Call to Order & Opening Remarks**

Chair Cronin welcomed attendees, including Alternate Member Jon Larsen, acting for Member Mendenhall, and called the meeting to order at 9:02 a.m.

##### **2. Pledge of Allegiance**

Chair Cronin led the Pledge of Allegiance.

##### **3. Safety First Minute**

Sheldon Shaw, UTA Director of Safety and Security, gave a brief safety message.

##### **4. Public Comment**

It was noted that there was no public comment received for the meeting either on line or in person.

##### **5. Consent**

###### **a. Approval of June 2, 2021 Local Advisory Council Meeting Minutes**

A motion was made by Vice Chair Smith, and seconded by 2nd Vice-Chair Fullmer, to approve the consent agenda. The motion carried unanimously.

---

**CONSULTATION WITH BOARD OF TRUSTEES****6. Capital Projects****a. Utah Transit Authority Capital Projects Update**

David Hancock, Acting UTA Chief Service Development Officer, presented an update on the construction of the Airport TRAX Realignment/Station, the Depot District Bus Maintenance Facility, the Vineyard FrontRunner Double Track/Station, and the Ogden/Weber State University BRT. The Airport TRAX station's grand opening is being planned for November 1, 2021. The Depot District Bus Maintenance Facility is projected to be completed in the spring of 2023. The Ogden/Weber State University BRT will be ready to begin shuttle service on the WSU campus by August 2022 and project completion is scheduled for August 2023. Todd Provost, UTA Director of Capital Development, presented an update on the development of the Future of FrontRunner, the S-line Streetcar extension, the Point of the Mountain BRT, the Mid-Valley BRT, and the Central Corridor.

The council asked questions about demolition on the Depot District project, utilization of the Ogden/WSU BRT project, how project development priorities will be made, and on the bus bridge options for the airport project. Member Fullmer gave comments on the Vineyard station project. Staff responded. Discussion ensued.

Trustee Christensen gave comments on the sequencing of timing on the projects. Member Fullmer asked a question about how the council can support UTA in the 5-year plan. Trustee Holbrook responded. Discussion ensued.

**b. Utah Transit Authority Draft 2022-2026 Five-Year Capital Plan**

Mr. Hancock reported that the 5-Year Capital Plan goals are:

- Maintain a safe system that operates in a state of good repair
  - Provide a plan consistent with the constraints of the projected capital budget
  - Provide a plan consistent with available capacity of project delivery resources
  - Include service expansion projects consistent with the regional long-range transit plans
- Leverage UTA funds with federal grants and partner funds

The emphasis for 2022 is delivering the projects funded in the capital budget by creating pipeline projects, leveraging capital contingency, creating partnership funding, and by creating a revolving fund for TOD working capital. Dan Hofer, UTA Manager of Capital Assets and Project Control, presented the current active and proposed projects for the 5-year plan, noting that active projects are funded and proposed projects are not yet funded, but are being tracked. The 5-year capital project categories, process, and evaluation criteria were presented. Mr. Hancock presented the proposed 2022 capital budget summary and the proposed asset management details. The proposed 5-year capital budget was also given by year, noting anticipated grants and partner

funds.

The council asked questions about the revolving fund approach, if there is an ability to meet the growth demands with the projects, partnership funding, about the criteria for the projects, and the definition of public support. Staff responded. Discussion ensued.

## **7. Bond Refunding**

### **a. Potential 2015A Senior and Subordinate Sales Tax Revenue Refunding Bond Opportunity in 2021**

Bill Greene, UTA Chief Financial Officer, introduced Brian Baker of Zion's Public Finance. Mr. Baker presented the considerations for bond refunding. Bob Kinney with Wells Fargo presented the 10-year US Treasury yield curve, noting the bonds will be taxable. Mr. Baker presented the proposed series 2015A taxable advance refunding results. The process timeline of refunding was also presented.

Trustee Christensen made comments on the state bonding commission's support of refunding the bonds.

Chair Cronin called for a break at 10:21 a.m.

Chair Cronin reconvened the meeting at 10:34 a.m.

## **8. Transit-Oriented Development (TOD)**

### **a. Transit Oriented Development (TOD) Overview and Project Update**

Paul Drake, UTA Director of Real Estate and TOD, introduced Jordan Swain, UTA TOD Project Manager, and Sean Murphy, UTA TOD Project Manager. Mr. Drake presented an update on the TOD projects, which goal is to integrate public transit into communities through station area planning, partnering, education, and TOD implementation.

