



**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
December 4, 2019**

Board Members Present:

Carlton Christensen, Chair
Beth Holbrook
Kent Millington

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

Call to Order, Opening Remarks, and Pledge of Allegiance. Chair Christensen welcomed attendees and called the meeting to order at 9:01 a.m. Following Chair Christensen's opening remarks, the board and meeting attendees recited the Pledge of Allegiance.

Safety First Minute. Chair Christensen yielded the floor to Sheldon Shaw, UTA Director of Safety & Security, for a brief safety message.

Public Comment Period. No in-person public comment was given. It was noted that online comment received for the meeting was distributed to the board prior to the meeting and will be included as an appendix to the minutes of the meeting.

Consent Agenda. The consent agenda was comprised of:

- Approval of November 18, 2019 Special Board Meeting Minutes
- Approval of November 20, 2019 Board Meeting Minutes
- Fare Contract – Revised Ski Bus Pass Agreement, Sundance Ski Resort
- Revision of UTA Policy 6.7.7.3

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

Agency Report. Carolyn Gonot, UTA Executive Director, was joined by G.J. LaBonty, UTA Manager of Customer Experience. Mr. LaBonty spoke about a bus stop signage unveiling event held earlier this week. Discussion ensued. Questions on which bus stops qualify for shelters, shelter design, and ridership increase on route 9 were posed by the board and answered by Mr. LaBonty.

Ms. Gonot noted that today, December 4, 2019, marks the 20th anniversary of the beginning of TRAX service in Salt Lake County and mentioned celebratory events that will be held to commemorate this milestone.

Financial Report – October 2019. Bob Biles, UTA Chief Financial Officer, delivered a financial report for October 2019, covering topics such as the financial dashboard, sales tax collection, expense variance by mode, and expense variance by type. Discussion ensued. Questions on maintenance of way labor and accounting allocation for utilities were posed by the board and answered by Mr. Biles.

Contracts, Disbursements, and Grants.

Change Order: ADA Paratransit Services Contract Extension (MV Public Transportation, Inc.). Eddy Cumins, UTA Chief Operating Officer, was joined by Cherryl Beveridge, UTA Special Services General Manager. Mr. Cumins summarized the change order, which extends an existing contract with this provider for paratransit and route deviation services in Weber, Davis, and Box Elder counties for six months. The intent of the extension is to allow time for the issuance of a request for proposals (RFP) and negotiations on a new contract. Discussion ensued. A question on the number of other companies in the area capable of providing this type of service 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 Millington. The motion carried unanimously.

Change Order: ADA Paratransit Services Contract Extension (United Way of Utah County). Mr. Cumins described the change order, which extends an existing contract with this provider for paratransit and route deviation services in Utah County for six months. The intent of the extension is to allow time for the issuance of a request for proposals (RFP) and negotiations on a new contract. Discussion ensued. Questions on

the potential for one company providing a bid for the northern and southern counties of UTA service area and costing aspects of the future contracts were posed by the board and answered by staff.

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

Change Order: On Call Maintenance Task Order #92 – On-Route Bus Charging Equipment, Phase 2 (Stacy and Witbeck). Mary DeLoretto, UTA Acting Chief Service Development Officer, summarized the change order, which authorizes construction of a second high-powered bus charger at Salt Lake Central Station for the Park City electric bus project. Discussion ensued. A question on the ability to charge buses from different manufacturers using the new charging equipment was posed by the board and answered by Ms. DeLoretto.

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

Grant Opportunity: CMAQ/STP/TAP WFRC Concept Report Submittals for Ogden/Layton Area Projects. Ms. DeLoretto was joined by Alma Haskell, UTA Grants Development Administrator. Ms. DeLoretto explained that UTA will be applying for or supporting several CMAQ/STP/TAP (Federal Highway Congestion Mitigations-Air Quality / Surface Transportation Program / Transportation Alternatives Program) projects in the Ogden/Layton area:

1. CMAQ: UTA support for Ogden City application for operating funds for the Ogden-Weber State University bus rapid transit project
2. STP: Edvalson Street roundabout on Weber State University campus
3. CMAQ: On-route electric bus charging infrastructure
4. STP: Bus stop improvements
5. STP: On-board technology system

Discussion ensued. Questions on whether the roundabout is part of the Ogden-Weber bus rapid transit project, fund reimbursement process, and public input on bus stop improvements were posed by the board and answered by staff.

Service and Fare Approvals.

Sponsored Fare Agreement with Ogden City for the Ogden Trolley (Route 601 Circulator Bus Service). Monica Morton, UTA Fares Director, was joined by Andres Colman, UTA Regional General Manager – Mt. Ogden Business Unit. Ms. Morton

provided an overview of the agreement, which authorizes a one-year sponsored fare on route 601 to be paid by Ogden City at 25% of UTA's operating costs. Discussion ensued. A question on ridership on the route was posed by the board and answered by staff.

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

Sponsored Fare Agreement with Layton City Corporation for the Midtown Trolley (Route 628). Ms. Morton explained the fare agreement, which authorizes a one-year sponsored fare on route 628 to be paid by Layton City Corporation at 25% of UTA's operating costs. Discussion ensued. A question on ridership on the route was posed by the board and answered by staff.

