

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

Wednesday, March 11, 2020, 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** Sheldon Shaw
4. **Public Comment Period** Bob Biles
5. **Consent** Chair Carlton Christensen
 - a. Approval of February 26, 2020 Board Meeting Minutes
6. **Government Relations and Legislative Priorities Report** Shule Bishop

The board may make motions regarding UTA positions on legislation.
7. **Agency Report** Carolyn Gonot
 - a. Coronavirus Update
 - b. UTA Happenings & 50th Anniversary
 - c. Bonding Update
8. **Financial Report – January 2020** Bob Biles
9. **Resolutions** Mary DeLoretto
 - a. R2020-03-01 Resolution Authorizing Executive Director to Execute Grant Agreements for Specified Projects
10. **Contracts, Disbursements and Grants**
 - a. Grant Application: FTA FY 2020 Bus and Bus Facilities Grant Application for On-Board Mobile Data Devices Mary DeLoretto
 - b. Grant Application: FTA FY 2020 Low or No Emission (Low-No) Grant Application for Ogden/WSU Bus Rapid Transit (BRT) Project Mary DeLoretto
 - c. Grant Application: CMAQ/STP/TAP MAG Concept Report Submittals for the Provo/Orem Urbanized Area (Utah County) Mary DeLoretto

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- d. Pre-Procurements: Todd Mills
 - i. Light Rail Auxiliary Power Supply (APS) Overhaul

 - 11. Service and Fare Approvals**
 - a. Ticket for Transit Pilot for General Conference (The Church of Jesus Christ of Latter-Day Saints) Monica Morton
 - b. Promotional Fare Request – Youth Rider’s License Monica Morton

 - 12. Other Business** **Chair Carlton Christensen**
 - a. Next meeting: March 25, 2020 at 9:00 a.m.

 - 13. Closed Session** **Chair Carlton Christensen**
 - a. Strategy Session to Discuss Collective Bargaining

 - 14. 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. To be distributed to the Board of Trustees prior to the meeting or be included in the meeting minutes, online or email comments must be received by 2:00 p.m. the day before the meeting.

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.

Being safe is in your own hands



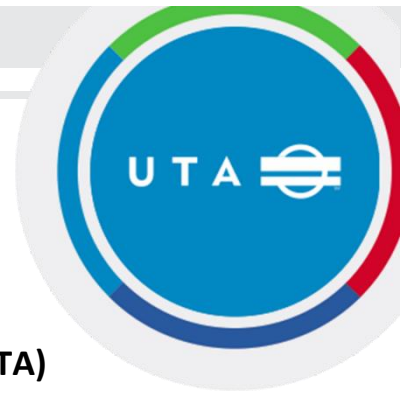


MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
FROM: Jana Ostler, Board Manager

BOARD MEETING DATE: March 11, 2020

SUBJECT:	Approval of February 26, 2020 Board Meeting Minutes
AGENDA ITEM TYPE:	Consent
RECOMMENDATION:	Approve the minutes of the February 26, 2020 Board of Trustees meeting
BACKGROUND:	A regular meeting of the UTA Board of Trustees was held on Wednesday, February 26, 2020 at 9:00 a.m. at UTA Headquarters. Minutes from the meeting document the actions of the Board and summarize the discussion that took place in the meeting. A full audio recording of the meeting is available on the Utah Public Notice Website and video feed is available on You Tube at https://www.youtube.com/results?search_query=utaride
ATTACHMENTS:	1) 2020-02-26_BOT_Minutes_unapproved



**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
February 26, 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.

Chair Christensen recognized the passing of UTA Officer Meg Rowland and indicated today's meeting would be adjourned in her memory.

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:

- a. Approval of February 12, 2020 Board Meeting Minutes
- b. Approval of Audit Committee Charter
- c. Approval of Amendment One to Carolyn Gonot Employment Agreement
- d. UTA Policy 2.1.1 Financial Management – Vehicle Donations

- e. UTA Policy 2.1.2 Financial Management – Personal Use of Public Property
- f. Innovative Coordinated Access and Mobility (ICAM) Grant Execution Approval

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

Government Relations and Legislative Priorities Update. Shule Bishop, UTA Government Relations Director, spoke about the Senate Committee hearing on Senate Bill 150 Transportation Governance and Funding Amendments (SB 150). He then suggested the board make a motion to support SB 150 and House Bill 299 Opportunity Zone Enhancements (HB299).

A motion to support SB150 and HB299 was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously.

Agency Report.

Government Finance Officers Association (GFOA) Certificate. Carolyn Gonot, UTA Executive Director, recognized the UTA finance team for earning the Government Finance Officers Association (GFOA) Certificate for Excellence in Financial Reporting.

UTA Happenings. Ms. Gonot provided an update on activities at the agency, including:

- A pop-up event for rider appreciation at Brigham Young University (BYU) South Campus Station
- An outreach presentation about the Point of the Mountain study to the Sandy City Council
- An outreach presentation to the Draper City Council
- School presentations at Legacy Prep Academy and Canyon Creek Elementary

Pension Committee Report. Trustee Millington indicated the Pension Committee met on January 29, 2020, and reviewed 2019 investments, which yielded positive returns for the year.

Contracts, Disbursements, and Grants.

Change Order: Vendor Managed Inventory Contract Modification Number 1 – Additional Bus Parts (Aftermarket Parts Company). Todd Mills, UTA Sr. Supply Chain Manager, explained the change order, which adds an additional 619 parts to the contract at a value of \$3,882,810, bringing the total contract value to \$5,132,810. This vendor managed inventory (VMI) contract allows the agency to automate a significant

portion of its bus parts ordering process. Discussion ensued. Questions on in-stock improvements from the VMI contract and the effect of shipping costs on savings 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.

Resolutions.

R2020-02-03 Resolution Approving and Adopting the Woods Cross Station Area Plan.

Paul Drake, UTA Sr. Manager of Real Estate and Transit-Oriented Development, was joined by Kevin Leo, UTA TOD Project Specialist I. Mr. Drake provided an overview of the resolution, which includes three iterative development scenarios at the Woods Cross Station. He summarized the conversation in the recent consultation with the Local Advisory Council (LAC) on the station area plan and indicated recommendations from the LAC were included in the resolution. Discussion ensued. Questions on a potential pedestrian bridge at the site were posed by the board and answered by staff.

Chair Christensen suggested that future development plans at the site leverage previously completed work to determine the best location for a pedestrian bridge.

A motion to approve R2020-02-03 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.

R2020-02-04 Resolution Approving the First Amendment of the Authority's 2020

Budget. Bob Biles, UTA Chief Financial Officer, described the resolution, which allocates \$479,000 of expected sales tax collections to certain planning studies in the operating budget, carries over funds from projects not completed in 2019, incorporates funding contributions by third parties, and/or reallocates funds from contingency in the capital budget.

A motion to approve R2020-02-04 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.

R2020-02-05 Resolution Approving Interlocal Cooperation Agreements with Salt Lake City for TIGER Projects on Folsom Trail and the 300 N. Pedestrian Overpass Bridge.

Mary DeLoretto, UTA Acting Chief Service Development Officer, was joined by Heather Bening, UTA Project Manager II. Ms. DeLoretto explained the resolution, which authorizes the execution of interlocal agreements with Salt Lake City for TIGER projects on Folsom Trail and the 300 N. pedestrian overpass bridge, covering the original project as well as supplements one and two. Discussion ensued. Questions on project design and work to be performed on the Folsom Trail were posed by the board and answered by staff.

A motion to approve R2020-02-05 was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously, with aye votes from Trustee Millington, Trustee Holbrook, and Chair Christensen.

Discussion Items.

TIGER First/Last Mile Project Update. Ms. DeLoretto and Ms. Bening provided a progress update on the TIGER first/last mile project, including an overview of the grant award, a summary of the overall program of projects included in the grant, agreements and contracts associated with the program of projects, completed projects, projects in construction, projects in design, and projects yet to be addressed.

Discussion ensued. Questions on the corridor and trail near the Lehi pedestrian bridge were posed by the board and answered by staff.

Depot District Project Status Update. Ms. DeLoretto was joined by Grey Turner, UTA Acting Director of Capital Projects. Mr. Turner provided a status update on the Depot District project, including demolition, project phasing, and building design. Discussion ensued. Questions on the new west parking lot, retention basin, charging stations, materials used for the building exterior, and impacts on the ability to implement new bus service were posed by the board and answered by staff.

Chair Christensen suggested staff tour the Salt Lake City fleet facility. He also requested an update to the board in the near future on the cost of the Depot District project.

Chair Christensen called for a break at 10:17 a.m.

