



**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
April 15, 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.

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 an appendix to the minutes of the meeting.

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

Consent Agenda. The consent agenda was comprised of:

- a. Approval of April 8, 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.

Ridership Update. Carolyn Gonot, UTA Executive Director, was joined by Eddy Cumins, UTA Chief Operating Officer. Ms. Gonot provided the following updates on ridership decreases on UTA's various modes:

- Fixed route bus is down 73%
- FrontRunner is down 89% due to the commuter market
- TRAX is down 74%
- Paratransit is down 88%

Ms. Gonot said she would continue to provide ridership information to the board as it becomes available.

COVID-19 Update. Ms. Gonot thanked operators for moving forward with the modified service schedule. She reaffirmed the agency is committed to providing service in the safest possible manner for employees and riders. Ms. Gonot noted several TRAX and bus routes have been experiencing heavy loads during peak hours. An additional car will be added to TRAX and frequency on certain bus routes will be increased to adjust for social distancing needs. The bus routes that will have increased frequency are:

- Route 33
- Route 35
- Route 200
- Route 217

Ms. Gonot mentioned additional safety measures the agency has implemented, including cordoning off the area between customers and the operator's cabin on FrontRunner and TRAX trains and automatically opening doors on TRAX trains at every stop so passengers do not have to press buttons. She reiterated the agency is following Governor Herbert's directives and is regularly updating information on its website at www.rideuta.com/health.

Discussion ensued. Questions on travel patterns, public feedback on service reductions, and public communication on routes with adjusted frequency were posed by the board and answered by staff.

Resolutions.

R2020-02-02 (Amended) Resolution Setting Compensation for District Officers and Administrative Employees, and Appointing Officers. Kim Ulibarri, UTA Chief People Officer, explained the resolution, which corrects a miscalculation on the maximum end of the agency's salary structure.

A motion to approve R2020-02-02 as amended 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.

R2020-04-04 Resolution Approving the Execution of an Interlocal Cooperation Agreement with Midvale City for Provision of Additional Funds to Supplement the Existing TIGER Stakeholder Agreement. Mary DeLoretto, UTA Chief Service Development Officer, was joined by Heather Bening, UTA Project Manager II. Ms. DeLoretto indicated more funding is needed to complete a crosswalk project initiated under the Transportation Investment Generating Economic Recovery (TIGER) first/last mile program of projects. Midvale City will pay the actual project costs incurred beyond the original budget of \$198,278 up to \$375,000. The resolution authorizes execution of an interlocal agreement and two agreement supplements that will allow funds from Salt Lake County to be paid by Midvale City to UTA for completion of the project. Discussion ensued. Questions on the amount of the projected overrun and adjustments to mitigate potential impacts due to the location of the crosswalk were posed by the board and answered by staff.

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

R2020-04-05 Resolution Approving Interlocal Cooperation Agreements with Provo City for the Provo Pedestrian Overpass Bridge TIGER Project. Ms. DeLoretto was joined by Ms. Bening. Ms. DeLoretto summarized the resolution, which authorizes execution of an interlocal agreement with Provo City, as well as Supplement No. 1 to that agreement. The interlocal agreement defines the roles and responsibilities of UTA and Provo City as they relate to the design and construction of a pedestrian overpass bridge at the Provo FrontRunner Station. The supplement outlines the project scope and schedule and details a \$4,470,325 budget comprised of \$2,684,302 in TIGER grant funds, \$500,000 in Utah Department of Transportation (UDOT) Section 130 funds, \$1,198,959 in Mountainland Association of Governments (MAG) funds, and \$87,064 in UDOT Transportation Alternatives Program (TAP) funds. Discussion ensued. Questions on options associated with additional funding sources pursued by Provo City and project timelines were posed by the board and answered by staff.

A motion to approve R2020-04-05 was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously, with aye votes from Trustee Millington, Trustee Holbrook, and Chair Christensen.

R2020-04-06 Resolution Authorizing the Purchase of Real Property with Boyer Lake Pointe, L.C. (Parcels 119:2E, 119:3E, 119:4E, 119:5E, 119:A, 119:C, and 119:E). Paul Drake, UTA Director of Real Estate and Transit-Oriented Development, explained the resolution, which authorizes the purchase of seven parcels of land needed for right-of-way on the Utah Valley Express (UVX) bus rapid transit (BRT) project. The total property cost is \$1,444,152, including a \$325,251 administrative settlement. Discussion ensued. Questions on the purchase price and Federal Transit Administration (FTA) approval were posed by the board and answered by staff.

