

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

Wednesday, December 11, 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 | Sheldon Shaw |
| 4. Public Comment Period | Bob Biles |
| 5. Consent Agenda: <ul style="list-style-type: none">a. Approval of December 4, 2019 Board Meeting Minutesb. UTA Policy 6.1.1 Americans with Disabilities Act (ADA) Compliance | Chair Carlton Christensen |
| 6. Agency Report | Carolyn Gonot |
| 7. R2019-12-01 Resolution Giving Notice and Setting Regular Meeting Dates for Calendar Year 2020 | Carlton Christensen |
| 8. Contracts, Disbursements and Grants <ul style="list-style-type: none">a. Contract: Bulk Purchases of Diesel Fuel and Unleaded Gasoline (Kellerstrass Oil)b.. Contract: Real Estate Purchase Contract for Right of Way Preservation (1200 W 1100 S, Brigham City)c. Contract: Real Estate Purchase Contract for Street Right of Way (1341 Country Hills Drive, Ogden)d. Pre-procurement: Financial Auditing Firme. Grant Opportunity: CMAQ/STP/TAP WFRC Concept Report Submittals for the Salt Lake City/West Valley Urbanized Area | Todd Mills and
Brian Motes
Paul Drake

Paul Drake

Todd Mills
Mary DeLoretto |
| 9. Service and Fare Approvals <ul style="list-style-type: none">a. Fare Revenue Contract: Intermountain Healthcare ECO Contract | Monica Morton |

10. Discussion Items

- a. Sixth Amendment of the Authority's 2019 Budget
- b. Agency 2020 Final Budget
- c. 2020 Service Plan

Bob Biles
Bob Biles
Laura Hanson

11. Other Business

- a. Next meeting: December 18, 2019 at 9:00 a.m.

Chair Carlton Christensen

12. Closed Session

- a. Strategy Session to Discuss Collective Bargaining
- b. Strategy Session to Discuss Pending or Reasonably Imminent Litigation

Chair Carlton Christensen

13. 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 calldredge@rideuta.com or (801) 287-3536. Request for accommodations should be made at least two business days in advance of the scheduled meeting.

Watch Out for Fire-Starters



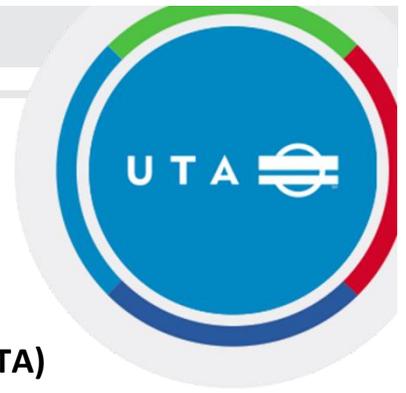


MEMORANDUM TO THE BOARD

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

BOARD MEETING DATE: December 11, 2019

SUBJECT:	Approval of December 4, 2019 Board Meeting Minutes
AGENDA ITEM TYPE:	Consent
RECOMMENDATION:	Approve the minutes of the December 4, 2019 Board of Trustees meeting.
BACKGROUND:	A regular meeting of the UTA Board of Trustees was held on Wednesday, December 4, 2019 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) 2019-1204 Minutes_Board Meeting_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
December 4, 2019**

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 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:

- Approval of November 18, 2019 Special Board Meeting Minutes
- Approval of November 20, 2019 Board Meeting Minutes
- Fare Contract – Revised Ski Bus Pass Agreement, Sundance Ski Resort
- Revision of UTA Policy 6.7.7.3

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

Agency Report. Carolyn Gonot, UTA Executive Director, was joined by G.J. LaBonty, UTA Manager of Customer Experience. Mr. LaBonty spoke about a bus stop signage unveiling event held earlier this week. Discussion ensued. Questions on which bus stops qualify for shelters, shelter design, and ridership increase on route 9 were posed by the board and answered by Mr. LaBonty.

Ms. Gonot noted that today, December 4, 2019, marks the 20th anniversary of the beginning of TRAX service in Salt Lake County and mentioned celebratory events that will be held to commemorate this milestone.

Financial Report – October 2019. Bob Biles, UTA Chief Financial Officer, delivered a financial report for October 2019, covering topics such as the financial dashboard, sales tax collection, expense variance by mode, and expense variance by type. Discussion ensued. Questions on maintenance of way labor and accounting allocation for utilities were posed by the board and answered by Mr. Biles.

Contracts, Disbursements, and Grants.

Change Order: ADA Paratransit Services Contract Extension (MV Public Transportation, Inc.). Eddy Cumins, UTA Chief Operating Officer, was joined by Cherryl Beveridge, UTA Special Services General Manager. Mr. Cumins summarized the change order, which extends an existing contract with this provider for paratransit and route deviation services in Weber, Davis, and Box Elder counties for six months. The intent of the extension is to allow time for the issuance of a request for proposals (RFP) and negotiations on a new contract. Discussion ensued. A question on the number of other companies in the area capable of providing this type of service was posed by the board and answered by staff.

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

Change Order: ADA Paratransit Services Contract Extension (United Way of Utah County). Mr. Cumins described the change order, which extends an existing contract with this provider for paratransit and route deviation services in Utah County for six months. The intent of the extension is to allow time for the issuance of a request for proposals (RFP) and negotiations on a new contract. Discussion ensued. Questions on

the potential for one company providing a bid for the northern and southern counties of UTA service area and costing aspects of the future contracts 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.

Change Order: On Call Maintenance Task Order #92 – On-Route Bus Charging Equipment, Phase 2 (Stacy and Witbeck). Mary DeLoretto, UTA Acting Chief Service Development Officer, summarized the change order, which authorizes construction of a second high-powered bus charger at Salt Lake Central Station for the Park City electric bus project. Discussion ensued. A question on the ability to charge buses from different manufacturers using the new charging equipment was posed by the board and answered by Ms. DeLoretto.

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

Grant Opportunity: CMAQ/STP/TAP WFRC Concept Report Submittals for Ogden/Layton Area Projects. Ms. DeLoretto was joined by Alma Haskell, UTA Grants Development Administrator. Ms. DeLoretto explained that UTA will be applying for or supporting several CMAQ/STP/TAP (Federal Highway Congestion Mitigations-Air Quality / Surface Transportation Program / Transportation Alternatives Program) projects in the Ogden/Layton area:

1. CMAQ: UTA support for Ogden City application for operating funds for the Ogden-Weber State University bus rapid transit project
2. STP: Edvalson Street roundabout on Weber State University campus
3. CMAQ: On-route electric bus charging infrastructure
4. STP: Bus stop improvements
5. STP: On-board technology system

Discussion ensued. Questions on whether the roundabout is part of the Ogden-Weber bus rapid transit project, fund reimbursement process, and public input on bus stop improvements were posed by the board and answered by staff.

Service and Fare Approvals.

Sponsored Fare Agreement with Ogden City for the Ogden Trolley (Route 601 Circulator Bus Service). Monica Morton, UTA Fares Director, was joined by Andres Colman, UTA Regional General Manager – Mt. Ogden Business Unit. Ms. Morton

provided an overview of the agreement, which authorizes a one-year sponsored fare on route 601 to be paid by Ogden City at 25% of UTA's operating costs. Discussion ensued. A question on ridership on the route was posed by the board and answered by staff.

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

Sponsored Fare Agreement with Layton City Corporation for the Midtown Trolley (Route 628). Ms. Morton explained the fare agreement, which authorizes a one-year sponsored fare on route 628 to be paid by Layton City Corporation at 25% of UTA's operating costs. Discussion ensued. A question on ridership on the route was posed by the board and answered by staff.

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

Ski Bus Agreements for 2019-20 Ski Season (SMGH Management/Powder Mountain, Snowbasin Resort Company, Davis County, and Morgan County). Ms. Morton summarized the agreements, which define contributions from local resorts for direct operating costs and per-trip fares for provision of transit services to authorized users. Discussion ensued. Questions on the possibility of forming a consistent pricing strategy for ski bus service, ski bus ridership, service from Layton, and treatment of ski racks were posed by the board and answered by staff.

Ms. Morton committed to revisit the approach for pricing ski bus service contracts.

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

Discount Ski Bus Pass Agreement with Visit Ogden for 2019-20 Ski Season. Ms. Morton explained the agreement, which authorizes distribution of day transit passes for ski bus use to Visit Ogden at a 20% discount. Discussion ensued. Questions on the discount and distribution of administrative costs were posed by the board and answered by staff.

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

Discussion Items.

Customer Service Report. Nichol Bourdeaux, UTA Chief Communications & Marketing Officer, was joined by Cindy Medford, UTA Manager of Customer Service, and Fred Ross,

UTA Chief of Police and Public Safety Manager. Ms. Bourdeaux and Ms. Medford delivered a presentation on customer service metrics, functions, and initiatives.

Discussion ensued. Questions on marketing for the route deviation notification service, types of items recovered in lost and found, charities receiving donations of abandoned lost and found items, policy for addressing those who are frequently issued citations on the UTA system, possibility of turning outstanding citations over to a collections agency, average dollar amount of citations issued, opportunities for partnering with the judiciary on enforcement, distinction between possible collection versus open collection, timeline for writing off fines, discretion of hearing officer to make adjustments to fines, and customer service coverage on Sundays were posed by the board and answered by staff.

Chair Christensen suggested looking into state collection services as well as partnerships with judicial officials to close open citations through community service. He also recommended acknowledging employees who are investigated and found compliant with UTA policies and procedures.

Ms. Medford committed to following up with the board on the process for writing off fines.

Closed Session. Chair Christensen indicated there was a need for a closed session to discuss pending or reasonably imminent litigation. He noted that no closed session discussion would take place on collective bargaining, which was specified on the meeting agenda. A motion for a closed session was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously.

Chair Christensen called for a five-minute break.

Closed Session. Closed session began at 10:27 a.m.

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 10:52 a.m.

Other Business.

Next Meeting. The next meeting of the board will be on Wednesday, December 11, 2019 at 9:00 a.m.

Adjournment. The meeting was adjourned at 10:53 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/573405.html> for entire content.

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

UNAPPROVED

APPENDIX

Online Public Comment to the Board of Trustees of the Utah Transit Authority (UTA) Board Meeting December 4, 2019

Received November 27, 2019 from George Chapman:

Focusing on the Depot Garage does not make sense unless drivers can live near it. One reason for SW and SE garages is to be closer to drivers who have lower housing costs. In SLC, the cost of housing is so high that a single person needs over \$35 an hour to afford housing so that it doesn't take more than 30% of their income. Recent TV stories have gone into detail about it.

UTA should either significantly increase salaries or put bus garages in outlying and lower cost areas that are scheduled to get bus garages in the near future.

These drivers are responsible for the safety of passengers and have to handle problems with unruly passengers regularly. They deserve more salary.

On another note, the S-Line Main Street Station was placed in the center of the block to allow quick access to adjacent stores in the future. But the housing has blocked that. UTA should work out a system to allow riders to go directly to the grocery store. Also transfers to the most frequent bus State St, is so far that it discourages riding buses. State St and S Line would benefit from 10 minute State Street service (also Redwood Road).

Received November 30, 2019 from Trent Florence:

I really think all these topics are great things to talk about and discuss to get the best feedback and input from all the board during this meeting.

I really think regarding the vacation policy p t o vacation should only be used as the real accrued vacation time while fmla is actually and should legally only be used and considered for when an employee has become terminally ill and has totally used up totally exhausted their p t o bank for the year and they still have doctor's appointments they're being required to go to the fmla then provides them with unpaid time off from work in order to go take those required doctor's appointments.

When the employee becomes too ill to be able to work or is severely injured on or off the job and can't work anymore then they usually end up having to take either short term or long term disability or workman's comp depending upon the situation disability condition or injury and after that may end up having to take out early retirement.

I also think the paratransit extensions for mv and united way are absolutely required it's extremely imparative weber and utah counties are continued to be allowed to receive paratransit services.

I also think all of the other things which are being tried out for doing trolley city service operations in Ogden instead of full all day fixed route bussing systems is a more efficient way to go and under the way the city is going at doing the reemburssing of it I think is actually good.

I hope great discussion is created here as well as maybe changing the discounts structures on skibus services is also important and also continuing the ski bus contracts under the new updates is also a really important thing.

Received December 2, 2019 from George Chapman:

Bus stop on 33rd S 950W could decrease safety (it may have killed already)

A homeless man was recently killed near there while trying to cross the road. The shelter is on 1000 W. Since the 33rd S and 35MAX bus stop is about 300 feet from the light and corner, it actually encourages crossing the street where the man was killed.

I recommend that UTA move the stop to the 900 W corner and remove the stop on 33rd north side near 1050W. That will force/encourage crossing at the light and significantly increase safety.

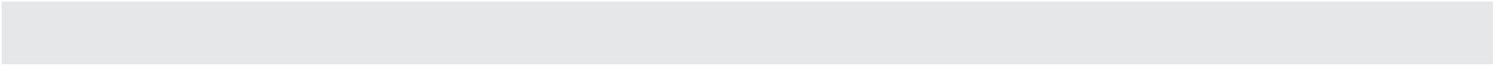


MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Kenya Fail, Manager of Civil Rights
PRESENTER(S): Cherissa Alldredge, Civil Rights Compliance Officer - ADA

BOARD MEETING DATE: December 11, 2019

SUBJECT:	UTA Policy 6.1.1 - Americans with Disabilities Act (ADA) Compliance
AGENDA ITEM TYPE:	Consent Agenda
RECOMMENDATION:	Adopt UTA Policy 6.1.1 - Americans with Disabilities Act (ADA) Compliance
BACKGROUND:	UTA does not currently have a UTA policy regarding compliance with the Americans with Disabilities Act (ADA). This policy is intended to provide a guide for meeting organizational objectives and to describe the steps UTA will take to ensure compliance with the ADA and to create consistency with other UTA civil rights policies while ensuring that individuals with disabilities have equal access to UTA services.
DISCUSSION:	<p>The Americans with Disabilities Act was signed into law on July 26, 1990. Many of the provisions related to public transportation went into effect in 1992. While UTA has created several internal standard operating procedures (SOPs) to aid with ADA compliance, no inclusive UTA Policy has been established to define how the organization will meet ADA obligations. Furthermore, current ADA guidelines do not provide clear guidance to ensure compliance with all Titles of the ADA.</p> <p>To fill this gap, create clarity on the breadth of UTA functions to which the ADA may apply, and provide guidance to UTA staff on accessibility needs for which no current federal guidance exists (e.g., online and electronic content), a draft policy was crafted by the ADA Compliance Officer with significant consultation from UTA’s previous legal counsel and presented to the UTA executive team for consideration. On September 10, 2019, members of the UTA executive team reviewed the proposed ADA policy and requested a review of the document by UTA’s current legal counsel. An updated policy incorporating feedback from UTA legal counsel, as well as the Director of Information Technology was presented to the UTA executive team on November 19, 2019. At the conclusion of this presentation, the updated policy received the unanimous support of UTA’s executive team.</p> <p>Adoption of this policy will require an amendment to UTA’s ordinance language regarding service animals, as well as several other UTA standard operating procedures</p>



	<p>(SOPs). This policy may also lead to amendment to current procurement policies and the development of new SOPs related to external electronic content.</p> <p>Following consent by the Board, information about the Americans with Disabilities Act Policy will be provided via in-person presentations to the senior leadership team, as well as all UTA managers, to ensure that all UTA employees understand the implications of this policy.</p>
ATTACHMENTS:	1) UTA Policy 6.1.1 - Americans with Disabilities Act (ADA) Compliance

Utah Transit Authority Policy

6.1.1

AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE

Application: Executive Director and UTA Staff

Background. UTA is subject to the Americans with Disabilities Act, 42 U.S.C. § 12101. Title I of the ADA prohibits discrimination against applicants and employees with disabilities in all aspect of employment, as well as the provision of reasonable accommodations. Title II of the ADA prohibits discrimination against individuals with disabilities in the provision of public transportation services. Title III of the ADA requires that individuals with disabilities must have full and equal access to and enjoyment of the goods, services, facilities, or accommodations of any public or private place of public accommodation. Title IV of the ADA requires the provision of telecommunication relay services. Title V of the ADA includes miscellaneous provisions including the requirement that covered entities comply with Section 504 of the Rehabilitation Act of 1973 and prohibits retaliation, intimidation, coercion, threats, or interference with people who seek to exercise their rights under the ADA.

I. Purpose. To ensure that all UTA programs, services, and facilities are accessible to and useable by qualified individuals with disabilities in compliance with all Titles of the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.

II. Definitions.

“Accessible” means a program, service, or facility that is accessible to an individual with a disability, in compliance with the Americans with Disabilities Act.

“Applicant” means an individual who submits an application for employment to the Utah Transit Authority.

“Disability” means: 1) a physical or mental impairment that substantially limits one or more major life activities; 2) a record of such an impairment; or 3) being regarded as having such an impairment. Disabilities can be visible and invisible. Per the legislative intent of the ADA, this definition must be broadly interpreted.

“Facility” means all or any portion of buildings, structure, site improvements, elements, vehicles, equipment, pedestrian routes, parking lots, or vehicular ways located on a site.

“Reasonable Accommodation” means changes in UTA’s employment policies, practices, and procedures to enable qualified individuals with disabilities to fully participate in UTA’s employment processes.

“Service Animal” means any guide dog, signal dog, or other animal individually trained to work or perform tasks for an individual with a disability, including, but not limited to,

guiding individuals with impaired vision, alerting individuals with impaired vision to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair, or fetching dropped items. This definition is consistent with the United States Department of Transportation's (DOT) definition which can be found in the DOT's ADA regulations at 49 C.F.R. § 37.3.

“Service Modification” means changes to UTA’s operational policies, practices, and procedures to ensure that UTA transportation services are accessible to and usable by individuals with disabilities.

III. Policy

- A. **Commitment.** UTA is committed to full compliance with the Americans with Disabilities Act (ADA) of 1990, as amended, and Section 504 of the Rehabilitation Act of 1974. All employees are responsible for ensuring that UTA facilities, programs and services are accessible to and usable by individuals with disabilities as required by the ADA. UTA prohibits retaliation against individuals who file complaints regarding ADA compliance or who support an individual in filing such complaints.
- B. **Requests for Accommodation.** Individuals interested in requesting a reasonable accommodation for a disability must submit a written and, in most cases, provide medical documentation regarding their request
 - 1. **Employees.** It is recommended that employees seeking a reasonable accommodation contact the People Office to initiate a request. However, employees may also contact their managers or supervisors to make the initial request. Forms for requesting an accommodation request may be found on the intranet or through the People Office.
 - 2. **Applicants seeking a reasonable accommodation** must request an accommodation through the People Office, who will provide the appropriate forms to the applicant.
- C. **Public Services and Public Accommodations.** To ensure compliance with ADA requirements, as well as to ensure that services and accommodations are accessible on the date available to the general public, the ADA Compliance Officer will review the following prior to final adoption:
 - 1. Construction plans for new facilities
 - 2. Plans for remodeling existing facilities
 - 3. Procurement specifications for bus and rail vehicles
 - 4. Data collection tools posted on UTA’s website
 - 5. External web-based applications for mobile devices
- D. **Online and Electronic Content.**
 - 1. All online and electronic content, including the UTA website, electronic documents or data collection tools posted on the UTA website, and applications (“apps”) for smartphones procured by UTA, must be accessible.
 - 2. External web content and web applications, including content used on mobile devices (e.g., “apps”), must meet the latest version of the Web

Content Accessibility Guidelines (WCAG) developed by the World Wide Web Consortium (W3C).

3. Prior to launching new or updated external web content or applications, internal testing must be conducted with members of the disability community to verify accessibility.

- E. Requests for Information in Alternate Formats. UTA will provide information in an alternate format upon request. Alternate formats may include Braille, large print, or audio for printed materials or an American Sign Language (ASL) interpreter for in-person meetings. Alternate format requests for information regarding UTA's paratransit or flex route service will be forwarded to the Special Services customer care department for processing. All other alternate format requests will be forwarded to the ADA Compliance Officer for processing.
- F. Telecommunications. UTA will participate in the telephone relay services available when an individual dials 7-1-1.
- G. Service Animals.
1. Individuals must maintain control of their service animals at all times on all UTA vehicles, in all UTA facilities, and when participating in all UTA services or programs.
 2. While in UTA vehicles or facilities, service animals must remain on an individual's lap or on the floor at the individual's feet, unless the ADA Compliance Officer has granted a Service Modification request.
 3. Service animals may be excluded from a UTA vehicle, facility, service, or program if they present a safety threat, which may include acting aggressively toward people or other animals.
 4. Service animals may be excluded from a UTA vehicle, facility, service, or program if they urinate or defecate in a UTA vehicle or facility.
 5. Service animals must be clean and well groomed.
- H. Procurement. Language will be included in applicable requests for proposals and contracts requiring that programs, services, and facilities will be accessible to and useable by individuals with disabilities.
- I. The information and examples outlined in this policy are intended to provide a general overview only and should not be viewed as an exhaustive list of obligations that UTA may have under the Americans with Disabilities Act. UTA employees are strongly encouraged to reach out to the ADA Compliance Officer for additional guidance and clarification during the planning stages of all new or substantially altered programs, services, and facilities.

- IV. Cross-References. UTA SOP HR 110 – Reasonable Accommodation Request Handling; UTA SOP HR 120 – Applicants Requesting ADA Accommodations; UTA SOP HR 130 – Job Reassignment Under ADA; UTA SOP BO 1.6 – Wheelchair Lift and Ramp Operation; UTA SOP BO 1.9 – Serving Customers with Disabilities; BU 6.9 – In-System Requests for Reasonable Modifications of Policies and Practices; UTA Policy 5.2.2 – Service Modifications; BU 7.0 – Transit Improvement Projects.

This UTA Policy was reviewed by UTA's Chief Officers on November 19, 2019, by the Board of Trustees on _____, and approved by the Executive Director on this _____ day of _____. This policy takes effect on the latter date.

Carolyn Gonot
Executive Director

Approved as to form:

Counsel for UTA

Revision History		Owner
Adopted		ADA Compliance Officer



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: December 11, 2019

SUBJECT:	Agency Report
AGENDA ITEM TYPE:	Report
RECOMMENDATION:	Informational report for discussion
DISCUSSION:	Carolyn Gonot, UTA Executive Director will report on recent activities of the agency and other items of interest.



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
FROM: Jana Ostler, Board Manager
PRESENTER(S): Carlton Christensen, Chair Board of Trustees

BOARD MEETING DATE: December 11, 2019

SUBJECT:	R2019-12-01 Resolution Giving Notice and Setting Regular Meeting Dates for Calendar Year 2020
AGENDA ITEM TYPE:	Resolution
RECOMMENDATION:	Approve R2019-12-01 Resolution Giving Notice and Setting Regular Meeting Dates for Calendar Year 2020
BACKGROUND:	The Utah Open and Public Meetings Act as codified in Title 52, Chapter 4, Part 2 of the Utah Code provides that any public body which holds regular meetings that are scheduled in advance over the course of a year shall give public notice at least once each year of its annual meeting schedule and that such notice shall specify the date, time, and place of such meetings.
DISCUSSION:	The proposed 2020 meeting schedule is anticipated to meet the needs of the Board of Trustees and the agency. If additional meetings are deemed necessary, or if cancellations are needed, they will be properly noticed according to the Utah Open and Public Meetings Act.
ALTERNATIVES:	Amendments to the proposed meeting dates could be considered.
ATTACHMENTS:	1) R2019-12-01

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE UTAH TRANSIT
AUTHORITY GIVING NOTICE AND SETTING REGULAR MEETING DATES
FOR CALENDAR YEAR 2020**

R2019-12-01

December 11, 2019

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 Utah Open and Public Meetings Act as codified in Title 52, Chapter 4, Part 2 of the Utah Code provides that any public body which holds regular meetings that are scheduled in advance over the course of a year shall give public notice at least once each year of its annual meeting schedule and that such notice shall specify the date, time, and place of such meetings; and

WHEREAS, the Board of Trustees desires to afford stakeholders and the public greater participation and accessibility to the meetings of the Board of Trustees throughout the public transit district; and

WHEREAS, it is considered necessary and desirable by the Board of Trustees of the Authority to adopt a resolution providing for the holding and giving notice of regular meetings of the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Utah Transit Authority that the Board of Trustees shall hold its regular meetings for 2020 as follows:

NOTICE OF ANNUAL MEETING SCHEDULE
BOARD OF TRUSTEES OF THE UTAH TRANSIT AUTHORITY

In accordance with the provisions of the Open and Public Meetings Act, public notice is hereby given that the Utah Transit Authority, a public transit district organized under the laws of the State of Utah, will hold its regular meetings at the hour of 9:00 a.m. at the location of 669 West 200 South, Salt Lake City, Utah 84101 on the following dates:

January 15, 2020	July 1, 2020
January 22, 2020	July 15, 2020
January 29, 2020	July 22, 2020
February 12, 2020	August 5, 2020
February 26, 2020	August 12, 2020
	August 26, 2020
March 4, 2020	
March 11, 2020	September 2, 2020
March 25, 2020	September 23, 2020
April 8, 2020	October 7, 2020
April 15, 2020	October 21, 2020
April 29, 2020	October 28, 2020
May 6, 2020	
May 20, 2020	November 4, 2020
	November 11, 2020
June 3, 2020	
June 17, 2020	December 2, 2020
June 24, 2020	December 9, 2020
	December 16, 2020

The agenda of each Board meeting, together with the date, time and place of each Board meeting shall be posted in compliance with the requirements of the Utah Open and Public Meetings Act.

The Board of Trustees invites brief comments or questions from the public during its regularly scheduled Board meetings. The Chair of the Board shall determine the duration and timing of the public comment period. Persons desiring to address the Board at a regularly scheduled meeting will be given a limited amount of time to speak. A spokesperson who has been asked by a group to summarize their comments may be allowed additional time.

Approved and adopted this 11th day of December, 2019.

Carlton Christensen, Chair
Board of Trustees

ATTEST:

Robert K. Biles, Secretary/Treasurer

(Corporate Seal)

Approved As To Form:

Legal Counsel



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, Sr. Supply Chain Manager and Brian Motes, Project Manager

BOARD MEETING DATE: December 11, 2019

SUBJECT:	Bulk Purchases of Diesel Fuel and Unleaded Gasoline (Kellerstrass Oil)
AGENDA ITEM TYPE:	Expense Contract
RECOMMENDATION:	Approve award and authorize Executive Director to execute the contact with Kellerstrass Oil Company in the amount of \$110,641,996 for 2020-2024.
BACKGROUND:	UTA has bulk fuel tanks at six (6) facilities to refuel revenue buses, trains, and paratransit vehicles, as well as non-revenue staff vehicles. The current contract with Kellerstrass Oil Company expires on December 31, 2019.
DISCUSSION:	<p>This contract solicitation was sent out as an RFP competitive procurement and multiple bid proposals were received and scored based on technical criteria and price. This will be a five (5) year contract to deliver bulk diesel fuel and unleaded gasoline to all UTA fueling locations based upon usage</p> <p>The total contract amount was calculated based on an estimated 40,529,038 gallons of diesel fuel and 2,702,038 gallons of unleaded gasoline over the life of the contract. This estimate includes an escalation of gallons used over the five years to account for increased service. Compared to the previous contract, the new contract includes an additional savings of ½ cent per gallon for Weber and Utah County facilities, and ¼ cent per gallon for Salt Lake County facilities. The difference in savings is due to the previous delivery charge per gallon for Salt Lake County facilities being ¼ cent below the industry average.</p> <p>This new contract also includes Vendor Managed Inventory which will require the contractor to electronically monitor the fuel levels in each of UTA’s fuel tanks and automatically replenish the fuel according to predetermined reorder points and safety stock levels at each location.</p>

CONTRACT SUMMARY:	Contractor Name: Kellerstrass Oil Company	
	Contract Number: 19-03125BM	Existing Contract Value: N/A
	Base Contract Effective Dates: 01/01/2020	Extended Contract Dates: 12/31/2024
	Amendment Amount: NA	New/Total Amount Contract Value: \$110,641,996
	Procurement Method: Formal RFP	Funding Sources: Local
ALTERNATIVES:	This contract is required for Operations. Kellerstrass Oil is the current supplier. The alternative would be to extend their current contract at a more costly discount.	
FISCAL IMPACT:	Fuel for revenue and non-revenue vehicles is included in the annual budget for each operating facility.	
ATTACHMENTS:	Contract	

GOODS AND SERVICES AGREEMENT

Red Diesel and Unleaded Gasoline Fuel

This Goods and Services Agreement is entered into and made effective as of the latest signature date below, (the "Effective Date") by and between UTAH TRANSIT AUTHORITY, a public transit district organized under the laws of the State of Utah ("UTA"), and KELLERSTRASS OIL COMPANY, with a place of business at 4475 West California Avenue, Salt Lake City, Utah 84104. ("Contractor").

RECITALS

- A. UTA desires to procure goods and services for the Red Diesel and Unleaded Gasoline Fuel.
- B. On October 14, 2019, UTA issued Request for Proposal Package Number 19-03125BM ("RFP") encouraging interested parties to submit Statement of Qualifications to perform the services described in the RFP.
- C. Upon evaluation of the proposals submitted in response to the RFP, UTA selected Contractor as the preferred entity with whom to negotiate a contract to perform the Work.
- D. Contractor is qualified and willing to perform the Work as set forth in the in Exhibit "A" Pricing Proposal and Scope of Work and Pricing, as subject to the Assumptions found in Exhibit "A."

AGREEMENT

NOW, THEREFORE, in accordance with the foregoing Recitals, which are incorporated herein by reference, and for and in consideration of the mutual covenants and agreements hereafter set forth, the mutual benefits to the parties to be derived herefrom, and for other valuable consideration, the receipt and sufficiency of which the parties acknowledge, it is hereby agreed as follows:

ARTICLE 1.0

Definitions

As used throughout this Contract, the following terms shall have the meanings set forth below:

- 1.1 The term "Change Order" shall mean a written modification to this Contract (the form of which shall be prescribed by UTA) pursuant to which the parties shall mutually agree upon and effect any additions, deletions, or variations in the Work (as such Work is initially defined by this Contract). The scope of modifications may include, without limitation, changes in the: (i) consideration paid to Contractor, (ii) deliverables required to be furnished by Contractor; (iii) method, manner or scope of the Work; or (iv) required performance completion milestones or other Contract schedule requirements.
- 1.2 The term "Claims" shall have the meaning set forth in Section 16.1 of this Contract.
- 1.3 The term "Contractor's Project Manager" shall mean Roger Woodward, Transportation Manager and Randal Lancaster, Dispatcher or his/her successor as appointed or designated in writing by Contractor.
- 1.4 The term "Contractor's Statement of Qualification" shall mean Kellerstrass Oil Company Red Diesel and Unleaded Gasoline and Survey Project dated October 30, 2019.

- 15 The term “Contract” shall mean this Goods and Services Agreement (inclusive of amendments and Change Orders hereto), together with all attached exhibits, all documents incorporated by reference pursuant to Article 26 hereof, and all drawings, reports, studies, industry standards, legal requirements and other items referenced in the foregoing documents.
- 16 The term “Indemnitees” shall mean the UTA parties set forth in Section 16.1 of this Contract.
- 17 The term “Scope of Services” shall mean the services described in or reasonably implied by this Contract including, but not limited to, Exhibit “A,” as subject to the Assumptions found therein (and all Contract requirements associated with such services).
- 18 The term “UTA’s Project Manager” shall mean Todd Mills and Brian Motes or his/her successor as appointed or designated in writing by UTA.
- 19 The term “Work” shall mean any activities undertaken or required to be undertaken by Contractor in conjunction with the Scope of Services or Contract.

ARTICLE 2.0
Description of Services

- 2.1 Contractor shall perform all Work as set forth in the Scope of Services. Except for items (if any) which this Contract specifically states will be UTA-provided, Contractor shall furnish all the labor, material and incidentals necessary for the Work.
- 2.2 Contractor shall perform all Work under this Contract in a Good manner, using at least that standard of care, skill and judgment which can reasonably be expected from similarly situated Goods and Services.
- 2.3 All Work shall conform to generally accepted standards in the transit industry. Contractor shall perform all Work in compliance with applicable laws, regulations, rules, ordinances, permit constraints and other legal requirements including, without limitation, those related to safety and environmental protection.
- 2.4 Contractor shall furnish only qualified personnel and materials necessary for the performance of the Work.
- 2.5 When performing Work on UTA property, Contractor shall comply with all UTA work site rules including, without limitation, those related to safety and environmental protection.

ARTICLE 3.0
Day-to-Day Management of the Work

- 3.1 Contractor’s Project Manager will be the day-to-day contact person for Contractor and will be responsible for all Work, as well as the coordination of such Work with UTA.
- 3.2 UTA’s Project Manager will be the day-to-day contact person for UTA, and shall act as the liaison between UTA and Contractor with respect to the Work. UTA’s Project Manager shall also coordinate any design reviews, approvals or other direction required from UTA with respect to the Work.

ARTICLE 4.0
Progress of the Work

- 4.1 Contractor shall prosecute the Work in a diligent and continuous manner and in accordance with the requirements set forth in (or developed and agreed by the parties in accordance with) the Scope of Services.

- 4.2 Contractor shall conduct meetings when requested by UTA's Project Manager regarding the progress of the Work including, but not limited to, any unusual conditions or critical path schedule items that could affect or delay the Work. Such meetings shall be held at intervals mutually agreed to between the parties.
- 4.3 Any reviews to be performed by UTA in accordance with the Scope of Services are for the sole benefit of UTA, and shall not relieve Contractor of its responsibility to comply with the Contract requirements.
- 4.4 UTA will have the right to inspect, monitor and review any Work performed by Contractor hereunder as deemed necessary by UTA to verify that such Work conforms to the Contract requirements. Any such inspection, monitoring and review performed by UTA is for the sole benefit of UTA, and shall not relieve Contractor of its responsibility to comply with the Contract requirements.
- 4.5 UTA shall have the right to reject Work which fails to conform to the requirements of this Contract. Upon receipt of notice of rejection from UTA, Contractor shall (at its sole expense and without entitlement to equitable schedule relief) upon reasonable written notice promptly re-perform, replace or re- execute the Work so as to conform to the Contract requirements.
- 4.6 If Contractor fails to promptly remedy rejected Work as provided in Section 4.6, UTA may (without limiting or waiving any rights or remedies it may have) perform necessary corrective action using other contractors or UTA's own forces. Any costs reasonably incurred by UTA in such corrective action shall be chargeable to Contractor.

ARTICLE 5.0

Period of Performance

- 5.1 This Contract shall commence as of the Effective Date and shall remain in full force and effect for a 60 month period expiring December 31, 2024. This Contract may be further extended if the Contractor and UTA mutually agree to an extension evidenced in writing. The rights and obligations of UTA and Contractor under this Contract shall at all times be subject to and conditioned upon the provisions of this Contract.

ARTICLE 6.0

Consideration

- 6.1 For the performance of the Work, UTA shall pay Contractor in accordance with Exhibit B. Payments shall be made in accordance with the milestones or other payment provisions detailed in Exhibit B. If Exhibit B does not specify any milestones or other payment provisions, then payment shall be made upon completion of all Work and final acceptance thereof by UTA.
- 6.2 To the extent that Exhibit B or another provision of this Contract calls for any portion of the consideration to be paid on a cost-reimbursement basis, such costs shall only be reimbursable

to the extent allowed under 2 CFR Part 200 Subpart E. Compliance with federal cost principles shall apply regardless of funding source for this Contract.

- 6.3 To the extent that Exhibit B or another provision of this Contract calls for any portion of the consideration to be paid on a time and materials or labor hour basis, then Contractor must refer to the not-to-exceed amount, maximum Contract amount, Contract budget amount or similar designation (any of these generically referred to as the "Not to Exceed Amount") specified in Exhibit B (as applicable). Unless and until UTA has notified Contractor by written instrument designated or indicated to be a Change Order that the Not to Exceed Amount has been increased (which notice shall specify a revised Not to Exceed Amount): (i) Contractor shall not be obligated to perform services or incur costs which would cause its total compensation under this Contract to exceed the Not to Exceed Amount; and (ii) UTA shall not be obligated to make payments which would cause the total compensation paid to Contractor to exceed the Not to Exceed Amount.
- 6.4 UTA may withhold and/or offset from payment any amounts reasonably reflecting: (i) items of Work that have been rejected by UTA in accordance with this Contract; (ii) invoiced items that are not payable under this Contract; or (iii) amounts Contractor owes to UTA under this Contract.

ARTICLE 7.0 Contract Changes

- 7.1 UTA's Project Manager or designee may, at anytime, by written order designated or indicated to be a Change Order, direct changes in the Work with mutual agreement by both parties (Contractor and UTA's Project Manager) including, but not limited to, changes:
- A. In the Scope of Services;
 - B. In the method or manner of performance of the Work; or
 - C. In the schedule or completion dates applicable to the Work.

To the extent that any change in Work directed by UTA causes an actual and demonstrable impact to: (i) Contractor's cost of performing the work; or (ii) the time required for the Work, then (in either case) the Change Order shall include an equitable adjustment to this Contract to make Contractor whole with respect to the impacts of such change.

- 7.2 A change in the Work may only be directed by UTA through a written Change Order or (alternatively) UTA's expressed, written authorization directing Contractor to proceed pending negotiation of a Change Order. Any changes to this Contract undertaken by Contractor without such written authority shall be at Contractor's sole risk. Contractor shall not be entitled to rely on any other manner or method of direction.
- 7.3 Contractor shall also be entitled to an equitable adjustment to address the actual and demonstrable impacts of "constructive" changes in the Work if: (i) subsequent to the Effective Date of this Contract, there is a material change with respect to any law or other requirement set forth in this Contract; or (ii) other conditions exist which materially modify the magnitude, character or complexity of the Work from what should have been reasonably assumed by Contractor based on the information included in (or referenced by) this Contract. In order to be eligible for equitable relief for "constructive" changes in Work, Contractor must give UTA's Project Manager or designee written notice stating:
- A. The date, circumstances, and source of the change; and

- B. That Contractor regards the identified item as a change in Work giving rise to an adjustment in this Contract. Contractor must provide notice of a “constructive” change and assert its right to an equitable adjustment under this Section within ten (10) days after Contractor becomes aware (or reasonably should have become aware) of the facts and circumstances giving rise to the “constructive” change. Contractor’s failure to provide timely written notice as provided above shall constitute a waiver of Contractor’s rights with respect to such claim.
- 7.4 As soon as practicable, Contractor must provide UTA with information and documentation reasonably demonstrating the actual cost and schedule impacts associated with any change in Work compensable under Section 7.1 or 7.3. Equitable adjustments will be made via Change Order. Any dispute regarding the Contractor’s entitlement to an equitable adjustment (or the extent of any such equitable adjustment) shall be resolved in accordance with Article 20 of this Contract.

