



**Minutes of the Meeting
of the
Board of Trustees of the Utah Transit Authority (UTA)
held remotely via phone or video conference
and broadcast live for the public via YouTube
February 24, 2021**

Board Members Participating:

Carlton Christensen, Chair
Beth Holbrook
Jeff Acerson

Also participating were UTA staff members, community members, and media representatives.

Call to Order and Opening Remarks. Chair Christensen welcomed attendees and called the meeting to order at 9:00 a.m. He then yielded the floor to Jana Ostler, UTA Board Manager, who read the electronic board meeting determination statement into the record as required by statute. The complete electronic board meeting determination statement is included as Appendix A to these minutes.

Chair Christensen mentioned today's meeting would be held in memory of David Umphenour, a UTA employee who recently passed away due to complications from COVID-19. He yielded the floor to Kim Ulibarri, UTA Chief People Officer, who shared some memories of and sentiments about Mr. Umphenour.

Safety First Minute. Sheldon Shaw, UTA Director of Safety & Security, provided a brief safety message.

Public Comment. Chair Christensen noted members of the public were invited to attend and comment during the live portion of the meeting; however, no live public comment was given. No online public comment was received for the meeting.

Consent Agenda. The consent agenda was comprised of:

- a. Approval of February 10, 2021 Board Meeting Minutes
- b. Approval of February 17, 2021 Special Board Meeting Minutes

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

Legislative Update. Shule Bishop, UTA Government Relations Director, suggested the board publicly support the following legislation:

- Senate Concurrent Resolution 3 (SCR3), which encourages investigation of opportunities for interstate rail and forms a multi-state passenger rail commission.
- Senate Bill 217 Housing and Transit Reinvestment Zone Act (SB217), which urges cities to establish transit reinvestment zones (TRZs) that include affordable housing near commuter rail stations.

A motion to support SCR 3 and SB217 was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously.

Mr. Bishop continued his update and requested the board oppose the following legislation:

- Senate Bill 61 Third Substitute Outdoor Advertising Amendments (SB61 3S), which amends provisions related to billboard and other signage and electronic or mechanical changeable message signs. UTA has concerns with how the provisions might affect transit-oriented development (TOD). The bill's sponsor offered to work with UTA to resolve its concerns, but language suggested by the agency was not included in the third substitute.
- Senate Bill 144 Billboard Restrictions Amendments (SB144), which amends provisions relating to governmental entities' regulation of billboards. Mr. Bishop remarked that the legislation will unnecessarily complicate UTA's work with local municipalities and make it difficult to remove billboards once they are in place. UTA also has concerns about potential impacts to TOD with this bill.

A motion to oppose SB61 3S and SB144 was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously.

Agency Report.

GFOA Certificate of Achievement for Excellence in Financial Reporting. Carolyn Gonot, UTA Executive Director, mentioned UTA's recognition by the Government Finance Officers Association (GFOA) for excellence in financial reporting.

Experience Modification Rating. Ms. Gonot noted UTA recently received an experience modification rating of 0.56, which falls well below the 1.0 industry standard for transit

agencies. The rating is used by the insurance industry to gauge past cost of claims, future risk, and cost for insurance against risk.

Snow-Go Team. Ms. Gonot was joined by Eddy Cumins, UTA Chief Operating Officer. Mr. Cumins described UTA's snow-go initiative, an effort that uses employee volunteers to assist rail service units on heavy snow days. The agency currently has 15 snow-go team leaders and 142 team members. The snow-go team focuses its efforts on clearing snow at UTA buildings so that UTA facilities employees can concentrate on snow removal at customer-facing locations. Last week marked the first activation of the snow-go team. While there were some lessons learned, overall, the experience was a success and UTA plans to continue using the snow-go team in the future.

Discussion ensued. Questions on the effectiveness of covering the service district for snow removal and balancing availability of employees on snow-go teams were posed by the board and answered by Mr. Cumins.

