

Regular Meeting of the
Board of Trustees of the Utah Transit Authority

Wednesday, January 30, 2019, 9:00 a.m.
Utah Transit Authority Headquarters
669 West 200 South, Salt Lake City, Utah
Golden Spike Conference Rooms



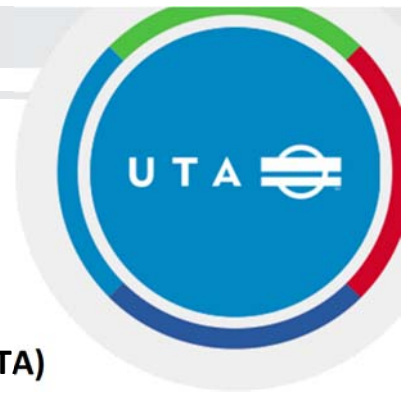
- | | |
|--|---|
| 1. Call to Order & Opening Remarks | Chair Carlton Christensen |
| 2. Pledge of Allegiance | Chair Carlton Christensen |
| 3. Safety First Minute | Dave Goeres |
| 4. Public Comment Period | Bob Biles |
| 5. Approval of January 23, 2019 Board Meeting Minutes | Chair Carlton Christensen |
| 6. Agency Report | Steve Meyer |
| 7. Discussion Items | |
| a. Bonds and Bond Rating Update | Bob Biles and
Brian Baker, Zions Public
Finance |
| b. 2019 Performance Targets for Executive Team | Steve Meyer and
UTA Executive Team |
| c. Government Relations Update | Matt Sibul |
| 8. R2019-01-05 Re-adopting the 2019 Budget | Chair Carlton Christensen |
| 9. Other Business | Chair Carlton Christensen |
| a. Next meeting: February 6, 2019 at 9:00 a.m. | |
| 10. Adjourn | Chair Carlton Christensen |

Public Comment: Members of the public are invited to provide comment during the public comment period. Comment may be provided in person or online through www.rideuta.com. In order to be considerate of time and the agenda, comments are limited to 2 minutes per individual or 5 minutes for a designated spokesperson representing a group. Comments may also be sent via e-mail to boardoftrustees@rideuta.com.

Special Accommodation: Information related to this meeting is available in alternate format upon request by contacting callredge@rideuta.com or (801) 287-3536. Request for accommodations should be made at least two business days in advance of the scheduled meeting.

Alert Today Alive Tomorrow





**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 23, 2019**

Board Members Present:

Carlton Christensen, Chair
Beth Holbrook

Board Members Excused/Not in Attendance:

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

Welcome and Call to Order. Chair Christensen welcomed attendees and called the meeting to order at 9:02 a.m. with two board members present. Kent Millington, nominee to the UTA Board of Trustees representing Utah and Tooele counties, was also in attendance. Following Chair Christensen's opening remarks, the board and meeting attendees recited the Pledge of Allegiance.

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

Public Comment Period. No public comment was given.

Approval of January 16, 2019 Board Meeting Minutes. A motion to approve the January 16, 2019 Board Meeting Minutes was made by Trustee Holbrook and seconded by Chair Christensen. The motion carried unanimously.

Agency Report. Steve Meyer, UTA Interim Executive Director, delivered a report clarifying recent media reports on UTA's objectives related to an alternative analysis requested by the Point of the Mountain commission. UTA is not proposing a project at this time. Rather, the

agency is exploring transit options for the area with community partners. No commitments to design or funding have been made.

Discussion ensued. Questions on next steps and stakeholder engagement were posed by the board and answered by Mr. Meyer.

R2019-01-04 Revising Executive Limitations Policy No. 2.2.4 – Transit-Oriented Development.

Paul Drake, UTA Senior Manager of Real Estate & Transit-Oriented Development, delivered a presentation highlighting the context of the transit-oriented development (TOD) policy, processes and procedures involved in TOD implementation, stages of implementation, and local advisory board consultation. Discussion ensued. Questions on the UTA local advisory board feedback, ranking criteria on proposed plans, and communication of ranking criteria to stakeholders were posed by the board and answered by Mr. Drake.

A motion to approve R2019-01-04 was made by Trustee Holbrook and seconded by Chair Christensen. The motion carried unanimously with aye votes from Trustee Holbrook and Chair Christensen.

Contracts, Disbursements & Change Orders.

Contract: Weber County/Box Elder County Survey (Meridian Engineering). Eddy Cumins, UTA Chief Operating Officer, explained the contract, which funds professional engineering services to support corridor preservation for the FrontRunner extension in Weber and Box Elder counties. Discussion ensued. Questions on the intent of the survey outcome, specific requirements of the corridor preservation, ownership details, real estate processes associated with the corridor preservation, and partnership terms with the Division of Water Resources on the property purchases were posed by the board and answered by Mr. Cumins.