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

Ski Bus Agreements for 2019-20 Ski Season (SMGH Management/Powder Mountain, Snowbasin Resort Company, Davis County, and Morgan County). Ms. Morton summarized the agreements, which define contributions from local resorts for direct operating costs and per-trip fares for provision of transit services to authorized users. Discussion ensued. Questions on the possibility of forming a consistent pricing strategy for ski bus service, ski bus ridership, service from Layton, and treatment of ski racks were posed by the board and answered by staff.

Ms. Morton committed to revisit the approach for pricing ski bus service contracts.

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

Discount Ski Bus Pass Agreement with Visit Ogden for 2019-20 Ski Season. Ms. Morton explained the agreement, which authorizes distribution of day transit passes for ski bus use to Visit Ogden at a 20% discount. Discussion ensued. Questions on the discount and distribution of administrative costs were posed by the board and answered by staff.

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

Discussion Items.

Customer Service Report. Nichol Bourdeaux, UTA Chief Communications & Marketing Officer, was joined by Cindy Medford, UTA Manager of Customer Service, and Fred Ross,

UTA Chief of Police and Public Safety Manager. Ms. Bourdeaux and Ms. Medford delivered a presentation on customer service metrics, functions, and initiatives.

Discussion ensued. Questions on marketing for the route deviation notification service, types of items recovered in lost and found, charities receiving donations of abandoned lost and found items, policy for addressing those who are frequently issued citations on the UTA system, possibility of turning outstanding citations over to a collections agency, average dollar amount of citations issued, opportunities for partnering with the judiciary on enforcement, distinction between possible collection versus open collection, timeline for writing off fines, discretion of hearing officer to make adjustments to fines, and customer service coverage on Sundays were posed by the board and answered by staff.

Chair Christensen suggested looking into state collection services as well as partnerships with judicial officials to close open citations through community service. He also recommended acknowledging employees who are investigated and found compliant with UTA policies and procedures.

Ms. Medford committed to following up with the board on the process for writing off fines.

Closed Session. Chair Christensen indicated there was a need for a closed session to discuss pending or reasonably imminent litigation. He noted that no closed session discussion would take place on collective bargaining, which was specified on the meeting agenda. 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 five-minute break.

Closed Session. Closed session began at 10:27 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 10:52 a.m.

Other Business.

Next Meeting. The next meeting of the board will be on Wednesday, December 11, 2019 at 9:00 a.m.

Adjournment. The meeting was adjourned at 10:53 a.m. by motion.

Transcribed by Cathie Griffiths
Executive Assistant to the Board Chair

Utah Transit Authority
cgriffiths@rideuta.com
801.237.1945

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/pm/sitemap/notice/573405.html> for entire content.

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

APPENDIX

Online Public Comment to the Board of Trustees of the Utah Transit Authority (UTA) Board Meeting December 4, 2019

Received November 27, 2019 from George Chapman:

Focusing on the Depot Garage does not make sense unless drivers can live near it. One reason for SW and SE garages is to be closer to drivers who have lower housing costs. In SLC, the cost of housing is so high that a single person needs over \$35 an hour to afford housing so that it doesn't take more than 30% of their income. Recent TV stories have gone into detail about it.

UTA should either significantly increase salaries or put bus garages in outlying and lower cost areas that are scheduled to get bus garages in the near future.

These drivers are responsible for the safety of passengers and have to handle problems with unruly passengers regularly. They deserve more salary.

On another note, the S-Line Main Street Station was placed in the center of the block to allow quick access to adjacent stores in the future. But the housing has blocked that. UTA should work out a system to allow riders to go directly to the grocery store. Also transfers to the most frequent bus State St, is so far that it discourages riding buses. State St and S Line would benefit from 10 minute State Street service (also Redwood Road).

Received November 30, 2019 from Trent Florence:

I really think all these topics are great things to talk about and discuss to get the best feedback and input from all the board during this meeting.

I really think regarding the vacation policy p t o vacation should only be used as the real accrued vacation time while fmla is actually and should legally only be used and considered for when an employee has become terminally ill and has totally used up totally exhausted their p t o bank for the year and they still have doctor's appointments they're being required to go to the fmla then provides them with unpaid time off from work in order to go take those required doctor's appointments.

When the employee becomes too ill to be able to work or is severely injured on or off the job and can't work anymore then they usually end up having to take either short term or long term disability or workman's comp depending upon the situation disability condition or injury and after that may end up having to take out early retirement.

I also think the paratransit extensions for mv and united way are absolutely required it's extremely imparative weber and utah counties are continued to be allowed to receive paratransit services.

I also think all of the other things which are being tried out for doing trolley city service operations in Ogden instead of full all day fixed route bussing systems is a more efficient way to go and under the way the city is going at doing the reemburssing of it I think is actually good.

I hope great discussion is created here as well as maybe changing the discounts structures on skibus services is also important and also continuing the ski bus contracts under the new updates is also a really important thing.

Received December 2, 2019 from George Chapman:

Bus stop on 33rd S 950W could decrease safety (it may have killed already)

A homeless man was recently killed near there while trying to cross the road. The shelter is on 1000 W. Since the 33rd S and 35MAX bus stop is about 300 feet from the light and corner, it actually encourages crossing the street where the man was killed.

I recommend that UTA move the stop to the 900 W corner and remove the stop on 33rd north side near 1050W. That will force/encourage crossing at the light and significantly increase safety.
