

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

Wednesday, February 6, 2019, 9:00 a.m.
Utah Transit Authority Headquarters
669 West 200 South, Salt Lake City, Utah
Golden Spike Conference Rooms



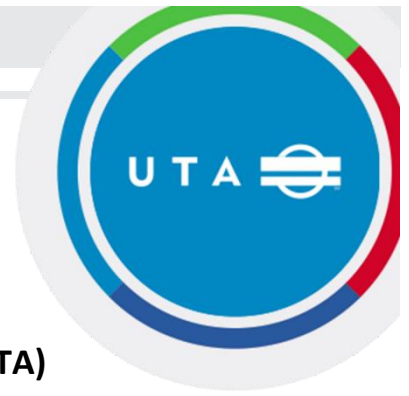
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| 1. Call to Order & Opening Remarks | Chair Carlton Christensen |
| 2. Pledge of Allegiance | Chair Carlton Christensen |
| 3. Safety First Minute | Dave Goeres |
| 4. Recognition of UTA Operator Shelly Monson | Chair Carlton Christensen |
| 5. Public Comment Period | Bob Biles |
| 6. Approval of January 30, 2019 Board Meeting Minutes | Chair Carlton Christensen |
| 7. Agency Report | Steve Meyer |
| a. Grant Update | |
| 8. Pre-procurement Update | Steve Meyer |
| 9. Discussion Items | |
| a. Reserves and Debt Stabilization Fund | Bob Biles |
| b. UTA Advertising Campaign Preview | Beth Holbrook, Nichol Bourdeaux, Andrea Packer and R&R Advertising |
| c. Capital Projects Implementation Process | Mary DeLoretto |
| d. Capital Budget Update | Mary DeLoretto |
| e. Service Planning Implementation Process | Laura Hanson |
| 10. Other Business | Chair Carlton Christensen |
| a. Next meeting: February 13, 2019 at 9:00 a.m. | |
| 11. 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.

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so YOU are in control of your vehicle.**





**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 30, 2019**

Board Members Present:

Carlton Christensen, Chair
Beth Holbrook
Kent Millington

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 9:00 a.m. with three board members present. 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 23, 2019 Board Meeting Minutes. A motion to approve the January 23, 2019 Board Meeting Minutes was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously.

Agency Report. Steve Meyer, UTA Interim Executive Director, joined the meeting via telephone and spoke about UTA's participation in the American Dream Challenge and the impact of the partial government shutdown on grant approval.

Discussion ensued. Questions on the status of submitted grants and continuation of the mobility as a service project were posed by the board and answered by Mr. Meyer. Mr. Meyer committed to provide a summary of UTA's grants applications to the board at its next meeting.

Discussion Items.

Government Relations Update. Matt Sibul, UTA Director of Government Relations, spoke about the legislature's priorities and mentioned SB72, which modifies certain provisions in 2018's SB136.

Andrea Packer, UTA Director of Communications, joined Mr. Sibul to talk about Transit Day on the Hill, which is scheduled on February 6, 2019. Ms. Packer outlined UTA's communications efforts to promote the event. Discussion ensued. Questions on the vehicles to be displayed, information collaterals, and outreach for Transit Day on the Hill were posed by the board and answered by staff.

Bonds and Bond Rating Update. Bob Biles, UTA Chief Finance Officer, introduced Brian Baker with Zions Public Finance. Mr. Baker delivered a presentation on current local sales taxes received by UTA, historical sales and use tax collections, total outstanding debt service, improvement of UTA debt service coverage, projected growth of the debt rate stabilization reserve, outstanding debt, current bond ratings, and changes in Standard & Poor's rating methodology. Questions on funds pledged against bonds, typical transit industry bond term lengths, 2018 bond issue repayment, bonding capacity, reserves, rating processes, potential interest rate changes, impacts of rating changes on future bond issuance, comparison of ratings to other transit agencies, and Standard & Poor's ratings review process and timeline were posed by the board and answered by staff.

