



Utah Transit Authority

Board of Trustees

MEETING MINUTES - Final

669 West 200 South
Salt Lake City, UT 84101

Wednesday, April 26, 2023

9:00 AM

FrontLines Headquarters

Present: Chair Carlton Christensen
Trustee Beth Holbrook
Trustee Jeff Acerson

Also attending were UTA staff 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

David Wilkins, Assistant Attorney General, delivered a brief safety message.

4. Public Comment

In-Person/Virtual Comment

No in-person or virtual comment was given.

Online Comment

No online comment was received.

5. Consent

a. Approval of April 12, 2023 Board Meeting Minutes

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, to approve the consent agenda. The motion carried by a unanimous vote.

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

- **Ski Season Planning Update**
- **Mobility Hubs Update**
- **UTA Conference Participation**
- **UTA Tribute - Sgt. Todd Watanabe**
- **UTA Tribute - Total Rewards Team**

Ski Season Planning Update

Jay Fox, UTA Executive Director, provided a response to a public comment made in the April 12, 2023, board meeting regarding ski season planning and mobility hubs.

Mr. Fox indicated the agency is engaged with stakeholders in planning for next ski season. The challenges, however, extend beyond the current labor shortage and include a significant traffic management issue in the canyons. Mr. Fox said regional, and not just UTA solutions, are needed.

Mobility Hubs Update

Mr. Fox described mobility hubs as multimodal transit system access points that include active transportation aspects and contemplate first/last mile solutions. Currently, three hubs are planned at the University of Utah, Orange Street in Salt Lake City, and in south Salt Lake County. The agency is also evaluating hubs at additional locations and is looking to incorporate charging facilities and end-of-line facilities at the hubs as well. Mr. Fox committed to provide an in-depth update on mobility hub plans at a future meeting.

UTA Conference Participation***American Public Transportation Association (APTA) Mobility Conference***

Chair Christensen announced Trustee Beth Holbrook was appointed to the American Public Transportation Association (APTA) board. Mr. Fox opined her participation on the APTA board gives UTA a national presence and stated UTA is known by its transit peers for being an innovative agency.

Mr. Fox went on to report on his participation in the APTA Mobility Conference in Minneapolis, Minnesota. He said Los Angeles Metro (LA Metro) is hosting Olympic forums to discuss transit planning for the Los Angeles Summer Games in 2023. As part of a recent forum, LA Metro asked the Metropolitan Atlanta Rapid Transit Authority (MARTA) and UTA to talk about their Olympic experiences. Mr. Fox used this opportunity to highlight the Salt Lake Winter Games in 2002 and the 2023 NBA All-Star Week. His comments focused on the commitment of the agency's administration to supporting all efforts.

While in Minneapolis, Mr. Fox also visited George Floyd Square, which he described as a living memorial and a "moving experience."

RedCabin Railway Interior Innovation Summit

Mr. Fox thanked staff who participated in RedCabin Railway Interior Innovation Summit. He noted the event was attended by a number of industry representatives, including Amtrak.

UTA Tribute - Sgt. Todd Watanabe

Mr. Fox was joined by Cherryl Beveridge, UTA Chief Operating Officer, and Dalan Taylor, UTA Chief of Police & Public Safety Manager. Mr. Taylor recognized UTA Police Sergeant Todd Watanabe for assisting a man with dementia at the Ogden bus hub. Sergeant Watanabe returned the man to his wife and documented his information so his wife could be easily contacted if the same situation recurs.

Mr. Fox also mentioned a young woman in distress located by Sergeant Watanabe on the UTA alignment. Mr. Fox contacted the young woman's mother, who shared she is receiving and progressing in treatment.

UTA Tribute - Total Rewards Team

Mr. Fox was joined by Kim Shanklin, UTA Chief People Officer. Ms. Shanklin introduced the total rewards team and recognized them for their work during open enrollment, including introducing a new high deductible plan and hosting several informational meetings.

b. Financial Report - February 2023

Brad Armstrong, UTA Director of Budget & Financial Strategy, was joined by Daniel Hofer, UTA Director of Capital Assets & Project Controls. Mr. Armstrong reviewed the financial dashboard, sales tax revenue, sales tax collections by county, passenger revenues, headcount, and operating financial results. Mr. Hofer discussed capital spending (including spending by project type) and highlighted the Tooele electrification project.

