

**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 21, 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 9:00 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 online comment received for the meeting was distributed to the board prior to the meeting and will be included as Appendix B to these minutes.

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 October 7, 2020 Board Meeting Minutes

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

Agency Report.

2021 Budget Public Engagement Opportunities. Carolyn Gonot, UTA Executive Director, mentioned several public engagement opportunities related to the agency's 2021 budget, including:

- Virtual public open house on November 10, 2020
- In-person public open house and hearing on November 11, 2020
- Public comment period from November 11, 2020-December 11, 2020

She noted the budget will be available for review online or in person and the public is welcome to provide comment online or by email, mail, or phone.

Suicide Prevention Research Grant Award. Ms. Gonot announced the agency's receipt of a research grant awarded by the Federal Transit Administration Safety Research and Demonstration Program for developing educational messaging and community outreach. Partners in this effort include Operation Lifesaver Utah, the Utah Department of Health Services, and the Division of Substance Abuse and Mental Health.

Approval of UTA Policy 02.03 – Fares. Monica Morton, UTA Fares Director reviewed various aspects of the policy, including fare system guiding principles, pricing structure, fare adjustment parameters, complimentary pass considerations, special pricing allowances, and fare administration.

Chair Christensen noted that an in-depth discussion on the fare policy took place in a previous board meeting. The board commended Ms. Morton and her staff for their work in updating the fares policy.

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

Resolutions.

R2020-10-02 Resolution Adopting the Fare Rates and Types of Fare Media of the Agency. Ms. Morton explained the resolution, which adopts a new fare schedule and modifies certain fare media effective December 1, 2020.

A motion to approve R2020-10-02 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.

R2020-10-03 Resolution Authorizing Execution of Amendment 1 to Addendum 2 and Addendum 3 to the Salt Lake City Transit Master Plan Interlocal Agreement for 2020-21 Frequent Transit Network Routes. Laura Hanson, UTA Director of Planning, detailed the resolution, which, among other things:

- Reconciles the original cost of sponsored service detailed in Addendum 2 with the actual cost of service (a reduction of \$569,637); and
- Extends the Salt Lake City sponsorship of Routes 2, 9, and 21 from August 2020 to August 2021 in Addendum 3 at a contract value of \$4,290,092.

Discussion ensued. Questions on the reconciliation and crediting processes, city intent to sponsor additional routes, pandemic impacts on provision of service, and restoration of service to pre-COVID-19 levels were posed by the board and answered by Ms. Hanson.

A motion to approve R2020-10-03 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: Data Backup and Recovery System Replacement (Cache Valley Electric). Dan Harmuth, UTA IT Director, was joined by Tom Smith, UTA IT Network Support Manager. Mr. Harmuth requested approval of a three-year contract with Cache Valley Electric in the amount of \$349,811.41 for replacement of UTA's current data backup system.

Discussion ensued. Questions on redundant operability, vendor selection, price comparisons, and implementation timeline 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.

Contract: Laserfiche Software Maintenance (Cities Digital, Inc.). Mr. Harmuth asked the board to approve a contract with Cities Digital, Inc. for Laserfiche software maintenance. The contract term is one year with an option for four one-year extensions. The total contract value, including extensions, is \$313,233.70.

Discussion ensued. Questions on contract extension provisions and highlighted sections in the contract included in the board packet were 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: Light Rail Seat Replacement (United Safety & Survivability Corporation).

Eddy Cumins, UTA Chief Operating Officer, was joined by Kyle Stockley, UTA Manager of Vehicle Overhaul & Bus Support. Mr. Cumins requested approval of a contract with United Safety & Survivability Corporation in the amount of \$3,993,829 for the replacement of seats on 117 light rail vehicles.

Discussion ensued. Questions on product availability and installation timeline 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.

Change Order: South Salt Lake County Microtransit Pilot Extension (River North

Transit, LLC, "Via"). Jaron Robertson, UTA Director of Innovative Mobility Solutions, asked the board to approve a change order to the contract with River North Transit, LLC ("Via") in the not-to-exceed amount of \$2,257,500 to extend microtransit services in the southern portion of Salt Lake County for another year.

Discussion ensued. A question on the inclusion of options to extend in the original procurement was posed by the board and answered by staff.

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

Revenue Contract Change Order: Lease Addendum No. 2 (Greyhound Lines, Inc.).