2019 Performance Targets for Executive Team. Chair Christensen indicated the board is in the process of establishing performance targets for the agency. The board indicated it would like to see more detailed information on:

- Ridership (in aggregate as well as by mode; monthly and also by trend)
- Data to assist communities in planning and development choices
- Vehicle fleets, including tracking on different types of vehicles
- Demographics on system use

- Operator turnover and recruitment efforts
- Workforce diversification
- Employee barriers
- Accident and incident rates and associated costs
- Other items the executive team considers to be of value

R2019-01-05 Readopting the 2019 Budget.

A motion to approve R2019-01-05 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.

Other Business.

Next Meeting. The next meeting of the board will be on Wednesday, February 6, 2019 at 9:00 a.m.

Adjournment. The meeting was adjourned at 10:40 a.m. by motion.

Transcribed by Cathie Griffiths
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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/512089.html> for entire content.

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

Detailed Contract Description & Purpose

Board Review Date: [REDACTED]

Document Type: Pre-Procurement

Action Requested: Pre-Procurement (information only)

Criteria: Contract is \$200,000 - \$999,999

Contract Title: Purchase Five (5) Police Vehicles

Contract # 19-2973

Project Manager: Jesse Rogers

Contract Administrator: Pat Postell

Impacted Areas: Police Department

Included in budget? Yes

Procurement method: Best value (RFP)

Contractor: [REDACTED]

Sole-Source Reason: N/A

Qty & Unit price 5 @ \$39,918

Change Order Value [REDACTED]

Total Contract Value \$199,590

Contract term (Months) 6

Contract Start Date 3/1/2019

Contract options (Months) N/A

Contract End Date: 9/1/2019

Number of responding firms: N/A

\$ Value of Next Lowest Bidder N/A

General Description & Purpose:

Purchase of five (5) F-150 Police Vehicles which includes specialized equipment with lights/audible sirens, vehicle decal package and radio systems. In the past two years the UTA Police Department has hired 13 new police officers which requires the addition of more vehicles. The vehicles will be purchased utilizing the State contract.

(Items to include: Current condition, Benefits, Return on investment, Savings, Other alternatives considered)

Attachments: Contract routing sheet attached? N/A (Pre-Procurement)

Other attachments? (list) Requisition

REQUISITION FOR PURCHASE-RSS

Requisition Number 6313 OU Department 6000 PUBLIC SAFETY

Requested By 4885 Petersen, Jason R
Request Date

Date 1/17/201

Title Vehicle

Justification

Line	Description	Qty	UoM	Unit Price	Extended	Line Status	Account Number	Subledger-Type	Percent
1.000	Ford F-150 Fleet Vehicles	5	EA	31,373.0000	156,865.00	Approved	40-1543.68912	FMA54319 C	100.0000
2.000	Vehicle Decal Package	5	EA	545.0000	2,725.00	Approved	40-1543.68912	FMA54319 C	100.0000
3.000	Emergency Equipment Package	5	EA	6,000.0000	30,000.00	Approved	40-1543.68912	FMA54319 C	100.0000
4.000	Motorola Vehicle Radios	5	EA	2,000.0000	10,000.00	Approved	40-1543.68912	FMA54319 C	100.0000