Discussion ensued. There were several questions posed by the board and answered by staff. The discussion centered on the following:

- Unemployment trends
- Capital project contingencies
- Supply chain considerations
- Northern Utah double track budget underrun
- Positive train control overage
- 650 South Station partner funding
- System restroom costs
- Point of the Mountain overage
- Capital expenditure trends

Trustee Holbrook requested an update on the OGX budget and schedule.

7. Resolutions**a. R2023-04-07 - Resolution Declaring Official Intent of the Utah Transit Authority to Reimburse Itself for Certain Capital Expenditures Through Lease Financing**

Troy Bingham, UTA Comptroller, summarized the resolution, which declares the official intent of the agency to reimburse itself for certain capital expenditures through lease financing. Specifically, the 2023 capital budget and unused 2022 budget (also referred to as carryforward) anticipated lease financing for the replacement of the following:

- Buses: \$32,500,000
- Paratransit: \$8,000,000
- Additional Bombardier Cars (replace Comet cars): \$4,000,000
- Vanpool Vans: \$2,500,000
- Non-Revenue Service Vehicles: \$1,500,000

Mr. Bingham noted lease financing will be authorized near the time of the deliveries.

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

b. R2023-04-08 - Resolution Granting General Expenditure and Disbursement Authority to Non-Inventory Vendors

Mr. Bingham described the resolution, which grants general expenditure and disbursement authority to non-inventory vendors, including payroll vendors, utility vendors, the Office of the Utah Attorney General (for legal services), and Utah County (for debt service).

Chair Christensen suggested rounding estimates for future expenditures.

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

c. R2023-04-09 - Resolution Appointing Viola Miller as Officer and Treasurer of the Authority

Chair Christensen reviewed the resolution, which appoints Viola Miller as an officer and treasurer of the authority. Ms. Miller begins serving as UTA's chief financial officer on May 1, 2023.

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

8. Contracts, Disbursements and Grants

a. Contract: Nexan Assureon Archive and Backup System for UTA Business Data (Ramsys Storage Solutions, LLC.)

Alisha Garrett, Chief Enterprise Strategy Officer, was joined by Tom Smith, UTA IT Network Support Manager. Ms. Garrett requested the board approve a \$293,675.51 contract with Ramsys Storage Solutions, LLC. for a replacement data file archive system.

Discussion ensued. Questions on capacity and purpose 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.

b. Contract: 2023 Microsoft Azure Software Services (SHI International Corp.)

Ms. Garrett requested the board approve a one-year contract with SHI International Corp. for Microsoft Azure software services. The total contract value is \$245,000.

Discussion ensued. A question on the procurement approach for future software services 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.

c. Contract: HVAC Replacement at Meadowbrook Building 1 (Carrier Corporation)

Guy Miner, UTA Facilities Maintenance Manager, requested the board approve a \$221,063 contract with Carrier Corporation for an HVAC replacement at Meadowbrook Building 1.

Discussion ensued. Questions on high efficiency benefits and lead time on the unit were posed by the board and answered by Mr. Miner.

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

d. Contract: Seven Replacement Vehicles for Police Department (Ken Garff West Valley Ford)

Chief Taylor requested the board approve a \$317,086 contract with Ken Garff West Valley Ford for seven police vehicle replacements.

Discussion ensued. Questions on vehicle selection and use of the state contract for procurement were posed by the board and answered by Chief Taylor.

- A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, that this contract be approved. The motion carried by a unanimous vote.
- e. **Contract: Civil Contractor Services for Battery Electric Bus Charging Infrastructure (Cache Valley Electric Company)**

David Osborn, UTA Project Manager III, requested the board approve a \$940,174.23 contract with Cache Valley Electric Company (CVE) for the installation of battery electric bus charging infrastructure at Kimball Junction, Salt Lake Central Station, and the Tooele Senior Center.

Discussion ensued. A question on the inclusion of public charging options was posed by the board and answered by Mr. Osborn.

