

**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
March 10, 2021**

Board Members Participating:

Carlton Christensen, Chair
Beth Holbrook
Jeff Acerson

Also participating were UTA staff members.

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 statement into the record as required by statute. The complete electronic board meeting determination statement is included as Appendix A to these minutes.

Safety First Minute. Sheldon Shaw, UTA Director of Safety & Security, provided a brief safety message.

Public Comment. Chair Christensen noted members of the public were invited to attend and comment during the live portion of the meeting; however, no live public comment was given. (No online public comment was received for the meeting.)

Consent Agenda. The consent agenda was comprised of:

- a. Approval of February 24, 2021 Board Meeting Minutes
- b. Approval of March 2, 2021 Special Board Meeting Minutes

A motion to approve the consent agenda was made by Trustee Holbrook and seconded by Trustee Acerson. The motion carried unanimously.

Legislative Update. Shule Bishop, UTA Government Relations Director, stated 2021 was an historic legislative session, especially for UTA. He commended the board and staff for the trust the legislature has in the agency's leadership. He then noted UTA will be receiving state funding for a host of transit system improvements and/or expansions on the following:

- FrontRunner double track
- S-Line extension
- Midvalley bus rapid transit
- Sharp-Tintic rail consolidation
- Vineyard Station, including a section of double track in northern Utah County
- Depot District construction

Mr. Bishop also mentioned other bills affecting the agency. Senate Bill 113 (SB113) allows a UTA trustee to continue service until the position is filled by a new appointee. Other legislation impacts storage tanks, affordable housing, and development near FrontRunner stations.

Discussion ensued. The board expressed appreciation to the legislature and UTA's community partners for their work and commended staff for their responsiveness during the session.

Agency Report.

Project Appropriations Update. Carolyn Gonot, UTA Executive Director, spoke about the following initiatives, which were given appropriations during the 2021 legislative session:

- FrontRunner Forward, allocated \$100 million in one-time and \$200 million in bonded funds for double tracking strategic sections of the FrontRunner corridor
- Point of the Mountain, allocated \$5 million for the environmental study
- Midvalley Connector, allocated \$11 million for project costs
- Vineyard Station and associated double track, allocated \$1.6 million for project costs
- Sharp-Tintic rail consolidation connection, allocated \$4 million for project costs
- S-Line extension, allocated \$12 million for construction and improvements

Discussion ensued. Questions on staffing for project management, potential for securing federal funds, and plans for adding bus service were posed by the board and answered by staff.

Groundbreaking for Ogden to Weber State Bus Rapid Transit (BRT) Project. Ms. Gonot mentioned the groundbreaking for the Ogden-Weber State University BRT is scheduled on Tuesday, April 13 at 2:00 p.m. at the Weber State University Browning Center.

Financial Report – January 2021. Bill Greene, UTA Chief Financial Officer, was joined by Brad Armstrong, UTA Senior Manager – Budget & Financial Analysis. Mr. Armstrong reviewed the

financial report for January 2021, which included the financial dashboard, sales tax collections, passenger revenues, stimulus funding, operating financial results, and operating expense by mode.

Contracts, Disbursements, and Grants.

Change Order: Ogden to Weber State (WSU) Bus Rapid Transit (BRT) Construction Manager/General Contractor (CM/GC) Phase 2 Construction Services Amendment (Stacy and Witbeck, Inc.). Mary DeLoretto, UTA Chief Service Development Officer, was joined by Janelle Robertson, UTA Project Manager II. Ms. DeLoretto requested the board authorize a change order in the amount of \$60,909,292 to the contract with Stacy and Witbeck for construction services on the Ogden-WSU BRT project. The total contract value, including this change order, is \$61,572,176.

Discussion ensued. A question on final cost projections was posed by the board and answered by staff.

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

Change Order: On-Call Infrastructure Contract – Task Order #01 Project Management Construction Management (PM/CM) Fees (Stacy and Witbeck, Inc.). Eddy Cumins, UTA Chief Operating Officer, was joined by David Hancock, UTA Director of Asset Management. Mr. Hancock asked the board to authorize a change order in the amount of \$504,160 to the on-call infrastructure contract with Stacy and Witbeck for construction management fees in the 2021 calendar year.

Discussion ensued. Questions on the type of project management the contractor performs and the consistency of the change order cost with the initial bid were posed by the board and answered by staff.

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

Change Order: On-Call Infrastructure Contract – Task Order #03 Stadium and Mario Capecchi Rail Procurement for Curve Replacements (Stacy and Witbeck, Inc.). Mr. Cumins was joined by Mr. Hancock. Mr. Hancock requested the board authorize a change order in the amount of \$461,091 to the on-call infrastructure contract with Stacy and Witbeck for rail materials needed for planned maintenance at South Campus Drive

and Mario Capecchi Drive. This change order brings the total contract value to \$1,157,590.

Discussion ensued. Questions on coordination efforts with the University of Utah, service impacts, project timing, and materials availability 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 Acerson. The motion carried unanimously.

Service and Fare Approvals.

Free Fare for COVID-19 Vaccinations. Megan Waters, UTA Community Engagement Manager, was joined by Kensey Kunkel, UTA Manager of Business Development – Sales. Ms. Waters asked the board to approve a free fare for members of the community using transit as transportation to COVID-19 vaccination appointments. The estimated fiscal impact of the initiative is between \$188,000 to \$750,000 based on a ridership utilization of approximately 2 to 8 percent.

Discussion ensued. Questions on calculating the fiscal impact, paratransit accessibility, and related marketing efforts were posed by the board and answered by staff. Chair Christensen suggested including messaging about the free fare in UTA's current media campaign. Trustee Acerson recommended providing information about the initiative to the governor to include in his COVID-19 updates.

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

Other Business.

Next Meeting. The next meeting of the board will take place on March 24, 2021 at 9:00 a.m.


Adjournment. The meeting was adjourned at 10:27 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/662221.html> for entire content.

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

Approved Date: March 24, 2021

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Carlton J. Christensen
Chair, Board of Trustees

Appendix A


UTAH TRANSIT AUTHORITY ELECTRONIC BOARD MEETING DETERMINATION

Consistent with the Utah Open and Public Meetings Act, (UTAH CODE § 52-4-207 [4]), 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 electronic meetings of the UTA Board without a physical anchor location:

1. Due to the ongoing COVID -19 pandemic, conducting Board and Board Committee meetings with an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location.
2. Federal, state, and local health authorities continue to encourage institutions and individuals to limit in-person interactions.

This written determination takes effect on March 10, 2021, and is effective until midnight on April 8, 2021 and may be re-issued by future written determinations as deemed appropriate.

Dated this 4th day of March 2021.

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Carlton Christensen, Chair of the Board of Trustees