



**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
October 9, 2019**

Board Members Present:

Carlton Christensen, Chair

Beth Holbrook

Kent Millington

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

Call to Order, Opening Remarks, and Pledge of Allegiance. Chair Christensen welcomed attendees and called the meeting to order at 9:00 a.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 Acting Safety & Security Manager, for a brief safety message.

Public Comment Period. No public comment was given.

Consent Agenda. The consent agenda consisted of the following:

- Approval of September 26, 2019 Budget Work Session Meeting Minutes
- Approval of October 2, 2019 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. Carolyn Gonot, UTA Executive Director, mentioned a maintenance careers open house the agency is sponsoring on Saturday, October 12.

She also spoke about a request for complimentary service for a tour of the Vineyard FrontRunner site that is scheduled to take place on Friday, October 11. Ms. Gonot indicated the complimentary service would be included on the next board meeting agenda. Discussion ensued. There were no concerns expressed by the board in offering the service. A question on the safety requirements for the tour was posed by the board and answered by Ms. Gonot.

R2019-10-02 Resolution Adopting the Authority's 2020-2024 Capital Plan. Mary DeLoretto, UTA Acting Chief Service Development Officer, summarized updates to the 2020-2024 Capital Plan resulting from discussions in the board budget workshops. The plan now includes additional multi-year projects and long-lead items. Also, funding for ticket vending machine compliance was changed from bonding to leasing and the title of the Vineyard double track project was changed to the northern Utah County double track project.

A motion to approve R2019-10-02 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.

R2019-10-03 Resolution Authorizing the Issuance and Sale by the Authority of Its Sales Tax Revenue and Refunding Bonds in the Aggregate Principal Amount of Not to Exceed \$540,000,000; and Related Matters. Bob Biles, UTA Chief Financial Officer, was joined by Blake Wade, UTA bond counsel; Bob McKinney, with Wells Fargo; and Brian Baker with Zions Bank. Mr. Biles explained the resolution, which authorizes designated officers to proceed with a bond issue within defined parameters. He then detailed the timeline associated with the bond sale. Discussion ensued. Questions on references in the resolution to the State Bonding Commission and effects of market volume on the bond sale were posed by the board and answered by staff.

A motion to approve R2019-10-03 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.

R2019-10-04 Resolution Approving a Fifth Amendment of the Authority's 2019 Budget. Mr. Biles summarized the amendment, which adds \$75 million to the 2019 budget to fund the bonded portion of the 2020-2024 Capital Plan.

A motion to approve R2019-10-04 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.

R2019-10-05 Resolution Authorizing Execution of Amendment 1 to the Interlocal Cooperation Agreement with Salt Lake County Regarding Matching Funds for TIGER Grant Projects.

Chair Christensen clarified that he did not have involvement with the TIGER project during his employment at Salt Lake County. Ms. DeLoretto indicated the resolution authorizes additional funding from Salt Lake County for South Jordan-Herriman-Draper bike lanes and Parley's Trail improvements.

A motion to approve R2019-10-05 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.

Contracts, Disbursements, and Grants.

Contract: Consolidated Timekeeping and Scheduling (Kronos Incorporated). Rob Lamph, UTA Senior Accountant, described the contract, which replaces and consolidates existing timekeeping and scheduling systems. Discussion ensued. Questions on the number of timekeeping systems for the agency and the new system's connectivity to JD Edwards were posed by the board and answered by Mr. Lamph.

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

Change Order: Purchase Order for Mobile Gateways (Sierra Wireless). Dan Harmuth, UTA IT Director, summarized the change order for the purchase of 145 on-board mobile gateway upgrades for the UTA bus fleet. Discussion ensued. Questions on the speed, cellular service provider selection process, potential need for future purchases, lifespan of the gateways, and maintenance history were posed by the board and answered by Mr. Harmuth.

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

Pre-Procurement: Future of Light Rail Study. Ms. DeLoretto was joined by Levi Roberts, UTA Strategic Planner III. Ms. DeLoretto stated the agency's intention to procure a consultant to evaluate and recommend capital improvements to the TRAX and Streetcar system. She added the study will be performed in two phases to allow inclusion of recommendations for TRAX options at the Point of the Mountain. Discussion ensued. Questions on the inclusion of light rail crossing upgrades, growth projections, incorporation of findings in the long-range plans, and timelines for the procurement were posed by the board and answered by staff.

Grant: Workplace Electric Vehicle Charging (Department of Environmental Quality and Rocky Mountain Power). Ms. DeLoretto explained the grant opportunity for installation of 39 electric vehicle chargers at UTA facilities. Discussion ensued. Questions on the dispersal of chargers at different sites was posed by the board and answered by Ms. DeLoretto.

Service and Fare Approvals.

Monica Morton, UTA Fares Director, was joined by Andrea Packer, UTA Communications Director, and Jaron Robertson, UTA Acting Director of Innovative Mobility Solutions.

Fare Parameters for South Salt Lake County Microtransit Pilot. Ms. Morton outlined proposed fares for the South Salt Lake County Microtransit Pilot. Extended discussion ensued. Questions on credit card parameters, fare box recovery projections, best practices for microtransit fare collections, complexity of UTA's fare system, promotional pricing, and branding were posed by the board and answered by staff. Chair Christensen suggested allowing frontloading of fares to avoid multiple merchant fees for credit card use.

The board acknowledged that testing fare payment is an important component of the pilot, but suggested reevaluating and simplifying the fare structure. The board expressed the desire to reduce overall complexity in fares, in part by establishing a microtransit fare that is easy for riders to understand and by using payment media that are accessible and streamlined.

As fares were discussed, the issue of pricing was raised. The board indicated that UTA's standard bus fare (\$2.50) is acceptable, but that it would also be acceptable to allow some flexibility for promotional pricing.

The board requested regular updates on the progress of the microtransit pilot.

No vote was taken on the item. The board instructed staff to return at a future meeting with revised parameters.

Discussion Items.

Committee on Accessible Transportation Charter. Cherissa Alldredge, UTA Civil Rights Compliance Officer for ADA, provided an overview of the Committee on Accessible Transportation (CAT). She then spoke about current CAT goals and summarized the connection between the board and the CAT. Discussion ensued. The board expressed appreciation for the work of the CAT.

Other Business.

Next Meeting. The next meeting of the board will be on Wednesday, October 23, 2019 at 9:00 a.m.

Adjournment. The meeting was adjourned at 10:34 a.m. by motion.

Transcribed by Cathie Griffiths
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This document along with the digital recording constitute the official minutes of this meeting.