Approval History

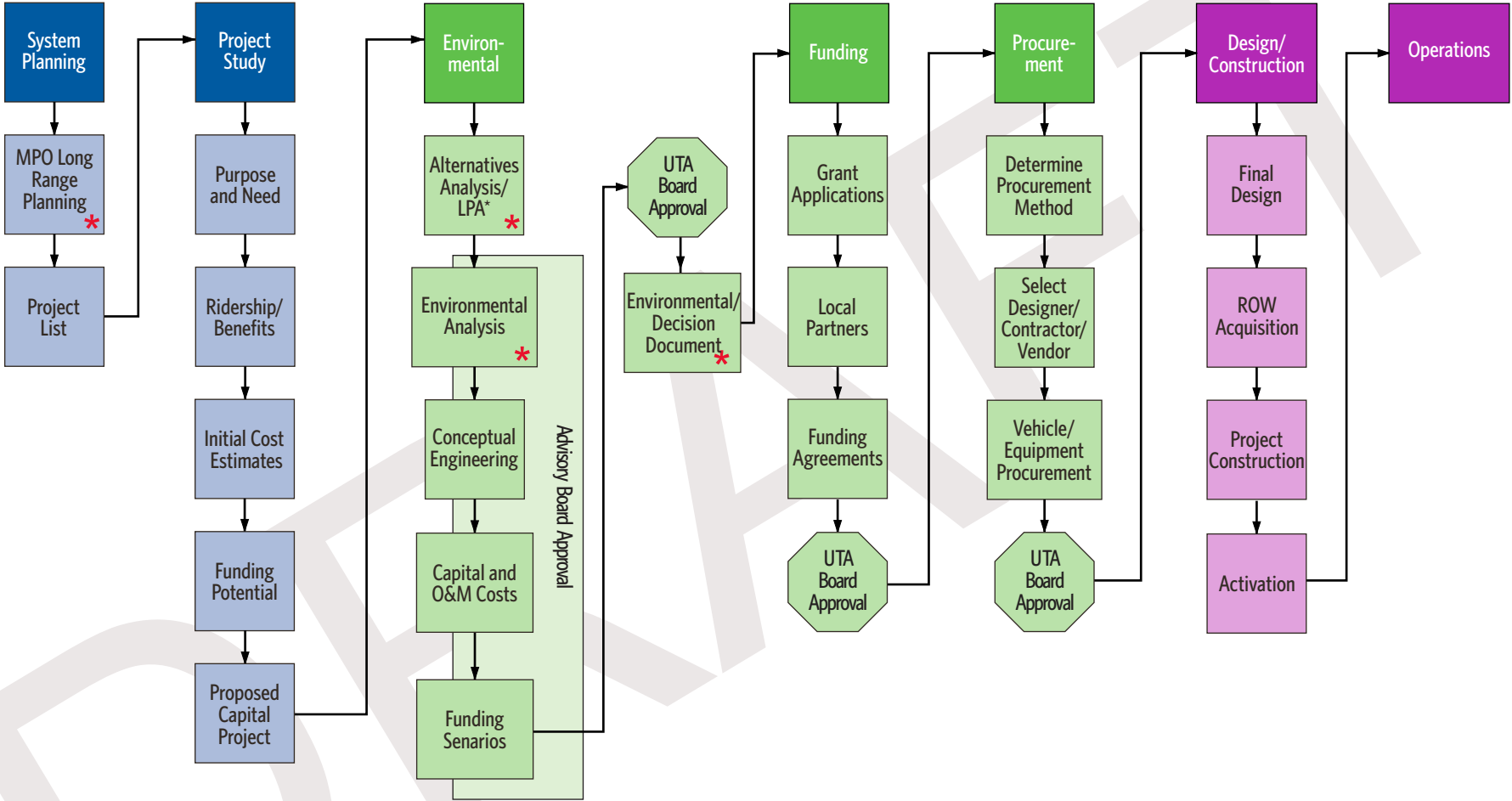
Process ID	Line No.	Approver Number and Name	Approver Action Taken	Date and Time Updated
169	Order Level	1469164 Ross, Raymond Fred	Approved	1/18/2019 171411
169	Order Level	1316526 Goeres, David H	Approved	1/18/2019 182233
169	Order Level	4835 Meyer, William Steven	Approved	1/18/2019 190715

UTA Capital Development Project Implementation Process

Planning

Development

Implementation



* Community Engagement Opportunity

*LPA = Locally Preferred Alternative

UTA Service Planning and Implementation Process

Strategic Planning Service Planning Operations Planning Implementation