Mr. Murphy gave an update on the South Utah County Station area plans which includes Springville, Spanish Fork, and Payson, noting the land use review, the vision, the market study, and bike/pedestrian connectivity. Mr. Murphy also gave an update on the Point of the Mountain Station area plan which includes Draper and Lehi. Next steps for this project were noted. Mr. Murphy gave an update on the Salt Lake Central plan, noting the three districts included in this project and the collaboration with Salt Lake City.

Mr. Swain gave an update on the Ogden Station TOD, noting the anticipated completion of the station area plan by the end of 2021, and the Clearfield Station which should start infrastructure construction in the fall of 2021. Mr. Swain also gave an update on the Midvale Center Street project.

Mr. Drake gave an update on the Sandy Civic Center station, noting that it's in the final construction phase, and the Jordan Valley TOD, noting that it has completed its second

phase.

The council asked a question about the name of the Lehi project, and the real estate of the Midvale project. Trustee Christensen and staff responded. Discussion ensued.

**9. Discussion**

**a. Open Dialogue with the Board of Trustees**

Chair Cronin and Member Smith asked about the process of finding a new Executive Director for UTA. Trustee Christensen responded. Discussion ensued.

Member Hale asked about bus service to the Sandy City Library. Trustee Christensen responded.

Trustee Holbrook made comments about the value of having open dialogue with the council.

**REPORTS AND OTHER BUSINESS**

**10. Discussion**

**a. Local Advisory Council Duties**

Mike Bell, Assistant Attorney General, presented a background on the development of the Local Advisory Council and the general role as taken from the statute. Consultative duties were defined. Specific responsibilities include to review, approve, and recommend for final adoption by the Board of Trustees, district service plans, development plans, and TOD plans. Other duties include setting compensation packages for the board of trustees, annually engaging with safety and security teams, and assisting with coordinated mobility and constituent services provided by UTA. Mr. Bell outlined the mechanics of the council.

The council made comments on responsibilities that are expected. Discussion ensued.

Council Member Walker joined the meeting by phone at 11:02 a.m.

**11. Resolution**

**a. AR2021-09-01 - Resolution Setting the Compensation for the Board of Trustees**

Chair Cronin clarified that trustee compensation was to be set for the *position* of member of the board of trustees and not the individuals holding the positions. The proposed resolution confirms the base compensation set by the Local Advisory Council previously and establishes the State of Utah cost of living adjustment (COLA) as the vehicle for compensation increases for trustees. The resolution also notes that increases would not exceed the legislative cap for compensation.

The council asked questions about the State COLA, why it is the council's responsibility to set compensation, and about clarification on the timing of increases. Mr. Bell

responded. Discussion ensued.

Member Walker added comments in support of using the state COLA as a guide.

A motion was made by Council Member Craythorne, and seconded by Council Member Call, that this Resolution be approved contingent upon adding modifications that address the timing of cost of living increases based on trustee appointment dates. The motion carried unanimously.

## **12. Reports**

### **a. Agency Report**

- **Ridership Report**
- **Federal Stimulus Funds Update**
- **Adopt-a-Stop Program**
- **Mobile Pop-up Vaccine Clinics**

Mary DeLoretto, UTA Executive Director, presented that free fare would be offered for airplane boarding passes with those using transit for the airport.

Eddy Cumins, UTA Chief Operating Officer, presented the current ridership levels, noting that numbers are rising.

Mr. Greene gave an update on the use of the stimulus packages received for COVID relief. The allocations and ending balance were presented, as well as how funds are being used.

Adopt-a-Stop Program. Megan Waters, UTA Community Engagement Manager, highlighted the Adopt a Stop program pilot, noting which stops and businesses are participating in the program. Ms. Waters also presented the Mobile Pop-up Vaccine Clinics where coordination is happening with state health partners, vaccine providers, and UTA real estate to determine the logistics for mobile vaccine clinics.

The council asked about why microtransit and bus numbers are recovering more quickly than others and about positive rising percentages. Mr. Cumins responded.

Member Walker left the meeting at 11:46 a.m.

Member Fullmer left the meeting at 11:51 a.m.

### **b. Audit Committee Report**

Member Smith reported on the Audit Committee Meetings that took place on June 21 and August 23, 2021, noting that remediation on findings are making appropriate progress with some deadline extensions. Systems that were presented in the meeting are running well.

## **13. Other Business**

- a. Next meeting - November 17, 2021 at 9:00 a.m.

**14. Adjourn**

A motion to adjourn was made by Vice Chair Smith, and seconded by Council Member Johnson. The motion carried unanimously.

Transcribed by Stephanie Tomlin  
Executive Assistant to the Board

*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/702108.html> entire content.*

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

Approved Date:

---

Karen Cronin  
Chair, Local Advisory Council