ARTICLE 8.0

Invoicing Procedures and Records

- 8.1 Contractor shall submit invoices to UTA’s Project Manager for processing and payment in accordance with Exhibit B. If Exhibit B does not specify invoice instructions, then Contractor shall invoice UTA after completion of all Work and final acceptance thereof by UTA. Invoices shall be provided in the form specified by UTA. Reasonable supporting documentation demonstrating Contractor’s entitlement to the requested payment must be submitted with each invoice. UTA shall have the right to disapprove (and withhold from payment) specific line items of each invoice to address non-conforming Work or invoicing deficiencies. Approval by UTA shall not be unreasonably withheld. UTA shall have the right to offset from payment amounts reasonably reflecting the value of any claim which UTA has against Contractor under this Contract. Payment for all invoice amounts not specifically disapproved by UTA shall be provided to Contractor within ten (10) calendar days of invoice submittal.

ARTICLE 9.0

Ownership of Materials

- 9.1 UTA shall not be construed to be the owner of any intellectual property contained in the Work Product that was owned or created by Contractor outside of the scope of this Contract. However, with respect to such intellectual property of Contractor, Contractor hereby grants UTA a non-exclusive perpetual license to use such intellectual property to the full extent reasonably necessary for UTA’s use and enjoyment of the Work Product furnished under this Contract.

ARTICLE 10.0

Subcontracts

- 10.1 Contractor shall give advance written notification to UTA of any proposed subcontract (not indicated in Contractor’s Statement of Qualification) negotiated with respect to the Work. UTA shall have the right to approve all subcontractors, such approval not to be withheld unreasonably.
- 10.2 No subsequent change, removal or substitution shall be made with respect to any such subcontractor without the prior written approval of UTA.

- 103 Contractor shall be solely responsible for making payments to subcontractors, and such payments shall be made within thirty (30) days after Contractor receives corresponding payments from UTA.
- 104 Contractor shall be responsible for and direct all Work performed by subcontractors.
- 105 Contractor agrees that no subcontracts shall provide for payment on a cost-plus-percentage-of-cost basis. Contractor further agrees that all subcontracts shall comply with all applicable laws.

ARTICLE 11.0
Key Personnel

- 11.1 Contractor shall provide the key personnel as indicated in Contractor's Statement of Qualification (or other applicable provisions of this Contract), and shall not change any of said key personnel without the express written consent of UTA.

ARTICLE 12.0
Suspension of Work

- 121 UTA may, at any time, by written order to Contractor, require Contractor to suspend, delay, or interrupt all or any part of the Work called for by this Contract. Any such order shall be specifically identified as a "Suspension of Work Order" issued pursuant to this Article. Upon receipt of such an order, Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of further costs allocable to the Work covered by the order during the period of Work stoppage.
- 122 If a Suspension of Work Order issued under this Article is canceled, Contractor shall resume Work as mutually agreed to in writing by the parties hereto.
- 123 If a Suspension of Work Order is not canceled and the Work covered by such order is terminated for the convenience of UTA, reasonable costs incurred as a result of the Suspension of Work Order shall be considered in negotiating the termination settlement.
- 124 If the Suspension of Work causes an increase in Contractor's cost or time to perform the Work, UTA's Project Manager or designee shall make an equitable adjustment to compensate Contractor for the additional costs or time, and modify this Contract by Change Order.

ARTICLE 13.0
Termination for Convenience; Termination for Cause and Default Remedies

- 13.1 UTA shall have the right to terminate this Contract at any time by providing written notice to Contractor. If this Contract is terminated for convenience, UTA shall pay Contractor its costs and a reasonable profit on work performed up to the effective date of the termination notice, plus costs reasonably and necessarily incurred by Contractor to effect such termination. UTA shall not be responsible for anticipated profits based on Work not performed as of the effective date of termination. Contractor shall promptly submit a termination claim to UTA. If Contractor has any property in its possession belonging to UTA, Contractor will account for the same, and dispose of it in the manner UTA directs.
- 13.2 If Contractor materially fails to perform any of its obligations under this Contract, and such failure is not cured or a cure initiated to the satisfaction of UTA within ten (10) days after receipt of written notice from UTA, UTA may, at its discretion:
- A. Terminate this Contract (in whole or in part) for default and complete the Work using other contractors or UTA's own forces, in which event Contractor shall be liable for all

incremental costs so incurred by UTA;

- B. Pursue other remedies available under this Contract (regardless of whether the termination remedy is invoked); and/or
- C. Except to the extent limited by this Contract, pursue other remedies available at law.

Upon receipt of a termination notice as provided above, Contractor shall (i) immediately discontinue all Work affected (unless the notice directs otherwise); (ii) deliver to UTA all fuel orders whether completed or in process; and (iii) if Contractor has any property in its possession belonging to UTA, account for the same, and dispose of it in the manner UTA directs. Contractor shall remit a final invoice for all services performed and expenses incurred in full accordance with the terms and conditions of this Contract up to the effective date of termination. UTA shall calculate termination damages payable under this Contract, shall offset such damages against Contractor's final invoice, and shall invoice Contractor for any additional amounts payable by Contractor (to the extent termination damages exceed the invoice). All rights and remedies provided in this Article are cumulative and not exclusive.

- 13.3 If UTA terminates this Contract for any reason, Contractor shall remain available, for a period not exceeding 90 days, to UTA to respond to any questions or concerns that UTA may have regarding the Work completed by Contractor prior to termination.

ARTICLE 14.0

Information, Records, and Reports; Audit Rights

- 14.1 Contractor shall retain all books, papers, documents, accounting records and other evidence to support any cost-based billings allowable under Exhibit B (or any other provision of this Contract). Such records shall include, without limitation, time sheets and other cost documentation related to the performance of labor services, as well as subcontracts, purchase orders, other contract documents, invoices, receipts or other documentation supporting non-labor costs. Contractor shall also retain other books and records related to the performance, quality or management of this Contract and/or Contractor's compliance with this Contract. Records shall be retained by Contractor for a period of at least six (6) years after completion of the Work. During this six-year period, such records shall be made available at all reasonable times for inspection by UTA and other authorized parties including, but not limited to, the Federal Transit Administration. Copies of requested records shall be furnished to UTA or designated parties upon request. Contractor agrees that it shall flow-down (as a matter of written contract) these records requirements to all subcontractors utilized in the performance of the Work at any tier.

ARTICLE 15.0

Findings Confidential

- a. Any documents, reports, information, or other data and materials available to or prepared or assembled by Contractor or subcontractors under this Contract are considered confidential and shall not be made available to any person, organization, or entity by Contractor without consent in writing from UTA.
- b. It is hereby agreed that the following information is not considered to be confidential:
 - 1. Information already in the public domain;
 - 2. Information disclosed to Contractor by a third party who is not under a confidentiality obligation;
 - 3. Information developed by or in the custody of Contractor before entering into this Contract;
 - 4. Information developed by Contractor through its work with other clients; and
 - 5. Information required to be disclosed by law or regulation including, but not limited to, subpoena, court order or administrative order.

ARTICLE 16.0

General Indemnification, Insurance and Limitation of Liabilities

- 16.1 Contractor shall protect, release, defend, indemnify and hold harmless UTA and its trustees, officers, employees and agents (hereinafter collectively "Indemnitees") against and from any and all claims, demands, suits, losses, costs and damages of every kind and description, including reasonable attorneys' fees and/or litigation expenses (hereinafter collectively "Claims"), brought or made against or incurred by any of the Indemnitees to the extent caused by and resulting from or arising out of the negligent acts or omissions (actual or alleged) of Contractor, its subcontractors or anyone employed directly or indirectly by any of them or anyone for whose acts any of them may be liable in conjunction with this Contract or any Work performed hereunder. If an employee of Contractor, a subcontractor, anyone employed directly or indirectly by any of them or anyone for whose acts any of them may be liable has a claim against UTA or another Indemnitee, Contractor's indemnity obligation set forth above will not be limited by any limitation on the amount of damages, compensation or benefits payable under any employee benefit acts, including workers' compensation or disability acts.
- 16.2 For the duration of this Contract, Contractor shall maintain at its own expense, and provide proof of said insurance to UTA, the following types of insurance:
 - A. Occurrence type Commercial General Liability Insurance ISO CG001, with an edition date of 11-88 or later, covering the indemnity and other liability provisions of this Contract, with no exclusions of explosion, collapse or underground hazards. The limits shall be \$2,000,000 per occurrence with an annual aggregate of \$4,000,000. The policy shall be endorsed to include the following additional insured language: "The Utah Transit Authority shall be named as an additional insured with respect to liability arising out of the activities performed by, or on behalf of the Contractor, including completed operations."
 - B. Goods and Liability insurance with the following limits and coverages:
 - Minimum Limits:
\$2,000,000 each claim

\$4,000,000 annual aggregate

Coverages:

1. Insured's interest in joint ventures
2. Punitive damages coverage (where not prohibited by law)
3. Limited contractual liability
4. Retroactive date prior to date
5. Extended reporting period of 36 months

Coverage which meets or exceeds the minimum requirements will be maintained, purchased annually in full force and effect until 3 years past completion of the Work unless such coverage becomes unavailable to the market on a commercially reasonable basis, in which case Contractor will notify UTA. If UTA agrees that such coverage is not reasonably available in the commercial market, Contractor may elect not to provide such coverage.

- C. Automobile insurance covering owned, if any, non-owned, and hired automobile with limits not less than \$1,000,000 combined single limit of coverage. The policy shall be endorsed to include the following additional insured language: "The Utah Transit Authority shall be named as an additional insured with respect to liability arising out of the activities performed by, or on behalf of the Contractor, including automobiles owned, leased, hired or borrowed by the Contractor."
- D. Workers' Compensation insurance conforming to the appropriate states' statutory requirements covering all employees of Contractor, and any employees of its subcontractors, representatives, or agents as long as they are engaged in the work covered by this Contract or such subcontractors, representatives, or agents shall provide evidence of their own Worker's Compensation insurance. The policy shall also cover Employers Liability with limits no less than \$1,000,000 each accident, and each employee for disease. The policy shall contain a waiver of subrogation against UTA.

- 163 On insurance policies where UTA is named as an additional insured, UTA shall be an additional insured to the full limits of liability purchased by the Contractor. Insurance limits indicated in this agreement are minimum limits. Larger limits may be indicated after Contractor's assessment of the exposure for this contract; for its own protection and the protection of UTA. Contractor's insurance coverage shall be primary insurance and non-contributory with respect to all other available sources.
- 164 Contractor warrants that this Contract has been thoroughly reviewed by its insurance agent, broker or Contractor, and that said agent/broker/ Contractor has been instructed to procure for Contractor the insurance coverage and endorsements required herein.
- 165 Contractor shall furnish UTA with certificates of insurance (ACORD form or equivalent approved by UTA) as required by this Contract. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and any required endorsements are to be received and approved by UTA before work commences. Each insurance policy required by this Contract must be in effect at or prior to commencement of work under this Contract and remain in effect for the duration of the project. Failure to maintain the insurance policies as required by this Contract or to provide evidence of renewal is a material breach of contract.

- 16.6 UTA, as a self-insured governmental entity, shall not be required to provide insurance coverage for the risk of loss to UTA premises and improvements or equipment owned by UTA.

ARTICLE 17.0
Other Indemnities

- 17.1 Contractor shall protect, release, defend, indemnify and hold harmless UTA and the other Indemnitees against and from any and all Claims of any kind or nature whatsoever on account of infringement relating to Contractor's performance under this Contract. If notified promptly in writing and given authority, information and assistance, Contractor shall defend, or may settle at its expense, any suit or proceeding against UTA so far as based on a claimed infringement and Contractor shall pay all damages and costs awarded therein against UTA due to such breach. In case any portion of the Work is in such suit held to constitute such an infringement or an injunction is filed that interferes with UTA's rights under this Contract, Contractor shall, at its expense and through mutual agreement between the UTA and Contractor, either procure for UTA any necessary intellectual property rights, or modify Contractor's services or deliverables such that the claimed infringement is eliminated.
- 17.2 Contractor shall: (i) protect, release, defend, indemnify and hold harmless UTA and the other Indemnitees against and from any and all liens or Claims made or filed against UTA or upon the Work or the property on which the Work is located on account of any labor performed or labor, services, and equipment furnished by subcontractors of any tier; and (ii) keep the Work and said property free and clear of all liens or claims arising from the performance of any Work covered by this Contract by Contractor or its subcontractors of any tier. If any lien arising out of this Contract is filed, before or after Work is completed, Contractor, within ten (10) calendar days after receiving from UTA written notice of such lien, shall obtain a release of or otherwise satisfy such lien. If Contractor fails to do so, UTA may take such steps and make such expenditures as in its discretion it deems advisable to obtain a release of or otherwise satisfy any such lien or liens, and Contractor shall upon demand reimburse UTA for all costs incurred and expenditures made by UTA in obtaining such release or satisfaction. If any non-payment claim is made directly against UTA arising out of non-payment to any subcontractor, Contractor shall assume the defense of such claim within ten (10) calendar days after receiving from UTA written notice of such claim. If Contractor fails to do so, Contractor shall upon demand reimburse UTA for all costs incurred and expenditures made by UTA to satisfy such claim.

ARTICLE 18.0
Independent Contractor

- 18.1 Contractor is an independent contractor and agrees that its personnel will not represent themselves as, nor claim to be, an officer or employee of UTA by reason of this Contract. Contractor is responsible to provide and pay the cost of all its employees' benefits.

ARTICLE 19.0
Prohibited Interest

- 19.1 No member, officer, agent, or employee of UTA during his or her tenure or for one year thereafter shall have any interest, direct or indirect, including prospective employment by Contractor in this Contract or the proceeds thereof without specific written authorization by UTA.

ARTICLE 20.0
Dispute Resolution

20.1 The parties shall attempt to informally resolve all claims, counterclaims and other disputes through the escalation process described below. No party may bring a legal action to enforce any term of this Contract without first having exhausted such process.

20.2 The time schedule for escalation of disputes, including disputed requests for Change Order, shall be as follows:

Level of Authority	Time Limit
UTA's Project Manager/Contractor's Project Manager	Five calendar days
UTA's Sr. Supply Chain Manager/ Contractor's Business Group Leader	Five calendar days
UTA's VP of Finance/Contractor's Area Manager	Five calendar days

Unless otherwise directed by UTA's Project Manager, Contractor shall diligently continue performance under this Contract while matters in dispute are being resolved.

20.3 If the dispute cannot be resolved informally in accordance with the escalation procedures set forth above, then either party may commence legal action in accordance with the venue and law provisions of this Contract. If mutually agreed, the parties may also submit the dispute to arbitration or mediation.

ARTICLE 21
Successors and Assignees

21.1 Contractor shall not assign, sublet, sell, transfer, or otherwise dispose of any interest in this Contract without prior written approval of UTA, and any attempted transfer in violation of this restriction shall be void.

ARTICLE 22.0
Nonwaiver

22.1 No failure or waiver or successive failures or waivers on the part of either party in the enforcement of any condition, covenant, or article of this Contract shall operate as a discharge of any such condition, covenant, or article nor render the same invalid, nor impair the right of either party to enforce the same in the event of any subsequent breaches by the other party.

ARTICLE 23.0
Notices or Demands

23.1 Any formal notice or demand to be given by one party to the other shall be given in writing by one of the following methods: (i) hand delivered; (ii) deposited in the mail, properly stamped with the required postage; (iii) sent via registered or certified mail; or (iv) sent via recognized overnight courier service. All such notices shall be addressed as follows:

If to UTA:
Utah Transit Authority
ATTN: Brian Motes
669 West 200 South, SLC , UT 84101

If to Contractor:
Kellerstrass Oil
Company
Attn: Chane Kellerstrass
4475 West California Avenue
Salt Lake City, Utah 84104

with a required copy to:
Utah Transit Authority
ATTN: General Counsel
669 West 200 South
Salt Lake City, Utah 84101

- 23.2 Any such notice shall be deemed to have been given, and shall be effective, on delivery to the notice address then applicable for the party to which the notice is directed; provided, however, that refusal to accept delivery of a notice or the inability to deliver a notice because of an address change which was not properly communicated shall not defeat or delay the giving of a notice. Either party may change the address at which such party desires to receive written notice by providing written notice of such change to any other party.
- 23.3 Notwithstanding Section 23.1, the parties may, through mutual agreement, develop alternative communication protocols to address change notices, requests for information and similar categories of communications. Communications provided pursuant to such agreed means shall be recognized as valid notices under this Contract

ARTICLE 24.0
Contract Administrator

- 24.1 UTA's Contract Administrator for this Contract is Brian Motes or designee. All questions and correspondence relating to the contractual aspects of this Contract should be directed to said Contract Administrator, or designee.

ARTICLE 25.0
General Provisions

- 25.1 Neither this Contract nor any interest herein may be assigned, in whole or in part, by either party hereto without the prior written consent of the other party, except that without securing such prior consent, either party shall have the right to assign this Contract to any successor or to such party by way of merger or consolidation or acquisition of substantially all of the entire business and assets of such party relating to the subject matter of this Contract, provided that such successor shall expressly assume all of the obligations and liabilities of such party under this Contract, and provided further, that such party shall remain liable and responsible to the other party hereto for the performance and observance of all such obligations.
- 25.2 This Contract shall be interpreted in accordance with the substantive and procedural laws of the State of Utah. Any litigation between the parties arising out of or relating to this Contract will be conducted exclusively in federal or state courts in the State of Utah and Contractor consents to the jurisdiction of such courts.
- 25.3 The headings of the articles, clauses, and sections of this Contract are inserted for reference purposes only and are not restrictive as to content.

- 25.4 The parties enter in to this Contract for the sole benefit of the parties, in exclusion of any third party, and no third party beneficiary is intended or created by the execution of this Contract.
- 25.5 Any provision of this Contract prohibited or rendered unenforceable by operation of law shall be ineffective only to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this Contract.
- 25.6 This Contract shall constitute the entire agreement and understanding of the parties with respect to the subject matter hereof, and shall supersede all offers, negotiations and other agreements with respect thereto.
- 25.7 Any amendment to this Contract must be in writing and executed by the authorized representatives of each party.
- 25.8 This Contract may be executed in any number of counterparts and by each of the parties hereto on separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute but one and the same instrument. Any signature page of this Contract may be detached from any counterpart and reattached to any other counterpart hereof. The electronic transmission of a signed original of this Contract or any counterpart hereof and the retransmission of any signed facsimile transmission hereof shall be the same as delivery of an original.
- 25.9 Provisions of this Contract intended by their nature and content to survive termination of this Contract shall so survive including, but not limited to, Articles 9, 13, 14, 15, 16, 17, 19, 20 and 25.

ARTICLE 26.0
Incorporated Documents

- 26.1 UTA's RFP 19-03125BM including all federal clauses and other attachments, and Contractor's Statement of Qualification, including Exhibits A and B, and the Assumptions found in Exhibit A, are hereby incorporated into and made a part of this Contract, except to the extent that such documents were changed or altered by subsequent negotiations as indicated by the terms of this Contract. However, the terms and conditions of this Agreement shall take precedence over any language contained in an exhibit.

Order of Precedence: If any terms of the Contract Documents contradict any other terms, the order of precedence is as follows:

- 1 All written and properly executed amendments and change orders
2. This Agreement, including its exhibits and Federal Clauses
3. The RFP including, without limitation, all attached or incorporated terms, conditions, drawings, plans, specifications and standards or other descriptions of the Work
4. Contractor's Proposal in response to the RFP

ARTICLE 27.0
Insurance Coverage Requirements for Contractor Employees

- 27.1 The following requirements apply to the extent that: (i) the initial value of this Contract is

equal to or in excess of \$2 million; (ii) this Contract, with subsequent modifications, is reasonably anticipated to equal or exceed \$2 million; (iii) Contractor has a subcontract at any tier that involves a sub-Contractor that has an initial subcontract equal to or in excess of \$1 million; or (iv) any subcontract, with subsequent modifications, is reasonably anticipated to equal or exceed \$1 million:

- A. Contractor shall, prior to the effective date of this Contract, demonstrate to UTA that Contractor has and will maintain an offer of qualified health insurance coverage (as defined by Utah Code Ann. § 17B-2a-818.5) for the Contractor's employees and the employee's dependents during the duration of this Contract.
- B. Contractor shall also demonstrate to UTA that subcontractors meeting the above-described subcontract value threshold have and will maintain an offer of qualified health insurance coverage (as defined by Utah Code Ann. § 17B-2a-818.5) for the subcontractor's employees and the employee's dependents during the duration of the subcontract.

IN WITNESS WHEREOF, the parties have made and executed this Contract as of the day and year first above written.

UTAH TRANSIT AUTHORITY:

By _____

Name: Carolyn Gonot

Date: _____

Title: Executive Director

By _____

Name: Robert Biles

Date: _____

Title: Chief Financial Officer

KELLERSTRASS OIL COMPANY

By CK Kellerstrass

Name Chane Kellerstrass

Date: 12.2.2019

Title Vice President

By _____

Name _____

Date: _____

Title _____

Approved as to Form and Content

Michael Bell

Name: Michael Bell

Title: Assistant Attorney
General and UTA Counsel

Fed Id# 87-0418419

Reviewed & Recommended

UTA Project Manager

UTA CONTRACT NO. 19-03125BM

Exhibit A Scope of Work

Contractor represents it has the following demonstrated capacity:

Kellerstrass Oil takes pride in providing top of the line equipment that helps us service our customers efficiently and safely. We utilize our own assets and employees to service our customers, to eliminate the risk of depending on a 3rd party who doesn't understand or value the importance of your business. We also evaluate our customer's volumes and needs frequently, and adjust to meet these demands. Here is a current company overview of assets and employees:

- 23 Full size tractor and trailer's for bulk fuel deliveries
- 25 Transportation CDL drivers
- 20 Tankwagon trucks
- 17 Tankwagon CDL drivers

Contractor represents it has the following described ability to guarantee a reliable supply of fuel to UTA without interruption during the term of the contract.

Guaranteed Allocation – Kellerstrass Oil is highly regarded with the local refineries, which allows us to enter supply agreements that guarantee us product. Like we have done in the past for UTA, we have structured an agreement with HollyFrontier that guarantees us allocation for your account.

Fuel storage- Kellerstrass Oil has 500,000 gallons of fuel storage at our local company -owned facilities to utilize as a back-up plan in case of an emergency.

Wet Fueling- This service allows us the ability to bring fuel directly to your equipment if problems were to arise with your current fuel tanks and dispensing equipment. Safety is a primary focus at Kellerstrass. With our "Goal Zero" strategy, our programs foster a culture of keeping the individual safe in addition to looking out for the safety of team members, customers, and the public.

- Areas that are part of our Goal Zero safety strategy include:
 - In depth Driver Selection and On-Boarding criteria
 - Random Drug and Alcohol testing program
 - On Board GPS systems, ELD's and Dash Cams for driver and equipment performance reports
 - Mobile equipment pre intermittent, and post-inspections
 - Robust Training syllabus with re-current follow up
 - Driver Health and Wellness focus
 - Written Work Tasks (JSA) Training and audits
 - Structured Safety Meetings with annualized SOP refresher segments
 - Safe Act Observation - Standardized Driving and Work Tasks via management Ride Along
 - MSHA trained drivers recertified annually
 - Smith System Driver training

Kellerstrass acknowledges and appreciates the risks associated with fuel supply to UTA operations. In conjunction with and in addition to Kellerstrass standard operating procedures, and health and safety rules, Kellerstrass personnel adhere to all UTA environmental, health, and safety requirements.

- Including but not limited to fuel transportation on UTA property, Kellerstrass assures:
 - Seat-belt use at all times
 - Sign-in / Sign-out protocol
 - Chain-up during compromised roadway conditions
 - Kellerstrass utilizes singles and tri-rail chains for extreme conditions
 - Sub-Speed Limit adherence / Speed control techniques (especially at grade)
 - Reporting of any unsafe/dangerous conditions on roadway
 - Strobe and rotary light use on vehicles when required by customer
- Relating specifically to fuel delivery on mine property, Kellerstrass assures:
 - Equipment parking brakes set and wheels chocked
 - Use of all Personal Protective Equipment, including, but not limited to:
 - Hardhat
 - ANSI foam-lined safety glasses
 - High-visibility, reflective outerwear
 - Safety-toe Boots
 - Verification of tank levels/fullage – before and after delivery
 - Cone use during congested activity
 - Locking hose connections and/or secondary securement (straps/bungie)
 - Catch basins at dispensing connection points
 - Line-of-sight of connections and tanks at all times
 - Sight glass verification that all compartments were delivered
 - Signed Delivery Receipt and Bill of Lading left with Receiving
 - Immediate reporting of any and all spills
- All Kellerstrass fuel delivery equipment carries appropriate fire extinguishers, first aid kit, and spill control kit

**UTA ADDITIONAL TECHNICAL SPECIFICATIONS
DIESEL AND UNLEADED FUELS WITH DELIVERY/PAYMENT REQUIREMENTS
AS DESCRIBED IN THE REQUEST FOR PROPOSAL**

GENERAL REQUIREMENTS FUEL:

The following specifications identify requirements for the diesel and unleaded fuels to be used in UTA buses and support vehicles. There are two different types of diesel fuels that will be required under this Contract and one unleaded fuel, as shown below.

- No. 2-D summer diesel fuel to be used in warm weather operation between March and November.
- No. 2-D winter diesel fuel to be used in cold weather operation between November and March.
- Unleaded (87 Octane/Mid-Grade) to be used in all seasons

GENERAL REQUIREMENTS FUEL DELIVERY/PAYMENT:

The following specifications identify requirements and notifications for the diesel and unleaded fuels for delivery and payment requirements. Proposers should include their solutions and/or agreement to each item in their proposals.

- UTA will require that all invoice payments be made through ACH transfer with a 1% discount.
- UTA requires constant visual supervision of the fueling process by the delivery driver from start to finish.
- All spills must be reported to UTA immediately, regardless of amount.
- The cost of all spills and clean-up will be coordinated and paid by the fuel supplier.
- Invoices to be volume-adjusted to a temperature of 60 degrees F. (All invoices must match generated report from UTA's INCON Fuel System).
- UTA's safety checklist must be completed pre- and post-delivery of all fuels.
- Supplier must have capabilities to connect to UTA's electronic fuel system (Franklin Fueling System) to monitor all UTA fuel tank levels and schedule replenishment deliveries when minimum levels are reached. **This system must be running within 90 days of execution of this contract.**
- Supplier must maintain fuel above each division's specified minimums.
- Supplier must contact divisions to schedule deliveries.
- Split load capabilities are expected.
- An emergency supply plan is required to cover any fuel supply issues.
- Supplier must have capabilities to pump directly from delivery truck to UTA equipment in rare circumstances.
- Notice: UTA will have Camera Surveillance 24 hours 7 days a week.

Exhibit B Pricing Proposal

Kellerstrass Oil - Pricing Proposal

Pricing is based on the Daily OPIS Rack "RACK AVERAGE" listing (see Pricing; Pricing is (+) or (-) of that posting as a cost to UTA.
All fuel must come off the Salt Lake City Rack Pricing. Fuel brought in from out of state is not acceptable.
Rack Average Mid for Unleaded (Ethanol 10%) Fuel and Rack Average No. 2 for Red Dye Diesel

DIESEL FUEL			
PRODUCT - OPIS GROSS ULTRA LOW SULFUR RED DYE DISTILLATE PRICES	SALT LAKE CITY* FLOATING COST PER GALLON	CGDEN FLOATING COST PER GALLON	PROVO FLOATING COST PER GALLON
DIESEL FUEL, TYPE 2, ULS, RED DYE PER GALLON	OPIS Rack - .09	OPIS Rack - .09	OPIS Rack - .09
DELIVERY CHARGE (FREIGHT) PER GALLON	.0209	.0243	.0348
NET PER GALLON	-.0691	-.0657	-.0552
PAYMENT DISCOUNT PERCENTAGE WITH EACH PAYMENT NET 10	1%	1%	1%
NET PER GALLON WITH PAYMENT DISCOUNT	-.0691 + 1%	-.0657 + 1%	-.0552 + 1%
FUEL SUPPLIER	HollyFrontier	HollyFrontier	HollyFrontier
MINIMUM ORDER QUANTITY	10,500	10,500	10,500
BIO-DIESEL FUEL			
PRODUCT - OPIS GROSS ULTRA LOW SULFUR RED DYE DISTILLATE PRICES	SALT LAKE CITY* FLOATING COST PER GALLON	CGDEN FLOATING COST PER GALLON	PROVO FLOATING COST PER GALLON
DIESEL FUEL, TYPE 2, ULS, RED DYE PER GALLON			
DELIVERY CHARGE (FREIGHT) PER GALLON			
NET PER GALLON			
PAYMENT DISCOUNT PERCENTAGE WITH EACH PAYMENT NET 10			
NET PER GALLON WITH PAYMENT DISCOUNT			
FUEL SUPPLIER			
MINIMUM ORDER QUANTITY			
GASOLINE/ETHANOL FUEL			
PRODUCT - OPIS GROSS C808 (ETHANOL 10%) PRICES	SALT LAKE CITY* FLOATING COST PER GALLON	CGDEN FLOATING COST PER GALLON	PROVO FLOATING COST PER GALLON
UNLEADED FUEL PER GALLON	OPIS Rack - .075	OPIS Rack - .075	OPIS Rack - .075
DELIVERY CHARGE (FREIGHT) PER GALLON	.0209	.0243	.0348
NET PER GALLON	-.0541	-.0507	-.0402
PAYMENT DISCOUNT PERCENTAGE WITH EACH PAYMENT NET 10	1%	1%	1%
NET PER GALLON WITH PAYMENT DISCOUNT	-.0541 + 1%	-.0507 + 1%	-.0402 + 1%
FUEL SUPPLIER	HollyFrontier	HollyFrontier	HollyFrontier
MINIMUM ORDER QUANTITY	10,500	10,500	10,500

* Includes Meadowbrook, Riverside, Central (Depot District) and Warm Springs Divisions

* \$40 Pump fee when a Kellerstrass Oil Pump is used

* Kellerstrass prefers and has the ability to bring 11,300 gallons that would further reduce freight costs to UTA and optimize delivery schedule.

* 1% payment discount will vary based on fuel prices



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): Paul Drake, Sr. Manager – Real Estate and TOD

BOARD MEETING DATE: December 11, 2019

SUBJECT: Real Estate Purchase Contract for Right of Way – 1200 West 1100 South, Brigham City

AGENDA ITEM TYPE: Expense Contract

RECOMMENDATION: Approve the Real Estate Purchase Contract and authorize the Executive Director to execute the contract with a purchase price of \$987,900.

BACKGROUND: In 2007, Box Elder County passed the second-quarter sales tax to support the development of the extension of commuter rail to Brigham City. The 2019-2050 Regional Transportation Plan identifies the need to preserve right of way for a future transit project from Weber County to Brigham City. The Subject Property, with planned multi-use development and easy access for Cache Valley residents, has been identified as a potential future station site.

DISCUSSION: Purchasing the Subject Property meets Box Elder County and Brigham City's objectives to preserve right of way for future transit expansion, avoiding future acquisition and potential relocation costs.

UTA staff has negotiated with the seller, who has agreed to sell the 10-acre Subject Property for the appraised value of \$987,900.

ALTERNATIVES: Deny approval. Waiting to purchase the property would result in increased future costs or loss of opportunity. Non-action could also strain relations with Box Elder County and Brigham City, who have appropriated funding and prioritized the corridor preservation.

FISCAL IMPACT: The property purchase will cost \$987,900, which is included in the budget for the Box Elder Right-of-Way. The entire project is funded with the Box Elder County sales tax proceeds. Purchasing the property now will save the agency acquisition costs in the future.

ATTACHMENTS: 1) Real Estate Purchase Contract

REAL ESTATE PURCHASE CONTRACT

Project No.: 18-2799TP	Parcel No(s): NJR-214
Job/Proj/Auth. No.:	Pin No.: 18077
Project Location: Weber-Box Elder Counties	
County of Property: Box Elder	Tax Id./Sidwell No.: 03-151-0018
Property Address: Approx. 1200 West 1100 South, Brigham City, Utah 84302	
Seller(s): NJR Brigham City, LLC	
Seller's Address: 1148 W. Legacy Crossing Blvd, Ste 300, Centerville, UT 84014	

IN CONSIDERATION of the mutual promises herein NJR Brigham City, LLC (“Seller”) agrees to sell to the Utah Transit Authority (“UTA”) the Subject Property described below for preservation of a FrontRunner corridor/station. UTA and Seller agree as follows:

1. **SUBJECT PROPERTY.** The Subject Property referred to in this Contract is identified as Box Elder County Tax ID number 03-151-0018, more particularly described in Exhibit A, which is attached hereto and incorporated herein, together with all structures and appurtenances.
 - 1.1. This is a voluntary sale to UTA that is neither subject to condemnation nor under the threat of condemnation. As this is a voluntary sale, the Grantors waive any right they have to a “first right of refusal” on any surplus property not used for the proposed FrontRunner corridor.
 - 1.2. Seller agrees to provide UTA with an access easement at Closing as outlined in Exhibit B entitled “Easement” and “Master Plan concept SP-05” or an access easement through the parent parcel for ingress/egress that is sufficient to meet commercial standards for UTA to develop the Subject Property independent of the Brigham Crossing project.
2. **PURCHASE PRICE.** The Purchase Price for the Subject Property is \$987,900.00.
3. **SETTLEMENT AND CLOSING.**
 - 3.1. **Settlement.** “Settlement” shall mean that Seller and UTA have signed and delivered to each other or to the escrow/closing office all documents required by this Contract or by the escrow/closing office, and that all monies required to be paid by Seller or UTA under this Contract have been delivered to the escrow/closing office, in the form of cash, wire transfer, cashier’s check, or other form acceptable to the escrow/closing office.
 - 3.2. **Closing.** “Closing” shall mean that: (a) Settlement has been completed; (b) the amounts owing to Seller for the sale of the Subject Property have been paid to Seller, and (c) the applicable Closing documents have been recorded in the office of the county recorder (“Recording”). Settlement and Closing shall be completed at the earliest time convenient to the parties and the closing office.
 - 3.3. **Possession.** Upon signing of this Contract by Seller and UTA, Seller grants UTA, its employees and contractors, including utility service providers and their contractors, the right to immediately occupy the Subject Property. Any contracted rental of the Subject Property prior to or after Closing, between Seller and UTA, shall be by separate written agreement. Seller agrees to deliver the Property to UTA free of any debris and personal belongings, except as outlined under separate agreement. The provisions of this Section 3.3 shall survive Closing.
4. **PRORATIONS / ASSESSMENTS / OTHER PAYMENT OBLIGATIONS.**
 - 4.1. **Prorations.** All prorations, including, but not limited to, homeowner’s association dues, property taxes for the current year and rents shall be made as of the time of Settlement.
 - 4.2. **Fees/Costs.**
 - 4.2.1. **Escrow Fees.** UTA agrees to pay the fees charged by the escrow/closing office for its services in the settlement/closing process.
 - 4.2.2. **Title Insurance.** If UTA elects to purchase title insurance, UTA will pay the cost thereof.

5. **TITLE TO SUBJECT PROPERTY.** Seller represents and warrants that Seller has fee title to the Subject Property. Seller shall indemnify and hold UTA harmless from all claims, demands and actions from lien holders, lessees, or other third parties claiming an interest in the Subject Property or the Purchase Price paid hereunder. Seller will convey marketable title to the Subject Property to UTA at Closing by warranty deed. The provisions of this Section 5 shall survive Closing.
6. **SELLER DISCLOSURES CONCERNING ENVIRONMENTAL HAZARDS.** Seller represents and warrants that there are no claims and/or conditions known to Seller relating to environmental hazards, contamination or related problems affecting the Subject Property. Seller agrees to transfer the Subject Property free of all hazardous materials including paint, oil and chemicals. The provisions of this Section 6 shall survive Closing.
7. **CONDITION OF SUBJECT PROPERTY AND CHANGES DURING TRANSACTION.** Seller agrees to deliver the Subject Property to UTA in substantially the same general condition as it was on the date that Seller signed this Contract.
8. **AUTHORITY OF SIGNERS.** If Seller is a corporation, partnership, trust, estate, limited liability company or other entity, the person signing this Contract on its behalf warrants his or her authority to do so and to bind Seller.
9. **COMPLETE CONTRACT.** This Contract, together with any attached addenda and exhibits, (collectively referred to as the "Contract"), constitutes the entire contract between the parties and supersedes and replaces any and all prior negotiations, representations, warranties, understandings or contracts between the parties whether verbal or otherwise. The Contract cannot be changed except by written agreement of the parties. This Contract may be executed in counterparts.
10. **ELECTRONIC TRANSMISSION AND COUNTERPARTS.** This Contract may be executed in counterparts. Signatures on any of the documents, executed physically, shall be deemed original signatures and shall have the same legal effect as original signatures.

