



**Report 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  
March 28, 2018**

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**Board Members Present:**

Greg Bell, Chair

Sherrie Hall Everett, Vice Chair

Jeff Acerson

Gina Chamness

Necia Christensen

Alex Cragun

Karen Cronin

Babs De Lay

Charles Henderson

Dannie McConkie

Toby Mileski

Bret Millburn

**Board Members Excused/Not in Attendance:** Cort Ashton, Jeff Hawker, Robert McKinley, and Troy Walker

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

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**Welcome and Call to Order.** Chair Bell welcomed attendees and called the meeting to order at 1:35 p.m. with ten voting board members present. The board and meeting attendees then recited the Pledge of Allegiance.

**Safety Minute.** Chair Bell yielded the floor to Dave Goeres, UTA Chief Safety, Security & Technology Officer, for a brief safety message.

**Item(s) for Consent.** Consent items consisted of the following:

- Approval of January 24, 2018 Board Meeting Report
- Approval of January 31, 2018 Board Meeting Report
- Financial Reports & Dashboards for November and December 2017 and January 2018
- Quarterly Investment Report

A motion to approve the consent agenda was made by Trustee Christensen and seconded by Trustee Cragun. The motion carried by unanimous consent.

Vice Chair Everett joined the meeting at 1:43 p.m.

**General Public Comment Period.** Public comment was given by Claudia Johnson and Angela Kirk. Ms. Johnson spoke about adding service and frequency and mentioned the need for increased ease in finding pass information. Ms. Kirk provided information on safety innovations and spoke about safety concerns.

**President/CEO Report.** Jerry Benson, UTA President/CEO, delivered his 2017 performance report to the board. The report included progress against performance measures in the areas of leadership, strategy, external relationships, people (human resource functions), finance and operations, and other initiatives.

Following Mr. Benson's report, Chair Bell requested that more emphasis be applied to UTA's safety program in the future.

**Chair's Report.** Chair Bell asked Andrew Gruber, Executive Director of the Wasatch Front Regional Council, to provide a summary of the provisions in SB136, which is a law increasing transportation funding in the state and changing the governance structure of UTA. Mr. Gruber covered the renaming of UTA to Transit District of Utah; governance changes to the UTA board; responsibilities of the current board and the new board; the formation of a new UTA advisory board; the creation of a Transit Transportation Investment Fund (TTIF); language providing directives for land use requirements, development of strategic initiatives, and prioritization criteria; modifications to vehicle user registration fees; new funding mechanisms; establishment of a transportation funding task force; transfer of UTA's legal function to the Attorney General's office; and more. During Mr. Gruber's remarks, questions were posed by the board and answered by Mr. Gruber and UTA leadership.

**Public Comment.** Chair Bell invited public comment on SB136. Public comment was given by Angela Kirk who posed questions regarding open meetings requirements and safety provisions in SB136.

Chair Bell announced a five-minute break at 2:55 p.m.

Trustee Henderson left the meeting at 3:05 p.m.

The meeting resumed at 3:14 p.m.

## **Committee Updates.**

### **Stakeholder & Planning Committee Update.**

**R2018-03-11: Resolution Authorizing Electronic Meetings.** Trustee Millburn described the resolution, which outlines processes for holding electronic meetings of the board.

**Public Comment.** No public comment was given.

**Board Action.** A motion to approve resolution R2018-03-11 was made by Trustee Millburn and seconded by Trustee Chamness. The motion carried by unanimous consent.

**R2018-03-09: Resolution Authorizing Execution of ILA between Salt Lake County and UTA for Clean Air Day.** Trustee Millburn explained that an interlocal agreement (ILA) is needed between Salt Lake County and UTA to allow the county to pay its agreed portion for funding a 'Free Fare Friday' in December 2017. The free fare day was a promotional effort by the Salt Lake City Council, Salt Lake County, and UTA to draw attention to air quality concerns.

**Public Comment.** No public comment was given.

**Board Action.** A motion to approve resolution R2018-03-09 was made by Trustee Millburn and seconded by Trustee Chamness. The motion carried by unanimous consent.

