



**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
August 5, 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 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.

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 July 22, 2020 Board Meeting Minutes

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

Agency Report.

Ridership Report. Carolyn Gonot, UTA Executive Director, began by stating there were two items to mention, first, the Utah Division of Emergency Management is awarding UTA a grant to purchase police radios, and second, Ms. Gonot gave a reminder about

the public comment period that is open, and informed the board of a virtual public hearing happening tomorrow, August 6th.

Discussion ensued. Questions on the police radio system were posed by the board and answered by Ms. Gonot and staff.

Ms. Gonot then turned the time over to Eddy Cumins, UTA Chief Operating Officer for the ridership report. Mr. Cumins reported current ridership numbers, and the three recovery goals of UTA, which are ridership, financial stability, and customer confidence.

Discussion ensued. Questions on ridership behavior, feedback concerning mandatory masks, and cleaning schedule were posed by the board and answered by staff.

Financial Report – June 2020. Bob Biles, UTA Chief Finance Officer, reported that the budget is slightly under for the year. Pandemic precautions were taken early enough to reduce operating costs, and this helped overall. There has been a reduction in passenger revenue and sales tax collection. UTA's expenses for the year are showing favorable.

Discussion ensued. Questions about purchasing of parts were posed by the board and answered by staff.

Investment Report – Second Quarter. Mr. Biles reported on investments and benchmark returns.

Discussion ensued. Questions on funding were posed by the board and answered by staff.

Resolutions.

R2020-08-01 Resolution Giving Special Tribute, Due Honor, and Recognition to Chief Financial Officer and Treasurer/Secretary of the Authority, Robert K. Biles. Chair Christensen introduced the resolution, which was read by Trustee Holbrook. The Board Members gave remarks of thanks.

A motion to approve R2020-08-01 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.

Mr. Biles gave brief remarks.

R2020-08-02 Resolution Appointing Annette Royle as Officer and Secretary, and Bryan Steele as Officer and Treasurer of the Authority. Chair Christensen introduced the

resolution to appoint Annette Royle as Officer and Secretary, and Bryan Steele as Officer and Treasurer of the Authority.

A motion to approve R2020-08-02 was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously with aye votes from Trustee Holbrook, Trustee Millington, and Chair Christensen.

Oath of Office

Oath of Office – Secretary of the Authority Annette Royle. Stephanie Withers, Executive Assistant to the Board, administered the oath of office to Ms. Royle.

Oath of Office – Treasurer of the Authority Bryan Steele. Stephanie Withers, Executive Assistant to the Board, administered the oath of office to Mr. Steele.

Contracts, Disbursement, and Grants.

Contract: 650 South Main Street TRAX Station Design (CRSA Architecture Planning Interiors). Mary DeLoretto, UTA Chief Service Development Officer, informed the Board that the contract was ready to be executed.

Discussion ensued. Questions on CRSA were 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.

Contract: Service Planning Software (Remix Software, Inc.). Ms. DeLoretto reported that this would be a three-year contract that will facilitate UTA's service planning efforts.

Discussion ensued. Questions on implementation were posed by the board and answered by Laura Hansen, UTA's Planning Director.

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

Change Order: Advertising Contract Extension (Lamar Transit Advertising). Andrea Packer, UTA's Communication Director, reported that Lamar Transit Advertising had previously been procured for a seven year contract with the ability of three option

years. Ms. Packer requested approval to extend the contract for one of the three option years due to adjusting parameters of the contract due to the pandemic.

Discussion ensued. Questions on the annual amounts and what the plan will be after a year were 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.

Real Estate Contract: Property Acquisition Settlement Agreement – 212 East University Parkway, Orem Utah (Jefferies, Jefferies, and Naylor, L.C.). Ms. DeLoretto informed that this was a parcel that is part of the UVX BRT project. Ms. DeLoretto turned the time over to Paul Drake, UTA Director of Real Estate and TOD. Mr. Drake reported on the negotiations of the land parcel and gave information on the location. Staff believes this is a fair settlement and requests approval on the agreement.

Questions on the land were 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 of Order: Grade Crossing Panel, Tub Replacement, Rehabilitation Phase 2 – On – Call Maintenance Task Order #119 (Stacy and Witbeck, Inc.). Mr. Cumins turned the time over to David Hancock, UTA Director of Asset Management, who reported that UTA needed to replace approximately five to seven crossing a year. Replacing these crossings would be numbers five and six for this year. The life of a crossing is ten to fifteen years. If approved, work would be done August 14-16 of this year.

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

Other Business.

Next Meeting. The next meeting of the board will be on Wednesday, August 12, 2020 at 9:00 a.m.

Adjournment. The meeting was adjourned at 10:03 a.m. by motion.

Transcribed by Stephanie Withers
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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/617849.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**

Received August 4, 2020 from George Chapman:

Comments to Board at Aug.5 meeting/thank you Bob Biles

I really hate to see the loss at UTA of important institutional knowledge. Bob Biles took an organization that, in my opinion, was a day away from bankruptcy, and righted the finances.

I know that the daily bond rollovers were going out on a limb, and would have been disastrous if not for the low interest rates due to the recession. But moving away from those was a significant accomplishment and Bob should get the credit.

Decreasing the future significant interest and principal payment increases due also helped stabilize UTA.

I hope that UTA recognizes the danger that it was in by borrowing for rail expansion and does not try it again without confirming funding (In Accordance With last audit). Bob Biles deserves credit for leading UTA out of that financial danger.

Thank you Bob Biles.