SELLER:


By: RYAN WILDE
Its: MEMBER

10-21-19
Date

SELLER:

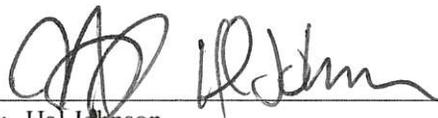
By: _____
Its: _____

Date

UTAH TRANSIT AUTHORITY


By: Spencer Burgoyne
Manager of Property Administration

11.26.2019
Date


By: Hal Johnson
Project Manager

11/26/2019
Date

By: Carolyn Gonot
Executive Director

Date

Approved as to Form:


Counsel for UTA

Exhibit A

WHEN RECORDED, MAIL TO:
Utah Transit Authority
C/O Property Management
669 West 200 South
Salt Lake City, Utah 84101

Warranty Deed

(Limited Liability Company)

Box Elder County

Tax ID No. 03-151-0018
UTA Contract No. 18-2799TP
UDOT PIN No. 880051
Parcel No. 1121

NJR Brigham City, LLC, a Utah limited liability company, Grantor(s), hereby CONVEYS AND WARRANTS to the UTAH TRANSIT AUTHORITY, Grantee, at 669 West 200 South, Salt Lake City, Utah 84101, for the sum of TEN (\$10.00), Dollars, and other good and valuable considerations, the following described parcel of land in Box Elder County, State of Utah, to-wit:

A parcel of land in fee, being part of an entire tract of property situate in the NW1/4 SW1/4 and SW1/4 SW1/4 of Section 26, T.9N., R.2W., S.L.B.&M. The boundaries of said parcel of land are described as follows:

Beginning at a point which is 1,395.87 feet N.01°05'05"E. and 1,366.31 feet N.87°26'02"W. from the South Quarter Corner of said Section 26 as determined by that certain Cornerstone Survey signed January 10, 2001, said point is also 35.06 feet N.89°31'56"W. and 1,404.36 feet N.01°05'05"E. and 1,366.31 feet N.87°26'02"W. from the South Quarter Corner of said Section 26 as monumented; and running thence S.88°56'00"W. 464.42 feet to the beginning of a 350.00-foot radius curve to the left; thence southwesterly along the arc of said curve 433.80 feet through a delta of 71°00'49" (Note: chord to said curve bears S.53°25'36"W. for a distance of 406.56 feet); N.86°16'00"W. 337.23 feet to the easterly right of way line of the Union Pacific Railroad; thence along said easterly right of way line the following seven (7) courses: (1) thence N.14°54'29"E. 135.19 feet; (2) thence West 51.74 feet; (3) thence N.14°54'29"E. 27.14 feet to a point of curve to spiral; (4) thence northerly 158.56 feet along the arc of said spiral concentric with a 160-foot spiral curve to the right (Note: chord to said curve bears N.15°27'24"E. for a distance of 158.55 feet) to a point of spiral tangent with a 2,722.53-foot radius curve to the right; (5) thence northerly along the arc of said curve 116.64 feet through a delta of 02°27'17" (Note: chord to said curve bears

Continued on Page 2
LIMITED LIABILITY RW-01LL (11-01-03)

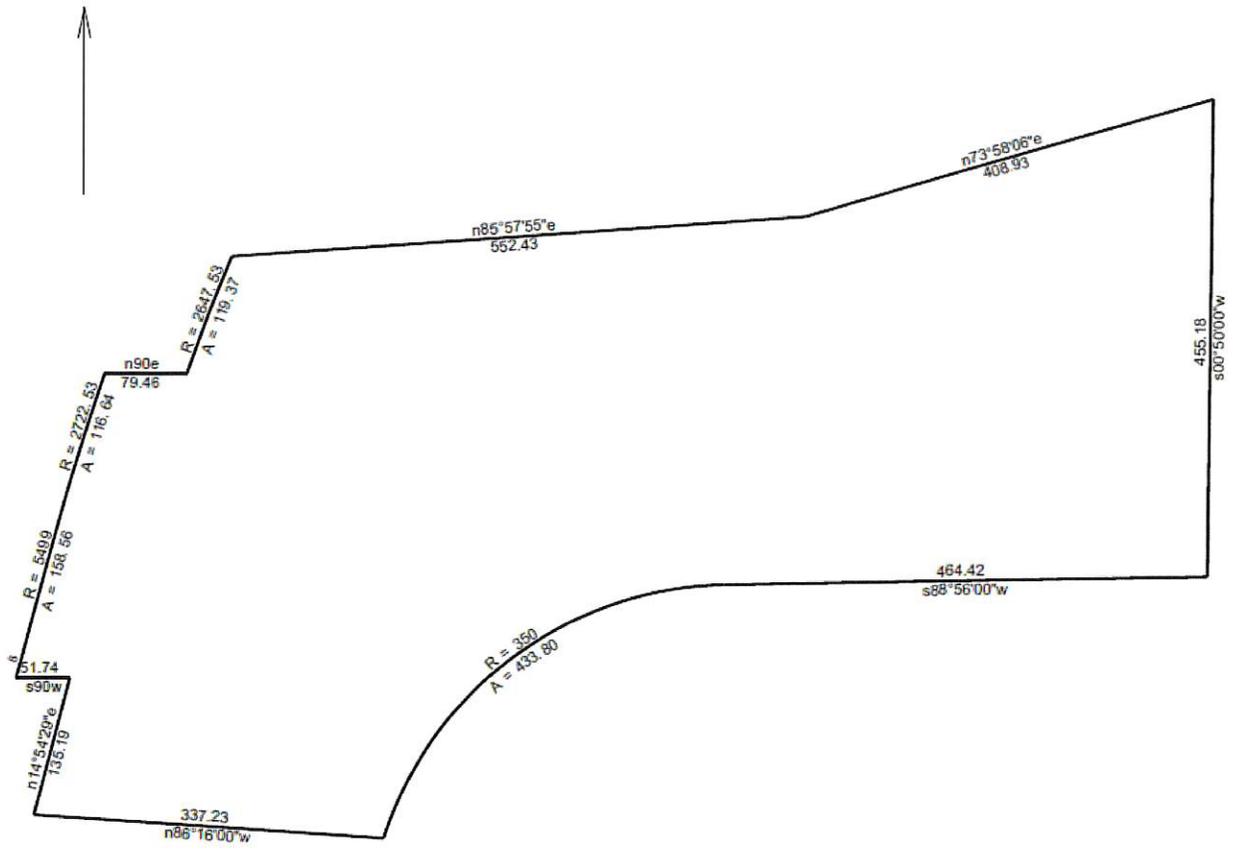
PAGE 2

UTA Contract No. 18-2799TP
UDOT PIN No. 880051
Parcel No. 1121

N.17°47'20"E. for a distance of 116.63 feet); (6) thence East 79.46 feet to the beginning of a 2,647.53-foot radius non-tangent curve to the right (Note: center bears S.70°25'26"E.); (7) thence northerly along the arc of said curve 119.37 feet through a delta of 02°35'00" (Note: chord to said curve bears N.20°52'04"E. for a distance of 119.36 feet) to a point in the southerly limited access and right of way line of US-91 (1100 South Street); thence along said southerly right of way line the following two (2) courses: (1) thence N.85°57'55"E. 552.43 feet; (2) thence N.73°58'06"E. 408.93 feet; thence S.00°50'00"W. 455.18 feet to the point of beginning as shown on the official map of said project on file in the office of the Utah Transit Authority. The above described parcel of land contains 469,927 square feet or 10.788 acres in area, more or less.

(Note: All bearings in the above description equal project bearings.)

Continued on Page 3
LIMITED LIABILITY RW-01LL (11-01-03)



Parcel 1121

10/2/2019

Scale: 1 inch= 148 feet

File: 880051_FRNEXT_03P_1121_Deedplotter.ndp

Tract 1: 10.7881 Acres, Closure: s22.3101e 0.01 ft. (1483959), Perimeter=3340 ft.

- | | |
|--|--|
| 01 /n01.0505e 1395.87 | 11 n90e 79.46 |
| 02 /n87.2602w 1366.31 | 12 Rt, r=2647.53, delta=002.3500, arc=119.37, chord=n20.5205e 119.36 |
| 03 s88.5600w 464.42 | 13 n85.5755e 552.43 |
| 04 Lt, r=350.00, delta=071.0049, arc=433.80, chord=s53.2535w 406.56 | 14 n73.5806e 408.93 |
| 05 n86.1600w 337.23 | 15 s00.5000w 455.18 |
| 06 n14.5429e 135.19 | |
| 07 s90w 51.74 | |
| 08 n14.5429e 27.14 | |
| 09 Rt, r=5499.00, arc=158.56, chord=n15.2724e 158.55 | |
| 10 Rt, r=2722.53, delta=002.2717, arc=116.64, chord=n17.4719e 116.63 | |

Exhibit B

WHEN RECORDED, MAIL TO:
Utah Transit Authority
C/O Property Management
669 West 200 South
Salt Lake City, Utah 84101

Easement (Limited Liability Company)

Box Elder County

Tax ID No.	03-151-0018
UTA Contract No.	18-2799TP
UDOT PIN No.	880051
Parcel No.	1121:E

NJR Brigham City, LLC, a Utah limited liability company, Grantor(s), hereby GRANTS AND CONVEYS to the UTAH TRANSIT AUTHORITY, Grantee, at 669 West 200 South, Salt Lake City, Utah 84101, for the sum of TEN (\$10.00), Dollars, and other good and valuable considerations, the following described parcel of land in Box Elder County, State of Utah, to-wit:

A perpetual easement, upon part of an entire tract of property, in the NW1/4 SW1/4 and NE1/4 SW1/4 of Section 26, T.9N., R.2W., S.L.B.&M., in Box Elder County, Utah, for the purpose of ingress and egress, in, over, and across the real property described below. The boundaries of said easement are described as follows:

Beginning at a point in the easterly boundary line of said entire tract 1,395.87 feet N.01°05'05"E. from the South Quarter Corner of said Section 26 as determined by that certain Cornerstone Survey signed January 10, 2001, said point is also 35.06 feet N.89°31'56"W. and 1,404.36 feet N.01°05'05"E. from the South Quarter Corner of said Section 26 as monumented; and running thence N.87°26'02"W. 1,366.31 feet; thence N.00°50'00"E. 60.03 feet; thence S.87°26'02"E. 1,313.56 feet to the southerly boundary line of the parcel of land conveyed to Brigham City as described in that certain warranty deed recorded on September 18, 2012 as Entry No. 317411 in Book 1188 at Page 1885; thence S.89°49'21"E. 53.00 feet along said southerly boundary line to said easterly boundary line of said entire tract; thence S.01°05'05"W. 62.23 feet along said easterly boundary line to the point of beginning as shown on the official map of said project on file in the office of the Utah Transit Authority. The above described easement contains 82,047 square feet or 1.884 acres in area, more or less.

(Note: All bearings in the above description equal highway bearings.)

Continued on Page 2
LIMITED LIABILITY RW-01LL (11-01-03)

PAGE 2

UTA Contract No. 18-2799TP
UDOT PIN No. 880051
Parcel No. 1121:E

IN WITNESS WHEREOF, said NJR Brigham City, LLC, a Utah limited liability company,
has caused this instrument to be executed by its proper officers thereunto duly authorized, this 21 day of
October, A.D. 20 19.

STATE OF UTAH)
) ss.
COUNTY OF SALT LAKE)

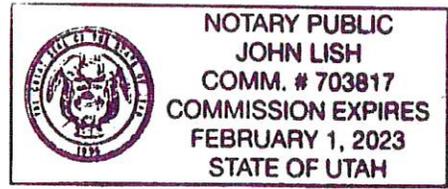
NJR Brigham City, LLC
Limited Liability Company

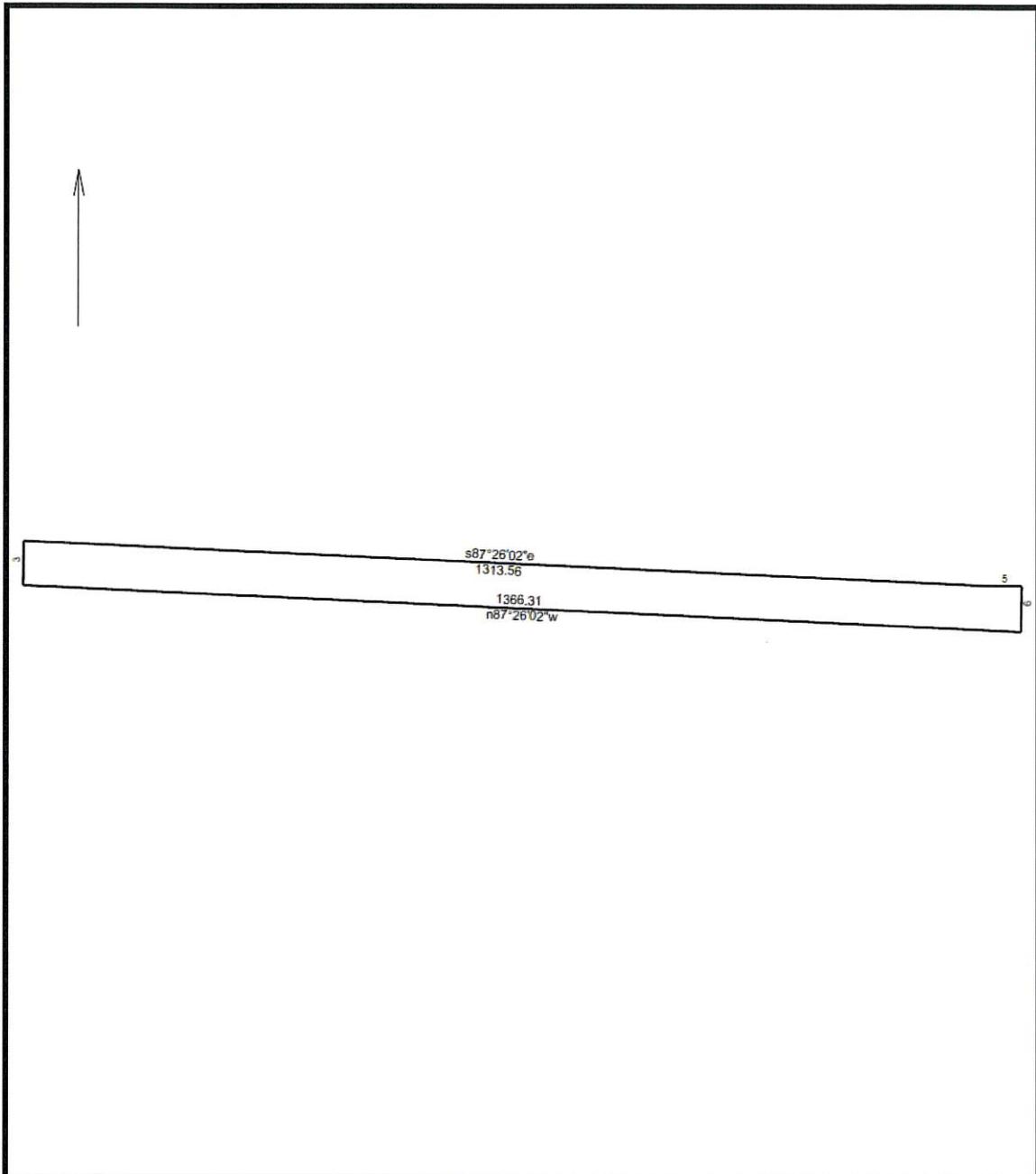
By [Signature]
Manager

On the date first above written personally appeared before me,
Ryan Wilde, who, being by me duly sworn, says that they are the
Manager of NJR Brigham City, LLC, a Utah limited liability company, and that the within and foregoing
instrument was signed on behalf of said company by authority of its Articles of Organization, and said
Ryan Wilde acknowledged to me that said company executed the
same.

WITNESS my hand and official stamp the date in this certificate first above written:

[Signature]
Notary Public





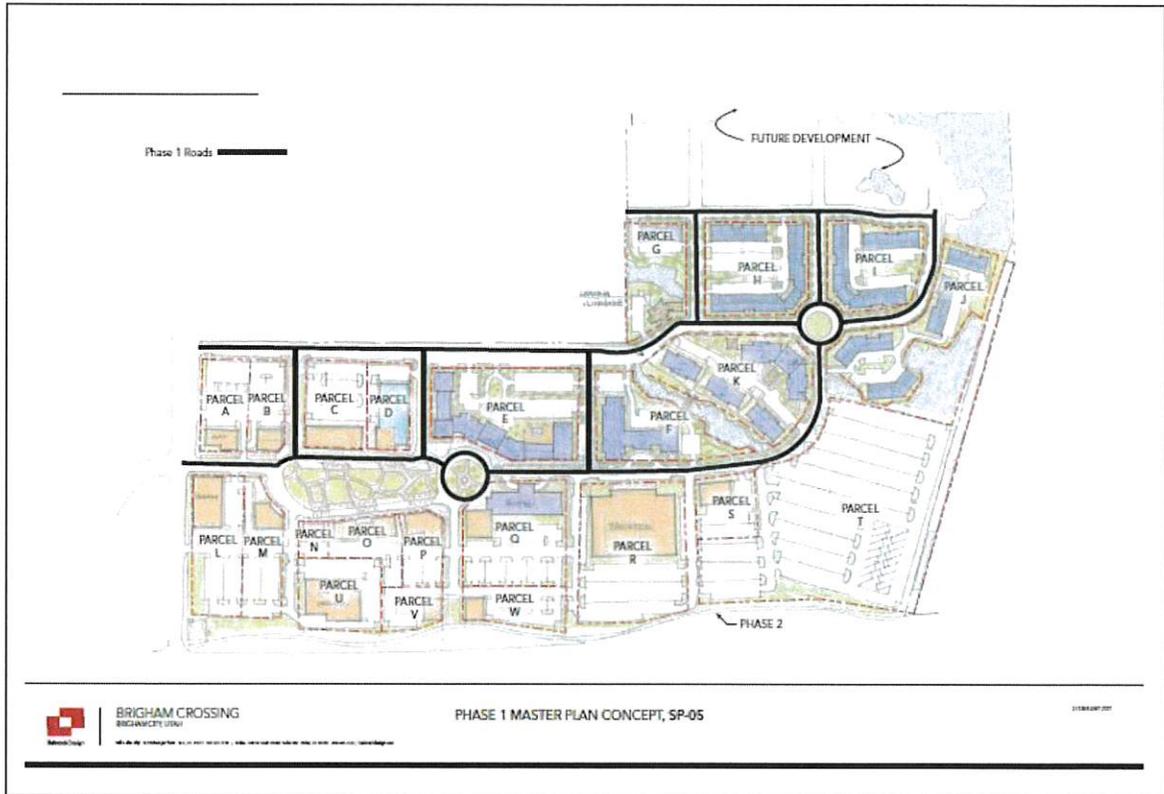
Parcel 1121 - Access Easement 10/3/2019

Scale: 1 inch= 176 feet File: 880051_FRNEXT_03P_1121_E_Deedplotter.ndp

Tract 1: 1.8835 Acres (82047 Sq. Feet), Closure: n00.0000e 0.00 ft. (1/859861), Perimeter=2855 ft.
 01 /n01.0505e 1395.87
 02 n87.2602w 1366.31
 03 n00.5000e 60.03
 04 s87.2602e 1313.56
 05 s89.4921e 53
 06 s01.0505w 62.23

EXHIBIT B

Map showing access easement location





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): Paul Drake, Sr. Manager – Real Estate and TOD

BOARD MEETING DATE: December 11, 2019

SUBJECT:	Real Estate Purchase Contract for Street Right of Way – 1341 Country Hills Drive, Ogden
AGENDA ITEM TYPE:	Expense Contract
RECOMMENDATION:	Approve the Real Estate Purchase Contract and authorize the Executive Director to execute the contract to acquire property at 1341 Country Hills Drive in Ogden with a purchase price of \$295,000 and additional expenses totaling \$64,365 plus incidental closing cost fees as described below.
BACKGROUND:	UTA proposes to implement bus rapid transit (BRT) in a 5.3-mile corridor connecting the Ogden FrontRunner commuter rail station to Weber State University (WSU) and McKay Dee Hospital. The Subject Property located at 1341 County Hills Drive, Ogden has been identified as necessary for the project. The property is needed as street right-of-way to connect Country Hills Drive to the Dee Events Center at Weber State University.
DISCUSSION:	<p>Purchasing the Subject Property meets UTA’s objective to acquire the right of way and construct the UTA-Weber State University BRT system. The owner has agreed to sell this property for the appraised value, \$295,000.</p> <p>Under the Federal Uniform Relocation Assistance and Real Property Acquisition Act (49 CFR Part 24), the seller qualifies as a residential displacee and is entitled to a supplemental housing payment, moving expenses, and other incidental expenses.</p> <p>Based on a housing study of comparable properties (see Notice of Eligibility attached to the contract) the supplemental housing payment is concluded to be \$54,900. This amount is the difference between the value of the Subject Property (\$295,000) and the list price of the most comparable property available (\$349,900), meaning, UTA will contribute an additional \$54,900 at closing for the replacement home. In addition, UTA will pay \$3,625 in moving expenses, will hold \$5,840 in escrow for roof repairs, and will pay the incidental closing cost fees.</p>

ALTERNATIVES:	Deny approval. Waiting to purchase the property would result in increased future costs, potential project delay costs, or loss of opportunity.
FISCAL IMPACT:	The property purchase will cost \$295,000 plus relocation benefits and closing costs, which are included in the budget for the project MSP185. The project will be 65% funded by an FTA Small Starts Grant. The cost of purchasing the Subject Property can be used toward UTA's match.
ATTACHMENTS:	<ol style="list-style-type: none">1) Real Estate Purchase Contract2) Notice of Eligibility



RIGHT OF WAY CONTRACT
FEE ACQUISITION

Project No.	MSP185	Parcel No(s):	Blosser
Project Location	Ogden-WSU BRT Project		
County:	Weber	Tax ID/Sidwell No:	06-104-0008
Owner/Grantor	Stephen Laurence Blosser Trust % Robert L. Fears		
Property Address:	1341 Country Hills Drive, Ogden, UT 84403		
Trust Executor:	Scott Hancock, Planters Bank		
Trust Executor's Address & Phone	PO Box 1570, Hopkinsville, KY 42241-1570 (270)881-1719		
Grantee:	Utah Transit Authority		

IN CONSIDERATION of the foregoing and other considerations hereinafter set forth, it is mutually agreed by the parties as follows:

The Grantor hereby agrees to convey and sell by Warranty Deed a parcel(s) of land known as parcel number(s) {Blosser} for transportation purposes. This contract is to be returned to: Gale Padgett (Consultant), Right of Way Agent c/o Utah Transit Authority (UTA), 669 W. 200 South, Salt Lake City, UT 84101.

1. Grantor will transfer property free of all liens and encumbrances except recorded easements.
2. Grantor agrees to transfer property free of all debris and any hazardous materials including paint or other household products.
3. Grantor shall leave the property in the same condition, as it was when this contract was signed. No work, improvement, or alteration will be done to the property other than what is provided for in this agreement. Grantor agrees to maintain the property until UTA takes possession.
4. If this acquisition is a total purchase, a key deposit will be retained in the amount of 1 % or a negotiated amount until the keys are delivered to UTA. If delivered to UTA in an unacceptable condition, the amount to correct the condition shall be used from the deposit to cover the cost of clean-up or necessary repairs.
5. All fixtures are to remain with the property including lighting, plumbing, heating, and air conditioning.
6. Grantor agrees to pay any and all taxes assessed against this property to the date of closing.
7. UTA shall pay the Grantor and or other parties of interest for the real property in the deed(s) and/or easement(s) referenced above.
8. "Transportation Purposes" is defined as follows: The public use for which the property or property right is being acquired herein, may include but is not limited to the following possible uses by UDOT, UTA and/or the City: the construction and improvement of a highway or roadway, which may include interchanges, entry and exit ramps, frontage roads, bridges, overpasses, rest areas, buildings, signs and traffic control devices, turning lanes, dedicated bus lanes, curbing, curb and gutter, safety zones and areas, sidewalks and pedestrian crossings, bus shelters and facilities, station platforms and related facilities, placement of utilities, clear zones, maintenance facilities, detention or retention ponds, environmental mitigation, maintenance stations, material storage, bio fuel production, slope protections, drainage appurtenance, noise abatement, landscaping, transit, project caused statutory relocations, and other related transportation uses.



Project No.	MSP185	Parcel No(s):	Blosser
Project Location	Ogden-WSU BRT Project		
County:	Weber	Tax ID/Sidwell No:	06-104-0008
Owner/Grantor	Stephen Laurence Blosser Trust % Robert L. Fears		
Property Address:	1341 Country Hills Drive, Ogden, UT 84403		
Trust Executor:	Scott Hancock, Planters Bank		
Trust Executor's Address & Phone	PO Box 1570, Hopkinsville, KY 42241-1570 (270)881-1719		
Grantee:	Utah Transit Authority		

9. The Grantor(s) is aware that Utah Code Ann. Sect. 78B-6-520.3 provides that in certain circumstances, the seller of property which is being acquired for a particular public use, is entitled to receive an offer to repurchase the property at the same price that the seller received, before the property can be put to a different use. Grantor(s) waives any right grantor may have to repurchase the property being acquired herein, and waives any rights Grantor(s) may have under Utah Code Ann. Sect. 78B-6-520.3.

10. Grantor shall indemnify and hold harmless Grantee from and against any and all claims, demands and actions, including costs, from lien holders or lessees of the property.

11. Upon execution of this contract by the parties, Grantor grants UTA, its contractors, permittees, and assigns, including but not limited to, utilities and their contractors, the right to immediately occupy and commence construction or other necessary activity on the property acquired for the state transportation project.

12. Grantor shall be allowed to continue to occupy the property after closing until the moving process is completed, which shall be on or before April 30, 2020. This period of time shall be rent free to Grantor and to Stephen Blosser. Grantor and Stephen Blosser shall not be allowed to sub-let the property during the lease back period.

13. The property is being sold "as is". Grantor and Stephen Blosser shall be responsible to leave the home broom clean and free of debris and personal property.

14. Stephen Blosser is entitled to relocation benefits as described in Exhibit A, Notice of Eligibility. The relocation benefits are subject to Mr. Blosser signing the Certification of Legal Residency in the United States of America. These relocation expenses shall be paid based on actual, reasonable and necessary expenses, or based on the chart provided for moving expenses. Relocation payments shall be made to Mr. Blosser or the title company at the appropriate time for signing the claim forms.

15. Grantor and UTA agree to facilitate closing on this transaction so that the proceeds of this sale coincide with the closing on the replacement property.

Total Selling Price \$295,000.00



RIGHT OF WAY CONTRACT
FEE ACQUISITION

Project No.	MSP185	Parcel No(s):	Blosser
Project Location	Ogden-WSU BRT Project		
County:	Weber	Tax ID/Sidwell No:	06-104-0008
Owner/Grantor	Stephen Laurence Blosser Trust % Robert L. Fears		
Property Address:	1341 Country Hills Drive, Ogden, UT 84403		
Trust Executor:	Scott Hancock, Planters Bank		
Trust Executor's Address & Phone	PO Box 1570, Hopkinsville, KY 42241-1570 (270)881-1719		
Grantee:	Utah Transit Authority		

Grantor's Initials

Grantor understands this agreement is not valid until signed by the UTA Executive Director. Grantors acknowledge and accept the percent of ownership listed below and agree that the portion of the total selling price they each receive, will correspond with their respective percent of ownership. This Contract may be signed in counterparts by use of counterpart signature pages, and each counterpart signature page shall constitute a part of this contract as if all Grantors signed on the same page.

Percent

100%

Planters Bank
by: Scott C. Hancock 11/20/19
Stephen Laurence Blosser Trust % Robert L. Fears Date

Stephen L Blosser
Stephen Laurence Blosser Date

Right of Way Agents:

Gale Padgett 11-26-19
Gale Padgett (Consultant)/Acquisition Agent Date

Spencer Bungoy 11.26.2019
Manager of Property Administration Date

Paul Drake 11-26-19
Senior Manager of Real Estate and TOD Date

[Signature] 11/26/19
Project Manager FOR JANELE ROBERTSON Date

Executive Director Date

APPROVED AS TO FORM

[Signature]



EXHIBIT A
NOTICE OF ELIGIBILITY

NOTICE OF ELIGIBILITY

Stephen Laurence Blosser
1341 Country Hills Drive
Ogden, UT 84403

And
Scott Hancock, Trust Executer
Planter's Bank
PO Box 435
Hopkinsville, KY 42241-0435

RE: Project Number: MSP185
Parcel Number: Stephen Laurence Blosser Trust c/o Robert L. Fears
Property Address: 1341 Country Hills Drive, Ogden, UT 84403

HAND DELIVERED: _____

Date

CERTIFIED MAIL: _____

10/4/19

7009-1410-1079-

Date

8736

CERTIFIED MAIL: _____

10/4/19

via email

Date

Dear Mr. Blosser:

The Utah Transit Authority (UTA) has completed a Relocation Study and has determined that you, as an owner-occupant for at least 180 consecutive days prior to the initiation of negotiations on this property, are eligible for relocation assistance payments, provided that you relocate and occupy a decent, safe and sanitary dwelling within a one-year period. These relocation assistance payments, made after you move, may include:

- A. Actual reasonable expenses for moving your personal property, accomplished by a commercial mover and supported by receipted bills (see Actual Moving Expenses-Plan B), or scheduled moving costs of \$ 3625.00 (see Fixed Payment Schedule Plan A)
- B. A computed maximum replacement housing payment of \$ 54,900.00 providing that you purchase and occupy a decent, safe and sanitary dwelling with a total cost of \$ 349,900.00 or more. Should you elect to purchase a dwelling for less than \$ 349,900.00, the payment will be reduced proportionately. You may purchase a dwelling in excess of \$ 349,900.00, however, the maximum replacement housing payment will remain at the computed figure. In addition, if your home is acquired during the process of eminent domain and the acquisition price is increased, the replacement housing payment will again be reduced proportionately; or

- C. A maximum rental replacement housing payment to be computed, should you elect to rent a replacement dwelling. This rental replacement housing payment may not exceed the amount needed to rent a comparable decent, safe, and sanitary (DS&S) home. The amount shall not exceed the amount that you would be entitled to receive as the computed maximum replacement housing payment of \$ 349,900.00 (from paragraph B) but this amount could be less than that amount depending on the availability of comparable rental housing; and
- D. Reimbursement for certain eligible incidental expenses actually incurred during the purchase of a replacement dwelling.
- E. A Mortgage Interest Differential Payment, (an amount which would compensate you for the loss of favorable financing on the purchase of replacement housing provided that your present dwelling is encumbered by a bona fide mortgage which has been a valid lien on the property for at least 180 days. This payment, when added to the down payment on your replacement property, is designed to reduce your replacement mortgage to an amount that can be amortized at the same monthly payment, for principal and interest, over the remaining term on the old mortgage. This is commonly known as the "buy down amount.") Current 30 year fixed rates for conventional loans are approximately 4.5% = average. Please discuss current mortgage rates with your relocation agent before you enter into any agreements with a lender.

In addition to these above described monetary benefits, the UTA is offering their services to assist you in locating or obtaining replacement housing. Please see our Supplemental Housing Study for other information about this and other properties that are presently available for sale. If you wish to accept this assistance, please contact me. I can provide an explanation of the benefits described in this notice and answer any questions you may have about this notice or any issue related to relocation assistance.

Sincerely,



Gale Padgett
Relocation Agent
Utah Transit Authority
801-750-5058

Approved by:

 10.3.2019
Spencer Burgoyne, Manager of Property Administration Date

APPLICATION FOR MOVING EXPENSES

Residential - Owner Occupied

Project No:	MSP185	Parcel No.(s):	Blosser
Job Proj / Auth No:		PIN No:	15906
Project Location	Ogden WSU BRT		
County of Property	Weber	Tax ID / Sidwell No:	06-104-0008
Property Address:	1341 Country Hills Drive, Ogden, UT 84403		
Owner / Grantor (s):	Stephen Laurence Blosser Trust c/o Robert L. Fears		
Owner's Address:	PO Box 435, Hopkinsville, KY 42241-0435		
Owner's Home Phone	Stephen Blosser (801)663-2693; Scott Hancock, Planters Bank, Trust Executer (270)881-1719	Email:	Darkranger76@hotmail.com

Plan A: Fixed Payment Schedule

Only for residence or apartment occupants

<u>Home or Apartment</u>		<u>Furnished Apartments</u>	
1 room	\$ 495	First room	\$ 300
2 rooms	\$ 630	Each additional room	\$ 50
3 rooms	\$ 775		
4 rooms	\$ 910		
5 rooms	\$ 1045		
6 rooms	\$ 1205		
7 rooms	\$ 1340		
8 rooms	\$ 1475		
Each Additional Room	\$ 135		

Mobile Home

Actual cost of move \$ TBD

Additional Moving Expenses (piano, shed, etc)

- | | |
|---|-----------|
| Personal property within the | |
| 1. <u>large shed</u> | \$ 270.00 |
| Personal Property in the 2 car | |
| 2. <u>garage (fits 4 cars) extra deep</u> | \$ 540.00 |
| Personal property in the | |
| 3. <u>walkin shed</u> | \$ 135.00 |
| 4. _____ | \$ 945.00 |

Number of rooms allowed	14
Total by number of rooms	\$ 2680.00
Additional Items	\$ 945.00
Total Allowance	\$ 3625.00

**CERTIFICATION CONCERNING LEGAL RESIDENCY
IN THE UNITED STATES OF AMERICA**

Project No:	MSP185	Parcel No.(s):	Blosser
Job Proj / Auth No:		PIN No:	15906
Project Location	Ogden WSU BRT		
County of Property	Weber	Tax ID / Sidwell No:	06-104-0008
Property Address:	1341 Country Hills Drive, Ogden, UT 84403		
Owner / Grantor (s):	Stephen Laurence Blosser Trust c/o Robert L. Fears		
Owner's Address:	PO Box 435, Hopkinsville, KY 42241-0435		
Owner's Home Phone	Stephen Blosser (801)663-2693; Scott Hancock, Planters Bank, Trust Executer (270)881-1719 Email: Darkranger76@hotmail.com		

Displaced Person(s): Stephen Blosser

Displacement Address: 1341 Country Hills Drive, Ogden, UT 84403

Displaced Persons Not Eligible For Assistance

Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as Amended, SEC. 104.(a) IN GENERAL - Except as provided in subsection (c), a displaced person shall not be eligible to receive relocation payments or any other assistance under this Act if the displaced person is an alien not lawfully present in the United States of America.

Alien Not Lawfully Present

Public Law 105-117 provides that: if a displaced person is an alien not lawfully present in the United States such person shall not be eligible for relocation payments or assistance under the Uniform Relocation Assistance and Real Property Acquisition Policies Act (42 U.S.C. 4601-4655), unless such ineligibility would result in exceptional and extremely unusual hardship to the alien's spouse, parent or child, and such spouse, parent or child is a citizen or an alien lawfully admitted for permanent residence.

RESIDENTIAL DISPLACEE

As an individual or family:

(1)	(2)	(3)
Number of Occupants	Number of Citizens	Number of Aliens Lawfully Present
_____	_____	_____

NOTE: You must complete the blanks above. Columns (2) +(3) should equal the number shown in column (1) if all occupants are legal residents of the USA. If any of the occupants are not legal residents of the USA, a reduction in the relocation payment for which the displacee would otherwise be eligible may be required.)

CERTIFICATION

I **CERTIFY**, that the information stated above is true, correct and complete. I understand that falsification of any item in this application or submitted herewith may result in prosecution under State or Federal law.

By: _____
Displaced person or Authorized agent. _____
Date



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: December 11, 2019

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">• Financial Audit: This is a procurement to hire a Financial Auditing Firm to provide annual financial audits, as well as other required single audits, and pension audits for the next 5 years. These audits are a requirement of the State of Utah and are included in UTA's budget.
ATTACHMENTS:	N/A



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: December 11, 2019

SUBJECT:	CMAQ/STP/TAP WFRC Concept Report Submittals for the Salt Lake City/West Valley Urbanized Area (Salt Lake County)
AGENDA ITEM TYPE:	Grant Opportunity
RECOMMENDATION:	Informational Report for Discussion
BACKGROUND:	The Wasatch Front Regional Council (WFRC) programs Federal Highway Congestion Mitigations/Air Quality (CMAQ), Surface Transportation Program (STP) and Transportation Alternatives Program (TAP) funds each year. CMAQ and STP funds are being programmed for use in 2026, and TAP funds for 2021.
DISCUSSION:	<p>UTA has submitted a letter of intent to apply for several projects, and will submit full applications (concept reports) by December 12th for the projects listed below.</p> <ol style="list-style-type: none">1. On-Route Electric Bus Charging Infrastructure – CMAQ<ul style="list-style-type: none">o \$3,000,000 total project cost: \$2,796,900 Federal + \$203,100 UTA matcho Two on-route chargers at key locations in UTA’s SL County system to support an expanding electric fleet.2. Bus Stop Improvements – STP<ul style="list-style-type: none">o \$560,000 total project cost: \$522,088 Federal + \$37,912 UTA matcho This would construct 16 or more bus stops, including ADA/shelter pads, and shelters, benches and other amenities as warranted.3. Bike Capacity on Transit – TAP<ul style="list-style-type: none">o \$214,524 total project cost: \$200,000 Federal + \$14,524 UTA matcho This project replaces 2-slot bike racks on buses that have substantial useful life remaining with 3-slot racks.4. Salt Lake Central Parking Structure – STP<ul style="list-style-type: none">o \$9,000,000 total project cost: \$2,000,000 Federal + \$7,000,000 UTA match/other sourceso Current leased parking is being sold. Stalls for transit use will be built in a parking garage to be shared with the developer for the area to be chosen by UTA /the RDA.

