



**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
May 6, 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 no online comment was received for 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 29, 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, and Lorin Simpson, UTA Regional General Manager – Salt Lake Business Unit. Mr. Cumins summarized service modifications made in response to the COVID-19 pandemic. He provided a ridership update for fixed route bus, TRAX, FrontRunner, and paratransit, and spoke about measures being implemented to protect

operators. Mr. Cumins was followed by Mr. Simpson, who addressed pandemic recovery strategies.

Discussion ensued. Questions on retaining the confidence of employees and riders, feedback from riders regarding the recently installed sneeze shields on buses, and depth of customer and employee surveys were posed by the board and answered by staff.

Ms. Gonot mentioned the agency will be distributing masks to riders tomorrow, May 7, 2020, at key locations.

Financial Report – March 2020. Bob Biles, UTA Chief Financial Officer, reviewed the March 2020 financial dashboard, sales tax collections, cumulative revenue loss and Coronavirus Aid, Relief, and Economic Security Act (CARES) drawdown, expense variance by mode, expense variance by chief officer, and expense variance by type. Discussion ensued. Questions on use of reserves, identification of CARES items in the accounting system, and potential adjustments to ed pass contracts due to lower than anticipated ridership were posed by the board and answered by Mr. Biles.

Resolutions.

R2020-05-01 Resolution Authorizing the Request of Emergency Funding Reimbursement for Coronavirus Aid Relief Through the Federal Emergency Management Agency (FEMA) Public Assistance (PA) Program. Mary DeLoretto, UTA Chief Service Development Officer, explained the resolution, which authorizes UTA to request emergency funds through FEMA.

A motion to approve R2020-05-01 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.

Ms. Gonot committed to providing an update of FEMA reimbursements as part of the monthly financial report.

Contracts, Disbursements, and Grants.

Change Order: Actuarial Services (Milliman). Trustee Millington described the change order, which extends the contract with Milliman through October 2020. He noted this will be the last extension on the contract and the agency will be issuing a request for

proposal for these services this coming fall. Discussion ensued. A question on the start date of the new contract was posed by the board and answered by Trustee Millington.

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

Change Orders Related to Employer Health Insurance Agreements:

- **Change Order: Employer Health Insurance Agreement – Administrative Employees (Public Employers Health Plan)**
- **Change Order: Employer Health Insurance Agreement – Bargaining Employees (Public Employers Health Plan)**
- **Change Order: Employer Health Insurance Agreement – Administrative Employees (SelectHealth)**
- **Change Order: Employer Health Insurance Agreement – Bargaining Employees (SelectHealth)**

Kim Ulibarri, UTA Chief People Officer, explained the change orders, which renew the contracts with the Public Employers Health Plan and SelectHealth for medical insurance for administrative and bargaining employees for the 2020 benefit plan year. Discussion ensued. Questions on considering a high-deductible plan option, term of medical insurance contracts, and employee network utilization were posed by the board and answered by Ms. Ulibarri.

A motion to approve the four employer health insurance agreement change orders was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously.

Real Estate Contract: Disposition of Real Property for Porter Rockwell Bridge Project – Parcels 215:B, 215:C, and 215:E (Utah Department of Transportation). Paul Drake, UTA Director of Real Estate & Transit-Oriented Development, outlined the contract, which sells three parcels at 15702 South Pony Express Road in Bluffdale to the Utah Department of Transportation as part of the Porter Rockwell Boulevard project. The project includes building a bridge over the FrontRunner tracks at the site. The total purchase price is \$457,300. Discussion ensued. Questions on width of the bridge

included in the project, seismic specifications for the bridge, and fee structure of the disposition were posed by the board and answered by Mr. Drake.

The board expressed concern about the bridge construction limiting the ability of the agency to double track sections of FrontRunner in the area in the future. Mr. Drake assured the board the disposition documents allow UTA to construct double track at the site. The board again reiterated their concern and made it clear to staff that the property disposition should in no way limit UTA's options for future construction at the site.

A motion to declare the property as surplus, approve disposition of the property, and authorize the executive director to execute the real estate contract and related documents was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously.

Service and Fare Approvals.

Fare Approval: Ogden Twilight Concert Series Tickets for Transit Agreement (Ogden City). Monica Morton, UTA Fares Director, summarized the fare arrangement, which allows concert ticket holders to use their event ticket to ride UTA services to the event. The agreement is priced at a flat rate of \$23,405 and covers 10 shows between July and September of 2020. Discussion ensued. Questions regarding the timespan for the concerts and how the concerts and agreement would be affected by COVID-19 restrictions were posed by the board and answered by Ms. Morton.

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

Fare Approval: Salt Lake Twilight Concert Series Tickets for Transit Agreement (S&S Presents). Ms. Morton described the fare arrangement, which allows concert ticket holders to use their event ticket to ride UTA services to the event. The agreement is priced at a flat rate of \$7,185 for 5 shows in 2020. Discussion ensued. A question on the inclusion of FrontRunner service in the fare was posed by the board and answered by Ms. Morton.

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

Discussion Items.

Rocky Mountain Power Memorandum of Understanding (MOU). Ms. DeLoretto was joined by Hal Johnson, UTA Manager of Project Development & Systems Planning. Mr. Johnson shared the MOU vision and summarized partnership opportunities between Rocky Mountain Power and UTA in areas such as energy efficiency, electric vehicles, electrical infrastructure, grid resilience, and research and grants.

Discussion ensued. A question on UTA's relationship with municipal power providers was posed by the board and answered by staff.

Trustee Holbrook suggested forming similar partnerships with municipal power providers.

Proposed 2020 Budget Amendment Number 2. Mr. Biles outlined proposed operating budget changes that include increasing other revenues and paratransit expense by \$250,000, reallocating \$22,000 in funds from contingency to facilities for park-and-ride maintenance costs, and transferring \$638,000 in operating contingency to capital contingency. He then explained proposed capital budget changes as follows:

2020 Budget After Amendment #1	\$196,034,000
2019 Capital Carryforward Projects	49,398,300
Project Reductions	(36,196,800)
FrontRunner & Light Rail SOGR Projects	4,250,000
New Projects	9,086,900
Reallocations	<u>638,000</u>
2020 Budget After Proposed Amendment #2	<u>\$223,210,400</u>

Mr. Biles concluded by providing more detailed information on the capital revenue and expense budgets.

Mr. Biles noted a few errors on his presentation slides. Chair Christensen requested the errors be corrected before the presentation is posted for public access.

Other Business.

Next Meeting. The next meeting of the board will be on Wednesday, May 20, 2020 at 9:00 a.m.

Adjournment. The meeting was adjourned at 10:29 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.