

**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  
November 4, 2020**

**Board Members Participating:**

Carlton Christensen, Chair  
Beth Holbrook

Also in attendance were Jeff Acerson (UTA board appointee awaiting Senate confirmation) and members of UTA staff.

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**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.

A technical issue occurred at 9:03 a.m. and Chair Christensen called for a break to resolve it.

The meeting restarted at 9:20 a.m. Chair Christensen called the meeting to order a second time and Ms. Ostler re-read the electronic board meeting determination.

**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 Director of Safety & Security, provided a brief safety message.

**Consent Agenda.** The consent agenda was comprised of:

- a. Approval of September 30, 2020 Budget Work Session Meeting Minutes
- b. Approval of October 1, 2020 Budget Work Session Meeting Minutes
- c. Approval of October 2, 2020 Budget Work Session Meeting Minutes
- d. Approval of October 8, 2020 Budget Work Session Meeting Minutes
- e. Approval of October 28, 2020 Board Meeting Minutes

A motion to approve the consent agenda with a minor typographical correction to the October 8, 2020 Budget Work Session Meeting Minutes was made by Trustee Holbrook and seconded by Chair Christensen. The motion carried unanimously.

**Agency Report.**

**UTA Ski Bus Outreach Efforts.** Carolyn Gonot, UTA Executive Director, was joined by Andrea Packer, UTA Communications Director; Lorin Simpson, UTA Regional General Manager – Salt Lake Business Unit; and James Larson, UTA Public Relations Specialist. Mr. Simpson spoke about agency objectives in managing concerns related to the COVID-19 pandemic and reviewed ski bus routes by county. Ms. Packer highlighted key messages and outlined operational and outreach tactics related to ski service.

Discussion ensued. Questions on additional safety measures, communications coordination, coordination with schools, bus capacity, and potential for implementing a reservation system were posed by the board and answered by staff.

**Bond Refunding.** Ms. Gonot was joined by Troy Bingham, UTA Comptroller. Mr. Bingham summarized the outcome of the recent bond refunding in which UTA realized a net present value savings of 9.3% and saved \$6.8 million over the lifespan of the bonds.

**2021 Budget Hearing and Open House.** Ms. Gonot invited the community to participate in a virtual open house on Tuesday, November 10, 2020 at 6:00 p.m. or in person at an open house on Wednesday, November 11, 2020 at 5:30 p.m. A public hearing will follow the open house on November 11 at 6:00 p.m. In addition to the open houses and public hearing, community members will have 30 days to review budget documents and submit comment on the 2021 budget through a variety of formats, including phone, e-mail, and the UTA website ([www.rideuta.com](http://www.rideuta.com)).

**Financial Report – September 2020.** Brad Armstrong, UTA Senior Manager of Budget & Financial Analysis, reviewed the financial report for September 2020, including the financial dashboard, passenger revenues, sales tax collections, sales tax revenues, revenue loss and Coronavirus Aid, Relief, and Economic Security (CARES) Act funding estimates, operating expense variance by mode, operating expense variance by type, and operating expense variance by chief officer.

Discussion ensued. Questions on impact of ridership trends on revenue and sales tax variance were posed by the board and answered by Mr. Armstrong.

**Investment Report – Third Quarter 2020.** Mr. Bingham summarized UTA’s investment yields and benchmark comparisons for the third quarter of 2020.

Discussion ensued. A question on inclusion of bond payments in PTIF funds was posed by the board and answered by Mr. Bingham.

## **Resolutions.**

**R2020-11-01 Resolution Approving the Third Amendment of the Authority’s 2020 Budget.** Mary DeLoretto, UTA Chief Service Development Officer, was joined by Mr. Bingham. Ms. DeLoretto explained the resolution, which amends the agency’s 2020 capital budget by reallocating funds to specific project budgets and reducing funds for projects that will be incorporated into the 2021 budget. She noted the changes outlined in the resolution were discussed in detail during the UTA board meeting held on October 28, 2020.

Ms. DeLoretto followed up on a question raised during the October 28, 2020 board meeting regarding the requirements related to the Sharp-Tintic project funds. Ms. DeLoretto indicated that according to the federal agreement that is currently in place, the funds do not need to be transferred to the Utah Department of Transportation and held in escrow but instead can be paid on an invoice basis.

A motion to approve R2020-11-01 was made by Trustee Holbrook and seconded by Chair Christensen. The motion carried unanimously with aye votes from Trustee Holbrook and Chair Christensen.