Mr. Fox committed to provide a future report on electric charging infrastructure planning.

- A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that this contract be approved. The motion carried by a unanimous vote.
- f. **Change Order: On-Call Systems Maintenance Task Order #23-012 - 5300 S. to 5400 S. Construction (Rocky Mountain Systems Services)**

Dean Hansen, UTA Manager of Systems Engineering, requested the board approve a \$1,615,102 change order to the contract with Rocky Mountain Systems Services (RMSS) for systems work associated with the replacement of two crossovers at 5300 South and 5400 South on the TRAX alignment. The total contract value, including the change order, is \$19,138,528.

- 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.
- g. **Change Order: Program Management Services Change Order 23-01 - Services Increase (HNTB Corporation)**

Mr. Hofer requested the board approve a not-to-exceed (NTE) change order in the amount of \$7,845,520 to the contract with HNTB Corporation for program management services. The total NTE contract value, including the change order, is \$24,932,018.

Discussion ensued. A question on future contract options was posed by the board and answered by Mr. Hofer.

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.

9. Service and Fare Approvals

- a. **Fare Agreement: Special Events Agreement for Ogden Twilight Concert Series (Ogden City Corporation)**

Monica Howe, UTA Fares Director, requested the board approve a \$31,500 special events fare agreement with Ogden City Corporation for ticket-as-fare to the Ogden Twilight Concert Series.

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

b. Fare Agreement: Special Events Agreement for Salt Lake Twilight and Kilby Court Concert Series (S&S Presents)

Ms. Howe requested the board approve a \$34,875 special events fare agreement with S&S Presents for ticket-as-fare to the Salt Lake Twilight and Kilby Court Concert series.

Discussion ensued. A question on concert locations was posed by the board and answered by Ms. Howe.

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

Chair Christensen called for a break at 10:35 a.m.

The meeting reconvened at 10:47 a.m.

10. Discussion Items

a. FrontRunner Rail Safety

Jared Scarbrough, UTA Director of Capital Construction was joined by Kevin Anderson, UTA Director of Maintenance Support; Zachary Thomas, UTA Acting Commuter Rail General Manager; and Sheldon Shaw, UTA Director of Safety & Security. Mr. Shaw outlined the presentation and spoke about the safety measures on the FrontRunner system. Mr. Scarbrough briefed the board on UTA's history with automated train control and positive train control (PTC), including compliance with PTC requirements. Mr. Anderson discussed maintenance of way compliance and inspections, and Mr. Thomas reviewed vehicle maintenance and operations functions related to commuter rail safety.

Discussion ensued. There were several questions posed by the board and answered by staff. The discussion centered on the following:

- PTC application
- System betterments
- Aspect display units
- Inspection timing
- Emergency response protocols
- System protections
- Maintenance processes
- Union Pacific's PTC system

- Onboard safety measures
- FrontRunner safety record
- PTC technology preferences

b. UTA Active Transportation to Transit Plan (AT3P)

Russ Fox, UTA Director of Planning, was joined by Alex Beim, UTA Manager of Long-Range Strategic Planning, and Jem Locquiao, UTA Planning Researcher II. Mr. Beim defined active transportation and discussed the different ways the public accesses the transit system. He showed photos of bus stop improvements and described UTA's efforts with active transportation. He then outlined UTA's Active Transportation to Transit Plan (AT3P), including accessibility and phase I and phase II objectives.

Discussion ensued. Questions on Americans with Disabilities Act (ADA) compliance, bus stop improvement prioritization, coordination in regional and local community planning processes, and collaboration with municipalities were posed by the board and answered by staff.

Chair Christensen suggested evaluating state and local funding options for closing access gaps.

11. Other Business

- a. Next Meeting: Wednesday, May 10th, 2023 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 11:42 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 and audio recording located at <https://www.utah.gov/pmn/sitemap/notice/827465.html> for entire content. Meeting materials along with a time-stamped video recording may also be accessed at https://rideuta.granicus.com/player/clip/226?view_id=1&redirect=true&h=2beb22232a7f34410a04ca0e97913128.

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

Approved Date: 5/11/2023

DocuSigned by:



Carlton J. Christensen
Chair, Board of Trustees