	<p>5. On-Board Technology System – UTA’s Mobile Data Devices – STP</p> <ul style="list-style-type: none"> o \$5,000,000 cost for entire UTA system: \$500,000 Federal + \$500,000 federal that we are applying for in other urbanized areas and \$4,000,000 UTA match. o 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. <p>Additionally,</p> <p>- UDOT is submitting a CMAQ request for Traffic Signal Priority corridors with UTA participation. UTA will pay up to \$17,264 in match for the \$255,000 cost of installing required equipment on 150 buses.</p>
ALTERNATIVES:	UTA could chose to submit all, some, or none of the projects listed.
FISCAL IMPACT:	<ol style="list-style-type: none"> 1. On-Route Electric Bus Charging Infrastructure – The funds in the VW project for charger installation can be used as match for this request. 2. Bus Stop Improvements – Match for this application would need to be included in a future budget for the year the funds are awarded. If awarded this grant, UTA’s funds are substantially leveraged, allowing improvement of many more bus stops across the system. 3. Bike Capacity on Transit – Match for this application would need to be included in a future budget for the year the funds are awarded. We can adjust the number of buses to replace racks on to correspond with the amount of match we have available. 4. Salt Lake Central Parking Structure – UTA has not identified funding for this project. It is a need that the Property and Capital teams are trying to fund. If these funds are not secured UTA and partners will have to find other funding to move the redevelopment forward. 5. On-Board Technology System – UTA’s Mobile Data Devices – UTA’s Technology team has identified funds drawing from IT projects within the adopted 5-year capital plan to replace the system. This request would allow some of those identified funds to be used for other critical needs, such as radio and other technology projects.
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: December 11, 2019

SUBJECT:	Intermountain Healthcare ECO Contract
AGENDA ITEM TYPE:	Fares-Revenue Contract
RECOMMENDATION:	Authorize UTA to enter into a contract with Intermountain Health Care (“IHC”) and approve an incentive discount of 17.5% off of the UTA base one-way fare schedule.
BACKGROUND:	<p>Intermountain has a long-standing relationship with UTA. The current contract between UTA and Intermountain Healthcare is a custom agreement: ECO Trip Rewards Trip Based Agreement, and allows IHC to provide a transit pass option to as many of their 20,000 employees as possible. Employees can opt in or out to receive a UTA transit pass. Intermountain pays for each trip taken by authorized users on UTA transit services. Authorized users include all persons employed by or who volunteer for Intermountain.</p> <p>All cardholders are required to “tap-on/off” the UTA system and a trip report will be generated every time a Pass issued to a Cardholder is presented to board a UTA vehicle in service. Authorized services under this agreement can be found in Exhibit A of the contract.</p>
DISCUSSION:	<p>Intermountain Health Care (“IHC”) is in the process of negotiating a new contract with UTA. However, to ensure that there is no lapse between contracts, IHC has requested to renew their current custom agreement which expires on December 31, 2019.</p> <p>UTA will invoice IHC monthly based on the number of trips taken, the one-way base fare, and any fuel surcharge fee, if applicable. UTA will provide a discount of 17.5% to IHC on UTA’s base one-way fare schedule due to their commitment to implementing internal marketing initiatives to promote and increase pass usage in 2020.</p> <p>The estimated revenue is projected to be \$715,000.00 based on trips taken in 2019.</p>

CONTRACT SUMMARY:	Contractor Name: Intermountain Health Care	
	Contract Number: 19-F0002_2	Existing Contract Value: Estimated at \$715,000 of revenue to UTA
	Base Contract Effective Dates: January 1-December 31, 2020	Extended Contract Dates: NA
	Amendment Amount: NA	New/Total Amount Contract Value: Estimated at \$715,000 based on 2019 contract
	Procurement Method: NA	Funding Sources: NA
ALTERNATIVES:	Not approve the contract and forgo revenue.	
FISCAL IMPACT:	Approximately \$715,000 in revenue paid to UTA. This revenue is estimated based on the 2019 contract revenue received. We do not expect a change in revenue for 2020	
ATTACHMENTS:	1) UTA-Intermountain Healthcare 2020 ECO TRIP Rewards – Trip Based Agreement	

**ECO TRIP REWARDS
TRIP BASED
AGREEMENT**

This ECO Trip Rewards Trip Based Agreement (the “Agreement”) is made this 1st day of January, 2020, between (a) the **UTAH TRANSIT AUTHORITY**, a public transit district organized under the laws of the State of Utah (“UTA”), and (b) IHC HEALTH SERVICES, INC (or the “Administrator”).

Recitals:

WHEREAS, UTA is a public transit district providing public transit services within the State of Utah;

WHEREAS, Administrator is an employer that hires Employees who work at one or more common locations or area designations within the public transit district;

WHEREAS, both Administrator and UTA recognize the benefits of public transit for individuals, businesses and the community for reducing congestion, improving the quality of air and the environment and limiting the amount of real property set aside or dedicated to motor vehicle uses and parking in urban locations; and

WHEREAS, Administrator desires to purchase a fare for each trip taken by its Authorized Users pursuant to the terms and conditions set forth in this Agreement.

Agreement:

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, and for other good and valuable consideration, the parties hereby agree as follows:

1. **PURPOSE OF AGREEMENT.** The purpose of this Agreement is to allow Administrator to purchase a fare for each trip on authorized UTA transit services for its Authorized Users (as defined this Agreement) in accordance with the attached and incorporated Exhibit “A”. Administrator is responsible for issuing Passes to its Authorized Users (as defined in this Agreement) in accordance with the terms and conditions contained in this Agreement.
2. **TERM.** The Term of this Agreement shall begin January 1, 2020 and terminate December 31, 2020 (the “Term”).
3. **AUTHORIZED USERS.** Administrator’s authorized users include all persons employed by or who volunteer for Administrator (“Authorized Users”). Administrator’s Authorized Users who have been issued a Pass in accordance with Paragraph 4 of this Agreement are cardholders (“Cardholders”) for purposes of this Agreement.
4. **FORM OF PASS.** The type of Passes selected by Administrator shall be reflected on Exhibit “A 2.a.”
 - A. **Electronic Fare Card Media.** Each “Pass” is in the form of a unique electronic micro-chip embedded in an electronic fare card media, which may be printed by UTA or Administrator.
 1. **UTA-Printed Passes.** “UTA Printed Passes” shall be activated electronic fare cards provided to Administrator. Each electronic fare card is individually numbered with a unique

chip number. Upon entry of either the electronic fare card's UID or card face number using UTA's web-based interface or other log maintained by Administrator and transfer of the electronic fare card to the Authorized User, the electronic fare card shall become a Pass for purposes of this Agreement. Administrator agrees to: 1) implement and comply with UTA's Cardholder Rules, as set forth in Exhibit C; and 2) train staff with Pass issuance or administration responsibilities on UTA's Cardholder Rules.

2. **Administrator-Printed Passes.** "Administrator-Printed Passes" shall be in the form of an electronically enabled employee identification card complying with UTA Card Data Format Specification Rules. Authorization from UTA must be received prior to electing to use Administrator-Printed Passes for purposes of this Agreement. Upon issuance of an electronically enabled employee identification card using UTA's web-based interface or other log maintained by Administrator and transfer of the electronic fare card to the Authorized User, the electronic fare card shall become a Pass for purposes of this Agreement. Administrator agrees to: 1) implement and comply with UTA's Cardholder Rules; and 2) train staff with Pass issuance or administration responsibilities on UTA's Cardholder Rules. UTA shall issue an electronic "Receipt of Issue." Upon Administrator's receipt of "Receipt of Issue," the electronically enabled employee identification shall be a Pass, for purposes of this Agreement.

5. **PASS RECOGNIZED AS TRANSIT FARE.**

A. So long as this Agreement has not been terminated in accordance with Paragraph 23, a Pass issued to a Cardholder under this Agreement, when used by such Cardholder in accordance with UTA's Cardholder Rules shall be recognized as full fare for the Authorized UTA Services listed on Exhibit "A".

1. All Cardholders are required to "Tap-On" and "Tap-Off" (as defined in Exhibit "C"). Failure to do so may result in a citation or fine pursuant to UTA's ordinances.
2. Cardholders must provide valid photo identification upon request by UTA authorized personnel.
3. A trip report will be generated every time a Pass issued to a Cardholder is presented to board a UTA vehicle in service (a "Trip"). The manner in which UTA determines a Trip is further outlined in UTA Electronic Fare Frequently Asked Questions, which is located in Exhibit D. UTA services are public transit services.

B. UTA reserves the right to modify its public routes from time to time in accordance with its operational objectives and policies at its sole discretion.

C. Each Pass is valid from the date of issuance or activation by the Administrator through December 31, 2020. Each Pass may be re-activated by the Administrator in accordance with the UTA's Cardholder Rules pursuant to the terms of this Agreement.

6. **PAYMENTS BY ADMINISTRATOR TO UTA.** On a monthly basis, Administrator shall pay to UTA, the applicable, effective Base One-Way Fare for each Trip on an Authorized UTA Service, during the preceding month at the cost identified in Exhibit "B."

7. **CALCULATION OF FARES.** The payment of Fares shall be calculated as follows:

- A. The number of Trips for each month is determined by UTA's Electronic Fare Collection

system pursuant to the UTA Electronic Fare Collection Frequently Asked Questions attached as Exhibit D. The applicable Base One-Way Fare will be applied to each Trip (See Exhibit "B" for the current Base One-Way Fare schedule).

- B. If a Fuel Surcharge Fee was in effect at the time of the Trip, the Fuel Surcharge Fee shall be added to the Base One-Way Fare. Notwithstanding the foregoing, the payment of any applicable Fuel Surcharge Fee by Administrator shall be a condition to the use of UTA's transit services by Cardholders.
- C. UTA reserves the right to charge a Fare based on a two-month trailing average of Trips, in the event that UTA's Electronic Fare Collection system is not functioning properly as reasonably determined by UTA in UTA's sole discretion.
- D. The Base One-Way Fare Schedule rates are the rates posted on UTA's website www.rideuta.com and defined in Exhibit B and are the same as the rates charged to UTA full fare paying customers. UTA reserves the right to adjust its Base One-Way Fare Schedule rates during the term of this Agreement, according to its operational needs as determined by UTA in its sole discretion. The Base One-Way Fare rate will be charged at the rate in effect at the time of the Trip.

8. **INVOICES.**

- A. UTA shall invoice Administrator monthly. UTA's invoice shall state: (1) the number of Trips by Service Type; (2) the total amount in Base One-Way Fares; (3) the total amount of Fuel Surcharge Fees owed UTA; and (4) the total amount of the applicable discount.
- B. Payments shall be made by Administrator to UTA within thirty (30) days of receipt of invoice.
- C. UTA shall charge and Administrator shall pay a one percent (1%) late fee on balances due under this Agreement which remain unpaid within thirty (30) days from the due date indicated on the properly stated invoice.
- D. Administrator agrees to make payments under this Agreement as set forth in the Form of Payment in Exhibit A.

9. **DISPUTED INVOICES.** Every invoice delivered to Administrator shall be conclusive and binding upon Administrator unless within five (5) days after the receipt of such Invoice, Administrator notifies UTA that it disputes the correctness thereof, specifying the particular respects in which the Invoice is claimed to be incorrect. If such dispute is not settled by agreement, the parties shall submit the dispute to arbitration within sixty (60) days after Administrator's receipt of such statement. Pending the determination of such dispute by agreement or arbitration, Administrator will not be obligated to pay the disputed, unpaid Invoice.

10. **PRE-AUTHORIZATION.** As part of this Agreement, Administrator shall complete and return to UTA, a Pass Program Configuration Form, upon which Administrator shall identify various features of this Pass Purchase and Administration Agreement it desires to offer Authorized Users. The Pass Program Configuration Form is attached hereto as Exhibit "A" and is incorporated herein by reference. Administrator hereby ratifies the elections contained in the Pass Program Configuration Form and agrees to be bound thereby. All capitalized terms used in the Pass Program Configuration Form shall have the same meaning when referenced in this Agreement.

11. **HANDLING OF ELECTRONIC FARE CARDS/PASSES.** Administrator shall not furnish,

provide, assign, sell or resell, or otherwise transfer an electronic fare card or Pass to any person who is not an Authorized User. Issuance records for each issued Pass will be maintained in a log for such purpose. Administrator must maintain a log for all Passes issued. At all times during the Term of this Agreement, Administrator must be able, upon request of UTA, to account for all Passes distributed to Administrator under this Agreement. The obligation under the preceding sentence shall include: (a) Administrator maintaining the unique identification number of each issued Pass and the corresponding person issued such Pass; (b) printing the Cardholder's name on the Pass in permanent ink prior to issuance to the Cardholder, except in the case of the Corporate Pool Pass; (c) Administrator being able to produce for inspection, upon UTA's Written request during regular business hours, any electronic fare cards delivered to Administrator which have not been issued to a Cardholder; and (d) Administrator being able to identify, by number, any Passes identified as lost or stolen for which replacement Passes have been issued. Within seven (7) business days, Administrator shall deactivate the Pass of any terminated Employee. UTA maintains the right, upon reasonable notice, to inspect during regular business hours, all such records maintained by Administrator during the Term of this Agreement and for a period of one (1) year after the expiration or termination of this Agreement. UTA shall keep the information discovered under this paragraph confidential and will use the information solely to audit the storage, use and issuance of Passes and electronic fare cards and not for any other purpose.

12. **CONFISCATION OF PASSES/UNAUTHORIZED USE OF PASSES.** UTA has the right to confiscate a Pass or electronic fare card at any time (without notice to the Administrator) from any person who UTA reasonably believes is not an Authorized User. UTA has the right to confiscate any UTA-Printed Pass or electronic fare card that UTA reasonably believes has been duplicated or altered. UTA reserves the right to pursue claims or demands against, or seek prosecution of any person who duplicates, alters or uses a Pass in any unauthorized way. UTA shall not pursue any claims or suits against the Administrator for any unauthorized use of a Pass, unless: (a) the unauthorized use results from counterfeiting a Pass and the Administrator had actual or constructive knowledge of such action and Administrator failed to report such action to UTA within twenty-four (24) hours; (b) the Administrator falsely certified to UTA, the name of a person that is not a Cardholder; or (c) the unauthorized use resulted from Administrator's acts or omissions or misconduct. UTA shall have the right to confiscate a UTA-Printed Pass or electronic fare card if UTA believes that the information provided has been falsified by the Administrator or its authorized representatives, or a Pass has been given by the Administrator or its authorized representatives to a person who is not an Authorized User.
13. **RETURN OF PASSES.** Administrator shall be permitted to return, and UTA may demand the return of, valid Passes to UTA in the event this Agreement is terminated prior to the expiration of the Term. Administrator shall be responsible to pay all invoices incurred prior to date of termination.
14. **ISSUANCE OF PASSES.** Administrator shall be solely responsible for issuing a Pass to an Authorized User.
15. **RESTRICTIONS ON ADMINISTRATOR'S CHARGES TO EMPLOYEES.** Although Administrator may implement a charge to Cardholders to offset the cost incurred by Administrator for the Passes, in no event shall Administrator's aggregate charges to Cardholders for the Passes exceed the total amount paid to UTA pursuant to this Agreement. To the extent, any profits are generated by the sale of passes to Cardholders, Administrator shall provide an accounting to UTA and report and transfer any such proceeds to UTA, less any commercially reasonable and verifiable administrative expenses incurred by Administrator associated with this Agreement. Upon the request of UTA, Administrator shall submit an accounting detailing, the number of Passes sold; and the amount paid by Cardholders for Passes.

16. **NON-TRANSFERABLE.** Each Pass is not transferable, as printed on the Pass, to any other Cardholder or Authorized User, a member of the Cardholder's household or any other person.
17. **DELIVERY OF UTA-PRINTED PASSES.** The activated UTA-Printed electronic fare cards shall be printed by UTA and furnished to Administrator's representative at its primary address listed below on an annual basis, or as often as needed, for issuance to Authorized Users.
18. **COST FOR LOST, REPLACEMENT OR STOLEN PASSES.** UTA reserves the right to charge Administrator and Administrator shall pay \$1.00 for each Pass if re-issued as a replacement for a Pass that is lost or damaged by a Cardholder if the number of replacement cards becomes excessive as determined by UTA in UTA's sole discretion. UTA shall not charge a fee to Administrator for a replacement for a stolen Pass, so long as a police report is provided by Administrator to UTA, however, if no police report is provided, UTA reserves the right charge and Administrator shall pay \$1.00 for such replacement Pass. This section does not apply if the Administrator replaces the lost or stolen cards with their own card media.
19. **GUARANTEED RIDE HOME.** In order to accommodate the Emergency needs of Administrator's Authorized Users, UTA agrees that during the Term of this Agreement it will provide a guaranteed ride home for Administrator's Authorized Users who cannot take their customary scheduled transit trip or another reasonably scheduled transit trip from work to home because of an Emergency. UTA agrees that, in the event of Emergency, UTA, at its expense, will provide alternative transportation to Administrator's Authorized Users from Administrator's business locations to the Authorized User's home or other location within the boundaries of the public transit district where the Immediate Family Member requiring the Emergency help is located. UTA agrees that the guaranteed ride home will be undertaken, at UTA's option, in one of the following two alternative ways: (1) a ride in a UTA vehicle driven by a UTA employee; or (2) a ride in a taxi cab. If UTA selects the option of using a UTA vehicle driven by a UTA employee, the Administrator understands that UTA is a governmental entity covered by the Utah Governmental Immunity Act and provides self-insurance only to the amount of approximately \$500,000 per individual and approximately \$1,000,000 per occurrence. If UTA selects the option of a taxi cab, the taxi shall be required to provide public liability insurance in an amount required by State law. An Administrator's Authorized User shall be entitled up to six (6) guaranteed rides home in any calendar year.
 - A. For purposes of this Agreement, the term "Emergency" means: (a) an unplanned change in the Authorized User's work schedule which causes the Authorized User to miss the Authorized User's usual or customary scheduled transit trip from work to home and another transit trip is not scheduled within a thirty minute time period; or (b) the illness or injury of the Authorized User or the Authorized User's Immediate Family Member which requires the Authorized User to immediately leave work to attend to the needs of the Authorized User or an Immediate Family Member and where another regularly scheduled transit trips will not permit the Authorized User to meet such needs.
 - B. For purposes of this Agreement the term "Immediate Family Member" means a spouse, child, step- child of the Authorized User, or other person who resides in the same residence as the Authorized User and is the dependent of the Authorized User.
20. **SECURITY TERMS.** Administrator agrees to be responsible and accountable for all electronic fare cards delivered to Administrator by UTA and to treat unissued electronic fare cards with the same care and safeguards as cash. Administrator agrees to indemnify and save harmless the UTA from the loss of any electronic fare cards whether occasioned by loss, theft, forgery by Administrator's

Authorized Users, or other causes, provided however, that if any unissued electronic fare cards shall be stolen while in the possession of Administrator, Administrator shall not be liable therefore, if Administrator reports electronic fare cards stolen and files with police an official police report declaring said electronic fare cards to have been the subject of theft other than from Administrator's Authorized Users, agents or representatives and the cause of the theft is not the result of Administrator's acts or omissions. Only one card may be active at any time for any Authorized User as confirmed by information provided by the UTA web-based database.

21. **RECONCILIATION.** Administrator shall cooperate with and permit UTA to examine (upon reasonable notice and during regular business hours) the unissued Passes distributed to Administrator and reconcile all records and accounts pertaining to this Agreement on a monthly basis UTA shall not maintain any personally identifiable information of Administrator's Authorized Users. As such, UTA shall not disclose any personally identifiable information, with respect to any Authorized User, to any third parties, except as required by law; provided that, in the event any such disclosure becomes so necessary, UTA shall provide Administrator with reasonable advance notice thereof.
22. **TERMINATION OF AGREEMENT.** UTA may terminate this Agreement at any time by giving 60 days' written notice of termination. Administrator may terminate this Agreement at any time upon written notice and making an accounting and reconciliation as described in Paragraph 21, if requested by UTA.
23. **THIRD PARTY INTERESTS.** No person not a party to this Agreement shall have any rights or entitlements of any nature under it.
24. **NON-DISCRIMINATION.** Administrator is an equal opportunity employer and federal contractor. Consequently, the parties agree that, to the extent applicable: (1) it will comply with the following laws, which are incorporated herein by reference: Executive Order 11246, Executive Order 13496 (29 CFR Part 471, Appendix A to Subpart A), relating to the notice of employee rights under federal labor laws, 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a); and (2) this contractor and subcontractors shall abide by the requirements of 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a). These regulations, respectively, prohibit discrimination against qualified protected veterans and qualified individuals on the basis of disability and require affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified protected veterans and qualified individuals with disabilities. The parties agree that they shall not exclude any individual from participation in or deny any individual the benefits of this Agreement, on the basis of race, color, national origin, religion, sex, age, or disability in accordance with the requirements of 49 U.S.C. 5332.
25. **ENTIRE AGREEMENT.** This Agreement contains the entire agreement between the parties hereto for the Term stated and cannot be modified except by written agreement signed by both parties. Neither party shall be bound by any oral agreement or special arrangements contrary to or in addition to the terms and condition as stated herein.
26. **COSTS AND ATTORNEY'S FEES.** If either party pursues legal action to enforce any covenant of this Agreement, the parties agree that all costs and expenses of the prevailing party incident to such legal action, including reasonable attorneys' fees and court costs shall be paid by the non-prevailing party.
27. **WAIVER.** The waiver by either party of any of the covenants as contained in this Agreement shall not be deemed a waiver of such party's rights to enforce the same or any other covenant herein, and the rights and remedies of the parties hereunder shall be in addition to, and not in lieu of, any right or remedy as provided by law.

- 28. **INDEMNIFICATION.** The parties mutually agreed to indemnify, defend and hold harmless the other party, its directors, officers, agents and employees against any and all claims, actions, debts or loss to the extent arising from a breach of a covenant, or other breach or default by the indemnifying party under this Agreement.
- 29. **AUTHORITY.** The individuals who execute this Agreement represent and warrant they are duly authorized to execute this Agreement on behalf of UTA and Administrator, as the case may be, that the Parties named are the necessary and property parties and that no other signature, act or authorization is necessary to bind such entity to the provisions to this Agreement.
- 30. **COUNTERPARTS.** This Agreement may be executed in one or more counterparts, each of which, when so executed, will be deemed to be an original. Such counterparts will together constitute and be one and the same instrument. This Agreement may be delivered by electronic transmission.
- 31. **GOVERNING LAW.** This Agreement and all transactions contemplated hereunder and/or evidenced hereby shall be governed by and construed under and enforced in accordance with the laws of the State of Utah without giving effect to any choice of law or conflict of law rules or provisions.
- 32. **NOTICES.** Except as otherwise indicated, notices to be given hereunder shall be sufficient if given in writing in person or by personal delivery, U.S. mail, or electronic mail. All notices shall be addressed to the respective party at its address shown below.

Administrator: IHC HEALTH SERVICES, INC <hr/> Name: INTERMOUNTAIN HEALTHCARE SUPPLY CHAIN CENTER ATTENTION: GENI WAGNER <hr/> Address: 7302 SOUTH BINGHAM JUNCTION BLVD <hr/> MIDVALE, UTAH 84047 <hr/> Phone: <hr/> Email: <hr/>	Utah Transit Authority: Kensey Kunkel 669 West 200 South Salt Lake City, Utah 84101 801-741-8806 kkunkel@rideuta.com
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Either party may change the address at which such party desires to receive written notice by giving written notice of such change to the other party. Any such notice shall be deemed to have been given, and shall be effective, on delivery to the notice address then applicable for the party to which the notice is directed, provided, however, that refusal to accept delivery of a notice or the inability to deliver a notice because of an address change which was not properly communicated shall not defeat or delay the giving of a notice.

IN WITNESS WHEREOF, the undersigned parties have executed this Agreement the date and year above written.

IHC HEALTH SERVICES, INC.

UTAH TRANSIT AUTHORITY

By:

By:

Signature Date

Signature Date

Print Name: _____

Print Name: _____

Print Title: _____

Print Title: _____

By:

Signature Date

Print Name: _____

Print Title _____

Approved As To Form:

Michael Bell
Assistant Attorney General
Counsel for UTA

Exhibit A

Pass Program Configuration Form ECO TRIP REWARDS (Trip Based Agreement)

A1a. Authorized UTA Services

- Basic: Regular Bus, Max bus rapid transit,, TRAX Light Rail and Streetcar Light Rail (individuals can upgrade to FrontRunner and Express Bus separately)
- Premium: Basic services plus FrontRunner and Express Bus
- Park City SLC Connect
- Ski Service

Unauthorized UTA Services include special service routes including but not limited to ADA Paratransit service.

A2a. Form of Passes

- UTA-Printed Passes: Requires completion of Section A2b, Table 1 “Initial Pass Order” below.
- Administrator-Printed Passes

A2b. Initial Pass Quantity

UTA-Printed Pass Product Electronic Fare Card	Quantity
Regular Pass	
Premium Pass	
Corporate Pool Pass	

A3. Administrator Personnel – See Exhibit E for a list of authorized persons.

UTA will contact authorized persons to set up logins for UTA web interface purposes for card replacements and card lookups. Administrator will provide a list of authorized persons to UTA using a signed document substantially in the form of the sample in Exhibit E (“List of Authorized Persons”). The Parties may change the format of the List of Authorized Persons as mutually agreed upon.

A4. Form of Payment

- Checks. Checks should be made payable to UTA and mailed to the following address: Utah Transit Authority, Accounts Receivable, 669 West 200 South, Salt Lake City, Utah 84101.
- ACH
- Wire Transfer*

*Wire transfer instructions available upon request

Exhibit B

ECO TRIP REWARDS (Trip Based Agreement)

Base One-Way Fare Schedule and Authorized UTA Services

Effective date: December 8, 2013 to replace all prior notices

Service Type	Regular Bus	TRAX Light Rail	Streetcar Light Rail	FrontRunner Commuter Rail	Express Bus	Park City SLC Connect	Ski Service
Base One-Way Fare (Applicable to each trip)	\$2.50	\$2.50	\$2.50	\$2.50 – \$10.30	\$5.50	\$4.50	\$4.50

Frontrunner Base Fare (includes 1 station)	Each Additional Station	Maximum Fare from Provo to Pleasant View
\$2.50	\$.60	\$10.30

Fares on the Base Fare Schedule change periodically and these fares may change during the term of this Agreement. Fuel Surcharge Fees may apply. UTA's Current Fare Schedule includes any applicable Fuel Surcharge Fees, which are set forth in the following table:

Fuel Surcharge Fee Matrix

Quarterly Department of Energy (DOE) Diesel per Gallon	Surcharge Level	Fuel Surcharge Fee for Regular Bus, TRAX, Streetcar and FrontRunner (Applicable to each trip)	Fuel Surcharge Fee for Express Bus, Ski and Park City SLC Connect (Applicable to each trip)
\$0.00 - \$3.99	No surcharge	\$0.00	\$0.00
\$4.00 - \$4.99	Level A	\$0.25	\$0.50
\$5.00 - \$5.99	Level B	\$0.50	\$1.00
\$6.00 - \$6.99	Level C	\$0.75	\$1.50
\$7.00 - \$7.99	Level D	\$1.00	\$2.00
\$8.00 - \$8.99	Level E	\$1.25	\$2.50
\$9.00 - \$9.99	Level F	\$1.50	\$3.00

Exhibit C

ECO TRIP REWARDS

Because of its commitment to implementing internal marketing initiatives to promote and increase pass usage in 2020, UTA shall provide the following discount to Administrator on UTA’s Base One-Way Fare Schedule:

Date	Discount
January 1, 2020- December 31, 2020	17.5%

Exhibit D

Cardholder Rules

I. **Definitions.** The following terms shall have the following defined meanings when referenced in these Rules:

- A. “Administrator” shall mean the Issuing Institution.
- B. “Issuing Institution” shall mean the institution from which the Pass or other Electronic Fare Card is actually received.
- C. “Distance Based Services” shall mean services for which fare is calculated by the distance traveled, such as FrontRunner.
- D. “Pass” shall mean an electronically enabled fare card (which may be printed by UTA or an Issuing Institution when used as fare payment for UTA transit services).
- E. “Tap-On” shall mean the act of a Cardholder touching his or her Pass or other Electronic Fare Card to a designated card reader upon boarding a UTA vehicle.
- F. “Tap-Off” shall mean the act of a Cardholder touching his or her Pass or other Electronic Fare Card to a designated card reader upon exiting a UTA vehicle.

II. **Rules Applicable to Cardholders presenting all Electronically-Enabled Passes (“Cardholders”)**

- A. All Cardholders are required to Tap-On and Tap-Off when riding UTA services.
- B. Failure to Tap-On or Tap-Off may result in a citation or fine pursuant to UTA’s Ordinances.
- C. Cardholder must provide valid photo identification upon request.
- D. A Pass is not transferrable if the words “not transferable” are printed on the Pass.
- E. Cardholders must comply with UTA’s Rider Rules.
- F. Cardholders must comply with UTA’s Ordinances.

The only exception to the Tap-Off requirement is when a Cardholder transfers from a TRAX vehicle to another TRAX vehicle. Other than TRAX-to-TRAX transfers, Cardholders are always required to Tap-Off when alighting a vehicle.

Passes are not valid on Paratransit service or Special services.

Possession of a Pass does not guarantee boarding.

Cardholder’s use of an Administrator- issued Pass is governed by agreement between UTA and the Issuing Institution. Cardholders that call UTA customer support seeking to have their Administrator- issued Passes reactivated may be directed to contact their Issuing Institution for assistance.

Exhibit E

Electronic Fare FAQs

Where do I tap my card?

Electronic readers are located at all doors on all UTA buses and near the entrances to all TRAX and FrontRunner platforms. Just tap your card to the contactless logo (shown below) as you board and when exiting a bus or train platform.



How does the EFC system work?

It's easy. Just tap a UTA contactless transit pass or a contactless credit/debit card to the contactless logo on a reader. The system automatically recognizes the type of card and responds accordingly. The following are possible reader responses:

- **Valid:** a green light and acceptance message on the reader means your card has been accepted as a valid form of fare payment. Welcome aboard!
- **Additional action required:** a yellow light means that more action is required. For example, if you are using a regular Eco or Student Pass you may need to pay an upgrade for a premium service. Check the reader display for more information.
- **Not valid:** a red light means your card is invalid or has been disabled. Check the reader display for more information. If your card is invalid, you must pay your fare using another payment method such as cash. If your card has been disabled, contact the card issuer to resolve the issue.

What fare is charged?

When paying with a contactless credit/debit card, you will be charged the single adult cash fare for the service.

What type of contactless cards can be used?

There are three types of contactless cards that may be accepted:

- Bank-issued contactless credit/debit cards
- Certain ID cards issued by organizations such as schools, employers, and ski resorts
- UTA contactless transit passes

The reader response will tell you if your card is accepted as a valid form of fare payment.

What do I do if I get a red light (or no response) when tapping my card to a reader?

- If your card gets a red light at the reader, you must pay your fare using another payment method such as cash. If you feel your card is getting a red light in error, please contact the card issuer to resolve the issue.
- If your card gets no response at all from the reader, try removing the card from your wallet or purse and try again. It may be experiencing card “collision” which occurs when one or more electronic cards are next to each other causing a faulty read. If when tapping your card, the reader still gives no response, please try another reader if possible. If there isn’t any response from an alternate reader, it may be that the microchip or antenna inside the card is damaged. Another possibility is that your card is not a contactless smartcard. In other words, it may not have an embedded chip or antenna. Please contact the card issuer for assistance.
- For contactless credit/debit cards, after you have contacted the issuing institution to resolve the issue, call UTA Customer Service at 801-2872667 to re-authorize your card on UTA’s system.
- **IMPORTANT** – Please note that if you get a red light (or no response) when tapping your card at a reader, you must pay your fare using another payment method such as paying with cash, or purchasing a ticket at a TVM. This is true even if you feel that your card is getting rejected in error. In all cases, when paying with any type of contactless card, you must get a green light to board (or yellow light with proof of upgrade payment).

How are fares enforced?

- **Bus:** As you board, the operator will receive a validation message from the reader just as you do and allow you to board. The operator will allow you to board if your card gets a green light. The operator will ask for additional payment if your card gets a yellow light. If your card gets a red light (or no response), the operator will ask you to please provide an alternate form of fare payment.
- **TRAX and FrontRunner:** UTA transit officers carry a small electronic inspection device. Inspectors will ask patrons to show proof of fare (e.g. “tickets please”). When you are asked to show proof of fare, simply produce the contactless transit pass or contactless credit/debit card that you used to pay. The officer will electronically inspect your card to determine whether the card was recently tapped or not. If there is no electronic record of the card being tapped, then the officer will likely issue a citation for failure to provide proof of payment.

Does UTA track my movements when I tap on and tap off?

- UTA does not track the movement of specific individuals within its transit system.
- Trip data is used primarily to analyze and understand mass transit patterns in order to improve overall service and better plan for the future.
- Internal and external EFC trip reporting is done at aggregate levels so that UTA and its partners are unable to view or track the trip patterns of specific individuals.

How do transfers work?

- When paying with a contactless pass or credit/debit card, there is no need to ask for a transfer. Once you tap off, the system will automatically apply transfer credits for all transfers you make within a 2 hour window.
- When transferring from one service type to another, you will be charged only for the most expensive service used. Example: A woman begins her journey on a Regular bus in Salt Lake City and pays for the trip using a contactless credit card. The card is charged a single Regular bus adult fare. She taps off the Regular bus and transfers to a higher priced Express bus heading to Ogden using the same credit card. The system automatically applies a transfer credit and charges the card for the difference between an Express and Regular bus fare. The total fare for this journey is the same as the higher Express bus fare.

What about the Free Fare Zone?

A card tapped on and off within the downtown Salt Lake City free fare zone will not be charged.

How does FrontRunner charge a fare?

Tapping on and off is especially important for FrontRunner, which charges you based on the distance you travel.

Do I have to tap on *and* tap off?

- **Yes.** Be sure to tap on when boarding and tap off when exiting to complete your trip. It is important to remember to tap off with the same card when exiting in order to close out the trip, as failure to tap off would leave the trip incomplete. The only exception to the tap off requirement is when you transfer from a TRAX vehicle to another TRAX vehicle. Other than TRAX-to-TRAX transfers, you are always required to tap off when exiting.
- Failure to tap off voids any transfer credits that you would normally receive.
- If you tap on within the free fare zone and fail to tap off when exiting within the free fare zone, you will be charged the full single adult cash fare.
- If you fail to tap off on FrontRunner, you will be charged the maximum fare, instead for only the distance that you have traveled.

Do Paratransit vehicles have the electronic fare readers and accept contactless credit/debit cards?

- The EFC system has not been installed on any Paratransit vehicles or services at this time. Contactless credit/debit cards are not accepted on board. Another form of payment is required.

Why did I get a credit card charge when tapping on UTA's card readers?

- Your credit card was accepted as fare payment. This can happen if you keep a contactless credit or debit card close to your UTA card in your wallet or purse. We suggest removing your UTA card from your wallet or purse and tapping only that card to avoid unwanted charges.

How are my fares calculated?

- Your tap records allow UTA to construct trips for fare calculation.

What is a trip?

Trip: Also known as an Unlinked Trip, Boarding, Segment, or Leg. You are required to Tap On when boarding a service, and also Tap Off when alighting a service. The tap on and tap off usage data records are paired in the EFC system to form a single trip. The fare calculation and transfer credit business logic is then applied to trips.

Linked Trip: Also referred to as a Journey. A linked trip is one or more trips taken by a single patron within a defined transfer period (e.g. 2 hours). A base fare is calculated for each trip segment, and transfer credits are applied according to UTA's business rules.

EXHIBIT F
LIST OF AUTHORIZED PERSONS

Effective _____ the List of Authorized Persons will be as follows:

First and Last Name	Title	Email Address

Reason For Change:	
-----------------------	--

Signature – Administrator



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: December 11, 2019

SUBJECT: Sixth Amendment of the Authority's 2019 Budget

AGENDA ITEM TYPE: Discussion

RECOMMENDATION: Review and discuss proposed capital budget project reallocations.

BACKGROUND: In accordance with Board of Trustee Policy Number 2.1, Financial Management, the Board of Trustees may amend or supplement the budget at any time after its adoption. During 2019, the Board of Trustees has approved five budget amendments which have included various operating and capital budget amendments and reallocations.

DISCUSSION: After reviewing capital expenditures through October 31 and expected expenditures for November and December, and comparing those totals to the 2019 amended budget, staff believes budget allocations for eleven projects should be increased. Funding for the reallocations is coming from ten projects whose expenditures are expected to be below their current budgeted amounts. The recommended reallocations and revised project budgets are provided in the table below.

Row	Project	Current Budget	Reallocation	Proposed Budget
1	Provo-Orem TRIP	\$10,591,896	\$(80,448)	\$10,511,448
10	Non-rev Vehicles	19,452	24,852	44,304
41	Trapeze Enhancements	30,000	7,100	37,100
45	Rail Passenger Info	458,602	(7,100)	451,502
63	Corridor Fencing	180,418	2,231	182,649
65	Access Control – Data Rooms	23,442	(496)	22,946
80	Safety Projects	38,046	(2,231)	35,815
85	Public Awareness	28,574	496	29,070
91	Main St./4 th Interlocking	4,743,940	484,934	5,228,874
92	TRAX Curve Replacement	2,000,000	(697,123)	1,302,877
96	Commuter Rail Cab	500,000	(369,213)	130,787

105	Delta and 150 Interlocking	4,000,000	211,227	4,211,227
118	Locomotive HEP Engine	248,647	(248,647)	0
122	IJ Plug Installations	17,342	962	18,304
143	Sugar House Double Tracking	1,200,000	(393,272)	806,728
148	Paint Booth – Warm Springs	450,000	694,206	1,144,206
149	Warm Springs Fabrication	78,395	(76,346)	2,049
166	Electric Bus – LoNo Grant	6,083,697	203,720	6,287,417
168	FL 2015 ROW	527,317	(310,780)	216,537
171	U of U Union Building HUB	399,400	285,928	685,328
181	Police Substation – Provo	<u>424,875</u>	<u>189,552</u>	<u>694,875</u>
	Totals	<u>\$32,044,043</u>	<u>\$0</u>	<u>\$32,044,043</u>

Budget amendment number 6 will incorporate these reallocations and a resolution to adopt the amendment will be presented to the Board of Trustees at their December 18, 2019 meeting.

ALTERNATIVES: The Board of Trustees may choose not to proceed with Budget Amendment Number 6.

FISCAL IMPACT: There is no overall impact to the 2019 capital budget.