The meeting resumed at 10:25 a.m.

Citizens Advisory Board. Nichol Bourdeaux, UTA Chief Communications & Marketing Officer, was joined by G.J. LaBonty, UTA Manager of Customer Experience, and Megan

Waters, UTA Community Engagement Manager. Mr. LaBonty summarized the work of the Citizens Advisory Board (CAB). The CAB consists of regular customers who provide feedback to the agency on rider experience. Discussion ensued. Questions on CAB feedback on the UTA website and term limits were posed by the board and answered by staff.

Chair Christensen made several recommendations for the CAB, including:

- Identifying a commuter in Davis County for the CAB
- Engaging the Local Advisory Council to provide suggestions for potential CAB members
- Encouraging CAB membership for prospective riders as a way to assist the agency in identifying rider needs

Chair Christensen also suggested the community engagement team consider ways to engage populations of potential riders. Trustee Holbrook advocated for targeted outreach to youth groups.

Ms. Bourdeaux committed to return to the board with an updated CAB charter. Chair Christensen requested the board be given an opportunity to provide input on the revised charter.

Service and Fare Approvals.

Complimentary Passes for UTA Committee Members (Local Advisory Council, Committee on Accessible Transportation, Citizens Advisory Board). Monica Morton, UTA Fares Director, requested the board approve complimentary transit passes for members serving on certain UTA committees. Discussion ensued. A question on the estimated value of the passes was posed by the board and answered by Ms. Morton.

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

Other Business.

Next Meeting. Chair Christensen mentioned that the March 4, 2020 board meeting is being canceled. The next meeting of the board will be on Wednesday, March 11, 2020 at 9:00 a.m.

Closed Session. Chair Christensen indicated there was a need for a closed session to discuss pending or reasonably imminent litigation. A motion for a closed session was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously and the board entered closed session at 10:53 a.m.

(Note: no discussion on collective bargaining took place during closed session.)

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 11:28 a.m.

Adjournment. The board and meeting attendees observed a moment of silence and then meeting was adjourned in memory of UTA Officer Meg Rowland at 11:29 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/pmn/sitemap/notice/590411.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 February 26, 2020

Received February 11, 2020 from George Chapman:

I have noticed several instances recently that have vehicles parked so close to the fancy new bus stops that the bus has to stay 4 feet from the curb. All new bus stops should include no parking within 15 feet to allow passenger convenience and to enable ramp deployment.

Since the Board is meeting at noon tomorrow, can the comments' deadline be extended to 5PM?

The Board gets few if any comments and more should be in the minutes. I know the Board looks at my comments but UTA should have more comments in their minutes to show respectable public engagement.

Received February 11, 2020 from George Chapman:

Ice in gutters make it extremely unsafe to step into the street now.

Received February 25, 2020 from George Chapman:

I am again asking for a reasonable salary for drivers to decrease the 50% first year turnover of drivers.

I also believe that UTA should do what they promised and expand bus service before ANY projects, including TODs (in SB150).

I remind the Board that ridership can double if a robust bus system is restored as evidenced by the Route 9 ridership data.

Also, UTA should not be claiming that rail projects increase development. Sugar House development is mainly due to open space and parks.

Please put in the minutes for the Feb 26 meeting.



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
FROM: Shule Bishop, Government Relations Director
PRESENTER(S): Shule Bishop, Government Relations Director

BOARD MEETING DATE: March 11, 2020

SUBJECT: Government Relations and Legislative Priorities Update	
AGENDA ITEM TYPE:	Discussion <i>The board may make motions regarding UTA positions on legislation.</i>
RECOMMENDATION:	Informational report for discussion. Make motions regarding UTA positions on legislation as needed.
DISCUSSION:	Shule Bishop, UTA Government Relations Director will report on transit-related issues before the Utah Legislature.



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
FROM: Carolyn Gonot, Executive Director
PRESENTER(S): Carolyn Gonot, Executive Director

BOARD MEETING DATE: March 11, 2020

SUBJECT:	Agency Report
AGENDA ITEM TYPE:	Report
RECOMMENDATION:	Informational report for discussion
DISCUSSION:	<p>Carolyn Gonot, UTA Executive Director will report on recent activities of the agency and other items of interest including:</p> <ul style="list-style-type: none">- Coronavirus Update- UTA Happenings/50th Anniversary- Bonding Update



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Bob Biles, Chief Financial Officer
PRESENTER(S): Bob Biles, Chief Financial Officer

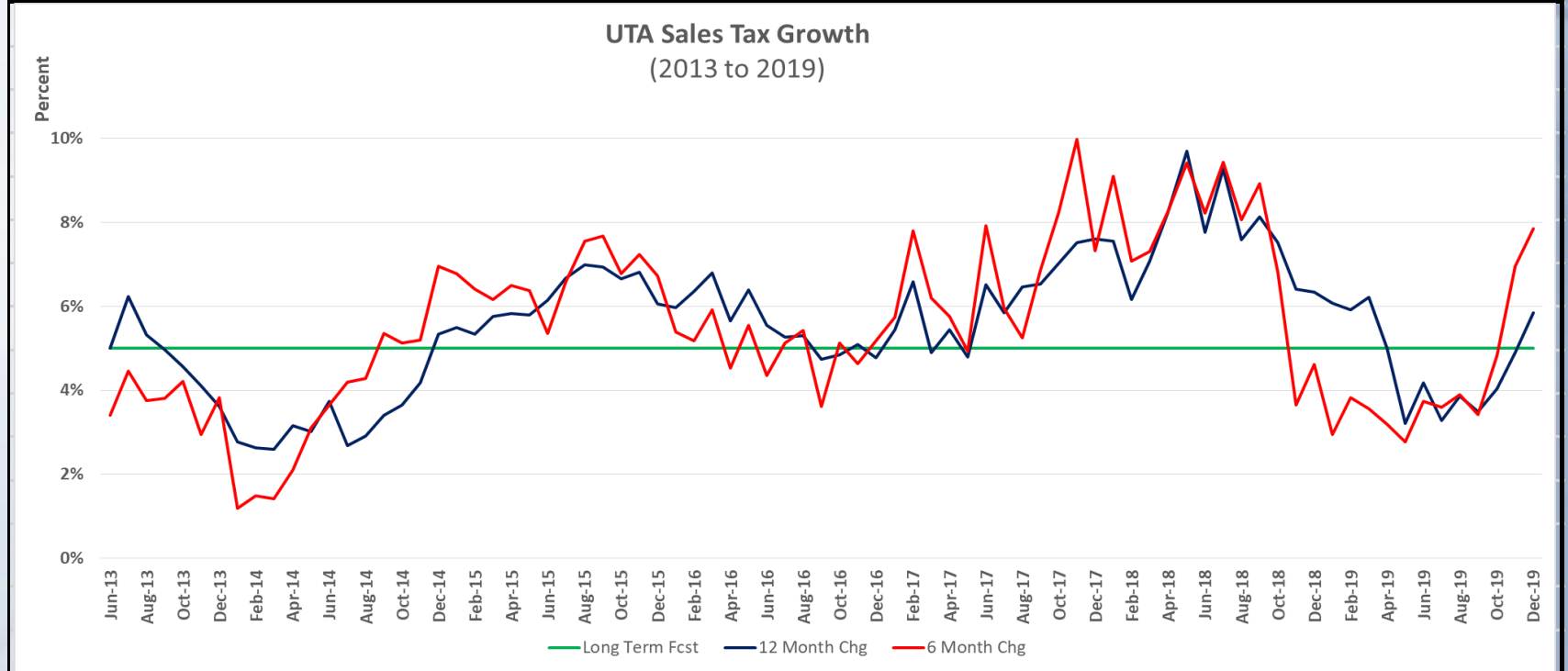
BOARD MEETING DATE: March 11, 2020

SUBJECT:	Financial Report - January 2020
AGENDA ITEM TYPE:	Report
RECOMMENDATION:	Informational report for discussion
BACKGROUND:	<p>The Board of Trustees Policy No. 2.1, Financial Management, directs the Chief Financial Officer to present monthly financial statements stating the Authority's financial position, revenues, and expense to the Board of Trustees as soon as practical with monthly and year-to-date budget versus actual report to be included in the monthly financial report. The January 2020 Monthly Financial Statements have been prepared in accordance with the Financial Management Policy and are being presented to the Board. Also provided, is the monthly Board Dashboard which summarizes key information from the January Monthly Financial Statements.</p>
DISCUSSION:	<p>At the March 11 meeting, the CFO will review the Board Dashboard key items, sales tax collections, and operating expense variances and receive questions from the Board of Trustees.</p> <p>Exhibit 1-4A is a new exhibit. It provides operating budget versus actual comparisons by Chief Officer in accordance with Resolution 2019-12-05, Exhibit B.</p>
ATTACHMENTS:	<ul style="list-style-type: none">• Board Dashboard January 2020• January 2020 Monthly Financial Statements