Paul Drake, UTA Director of Real Estate & Transit-Oriented Development, provided background information on the lease history with Greyhound Lines, Inc. ("Greyhound"), which is a tenant at the Salt Lake Central Hub. Greyhound requested a 12-month rent abatement to avoid default due to financial hardships resulting from the COVID-19 pandemic. In exchange, Greyhound agreed to an amendment of the lease agreement

allowing UTA a unilateral option to terminate with a 90-day notice, as well as modifications to security requirements, among other things.

Discussion ensued. Questions on when the agreement takes effect, inclusion of options for extension of the rent abatement, timeline for Greyhound's removal of underground storage tanks, and Greyhound ridership were posed by the board and answered by staff.

Chair Christensen noted for the record that he had no direct involvement with the lease agreement negotiated between Salt Lake City and Greyhound during the time he served on the Salt Lake City Council.

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

Pre-Procurements. Todd Mills, UTA Sr. Supply Chain Manager, was joined by Autumn Hu, UTA NEPA Project Administrator, and Dave Snyder, UTA Enterprise Applications Manager. Mr. Mills said the agency intends to procure the following:

- i. FrontRunner South Double Tracking Environmental Review and Design
- ii. JD Edwards Software Support and Maintenance

Discussion ensued. Questions on the segments included in the double tracking procurement, type of procurement for the JD Edwards software support and maintenance item, and implementation timeline for JD Edwards software were posed by the board and answered by staff.

Chair Christensen called for a brief recess at 10:09 a.m.

The meeting resumed at 10:20 a.m.

Discussion Items.

South Salt Lake County Microtransit Pilot Quarter 3 Report and Survey Results. Mr. Robertson provided an update on the South Salt Lake County Microtransit Pilot, addressing customer survey results, FAREPAY and electronic fare collection (EFC) integration, ridership, performance, and next steps.

Discussion ensued. Questions on consideration of weekend or late-night service, fare payment data, and wheelchair access utilization were posed by the board and answered by staff.

Chair Christensen suggested including weekend or late-night service in the next phase of the pilot.

Airport TRAX Station Relocation Project Update. Mary DeLoretto, UTA Chief Service Development Officer, was joined by Andrea Pullos, UTA Project Manager III. Ms. Pullos reviewed the construction schedule and progress on the TRAX station relocation at the new airport terminal.

Discussion ensued. A question on the temporary shuttle service was posed by the board and answered by staff.

Other Business.

Next Regular Board of Trustees Meeting: The next meeting of the board will be on Wednesday, October 28, 2020 at 9:00 a.m.

Closed Session. Chair Christensen indicated a closed session was needed to discuss pending or reasonably imminent litigation and the purchase, exchange, lease, or sale of real property. A motion for a closed session was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously, and the board entered closed session at 11:08 a.m.

Open Session. A motion to return to open session was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously, and the board returned to open session at 11:26 a.m.


Adjournment. The meeting was adjourned at 11:27 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/635263.html> for entire content.

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

Approved Date: October 28, 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

Appendix B

**Online Public Comment
to the
Board of Trustees of the Utah Transit Authority (UTA)
Board Meeting**

Received on October 19, 2020 from Suzanne Stensaas:

support \$1 bus fare

I submitted a comment online for the next board meeting. However, I did not state that it was my wish for it to be for the board meeting. So I am requesting that my online comment to be heard.

Received on October 20, 2020 from Suzanne Stensaas (following a notification from the board office that her original comments were not received):

I do not have a copy of my original comments but I will summarize. I propose a \$1 fare for all bus rides. Keep it simple. There is no reason to pay \$2.50 to ride from Foothill Blvd to Downtown or the University . We need ridership to increase with the pandemic causing such a decrease. People need to get to work and so many are now unemployed or underemployed. We also need people to ride to decrease the air pollution. So , let's try it for all the buses including bus transfers to another bus. If you want to add trax fine.

Furthermore, Students with an ID or during school hours should be able to ride for free, as in many European countries. Parents would not have to shuttle and pollute to get them to school. If young children , the parent should be able to ride for free to accompany them going or coming.

Best of all worlds would be free buses as in Park City.

Received on October 19, 2020 from George Chapman:

Comments for Oct. 21 Trustees meeting

I encourage the Board of Trustees to consider lowering fares for buses to \$1 and set a goal to get to 5% potential ridership on buses and adjusting fares to encourage citizens to try and use transit. It is a good yime to experiment with the federal Covid funds.

The reason for buses is rail requires parking and the Booz Allen Hamilton fare elasticity industry standard is affected by lack of parking and ticket throughput on machines. Buses do not have that limitation.

Received on October 20, 2020 from Eric Kraan:

Public Comment - UTA Board Meeting

With regards to fares, I kindly request a \$1 Dollar UTA Fare be adopted.