ATTACHMENTS:

- 1) Exhibit A – 2019 Capital Budget
- 2) Exhibit A-1 – 2019 Capital Budget Reallocations
- 3) Exhibit A-2 – 2019 Capital Budget Detail – Amended Budget
- 4) 2019 Budget Amendment Number 6 Information

**UTAH TRANSIT AUTHORITY - Exhibit A
2019 Budget - Sixth Amendment - Capital
December 18, 2019**

<u>Funding Sources</u>	<u>Budget Amendment</u>		
	Budget After October 30 Budget Amendments		Budget After Amendment #6
1 UTA Current Year Funding	\$ 23,279,000		\$ 23,279,000
2 2018 UTA Carryover Funding	21,238,438		21,238,438
3 Sales Tax	6,000,000		6,000,000
4 Grants	62,482,278		62,482,278
5 Local Partner Contributions	17,013,733		17,013,733
6 State Contribution	5,065,699		5,065,699
7 2018 Bond Proceeds	25,077,792		25,077,792
8 2019 Bond Proceeds	75,000,000		75,000,000
9 Leasing	11,103,282		11,103,282
10 Total Funding Sources	<u>246,260,222</u>	<u>-</u>	<u>246,260,222</u>
<u>Expense</u>			
11 Provo-Orem TRIP	10,591,896	(80,448)	10,511,448
12 Airport Station Relocation	2,650,000		2,650,000
13 State of Good Repair	50,644,243	(593,008)	50,051,235
8 Other Capital Projects	107,374,083	673,456	108,047,539
9 Total Expense	<u>\$ 171,260,222</u>	<u>\$ -</u>	<u>\$ 171,260,222</u>

Project Name	2019 Budget Amendment						State Funding	Local Partners	UTA Funded
	Number 6	Bonds	Sales Tax	Grants	Lease				
146 Stairs to and Heated Apron on Track 15 at JRSC	-	-	-	-	-	-	-	-	
147 System-Wide ADA Bus Stop Imp	-	-	-	-	-	-	-	-	
148 Paint Booth at Warm Springs	694,206	-	-	-	-	-	-	694,206	
149 Warm Springs Fabrication Shop	(76,346)	-	-	-	-	-	-	(76,346)	
150 South Davis BRT	-	-	-	-	-	-	-	-	
151 DSI Inventory software & scanners	-	-	-	-	-	-	-	-	
152 Badge Access and Cameras for Part Rooms	-	-	-	-	-	-	-	-	
153 Wayfinding Signage Plan	-	-	-	-	-	-	-	-	
154 Weber Cnty CR ROW Preservation	-	-	-	-	-	-	-	-	
155 SW SLCounty ROW preservation	-	-	-	-	-	-	-	-	
156 MOW Building - Clearfield	-	-	-	-	-	-	-	-	
157 Signal Pre-emption Projects w/UDOT	-	-	-	-	-	-	-	-	
158 Sandy Parking Structure	-	-	-	-	-	-	-	-	
159 Prop #1 for Tiger - Tooele County	-	-	-	-	-	-	-	-	
160 20-1717 - 5310 Prgrm-SLC/WVC	-	-	-	-	-	-	-	-	
161 20-1716 - 5310 Prgrm-PRO/OREM	-	-	-	-	-	-	-	-	
162 20-1715 - 5310 Prgrm-OGD/LAY	-	-	-	-	-	-	-	-	
163 5310 Grant UT-2016-013 Utah County UZA	-	-	-	-	-	-	-	-	
164 5310 Grant UT-2016-013 Davis/Weber UZA	-	-	-	-	-	-	-	-	
165 5310 Grant UT-2016-013 Salt Lake UZA	-	-	-	-	-	-	-	-	
166 Electric Bus Purchase Lo/No Grant	203,720	-	-	-	-	-	-	203,720	
167 FTA 5310 Funds as designated recipient	-	-	-	-	-	-	-	-	
168 FL 2015 ROW	(310,780)	-	-	-	-	-	-	(310,780)	
169 Tooele Bus Facility	-	-	-	-	-	-	-	-	
170 Salt Lake City Buses	-	-	-	-	-	-	-	-	
171 U of U Union Building Hub	285,928	-	-	-	-	-	-	285,928	
172 Sharp/Tintic Rail Consolidation	-	-	-	-	-	-	-	-	
173 Park City Electric Bus Replacement	-	-	-	-	-	-	-	-	
174 Vanpool Vineyard Expansion	-	-	-	-	-	-	-	-	
175 Point of Mountain AA	-	-	-	-	-	-	-	-	
176 UTA ADA Bus Stop Improvements UTCO	-	-	-	-	-	-	-	-	
177 TVM Replacement Program	-	-	-	-	-	-	-	-	
178 Downtown TRAX Signal Improvements	-	-	-	-	-	-	-	-	
179 650 South TRAX Station	-	-	-	-	-	-	-	-	
180 Timp Fit Factory Remodel	-	-	-	-	-	-	-	-	
181 Police Substation and Customer Service Booth at Provo IMC	270,000	80,448	-	-	-	-	-	189,552	

		2019					State	Local	UTA	
Project Name		Amended	Bonds	Sales Tax	Grants	Lease	Funding	Partners	Funded	
		Budget - #6								
74	Laptop Replacement	35,000	-	-	-	-	-	-	35,000	
75	Meadowbrooke West Employee Parking Lot Gate Improvements	30,000	-	-	-	-	-	-	30,000	
76	Mini Robot	12,000	-	-	-	-	-	-	12,000	
77	Next Crossing Camera Installation	42,210	-	-	-	-	-	-	42,210	
78	Riverside Employee Parking Lot Fencing	50,000	-	-	-	-	-	-	50,000	
79	Police Vehicle Replacement	247,681	-	-	-	-	-	-	247,681	
80	Safety projects	35,815	-	-	-	-	-	-	35,815	
81	Tasers	101,734	-	-	-	-	-	-	101,734	
82	Body Cameras	115,000	-	-	-	-	-	-	115,000	
83	Bus Safety Security	36,724	-	-	-	-	-	-	36,724	
84	Emergency Management Items	4,652	-	-	-	-	-	-	4,652	
85	Public Awareness Campaign	29,070	-	-	28,574	-	-	-	496	
86	Camera Coverage on Platforms	7,788	-	-	-	-	-	-	7,788	
87	Steel Bucket Replacements	23,000	-	-	-	-	-	-	23,000	
88	Total Facilities, Safety, & Admin Equip.	\$ 2,863,935	\$ -	\$ -	\$ 36,574	\$ -	\$ -	\$ -	\$ 2,827,361	
89										
90	Infrastructure State of Good Repair Projects									
91	Main St/4th S HGU Interlocking Rehab switches/ frogs	\$ 5,228,874	\$ 4,460,119	\$ 484,934	\$ -	\$ -	\$ -	\$ -	\$ 283,821	
92	TRAX Curve Replacement - South Temple & Main Street	1,302,877	-	1,302,877	-	-	-	-	-	
93	SD Rehab/Overhaul	1,500,000	-	1,500,000	-	-	-	-	-	
94	Bridge Rehabilitation & Maintenance	319,543	-	-	-	-	-	-	319,543	
95	Bus Engine/Transmission Replacements	1,885,733	-	-	-	-	-	-	1,885,733	
96	Commuter Rail Cab and Coach Car Overhaul Program	130,787	-	-	-	-	-	-	130,787	
97	FrontRunner Platform Snowmelt System Repairs	30,000	-	-	-	-	-	-	30,000	
98	Light Rail Grade Crossing Program	800,000	-	-	-	-	-	-	800,000	
99	SD Light Rail Vehicle Overhaul	4,553,117	-	-	-	-	-	-	4,553,117	
100	SGR Repair LRV	730,000	-	-	-	-	-	-	730,000	
101	S70 Light Rail Vehicle Overhaul	4,096,000	-	-	-	-	-	-	4,096,000	
102	Signal and Grade Crossing Bungalow Batteries	70,000	-	-	-	-	-	-	70,000	
103	Stray Current Mitigation	420,931	-	-	-	-	-	-	420,931	
104	TPSS Component Replacement	600,000	-	-	-	-	-	-	600,000	
105	Delta and 150 Interlocking Replacement	4,211,227	4,000,000	211,227	-	-	-	-	-	
106	Rail Replacement Work	1,945,022	1,945,022	-	-	-	-	-	-	
107	Paint Room Bldg. 8	391,495	-	-	-	-	-	-	391,495	
108	Prime Mover Turbocharger Replacement	-	-	-	-	-	-	-	-	
109	Prime Mover Engine Rebuild	3,449,905	-	-	600,000	-	-	-	2,849,905	

		2019					State	Local	UTA
Project Name		Amended	Bonds	Sales Tax	Grants	Lease	Funding	Partners	Funded
		Budget - #6							
110	Asset Management SW	11,212	-	-	-	-	-	-	11,212
111	Other	-	-	-	-	-	-	-	-
112	OCS Wire Survey	200,000	-	-	-	-	-	-	200,000
113	Grounding for SoJo CR Signal House	71,443	-	-	-	-	-	-	71,443
114	C - Car Tires	225,000	-	-	-	-	-	-	225,000
115	OK Building Roof	375,841	-	-	-	-	-	-	375,841
116	RFID Tracking System	5,157	-	-	-	-	-	-	5,157
117	820 North Provo Ped Improvements	74,360	-	-	-	-	-	74,360	-
118	Locomotive HEP Engine	-	-	-	-	-	-	-	-
119	CR Grade Crossing	25,826	-	-	-	-	-	-	25,826
120	Roof Replacements	58,259	-	-	-	-	-	-	58,259
121	Bus Lift Replacements	25,083	-	-	-	-	-	-	25,083
122	IJ Plug Installations	18,304	-	962	-	-	-	-	17,342
123	Total State of Good Repair	32,755,996	10,405,141	3,500,000	600,000	-	-	74,360	18,176,495
124	Total State of Good Repair	\$ 50,301,235	\$10,405,141	\$3,500,000	\$ 2,278,204	\$ 5,853,282	\$ -	\$ 74,360	\$28,190,248
125									
126	Capital Projects								
127	Capital Projects								
128	Ogden/Weber State University BRT Design	\$ 4,108,924	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ 2,500,000	\$ 108,924
129	Meadowbrook Expansion	300,000	-	300,000	-	-	-	-	-
130	Operator Restrooms	200,000	-	200,000	-	-	-	-	-
131	Bus Stop Improvements & Signage	1,000,000	-	1,000,000	-	-	-	-	-
132	Prop #1 Davis County Improvements	1,957,864	-	-	-	-	-	-	1,957,864
133	Prop #1 Weber County Improvements	562,032	-	-	-	-	-	-	562,032
134	Prop#1 Tooele County Improvements	69,368	-	-	-	-	-	-	69,368
135	Positive Train Control	5,181,099	2,324,735	-	2,856,364	-	-	-	-
136	TIGER Program of Projects	14,106,723	-	-	9,861,881	-	-	4,075,444	169,398
137	UVU Ped Bridge	2,000,000	-	-	-	-	-	-	2,000,000
138	3300/3500 South MAX Expansion & Optimization	268,154	-	-	250,000	-	-	-	18,154
139	Box Elder Right of Way Preservation	4,972,917	-	-	-	-	-	-	4,972,917
140	Clearfield FR Station Trail	268,154	-	-	250,000	-	-	-	18,154
141	Depot District- Phased Project, 2018 Phase 1 and Future Phases	28,115,817	1,456,144	1,000,000	21,025,974	-	4,633,699	-	-
142	SLCounty ROW Preservation/SWSLCo Transit Corridor	-	-	-	-	-	-	-	-
143	Sugar House Double Tracking	806,728	-	-	819,637	-	-	-	(12,909)
144	UDOT 1-15 Widening/7200 South bridge replacement	2,184,074	-	-	-	-	-	2,184,074	-
145	Update Bike Cars on FrontRunner	296,699	-	-	276,612	-	-	-	20,087

		2019					State	Local	UTA
Project Name		Amended	Bonds	Sales Tax	Grants	Lease	Funding	Partners	Funded
		Budget - #6							
146	Stairs to and Heated Apron on Track 15 at JRSC	150,000	-	-	-	-	-	-	150,000
147	System-Wide ADA Bus Stop Imp	83,604	-	-	-	-	-	-	83,604
148	Paint Booth at Warm Springs	1,144,206	-	-	-	-	-	-	1,144,206
149	Warm Springs Fabrication Shop	2,049	-	-	-	-	-	-	2,049
150	South Davis BRT	1,199,319	-	-	-	-	-	1,199,319	-
151	DSI Inventory software & scanners	-	-	-	-	-	-	-	-
152	Badge Access and Cameras for Part Rooms	104,200	-	-	-	-	-	-	104,200
153	Wayfinding Signage Plan	993,560	-	-	-	-	-	-	993,560
154	Weber Cnty CR ROW Preservation	500,000	-	-	-	-	-	500,000	-
155	SW SLCounty ROW preservation	-	-	-	-	-	-	-	-
156	MOW Building - Clearfield	350,000	-	-	-	-	-	-	350,000
157	Signal Pre-emption Projects w/UDOT	1,021,775	-	-	-	-	-	1,021,775	-
158	Sandy Parking Structure	6,240,279	-	-	2,000,000	-	-	2,484,253	1,756,026
159	Prop #1 for Tiger - Tooele County	-	-	-	-	-	-	-	-
160	20-1717 - 5310 Prgrm-SLC/WVC	2,160,269	-	-	1,416,630	-	-	680,826	62,813
161	20-1716 - 5310 Prgrm-PRO/OREM	529,592	-	-	429,475	-	-	70,205	29,912
162	20-1715 - 5310 Prgrm-OGD/LAY	928,253	-	-	663,741	-	-	245,471	19,041
163	5310 Grant UT-2016-013 Utah County UZA	44,410	-	-	42,523	-	-	-	1,887
164	5310 Grant UT-2016-013 Davis/Weber UZA	188,168	-	-	126,214	-	-	55,536	6,418
165	5310 Grant UT-2016-013 Salt Lake UZA	293,103	-	-	188,818	-	-	88,013	16,272
166	Electric Bus Purchase Lo/No Grant	6,287,417	-	-	5,397,287	-	-	360,000	530,130
167	FTA 5310 Funds as designated recipient	152,078	-	-	123,812	-	-	11,448	16,818
168	FL 2015 ROW	216,537	-	-	-	-	-	-	216,537
169	Tooele Bus Facility	1,273,215	1,273,215	-	-	-	-	-	-
170	Salt Lake City Buses	5,250,000	-	-	-	5,250,000	-	-	-
171	U of U Union Building Hub	685,328	-	-	372,361	-	-	27,039	285,928
172	Sharp/Tintic Rail Consolidation	6,130,300	-	-	5,594,344	-	182,000	235,970	117,986
173	Park City Electric Bus Replacement	2,897,267	-	-	2,290,000	-	-	500,000	107,267
174	Vanpool Vineyard Expansion	135,000	-	-	125,860	-	-	-	9,140
175	Point of Mountain AA	800,000	-	-	-	-	250,000	500,000	50,000
176	UTA ADA Bus Stop Improvements UTCO	675,000	-	-	629,302	-	-	-	45,698
177	TVM Replacement Program	25,810	-	-	-	-	-	-	25,810
178	Downtown TRAX Signal Improvements	11,100	-	-	-	-	-	-	11,100
179	650 South TRAX Station	200,000	-	-	-	-	-	200,000	-
180	Timp Fit Factory Remodel	32,272	-	-	-	-	-	-	32,272
181	Police Substation and Customer Service Booth at Provo IMC	694,875	80,448	-	339,900	-	-	-	274,527

2019 Budget Amendment #6

Detail Project Information

1. **Replacement Non-Revenue Support Vehicle (\$24,852 increase – Row 10):** This is for a box truck that was ordered in 2018 but not delivered until 2019. The funds for the purchase that were carried over from the 2018 budget for non-revenue vehicles (to cover the vehicle up-fits after the chassis was delivered) were inadequate due to a budgetary estimation error. These additional funds will come from the FL2015 Right-of-Way project budget which is now complete.
2. **Trapeze Enhancements (\$7,100 increase – Row 41):** This project is for enhancements to the Trapeze data system. The project went over budget by \$7,100 due to additional training need. These additional funds will come from the Passenger Information project budget that has unused funds this year.
3. **Corridor Fencing Replacement (\$2,231 increase – Row 63):** This project has obligations for additional fencing this year. The needed funds will be transferred from the general Safety project budget.
4. **Public Awareness Campaign (\$496 increase – Row 85):** This safety public awareness project went over budget by \$496 and the funds will be transferred from the Access Control for Data Rooms safety project that has additional funds remaining.
5. **Main Street/4th South Interlocking (\$484,934 increase – Row 91):** This project is for the replacement of the half-grand union on Main Street and 400 South in downtown Salt Lake City. The project was successfully completed this summer, but due to additional UTA labor support needed at the temporary station platforms and bus bridges, and some escalated construction costs, went over budget by \$485K. The additional funds for this project will come from the project budget for the TRAX Curve Replacement at South Temple and Main Street. The TRAX Curve project has a budget of \$2M for 2019, but will only need about \$1M for early acquisition of materials. The TRAX Curve project will need additional funding next year to complete the construction. This will be adjusted during the budget carryover process in early 2020.
6. **150 South and Delta Interlockings (\$211,227 increase – Row 105):** This project is for the replacement of the TRAX interlockings near the 150 South and Delta stations in Salt Lake City. The project was successfully completed this summer, but due to additional UTA labor support needed at the temporary station platforms and bus bridges, and some escalated construction costs, went over budget by \$211K. The additional funds for this

project will come from the project budget for the TRAX Curve Replacement at South Temple and Main Street. The TRAX Curve project has a budget of \$2M for 2019, but will only need about \$1M for early acquisition of materials. The TRAX Curve project will need additional funding next year to complete the construction. This will be adjusted during the budget carryover process in early 2000.

7. **IJ Plug Installations (\$962 increase – Row 122):** This project, for the installation insulated joint plugs on the TRAX lines, went over budget by \$962. The needed funds will come from the TRAX Curve Replacement project.
8. **FrontRunner Paint Booth (\$694,206 increase – Row 148):** This project is for construction of a paint booth at Warm Springs. The 2019 budget was not enough to construct the paint booth as it was initially planned to budget the project over a two-year period. It was determined that an additional \$694K would be needed to complete design, materials, and installation/construction in 2019. These additional funds will come from the Commuter Rail Cab and Coach Overhaul project budget, as it is part of the ongoing overhaul program, and from the Warm Springs Fabrication shop project budget. Funds will also come from the HEP project which is now complete.
9. **Electric Bus No/Low Grant project (\$203,720 increase – Row 166):** UTA received a No Low grant from the Federal Transit Administration for the purchase of five battery-electric buses and the associated charging infrastructure. The total project cost was estimated at \$6,318,500, but unanticipated costs have increased the project budget by \$203K. These additional costs include radios (which were not budgeted for), and on-route charger construction services and UTA project management costs that have exceeded the initial estimates and used all of the budgeted contingency. The project budget includes \$5,427,100 from a federal grant, \$385,000 from local partners, and \$541,400 from UTA. The additional \$203,720 will come from the S-Line double track project that is finished and has funds remaining.
10. **U of U Union Bus Bays (\$285,928 increase – Row 171):** This project is for the construction of bus bays at the University of Utah Union Building. The initial budget was \$399,400, with \$372,360 from a federal grant and \$27,040 from Salt Lake City. After the design was completed, it was determined an additional \$200,293 would be needed. The University of Utah agreed to pay \$200,000 and UTA the remaining \$293. While this funding agreement was approved by the UTA board in August 2019, the budget was never amended to reflect this change. The project is now complete, but unexpected site conditions have increased the cost by an additional \$86K. The total project increase needed is therefore \$285,928. These funds will come from the FL2015 Right-of-Way project budget which is now complete.

11. **Police Substation and Customer Service Booths at Provo Station (\$270,000 increase – Row 181):** This project includes construction of a new Police substation at the Provo intermodal center and a customer service building to replace the one that was removed during the construction of UVX. There is \$424K available from a federal grant for the project, but the low bid was \$695K, so an additional \$270,000 is needed. These funds will come from the Provo-Orem BRT project and from the S-Line double track project that is finished and has funds remaining.



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: December 11, 2019

SUBJECT:	Agency 2020 Final Budget
AGENDA ITEM TYPE:	Discussion
RECOMMENDATION:	Review and discuss the Final 2020 Budget
BACKGROUND:	Each year, the Authority is required to prepare an operating and capital budget for the succeeding year. After consultation with the Board of Trustees, and in accordance with provisions 17B-1-702 and 17B-2a-802, the Executive Director has prepared the Final 2020 Budget.
DISCUSSION:	<p>The Board of Trustees and UTA staff discussed and set 2020 budget priorities and timelines earlier this year. Long-term financial planning assumptions were reviewed by the Board of Trustees. 2020 operating and capital expense budget targets were established and communicated to UTA staff. The Board of Trustees reviewed preliminary 2020 operating and capital budget information in September. The Local Advisory Council reviewed the long-term financial forecast assumptions and preliminary 2020 operating and capital budget information at their September meeting.</p> <p>At the October 30, 2019 Board of Trustees' meeting, the Board approved the Tentative 2020 Budget. A public hearing was held on November 19 and public comment was received through November 30. The Local Advisory Council reviewed and consulted on the Tentative Budget at their November 20 meeting. All public and stakeholder comment regarding the 2020 budget has been provided to the Board of Trustees.</p> <p>Changes from the Tentative to Final 2020 Budget are the following:</p> <ul style="list-style-type: none">• Revenue –<ul style="list-style-type: none">○ Increase 2019 sales tax growth estimate from 3.5% to 3.8%• Expense –<ul style="list-style-type: none">○ Provide contingency funds in operating (\$1,660,000) and capital (\$1,000,000) budgets.○ Adjust debt service to reflect results of 2019 bond sale○ Adjust administrative merit increases to market increase and include estimated adjustment for market lane adjustments○ Add 3 FTE in Fare Collections and 0.7 FTE for Claims and Insurance

- Adjust Salesforce CRM license costs
- Correct expense cost center for Capital Development project manager

Exhibit A shows how the revenues and expenses in the operating and capital budgets were affected by these changes as well as a reconciliation of the changes from the Tentative 2020 Budget to the Final 2020 Budget.

Summary information about the Final 2020 Budget is provided in the chart below. More detail is provided in the Final 2020 Budget book.

	Operating	Capital	Total
Beginning Balance	\$157,168,000	\$120,246,000	\$277,414,000
Revenues	491,855,000	86,819,000	578,674,000
Expense	(455,743,000)	(191,549,000)	(647,292,000)
Transfer to Capital	<u>(18,427,000)</u>	<u>18,427,000</u>	<u>0</u>
Ending Balance	<u>\$174,853,000</u>	<u>\$33,943,000</u>	<u>\$208,796,000</u>

ATTACHMENTS:

- 1) Draft Final 2020 Budget Book
- 2) Exhibit A – Changes from Tentative 2020 Budget to Final 2020 Budget
- 3) 2020 Draft Budget – Public Comments Received

UTAH TRANSIT AUTHORITY
Changes from Tentative 2020 Budget to Final Budget
December 11, 2019

Exhibit A

	<u>Revenue</u>	<u>Contingency Funds</u>	<u>Debt Service</u>	<u>Personnel Costs</u>	<u>Additional FTE</u>	<u>Contractual</u>	<u>Correction</u>	<u>Final 2020 Budget</u>
	Increase 2019 Sales Tax Revenue Growth Rate from 3.5% to 3.8%	Add Operating Contingency (will be offset by other changes)	Adjust Debt Service for Actual Results of November 6 Bond Sale	Increase market merit increase and market lane adjustments (\$246,000)	Add 3 FTE to Fares Collection, 0.7 FTE for Claims and Insurance	Salesforce CRM Licenses	Capital Development Project Manager to be Funded by Salt Lake County 4th Quarter Funds	
<u>Revenue</u>	2020 Tentative Budget							
1 Sales Tax	\$ 346,672,000	\$ 895,000						\$ 347,567,000
2 Federal Preventative Maintenance	67,911,000							67,911,000
3 Passenger Revenue	55,182,000							55,182,000
4 Advertising	2,517,000							2,517,000
5 Investment Income	7,577,000							7,577,000
6 Other Revenues	3,620,000							3,620,000
7 Salt Lake City	4,310,000							4,310,000
8 Salt Lake County (S-Line)	500,000							500,000
9 UDOT - Sales Tax	2,671,000							2,671,000
10 Total Revenue	<u>490,960,000</u>	<u>895,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>491,855,000</u>
<u>Operating Expense</u>								
11 Bus	108,829,000			60,000				108,889,000
12 Commuter Rail	30,677,000			34,000				30,711,000
13 Light Rail	52,151,000			58,000				52,209,000
14 Paratransit Service	24,616,000			21,000				24,637,000
15 Rideshare/Vanpool	3,294,000			4,000				3,298,000
16 Operations Support	50,118,000			88,000	125,000			50,331,000
17 General & Administrative	38,302,000			330,000	25,000	38,000		38,695,000
18 Salt Lake County service	3,590,000						(137,000)	3,453,000
19 Contingency		895,000	2,000,000	(436,000)	(611,000)	(150,000)	(38,000)	1,660,000
20 Total Operating Expense	<u>311,577,000</u>	<u>895,000</u>	<u>2,000,000</u>	<u>(436,000)</u>	<u>(16,000)</u>	<u>-</u>	<u>(137,000)</u>	<u># 313,883,000</u>
<u>Non-Operating Expense</u>								
21 Planning/Real Estate/TOD/Major Program Development	5,792,000			16,000			137,000	5,945,000
22 Total Non-operating Expense	<u>5,792,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>16,000</u>	<u>-</u>	<u>137,000</u>	<u>5,945,000</u>
<u>Debt Service, Contribution to Reserves, and Transfer to Capital</u>								
23 Principal and Interest	135,479,000		436,000					135,915,000
24 Contribution to Debt Reduction Reserve	18,077,000	(2,000,000)						16,077,000
25 Contribution to Reserves	1,608,000							1,608,000
26 Transfer to Capital	18,427,000							18,427,000
27 Total Debt Service and Reserves	<u>173,591,000</u>	<u>-</u>	<u>(2,000,000)</u>	<u>436,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>172,027,000</u>
28 Total Expense	<u>\$ 490,960,000</u>	<u>\$ 895,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 491,855,000</u>

UTAH TRANSIT AUTHORITY
2020 FINAL CAPITAL BUDGET - SUMMARY
December 11, 2019

Exhibit A

<u>Funding Sources</u>	2020 Tentative Budget	Add Contingency to 2020 Capital Budget	<u>Final 2020 Budget</u>
29 UTA Current Year Funding	\$ 23,692,000	\$ 1,000,000	\$ 24,692,000
30 Transfer from Operations	18,427,000		18,427,000
31 2018 and 2019 Bond Proceeds	\$ 61,611,000		61,611,000
32 Grants	39,363,000		39,363,000
33 Local Partner Contributions	13,416,000		13,416,000
34 State Contribution	3,700,000		3,700,000
35 Leasing	30,340,000		30,340,000
36 Total Funding Sources	<u>190,549,000</u>	<u>1,000,000</u>	<u>191,549,000</u>
<u>Expense</u>			
37 Depot District	40,937,000		40,937,000
38 Ogden/Weber BRT	28,197,000		28,197,000
39 Airport Station Relocation	13,000,000		13,000,000
40 State of Good Repair	59,898,000		59,898,000
41 Other Capital Projects	48,517,000	1,000,000	49,517,000
42 Total Expense	<u>\$ 190,549,000</u>	<u>\$ 1,000,000</u>	<u>\$ 191,549,000</u>



2020 Budget

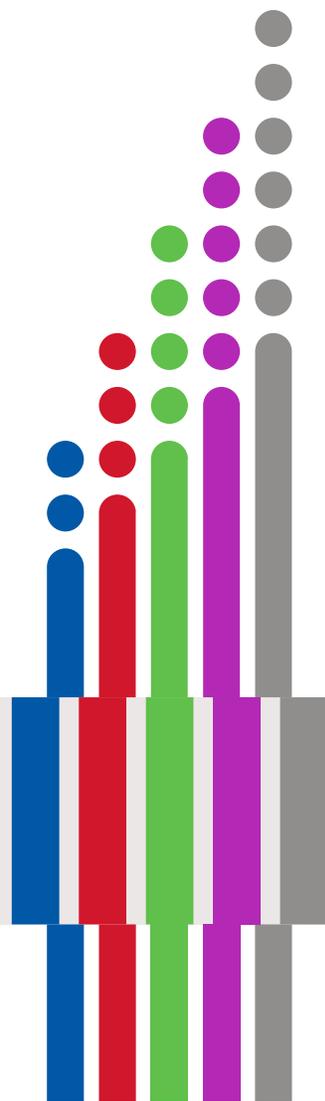


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Foreword

The budget document contains a variety of information regarding Utah Transit Authority. To assist the reader in locating subjects of interest, the organization of this document is described below. The reader may also refer to the Table of Contents for additional information.

Document Organization

The UTA 2020 Budget Document has six major areas: Introduction and Overview, Financial Structure, Policy, and Process; Financial Summaries; Capital and Debt, Department Information and Supplemental Information.

Section 1, **Introduction and Overview** describes significant changes in priorities from the previous year and highlights challenges facing UTA in developing the current budget. This section also includes UTA's Strategic Plan, the Budget Process and the UTA policies that apply to the budget process.

Section 2, **Financial Structure, Policy and Process** starts with UTA's organization chart. A discussion of fund descriptions and structure follows as well as a discussion of the basis of budgeting. The section ends with a listing of key financial policies and a detailed description of UTA's budget process.

Section 3, **Financial Summaries** begins with a summary of overall Authority revenues and expenditures, followed by expenditure summaries for UTA's functional operating areas with a comparison between 2018 actual, amended 2019 budget, and 2020 budget totals. This section also includes a summary of projected fund balances, a discussion of key revenues, projected reserves, and a summary of UTA's long-range financial forecast.

Section 4, **Capital and Debt** leads off with UTA's summary capital budget and is followed with detailed descriptions of capital projects included in the 2020 budget and their effect on the operating budget. UTA's debt profile and annual debt service payments complete this section.

Section 5, **Departmental Information** begins with a position summary schedule and is followed by department descriptions. They are organized by each individual Executive's area of responsibility and displays each business unit included in their area. Starting with the Executive Director's office, each office description contains the following:

- Office name and Executive
- Office function
- Office organization chart

Section 6, **Supplemental Information** contains a budget glossary as well as a Utah Transit Authority and Community Profile.



Distinguished Budget Presentation Award

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation award to the Utah Transit Authority for its annual budget for the fiscal year beginning January 1, 2019. In order to receive the award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for another award.

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

Utah Transit Authority

Utah

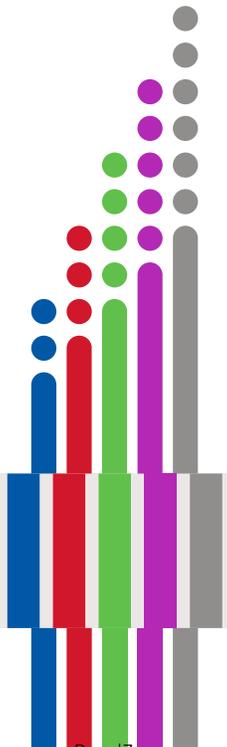
For the Fiscal Year Beginning

January 1, 2019

Christopher P. Morrill

Executive Director

Introduction and Overview



About the Utah Transit Authority

UTA's mission is simple - we move people. Since its beginnings in 1970, UTA has expanded from a small company operating 90 buses and traveling 3 million annual service miles, to its current system that offers streetcar, light rail, commuter rail, bus rapid transit (BRT) vanpool, fixed-route bus, express bus, ski bus, paratransit, and route deviation services. The agency currently provides more than 44 million passenger boardings annually with 153,000 average daily weekday boardings. The Special Services Business Unit offers paratransit and route deviation services along the Wasatch Front totaling 3.6 million revenue miles and 833,433 passenger boardings per year. UTA's bus services (regular fixed route, express, and bus rapid transit) operate 16.8 million revenue miles and boast 19.2 million passenger boardings annually. The Salt Lake Valley TRAX light rail system operates 2.9 million annual revenue miles with more than 17.5 million passenger boardings, while the commuter rail system, which extends from the Salt Lake Central Station north to Ogden and south to Provo, operates over 1.3 million revenue miles and attracts more than 5.1 million passenger boardings annually. The S-Line streetcar, which connects neighborhoods in South Salt Lake and Sugar House, operates approximately 76,000 revenue miles and has nearly 450,000 passenger boardings per year.

UTA serves the populations of Weber, Davis, Utah, Box Elder, Tooele and Salt Lake counties. Since UTA covers a large geographic region and more than 80 percent of the state's population, the agency works to support Utah's thriving economy by helping communities grow the way they want to and to help people get to where they want to go when they need to be there. In recent years, UTA has renewed its emphasis on service and is committed to listen to customers and communities in order to provide more transit access and the services and schedules that are most needed.



UTA'S STRATEGIC PLAN

As the largest transit provider in the state, the Utah Transit Authority (UTA) provides vital transportation services to the 80 percent of Utahns living along the Wasatch Front. Our mission is simple - we move people. As the agency approaches its 50-year anniversary, we are reminded of our humble beginnings. Starting in 1970 as a small agency operating 90 buses, we have expanded to our current system that provides nearly 45 million passenger boardings annually on light rail, commuter rail, street car, bus rapid transit (BRT), vanpool, fixed-route bus, express bus, ski bus and paratransit.

UTA has renewed its emphasis on service in recent years. We support our communities by improving mobility and facilitating economic development through access to frequent, reliable, and extensive service. UTA has undergone a period of unprecedented change over the past 18 months. In 2018, the Utah State Legislature passed significant transportation legislation that made fundamental changes to UTA's governance structure and created new transit funding opportunities. Senate Bill 136 (SB 136), Transportation Governance Amendments, created a full-time, three-member Board of Trustees appointed to increase the agency's transparency and accountability.

Since their confirmation, the Board of Trustees have worked tirelessly to meet the requirements of SB 136, enhance UTA's collaboration with local communities and stakeholders, and implement organizational changes to improve the agency's operations. The future is bright at UTA. We are committed to ensuring UTA's future success by building meaningful connections focused on stewardship, service, and people.

Earlier this year, the Board established its 2019 Vision and Strategic Priorities and aligned the executive team's performance goals with those priorities. These priorities include:

State and Legislative Priorities

Demonstrate strategic and collaborative vision that will enhance the roadmap for transit solutions in the communities we serve.

- o Implement the new governance model
- o Increase transparency
- o Strengthen collaborative stakeholder relationships

Local Priorities

Strengthen collaborative stakeholder relationships to expand the transit community through shared objectives.

- o Outreach to cities and counties with communication and collaborative dialogue
- o Create partnerships that promote conversations and shared priorities
- o Engage in dialogue on economic development and strategic growth throughout the region



Public Priorities

Implement public priorities and allocate resources that manifest community priorities in our service area.

- o Complete Service Choices study
- o Magnify the customer's voice
- o Expand public engagement opportunities

Employee Relations Priorities

Empower and demonstrate confidence in employees through engagement and recognition.

- o Align goals
- o Prioritize workforce initiatives
- o Collaborate with agency leadership

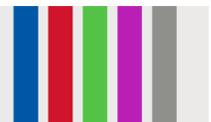
Work on these Strategic Priorities will continue into 2020. In addition, we will be engaging the community and stakeholders on several major initiatives and activities such as a comprehensive UTA fare policy, mobility service plans, the future of FrontRunner study, Service Choices decisions, and transit-oriented developments.

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Board Strategic Objectives 2020 Budget Initiatives

State and Legislative	<ul style="list-style-type: none"> Participation in Legislature’s interim committee meetings Active with the American Public Transportation Association (APTA) Regularly meet with congressional delegation and staff Participate with Wasatch Front Regional Council (WFRC) and Mountainland Assn. of Gov’ts. (MAG) Attend council of governments (COGs) and city council meetings Staff are on the boards of the Salt Lake Chamber, edcUtah, Envision Utah, GREENbike, Operation Lifesaver, and others
Local	<ul style="list-style-type: none"> Micro-transit pilot program First and last mile development via TIGER grants Relocating TRAX station at Salt Lake City airport Office of Innovative Mobility Solutions Salt Lake City enhanced bus service Increased bus service in Davis, Weber & Tooele counties
Public	<ul style="list-style-type: none"> Bus stop improvements New electronic fare collection equipment Service Choice planning Assessing and improving signage and wayfinding Northern Utah County double tracking Utah Valley University pedestrian bridge
Employee Relations	<ul style="list-style-type: none"> Candidate Outreach Emerging leadership program Workforce planning Culture of continuous improvement and engagement
Strategic Funding	<ul style="list-style-type: none"> Replace 126 vehicles – 46 buses, 30 paratransit, and 50 vans Rail infrastructure and vehicle overhauls Salt Lake County 4th quarter sales tax Utah County 4th quarter sales tax Salt Lake City service sponsorship – add 10 buses Grant and State of Utah funding for Depot District bus maintenance facility Reserve \$16.1 million from prior bond refundings



2020 Budget

Key Assumptions

Early in the 2020 budget process, staff began identifying key assumptions that would assist in the development of the 2020 budget. Initial assumptions from June were re-evaluated in August and presented to the Board of Trustees and the Local Advisory Council in September for their review. The key assumptions and rationale for the assumptions are provided below.

Sales Tax Revenues:

5.0% increase over 2019 projected sales tax collections. The estimate is based upon long-term trends in sales tax growth and State of Utah tax growth projections.

A full year of additional sales tax collections from the Salt Lake County (\$28.1 million) and Utah County (\$9.7 million) quarter cent sales taxes which were implemented on July 1, 2019.

Federal Preventative Maintenance Revenues: Per the FAST Act, Section 5307 revenues were increased by 2.09% while Section 5337 (Rail preventative maintenance) revenues remained unchanged from 2019 expected revenues.

Employee Compensation and Benefits:

Wage and benefits increases are within expected market increases

Electricity and Propulsion Power: A 1.50% increase over 2019 budgeted rates (based on Rocky Mountain Power projections)

Service Changes:

Purchased service by Salt Lake City (\$4.0 million)

Salt Lake County service via additional sales tax including a micro-transit pilot program (\$2.9 million), increased canyon bus service (\$150,000)

Principal and Interest Payments: This includes the results of the 2019 revenue and refunding bond issue. Bond principal and interest payments are estimated to be of \$128.1 million less a federal interest subsidy of \$8.9 million. Estimated lease payments are \$9.5 million for revenue service vehicles. Estimated payments to Utah County under the 2018 interlocal agreement for principal and interest on the UVX BRT are \$7.1 million.