UTA Board Dashboard

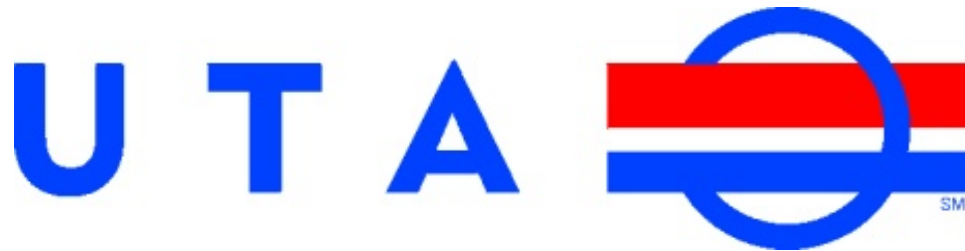
January 2020

Financial Metrics	Fav/ (Unfav)				Fav/ (Unfav)			
	Jan Actual	Jan Budget		%	YTD Actual	YTD Budget		%
Sales Tax (Dec '19 mm \$)	\$ 34.8	\$ 34.1	\$ 0.71	2.1%	\$ 318.2	\$ 311.8	\$ 6.43	2.1%
Fare Revenue (mm)	\$ 4.6	\$ 4.6	\$ 0.07	1.5%	\$ 4.6	\$ 4.6	\$ 0.00	0.1%
Operating Exp (mm)	\$ 24.7	\$ 27.1	\$ 2.45	9.0%	\$ 24.7	\$ 27.1	\$ 2.45	9.0%
Subsidy Per Rider (SPR)	\$ 5.18	\$ 5.88	\$ 0.70	11.9%	\$ 5.18	\$ 5.88	\$ 0.70	11.9%
UTA Diesel Price (\$/gal)	\$ 1.87	\$ 2.50	\$ 0.63	25.1%	\$ 1.87	\$ 2.50	\$ 0.63	25.1%
Operating Metrics	Jan Actual	Jan-19	F/(UF)	%	YTD Actual	YTD 2018	F/(UF)	%
Ridership (mm)	3.87	3.75	0.1	3.3%	3.87	3.75	0.1	3.3%
Alternative Fuels	CNG Price (Diesel Gal Equiv)		\$ 1.13					



Utah Transit Authority
Financial Statement
(Unaudited)

January 31, 2020



KEY ITEM REPORT
(UNAUDITED)
As of January 31, 2020

EXHIBIT 1-1

	2020 YTD ACTUAL	2020 YTD BUDGET	VARIANCE FAVORABLE (UNFAVORABLE)	% FAVORABLE (UNFAVORABLE)
1 Sales Tax	\$ 22,820,400	\$ 22,820,401	\$ (1)	0%
2 Passenger Revenue	4,629,018	4,626,439	2,579	0%
3 Other Revenue	5,903,804	7,211,383	(1,307,579)	-18%
4 Total Revenue	33,353,222	34,658,223	(1,305,001)	-4%
5 Net Operating Expenses	(24,670,118)	(27,119,280)	2,449,162	9%
Net Operating Income (Loss)	8,683,104	7,538,943	1,144,161	15%
6 Debt Service	22,677,789	23,739,545	1,061,756	4%
7 Other Non-Operating Expenses	371,860	495,678	123,818	25%
8 Sale of Assets	-	-	-	
9 Contribution to Capital Reserves	\$ (14,366,545)	\$ (16,696,280)	\$ 2,329,735	-14%
10 Amortization	(349,921)			
11 Depreciation	11,211,877			
12 Total Non-cash Items	\$ 10,861,956			

GOALS

RIDERSHIP

2019 Actual	January 2020	January 2019	Difference	2020 YTD	2019 YTD	Difference
13 44,239,223	3,869,300	3,746,727	122,573	3,869,300	3,746,727	122,573

OPERATING SUBSIDY PER RIDER -

	SPR
14 Net Operating Expense	\$ 24,670,118
15 Less: Passenger Revenue	- (4,629,018)
16 Subtotal	20,041,100
17 Divided by: Ridership	÷ 3,869,300
18 Subsidy per Rider	<u>\$ 5.18</u>

SUMMARY FINANCIAL DATA
(UNAUDITED)

EXHIBIT 1-2

As of January 31, 2020

BALANCE SHEET

	<u>1/31/2020</u>	<u>1/31/2019</u>
CURRENT ASSETS		
1 Cash	\$ 17,474,799	\$ 22,300,028
2 Investments (Unrestricted)	109,183,252	72,238,538
3 Investments (Restricted)	172,908,271	136,405,588
4 Receivables	64,556,582	63,908,652
5 Receivables - Federal Grants	4,494,223	15,311,165
6 Inventories	36,270,517	35,393,159
7 Prepaid Expenses	1,765,673	2,020,862
8 TOTAL CURRENT ASSETS	<u>\$ 406,653,317</u>	<u>\$ 347,577,992</u>
9 Property, Plant & Equipment (Net)	2,936,565,741	3,049,917,120
10 Other Assets	159,079,006	141,126,505
11 TOTAL ASSETS	<u>\$ 3,502,298,064</u>	<u>\$ 3,538,621,617</u>
12 Current Liabilities	\$ 39,349,240	\$ 25,022,125
13 Other Liabilities	19,512,599	59,740,734
14 Net Pension Liability	131,548,114	100,876,554
15 Outstanding Debt	2,459,865,848	2,417,070,545
16 Equity	852,022,263	935,911,659
17 TOTAL LIABILITIES & EQUITY	<u>\$ 3,502,298,064</u>	<u>\$ 3,538,621,617</u>

RESTRICTED AND DESIGNATED CASH AND CASH EQUIVALENTS RECONCILIATION

RESTRICTED RESERVES		
18 Debt Service Reserves	33,090,772	38,541,217
19 2018 Bond Proceeds	27,723,388	53,525,815
20 2019 Bond Proceeds	71,060,951	
21 Debt Service Interest Payable	23,251,026	17,326,581
22 Box Elder County ROW (sales tax)	6,685,963	6,892,205
23 Joint Insurance Trust	4,654,957	4,094,089
24 Davis County Escrow	1,231,807	
25 SL County Escrow	330,895	1,998,897
26 Amounts held in escrow	4,878,512	6,289,979
27 TOTAL RESTRICTED RESERVES	<u>\$ 172,908,271</u>	<u>\$ 128,668,783</u>
DESIGNATED GENERAL AND CAPITAL RESERVES		
28 General Reserves	\$ 35,022,051	\$ 36,660,000
29 Service Sustainability Reserves	9,595,000	\$ 15,272,000
30 Capital Reserve	10,700,000	10,700,000
31 Debt Reduction Reserve	71,341,000	47,384,438
32 TOTAL DESIGNATED GENERAL AND CAPITAL RESERVES	<u>\$ 126,658,051</u>	<u>\$ 110,016,438</u>
33 TOTAL RESTRICTED AND DESIGNATED CASH AND EQUIVALENTS	<u>\$ 299,566,322</u>	<u>\$ 238,685,221</u>

SUMMARY FINANCIAL DATA
(UNAUDITED)