A motion to approve the Weber County/Box Elder County survey contract was made by Trustee Holbrook and seconded by Chair Christensen. The motion carried unanimously with aye votes from Trustee Holbrook and Chair Christensen.

Change Order: Program Management Services Consultant (WSP USA, Inc.). Mr. Cumins described the change order, which funds program management and technical services on the 2019 portion of various projects.

A motion to approve the change order for the program management services consultant was made by Trustee Holbrook and seconded by Chair Christensen. The motion carried unanimously with aye votes from Trustee Holbrook and Chair Christensen.

Discussion Items.

Financial Dashboard Key Indicators Overview. Bob Biles, UTA Chief Finance Officer, detailed the key indicators included on the current board financial dashboard. Mr. Biles suggested adding a capital dashboard and including a 12-month moving average on sales tax trends. Discussion ensued. Questions on budgeting ridership by area, fuel costs, and fare evasion efforts were posed by the board and answered by Mr. Biles. Chair Christensen requested the ridership trend be represented year-over-year. Mr. Biles recommended a 60-month trend line. Trustee Holbrook requested tracking ridership by mode. Mr. Biles indicated he would bring a refined dashboard to the board in the near future for review. Mr. Biles described his thoughts on a capital dashboard. Chair Christensen asked Mr. Biles to think through potential challenges to identify a way to capture them. Mr. Meyer said future planning based on service choices will require a more in-depth reporting on route efficiency in comparison to service choice (e.g., ridership vs. coverage) for the route.

UTA Ethics Hotline. Riana de Villiers, UTA Chief Internal Auditor & Ethics Officer, spoke about the implementation of an anonymous ethics hotline for the agency. She indicated that an internal process for reporting ethics concerns has been in place for several years, but the organization recognized a need to allow employees the ability to report concerns anonymously. Both the internal and external processes are now available to employees for reporting potential ethics concerns. Discussion ensued. Questions on the availability of ethics hotlines in other public agencies, potential for false claims, third party routing of ethics concerns, and the timeline for the next steps in the implementation process were posed by the board and answered by Ms. de Villiers.

Government Relations Update. Matt Sibul, UTA Director of Government Relations, discussed ideal board participation with the policymakers during the 2019 legislative session. He also touched on UTA's internal processes for responding to legislative requests (e.g., fiscal notes). Discussion ensued. Questions on the types of requests for information the agency responds to during the legislative session, educational engagement opportunities, how UTA tracks legislative items, and proposed legislation affecting the agency were posed by the board and answered by Mr. Sibul. Chair Christensen requested information about UTA's Capitol Connector be shared with partner agencies. Trustee Holbrook requested an outreach effort focused on newly-elected officials.

Spike 150 Commission Update. Mr. Sibul, Mr. Cumins, and Andrea Packer, UTA Director of Communications, provided an overview of the Spike 150 effort, which is a multi-community effort commemorating the completion of the transcontinental railroad.

Discussion ensued. A question on private versus charter service requirements was posed by the board and answered by staff.

Other Business.

Next Meeting. The next meeting of the board will be on Wednesday, January 30, 2019 at 9:00 a.m.

Closed Session. Chair Christensen indicated a closed session was needed for a strategy session to discuss pending or reasonably imminent litigation. A motion to move into closed session was made by Trustee Holbrook and seconded by Chair Christensen. The motion carried unanimously and the board went into closed session at 10:44 a.m.

Open Session. A motion to return to open session was made by Trustee Holbrook and seconded by Chair Christensen. The motion carried unanimously and the board returned to open session at 11:08 a.m.

Adjournment. The meeting was adjourned at 11:08 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/511055.html> for entire content.

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

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE UTAH TRANSIT
AUTHORITY RE-ADOPTING THE 2019 BUDGET**

No. R2019-01-05

January 30, 2019

WHEREAS, the Utah Transit Authority (the “Authority”) is a public transit district organized under the laws of the State of Utah and was created to transact and exercise all of the powers provided for in the Utah Limited Purpose Local Government Entities-Local Districts Act and the Utah Public Transit District Act;

WHEREAS, the Board of Trustees (the “Board”) of the Authority is charged by the State of Utah with the responsibility to complete a budget process and establish an annual budget of the Authority;

WHEREAS, as part of that budget process, the Board approved a tentative budget, provided notice for and held a public hearing, and provided copies of that budget and notice to interested persons and to those entities identified by statute;

WHEREAS, the Board subsequently adopted the Authority’s 2019 Budget on December 12, 2018 in Resolution No. R2018-12-01 prior to the appointment of three Board Members;