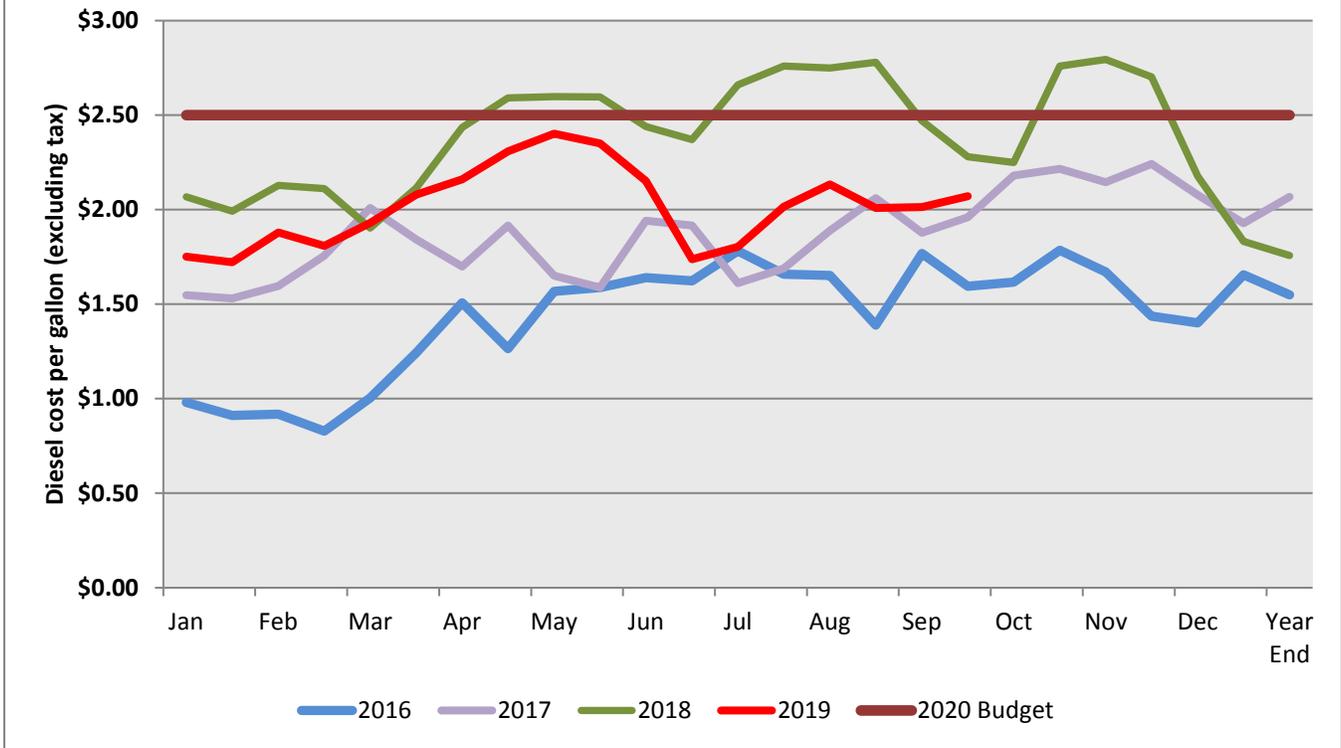
Debt Reduction Reserve: Savings from the 2015 Sales Tax Refunding Bonds of \$16.1 million are scheduled to be added to the Debt Reduction Reserve, which will bring the reserve amount to approximately \$87.4 million at the end of 2020.

State of Good Repair: In accordance with national efforts to bring all transit systems into a state of good repair, UTA has allocated \$59.9 million of its capital budget toward vehicle replacements, technology replacements and upgrades, facility maintenance, rail vehicle overhauls, and rail system replacements.

Diesel Fuel: Average of \$2.50 per gallon (same as 2019 budgeted per gallon price).

Reflects UTA long term pricing expectations, with conservative assumptions due to impacts on operating budget if amount underestimated. See Diesel Price History Graph (next page).

UTA Diesel Price History: 2016 to 2019



The Fuel Price History: The Diesel Price History chart shown above illustrates the monthly changes in UTA diesel prices from January 2016 to September 2019. The red line represents the actual 2019 UTA diesel price. For most of 2019 the price per gallon of diesel moved within the \$1.75 to \$2.40 per gallon range. UTA is budgeting a \$2.50/gallon fuel price in 2020, but prices may spike to higher levels and are being closely monitored.

2020 Budget Overview

- **Economic Outlook**
 - Continued strong growth in employment and retail sales for Utah.
 - Personal income expected to grow by 4.0%
 - Electricity and propulsion power costs increases are predicted to remain under 2.0% for 2020
- **Revenue Projections**
 - Sales tax growth remains strong
 - Passenger revenue is projected to increase by 2.9% due to new service and contracts
- **Operating Expense Projections**
 - Increased service for Salt Lake City
 - Increased service for Salt Lake County
 - Operating expenses include increased benefit costs such as medical insurance
 - Transition from part-time to full-time Board of Trustees
- **Capital Expenditures**
 - Includes \$40.9 million of construction costs for the Depot District maintenance facility, \$28.2 million for the Ogden/Weber State University BRT (assumes a FTA grant award), and \$13.0 million for the Airport TRAX station relocation.
 - Applies \$59.9 million toward maintaining infrastructure investment in a state of good repair.
 - Other capital is directed toward first/last mile projects throughout the service area, double tracking a portion commuter rail in northern Utah County, addition of end of line facilities, bus stop improvements, purchase of right-of-way in Box Elder and Weber counties, completion of the UVU pedestrian bridge, and wayfinding improvements.



2020 Operations Budget: Expense Projections

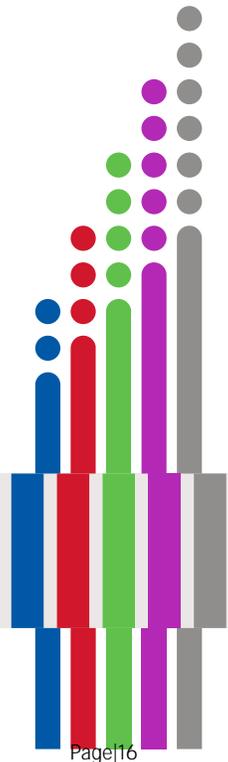
	2019 Budget	2020 Budget
Bus Service	\$102,107,000	\$108,889,000
Commuter Rail	29,064,000	30,711,000
Light Rail	49,906,000	52,209,000
Paratransit	22,918,000	24,637,000
Vanpool/Rideshare	3,221,000	3,298,000
Operations Support	48,296,000	50,331,000
General & Administrative	33,466,000	40,355,000
Salt Lake Service (unallocated to operations)	4,950,000	0
Salt Lake City Service (unallocated)	<u>11,479,000</u>	<u>3,453,000</u>
Total Operating Expense	<u>\$305,407,000</u>	<u>\$313,883,000</u>

Key Elements:

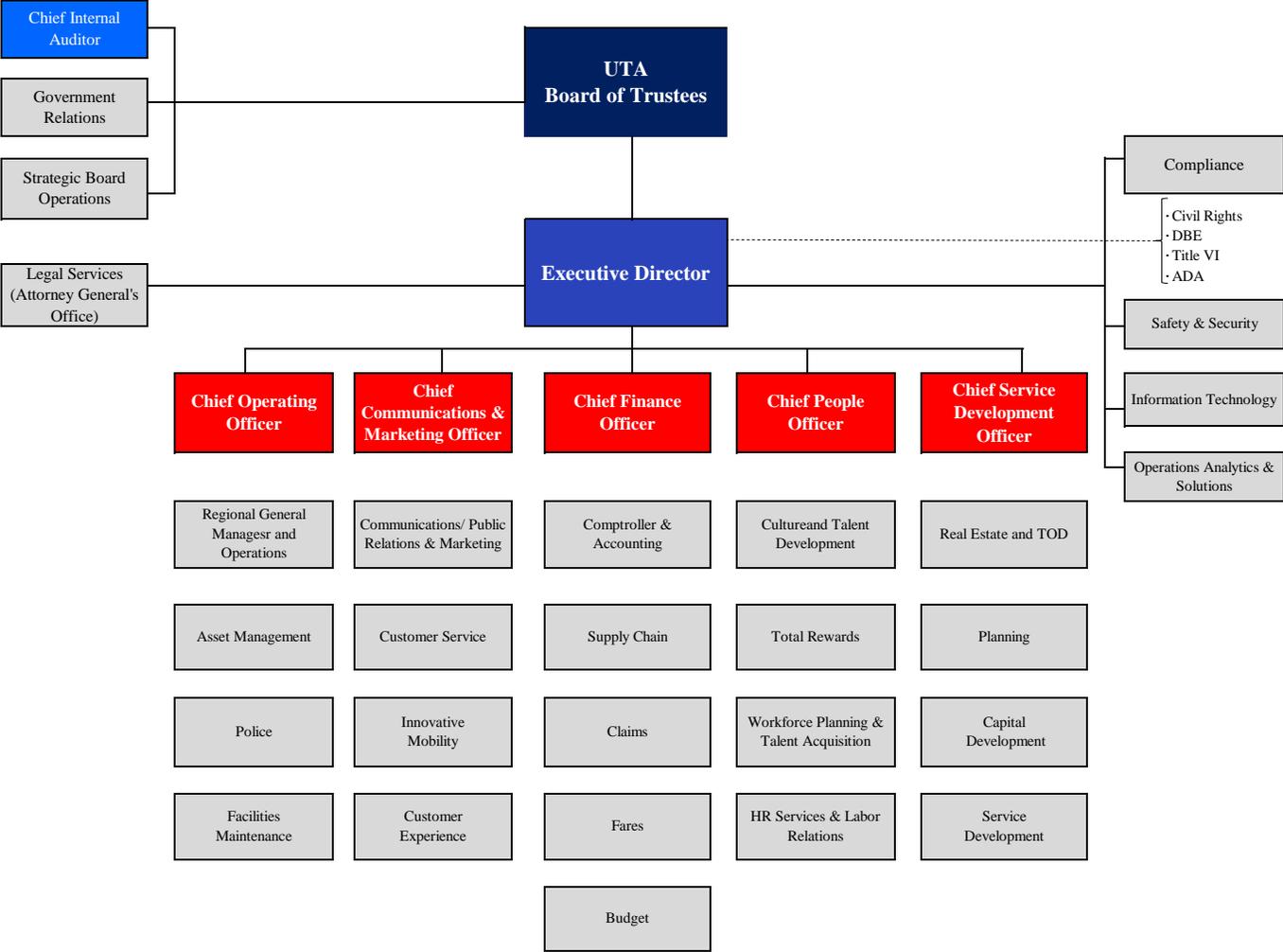
- **Service Increase:** Includes total net service increase of \$8.5 million
 - In August 2019, UTA implemented several changes to bus routes across the system and increased available service. The 2020 budget includes a full year's cost for these changes.
 - In August 2019, through a purchased service agreement with Salt Lake City, UTA increased frequency and expanded service hours for three key bus routes within Salt Lake City. The 2020 budget includes a full year's cost for these changes.
 - Light Rail, Commuter Rail, and Paratransit services were adjusted to align with the bus service changes.
- **Operations Support & Administration**
 - Innovative Mobility Services MicroTransit Project: Net increase of \$1.6 million
 - Information Technology projects: Net increase of \$700k
 - Increased training and support expense
 - UTA reorganization: Impact of new organizational structure
- **FTE Changes:** 21.2 FTE increase
 - Operations: Increase of 7.3 FTE including three new FTE in Commuter Rail Maintenance.
 - Administrative: Increase of 13.9 FTE for operating training (5.3 FTE), fares collection (3.0 FTE), network support (2.0 FTE), GIS support (1.0 FTE), operations analysis (1.0 FTE), DBE compliance (1.0 FTE), and Risk Management (0.7 FTE).



Financial Structure, Policy and Process



Organizational Chart



Financial Structure

Fund Descriptions and Fund Structure

UTA reports as a single enterprise fund and uses the accrual method of accounting and the economic resources measurement focus. Under this method, revenues are recognized when they are earned and expenses are recognized when they are incurred.

Department /Fund Relationship

Within the enterprise fund, UTA maintains two budgets - one for operations and one for capital. Within the operations budget, expenses are tracked by type of service mode (bus, light rail, commuter rail, paratransit, or rideshare/vanpool) as well as operations support, administrative, non-operating, and debt service.

Departments within operations by type of service are:

Bus	Light Rail	Commuter Rail	Paratransit	Rideshare Vanpool
Mt. Ogden Operations	Light Rail Operations	Commuter Rail Operations	Paratransit Operations	Van Pools
Mt. Ogden Maintenance	Light Rail Maintenance	Commuter Rail Maintenance	Paratransit Maintenance	Rideshare Administration
Mt. Ogden Administration	Light Rail Jordan River Maintenance	Commuter Rail Administration	Special Service Administration	
Timpanogos Operations	Light Rail Administration		Mobility Management	
Timpanogos Maintenance	Rail Fleet Sustainability			
Timpanogos Administration	Right of Way Systems	Right of Way Systems		
Meadowbrook Operations	Right of Way Infrastructure	Right of Way Infrastructure		
Meadowbrook Maintenance				
Meadowbrook Administration				
Central Maintenance				
Integrated Service Planning				
Transit Communications				

Departments within the Operations Support, Administrative, and Non-operating classifications are provided below.

Operations Support	Administrative	Non-operating
Support Maintenance	Product Development & Sales	Capital Projects & Development
Fleet Engineering	Fares Director	Planning
Asset Management - State of Good Repair	Risk Management	Real Estate
Vehicle Disposal	Technology Security	Chief Service Development Officer
Facilities	Communications & Deployment	
Ticket Vending Machine Maintenance	Applications Support	
Radio & Rail Communications	Application Development	
Supply Chain - Purchasing	Network Support	
Supply Chain - Warehousing	Quality Assurance	
Farebox Service	Accounting	
Fare Strategy & Operations	Chief Financial Officer	
Customer Service	Intermodal Center - SLC	
Public Safety	Intermodal Center - Ogden	
Operations Analysis & Solutions	Budget & Financial Analysis	
Data Quality & Ridership	Innovative Mobility Services	
Safety & Security	Government Relations	
Bus Communications	Public Relations & Marketing	
Culture & Talent Development	Chief of Communications & Marketing	
	Board of Trustees	
	Total Rewards	
	Chief People Officer	
	Human Resources and Labor Relations	
	Workforce Planning	
	Chief Operating Officer	
	Internal Audit	
	Executive Director	
	Legal	
	Civil Rights	
	Corporate Support	
	Customer Experience	

Within the capital budget, expenses are tracked by Depot District, Ogden/WSU BRT,, Airport TRAX station relocation, State of Good Repair (capital maintenance to the transit infrastructure), or new capital projects. More detail about capital expense is provided in the Capital and Debt section.

Basis of Budgeting

Budgeting is based upon the accrual basis with these exceptions:

- UTA budgets capital expense rather than depreciation expense
- UTA does not budget for change in actuarial estimates for the pension
- In addition to bond interest expense, UTA budgets annual bond principal payments
- The annual budget excludes amortization of bond issuance premiums and discount



Financial Information and Policies

Basis of Accounting

The Authority reports as a single enterprise fund and uses the accrual method of accounting and the economic resources measurement focus. Under this method, revenues are recognized when they are earned, and expenses are recognized when they are incurred.

Standards for Reporting Purposes

The financial statements of the Authority have been prepared in conformity with accounting principles generally accepted in the United States of America as prescribed by GASB.

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities, deferred inflows of resources, and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts or revenues and expenses during the reporting period. Actual results could differ from those estimates.

Federal Planning Assistance and Preventative Maintenance Grants

Federal planning assistance grants received from the Federal Transit Administration (FTA) and preventative maintenance grants are recognized as revenue and receivable during the period in which the related expenses are incurred and eligibility requirements are met. The current reauthorizations act, Fix America's Surface Transportation (FAST), allows for the replacement and repair of aging infrastructure.

Federal Grants for Capital Expenses

The U.S. Department of Transportation, through contracts between the Authority and the FTA, provides federal funds of 35% to 93% of the cost of property and equipment acquired by the Authority through federal grants. Grant funds for capital expenses are earned and recorded as capital contribution revenue when the capital expenses are made and eligibility requirements are met.

Classification of Revenues and Expenses

Operating revenues: Operating revenues include activities that have the characteristics of exchange transactions such as passenger revenues and advertising revenues.

Operating expense: Operating expenses include payments to suppliers, employees, and on behalf of employees and all payments that do not result from transactions defined as capital financing or investing activities.

Non-operating revenues: Non-operating revenues include activities that have the characteristics of non-exchange transactions and other revenue sources that are defined as non-operating revenues by GASB Statement No. 9, *Reporting Cash Flows of Proprietary and Nonexpendable Trust Funds and Governmental Entities That Use Proprietary Fund*

Accounting, and GASB Statement No. 34. Examples of non-operating revenues would be the contributions from other governments (sales tax), federal grants and investment income.

Contributions from Other Governments (Sales Tax)

As approved by the voters or county governing bodies, sales tax for transit is collected to provide the Authority with funds for mass transit purposes. Funds are utilized for operations and for the local share of capital expenses. Sales tax revenues are accrued as a revenue and receivable for the month in which the sales take place. The Authority does not have taxing authority in any jurisdiction, therefore this revenue is considered a contribution from another government.

Approved Local Option Sales Tax:

Salt Lake County	0.78375%
Davis County	0.65000%
Weber County	0.65000%
Box Elder County	0.55000%
Utah County	0.62600%
Tooele County	0.40000%

Net Position

The Authority's net position is classified as follows:

- *Net investment in capital assets:* The components of net position consists of the Authority's total investment in capital assets, net of accumulated depreciation, reduced by the outstanding debt obligations related to those assets. To the extent debt has been incurred, but not yet expended for capital assets, such amounts are not included as component of net investment in capital assets.
- *Restricted for debt service:* This component of net position consists of that portion of net position that is restricted by debt covenants for debt service.
- *Restricted for interlocal agreement:* This component of net position consists of that portion of net position that is restricted by interlocal agreement.
- *Restricted for escrows:* This component of net position consists of that portion of net position that is restricted by escrow agreement.
- *Restricted for self-insurance deposits:* This component of net position consists of that portion of net position that is restricted due to the fact UTA is self-insured. The Authority is exposed to various risks of loss related to torts; theft of, damage and destruction of assets; environmental matters; worker's compensation self-insurance; damage to property; and injuries to passengers and other individuals resulting from accidents, errors, and omissions.
- *Unrestricted:* This component of net position consists of that portion of net position that does not meet the definition of restricted or net investment in capital assets.

Under the Governmental Immunity Act, the maximum statutory liability in any one accident is \$3,000,000 for incidents occurring after July 1, 2019. The Authority is self-insured for amounts up to these limits. The Authority has Railroad Liability Coverage of \$100 million with \$5 million of risk retention. The Authority is self-insured for worker's compensation up to the amount of \$1 million per incident and has excess insurance for claims over this amount. The Authority has insurance for errors and omissions and damage to property in excess of \$100,000 per annum.

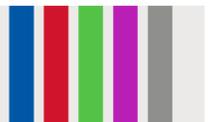


Budgetary and Accounting Controls

The Authority's annual budgets are approved by the Board of Trustees, as provided for by law. Operating and non- operating revenues and expenses are budgeted on the accrual basis except for depreciation, pension actuarial expenses, bond principal payments, and amortization of bond issuance premiums and discounts. Capital expenses and grant reimbursements are budgeted on a project basis. Multi-year projects are approved in whole, but are budgeted based on estimated annual expenses and revenues.

The Authority adopts its annual budget in December of the preceding year.

The first step in developing the Authority's budget is a review of the Long Range Financial Plan. This plan then acts as a focus for the development of programs and objectives. Concurrent with the development of programs and objectives, revenues for the coming year are estimated. The estimates of the coming year's revenues are then used as a guide for the Authority to determine the amount of change in service to be provided in the following year. Once the level of service for the coming year is determined, each manager develops a departmental budget.



UTA BOARD OF TRUSTEES BYLAWS

ARTICLE VII – CONDUCTING BUSINESS

Section 1 Resolutions, Orders and Ordinance – Vote Recorded

Each and every formal action by the Board and Advisory Council shall be taken by the passage of a resolution, order or ordinance by the Board or Advisory Council. Resolutions and ordinances shall be by roll call vote with each affirmative and negative vote recorded. Proposed resolutions and ordinances shall be forwarded to each Trustee and Member by electronic means at least twenty-four hours before the ordinance is presented for adoption. All resolutions and ordinances passed by the Board and Advisory Council shall be authenticated as soon as practicable after their passage by the signature of the applicable Chair and attested to by the Board Secretary or Advisory Council, Second Vice-Chair, and kept in the official records of the Authority. A record of meetings of the Board and Advisory Council shall be made and retained as provided by law.

Section 2 Adoption and Amendment of Bylaws

These Bylaws may be adopted and amended by an affirmative vote by a majority of the Board after consultation with the Advisory Council.

Section 3 Fiscal Year

The fiscal year of the Authority shall commence on January 1 and end December 31 of each calendar year.

Section 4 Principal Place of Business

The principal place of business for the Authority, and the location of all offices and departments, shall be determined from time to time by the Board. The Board Secretary shall publish the location of the principal place of business in the Government Entity Database maintained by the Division of Corporations of the State of Utah.

Section 5 Budget

The Authority shall prepare an annual budget for the consideration of the Board each year in compliance with applicable law. After analyzing the proposed budget and making any corrections or revisions that it may find necessary and consulting with the Advisory Council, the Board shall adopt a final annual budget prior to the end of each fiscal year.

Section 6 Audit Reports

- A. Annual Audit - The Board shall cause an annual audit of the Authority's financial statements to be conducted in accordance with general accepted auditing standards following the end of each fiscal year and in compliance with the Act. The audit shall be performed by an independent certified public accounting firm selected by the Board. The auditor shall provide a signed auditor's opinion as to the fair presentation of the financial position of the Authority and the results of Authority operations and changes in its financial position for the fiscal year ended. The audit shall be made available in compliance with the Act.
- B. Other Audits - In consultation with the Advisory Council, the Board may cause audits other than the annual audit to be made, which shall be made available in compliance with the Act.

Utah's Provisions Applicable to All Local Districts 17B-1-702 Local District to Submit Budgets

Except as provided in paragraph (a), within 30 days after it is approved by the board, and at least 30 days before the board adopts a final budget, the board of each local district with an annual budget of \$50,000 or more shall send a copy of its tentative budget and notice of the time and place for its budget hearing to 1) each of its constituent entities that has in writing requests a copy; and (2) to each of its customer agencies that has in writing requested a copy.

- (a) Within 30 days after it is approved by the board, and at least 30 days before the board adopts a final budget, the board of trustees of a large public transit district as defined in Section 17B-2a-802 shall send a copy of its tentative budget and notice of the time and place for its budget hearing to 1) each of its constituent entities; 2) each of its customer agencies that has in writing requested a copy; 3) the governor; and 4) the Legislature.

The local district shall include with the tentative budget a signature sheet that includes 1) language that the constituent entity or customer agency received the tentative budget and has no objection to it; and 2) a place for the chairperson or other designee of the constituent entity or customer agency to sign.

Each constituent entity and each customer agency that receives the tentative budget shall review the tentative budget submitted by the district and either 1) sign the signature sheet and return it to the district; or 2) attend the budget hearing or other meeting scheduled by the district to discuss the objections to the proposed budget.

If any constituent entity or customer agency that received the tentative budget has not returned the signature sheet to the local district within 15 calendar days after the tentative budget was mailed, the local district shall send a written notice of the budget hearing to each constituent entity or customer agency that did not return a signature sheet and invite them to attend that hearing. If requested to do so by any constituent entity or customer agency, the local district shall schedule a meeting to discuss the budget with the constituent entities and customer agencies. At the budget hearing, the local district board shall 1) explain its budget and answer any questions about it; 2) specifically address any questions or objections raised by the constituent entity, customer agency, or those attending the meeting; and 3) seek to resolve the objections.

Nothing in this part prevents a local district board from approving or implementing a budget over any or all constituent entity's or customer agency's protest, objections, or failure to respond.

Utah's Provisions Applicable to All Local District 17-B-1-1102 Limitation on Bonds

A public transit district may not issue general obligations bonds if the issuance of the bonds will cause the outstanding principal amount of all of the district's general obligation bonds to exceed the amount that results from multiplying the fair market value of the taxable property within the district, as determined under Section 11-14-301(3)(b) by 3%. Bonds or other obligations of a public transit district that are not general obligation bonds are not included in this limit.

Board of Trustees Policy No. 2.1

Financial Management – Key Budget Provisions

July 31, 2019

A. Reserves

1. The Authority will maintain the following reserves:
 - a. General operating reserves, including the risk reserve, funded at a level equal to at least twelve percent (12%) of the Authority's budgeted operating expense, excluding non-operating expense, to be used as a working capital account throughout the year. The Treasurer will manage the use of the funds in the general operating reserve.
 - b. Service stabilization reserve funded at a level equal to three percent (3%) of the Authority's budgeted operating expense, excluding nonoperating expense, to be used to avoid service reductions at such times as the Authority faces a revenue shortfall or cost overrun due to extraordinary circumstances. The Board of Trustees must give its prior approval before funds in the service stabilization reserve are used.
 - c. Bond reserves funded at a level required by bond covenants to be used for the payment of debt service in the event that the Authority fails to make scheduled bond principal and interest payments. The Board of Trustees must give its prior approval before funds in the bond reserve are used.
 - d. Capital replacement reserve to reach a level equal to one percent (1%) of the property, facilities, and equipment cost as reported in the comprehensive annual financial report to be used for capital repair or replacement costs due to extraordinary circumstances. The Board of Trustees must give its prior approval before funds in the capital replacement reserve are used.
2. The Board of Trustees may establish other reserves and make additional contributions to existing reserves.
3. Reserve balances will be reported on the Authority's monthly financial statements.
4. Upon the use of any service stabilization, bond or capital replacement reserves, the Board of Trustees will, by resolution, establish a timeline for the full reimbursement of the reserves within 60 months after their first use and begin to restore reserves used no later than 24 months after their first use.

B. Grants

1. The allocation of anticipated formula fund grants will be determined during the annual budget process.

H. Long-term Financial Planning

1. The Executive Director will develop a long-term (20 years or longer) financial plan incorporating the Board of Trustees' strategic plan, identifying the Authority's long-term financial challenges and proposed solutions based upon reasonable projections of revenue and expense including operations and maintenance, reasonably anticipated new funding programs, capital expansion, maintenance of a state of good repair of existing assets, asset replacement, and debt issuance. The Executive Director will update the long-term financial plan three times a year.
2. The Board of Trustees will review the long-term financial plan annually and report it to the State Bonding Commission.

I. Budgeting

1. As provided for in the Authority's Bylaws, the Authority will prepare an annual budget and the Board of Trustees, after consultation with the Advisory Council, will approve the budget.
2. The Board of Trustees may amend or supplement the budget at any time after its adoption.
3. The Executive Director may make administrative adjustments to an adopted budget without Board of Trustee approval as long as those changes will not have a significant policy impact or affect budgeted year-end fund balances.

J. Capital

1. The Executive Director will develop a five-year capital plan and update it every year for inclusion in the annual budget process discussions and approvals. The five-year capital plan will be fiscally constrained and will maintain all assets at a state of good repair to protect the Authority's capital investment and minimize future maintenance and replacement costs.

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Budget Process

This section describes the process for preparing, reviewing, and adopting the budget for the coming fiscal year. It also includes procedures for amending the budget after adoption and the process used in developing the capital budget. A budget calendar for the budgeted year 2020 is included at the end of this section.

Budget Process: The Executive Director and Chief Financial Officer, with the advice and counsel of the Board of Trustees and the Local Advisory Council, prepare a preliminary budget for the ensuing year including operation, maintenance, administration expenses, debt service, and capital expenditures.

The yearly process starts in in spring with the Authority's Executive Team and staff assessing likely growth estimates for revenues, operating expenses, and capital projects. Budget priorities are discussed and a preliminary five-year capital plan is developed. Changes in assumptions are incorporated into the long-term financial plan model and operating and capital budget targets are developed by early July. After a preliminary budget outlook is reviewed with the Board of Trustees, the Executive Director develops and distributes budget preparation instructions for Authority staff.

A draft five-year capital plan is completed and reviewed with the Board of Trustees and the Local Advisory Council in September. The first year of the capital plan, which includes specific capital projects and the funding available through outside funding such as grants, local partners, state funding, and financing are included in the next year's capital budget.

By late August each Chief Officer submits an operating budget which is at or below the budget target for their departments and which supports the Board of Trustee's budget priorities. The Executive Team reviews the operating budgets and makes any adjustments it deems necessary. Preliminary budgets are reviewed with the Board of Trustees in September. Any modifications to the budget are completed by early October.

In October, the Executive Director presents the Tentative budget to the Board of Trustees for their review and approval. Once the Tentative budget is approved by the Board of Trustees, it is sent to the Governor's Office, State Legislature and Local Governments and a 30-day comment period, which includes a public hearing, is established. In early December, the Executive prepares and presents the Final Budget to the Board of Trustees for its review and approval.

Adoption of Annual Budget: Before the first day of each fiscal year, the Board shall adopt the annual budget by a vote of a quorum of the total Board. If, for any reason, the Board has not adopted the annual budget on or before the first day of January of any fiscal year, the preliminary budget for such year shall be in effect for such fiscal year until the annual budget is adopted.

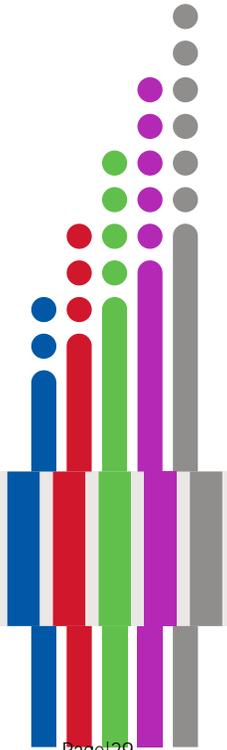
Please refer to the 2020 UTA Budget Preparation Schedule at the end of this section.

Amendment of Annual Budget: The Board may, by a vote of a quorum of the total Board at any duly-held regular, special or emergency meeting, adopt an amended annual budget when reasonable and necessary, subject to contractual conditions or requirements existing at the time the need for such amendment arise.

2020 UTAH TRANSIT AUTHORITY BUDGET PREPARATION SCHEDULE

<u>Task</u>	<u>Completion Date</u>
Executive Director prepares and distributes budget preparation memo based upon Board of Trustee's budget priorities and available funding per the long-term financial model	July 19, 2019
Department directors provide their operating budget by department by account to Budget Staff. Capital Development provides the draft 2020 capital plan, including 2019 carryforward projects, to the Chief Financial Officer	August 27, 2019
Executive team evaluates 2020 operating and capital budget submittals	Sept. 10, 2019
Preliminary 2020 operating and capital budgets reviewed with the Board of Trustees	Sept. 16-25, 2019
2020 budget assumptions and five-year capital plan reviewed with Local Advisory Council	Sept. 25, 2019
Tentative 2020 Budget provided to Board of Trustees	Oct. 16, 2019
Board of Trustees reviews and approves Tentative 2020 Budget at Board meeting. Time is set for public hearing at November Board Meeting	Oct. 30, 2019
Budget Review and Comment Period	Nov. 1-30, 2019
Board of Trustees holds public hearing on Tentative 2020 Budget	Nov. 19, 2019
Board of Trustees considers approval of the Final 2020 Budget	Dec. 18, 2019
Staff submits Final Budget to State Auditor	Jan. 10, 2020
Staff prepares, prints and distributes 2020 Budget Document to the Board of Trustees, Operating Departments and interested parties	January 20, 2020

Financial Summaries



Combined 2020 Budget

	Operating	Capital	Total
Revenue			
Sales Tax	\$ 347,567,000	\$ -	\$ 347,567,000
Federal Preventative Maintenance	67,911,000	-	67,911,000
Passenger Revenue	55,182,000	-	55,182,000
Advertising	2,517,000	-	2,517,000
Investment Income	7,577,000	-	7,577,000
Other Revenues	3,620,000	-	3,620,000
Salt Lake City	4,310,000	-	4,310,000
Salt Lake County	500,000	-	500,000
Utah County	-	-	-
UDOT - Sales Tax	2,671,000	-	2,671,000
Capital Grants	-	39,363,000	39,363,000
Local Contributions	-	13,416,000	13,416,000
State Contribution	-	3,700,000	3,700,000
Bond and Lease Financing	-	30,340,000	30,340,000
Total Revenue	491,855,000	86,819,000	578,674,000
Expense by Function			
Bus	108,889,000	-	108,889,000
Commuter Rail	30,711,000	-	30,711,000
Light Rail	52,209,000	-	52,209,000
Paratransit Service	24,637,000	-	24,637,000
Rideshare/Vanpool	3,298,000	-	3,298,000
Operations Support	50,331,000	-	50,331,000
General & Administrative	40,355,000	-	40,355,000
Salt Lake County	3,453,000	-	3,453,000
Non-operating	5,945,000	-	5,945,000
Debt Service	135,915,000	-	135,915,000
Contribution to Reserves	17,685,000	-	17,685,000
Capital	-	191,549,000	191,549,000
Total Expense by Function	473,428,000	191,549,000	664,977,000
Estimated Beginning Fund Balance, January 1	157,168,470	120,245,530	277,414,000
Contribution to Reserves in Budget	17,685,000	-	17,685,000
Transfer to Capital from Operations	(18,427,000)	18,427,000	-
Estimated Ending Fund Balance, December 31	\$ 174,853,470	\$ 33,942,530	\$ 208,796,000

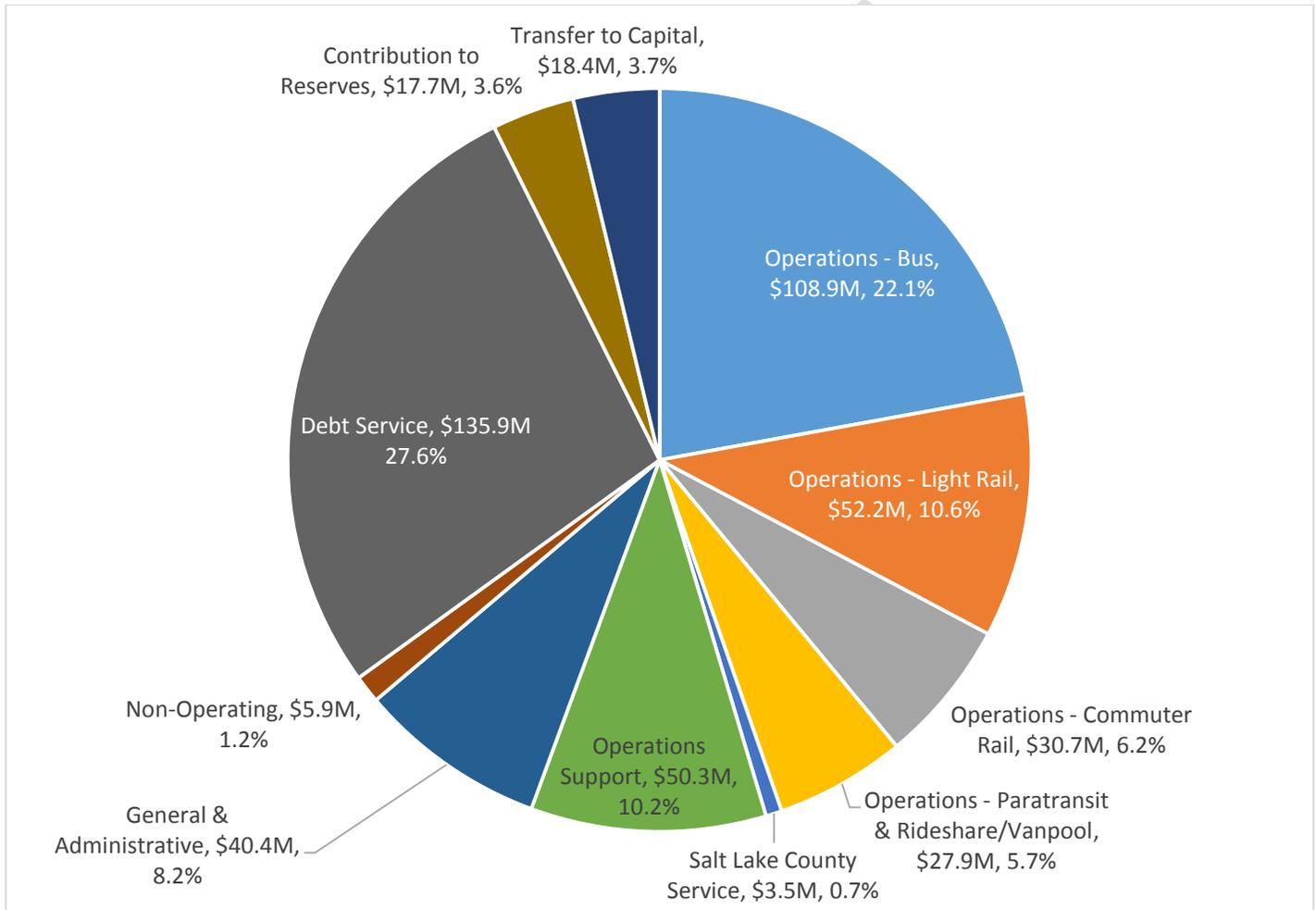
2020 BUDGET OPERATING BUDGET SUMMARY

	Actual 2018	Amended 2019 Budget	2020 Budget
Revenue:			
Sales Tax	\$ 282,933,591	\$ 308,861,000	\$ 347,567,000
Federal Preventative Maintenance	61,820,668	66,188,000	67,911,000
Passenger	52,051,892	53,420,000	55,182,000
Investment Income	6,525,872	8,582,000	7,577,000
Salt Lake City	-	3,468,649	4,310,000
Salt Lake County	-	500,000	500,000
Advertising	2,412,500	2,467,000	2,517,000
Motor Vehicle Tax/UDOT - Sales Tax	-	2,400,000	2,671,000
Other Revenues	7,195,052	3,933,000	3,620,000
Utah County	960,616	1,670,000	-
Total Revenue	413,900,191	451,489,649	491,855,000
Operating Expense			
Bus	96,719,747	104,572,517	108,889,000
Commuter Rail	28,810,832	29,168,782	30,711,000
Light Rail	46,346,255	50,048,000	52,209,000
Paratransit	21,797,251	23,085,277	24,637,000
Rideshare/Vanpool	3,056,191	3,541,000	3,298,000
Operations Support	45,372,242	48,738,176	50,331,000
General & Administrative	31,489,469	35,217,342	40,355,000
Salt Lake County	-	4,368,200	3,453,000
Total Operating Expense	273,591,987	298,739,294	313,883,000
Non-Operating Expense			
Planning/Real Estate/Major Program Development	4,889,618	5,748,037	5,945,000
Total Non-Operating Expense	4,889,618	5,748,037	5,945,000
Debt Service and Contributions to Reserves and Capital			
Principal and interest	101,845,388	121,678,000	135,915,000
Contribution to Capital	-	23,403,318	18,427,000
Contribution to Reserves	-	1,921,000	17,685,000
Total Debt Service and Contributions to Reserves	101,845,388	147,002,318	172,027,000
Total Expense	\$ 380,326,993	\$ 451,489,649	\$ 491,855,000