South Salt Lake County Microtransit Q4 Report. Ms. Gonot was joined by Jaron Robertson, UTA Director of Innovative Mobility Solutions. Mr. Robertson reviewed the UTA-Via microtransit pilot metrics from the fourth quarter of 2020, including data on ridership, customer experience, and performance. He highlighted the pilot's successes and challenges and outlined next steps.

Discussion ensued. Questions on marketing plans and potential for identifying community destinations to better understand connectivity needs were posed by the board and answered by staff.

Pension Committee Report. Trustee Acerson was joined by Ms. Ulibarri. Trustee Acerson delivered a report on the recent pension committee meeting and reviewed the pension's year-end performance metrics.

Discussion ensued. A question on the optimal rate of return for the plan was posed by the board and answered by Trustee Acerson and Ms. Ulibarri.

Resolutions.

R2021-02-05 Resolution Declaring Official Intent of the Utah Transit Authority to Reimburse Itself for Certain Capital Expenditures Through Lease Financing. Bill Greene, UTA Chief Financial Officer, was joined by Emily Diaz, UTA Financial Services Administrator. Ms. Diaz explained the resolution, which allows the agency to reimburse itself for lease financing of certain capital items in 2021 as permitted by federal law. The 2021 capital budget incorporates lease financing for the replacement of the following items:

Vehicle/Equipment Replacement	Number	Amount
2020 MCI Buses (Carryover)	27	\$27,800,000
Buses	23	\$12,800,000
Paratransit	30	\$3,053,000
Vanpool vans	58	\$2,206,000
Totals	138	\$45,859,000

Discussion ensued. A question on the lease carryover from 2020 was posed by the board and answered by staff.

A motion to approve R2021-02-05 was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously with aye votes from Trustee Acerson, Trustee Holbrook, and Chair Christensen.

R2021-02-06 Resolution Authorizing the Obligation and Drawdown of Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Grant Monies by the Executive Director. Mary DeLoretto, UTA Chief Service Development Officer, was joined by Patti Garver, UTA Program Manager – Environmental, Grants & Project Controls. Ms. Garver summarized the resolution, which authorizes the agency to obligate and drawdown \$32,828,902 in CRRSAA funds apportioned to UTA by the Federal Transit Administration.

Discussion ensued. Questions on the ability to apply funds to capital items, drawdown deadlines, and planned pandemic-related projects were posed by the board and answered by staff.

A motion to approve R2021-02-06 was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously with aye votes from Trustee Holbrook, Trustee Acerson, and Chair Christensen.

R2021-02-07 Resolution Approving the 2021-2025 Service Plan. Laura Hanson, UTA Director of Planning, detailed the resolution, which approves the 2021-2025 Service Plan. She reviewed the planning process, guiding framework, and near-term planning efforts in the counties in UTA's service district. She also spoke about the plan's formation, future foci, equity considerations, and vision, and emphasized stakeholder outreach efforts related to the plan.

Discussion ensued. The board commended Ms. Hanson and her team for their work on the plan.

A motion to approve R2021-02-07 was made by Trustee Acerson and seconded by Trustee Holbrook. The motion carried unanimously with aye votes from Trustee Acerson, Trustee Holbrook, and Chair Christensen.

Contracts, Disbursements, and Grants.

Contract: On-Call Systems Maintenance (Rocky Mountain Systems Services). Mr. Cumins was joined by David Hancock, UTA Director of Asset Management. Mr. Hancock requested the board approve a contract with Rocky Mountain Systems Services to provide on-call maintenance for UTA's systems engineering and maintenance of way. The contract has a term of three years with two one-year options. The total contract value, including options, is \$15,000,000.

Discussion ensued. A question on the competitiveness of the procurement was posed by the board and answered by staff.