WHEREAS, the Utah State Auditor has requested that the Board re-adopt the Authority’s 2019 Budget out of an abundance of caution to avoid any questions regarding the validity of the Authority’s 2019 Budget; and

WHEREAS, the Board, having three duly appointed Trustees, has reviewed the Authority’s 2019 Budget previously adopted on December 12, 2018 in Resolution No. R2018-12-01 and desires to re-adopt it because it reasonably fulfills the needs of the Authority and is in keeping with its responsibility for fiscal conservancy.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Utah Transit Authority:

1. That the Board hereby ratifies the re-adoption of the Authority’s 2019 Budget, a copy of which is attached to this Resolution as Exhibit A.
2. That this Resolution stays in full force and effect until superseded by further action of the Board.
3. That the Board formally ratifies actions taken by the Authority, including those taken by the Interim Executive Director and staff, that are necessary or appropriate to give effect to this Resolution
4. That the corporate seal be attached hereto.

APPROVED AND ADOPTED this 30th day of January 2019.

Carlton Christensen
Chair of the Board of Trustees

ATTEST:

Robert K. Biles, Secretary/Treasurer

(Corporate Seal)

Approved As To Form:

Legal Counsel

Exhibit A

**UTAH TRANSIT AUTHORITY
FINAL 2019 OPERATING BUDGET
December 12, 2018**

Exhibit A

	Actual 2017	Budget 2018	Final Budget 2019
<u>Revenue</u>			
1 Sales Tax	\$ 265,770,775	\$ 278,909,000	\$ 311,796,000
2 Federal Prevent. Maint	62,313,994	60,827,000	\$ 66,188,000
3 Passenger Revenue	52,159,203	50,337,000	\$ 53,420,000
4 Advertising	2,366,667	2,483,000	\$ 2,467,000
5 Investment Income	2,873,787	3,732,000	\$ 8,582,000
6 Other Revenues	3,954,893	4,865,000	\$ 3,545,000
7 Salt Lake City			\$ 5,356,000
8 Salt Lake County (S-line support)			\$ 500,000
9 Utah County			\$ 2,500,000
10 Motor Vehicle Registration (UDOT in 2019)		1,907,000	\$ 2,400,000
11 Total Revenue	<u>389,439,319</u>	<u>403,060,000</u>	<u>456,754,000</u>
<u>Operating Expense</u>			
12 Bus	88,928,063	97,522,000	102,107,000
13 Commuter Rail	26,014,229	27,375,000	29,064,000
14 Light Rail	46,881,375	48,964,000	49,906,000
15 Paratransit Service	19,572,367	23,010,000	22,918,000
16 Rideshare/Vanpool	2,313,313	3,210,000	3,221,000
17 Operations Support	41,932,571	45,154,000	48,097,000
18 General & Administrative	26,537,509	32,394,000	33,689,000
19 Salt Lake City service			4,950,000
20 Salt Lake County service			11,479,000
21 Total Operating Expense	<u>252,179,427</u>	<u>277,629,000</u>	<u>305,431,000</u>
<u>Non-Operating Expense</u>			
22 Planning/Real Estate/TOD/Major Program Development	5,555,198	5,505,000	6,083,000
23 Total Non-operating Expense	<u>5,555,198</u>	<u>5,505,000</u>	<u>6,083,000</u>
<u>Debt Service</u>			
24 Principal and Interest	100,443,688	113,977,000	119,584,000
25 Contribution to Early Debt Retirement Reserve		5,949,000	23,735,000
26 Contribution to Reserves			1,921,000
27 Total Debt Service and Reserves	<u>100,443,688</u>	<u>119,926,000</u>	<u>145,240,000</u>
28 Total Expense	<u>\$ 358,178,313</u>	<u>\$ 403,060,000</u>	<u>\$ 456,754,000</u>

**UTAH TRANSIT AUTHORITY
FINAL 2019 CAPITAL BUDGET - SUMMARY
December 12, 2018**

Funding Sources

	<u>2019 Final Budget</u>
29 UTA Current Year Funding	\$ 23,113,000
30 2018 UTA Carryover Funding	\$ 23,439,000
31 Grants	\$ 50,031,000
32 Local Partner Contributions	\$ 11,009,000
33 State Contribution	\$ 4,677,000
34 2018 Bond Proceeds	\$ 19,020,000
35 Leasing	\$ 10,090,000
36 Total Funding Sources	<u>141,379,000</u>

Expense

37 Provo-Orem TRIP	2,500,000
38 Airport Station Relocation	2,650,000
39 State of Good Repair	46,754,000
40 Other Capital Projects	89,475,000
41 Total Expense	<u>\$ 141,379,000</u>