**R2020-11-02 Resolution Modifying the Authority’s Organizational Structure.** Ms. Gonot was joined by Kim Ulibarri, UTA Chief People Officer. Ms. Gonot recommended an organizational structure in which the Chief of Communications & Marketing will become the Chief of Planning & Engagement and a new chief office position, Chief of Enterprise Strategy, will be created. She also indicated the Public Relations & Marketing function will report directly to the Executive Director.

Discussion ensued. Chair Christensen mentioned the costs associated with the organizational changes are nominal.

A motion to approve R2020-11-02 was made by Trustee Holbrook and seconded by Chair Christensen. The motion carried unanimously with aye votes from Trustee Holbrook and Chair Christensen.

**R2020-11-03 Resolution Ratifying the Adoption of the Tentative 2021 Budget.** Ms. Gonot was joined by Bill Greene, UTA Chief Financial Officer. Mr. Greene summarized the resolution, which establishes a tentative budget for 2021. He noted a need to change the resolution exhibits contained in the meeting packet to correct computational errors and round revenues and expenditures.

A motion to approve R2020-11-03 with updated exhibits was made by Trustee Holbrook and seconded by Chair Christensen. The motion carried unanimously with aye votes from Trustee Holbrook and Chair Christensen.

### **Contracts, Disbursement, and Grants.**

**Contract: External Financial Auditor (Crowe, LLP).** Mr. Bingham requested the board approve a contract with Crowe, LLP for independent external auditing services. The contract term is three years with two one-year options. The total contract value (including options) is \$474,050.

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

**Contract: Light Rail Communications System Replacement (Woojin IS America, Inc.).** Eddy Cumins, UTA Chief Operating Officer, was joined by Kyle Stockley, UTA Manager of Vehicle Overhaul & Bus Support. Mr. Cumins asked the board to approve a contract with Woojin IS America, Inc. in the amount of \$2,947,477 to replace the communication system on 23 SD100 and 17 SD160 light rail vehicles.

Discussion ensued. Questions on the system flexibility and audio quality were posed by the board and answered by staff.

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

## Discussion Items.

**Mid-Valley Connector Capital Project with Funding Plan.** Chair Christensen noted representatives from Taylorsville City were in attendance, including Senator Wayne Harper, Mayor Kristie Overson, and John Taylor.

Ms. DeLoretto delivered a presentation on the Mid-Valley Connector project (a bus rapid transit project), including a project overview, history, funding plan, and schedule.

Senator Harper and Mayor Overson expressed strong support for the project.

Chair Christensen inquired about transit-oriented development opportunities in Taylorsville along the bus rapid transit route. The project's potential for competing for federal funds was also discussed.

**Wattsmart UTA Energy Plan.** Dan Locke, UTA Environmental Compliance Administrator, was joined by Hal Johnson, UTA Manager of Project Development & Systems Planning. Mr. Johnson highlighted shared objectives with Rocky Mountain Power and UTA's energy vision. Mr. Locke outlined the agency's energy goals, focus areas, grid resilience objectives, and Wattsmart application.

Discussion ensued. Questions on Rocky Mountain Power's involvement in hydrogen fueling, UTA's plans for retrofitting lighting on vehicles, power management at the Depot District facility, and emergency power accessibility were posed by the board and answered by staff.

## Other Business.

**Next Meeting:** The next meeting of the board will be on Wednesday, November 11, 2020 at 9:00 a.m.


**Adjournment.** The meeting was adjourned at 10:57 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/publicbody/940.html> for entire content.*

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

Approved Date: November 11, 2020

DocuSigned by:  
  
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Carlton J. Christensen  
Chair, Board of Trustees

## Appendix A

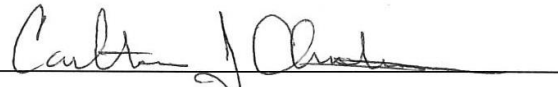
### UTAH TRANSIT AUTHORITY ELECTRONIC BOARD MEETING DETERMINATION

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.

  
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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**

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**Received on November 2, 2020 from George Chapman:**

Comments to Board of Trustees meeting Nov 4

Most important bus stop amenity is a red curb 15 ft from stop and making sure bus stop is away from anything that interferes with the bus going the the curb.

I sent a picture last week that showed what happens when a bus stop is next to a pole or the bus stop sign is closer than 2 feet from the curb. Bus drivers are told to stay up to 4 feet from the curb!

Before spending money on bus stop amenities, prioritize the plans:

1 bus stop curbs painted red

2 bus stop away from poles trees and anything that stops bus from going to the curb

3 Shelter with roof wide enough to handle 10 riders waiting in the rain

On another note, since UTA is getting FTA assistance on the midvalley connector/BRT, when will UTA do an EIS?

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