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

Pre-Procurements. Todd Mills, UTA Senior Supply Chain Manager, was joined by Kyle Stockley, UTA Manager of Vehicle Overhaul & Bus Support, Andrea Pullos, UTA Project Manager III, and David Pitcher, UTA Claims & Insurance Manager. Mr. Mills informed the board the agency intends to procure the following items or services:

- i. SD100/SD160 HVAC System and Auxiliary Power Supply Overhaul
- ii. Vehicle Program Management Consulting Services
- iii. 650 South Main Street TRAX Platform Construction
- iv. Certificate of Insurance Tracking Services

Discussion ensued. Questions on the availability of HVAC equipment, number of HVAC units being purchased, availability of in-house expertise for vehicle program management, private commitment to funding a portion of the TRAX platform construction, options for tracking certificates of insurance, number of UTA vendors with insurance requirements, and inclusion of liability indemnification from the insurance tracking service provider were posed by the board and answered by staff.

Chair Christensen called for a ten-minute break at 10:28 a.m. The meeting resumed at 10:39 a.m.

Discussion Items.

UTA Policy UTA.06.01 Approval: Transit Asset Management and State of Good Repair.

Mr. Cumins was joined by Dan Hofer, UTA Manager – State of Good Repair. Mr. Hofer highlighted the goals and key provisions of UTA.06.01 Transit Asset Management and State of Good Repair (TAM Policy). The TAM Policy calls for the formation of an Asset Management Committee, establishes project prioritization guidelines, and aligns asset-related plans across the agency.

Discussion ensued. Questions on the approach to determining replacement of assets, contemplation of seismic requirements, and TAM Policy-related process ownership were posed by the board and answered by staff.

A motion to approve UTA.06.01 was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously.

Annual Transit-Oriented Development (TOD) Report and Real Estate Inventory. Paul Drake, UTA Director of Real Estate & Transit-Oriented Development, provided a report on UTA's TOD and real estate inventory. He noted the Sandy Civic Center, Jordan Valley Station, South Jordan FrontRunner Station, and 3900 South Meadowbrook Station TODs are in the construction phase, and the Clearfield Station, Salt Lake Central, Ogden Central, and Provo Central TODs are in the planning phase. He then summarized UTA's TOD and real estate assets and highlighted results of the TOD system analysis.

Discussion ensued. Questions on initiating TOD or station area planning, inclusion of affordable housing options in TOD, internal capacity to support TOD efforts, and potential for analysis of opportunities by city were posed by the board and answered by Mr. Drake. Chair Christensen recommended proactively nurturing TOD and maintaining consistency in advancing the TOD program.

Other Business.

Farewell to Lee Davidson. Chair Christensen mentioned local reporter, Lee Davidson, is retiring and thanked him for his contributions to the community.

Next Meeting. The next meeting of the board will take place on March 10, 2021 at 9:00 a.m.

Adjournment. The meeting was adjourned by motion in memory of David Umphenour at 11:16 a.m.

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/659283.html> for entire content.

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

Approved Date: March 10, 2021

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Carlton J. Christensen
Chair, Board of Trustees

Appendix A

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UTAH TRANSIT AUTHORITY ELECTRONIC BOARD MEETING DETERMINATION

Consistent with provisions of the Utah Open and Public Meetings Act, (UTAH CODE § 52-4-207 [4]), as the Chair of the Board of Trustees ("Board") of the Utah Transit Authority ("UTA"), I hereby make the following written determinations in support of my decision to hold electronic meetings of the UTA Board without a physical anchor location:

1. Due to the ongoing COVID -19 pandemic, conducting Board and Board Committee meetings with an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location.
2. Federal, state, and local health authorities have adopted guidelines which encourage institutions and individuals to limit in-person interactions and recommend increased virtual interactions.

This written determination takes effect on January 27, 2021, and is effective until midnight on February 26, 2021 and may be re-issued by future written determinations as deemed appropriate.

Dated this 22nd day of January 2021.

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Carlton Christensen, Chair of the Board of Trustees