



**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
February 27, 2019**

Board Members Present:

Carlton Christensen, Chair (via telephone)
Beth Holbrook, Acting Chair
Kent Millington

Board Members Excused/Not in Attendance:

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

Welcome and Call to Order. Acting Chair Holbrook welcomed attendees and called the meeting to order at 9:03 a.m. with three board members present. Following Acting Chair Holbrook's opening remarks, the board and meeting attendees recited the Pledge of Allegiance.

Safety Minute. Acting Chair Holbrook yielded the floor to Fred Ross, UTA Chief of Police, for a brief safety message.

Public Comment Period. Public comment was given by Claudia Johnson. Ms. Johnson expressed interest in UTA's property purchases and sales practices. She then spoke about her desire to know how profits from property sales are being utilized, how internal efficiencies are applied, and how internal efficiencies are publicized.

Approval of February 20, 2019 Board Meeting Minutes. A motion to approve the February 20, 2019 Board Meeting Minutes was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously.

Agency Report. Steve Meyer, UTA Interim Executive Director, shared that UTA recently received a Finding of No Significant Impact (FONSI) on the Ogden bus rapid transit (BRT) project. He said the next phase of the project will involve the preparation and submission of a small starts grant application.

R2019-02-03 Revising and Renaming Executive Limitations Policy No. 2.1.4 to Service Planning Implementation. Laura Hanson, UTA Director of Planning, indicated the service planning implementation process was reviewed with the advisory board in its February meeting. Discussion ensued. Trustee Holbrook expressed appreciation for the openness of the process in revising this policy and spoke about the importance of the community engagement inherent in service planning.

A motion to approve R2019-02-03 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.

R2019-02-04 Revising and Renaming Ends Policy No. 1.4.2 to Capital Projects Implementation. Mary DeLoretto, UTA Director of Capital Projects, shared feedback on the policy given by the advisory board at its February meeting. Discussion ensued. Trustee Holbrook mentioned the value of the advisory board's input and of general public input in this process.

A motion to approve R2019-02-04 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.

R2019-02-05 Approving Clearfield, Salt Lake Central, Murray Central, and Provo Central Station Area Plans. Paul Drake, UTA Senior Manager of Real Estate & Transit-Oriented Development, explained that the station area plans included in the resolution were reviewed by the advisory board, as required by statute, in its February meeting. Mr. Drake then delivered a presentation including an overview of what station area plans entail and summaries of station area plans for Clearfield Station, Salt Lake Central Station, Murray Central Station, and Provo Central Station. Discussion ensued. Trustee Holbrook opined on the value of the process and the importance of transit-oriented development and its affordable housing component to economic development.

A motion to approve R2019-02-05 was made by Trustee Millington and seconded by Chair Christensen. The motion carried unanimously with aye votes from Trustee Millington, Chair Christensen, and Trustee Holbrook.

R2019-02-06 Adopting the Transit-Oriented Development System Analysis Tool. Mr. Drake briefly summarized the transit-oriented development system analysis tool. He shared that changes were made from the information included in the packet to the weighting of two criteria for the overall transit-oriented development score: transit frequency and predicted mode share. Transit frequency was changed from a 26 to 41 percent weighting and predicted mode share was changed from a 26 to 11 percent weighting.

A motion to approve R2019-02-06 with an amendment to include the changes outlined by Mr. Drake was made by Trustee Millington and seconded by Chair Christensen. The motion carried unanimously with aye votes from Trustee Millington, Chair Christensen, and Trustee Holbrook.

R2019-02-07 Authorizing the Sale of Surplus Real Property in West Valley City. Mr. Drake explained that the property referenced in the resolution was previously declared surplus and is now ready for sale. The property appraised for \$375,000; the offer price was \$385,000, which includes \$10,000 in earnest money.

A motion to approve R2019-02-07 was made by Trustee Millington and seconded by Chair Christensen. The motion carried unanimously with aye votes from Trustee Millington, Chair Christensen, and Trustee Holbrook.

Trustee Millington asked Bob Biles, UTA Chief of Finance, to explain how the proceeds from the sale will be allocated. Mr. Biles indicated the allocation of funds will be determined during the budget process. He noted that since it is one-time revenue, it will likely be applied to a one-time endeavor and not to operations.

Contracts, Disbursements & Change Orders.

Contract: Vanpool Vehicle Maintenance. Eddy Cumins, UTA Chief Operating Officer, explained that the contract establishes negotiated price discounts and pricing for preventative maintenance and repair maintenance services for UTA's Rideshare fleet with multiple vendors. Discussion ensued. A question on where the vanpools operate was posed by the board and answered by Mr. Cumins.

A motion to approve the vanpool vehicle maintenance contract 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.

Change Order: FarePay EFC Program Manager. Dave Snyder, UTA Fare and BI Apps Manager, summarized the change order, which extends the current contract with InComm, UTA's vendor for FarePay card services, and reduces the fee rate. Discussion

ensued. A question on the term of the extension was posed by the board and answered by Mr. Snyder.

A motion to approve the FarePay EFC program manager change order was made by Trustee Millington and seconded by Chair Christensen. The motion carried unanimously with aye votes from Trustee Millington, Chair Christensen, and Trustee Holbrook.

Discussion Items.

Government Relations Update. The government relations update was deferred to a future meeting.

Proposed Financial Dashboard. Bob Biles, UTA Chief Financial Officer, reviewed proposed changes to the financial dashboard. Discussion ensued. Mr. Biles noted – and the board concurred – that changes may need to be made to the ‘investment per rider’ descriptor and how the indicator is calculated. Trustee Millington also suggested including ridership by mode on the dashboard.

Other Business.

Recognition of Dave Goeres, UTA Chief Safety, Security & Technology Officer. Acting Chair Holbrook noted that Mr. Goeres will be retiring from UTA. She summarized Mr. Goeres’s career with the agency and expressed appreciation to him for his contributions.

Next Meeting. The next meeting of the board will be on Wednesday, March 6, 2019 at 9:00 a.m.

Adjournment. The meeting was adjourned at 10:03 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/517777.html> for entire content.

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