EXHIBIT 1-3

As of January 31, 2020

REVENUE & EXPENSES

	ACTUAL Jan-20	ACTUAL Jan-19	YTD 2020	YTD 2019
REVENUE				
1 Passenger Revenue	\$ 4,629,018	\$ 4,704,258	\$ 4,629,018	\$ 4,704,258
2 Advertising Revenue	208,333	204,168	208,333	204,168
3 Investment Revenue	225,482	300,355	225,482	300,355
4 Sales Tax	22,820,400	20,630,154	22,820,400	20,630,154
5 Other Revenue	634,478	109,751	634,478	109,751
6 Fed Operations/Preventative Maint.	4,835,511	5,153,116	4,835,511	5,153,116
7 TOTAL REVENUE	\$ 33,353,222	\$ 31,101,802	\$ 33,353,222	\$ 31,101,802
OPERATING EXPENSE				
8 Bus Service	\$ 9,318,191	\$ 8,817,365	\$ 9,318,191	\$ 8,817,365
9 Commuter Rail	2,104,788	1,970,217	2,104,788	1,970,217
10 Light Rail	3,241,747	3,198,956	3,241,747	3,198,956
11 Maintenance of Way	1,704,668	1,529,873	1,704,668	1,529,873
12 Paratransit Service	1,785,726	1,852,744	1,785,726	1,852,744
13 RideShare/Van Pool Services	149,139	250,929	149,139	250,929
14 Operations Support	4,254,659	4,023,316	4,254,659	4,023,316
15 Administration	2,111,200	2,225,791	2,111,200	2,225,791
16 TOTAL OPERATING EXPENSE	\$ 24,670,118	\$ 23,869,191	\$ 24,670,118	\$ 23,869,191
17 NET OPERATING INCOME (LOSS)	\$ 8,683,104	\$ 7,232,611	\$ 8,683,104	\$ 7,232,611
NON-OPERATING EXPENSE (REVENUE)				
18 Planning & Development	\$ 371,860	\$ 375,806	\$ 371,860	\$ 375,806
19 Bond Principal	14,900,000	8,317,066	14,900,000	8,317,066
20 Bond Interest	6,858,378	7,964,237	6,858,378	7,964,237
21 Bond Interest UTCT	163,966			
22 Bond Cost of Issuance/Fees	-	9,000	-	9,000
23 Lease Cost	755,445	660,147	755,445	660,147
24 Sale of Assets		(892,809)		(892,809)
25 TOTAL NON-OPERATING EXPENSE	\$ 23,049,649	\$ 16,433,447	\$ 22,885,683	\$ 16,433,447
26 CONTRIBUTION TO CAPITAL RESERVES	\$ (14,366,545)	\$ (9,200,836)	\$ (14,202,579)	\$ (9,200,836)
OTHER EXPENSES (NON-CASH)				
27 Bond Premium/Discount Amortization	(1,010,102)	(1,270,452)	(1,010,102)	(1,270,452)
28 Bond Refunding Cost Amortization	592,605	682,154	592,605	682,154
29 Future Revenue Cost Amortization	67,576	67,576	67,576	67,576
30 Depreciation	11,211,877	11,710,776	11,211,877	11,710,776
31 NET OTHER EXPENSES (NON-CASH)	\$ 10,861,956	\$ 11,190,054	\$ 10,861,956	\$ 11,190,054

ACTUAL REPORT
(UNAUDITED)
As of January 31, 2020

EXHIBIT 1-4

CURRENT MONTH

	ACTUAL	BUDGET	VARIANCE	%
	Jan-20	Jan-20	FAVORABLE (UNFAVORABLE)	FAVORABLE (UNFAVORABLE)
REVENUE				
1 Passenger Revenue	\$ 4,629,018	\$ 4,626,439	\$ 2,579	0%
2 Advertising Revenue	208,333	209,154	(821)	0%
3 Investment Revenue	225,482	325,417	(99,935)	-31%
4 Sales Tax	22,820,400	22,820,401	(1)	0%
5 Other Revenue	634,478	702,500	(68,022)	-10%
6 Fed Operations/Preventative Maint.	4,835,511	5,974,312	(1,138,801)	-19%
7 TOTAL REVENUE	\$ 33,353,222	\$ 34,658,223	\$ (1,305,001)	-4%
OPERATING EXPENSE				
8 Bus Service	\$ 9,318,191	\$ 9,305,639	\$ (12,552)	0%
9 Commuter Rail	2,104,788	2,190,738	85,950	4%
10 Light Rail	3,241,747	3,177,124	(64,623)	-2%
11 Maintenance of Way	1,704,668	1,532,192	(172,477)	-11%
12 Paratransit Service	1,785,726	2,104,819	319,093	15%
13 RideShare/Van Pool Services	149,139	274,840	125,701	46%
14 Operations Support	4,254,659	4,252,719	(1,940)	0%
15 Administration	2,111,200	4,281,209	2,170,009	51%
16 TOTAL OPERATING EXPENSE	\$ 24,670,118	\$ 27,119,280	\$ 2,449,162	9%
17 NET OPERATING INCOME (LOSS)	\$ 8,683,104	\$ 7,538,943	\$ 1,144,161	15%
NON-OPERATING EXPENSE (REVENUE)				
18 Planning & Development	\$ 371,860	\$ 495,678	\$ 123,818	25%
19 Bond Principal	14,900,000	15,010,003	110,003	1%
20 Bond Interest	6,858,378	7,775,276	916,898	12%
21 Bond Interest UTCT	163,966	163,966	-	0%
22 Bond Cost of Issuance/Fees	-	-	-	
23 Lease Cost	755,445	790,300	34,855	4%
24 Sale of Assets	-	-	-	
25 TOTAL NON-OPERATING EXPENSE	\$ 23,049,649	\$ 24,235,223	\$ 1,185,574	5%
26 CONTRIBUTION TO CAPITAL RESERVES	\$ (14,366,545)	\$ (16,696,280)	\$ 2,329,735	14%
OTHER EXPENSES (NON-CASH)				
27 Bond Premium/Discount Amortization	(1,010,102)			
28 Bond Refunding Cost Amortization	592,605			
29 Future Revenue Cost Amortization	67,576			
30 Depreciation	11,211,877			
31 NET OTHER EXPENSES (NON-CASH)	\$ 10,861,956			

ACTUAL REPORT
(UNAUDITED)
As of January 31, 2020

EXHIBIT 1-4A

CURRENT MONTH

	ACTUAL	BUDGET	VARIANCE	%
	Jan-20	Jan-20	FAVORABLE (UNFAVORABLE)	FAVORABLE (UNFAVORABLE)
OPERATING EXPENSE				
1 Board of Trustees	\$ 289,664	\$ 335,552	\$ 45,888	14%
2 Chief Communications and Marketing Officer	493,115	945,051	451,936	48%
3 Chief Finance Officer	858,729	1,118,979	260,250	23%
4 Chief Operating Officer	20,897,317	21,067,753	170,436	1%
5 Chief People Officer	524,920	672,901	147,981	22%
6 Chief Service Development Officer	450,343	584,720	134,377	23%
7 Executive Director	1,527,890	2,890,002	1,362,112	47%
8 TOTAL OPERATING EXPENSE	\$ 25,041,978	\$ 27,614,958	\$ 2,572,980	9%
9 Total Operating Expense (Exhibit 1-4 line 16)	24,670,118	27,119,280		
10 Planning & Development (Exhibit 1-4, line 18)	371,860	495,678		
11 TOTAL EXHIBIT 1-4A	\$ 25,041,978	\$ 27,614,958		

BUDGET TO ACTUAL REPORT
(UNAUDITED)

EXHIBIT 1-5

As of January 31, 2020

YEAR TO DATE

	ACTUAL	BUDGET	VARIANCE	%
	Jan-20	Jan-20	FAVORABLE (UNFAVORABLE)	FAVORABLE (UNFAVORABLE)
REVENUE				
1 Passenger Revenue	\$ 4,629,018	\$ 4,626,439	\$ 2,579	0%
2 Advertising Revenue	208,333	209,154	(821)	0%
3 Investment Revenue	225,482	325,417	(99,935)	-31%
4 Sales Tax	22,820,400	22,820,401	(1)	0%
5 Other Revenue	634,478	702,500	(68,022)	-10%
6 Fed Operations/Preventative Maint.	4,835,511	5,974,312	(1,138,801)	-19%
7 TOTAL REVENUE	\$ 33,353,222	\$ 34,658,223	\$ (1,305,001)	-4%
OPERATING EXPENSE				
8 Bus Service	\$ 9,318,191	\$ 9,305,639	\$ (12,552)	0%
9 Commuter Rail	2,104,788	2,190,738	85,950	4%
10 Light Rail	3,241,747	3,177,124	(64,623)	-2%
11 Maintenance of Way	1,704,668	1,532,192	(172,477)	-11%
12 Paratransit Service	1,785,726	2,104,819	319,093	15%
13 RideShare/Van Pool Services	149,139	274,840	125,701	46%
14 Operations Support	4,254,659	4,252,719	(1,940)	0%
15 Administration	2,111,200	4,281,209	2,170,009	51%
16 TOTAL OPERATING EXPENSE	\$ 24,670,118	\$ 27,119,280	\$ 2,449,162	9%
17 NET OPERATING INCOME (LOSS)	\$ 8,683,104	\$ 7,538,943	\$ 1,144,161	15%
NON-OPERATING EXPENSE (REVENUE)				
18 Planning & Development	\$ 371,860	\$ 495,678	\$ 123,818	25%
19 Bond Principal	14,900,000	15,010,003	110,003	1%
20 Bond Interest	6,858,378	7,775,276	916,898	12%
21 Bond Interest UTCT	163,966	163,966	-	0%
22 Bond Cost of Issuance/Fees	-	-	-	
23 Lease Cost	755,445	790,300	34,855	4%
24 Sale of Assets	-	-	-	
25 TOTAL NON-OPERATING EXPENSE	\$ 23,049,649	\$ 24,235,223	\$ 1,185,574	5%
26 CONTRIBUTION TO CAPITAL RESERVES	\$ (14,366,545)	\$ (16,696,280)	\$ 2,329,735	14%
OTHER EXPENSES (NON-CASH)				
27 Bond Premium/Discount Amortization	(1,010,102)			
28 Bond Refunding Cost Amortization	592,605			
29 Future Revenue Cost Amortization	67,576			
30 Depreciation	11,211,877			
31 NET OTHER EXPENSES (NON-CASH)	\$ 10,861,956			

