

**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
September 23, 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.

Chair Christensen mentioned today's meeting will be adjourned in memory of Andrea Knopp, UTA Communications Specialist, who passed away earlier this month after a battle with cancer.

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. Kent Muhlestein, UTA Safety Administrator – Transit System, provided a brief safety message.

Consent Agenda. The consent agenda was comprised of:

- a. Approval of September 2, 2020 Board Meeting Minutes
- b. Approval of September 9, 2020 Special 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.

Chief Financial Officer. Carolyn Gonot, UTA Executive Director, introduced William Greene, who recently joined the agency as Chief Financial Officer.

Resolutions.

R2020-09-04 Resolution Approving the Execution of an Interlocal Cooperation Agreement with Weber County and Ogden City for Right of Way Preservation Efforts to Extend Commuter Rail North of Ogden. Manjeet Ranu, UTA Director of Capital Projects, was joined by Hal Johnson, UTA Manager of Project Development & Systems Planning. Mr. Johnson explained the resolution, which authorizes execution of an interlocal agreement detailing terms for right of way preservation north of Ogden. As part of the agreement, Weber County will award up to \$3,000,000 for right of way acquisition and survey work. Ogden City will lead the property purchase process. Should there be a time when UTA is ready to extend commuter rail to the north, UTA will purchase the right of way properties from Ogden City at the same price Ogden paid at the time of purchase. UTA will also refund the survey costs to the city.

Discussion ensued. Questions regarding buildings on certain properties included in the purchase, residential encroachment, and the projected timeline for extending commuter rail to the north were posed by the board and answered by staff.

A motion to approve R2020-09-04 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.

R2020-09-05 Resolution Appointing William Greene as Officer and Treasurer of the Authority. Chair Christensen stated the board's desire to appoint William Greene as Officer and Treasurer of the Authority.

A motion to approve R2020-09-05 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.

R2020-09-06 Resolution Authorizing the Issuance and Sale by the Authority of Its Sales Tax Revenue Refunding Bonds in the Aggregate Principal Amount of Not to Exceed \$81,000,000; and Related Matters. Troy Bingham, UTA Acting Chief Financial Officer, was joined by Brian Baker with Zions Public Finance and Randy Larsen with Gilmore Bell. Mr. Bingham described the resolution, which sets parameters for the sale of bonds and authorizes issuance of not more than \$81,000,000 in Series 2020B bonds, among other things. He also reviewed market rates, refunding considerations and projections, the agency's outstanding debt service, and current ratings.

Discussion ensued. Questions on market projections, type of sale (i.e., negotiated versus non-negotiated), and term of the resolution were posed by the board and answered by staff.

A motion to approve R2020-09-06 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.

R2020-09-01 (Amended) Resolution Amending the Terms and Conditions of Employment for Executive Director Carolyn Gonot. Chair Christensen indicated a numbering error was made in the original resolution (R2020-09-01) on the amendments in Ms. Gonot's employment contract. This amended resolution corrects that error.

A motion to approve R2020-09-01 (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.

Oath of Office. The oath of office for officer and treasurer of the Authority was administered to William Greene.

Contracts, Disbursement, and Grants.

Contract: Depot District Clean Fuels Technology Center Bus Lifts (Steril-Koni). Mr. Ranu was joined by David Osborn, UTA Project Manager III. Mr. Osborn requested the board authorize a contract to purchase new bus lifts for the Depot District Clean Fuels Technology Center in the amount of \$1,936,737.74.

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

Contract: South Utah County Transit Analysis (Parametrix, Inc.). Laura Hanson, UTA Director of Planning, asked the board to authorize a contract in the amount of \$479,822 for services to conduct a study to assess the demand and provide recommendations for transit service between Provo and Santaquin.

Discussion ensued. A question on the timeframe for completion was 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: On-Call Maintenance Task Order #124 Grade Crossing Panel/Tub Replacement/Rehabilitation – 11400 South (Stacy and Witbeck, Inc.). Mr. Cumins was joined by David Hancock, UTA Director of Asset Management. Mr. Hancock requested the board approve a change order in the amount of \$225,040 to replace the TRAX grade crossing at 11400 South. This change order brings the total contract value to \$39,933,879.

With respect to the total contract value, it was mentioned that an incorrect contract value was listed on the board memo in the December 18, 2019 board meeting packet. The correct value has been listed on the board memos for subsequent change orders, including this one.

Discussion ensued. Questions on maximums in the main contract and street closures at 11400 South were 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.

Pre-Procurements. Todd Mills, UTA Sr. Supply Chain Manager, was joined by Mr. Hancock and Mr. Bingham. Mr. Mills said the agency intends to procure the following:

- i. Light Rail, Traction Power Sub-Station (TPSS) Rehabilitation
- ii. Holiday Employee Gift Cards
- iii. On-Call Infrastructure Maintenance
- iv. Financial Advisor

Discussion ensued. Questions on the emergency assessment capacity on the rehabilitated TPSS units, potential for TPSS data transmission during a power outage, inclusion of caps in the on-call infrastructure maintenance contract, anticipated level of competition for the maintenance contract, and impact of changing financial advisors during the bond sale were posed by the board and answered by staff.

Service and Fare Approvals.

Pass Purchase and Administration Agreement (Church of Jesus Christ of Latter-day Saints). Monica Morton, UTA Fares Director, was joined by Kensey Kunkel, UTA Manager of Business Development – Sales. Ms. Morton explained the agreement for the purchase of discounted passes for up to 7,950 employees of the Church of Jesus Christ of Latter-day Saints (Church). The contract, which begins on October 1, 2020 and ends December 31, 2021, is valued at \$2,150,720.

Discussion ensued. Questions on the timeline for Church employees returning to in-office work and ridership considerations were posed by the board and answered by staff.

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

Other Business.

Upcoming Budget Work Sessions. Work sessions for the 2021 budget are scheduled on the following dates:

- September 30, 2020 at 10:00 a.m.
- October 1, 2020 at 10:00 a.m.
- October 2, 2020 at 10:00 a.m.

Next Regular Board of Trustees Meeting: The next meeting of the board will be on Wednesday, October 7, 2020 at 9:00 a.m.

Closed Session. Chair Christensen indicated a closed session was needed to discuss 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.

Chair Christensen called for a brief recess at 10:08 a.m.

The board entered closed session at 10:19 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 11:09 a.m.


Adjournment. The meeting was adjourned by motion in memory of Andrea Knopp at 11:10 a.m.

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/630405.html> for entire content.

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

Approved Date: October 7, 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 transmission of the SARS-CoV-2 virus 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 August 24, 2020, and is effective until midnight on September 23, 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 21 day of August, 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 September 22, 2020 from George Chapman:

I am against funding and extending FrontRunner until there is a significant increase in ridership. It may turn out that the less than 5000 FrontRunner riders a day will not increase for years and spending hundreds of millions to extend FrontRunner (and/or double track and/or electrify it at \$2 billion) is not fiscally responsible. There has been no cost benefit analysis comparing bus service with this new project (extending it north of Ogden).

I am against the wasteful Clean Fuels bus garage since it ignores the potential efficiency of garages in the outlying areas so that buses don't spend their mornings and evenings empty going out to and coming from outlying areas. It does not make sense.

Any bond refunding money should not be used as an excuse to build more projects.

The server issues with certain routes that overload some and result in poor or old data sent to apps should be addressed. This has happened several times in the last few years.