2020 BUDGET CAPITAL BUDGET SUMMARY

	Actual 2018	Amended 2019 Budget	2020 Budget
Revenue:			
Leasing	\$ 16,109,159	\$ 11,103,282	\$ 30,340,000
Grants	38,743,085	62,482,278	39,363,000
Sales Tax	-	6,000,000	-
Local Partner Contributions	10,023,030	17,013,733	13,416,000
State Contribution	-	5,065,699	3,700,000
Bond Proceeds	53,506,000	25,077,792	61,611,000
2019 Bond Proceeds	-	75,000,000	-
UTA Funding	23,040,519	44,517,438	43,119,000
Total Revenue	\$ 141,421,793	\$ 246,260,222	\$ 191,549,000
Capital Expense			
Provo-Orem TRIP	\$ 55,612,539	\$ 10,591,896	\$ -
Airport Station Relocation	2,383,344	2,650,000	13,000,000
Ogden/WSU BRT	-	-	28,197,000
Depot District	-	-	40,937,000
State of Good Repair	45,031,472	50,644,243	59,898,000
Other Capital Projects	38,394,438	107,374,083	49,517,000
Total Capital	\$ 141,421,793	\$ 171,260,222	\$ 191,549,000

2020 Projected Operating Expenses: \$491.9M



2020 Operating Budget by Cost Center

Operations	Operations	Maintenance	Admin.	Total
<u>Bus Service</u>				
Salt Lake	\$ 41,831,952	\$ 22,613,045	\$ 1,071,699	\$ 65,516,696
Ogden	13,532,596	8,385,398	487,002	22,404,996
Timpanogos	10,762,272	7,038,147	439,560	18,239,979
Transit Dispatch	-	-	1,638,809	1,638,809
Operations Planning	-	-	1,068,512	1,068,512
Vehicle Disposal	-	-	19,500	19,500
Total Bus Service	66,126,820	38,036,590	4,725,082	108,888,492
<u>Light Rail</u>				
Light Rail	17,440,820	17,982,651	2,668,795	38,092,266
Maintenance of Way	-	14,116,685	-	14,116,685
Total Light Rail	17,440,820	32,099,336	2,668,795	52,208,951
<u>Commuter Rail</u>				
Commuter Rail	8,486,175	16,886,353	633,252	26,005,780
Maintenance of Way	-	4,705,561	-	4,705,561
Total Commuter Rail	8,486,175	21,591,914	633,252	30,711,341
<u>Paratransit</u>				
Paratransit	16,375,613	5,199,707	2,034,964	23,610,284
Mobility Management	-	-	1,026,863	1,026,863
Total Paratransit	16,375,613	5,199,707	3,061,827	24,637,147
<u>Vanpool/Rideshare</u>				
Van Pools				3,139,116
Rideshare Admin.				159,074
Total Vanpool/Rideshare				3,298,190
<u>Funded Services (to be allocated)</u>				
Salt Lake County				3,453,000
Total Funded Services (to be allocated)				3,453,000
Total Operations				\$ 223,197,121



2020 Operating Budget by Cost Center

Operations Support

Chief Operating Officer

Facilities	\$ 15,205,913
Public Safety	9,705,903
Support Maintenance	3,890,934
Asset Management - State of Good Repair	1,125,924
Fleet Engineering	437,290
Total Chief Operating Officer	30,365,964

Executive Director

Safety & Security	2,098,785
Operations Analysis & Solutions	1,720,593
Radio & Rail Communications	1,188,254
Bus Communications	1,028,836
Data Quality & Ridership	504,502
Total Executive Director	6,540,970

Chief Financial Officer

Supply Chain - Warehousing	2,377,958
Supply Chain - Purchasing	2,133,421
Farebox Service	906,622
Fare Strategy & Operations	789,476
Ticket Vending Machine Maintenance	715,497
Total Chief Financial Officer	6,922,974

Chief People Office

Culture & Talent Development	3,368,384
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Chief Communications and Marketing Officer

Customer Service	3,132,784
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Total Operations Support	\$ 50,331,076
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2020 Operating Budget by Cost Center

Administration

Executive Director

Technology Security	\$ 5,366,219
Network Support	2,959,270
Legal	2,004,880
Applications Support	1,961,229
Executive Director	2,973,310
Application Development	1,434,576
Civil Rights	804,079
Communications & Deployment	724,135
Quality Assurance	171,887
Corporate Support	117,402
Total Executive Director	18,516,987

Board of Trustees

Board of Trustees	1,527,756
Government Relations	770,448
Total Board of Trustees	2,298,204

Chief Communications and Marketing Officer

Innovative Mobility Services	3,083,029
Public Relations & Marketing	2,984,072
Chief Communications and Marketing Officer	867,726
Customer Experience	576,260
Total Chief Communications and Marketing Officer	7,511,087



2020 Operating Budget by Cost Center

Chief People Officer	
Chief People Officer	2,231,300
Workforce Planning	1,020,702
Human Resources and Labor Relations	746,005
Total Rewards	708,530
Total Chief People Officer	4,706,537
Chief Financial Officer	
Risk Management	3,064,210
Accounting	1,663,383
Chief Financial Officer	533,664
Product Development & Sales	475,440
Budget & Financial Analysis	330,303
Fares Director	170,814
Intermodal Center - SLC	71,000
Intermodal Center - Ogden	38,500
Total Chief Financial Officer	6,347,314
Internal Audit	488,576
Chief Operating Officer	486,222
Total Administration	40,354,927
Total Operating Expense in 2020 Budget	313,883,124
Non-Operating, Chief Service Development Officer	
Capital Projects & Development	2,429,761
Planning	1,634,333
Real Estate	1,504,762
Chief Service Development Officer	376,020
Total Non-Operating	5,944,876
Total Operating Budget	\$ 319,828,000

Utah Transit Authority

2020 Operating Budget By Line Item

Line Item	Bus	Light Rail	Commuter Rail	Paratransit	Vanpool & Rideshare	Total Operations
Labor	\$ 60,629,840	\$ 28,786,174	\$ 12,313,727	\$ 10,944,704	\$ 542,196	\$ 113,216,641
Fringes	29,622,680	13,223,414	5,385,257	5,521,104	269,604	54,022,059
Total Labor & Fringes	<u>90,252,520</u>	<u>42,009,588</u>	<u>17,698,984</u>	<u>16,465,808</u>	<u>811,800</u>	<u>167,238,700</u>
Services	686,385	1,854,730	805,664	411,512	433,330	4,191,621
Fuel & Lubricants	10,802,165	245,314	6,625,763	1,282,368	870,000	19,825,610
Maintenance Items	-	-	-	-	90,000	90,000
Tires and Tubes	1,738,791	-	-	230,795	-	1,969,586
Parts	3,832,124	11,538,453	3,784,580	357,697	-	19,512,854
Supplies	1,107,852	1,055,422	515,467	117,067	12,500	2,808,308
Tools	116,000	307,279	79,815	8,000	-	511,094
Utilities	114,339	5,397,338	1,810,844	20,326	9,120	7,351,967
Insurance	-	-	-	-	1,027,000	1,027,000
Travel & Meetings	200,477	237,932	104,223	83,124	14,400	640,156
Leases	-	-	-	-	-	-
Media Costs	-	-	-	-	-	-
Warranty Scrap Recoveries	(122,493)	(1,400,000)	(24,718)	-	-	(1,547,211)
Purchased Services	-	-	-	5,647,361	-	5,647,361
Contingency	-	-	-	-	-	-
Other	160,332	115,790	47,578	13,089	30,040	366,829
Total Other Operating costs	<u>18,635,972</u>	<u>19,352,258</u>	<u>13,749,216</u>	<u>8,171,339</u>	<u>2,486,390</u>	<u>62,395,175</u>
Total Operations and Maintenance	<u>108,888,492</u>	<u>61,361,846</u>	<u>31,448,200</u>	<u>24,637,147</u>	<u>3,298,190</u>	<u>229,633,875</u>
Less:						
Expenses Capitalized	-	(9,152,895)	(736,859)	-	-	(9,889,754)
Net Operations and Maintenance	<u>108,888,492</u>	<u>52,208,951</u>	<u>30,711,341</u>	<u>24,637,147</u>	<u>3,298,190</u>	<u>219,744,121</u>
Add Salt Lake County (to be allocated)	-	-	-	-	-	3,453,000
2020 Operating Budget	<u>\$ 108,888,492</u>	<u>\$ 52,208,951</u>	<u>\$ 30,711,341</u>	<u>\$ 24,637,147</u>	<u>\$ 3,298,190</u>	<u>\$ 223,197,121</u>

Utah Transit Authority

2020 Operating Budget By Line Item

Line Item	Total Operations	Operations Support	General & Administration	Non-Operating	Total
Labor	\$ 113,216,641	\$ 26,740,084	\$ 14,113,340	\$ 3,228,348	\$ 157,298,413
Fringes	54,022,059	12,531,396	5,605,980	1,287,912	73,447,347
Total Labor & Fringes	<u>167,238,700</u>	<u>39,271,480</u>	<u>19,719,320</u>	<u>4,516,260</u>	<u>230,745,760</u>
Services	4,191,621	3,480,208	11,852,497	1,637,811	21,162,137
Fuel & Lubricants	19,825,610	383,420	7,620	6,800	20,223,450
Maintenance Items	90,000	-	-	-	90,000
Tires and Tubes	1,969,586	-	-	-	1,969,586
Parts	19,512,854	1,783,782	-	-	21,296,636
Supplies	2,808,308	1,733,023	564,504	98,468	5,204,303
Tools	511,094	142,070	-	-	653,164
Utilities	7,351,967	3,873,024	726,172	26,300	11,977,463
Insurance	1,027,000	-	2,361,742	-	3,388,742
Travel & Meetings	640,156	316,565	583,084	50,650	1,590,455
Leases	-	-	-	180,500	180,500
Media Costs	-	-	613,000	-	613,000
Warranty Scrap Recoveries	(1,547,211)	-	-	-	(1,547,211)
Purchased Services	5,647,361	-	-	-	5,647,361
Contingency	-	-	2,292,924	-	2,292,924
Other	366,829	67,504	1,694,064	13,380	2,141,777
Total Other Operating costs	<u>62,395,175</u>	<u>11,779,596</u>	<u>20,695,607</u>	<u>2,013,909</u>	<u>96,884,287</u>
Total Operations and Maintenance	<u>229,633,875</u>	<u>51,051,076</u>	<u>40,414,927</u>	<u>6,530,169</u>	<u>327,630,047</u>
Less:					
Expenses Capitalized	(9,889,754)	(720,000)	(60,000)	(585,293)	(11,255,047)
Net Operations and Maintenance	219,744,121	50,331,076	40,354,927	5,944,876	316,375,000
Add Salt Lake County (to be allocated)	3,453,000	-	-	-	3,453,000
2020 Operating Budget	<u>\$ 219,744,121</u>	<u>\$ 50,331,076</u>	<u>\$ 40,354,927</u>	<u>\$ 5,944,876</u>	<u>\$ 319,828,000</u>



2020 BUDGET
OPERATING BUDGET BY LINE ITEM
BUS

	Actual 2018	Amended 2019 Budget	2020 Budget
Bus Operations			
Labor	\$ 39,190,385	\$ 41,497,230	\$ 43,888,112
Fringes	18,722,791	21,184,016	21,673,172
Services	292,464	270,415	243,216
Fuel and Lubricants	48,126	34,375	39,254
Supplies	168,063	165,761	172,086
Utilities	48,447	34,565	42,720
Travel & Meetings	32,782	41,516	36,395
Other	42,068	55,016	31,865
Total Bus Operations	58,545,126	63,282,894	66,126,820
Bus Maintenance			
Labor	12,619,501	13,339,122	13,921,296
Fringes	5,771,243	6,251,076	6,657,132
Services	255,987	292,872	295,952
Fuel and Lubricants	10,252,767	10,695,416	10,756,211
Tires and Tubes	1,686,429	1,745,528	1,738,791
Parts	2,748,460	3,785,329	3,832,124
Supplies	472,319	605,156	649,724
Tools	124,637	115,599	116,000
Utilities	88,304	15,023	49,819
Travel & Meetings	67,852	104,080	94,740
Warranty & Scrap Recoveries	(187,255)	(143,845)	(122,493)
Other	52,014	41,820	47,294
Total Bus Maintenance	33,952,258	36,847,176	38,036,590
Total Bus Service	92,497,384	100,130,070	104,163,410
Expense Capitalized	(127,130)	-	-
Federal Planning Funds	(19,724,290)	-	-
Net Bus Service	72,645,964	100,130,070	104,163,410
Administrative Support			
Labor	2,661,915	2,709,916	2,820,432
Fringes	1,133,293	1,212,382	1,292,376
Services	133,025	116,778	147,217
Fuel & Lubricants	28,712	7,550	6,700
Supplies	101,171	94,380	286,042
Utilities	21,320	21,304	21,800
Travel & Meetings	89,396	99,875	69,342
Other	180,661	180,262	81,173
Total Administrative Support	4,349,493	4,442,447	4,725,082
Total Bus	\$ 76,995,457	\$ 104,572,517	\$ 108,888,492



2020 BUDGET
OPERATING BUDGET BY LINE ITEM
LIGHT RAIL

	Actual 2018	Amended 2019 Budget	2020 Budget
Light Rail Operations			
Labor	\$ 10,951,210	\$ 11,215,614	\$ 11,892,500
Fringes	5,097,413	5,224,320	5,449,020
Services	84,410	88,500	95,500
Fuel and Lubricants	60,116	50,000	55,000
Supplies	135,224	146,500	162,500
Utilities	35,193	30,000	30,000
Travel & Meetings	25,955	28,000	36,000
Other	21,787	22,000	20,300
Total Light Rail Operations	16,411,308	16,804,934	17,740,820
Light Rail Maintenance			
Labor	9,128,529	9,833,382	9,938,046
Fringes	4,046,803	4,342,812	4,584,828
Services	801,290	1,013,162	898,947
Fuel and Lubricants	80,018	46,744	61,064
Parts	8,637,780	10,660,750	11,266,953
Supplies	482,766	725,250	715,182
Tools	130,787	203,845	232,279
Utilities	15,450	17,600	17,600
Travel & Meetings	46,921	153,882	106,532
Warranty & Scrap Recoveries	(1,454,568)	(800,000)	(1,400,000)
Other	8,672	13,800	15,365
Total Light Rail Maintenance	21,924,448	26,211,227	26,436,796
Maintenance of Way			
Labor	4,457,184	5,157,957	5,359,280
Fringes	1,898,306	2,242,900	2,492,042
Services	935,169	680,250	559,875
Fuel & Lubricants	144,834	137,138	128,250
Parts	375,925	223,875	271,500
Supplies	169,729	143,756	126,750
Tools	43,070	31,500	75,000
Utilities	4,496,213	5,367,801	5,338,738
Travel & Meetings	23,177	57,375	59,625
Other	29,352	12,525	9,375
Total Maintenance of Way	12,572,959	14,055,077	14,420,435
Total Light Rail Service	50,908,715	57,071,238	58,598,051
Expense Capitalized	(7,008,381)	(9,748,559)	(9,057,895)
Federal Planning Funds	(18,023,569)	-	-
Net Light Rail Service	25,876,765	47,322,679	49,540,156



**2020 BUDGET
OPERATING BUDGET BY LINE ITEM
LIGHT RAIL**

	Actual 2018	Amended 2019 Budget	2020 Budget
Administrative Support			
Labor	1,552,977	1,617,852	1,596,348
Fringes	653,614	719,820	697,524
Services	114,511	302,500	300,408
Fuel & Lubricants	1,388	1,000	1,000
Supplies	65,356	45,000	50,990
Utilities	16,152	15,000	11,000
Travel & Meetings	49,743	33,075	35,775
Other	56,884	91,074	70,750
Total Administrative Support	2,510,625	2,825,321	2,763,795
Total Light Rail Services	28,387,390	50,148,000	52,303,951
Expenses Capitalized	(64,704)	(100,000)	(95,000)
Net Light Rail Services	\$ 28,322,686	\$ 50,048,000	\$ 52,208,951



**2020 BUDGET
OPERATING BUDGET BY LINE ITEM
COMMUTER RAIL**

	Actual 2018	Amended 2019 Budget	2020 Budget
Commuter Rail Operations			
Labor	\$ 5,585,313	\$ 5,700,993	\$ 5,946,643
Fringes	2,290,731	2,399,190	2,418,624
Services	38,416	49,000	46,000
Fuel and Lubricants	36,950	30,000	32,000
Supplies	78,441	69,000	73,200
Utilities	27,777	30,000	21,000
Travel & Meetings	16,707	28,675	30,074
Other	6,655	8,500	7,550
Total Commuter Rail Operations	8,080,990	8,315,358	8,575,091
Commuter Rail Maintenance			
Labor	3,542,331	3,686,130	4,147,337
Fringes	1,498,091	1,653,012	1,948,596
Services	641,973	634,869	565,023
Fuel and Lubricants	6,810,183	6,467,985	6,550,913
Parts	3,637,332	3,204,764	3,694,080
Supplies	354,851	326,919	355,017
Tools	39,707	39,780	54,815
Utilities	7,810	8,510	8,765
Travel & Meetings	17,195	31,070	30,274
Warranty & Scrap Recoveries	(109,596)	(87,158)	(24,718)
Other	10,390	2,273	403
Total Commuter Rail Maintenance	16,450,267	15,968,154	17,330,505
Maintenance of Way			
Labor	1,485,728	1,719,319	1,786,427
Fringes	632,769	747,633	830,681
Services	311,723	226,750	186,625
Fuel & Lubricants	48,278	45,713	42,750
Parts	125,308	74,625	90,500
Supplies	56,576	47,919	42,250
Tools	14,357	10,500	25,000
Utilities	1,498,737	1,789,267	1,779,579
Travel & Meetings	7,726	19,125	19,875
Other	9,784	4,175	3,125
Total Maintenance of Way	4,190,986	4,685,026	4,806,812
Total Commuter Rail Service	28,722,243	28,968,538	30,712,408
Expense Capitalized	(431,183)	(367,542)	(634,319)
Federal Planning Funds	(7,181,450)	-	-
Net Commuter Rail Service	21,109,610	28,600,996	30,078,089

**2020 BUDGET
OPERATING BUDGET BY LINE ITEM
COMMUTER RAIL**

	Actual 2018	Amended 2019 Budget	2020 Budget
Administrative Support			
Labor	253,325	283,284	433,320
Fringes	127,334	129,684	187,356
Services	25,200	22,000	8,016
Fuel & Lubricants	43	100	100
Supplies	49,132	55,000	45,000
Utilities	1,078	500	1,500
Travel & Meetings	31,863	41,000	24,000
Other	31,797	36,218	36,500
Total Administrative Support	519,772	567,786	735,792
Total Commuter Rail Services	21,629,382	29,168,782	30,813,881
Expenses Capitalized	-	-	(102,540)
Net Commuter Rail Services	\$ 21,629,382	\$ 29,168,782	\$ 30,711,341

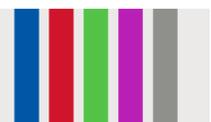
2020 BUDGET
OPERATING BUDGET BY LINE ITEM
PARATRANSIT

	Actual 2018	Amended 2019 Budget	2020 Budget
Paratransit Operations			
Labor	\$ 6,314,354	\$ 6,511,234	\$ 7,072,664
Fringes	2,982,462	3,183,240	3,563,952
Services	133,740	53,855	60,628
Fuel and Lubricants	13,171	3,000	1,500
Supplies	47,835	17,200	18,000
Utilities	7,622	4,500	4,500
Travel & Meetings	20,951	4,000	5,004
Other	14,352	(555,728)	2,004
Total Paratransit Operations	9,534,487	9,221,301	10,728,252
Paratransit Maintenance			
Labor	1,986,484	2,011,770	2,149,944
Fringes	934,203	945,006	1,040,472
Services	49,535	64,357	55,360
Fuel and Lubricants	1,159,261	1,241,570	1,280,868
Tires and Tubes	175,170	199,740	230,795
Parts	321,621	398,417	357,697
Supplies	60,296	61,572	60,365
Tools	15,213	6,020	8,000
Utilities	3,122	3,286	3,286
Travel & Meetings	15,745	18,200	12,120
Warranty & Scrap Recoveries	(3,065)	-	-
Other	18,580	800	800
Total Paratransit Maintenance	4,736,165	4,950,738	5,199,707
Total Paratransit Service	14,270,652	14,172,039	15,927,959
Expense Capitalized	(9,629)	-	-
Federal Planning Funds	(13,109,027)	-	-
Net Paratransit Service	1,151,996	14,172,039	15,927,959
Purchased Services	5,053,351	5,341,046	5,647,361
Administrative Support			
Labor	1,683,924	1,770,640	1,722,096
Fringes	866,168	959,352	916,680
Services	60,593	682,620	295,524
Supplies	106,496	79,930	38,702
Utilities	15,255	12,100	12,540
Travel & Meetings	52,168	63,550	66,000
Other	7,220	4,000	10,285
Total Administrative Support	2,791,824	3,572,192	3,061,827
Total Paratransit	8,997,171	23,085,277	24,637,147
Expenses Capitalized	(308,947)	-	-
Federal Planning Funds	(1,682,969)	-	-
Net Paratransit	\$ 7,005,255	\$ 23,085,277	\$ 24,637,147



2020 BUDGET
OPERATING BUDGET BY LINE ITEM
VANPOOL/RIDESHARE

	Actual 2018	Amended 2019 Budget	2020 Budget
Vanpool/Rideshare Operations			
Labor	\$ 486,409	\$ 576,876	\$ 542,196
Fringes	224,604	260,616	269,604
Services	505,280	517,430	433,330
Fuel and Lubricants	885,096	894,000	870,000
Maintenance Items	135,747	-	90,000
Supplies	11,940	19,150	12,500
Utilities	5,275	7,920	9,120
Insurance	778,292	918,592	1,027,000
Travel & Meetings	1,654	10,750	14,400
Other	24,727	335,666	30,040
Total Vanpool/Rideshare Operations	3,059,024	3,541,000	3,298,190
Expense Capitalized	(2,833)	-	-
Federal Planning Funds	(670,357)	-	-
Net Vanpool/Rideshare Service	\$ 2,385,834	\$ 3,541,000	\$ 3,298,190



2020 BUDGET
OPERATING BUDGET BY LINE ITEM
OPERATIONS SUPPORT

	Actual 2018	Amended 2019 Budget	2020 Budget
Operations Support			
Labor	\$ 24,445,200	\$ 25,850,377	\$ 26,740,084
Fringes	10,824,694	12,092,553	12,531,396
Services	3,482,659	3,587,893	3,480,208
Fuel and Lubricants	425,230	384,325	383,420
Parts	1,116,570	1,718,665	1,783,782
Supplies	1,570,457	1,388,538	1,733,023
Tools	133,782	137,420	142,070
Repairs	53,107	-	-
Utilities	3,401,143	3,887,826	3,873,024
Travel & Meetings	289,959	341,425	316,565
Warranty & Scrap Recoveries	(8,830)	-	-
Other	138,099	152,332	67,504
Total Operations Support	45,872,070	49,541,354	51,051,076
Expense Capitalized	(499,827)	(803,178)	(720,000)
Expense Transfer - Federal Cost	(15,254,401)	-	-
Net Operations Support	\$ 30,117,842	\$ 48,738,176	\$ 50,331,076

Operations Support includes:

Customer Service, Radio & Rail Comms, Tech Support, TVM Maintenance, Facilities, Fleet Engineering, Support Maintenance, Supply Chain Management, Training, Security, Police and Safety Management



2020 BUDGET
OPERATING BUDGET BY LINE ITEM
ADMINISTRATION

	Actual 2018	Amended 2019 Budget	2020 Budget
Administration			
Labor	\$ 13,223,908	\$ 13,843,281	\$ 14,113,340
Fringes	5,074,700	5,543,571	5,605,980
Services	7,485,389	9,696,682	11,852,497
Fuel and Lubricants	8,152	5,778	7,620
Supplies	893,839	531,021	564,504
Utilities	690,756	702,345	726,172
Insurance	2,473,355	2,319,820	2,361,742
Travel & Meetings	567,655	530,449	583,084
Media Costs	280,100	555,000	613,000
Contingency	-	1,020,000	2,292,924
Other	798,280	552,895	1,694,064
Total Administration	31,496,134	35,300,842	40,414,927
Expense Capitalized	(6,665)	(83,500)	(60,000)
Federal Planning Funds	(158,731)	-	-
Net Administration	\$ 31,330,738	\$ 35,217,342	\$ 40,354,927

Administration includes:

Internal Audit, Executive Director, Civil Rights,
Board Coordination, Information Services, Legal,
Risk Management, Accounting, Supply Chain, Budget,
Chief Financial Officer, Chief People Officer,
Labor Relations, Talent Acquisition, Public Relations,
Chief Marketing & Communications Officer.

**2020 BUDGET
OPERATING BUDGET BY LINE ITEM
NON-OPERATING**

	Actual 2018	Amended 2019 Budget	2020 Budget
Non-Operating			
Labor	\$ 2,847,961	\$ 2,917,819	\$ 3,228,348
Fringes	1,102,988	1,159,079	1,287,912
Services	1,123,527	2,028,770	1,637,811
Fuel and Lubricants	10,176	6,960	6,800
Supplies	73,278	90,515	98,468
Utilities	35,079	13,652	26,300
Travel & Meetings	42,043	29,902	50,650
Leases	244,668	160,000	180,500
Other	136,745	12,980	13,380
Total Non-Operating	5,616,465	6,419,677	6,530,169
Expense Capitalized	(726,847)	(671,640)	(585,293)
Net Non-Operating	\$ 4,889,618	\$ 5,748,037	\$ 5,944,876

Non-Operating Expense includes:

Capital Development, Real Estate, Planning
Chief Service Development Officer

UTA FUND BALANCE REPORT 2020 FORECAST

	General Account	Bond Accounts	Restricted Revenue Account	Capital Projects	Projected All Fund 2020
Beginning Fund Balance, 1/1/20	\$ 52,868,470	\$104,300,000	\$ 6,694,000	\$113,551,530	\$277,414,000
Revenue:					
Sales Tax	345,467,000	-	2,100,000	-	347,567,000
Federal Preventative Maintenance	67,911,000	-	-	-	67,911,000
Passenger	55,182,000	-	-	-	55,182,000
Investment Income	7,577,000	-	-	-	7,577,000
Salt Lake City	4,310,000	-	-	-	4,310,000
Salt Lake County	500,000	-	-	-	500,000
Advertising	2,517,000	-	-	-	2,517,000
UDOT - Sales Tax	2,671,000	-	-	-	2,671,000
Other Revenues	3,620,000	-	-	-	3,620,000
Capital Grants	-	-	-	39,363,000	39,363,000
Local Partner Contributions	-	-	-	13,416,000	13,416,000
Leasing	-	-	-	30,340,000	30,340,000
State Contribution	-	-	-	3,700,000	3,700,000
Total Resources	542,623,000	104,300,000	8,794,000	200,370,530	856,088,000
Transfers To / From (-)	(171,983,000)	153,556,000	-	18,427,000	-
Total Available Resources	370,640,000	257,856,000	8,794,000	218,797,530	856,088,000
Expenditures:					
Operating Expenses	313,883,000	-	-	-	313,883,000
Non-Operating	5,945,000	-	-	-	5,945,000
Debt Service (Principal & Interest)	-	135,915,000	-	-	135,915,000
State of Good Repair Capital Project	-	-	-	59,898,000	59,898,000
Depot District Maintenance Facility	-	-	-	40,937,000	40,937,000
Ogden/Weber State University BRT	-	-	-	28,197,000	28,197,000
Airport TRAX Station Relocation	-	-	-	13,000,000	13,000,000
Other Capital Projects	-	-	1,000,000	48,517,000	49,517,000
Total Expenditures	319,828,000	135,915,000	1,000,000	190,549,000	647,292,000
Ending Fund Balance - 12/31/20	\$ 50,812,000	\$121,941,000	\$ 7,794,000	\$ 28,249,000	\$208,796,000

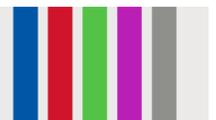
Description of Fund Structure

General Fund: This fund is the chief operating fund of UTA. It is used to account for all financial resources and expenses except those accounted for in the other funds.

Bond Accounts: This fund was created to hold monies set aside for the payment of debt service on bonds. The funds are held by a Trustee and administered pursuant to Bond Indenture provisions. The amount in this fund is set by the indenture. This fund also includes all Debt Service Reserve accounts and the Debt Reduction reserve.

Restricted Assessment Account: The Restricted Assessment Fund was created to segregate sales tax authorized by Brigham City, Willard and Perry (municipalities within Box Elder County) with the specific restriction that all funds would be used for right of way acquisition and corridor preservation to fund a fixed guideway or expanded public transportation system within the taxing jurisdictions.

Capital Projects Fund: Payment for the cost of all capital projects are paid out of the Capital Projects fund.



Revenues

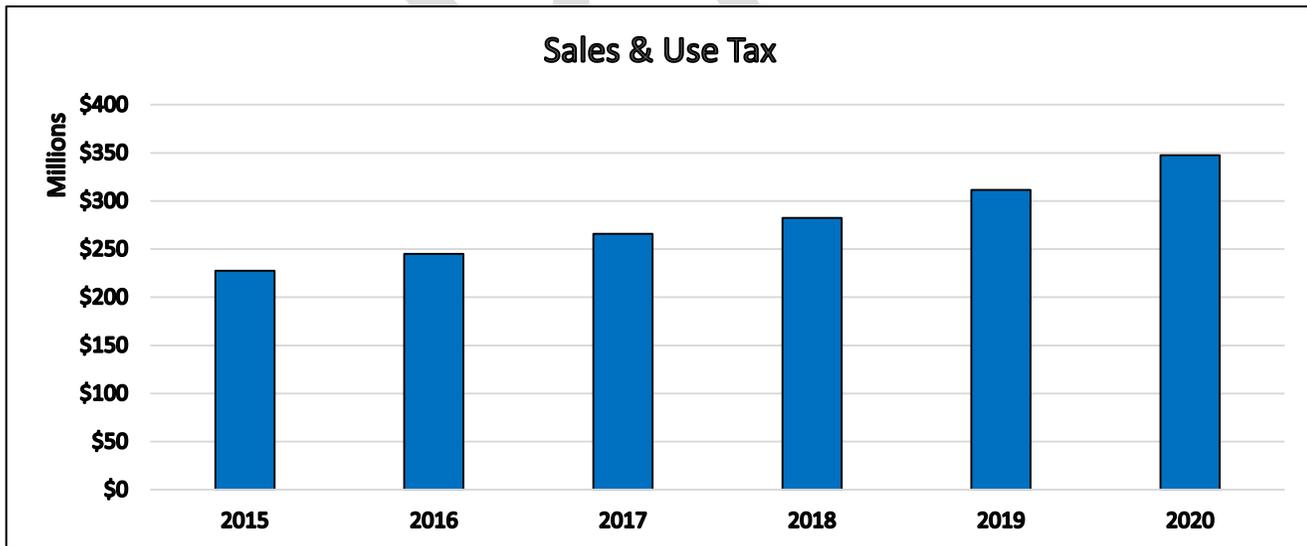
Source: Sales and Use Tax

The largest operating source of revenue for the Authority is a local option sales tax, which is imposed by counties within the service area of the Authority. In July 2019, the Salt Lake County Council and the Utah County Council approved increasing their rate of tax by one-quarter percent with one-tenth percent dedicated to UTA. Accordingly, the 2020 budget reflects a full year of collections from these sales taxes. The sales tax rates are 0.78375% for Salt Lake County, 0.626% for Utah County, 0.65% for Davis and Weber counties, 0.55% for Box Elder County, and 0.4% for Tooele County.

UTA's sales tax is applied to gross taxable sales within the service district. Since 1988, gross taxable sales have grown by an average of 5.66%. Although year over year sales tax growth is 3.9% through October 2019 collections, UTA is assuming average tax growth for 2019 will be 3.8%. Projected 2019 sales tax collections, including partial year collections for new sales taxes within Salt Lake County and Utah County, are \$311.8 million. The Authority estimated 2020 sales tax revenue is based on a 5.00% increase over projected 2019 sales tax and full year collections for Salt Lake County and Utah County.

Year	2015	2016	2017	2018	2019*	2020*
Sales Tax	\$227,703,023	\$245,008,41	\$265,770,77	\$282,501,132	\$311,451,000	\$347,567,00

*Budget

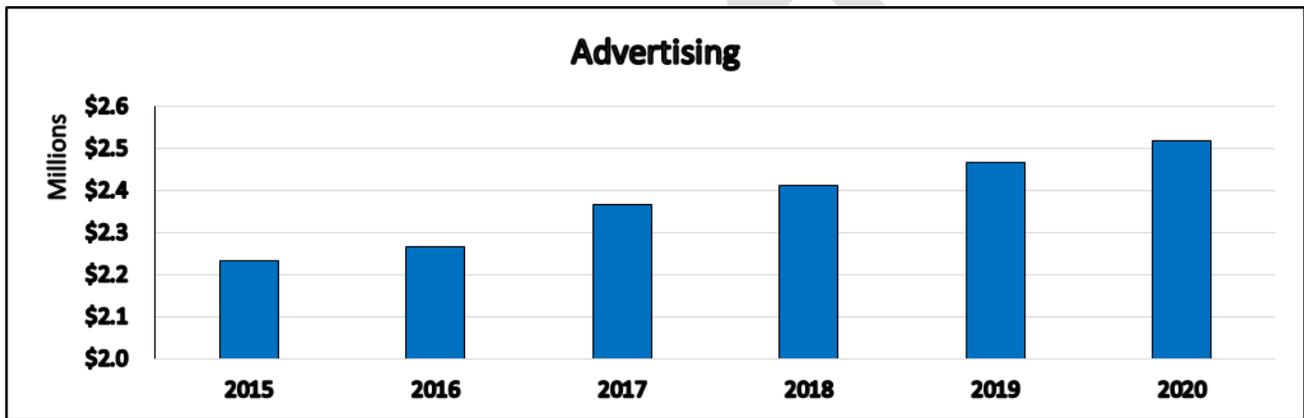


Source: Advertising

Advertising revenues for the Authority comes from the lease of exterior space on the sides and rear of the bus and light rail vehicles. The compound annual growth rate for advertising over the last four years has been somewhat flat. For 2020 advertising is projected to produce \$2.517 million, a slight increase due to opening of new routes and based and on new contract guarantees.

Year	2015	2016	2017	2018	2019*	2020*
Advertising	\$2,233,333	\$2,266,667	\$2,366,667	\$2,412,500	\$2,467,000	\$2,517,000

* Budget

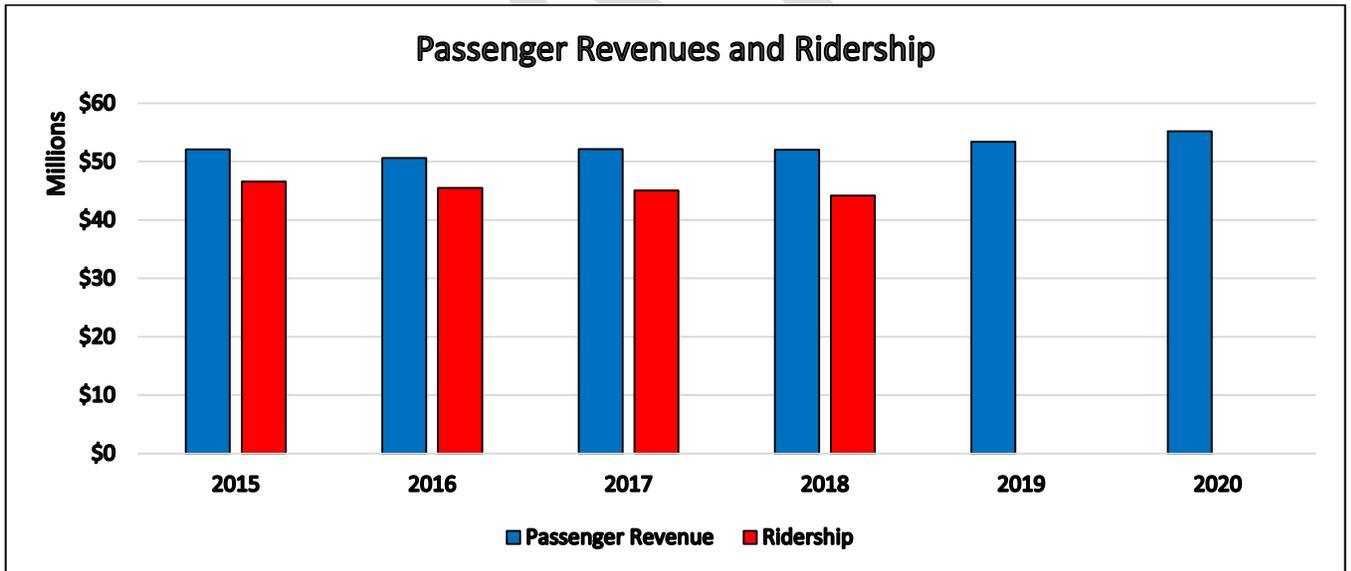


Source: Passenger Revenue

Since 2013, the Authority's base fare has been \$2.50, fares range from \$1.25 for senior citizens to \$5.50 for premium express service. Although ridership has declined since 2015, the average revenue per ride has increased from \$1.12 to \$1.18. Additional service in Salt Lake City and Salt Lake County, a micro-transit pilot in Southwest Salt Lake County, and continued population and employment growth, will all contribute to an increase in passenger revenues. UTA's projected 2019 passenger revenues are \$53.4 million with 2020 being projected at \$55.2 million.