**R2018-03-08: Resolution Authorizing Executive of the ILA between Salt Lake County and UTA for the Sugar House S-Line.** Bart Simmons, UTA Senior Counsel, described the need for an ILA between Salt Lake County and UTA for improvements to the track on the Sugar House S-Line.

**Public Comment.** An online comment from George Chapman was read. Mr. Chapman expressed his preference that the monies being spent on the S-Line track installation be put into increased bus service.

**Board Action.** A motion to approve resolution R2018-03-08 was made by Trustee Millburn and seconded by Trustee Acerson. The motion carried by unanimous consent.

**R2018-03-10: Adopting the Transit-Oriented Development Strategic Plan and Revising Executive Limitation Policy 2.2.4 – Transit-Oriented Development.** Paul Drake, UTA Senior Manager of Real Estate & Transit-Oriented Development, provided an overview of UTA’s current transit-oriented development (TOD) program and reviewed the process in forming the TOD Strategic Plan and he spoke about regional trends, TOD’s role in land use, processes and procedures used in UTA’s TOD projects, strategic objectives, multiple periods of board review, and specific provisions in the executive limitation policy.

Following Mr. Drake’s remarks, discussion ensued. Questions were posed by the board on requirements of SB136 relative to transit-oriented development, regional planning tools, and affordable housing.

**Public Comment.** No public comment was given.

**Board Action.** A motion to approve resolution R2018-03-10 was made by Trustee Millburn and seconded by Trustee Christensen. The motion carried by majority consent with nine aye votes, zero nay votes, and one abstention from Trustee De Lay.

#### **Operations & Customer Experience Committee Update.**

**R2018-03-06: Resolution Approving the Naming of the Provo-Orem Bus Rapid Transit System.** Trustee Cragun explained that the public participated in submitting potential names for the Provo-Orem bus rapid transit system, with three finalists being put to the public for a vote. The winning name was ‘Utah Valley Express’ (or UVX). Brief discussion ensued.

**Public Comment.** No public comment was given.

**Board Action.** A motion to approve resolution R2018-03-06 was made by Vice Chair Everett and seconded by Trustee Cronin. The motion carried by unanimous consent.

**R2018-03-04: Resolution Approving the April 2018 Change Day Title VI Equity**

**Analysis.** Mary DeLaMare-Schaefer, UTA Regional General Manager of the Timpanogos business unit, reviewed the Title VI analysis (included in the meeting packet) associated with service changes scheduled for April and the elimination of certain types of fare media. The service and fare equity analysis of the proposed changes for April 2018's change day, including additions to route 834, addition of route 864, and the removal of a fare media resulted in no finding.

**R2018-03-05: Resolution Approving Provo-Orem Bus Rapid Transit Title VI**

**Equity Analysis.** Ms. DeLaMare-Schaefer presented an overview of the Provo-Orem BRT scheduled for implementation in August 2018 and the Title VI analysis associated with that (included in the meeting packet). As a new line of service the FTA requires the proposed changes be analyzed for Title VI prior to the beginning of revenue operations. Ms. DeLaMare-Schaefer reviewed the analysis which included no finding for the BRT replacement of routes 830 and 838, and findings for route 821 realignment, route 84 elimination and the creation of two new routes from 821 to be substantial and legitimate business reason to proceed with the proposed changes.

**Public Comment.** Online comments from Francis Barben and James Anderson were read. Ms. Barben is opposed to proposed schedule changes. Mr. Anderson is opposed to the elimination of the contactless credit card fare media.

Chair Bell asked Eric Callison, UTA Manager of Service Planning, to explain the reason for changes in the FrontRunner schedule. Mr. Callison said the change is necessitated by the positive train control requirements which extend the FrontRunner trip length and shorten station dwell times in Provo. On the comment related to fare media, Mr. Benson explained that many fare options, including UTA's mobile ticketing option, are available to riders in place of the contactless credit card fare media.

**Board Action.** A motion to approve resolution R2018-03-04 was made by Trustee McConkie and seconded by Trustee Christensen. The motion carried by unanimous consent.