CAPITAL PROJECTS
(UNAUDITED)
As of January 31, 2020

EXHIBIT 1-6

	2020 ACTUAL	ANNUAL BUDGET	PERCENT
EXPENSES			
1 REVENUE AND NON-REVENUE VEHICLES	\$ 8,784	\$ 32,041,871	0.0%
2 INFORMATION TECHNOLOGY	86,793	6,531,838	1.3%
3 FACILITIES, MAINTENANCE & ADMIN. EQUIP.	8,999	2,750,000	0.3%
4 CAPITAL PROJECTS	30,858	38,347,444	0.1%
5 AIRPORT STATION RELOCATION	3,892	13,000,000	0.0%
6 STATE OF GOOD REPAIR	877,616	18,574,194	4.7%
7 DEPOT DISTRICT	7,993	40,936,916	0.0%
8 OGDEN/WEBER STATE BRT	448,979	28,197,076	1.6%
9 TIGER	13,132	11,169,660	0.1%
10 TOTAL	<u>\$ 1,487,046</u>	<u>\$ 191,548,999</u>	0.8%
REVENUES			
11 GRANT	\$ 865	\$ 39,362,901	0.0%
12 STATE CONTRIBUTION	-	3,700,000	0.0%
13 LEASES (PAID TO DATE)	-	30,340,470	0.0%
14 BONDS	-	61,611,076	0.0%
15 LOCAL PARTNERS	-	13,415,957	0.0%
16 UTA FUNDING	1,486,181	43,118,595	3.4%
17 TOTAL	<u>\$ 1,487,046</u>	<u>\$ 191,548,999</u>	0.8%

As of January 31, 2020

BY SERVICE

	CURRENT MONTH		YEAR TO DATE	
	Jan-20	Jan-19	2020	2019
UTA				
Fully Allocated Costs	24,670,118	23,869,191	24,670,118	23,869,191
Passenger Farebox Revenue	4,629,018	4,704,258	4,629,018	4,704,258
Passengers	3,869,300	3,746,727	3,869,300	3,746,727
Farebox Recovery Ratio	18.8%	19.7%	18.8%	19.7%
Actual Subsidy per Rider	\$5.18	\$5.12	\$5.18	\$5.12
BUS SERVICE				
Fully Allocated Costs	12,091,140	11,547,704	12,091,140	11,547,704
Passenger Farebox Revenue	1,906,235	1,897,162	1,906,235	1,897,162
Passengers	1,883,829	1,768,494	1,883,829	1,768,494
Farebox Recovery Ratio	15.8%	16.4%	15.8%	16.4%
Actual Subsidy per Rider	\$5.41	\$5.46	\$5.41	\$5.46
LIGHT RAIL SERVICE				
Fully Allocated Costs	6,796,767	6,578,689	6,796,767	6,578,689
Passenger Farebox Revenue	1,177,495	1,234,967	1,177,495	1,234,967
Passengers	1,377,359	1,383,005	1,377,359	1,383,005
Farebox Recovery Ratio	17.3%	18.8%	17.3%	18.8%
Actual Subsidy per Rider	\$4.08	\$3.86	\$4.08	\$3.86
COMMUTER RAIL SERVICE				
Fully Allocated Costs	3,476,207	3,275,645	3,476,207	3,275,645
Passenger Farebox Revenue	863,828	857,220	863,828	857,220
Passengers	446,426	435,229	446,426	435,229
Farebox Recovery Ratio	24.8%	26.2%	24.8%	26.2%
Actual Subsidy per Rider	\$5.85	\$5.56	\$5.85	\$5.56
PARATRANSIT				
Fully Allocated Costs	1,961,335	2,020,679	1,961,335	2,020,679
Passenger Farebox Revenue	333,484	365,377	333,484	365,377
Passengers	68,932	70,401	68,932	70,401
Farebox Recovery Ratio	17.0%	18.1%	17.0%	18.1%
Actual Subsidy per Rider	\$23.62	\$23.51	\$23.62	\$23.51
RIDESHARE				
Fully Allocated Costs	344,668	446,475	344,668	446,475
Passenger Farebox Revenue	347,976	349,533	347,976	349,533
Passengers	92,754	89,598	92,754	89,598
Farebox Recovery Ratio	101.0%	78.3%	101.0%	78.3%
Actual Subsidy per Rider	(\$0.04)	\$1.08	(\$0.04)	\$1.08

BY TYPE

	CURRENT MONTH		YEAR TO DATE	
	Jan-20	Jan-19	2020	2019
FULLY ALLOCATED COSTS				
Bus Service	\$12,091,140	\$11,547,704	\$12,091,140	\$11,547,704
Light Rail Service	\$6,796,767	\$6,578,689	\$6,796,767	\$6,578,689
Commuter Rail Service	\$3,476,207	\$3,275,645	\$3,476,207	\$3,275,645
Paratransit	\$1,961,335	\$2,020,679	\$1,961,335	\$2,020,679
Rideshare	\$344,668	\$446,475	\$344,668	\$446,475
UTA	\$24,670,118	\$23,869,191	\$24,670,118	\$23,869,191
PASSENGER FAREBOX REVENUE				
Bus Service	\$1,906,235	\$1,897,162	\$1,906,235	\$1,897,162
Light Rail Service	\$1,177,495	\$1,234,967	\$1,177,495	\$1,234,967
Commuter Rail Service	\$863,828	\$857,220	\$863,828	\$857,220
Paratransit	\$333,484	\$365,377	\$333,484	\$365,377
Rideshare	\$347,976	\$349,533	\$347,976	\$349,533
UTA	\$4,629,018	\$4,704,258	\$4,629,018	\$4,704,258
PASSENGERS				
Bus Service	1,883,829	1,768,494	1,883,829	1,768,494
Light Rail Service	1,377,359	1,383,005	1,377,359	1,383,005
Commuter Rail Service	446,426	435,229	446,426	435,229
Paratransit	68,932	70,401	68,932	70,401
Rideshare	92,754	89,598	92,754	89,598
UTA	3,869,300	3,746,727	3,869,300	3,746,727
FAREBOX RECOVERY RATIO				
Bus Service	15.8%	16.4%	15.8%	16.4%
Light Rail Service	17.3%	18.8%	17.3%	18.8%
Commuter Rail Service	24.8%	26.2%	24.8%	26.2%
Paratransit	17.0%	18.1%	17.0%	18.1%
Rideshare	101.0%	78.3%	101.0%	78.3%
UTA	18.8%	19.7%	18.8%	19.7%
ACTUAL SUBSIDY PER RIDER				
Bus Service	\$5.41	\$5.46	\$5.41	\$5.46
Light Rail Service	\$4.08	\$3.86	\$4.08	\$3.86
Commuter Rail Service	\$5.85	\$5.56	\$5.85	\$5.56
Paratransit	\$23.62	\$23.51	\$23.62	\$23.51
Rideshare	(\$0.04)	\$1.08	(\$0.04)	\$1.08
UTA	\$5.18	\$5.12	\$5.18	\$5.12

SUMMARY OF ACCOUNTS RECEIVABLE
(UNAUDITED)

EXHIBIT 1-9

As of January 31, 2020

Classification	Total	Current	31-60 Days	61-90 Days	90-120 Days	Over 120 Days
1 Federal Government ¹	\$ 4,494,223	\$ 4,494,223	\$ -	\$ -	\$ -	\$ -
2 Local Contributions ²	57,248,405	57,248,405	-	-	-	-
3 Warranty Recovery	768,251	768,251	-	-	-	-
4 Product Sales and Development	2,149,236	1,860,855	136,567	9,566	137,629	4,619
5 Pass Sales	661,079	297,951	186,138	(9,927)	67,813	119,104
6 Property Management	124,359	57,737	6,541	25,465	2,622	31,994
7 Vanpool/Rideshare	111,917	38,035	17,519	1,773	2,033	52,557
8 Capital Development Agreements	108,097	46,598	-	41,140	-	20,359
9 Mobility Management	1,350	-	-	-	-	1,350
10 Paratransit	11,250	11,250	-	-	-	-
11 Other ³	3,372,638	3,372,638	-	-	-	-
12 Total	\$ 69,050,805	\$ 68,195,943	\$ 346,765	\$ 68,017	\$ 210,097	\$ 229,983

