



**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
January 29, 2020**

Board Members Present:

Carlton Christensen, Chair
Beth Holbrook
Kent Millington

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

Call to Order, Opening Remarks, and Pledge of Allegiance. Chair Christensen welcomed attendees and called the meeting to order at 3:02 p.m. Following Chair Christensen’s opening remarks, the board and meeting attendees recited the Pledge of Allegiance.

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 public comment was given.

Consent Agenda. The consent agenda was comprised of:

- Approval of January 22, 2020 Board Meeting Minutes.
- Approval of Fare Contract – Amendment No. 1 to Ski Bus Pass Agreement (Alta Ski Lifts Company).
- Approval of Grant Agreement – Federal Railroad Administration Consolidated Rail Infrastructure and Safety Improvements (CRISI) Grant for FrontRunner South Positive Train Control Project.

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

Agency Report. Carolyn Gonot, UTA Executive Director, reported that formal approval of the Transit Agency Safety Plan (TASP) was recently obtained from UDOT and that Federal Transit Authority (FTA) requirements for the 49CFR, Parts 673 and 674 have been met as well. She thanked Mr. Shaw and his safety team for their efforts and informed the board UTA finished six months ahead of FTA's schedule for compliance.

Ms. Gonot reported on TIGER Grant Phase 2, Amendment 12 for a construction of a new multi-use path which will utilize the existing 10200 South pedestrian tunnel. Construction will go under UTA's TRAX line and over the East Jordan Canal to provide an east/west connection. She reported the estimated project completion date is July 23, 2020 and final completion and opening is set for September 27, 2020.

Quarterly Investment Report – Fourth Quarter 2019. Bob Biles, UTA Chief Finance Officer, overviewed the fourth quarter investments at 12/31/2019 including the institutions, amounts, and yield. He also noted no direct investments were made during the quarter. Mr. Biles reviewed the benchmark comparisons for the fourth quarter of 2019 and noted that UTA exceeded their benchmark return each month.

Questions regarding required reserves and purposes for different accounts were posed by the board and answered by Mr. Biles.

Resolutions.

R2020-01-04 Resolution Delegating Authority for the Approval of Complimentary Service. Monica Morton, UTA Fares Director, provided the background associated with the resolution and reviewed the delegation of authority. Ms. Morton described the parameters within which the executive director can approve complimentary fare requests.

Discussion ensued. A question regarding how many exceptions are anticipated over the course of a year was posed by the board and answered by staff.

A motion to approve R2020-01-04 was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously, with aye votes from Trustee Millington, Chair Christensen, and Trustee Holbrook.

Contracts, Disbursements, and Grants.

Contract: Future of Light Rail Study (LTK Engineering Services, Inc.). Mary DeLoretto, UTA Acting Chief Service Development Officer, explained staff is recommending approval authorizing the Executive Director to execute the agreement awarding LTK Engineering Services the Future of Light Rail Study. She explained the purpose of the study is to analyze and recommend service, operational, and capital improvements to the regional light rail network. The study will also evaluate a range of possibilities related to fleet modifications, headways, span of service, track extensions identified in the long-range Regional Transportation Plans (RTP), and other potential enhancements. She noted the study will also do a cost and benefits analysis for each potential improvement and propose incremental enhancements for both operational efficiencies and capital improvements.

Discussion ensued. Questions regarding LTK's background and experience, whether other studies may be considered or influence this study, how long the study will take and whether land use is considered were posed by the board and answered by Ms. DeLoretto and Laura Hanson, UTA Director of Planning.

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

Contract: Electronic Voucher (eVoucher) System Development, Testing, and Demonstration (Cambridge Systematics). Eddy Cumins, UTA Chief Operating Officer, was joined by Ryan Taylor, UTA Coordinated Mobility Manager. Mr. Cumins summarized the contract and provided background on voucher systems. He explained an FTA Innovative Coordinated Access and Mobility grant was awarded to UTA in May 2019 and that the proposed 14-month contract is for development of an innovative electronic voucher software/mobile solution that will replace the current manual paper systems.

Discussion ensued. Questions regarding ownership and use of the resulting intellectual property and whether the grant has limitations regarding profits were posed by the board and answered by staff.

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

Pre-procurement: Todd Mills, UTA Sr. Supply Chain Manager, was joined by Kyle Stockley, UTA Manager of Vehicle Overhaul & Bus Support. Mr. Mills informed the board there are two procurements ready to go out for bid this week. He provided

background for both procurements and explained they will be secured using a request for proposal (RFP) with selection based on technical criteria in addition to price.

- **New Vehicle Wraps for S70 Light Rail Fleet.** This procurement is to purchase and install new wraps for the S70 light rail fleet, wrapping 15 vehicles per year over 5 years.
- **New Communications System for Light Rail Fleet.** This procurement is to purchase and install a new communications system for the light rail fleet. The project has been included in the capital projects budget and will be phased in over six years.

Discussion ensued. Questions regarding recent design changes for the wraps, whether providers are local, how the current wraps are removed and if removal would be easier if done sooner were posed by the board and answered by staff. The board also asked if the new communications system will have both visual display and audio options. Staff addressed the questions posed by the board.

Discussion Items.

Government Relations and Legislative Priorities Update. Shule Bishop, UTA Government Relations Director, advised there are 42 days left in the legislative session and noted not much has happened over the last few days. He recommended the board support HB150 sponsored by Stephen G. Handy which removes provisions specifying certain types of employment at a public transit district for which an individual is required to have a background check, removes certain types of crimes from evaluation in a background check, changes the time limit from 10 years to 5 years in determining employment eligibility based on DUI convictions, and makes technical changes.

A motion in support of HB150 was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously.

Transit Oriented Development (TOD) 2019 Annual Report and Real Estate Inventory. Paul Drake, UTA Sr. Manager of TOD and Real Estate summarized the requirements of Board Policy 5.1 and 5.2. He overviewed the eight active TOD projects and noted four of them have progressed to construction. He reviewed development results of the TOD program since 2014 as well as the land area and book value of real estate inventory. He informed the board of 2019 property acquisitions and dispositions and noted he forgot to include the disposition of 1.5 acres along the green line, west of the Jordan River Service Center which was sold to the Association of General Contractors. He then pointed out staff has identified a difference between how the real estate department defines its property values and how they've historically been recorded on the books. He

pointed out as accounting and real estate come to one source of truth, there may be a change in value on the next annual report.

Discussion ensued. Questions regarding the status of procuring a developer for the Provo Central Station, where the remaining unconstructed TOD projects are within the procurement process, what the anticipated timeframe is for movement by Ogden City, whether there would be additional profits from the reported TOD returns, what UTA has learned about the TOD sites and selection process that will be helpful in the future, and whether book value takes into effect current market rates were asked by the board and answered by staff.

Other Business.

Next Meeting. The next meeting of the board will be on Wednesday, February 12, 2020 at 9:00 a.m.

Adjournment. The meeting was adjourned at 4:01 p.m. by motion.

Transcribed by Angie Olsen
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