**Board Action.** A motion to approve resolution R2018-03-05 was made by Vice Chair Everett and seconded by Trustee Chamness. The motion carried by unanimous consent.

#### **Finance & Audit Committee Update.**

**R2018-03-01: Resolution Approving International Travel.** Trustee Acerson explained that the American Public Transportation Association Sustainability & Multimodal Workshop is being held in Vancouver, Canada, from July 29 to August 1, 2018. UTA is requesting permission to send UTA's environmental steward and sustainability planner.

**Public Comment.** No public comment was given.

**Board Action.** A motion to approve resolution R2018-03-01 was made by Trustee Acerson and seconded by Trustee Millburn. The motion carried by unanimous consent.

**R2018-03-03: Resolution Adopting the Internal Audit Charter.** Trustee Acerson described the purpose of the internal audit charter and indicated UTA's charter includes a new provision for the internal audit function to perform internal consulting services.

**Public Comment.** No public comment was given.

**Board Action.** A motion to approve resolution R2018-03-03 was made by Trustee Acerson and seconded by Trustee Christensen. The motion carried by unanimous consent.

**R2018-03-02: Resolution Approving Sale of 2.97 Acres of Real Property to the Redevelopment Agency of Murray City.** Mr. Drake clarified that the proposed sale is for 2.79 acres of real property rather than 2.97 acres of real property. He then outlined the terms of the sale. Tim Tingey, Murray City Director of Administrative and Development Services, provided the board with information

on the city's redevelopment intentions for the property, which include a fire station and a mixed-use development.

Discussion ensued. Questions were posed by the board regarding the mixed-use development which were answered by staff.

**Public Comment.** An online comment from George Chapman was read. Mr. Chapman would like the proceeds from the property sale to be applied to canyon bus service.

**Board Action.** A motion to approve resolution R2018-03-02 was made by Trustee Acerson and seconded by Trustee Cronin. An amended motion to reflect the acreage on the property referenced in the resolution as 2.79 acres rather than 2.97 acres was made by Trustee De Lay and seconded by Trustee Cragun. The motion carried by unanimous consent.

**Ogden-Weber Bus Rapid Transit.** Mr. Benson reported that progress is being made on developing a memorandum of understanding (MOU) on the local match for the Ogden-Weber bus rapid transit (BRT) project. Weber County has committed \$5 million in corridor preservation funds. Mr. Gruber relayed a message on behalf of Ogden City's Mayor Caldwell stating that local leaders have worked over a decade on this project and it is critical for the city and the university. Mr. Benson said the immediate plan is for UTA to work with Utah Department of Transportation, Wasatch Front Regional Council, Weber State University, Weber County, Ogden City, and McKay Dee Hospital to finalize an MOU to be brought before the UTA board for approval prior to applying for a federal grant. He mentioned that UTA's commitment would involve a one-time shift in the board's previously-determined use of Prop 1 funds. Trustee Mileski added that the project will encourage transit-oriented development at stations along the corridor.

**Closed Session.** Chair Bell indicated there was a matter to be discussed in closed session relative to the character, professional competence, physical, or mental health of an individual. A motion to move into closed session was made by Trustee De Lay and seconded by Vice Chair Everett. The motion carried by unanimous consent and the board moved into closed session at 4:45 p.m.

Trustee Chamness left the meeting at 5:40 p.m.

**Open Session.** A motion to return to open session was made by Trustee Mileski and seconded by Trustee Millburn. The motion carried by unanimous consent and the board returned to open session at 5:40 p.m.

**Action Taken Regarding Matters Discussed in Closed Session.** No action was taken regarding matters discussed in closed session.

**Other Business.**

**Next Board Meeting.** Chair Bell stated the next board meeting would be on April 18, 2018, at 1:30 p.m.

**Adjournment.** The meeting was adjourned at 5:43 p.m. by motion.

Transcribed by Cathie Griffiths with edits by Annette Royle  
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*This document along with the digital recording constitute the official minutes of this meeting.*