Percentage Due by Aging

13 Federal Government ¹	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%
14 Local Contributions ²	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%
15 Warranty Recovery	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%
16 Product Sales and Development	86.6%	6.4%	0.4%	6.4%	0.2%	
17 Pass Sales	45.1%	28.2%	-1.5%	10.3%	18.0%	
18 Property Management	46.4%	5.3%	20.5%	2.1%	25.7%	
19 Vanpool/Rideshare	34.0%	15.7%	1.6%	1.8%	47.0%	
20 Capital Development Agreements	43.1%	0.0%	38.1%	0.0%	18.8%	
21 Mobility Management	0.0%	0.0%	0.0%	0.0%	100.0%	
22 Paratransit	100.0%	0.0%	0.0%	0.0%	0.0%	
23 Other	100.0%	0.0%	0.0%	0.0%	0.0%	
24 Total	98.8%	0.5%	0.1%	0.3%	0.3%	

¹ Federal preventive maintenance funds, federal RideShare funds, and federal interest subsidies for Build America Bonds

² Estimated sales tax to be distributed upon collection by the Utah State Tax Commission

³ Build American Bond Tax Credits, fuel tax credit

SUMMARY OF APPROVED DISBURSEMENTS OVER \$200,000
 FROM JANUARY 1, 2020 THROUGH JANUARY 31, 2020
 (UNAUDITED)

EXHIBIT 1-10

<u>Contract # and Description</u>	<u>Contract Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Date</u>	<u>Check Total</u>
15-1383TB DIESEL AND UNLEADED FUEL	10/1/2015	KELLERSTRASS OIL	883006	1/2/2020	\$ 258,466.00
19-03053TP UTA 2019 ON BOARD SURVEY	8/21/2019	RESOURCE SYSTEMS GROUP, INC.	350721	1/9/2020	244,088.12
18-2398TP TIGER GRANT CONSTRUCTION CONTRACT	4/11/2018	GRANITE CONSTRUCTION COMPANY	350723	1/9/2020	1,026,688.54
18-2741 DEPOT DISTRICT TECHNOLOGY CENTER	8/23/2018	BIG D CONSTRUCTION	350725	1/9/2020	376,504.16
15-1383TB DIESEL AND UNLEADED FUEL	10/1/2015	KELLERSTRASS OIL	883073	1/9/2020	360,279.02
16-1846TP ON-CALL MAINTENANCE	10/7/2016	STACEY AND WITBECK, INC.	883074	1/9/2020	384,744.54
14-1109TH ADA PARATRANSIT AND ROUTE DEVIATION	9/1/2014	MV PUBLIC TRANSPORTATION	883107	1/16/2020	255,842.00
15-1383TB DIESEL AND UNLEADED FUEL	10/1/2015	KELLERSTRASS OIL	883108	1/16/2020	264,904.53
18-2398TP TIGER GRANT CONSTRUCTION CONTRACT	4/11/2018	GRANITE CONSTRUCTION COMPANY	350987	1/23/2020	376,174.88
15-1383TB DIESEL AND UNLEADED FUEL	10/1/2015	KELLERSTRASS OIL	883151	1/23/2020	296,530.66
R2018-05-09		ROCKY MOUNTAIN POWER	351131	1/30/2020	324,438.49
18-02925BM OGDEN - WSU BRT FINAL DESIGN	8/1/2019	JACOBS ENGINEERING	351132	1/30/2020	440,508.01
UT13-064GL PROJECT MGMT SERVICES	3/3/2014	WSP USA	883219	1/30/2020	250,891.14
15-1383TB DIESEL AND UNLEADED FUEL	10/1/2015	KELLERSTRASS OIL	883220	1/30/2020	289,386.78
15-1406JH SD100 and 160 EHU & BRAKE CALIPER KITS	5/11/2016	SIEMENS MOBILITY, INC.	883221	1/30/2020	593,675.00



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Mary DeLoretto, Acting Chief Service Development Officer
PRESENTER(S): Mary DeLoretto, Acting Chief Service Development Officer

BOARD MEETING DATE: March 11, 2020

SUBJECT:	R2020-03-01 Resolution Authorizing the Executive Director to execute Grant Awards for Specified Projects
AGENDA ITEM TYPE:	Resolution
RECOMMENDATION:	Adopt Resolution R2020-03-01 which approves specified grants showing in Exhibit A and authorizes the Executive Director to execute the pending grant agreements.
BACKGROUND:	After a project is selected for a grant award, the UTA Grants Management team prepares the grant for execution in the applicable awards management system. This preparation may include environmental clearance, regulatory approvals, scheduling, etc. This can be a time-consuming process and it may take months before a selected project is ready for grant execution. UTA may not draw down grant funds for reimbursable project expenses until a grant has been executed.
DISCUSSION:	UTA has been selected to receive the 25 grants identified in Exhibit A, totaling \$61,803,291 in funding. This Resolution provides the Executive Director the authority to execute those grant agreements once they are entered into the applicable grant tracking system and are ready for execution. This resolution will help reduce the timeline for executing the listed grants, which will allow grant funds to be drawn down more expeditiously.
ALTERNATIVES:	An alternative to approving this Resolution is to have the execution of each of the grant awards listed on Exhibit A approved by the UTA Board individually.
FISCAL IMPACT:	All Project funding included in Exhibit A are already included in the 2020 Capital Budget.
ATTACHMENTS:	1) Board Resolution 2020-03-01, including list of pending grants as Exhibit A

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE UTAH TRANSIT
AUTHORITY AUTHORIZING EXECUTIVE DIRECTOR TO EXECUTE GRANT
AGREEMENTS FOR SPECIFIED PROJECTS**

R2020-03-01

March 11, 2020

WHEREAS, the Utah Transit Authority (the “Authority”) is a large 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; and

WHEREAS, the Authority has (i) obtained grants of assistance for the Projects shown in Exhibit A; (ii) secured (or contracted to secure) local match commitments from Stakeholders for the same Projects; and (iii) budgeted Authority funds for the same Projects; and

WHEREAS, Utah Code §§ 17B-2a-801 *et seq.* (the “Public Transit District Act”) requires the Board of Trustees to review and approve any contract exceeding \$200,000; and

WHEREAS, the Board of Trustees Policy 2.1 requires the Executive Director inform the Board when submitting a discretionary grant proposal; and

WHEREAS, the Board of Trustees understands and recognizes that grant agreements for the Projects, shown in Exhibit A, are ready to be executed; and

WHEREAS, the Board of Trustees understands and recognizes the time sensitive nature often associated with executing grant agreements and the project schedules the grants are supporting; and

WHEREAS, under Board resolution R2020-01-03 the Executive Director was given authority to execute federal and other grant agreements on behalf of the Authority; and

WHEREAS, the Authority’s Board of Trustees desires to provide the Executive Director with the authority to execute the grant agreements for the Projects in Exhibit A.

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

1. That the Board of Trustees hereby approves the grant awards for the Projects identified in Exhibit A.
2. That the Board of Trustees hereby authorizes the Executive Director to execute the grants for the projects listed in Exhibit A.
3. That the corporate seal be attached hereto.

Approved and adopted this 11th day of March 2020.

