

**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
October 7, 2020**

Board Members Participating:

Carlton Christensen, Chair
Beth Holbrook
Kent Millington

Also participating were members of UTA staff.

Call to Order and Opening Remarks. Chair Christensen welcomed attendees and called the meeting to order at 9:41 a.m. He then yielded the floor to Jana Ostler, UTA Board Manager, who read the electronic board meeting determination into the record as required by statute. The complete electronic board meeting determination is included as Appendix A to these minutes.

Public Comment. It was noted that no online comment was received for the meeting.

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

Consent Agenda. The consent agenda was comprised of:

- a. Approval of September 23, 2020 Board Meeting Minutes

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

Agency Report.

Autonomous Vehicle Shuttle Pilot Update. Carolyn Gonot, UTA Executive Director, noted the autonomous vehicle shuttle pilot is nearing its conclusion, with next steps including phase 1 analysis and phase 2 planning.

Suicide Prevention Update. Ms. Gonot provided an update on the agency's September suicide prevention efforts, among which were participation in the Out of the Darkness Walk sponsored by the American Foundation for Suicide Prevention, "Live On" campaign, "Question, Persuade, Refer" suicide prevention training program, and UTA-hosted community events to raise suicide prevention awareness.

Financial Report – August 2020. Bill Greene, UTA Chief Financial Officer, was joined by Brad Armstrong, UTA Senior Manager – Budget & Financial Analysis. Mr. Armstrong reviewed the financial dashboard, passenger revenues, sales tax collections, sales tax revenues, year-to-date revenue loss and CARES funding estimates, and operating expenses.

Discussion ensued. A question on sales tax forecasting was posed by the board and answered by staff.

Discussion Items.

Little Cottonwood Canyon Environmental Impact Statement (EIS) Process Overview.

Laura Hanson, UTA Director of Planning, was joined by Josh Van Jura with the Utah Department of Transportation (UDOT), and Vince Izzo with HDR. Mr. Van Jura highlighted the EIS study area, project purpose, modes studied, components of reasonable alternatives, travel demand objectives, EIS schedule, and public engagement efforts.

Discussion ensued. Questions on space allocation at mobility hubs, types of buses included, seasonality of service options evaluated in the EIS, interface of gondola/bus service schedules, and revised capital cost estimates were posed by the board and answered by staff.

Draft UTA Fare Policy and Rates, Title VI Fare Equity Analysis, and Public Involvement Report.

Monica Morton, UTA Fares Director; Megan Waters, UTA Community Engagement Manager; and Andrew Gray, UTA Civil Rights Compliance Officer – Title VI & Disadvantaged Business Enterprise reported on proposed fare and rate adjustments, as well as the associated public outreach efforts and equity analysis. Ms. Morton reviewed fare multipliers, discounts, fare products and media, and proposed changes to the UTA fare structure. Ms. Waters provided an overview of public engagement efforts and results. Mr. Gray spoke about Title VI requirements, positive changes associated with proposed fare changes, and related analytical findings.

Discussion ensued. Questions on public sentiment, impact of public feedback on proposed changes, accessibility of fare media, finding of “no disparate impact” on removal of token products, availability of low income passes through social service agencies, and utilization rates in the low income pass pilot program were posed by the board and answered by staff.

Resolutions.

R2020-10-01 Resolution Approving the Title VI 2020 Fare Equity Analysis. Mr. Gray indicated the resolution is part of the compliance requirements related to the proposed fare structure adjustments.

A motion to approve R2020-10-01 was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously with aye votes from Trustee Holbrook, Trustee Millington, and Chair Christensen.

Contracts, Disbursement, and Grants.

Contract: Mt. Ogden Bus Lift Replacement (Steril-Koni). David Hancock, UTA Director of Asset Management, was joined by Kevin Anderson, UTA Facilities Maintenance Manager. Mr. Hancock requested the board authorize a contract to purchase a new bus lift for the Mt. Ogden facility in the amount of \$218,549.

Discussion ensued. A question on whether modifications would be needed to install the lift was posed by the board and answered by staff.

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

Contract: Learning Management System (SumTotal). Alisha Garrett, UTA Director of Culture & Talent Development, asked the board to authorize a contract for a new learning management system in the amount of \$345,250.

Discussion ensued. Questions on options in the contract for product maintenance and total contract value 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.

Service and Fare Approvals.

Election Day Free Fare on Tuesday, November 3, 2020. Ms. Morton stated the agency would like to provide free fare to voters on election day.

Discussion ensued. Questions on fare enforcement and promotion efforts were posed by the board and answered by staff.

A motion to approve the election day free fare was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously.

Other Business.

Upcoming Meetings.

- Budget Work Session, October 8, 2020 at 11:00 a.m.
- Regular Meeting, October 21, 2020 at 9:00 a.m.

Chair Christensen noted the Local Advisory Council Transit-Oriented Development Workshop scheduled on October 14, 2020 will be postponed.

Adjournment. The meeting was adjourned at 11:39 a.m. by motion.

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/632271.html> for entire content.

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

Approved Date: October 21, 2020

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Carlton J. Christensen
Chair, Board of Trustees

Appendix A

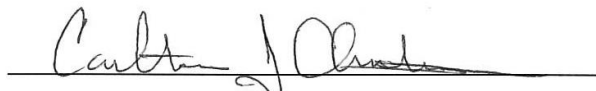
UTAH TRANSIT AUTHORITY ELECTRONIC BOARD MEETING DETERMINATION

Consistent with provisions of the Utah Open and Public Meetings Act, specifically UTAH CODE § 52-4-207(4), and acting in my capacity 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 and convene electronic meetings of the UTA Board without a physical anchor location:

1. Conducting Board and Board Committee meetings with an anchor location that is physically accessible for members of the public to attend in person presents a substantial risk to the health and safety of those who may be present at the anchor location.
2. This determination is based upon the following facts, among others:
 - a. The COVID-19 pandemic is ongoing and significant and continued community, person-to-person virus transmission continues to occur in the state of Utah; and
 - b. Federal, state, and local health authorities have adopted guidelines for the general public and businesses which encourage institutions and individuals to take precautions, including limiting in-person interactions and recommending increased virtual interactions.

This written determination takes effect on October 7, 2020, and is effective until midnight on November 6, 2020, (no more than 30 days after the effective date of this Declaration) and may be re-issued by future written determinations of the Chair of the Board at that or any other appropriate time.

Dated this 30 day of September, 2020.


Carlton Christensen Chair of the Board of Trustees