A motion to approve R2020-04-06 was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously, with aye votes from Trustee Millington, Trustee Holbrook, and Chair Christensen.

R2020-04-07 Resolution Authorizing the Obligation and Drawdown of Coronavirus Aid, Relief, and Economic Security Act Grant Monies by the Executive Director. Ms. Gonot was joined by Ms. DeLoretto and Bob Biles, UTA Chief Financial Officer. Ms. Gonot mentioned the recent passage of the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act. The legislation apportions \$187,175,694 to UTA's Urbanized Area Section 5307 Grant Program. Eligible expenses can be applied to a wide array of agency functions, including planning, capital, and operations costs. The funding is provided at 100% federal share with no local match required. The resolution authorizes the executive director to execute grants for expenses allowed under the CARES Act that do not exceed the approved 2020 operating or capital budgets. Ms. Gonot mentioned there are additional funds available to help cover costs incurred by the COVID-19 pandemic, including 5337 and Federal Emergency Management Agency (FEMA) funds. Discussion ensued. Questions on drawdowns specific to R2020-04-07, agency mechanism for tracking costs, and plans for leveraging different funding programs were posed by the board and answered by staff.

A motion to approve R2020-04-07 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, Disbursements, and Grants.

Pre-Procurements. Todd Mills, UTA Sr. Supply Chain Manager, was joined by Kevin Anderson, UTA Facilities Maintenance Manager, and Brandon Heath, UTA Civil Engineer III. Mr. Mills indicated the agency intends to procure the following:

- i. Meadowbrook Building Roof Maintenance
- ii. Jordan River Rail Facility Restroom Installation

Discussion ensued. Questions on potential duplication of work on the Meadowbrook roof and lifespan of the Meadowbrook roof replacement were posed by the board and answered by staff.

Grant Application: Depot District and Ogden Electric Vehicle Charging Infrastructure (Rocky Mountain Power Special Projects Grant). Ms. DeLoretto stated UTA's intention to apply for a grant for electric vehicle overnight charging infrastructure at the Depot District facility and an on-route fast charger for the Ogden-Weber BRT project. Discussion ensued. A question on the planned location of the on-route fast charger was posed by the board and answered by Ms. DeLoretto.

Chair Christensen called for a break at 9:48 a.m.

The meeting resumed at 10:00 a.m.

Discussion Items.

UTA 2020 Benchmark Survey. Nichol Bourdeaux, UTA Chief Communications & Marketing Officer, was joined by Andrea Packer, UTA Communications Director; Chad Harris and Jen Riley with R&R Partners; and Blake Moore and Alex Bean with Cicero Group. Ms. Packer delivered a presentation detailing the survey methodology, qualitative findings, quantitative findings, data related to the use of UTA services, and data related to UTA marketing and messaging. Overall, the survey showed UTA's image maintains a strong base of public support; perceptions about accountability, responsiveness, and good use of public funds have improved; perceptions of UTA services are positive; and service frequency and coverage are top motivators for ridership.

Discussion ensued. Questions on sampling across the service district, inclusion of survey questions about fare increases, mode preferences, the definition of "improved tech," comparison of "positive impression among the general public" percentages to other agencies, changes in the agency's advertising strategy due to COVID-19, reasons fewer people are seeking information about riding, mobile apps, and reasons people use the

UTA website as their primary source of information about agency services were posed by the board and answered by staff.

Chair Christensen suggested creating a book club for UTA riders as an engagement opportunity. He also suggested looking into which apps participants are accessing for information about UTA and its services.

Other Business.

Next Meeting. The next meeting of the board will be on Wednesday, April 29, 2020 at 9:00 a.m.

Adjournment. The meeting was adjourned at 11:17 a.m. by motion.

Transcribed by Cathie Griffiths
Executive Assistant to the Board Chair
Utah Transit Authority
cgriffiths@rideuta.com
801.237.1945

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/599089.html> for entire content.

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

Appendix

**Online Public Comment
to the
Board of Trustees of the Utah Transit Authority (UTA)
Board Meeting
April 15, 2020**

Received April 14, 2020 from George Chapman:

Comments for April 15 Board meeting

I, and I believe most Utahns, would be upset knowing that UTA is rushing ahead with the Pt of the Mountain project that way too many developers believes will result in a TRAX to Lehi. UTA should not be asking for a grant for an EIS for the project, at least until the study shows that it makes economic and financial sense.

UTA's focus now should be on cost effective transit service. Passenger subsidies of \$20 a rider for car share (average) and hundreds of dollars for FrontRunner (at times) is not efficient nor sustainable.