Carlton Christensen, Chair
Board of Trustees

ATTEST:

Robert K. Biles, Secretary/Treasurer

(Corporate Seal)

Approved As To Form:

Legal Counsel

Exhibit A

Grants Selected for Award as of 02/21/2020

Awarding Agency	Funding Program	Project Description	Grant Funds Awarded	Required Local Match	Included in Capital Budget	Pre-Award Authority Y/N
FTA	FY 2019 5339(b) Bus and bus Facilities	Bus stop improvements and operator restroom facilities	\$ 3,220,250	\$ 233,842	Y	Y
FTA	FY 2017 & 18 5339(b) Bus and bus Facilities	Construction of the Depot District Clean Fuels Technology Center. This is an amendment to add FY18 funds of \$11 million to the FY17 award of \$2.6 million for the same project. This project will provide more match funds than required.	\$ 13,600,000	\$ 987,579	Y	Y
FHWA transferred to FTA - for WFRC and MAG	CMAQ	Provo Rail Pedestrian Bridge	\$ 1,198,959	\$ 87,064	Y	Y
	STP	300 N 500 W Pedestrian Overpass	\$ 3,000,000	\$ 217,848	Y	Y
	STP	Wasatch Meadows Drive Railroad Crossing	\$ 55,000	\$ 3,994	Y	Y
	CMAQ	Locomotive Overhaul	\$ 2,360,053	\$ 171,378	Y	Y
	STP	Ogden-WSU BRT Design	\$ 1,500,000	\$ 108,924	Y	Y
	STP & CMAQ	Ogden-WSU BRT Construction	\$ 3,500,000	\$ 254,156	Y	Y
	CMAQ	Weber State Intermodal Center/BRT	\$ 1,000,000	\$ 72,616	Y	Y
	STP & CMAQ	Depot District Clean Fuels Technology Center Construction	\$ 3,950,000	\$ 286,834	Y	Y
	CMAQ	U of U Intermodal Hub	\$ 1,750,000	\$ 127,078	Y	Y
	CMAQ	Clearfield Pedestrian Train	\$ 1,650,000	\$ 119,817	Y	Y
	CMAQ	Utah County Bus Stop Improvements	\$ 629,303	\$ 45,698	Y	Y
	CMAQ	UVX Operating Assistance	\$ 597,250	\$ 43,370	Y	Y
	CMAQ	Rideshare/Vanpool Management	\$ 664,187	\$ 48,231	Y	Y
	STP	U of U Union Building Bus Stop Exp.	\$ 372,361	\$ 27,039	Y	Y
	CMAQ	Sugarhouse Double Track 300 - 500 East	\$ 1,900,000	\$ 137,971	Y	Y
	TAP	Reconfigure FrontRunner Bike Cars	\$ 276,612	\$ 20,086	Y	Y
	TAP	3 Slot Bus Bike Racks	\$ 33,198	\$ 2,411	Y	Y
	CMAQ	Service Expansion Rte. 220/54	\$ 530,048	\$ 38,490	Y	Y
	CMAQ	Information Technology/APTS - Passenger Info (electronic signage)	\$ 1,361,000	\$ 98,831	Y	Y
	CMAQ	Ski Buses : Ogden Valley	\$ 1,863,000	\$ 135,284	Y	Y
CMAQ	Ski Buses : Davis County	\$ 912,830	\$ 66,286	Y	Y	
CMAQ	3300 & 3500 S Core Route Expansion	\$ 2,800,000	\$ 203,325	Y	Y	
UDEQ	Volkswagen Settlement	20 Electric Battery Buses, overnight and fast charging infrastructure. The grant requires that we purchase 20 buses and the supporting infrastructure therefore the grant will be overmatched.	\$ 13,079,240	\$ 949,764	Y	Y
Total			\$ 61,803,291	\$ 4,487,915		

Acronyms:

FTA	Federal Transit Administration
CMAQ	Congestion Mitigation and Air Quality
STP	Surface Transportation Program
TAP	Transportation Alternatives Program
WFRC	Wasatch Front Regional Council
MAG	Mountainland Association of
UDEQ	Utah Department of Environmental
FY	Federal Fiscal Year
WSU	Weber State University
DDTC	Depot District Clean Fuels Technology

MEMORANDUM TO THE BOARD



TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Mary DeLoretto, Acting Chief Service Development Officer
PRESENTER(S): Mary DeLoretto, Acting Chief Service Development Officer

BOARD MEETING DATE: March 11, 2020

SUBJECT:	FTA FY 2020 Bus and Bus Facilities Grant Application for On-Board Mobile Data Devices
AGENDA ITEM TYPE:	Grant Application
RECOMMENDATION:	Informational report for discussion
BACKGROUND:	<p>On January 30, 2020, FTA announced a Notice of Funding Opportunity to apply for approximately \$454.6 million in Fiscal Year 2020 competitive grant funding for transit bus projects. Bus and Bus Facilities Federal Transit Administration funds are for capital projects to rehabilitate, purchase, construct or lease buses and bus-related facilities. Applications are due March 30, 2020. The maximum federal match is 80% federal/20% local funds.</p>
DISCUSSION:	<p>UTA's current Mobile Data Computer system is at its end of useful life. UTA intends to submit an application to develop and install a new mobile data device system for buses. This on-board technology works with or enables the following:</p> <ul style="list-style-type: none">• GPS location and integration with the Automatic Vehicle Locator system• Route and turn-by-turn direction for bus operators• Schedules for operators• Interaction with UDOT traffic signal priority system• Vehicle to Vehicle Communications• Security camera video integration• Increased route efficiency• Vehicle monitoring• Dispatching improvements• Collection and sharing of operational data• Real time information via Google Transit• UTA Open Data Portal <p>This system would provide real time info to customers and improve operational efficiency. In addition, safety capabilities would be increased, and transit planning data enhanced.</p>
ALTERNATIVES:	If the grant is not pursued, other funding sources must be utilized for this project.

FISCAL IMPACT:	The grant request is for \$5 million. The total project cost has been identified over several years in UTA's adopted five-year capital plan. Any grant funds received would reduce the UTA funds needed for the project and allow those funds to be used for other critical needs.
ATTACHMENTS:	None



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Mary DeLoretto, Acting Chief Service Development Officer
PRESENTER(S): Mary DeLoretto, Acting Chief Service Development Officer

BOARD MEETING DATE: March 11, 2020

SUBJECT:	FTA FY 2020 Low or No Emission (Low-No) Grant Application for Ogden/WSU Bus Rapid Transit (BRT) Project
AGENDA ITEM TYPE:	Grant Application
RECOMMENDATION:	Informational report for discussion
BACKGROUND:	<p>On January 17, 2020, FTA announced a Notice of Funding Opportunity for FY 2020 funding under the Low or No Emission Vehicle Program. Low-No Emission projects must be for the deployment of no or very low emission buses and related equipment. Applications are due March 17, 2020.</p> <p>The grant breakdown is the following: 85% federal/15% local for clean fuel vehicles and 90% federal/10% local for acquiring, installing, or constructing vehicle related equipment or facilities.</p>
DISCUSSION:	<p>UTA is proposing to submit an application to purchase and install electric buses and charging infrastructure for the Ogden/Weber State University (WSU) Bus Rapid Transit (BRT) project. The Ogden/WSU BRT project will connect downtown Ogden, Weber State University and McKay-Dee Hospital.</p> <p>The grant would help procure 10 electric buses, 4 depot chargers for the 10 buses, and 2 overhead, on-route, chargers. Both Ogden City and WSU have expressed their desire to have electric buses for this project.</p>
ALTERNATIVES:	If the grant is not pursued, other funding sources must be utilized if electric buses are to be implemented.
FISCAL IMPACT:	The grant request is for \$5,000,000 with the match covered by funding previously secured for the project. All matching funds indicated are in the 2020 Capital Budget.
ATTACHMENTS:	None



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Mary DeLoretto, Acting Chief Service Development Officer
PRESENTER(S): Mary DeLoretto, Acting Chief Service Development Officer

BOARD MEETING DATE: March 11, 2020

SUBJECT:	CMAQ/STP/TAP MAG Concept Report Submittals for the Provo/Orem Urbanized Area (Utah County)
AGENDA ITEM TYPE:	Grant Application
RECOMMENDATION:	Informational report for discussion
BACKGROUND:	The Mountainland Association of Governments (MAG) programs the Federal Highway Congestion Mitigations/Air Quality (CMAQ), Surface Transportation Program (STP) and Transportation Alternatives Program (TAP) funds each year. All MAG funds are being programmed for 2024.
DISCUSSION:	<p>UTA has submitted idea forms to apply for several projects, and intends to submit full applications (concept reports) by March 16th for the projects listed below:</p> <ol style="list-style-type: none">1. Bus Stop Improvements:<ul style="list-style-type: none">○ \$364,261 total project cost: \$339,601 Federal + \$24,660 local match○ This would construct/upgrade 19 or more bus stops, including ADA/shelter pads, and shelters, benches and other amenities as warranted.2. On-board Technology, Mobile Data Devices:<ul style="list-style-type: none">○ \$5,000,000 total project cost for the entire UTA system: \$300,000 Federal from MAG + \$21,785 local match; (<u>Note</u>: federal funds are also being requested to be programmed in the Wasatch Front Regional Council urbanized areas. UTA's total anticipated participation is \$4,000,000).○ UTA's current Mobile Data Computer system is at its end of useful life. UTA's Technology team has established a project to replace the system.3. Historic Utah Southern Railroad Trail Feasibility Study:<ul style="list-style-type: none">○ \$300,000 total project cost: \$279,690 Federal + \$20,310 local match.○ Study seeking 3 outcomes: 1) Determine the preferred alignment of the Historic Utah Southern Railroad Trail; 2) Obtain NEPA clearances for the future construction of the trail; 3) Where needed, secure operating license agreements between UTA and trail project construction sponsors that allow sponsors to build, operate, and maintain the trail within UTA ROW.

