



**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
January 22, 2020**

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 Kent Muhlestein, UTA Safety Admin - Transit System, for a brief safety message.

Public Comment Period. No public comment was given.

Consent Agenda.

a. Approval of January 15, 2020 Board Meeting Minutes.

A motion to approve the January 15, 2020 Board Meeting Minutes was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously.

Agency Report. Carolyn Gonot, UTA Executive Director, advised there was no agency report.

Resolutions

- a. **R2020-01-03 Resolution Authorizing the Filing of Applications with the Federal Transit Administration (FTA) for Federal Transportation Assistance Authorized by Chapter 53 of Title 49 of the United States Code and Any Other Federal Statutes Administered by the Federal Transit Administration and Authorizing the Filing of Other Grant Applications.** Mary DeLoretto, UTA Acting Chief Service Development Officer, explained this resolution is a requirement of the FTA granting the executive director or designee the authority to execute grants in the FTA's Transit Award Management System (TRAMS), as well as awards and certifications and assurances.

A question from the board regarding a dollar limit on the grant application was answered by staff.

A motion to approve R2020-01-03 was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously, with aye votes from Trustee Millington, Chair Christensen and Trustee Holbrook.

Contracts, Disbursements and Grants

- a. **Change Order: Meadowbrook Building 8 Paint Booth Construction (Bailey Builders).** Eddy Cumins, UTA Chief Operating Officer, was joined by Kyle Stockley, Manager of Vehicle Overhaul and Bus Support. Mr. Cumins reported staff is requesting approval of change orders 1-9 in the amount of \$58,681.80 for additional work required; which brings the total contract amount to \$225,109.80 and not \$229,109.80 as mistakenly referenced in the recommendations section of the board memo. He explained during the design phase of this project Epic Engineering put together a scope of work for the project based on a visual walk through and building plans. However, once demolition was underway, some of the utility and building details did not match the building plans and they found 35+ years of overspray from the paint booth on the floor which resulted in additional modifications to the scope of work. Concluding, Mr. Cumins noted that funds for these change orders are in the current capital budget.

Chair Christensen noted Ms. Gonot informed the board of the change orders on December 11, 2020 so this isn't a surprise to them. Questions regarding whether the paint booth is finished and how staff is painting in the interim were posed by the board and answered by staff.

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

Discussion Items

- a. **UTA Continuous Improvement (CI) 2019 Outcomes.** Alisha Garrett, UTA Sr. Manager of Culture and Talent Development excused Kim Ulibarri, UTA Chief of People, for her absence from the meeting.

Trustee Millington thanked Ms. Garrett for the efforts, dedication, professionalism and activities of the CI team. Ms. Garrett reminded the board that continuous improvement is one of UTA's values and provided a description of the term. She overviewed the creation of the team, program evolution, structure, mission and vision, work they perform, and certification process. She also touched on stats and accomplishment of the 2019 team, including examples and details of a few projects, lessons learned, results, and team accomplishments.

Questions regarding how someone becomes an advocate, how individuals get information to their team, where hand sanitizer is located on the FrontRunner trains and whether the team measures the cost savings of their projects were posed by the board and answered by staff.

- b. **Government Relations and Legislative Priorities Update.** Shule Bishop, UTA Government Relations Director, noted with the upcoming Legislative Session bill files continue to be numbered and obtain language. He reported Michelle Larsen has combed through the bills and will continue to monitor, respond, and prepare research on legislation. He advised tax reforms continue to be a hot topic and may remain so throughout the session. Staff is watching Representative Stephan Handy's bill to change requirements for background checks associated with employment eligibility. Mr. Bishop also noted that UTA's 50 Year Celebration event will be big during the session. Concluding, he promised to keep the board informed should a position need to be taken for/against any legislation.

The board asked about the tax referendum process, deadlines for submission to the county elections offices, signature validations, and certification process prior to submission to the Lieutenant Governor's office.

Other Business.

Next Meeting. The next meeting of the board will be on Wednesday, January 29, 2020 at 9:00 a.m.

Adjournment. The meeting was adjourned at 9:46 a.m. by motion.

Transcribed by Angie Olsen
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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/583042.html> for entire content.

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