	<p>Additionally, UTA is supporting two other partner applications:</p> <ol style="list-style-type: none"> 4. UDOT is submitting a request for the Utah County Central Corridor environmental study: UTA is a partner in this project. The project includes completing an environmental document for the preferred transit alternative identified in the Central Corridor transit study, which is currently underway. It is assumed that the alternative to be studied will consist of a North/South transit line between the Provo FrontRunner Station and Lehi. The funding request is for \$3 million and UDOT has requested that UTA contribute the local match of \$203,100. 5. Orem City is submitting a request for funding to construct a parking structure at the Orem Intermodal Center: UTA supports this request and has committed to help identify local match funding opportunities.
ALTERNATIVES:	UTA could chose to submit all, some, or none of the projects listed.
FISCAL IMPACT:	<p>Fiscal impact to the above 5-line items is noted here:</p> <ol style="list-style-type: none"> 1. Bus Stop Improvements – The \$24,660 required match for this application would need to be included in a future budget for the year the funds are awarded. 2. On-board Technology, Mobile Data Devices – The total \$5 million project cost has been identified over several years in UTA’s adopted five-year capital plan. Any grant funds received would reduce the UTA funds needed for the project and allow those funds to be used for other critical needs, such as radio and other technology projects. 3. Historic Utah Southern RR Trail Feasibility Study – UTA, UDOT and the cities of Lehi, American Fork, Pleasant Grove, Lindon, and Vineyard have agreed to share the cost of the required \$20,310 local match. UTA’s portion would need to be included in a future year Planning Department operating budget. 4. UTA has been asked to provide the match for the UDOT requested Central Corridor environmental study in the amount of \$203,100. This amount will have to be budgeted by UTA in a future year when the study is ready to move ahead; no later than 2024. 5. For the Orem parking structure request, UTA has indicated that we are a willing partner and will work together with Orem, UVU, and other partners on funding plans and implementation.
ATTACHMENTS:	None



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Bob Biles, Chief Financial Officer
PRESENTER(S): Todd Mills, Senior Supply Chain Manager

BOARD MEETING DATE: March 11, 2020

SUBJECT:	Pre-Procurements
AGENDA ITEM TYPE:	Contract Pre-Procurement
RECOMMENDATION:	Informational report for discussion
BACKGROUND:	Utah's Public Transit District Act requires all contracts valued at \$200,000 or greater be approved by the UTA Board of Trustees. This informational report on upcoming procurements allows Trustees to be informed and provide input on upcoming procurement projects. Following the bid solicitation and contract negotiation process, final contracts for these projects will come before the board for approval.
DISCUSSION:	<p>The following projects, services, or products have an approved requisition by the Executive Director and are ready for bid solicitation:</p> <ul style="list-style-type: none">• Light Rail (SD160 Vehicles) Auxiliary Power Supply (APS) Overhaul: There are 17 SD160 light rail vehicles and 2 spare units for a total of 19 APS units in need of refurbishment. The APS units are approximately 15 years old and require a comprehensive midlife overhaul to allow them to continue in service for a minimum of 15 additional years. The APS midlife overhaul scope of work will include the cleaning, disassembly, refurbishment, necessary repairs, and testing of the APS unit. The project will take two years to complete and the cost is included in the light rail State of Good Repair capital budget. This will be procured using an RFP procurement with selection based on Technical criteria in addition to price. (Req. 7753)



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Bob Biles, Chief Financial Officer
PRESENTER(S): Monica Morton, Fares Director

BOARD MEETING DATE: March 11, 2020

SUBJECT:	Tickets for Transit Pilot for General Conference (The Church of Jesus Christ of Latter-day Saints)
AGENDA ITEM TYPE:	Fare Approval
RECOMMENDATION:	Authorize the Executive Director to establish and implement a pilot program to test a concept called Tickets for Transit for the Church of Jesus Christ of Latter-day Saints' General Conference on April 4-5, 2020.
BACKGROUND:	<p>Salt Lake City Mayor Erin Mendenhall's top priorities are to improve air quality, expand access to opportunities for all residents, and prepare for a resilient and sustainable future. A key element to each of the goals is access to, and affordability of, public transit. In order to fill a current gap in fare product flexibility, Salt Lake City and UTA staff want to explore the feasibility of the Tickets for Transit product. It provides organizations an opportunity to collaborate and subsidize transit fare for event attendees throughout the Wasatch Front.</p> <p>UTA needs to establish program pricing and parameters, work with organizations interested in participating in a pilot and execute the pilot. After reviewing pilot results, UTA may elect to present Tickets for Transit to the Board of Trustees for long-term adoption.</p> <p>UTA Board Policy 4.1 on Fares indicates that the Board of Trustees will approve special fare rates including pilot programs.</p>
DISCUSSION:	<p>Staff will review with the Board of Trustees a proposed pilot program with The Church of Jesus Christ of Latter-Day Saints, including pricing and parameters. Under this pilot, transit fares would be subsidized and ticket holders can ride transit to the five events being held April 4-5.</p> <p>Staff will report back to the Board on the approximate usage of the system. Staff will also make recommendations about improvements or changes to the program and potential longer-term adoption for various high attended events.</p>

FISCAL IMPACT:	Approximately \$30,000 to \$35,000 in revenue from the Church of Jesus Christ of Latter-day Saints for the five General Conference events. The Church will be billed for the incremental increase in ridership on April 4-5, 2020.
ATTACHMENTS:	None



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Robert Biles, Chief Financial Officer
PRESENTER(S): Monica Morton, Fares Director

BOARD MEETING DATE: March 11, 2020

SUBJECT:	Promotional Fare Request - Youth Rider's License
AGENDA ITEM TYPE:	Promotional Fare Request
RECOMMENDATION:	Approve the promotional fare request allowing UTA to sell the 2020 Rider's License at the price point of \$49
BACKGROUND:	<p>The Rider's License ("RL") pass gives youth ages 18 and under access to an unlimited premium transit pass, valid on all UTA services with the exception of Ski, Park City, and Paratransit services, June 1 thru August 31. The RL pass is an electronic fares card and can be purchased through UTA Customer Service, UTA Online, and select consignment retailers (<i>i.e., Smiths and Harmons</i>). UTA has made the RL pass available to youth each summer since 2014. Based upon community feedback, in 2019, the price point was reduced to \$49 (previously \$75).</p> <p>The UTA Fare Policy 4.1 requires board approval of all promotional fare pricing and pilot programs.</p>
DISCUSSION:	<p>Staff recommends continuing with the RL pass at the price point of \$49.</p> <p>In 2019,</p> <ul style="list-style-type: none">• Total RL pass sales doubled as compared to 2018, and the program was revenue neutral since the total retail use of the pass (pay per trip value) was equal to the total revenue received• There was an 8% increase in total trips, with 50% of those trips on regular bus• The majority of youth (55%) travel during off-peak hours: 10am-3pm; 7pm-12am <p>The RL remained an EFC tap pass in 2019 in order to capture all ridership data surrounding the lowered price-point. In 2020 staff recommends the pass be migrated to the UTA GoRide mobile app. Accommodations will be made for those youth without access to a mobile device.</p>

ALTERNATIVES:	<ul style="list-style-type: none">• Increase the price point of the RL back to \$75. This may result in a decrease in pass sales and a decrease in overall revenue and ridership, as can be seen in historical RL sales data; or• Eliminate the pass offering, foregoing any anticipated revenue and ridership
FISCAL IMPACT:	<i>Revenue of \$210,000 is expected for 2020 and is based on 2019 total Rider's License pass sale revenue.</i>
ATTACHMENTS:	None



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
FROM: Carolyn Gonot, Executive Director
PRESENTER(S): Carlton Christensen, Chair Board of Trustees

BOARD MEETING DATE: March 11, 2020

SUBJECT:	Closed Session
AGENDA ITEM TYPE:	Closed Session
RECOMMENDATION:	Approve moving to closed session for discussion of collective bargaining.
DISCUSSION:	<p>Utah Open and Public Meetings Act allows for the Board of Trustees to meet in a session closed to the public for various specific purposes. The purpose for this closed session is:</p> <ul style="list-style-type: none">• Strategy Session to Discuss Collective Bargaining