Year	2015	2016	2017	2018	2019*	2020*
Passenger Revenue	\$52,112,909	\$50,624,354	\$52,159,203	\$52,051,892	\$53,420,000	\$55,182,000
Ridership	46,577,166	45,521,914	45,078,919	44,176,331	N/A	N/A

* Budget

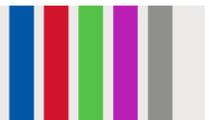
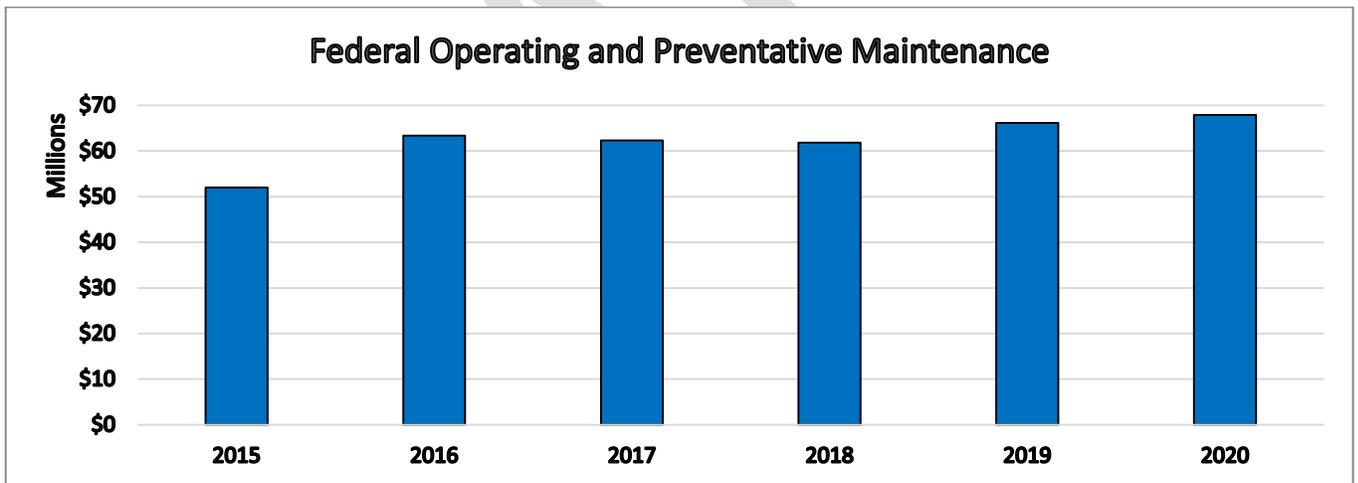


Source: Federal Operating and Preventative Maintenance Revenue Grants

In 2016 the Transportation Bill, Fixing Americas’ Surface Transportation (FAST) was approved by Congress. FAST allows the Authority to use formula funds for preventive maintenance as defined by the National Transit Database. The use of these funds for preventive maintenance is a direct reduction of funds available for capital projects. These formula funds may be used to cover up to 80% of preventive maintenance costs with the balance being used for other capital projects. In 2018, Congress approved and the President signed an appropriation bill which increased preventative maintenance funding. UTA’s 2019 projection is preventative maintenance revenue will be \$66.2 million. The amount for 2020 is based on a slight increase of funding due to additional qualifying rail lines and new apportionments from the FAST act.

Year	2015	2016	2017	2018	2019*	2020*
Operating Grants	\$52,000,012	\$63,334,769	\$62,313,994	\$61,820,668	\$66,188,000	\$67,911,000

* Budget



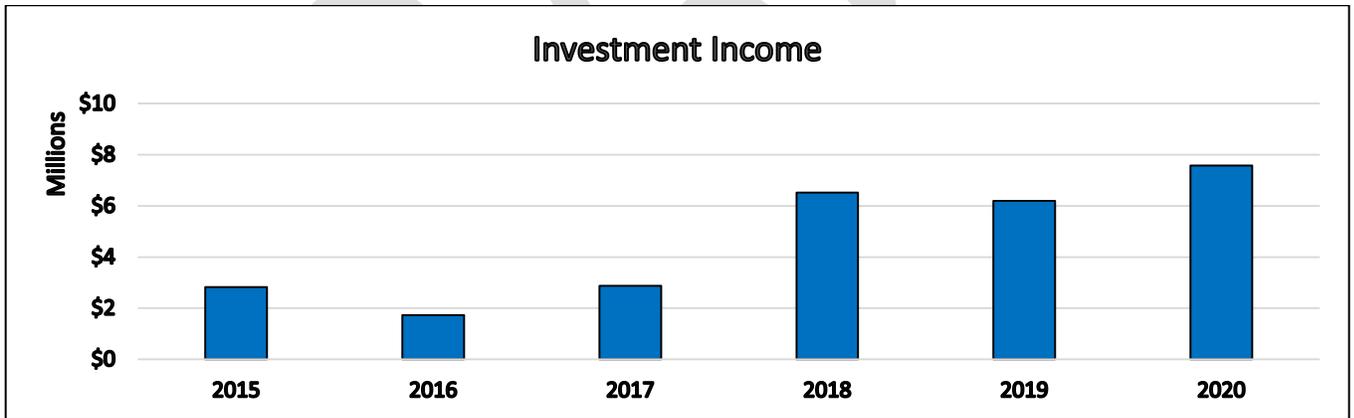
Source: Investment Income

Interest income consists of interest earned on invested operating funds not yet expended and funds held for future capital expenditures. Some of the Authority’s funds are invested with the Public Treasurers Investment Fund managed by the State Treasurer’s office; others are placed in investments that can yield a higher interest but are still secure.

Interest rates have fallen below the 2019 projection of 3.55%. Accordingly, the 2019 investment income is projected to be about \$6.2 million. An approximate rate of 2.95% is applied to projected reserve accounts in the 2019 Transit Development Plan model to arrive at the 2020 projection of \$7.6 million.

Year	2015	2016	2017	2018	2019*	2020*
Investment Income	\$2,831,406	\$1,732,939	\$2,873,787	\$6,525,872	\$6,200,00	\$7,577,000

* Budget

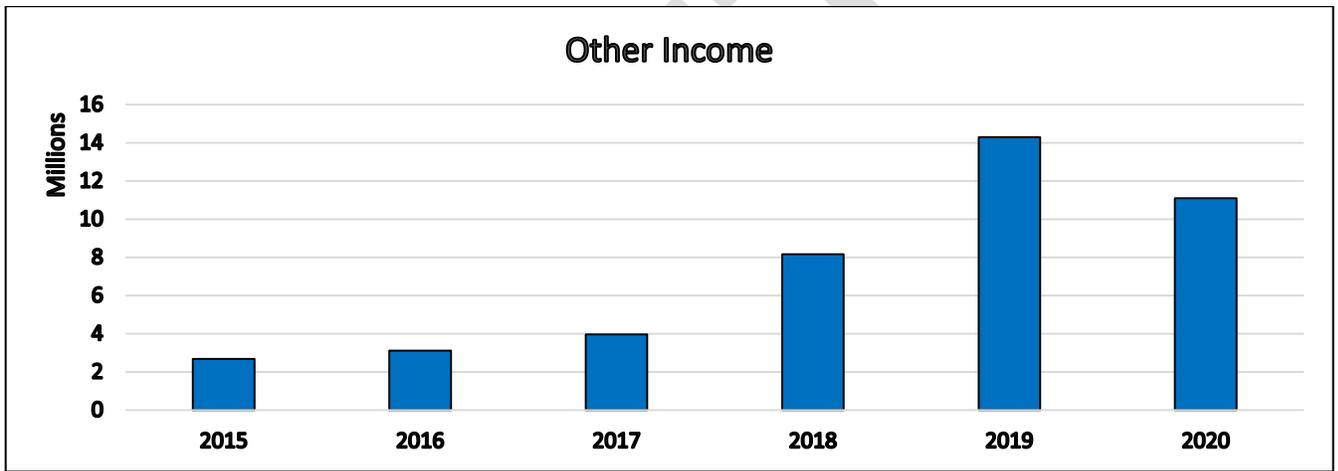


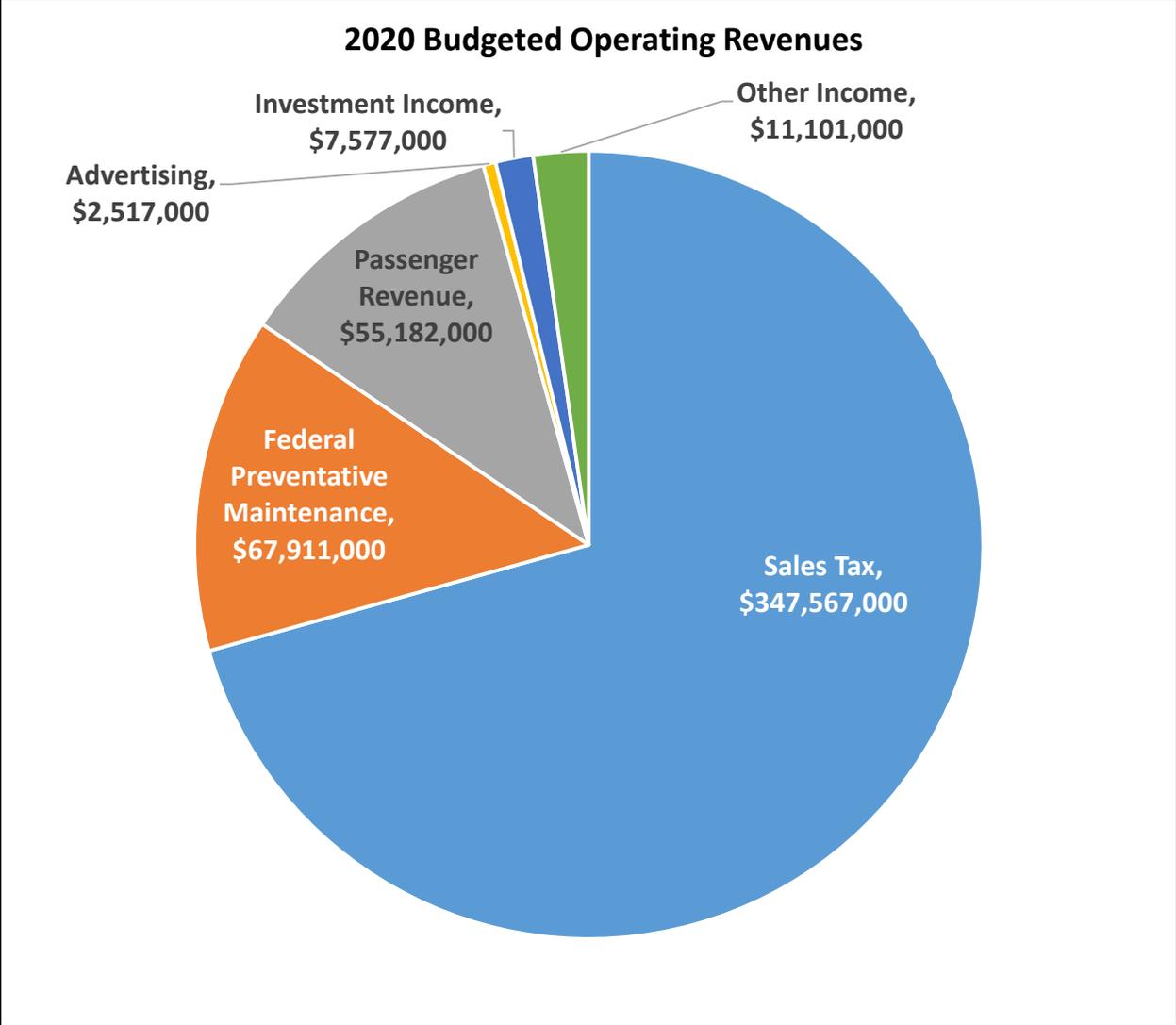
Source: Other Income

Other income for 2020 consists of \$4.3 million from Salt Lake City for enhanced bus service, \$0.5 million from Salt Lake County for enhanced transit services, a \$2.7 million sales tax distribution from the Utah Department of Transportation, \$1.1 million from property fees, \$0.7 million from CMAQ operating grants, and \$0.3 million from transit-oriented development revenues.

Year	2015	2016	2017	2018	2019*	2020*
Other Income	\$2,671,936	\$3,108,191	\$3,954,893	\$8,155,668	\$14,301,000	\$11,101,000

* Budget





Long-range Financial Forecast (In thousands)

	Budget 2020	Estimated 2021	Estimated 2022	Estimated 2023	Estimated 2024
Revenue:					
Sales Tax	\$ 347,567	\$ 364,946	\$ 383,193	\$ 402,352	\$ 422,470
Federal Prevent. Maint.	67,911	70,508	71,212	73,903	74,642
Passenger	55,182	58,813	59,066	60,201	61,647
Advertising	2,517	2,567	2,617	2,667	2,717
Investment	7,577	6,556	6,421	6,266	6,349
Salt Lake City	4,310	11,605	14,155	14,448	14,748
Salt Lake County	500	500	-	-	-
UDOT - Sales Tax	2,671	2,777	2,889	3,004	3,124
Other	3,620	3,690	4,233	3,847	3,885
Total Revenues	491,855	521,962	543,786	566,688	589,582
Expenses:					
Bus	108,889	111,713	114,922	118,658	123,450
Commuter Rail	30,711	31,633	32,661	33,722	34,818
Light Rail	52,209	53,775	55,523	57,327	59,191
Paratransit	24,637	25,376	26,201	27,053	27,932
Rideshare/Vanpool	3,298	3,397	3,508	3,622	3,739
Operations Support	50,331	50,131	51,760	53,443	55,180
General/Administrative	40,355	41,680	43,233	45,554	48,362
Salt Lake County	3,453	8,557	17,706	18,704	19,753
Salt Lake City	-	6,969	8,696	8,896	9,101
Non-operating	5,945	5,866	6,056	6,253	6,456
Projected budget savings	(4,771)	(4,925)	(5,086)	(5,252)	(5,423)
Total Operating & Non-operating Expense	315,057	334,172	355,180	367,980	382,559
Net Available	176,798	187,790	188,606	198,708	207,023
Capital Revenues:					
Grants	39,363	53,180	24,547	8,450	4,000
Leasing	30,340	53,197	15,791	38,495	52,720
Local Partner Funding	13,416	8,294	500	2,700	-
State Funding	3,700	3,700	2,500	2,500	2,500
Total Capital Revenues	86,819	118,371	43,338	52,145	59,220
Capital Expense:					
Capital Outlay	191,549	172,796	83,332	84,275	93,872
Debt Service	135,915	147,315	158,583	165,130	168,362
Total Capital & Debt Service Expense	327,464	320,111	241,915	249,405	262,234
Net Change	(63,847)	(13,950)	(9,971)	1,448	4,009
Beginning Balance, January 1	277,414	213,567	199,617	189,646	191,094
Ending Balance, December 31	\$ 213,567	\$ 199,617	\$ 189,646	\$ 191,094	\$ 195,103

**Long-range Financial Forecast
2021-2024 Assumptions and Major Changes from 2019
Projections**

	Assumptions	Major Changes from 2019 Projections
<u>Revenues</u>		
Sales Tax	5% average growth	Added Utah County 4 th quarter tax
Federal Preventative Maintenance	1% funding growth rate plus new systems eligibility for funding	2019 federal funding increase
Passenger	5% fare increase in 2021	Fare increase moved from 2020 to 2021
Advertising	2% increase per third-party contract	None
Investment	Congressional Budget Office 3-month T-bill forecast plus 75 basis points	Reduced 100 basis points
Salt Lake City	Estimated service purchase	Slight increase in 2022-24
Salt Lake County	County funding for S-Line (19-21)	New funding
UDOT – Sales Tax	4% annual increase	Replaced motor vehicle registration fees from Salt Lake County
<u>Operating Expense</u>	3% for 2021; 3.25% thereafter	Increased from 2.75%
<u>Capital Revenues</u>		
Grants	Awarded or soon to be awarded	\$70 million Ogden/WSU BRT
Leasing	Based upon revenue service vehicle or capital equipment purchases	Added \$13 million for fare collection equipment
Local Partner Funding	Per agreements	\$9 million Ogden/WSU BRT
State Funding	Per agreements	None
<u>Capital Expense</u>		
Ogden/WSU BRT	Five-year cost - \$92 million	Added project to five-year plan
State of Good Repair	\$341 million over five years	None
Salt Lake County Projects	4 th quarter funding to capital improvements	Allocated \$95 million over five-years
<u>Debt Service</u>	Based upon current outstanding debt	Includes 2019 new money bonds and 2019 refunding/restructuring bonds.



Long-range Financial Forecast Ending Balances (In thousands)

	Budget 2020	Estimated 2021	Estimated 2022	Estimated 2023	Estimated 2024
Restricted Reserves:					
Debt Service	\$ 32,523	\$ 32,523	\$ 32,523	\$ 32,523	\$ 32,523
Debt Reduction	87,418	87,418	87,418	87,418	87,418
Service Sustainability	9,595	10,173	10,808	11,197	11,639
Capital	10,700	10,700	10,700	10,700	10,700
General Operating	38,380	40,692	43,232	44,788	46,558
Total Restricted Reserves	178,616	181,506	184,681	186,626	188,838
Designated/Unrestricted	34,951	18,111	4,965	4,468	6,265
Ending Balance, December 31	\$213,567	\$199,617	\$189,646	\$191,094	\$195,103

Description of Restricted Reserves

Debt Service - Bond reserves funded at a level required by bond covenants to be used for the payment of debt service in the event that the Authority fails to make scheduled bond principal and interest payments. The Board of Trustees must give its prior approval before funds in the bond reserve are used.

Debt Reduction - Savings from prior bond refundings have been placed into this reserve. This reserve may be used for early debt retirement, payment of debt service if needed to fund a new bond reserve, or other use as determined by UTA Board.

Service Sustainability - Service stabilization reserve funded at a level equal to three percent (3%) of the Authority's budgeted operating expense, excluding non-operating expense, to be used to avoid service reductions at such times as the Authority faces a revenue shortfall or cost overrun due to extraordinary circumstances. The Board of Trustees must give its prior approval before funds in the service stabilization reserve are used.

Capital - Capital replacement reserve to reach a level equal to one percent (1%) of the property, facilities, and equipment cost as reported in the comprehensive annual financial report to be used for capital repair or replacement costs due to extraordinary circumstances. The Board of Trustees must give its prior approval before funds in the capital replacement reserve are used.

General Operating - General operating reserves, including the risk reserve, funded at a level equal to at least twelve percent (12%) of the Authority's budgeted operating expense, excluding non-operating expense, to be used as a working capital account throughout the year. The Treasurer will manage the use of the funds in the general operating reserve.

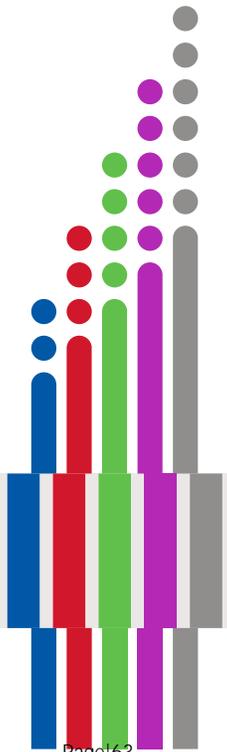
2020 Ending Balance Reconciliation

Long Range Forecast 12/31/20 Ending Balance	\$213,567,000
2020 Savings Assumption in Long-range forecast	<u>(4,771,000)</u>
2020 Budget 12/31/20 Ending Balance	<u>\$208,796,000</u>

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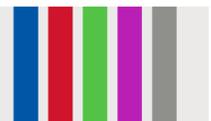


Capital and Debt



2020 CAPITAL BUDGET - SUMMARY

	2020 Budget
Funding Sources:	
Leasing	\$ 30,340,000
UTA Funding	43,119,000
Grants	39,363,000
State Contribution	3,700,000
2019 Bond Proceeds	48,611,000
2018 Bond Proceeds	13,000,000
Local Partner Contributions	13,416,000
Total Funding Sources	191,549,000
Expenditure:	
Depot District Bus Maintenance Facility	40,937,000
Ogden/Weber State University BRT	28,197,000
Airport Station Relocation	13,000,000
State of Good Repair Projects - light rail overhaul, 46 buses, 30 paratransit vans, 50 Rideshare vans, rail locomotive engine rebuilds, rail replacement, facility maintenance, bus engine/transmission replacements, bus validator replacements, passenger information signs, and safety enhancements.	59,898,000
Other Capital Projects - First/last mile improvements, Box Elder right-of-way, Northern Utah County double track, UVU pedestrian bridge, bus stop improvements, wayfinding, and end-of-line facilities.	49,517,000
Total Expense	\$ 191,549,000



Capital Expenditures

As part of UTA's budgeting process, each year managers submit to their department directors a list of capital items and projects requested for the upcoming budget year. The projects are evaluated and prioritized based on the following criteria:

- Assure a safe system;
- Take care of or replace what we have;
- Leverage grants and partner funds; or
- Provide system improvements.

After the capital items/project list is compiled and approved by the Executive Team, it is submitted to UTA's Board of Trustees for final approval. These items must support UTA's Strategic Plan, Board Goals, and Corporate Objectives in order to be approved.

Funding for the Capital Projects in this budget come from five major sources:

1. Current grants the Authority has received from the federal government, which generally require a 7% to 50% local match.
2. Future grants anticipated from the federal government, which will also require a local match. (If future anticipated grants are not received, capital projects and contingent capital projects either may not be purchased or are purchased with local reserves.)
3. Local reserves, accumulated as a result of contributions to capital reserves from excess of operating revenues over operating expenses.
4. Contributed Capital received from outside sources, used to help offset funds required for a capital project.
5. Financing of capital projects, buses, and other revenue service vehicles.

A list following this narrative shows the major capital projects by project category. The table also shows how much will come from current grants, what will be required in future grants and how much local match will come from UTA reserves by fiscal year. Projects in 2019 that were not completed but approved to be carried over are also included in the capital budget. Each year the new budget cycle requires projects that have not been completed during the calendar year to be resubmitted and approved for the next calendar year. Updating this plan by July 2020 will be the first step in the planning process for the 2021 budget.

State of Good Repair Projects

Revenue Service Vehicles

In 2020 the revenue vehicle purchases consist of 46 replacement buses for fixed route service, 30 paratransit/flex vehicles and 50 Rideshare vans. Funding for revenue vehicles is met through a leasing plan.

Impact on Operating Budget: There is no expected impact to the operating budget. The new bus repairs and parts are covered under the vehicle's manufacturer's warranty period.

Vehicle Rehab and Repair

In 2020, \$9.7 million has been programmed for the light rail vehicle overhaul program (both SD and S70 vehicles), \$1.5 million for light rail vehicle accident repair, and \$2.76 million for commuter rail locomotive engine rebuilds. Another \$1.5 million has been programmed for bus engine and transmission rehab and replacement.

Impact on Operating Budget: Rebuilding light rail cars, locomotive engine, and bus engines and transmissions should allow maintenance costs to remain level.

Rail Infrastructure and Rail Systems Projects

The Rail Infrastructure projects and the Rail Systems projects include state of good repair activities on facilities throughout the UTA commuter rail and light rail corridors. The Rail Infrastructure projects include replacement or rehabilitation of rail, ballast and ties, grade crossings, switches, and special track work. It also includes bridge rehabilitation and maintenance. The Rail Systems projects include rehabilitation and replacement on traction power substations, train control systems, and overhead catenary systems. It also includes stray current mitigation.

Impact on Operating Budget: There is no expected impact to the operating budget.

Capital Projects

Airport Station TRAX Relocation

Salt Lake City International Airport is undergoing an almost \$3 billion renovation, including the relocation of its terminal building. In order to provide front door light rail service to the new terminal building, UTA will be required to relocate a portion of its light rail track as well as the Airport TRAX station at an estimated cost of \$22.9 million. Design and materials procurement will occur in 2019 and construction in 2020 through 2021.

Impact on Operating Budget: There is no expected impact to the operating budget.

Depot District Clean Fuels Technology Center

This project will replace the existing aging and undersized Central bus facility, housing up to 150 alternative and standard fuel buses with the ability to expand to 250 buses in the future. This will allow for the growth of bus service to 5,000 additional daily riders by the year 2050. The initial phase of the project constructed the CNG Fuel & Fare Collection building on the site. The 2019 activities in this current phase include building demolition, construction of the wash building, and addition of the diesel fueling system. Construction activities in 2020 through 2021 will include construction of the bus maintenance building and operations building, site canopies and full site work. The total project cost for 2019 through 2021 activities is estimated at \$80M.

Impact on Operating Budget: The project is not expected to significantly change the operating budget as the maintenance activities performed will be the same, just at a different location. Deadhead hours may increase for some routes, but building utility efficiencies should offset that cost.

Ogden/Weber State University BRT Design

The Ogden/Weber State University BRT Project is a 5.3 mile bus rapid transit project with 13 stations, connecting the FrontRunner commuter rail station in downtown Ogden with Weber State University and McKay-Dee Hospital. Project partners include UTA, Ogden City, Weber County, UDOT, WSU, Wasatch Front Regional Council, and Intermountain Healthcare. The project is currently in design and contractor procurement is underway. The project is scheduled to be completed in August 2022, with a total project cost estimated at \$99M.

Impacts on Operating Budget: Operating funds are budgeted from Prop 1 funds as well as recapturing Route 603 funding.

TIGER Grant Projects

In conjunction with six counties, two metropolitan planning agencies, and dozens of Utah cities, UTA was notified in late 2016 that it had been awarded a \$20 million grant which will be matched with local funding to improve transit access as well as trails and bikeways feeding into the transit system over the next five years. Project construction began in 2019. Project construction in 2020 is estimated at approximately \$11 million, which consists of local government match combined with the Federal grant. The UTA cost will be specifically for the UTA projects that are part of the TIGER grant.

Impact on Operating Budget: There is no expected impact to the operating budget. Cities have agreed to maintain the facilities that will be built for them with the TIGER grant funds.

Box Elder Right of Way and Weber County Right of Way Preservation

Acquiring right of way between Ogden and Brigham City will preserve options for a future transit line between the two communities. In Box Elder County, funding for this project is coming from the second quarter sales tax passed by residents to support the development of the extension of commuter rail to Brigham City. Ogden City has applied for corridor preservation funds for UTA to obtain property in Weber County. The Utah Division of Water Resources (DWR) is also working to preserve corridor for future water infrastructure in Box Elder County. UTA and DWR have signed an agreement to jointly acquire property where the corridors run parallel.

Impact on Operating Budget: As land is acquired UTA will need to maintain the property. Cost will vary based on the amount of land purchased and if any of the properties have any improvements on them. The ongoing maintenance costs of property in Box Elder County will be covered by the second quarter sales tax. In Weber County, a small amount of local funding will need to be programmed for ongoing maintenance.

UVU Ped Bridge

Construction of this 1000' long pedestrian bridge should begin in late 2019 or early 2020 and be completed by late 2020. The west end of the bridge is located in the southeast corner of the Orem Intermodal center. The east end is located on the UVU campus. This is a UDOT project. The total project cost is approximately \$16 million. UTA agreed to participate by contributing \$4 million for bridge

construction, to be paid in 2 installments of \$2M each. The first payment was made in 2019 and the second will be made in 2020.

Impact on Operating Budget: There is no expected impact to the operating budget.

Northern Utah County Double Track

UTA and UDOT are currently designing a new FrontRunner station at Vineyard, Utah. Because of system constraints and the operational impacts of the federally mandated Positive Train Control requirements, the station cannot open until an additional 1.8 miles of double track is installed north of the station. This project, estimated at \$10M, is for the construction of the additional double track only. The station construction is a separate project funded by the state. The double track project is currently in design. Construction is scheduled to start in early 2020 and be completed by the end of the year.

Impact on Operating Budget: The additional track length will increase operating costs for maintenance of way and inspection activities by up to \$75,000 annually.

Technology Office – Information/Communications and ITS

Electronic Fare Collection

During 2019 - 2021 UTA will undertake a project to replace 1500 units of the aging fare validators on its buses and at 72 train station platforms. Validators capture the “tap on – tap off” rider information, which is used to calculate third party payers and bill riders (i.e. FarePay cards).

Impact on Operating Budget: Maintenance costs will be lower during the initial warranty period which will be realized in the first few years of the three year project. The operating costs of the validator hardware in the future years starting in 2024 will be approximately 5% of the validator hardware purchase. The estimated hardware maintenance might be \$250,000 per year thereafter.

Facilities, Safety, and Office Equipment

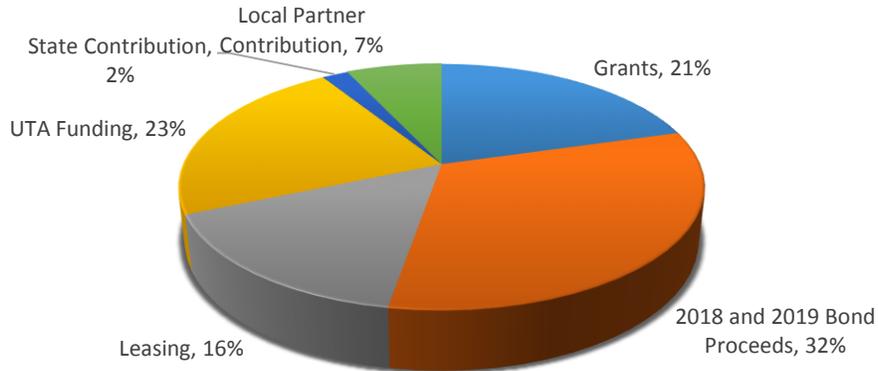
Three categories are included in this capital project area:

1. Safety and Security projects. These projects ensure the safety team’s equipment is replaced on a timely basis and that safety features such as cameras and fencing may be added to the system.
2. Office Capital Equipment. This allows for replacement of various office machines or other equipment that may wear out throughout the year.
3. Facilities Maintenance. These projects include facilities maintenance items, such as roof replacement, concrete and asphalt repair, bus hoist replacement, and other required replacement or repairs.

Impact on Operating Budget: This area has little new measurable impact on the operating budget. It does serve to keep our equipment maintained and updated, which adds to UTA employee’s ability to achieve our mission.

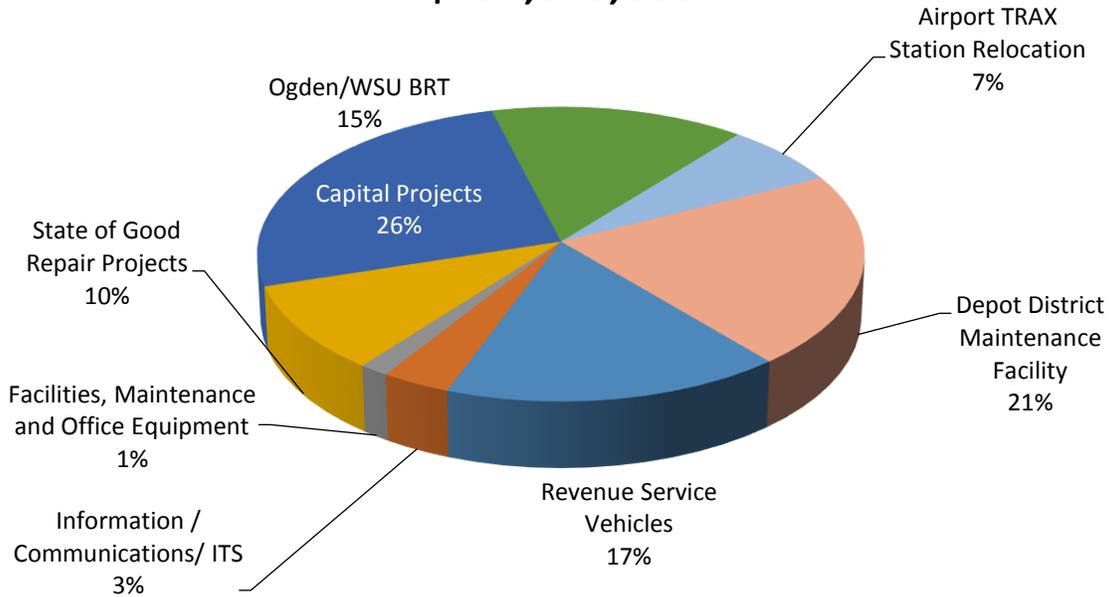
2020 Capital Budget Revenues

\$191,549,000



2020 Capital Expense Budget

\$191,549,000



2020 Capital Budget

List of Projects and Funding Source

Project Name	2020 Budget	Bonds	Grants	Lease	State Funding	Local Partners	UTA Funded
Major Capital Projects							
Depot District Maintenance Facility	\$ 40,936,916	\$ 31,850,000	\$ 3,736,916	\$ -	\$ 2,500,000	\$ -	\$ 2,850,000
Ogden/Weber State University BRT	28,197,076	6,591,076	18,706,000	-	-	2,900,000	-
Airport Station Relocation	13,000,000	13,000,000	-	-	-	-	-
Total Major Capital Projects	82,133,992	51,441,076	22,442,916	-	2,500,000	2,900,000	2,850,000
State of Good Repair							
Revenue / Service Vehicles							
Bus Replacement	27,566,971	-	2,775,830	23,598,570	-	-	1,192,571
Replacement Paratransit	2,982,120	-	-	2,949,120	-	-	33,000
Van pool Van replacement	1,292,780	-	-	1,292,780	-	-	-
Non-Rev Service Vehicle Replacement	200,000	-	-	-	-	-	200,000
Total Revenue/Service Vehicles	32,041,871	-	2,775,830	27,840,470	-	-	1,425,571
Information Technology							
E Voucher Software Development (pending grant)	757,838	-	757,838	-	-	-	-
In-house Application Development & Enhancements	400,000	-	-	-	-	-	400,000
New MS SQL Server Licenses	145,000	-	-	-	-	-	145,000
Radio Communication Infrastructure	150,000	-	-	-	-	-	150,000
Server, Storage Infrastructure Equipment and Software	400,000	-	-	-	-	-	400,000
Rail Communication On-Board Technology	230,000	-	-	-	-	-	230,000
Info Security Equip & SW (PCI Compliance & Cyber Security)	274,000	-	-	-	-	-	274,000
Bus Communication On-Board Technology	300,000	-	-	-	-	-	300,000
IT Managed Reserved (formerly IT Pool)	290,000	-	-	-	-	-	290,000
Network & Infrastructure Equipment	500,000	-	-	-	-	-	500,000
FrontRunner WiFi Enhancements	50,000	-	-	-	-	-	50,000
Init APC Upgrade	200,000	-	-	-	-	-	200,000
SSBU Radio System Install/subcontract fleet only	170,000	-	-	-	-	-	170,000
SSBU Mobility Eligibility Center Trapeze Software	165,000	-	-	-	-	-	165,000
Electronic Fare Collection Maintenance & Replacement	2,500,000	-	-	2,500,000	-	-	-
Total Information Technology	6,531,838	-	757,838	2,500,000	-	-	3,274,000
Facilities, Safety, & Admin Equip.							
Park and Ride Rehab and Replacement	500,000	-	-	-	-	-	500,000
Equipment Managed Reserve	250,000	-	-	-	-	-	250,000
Facilities Managed Reserve	1,000,000	-	-	-	-	-	1,000,000
Stations and Platforms Rehab and Replacement	125,000	-	-	-	-	-	125,000
Safety projects	875,000	-	-	-	-	-	875,000
Total Facilities, Safety, & Admin Equip.	2,750,000	-	-	-	-	-	2,750,000
Infrastructure State of Good Repair Projects							
Bus Engine/Transmission/Component Rehab/Replacement	1,500,000	-	-	-	-	-	1,500,000
Light Rail Vehicle Rehab	9,760,415	-	-	-	-	-	9,760,415
Commuter Rail Vehicle Rehab	2,763,779	-	786,684	-	-	-	1,977,095
LRV Accident Repair	1,500,000	-	-	-	-	-	1,500,000
Rail Rehab and Replacement	250,000	-	-	-	-	-	250,000
Ballast and Ties Rehab and Replacement	250,000	-	-	-	-	-	250,000
Bridge Rehabilitation & Maintenance	300,000	-	-	-	-	-	300,000
Grade Crossings Rehab and Replacement	500,000	-	-	-	-	-	500,000
Traction Power Rehab and Replacement	550,000	550,000	-	-	-	-	-
Train Control Rehab and Replacement	250,000	-	-	-	-	-	250,000
Rail Switches & Trackwork Controls - Rehab/Replacement	150,000	-	-	-	-	-	150,000
Stray Current Mitigation	300,000	-	-	-	-	-	300,000
OCS Rehab and Replacement	500,000	-	-	-	-	-	500,000
Total State of Good Repair	18,574,194	550,000	786,684	-	-	-	17,237,510
Total State of Good Repair	\$ 59,897,903	\$ 550,000	\$ 4,320,352	\$ 30,340,470	\$ -	\$ -	\$ 24,687,081



2020 Capital Budget

List of Projects and Funding Source

Project Name	2020 Budget	Bonds	Grants	Lease	State Funding	Local Partners	UTA Funded
Capital Projects							
3300/3500 South MAX Expansion & Optimization	\$ 2,735,172	\$ -	\$ 2,550,000	\$ -	\$ -	\$ -	\$ 185,172
Clearfield FR Station Trail	1,501,663	-	1,400,000	-	-	101,663	-
SL UZA Bus Bike Rack Expansion	35,609	-	33,198	-	-	-	2,411
TIGER Program of Projects	11,169,660	-	4,836,435	-	-	6,314,294	18,931
Box Elder Right of Way Preservation	1,000,000	-	-	-	-	-	1,000,000
Weber Cnty CR ROW Preservation	1,500,000	-	-	-	-	1,500,000	-
Signal Pre-emption Projects w/UDOT	500,000	-	-	-	-	500,000	-
Point of Mountain AA/EIS	1,500,000	-	-	-	1,200,000	200,000	100,000
Office Equipment Reserve	100,000	-	-	-	-	-	100,000
Positive Train Control	900,000	-	-	-	-	-	900,000
UVU Ped Bridge	2,000,000	-	-	-	-	-	2,000,000
Operator Shack at University Medical EOL	350,000	-	-	-	-	-	350,000
Vineyard Double Track	10,000,000	9,500,000	-	-	-	500,000	-
Bus Stop Imp - System-Wide ADA	1,000,000	-	800,000	-	-	-	200,000
Wayfinding Signage Plan - S-line and TRAX	475,000	-	-	-	-	-	475,000
Operator Restrooms throughout system	600,000	120,000	480,000	-	-	-	-
North Temple EOL	3,400,000	-	-	-	-	1,400,000	2,000,000
U of U EOL	2,950,000	-	2,500,000	-	-	-	450,000
Fort Union EOL	500,000	-	-	-	-	-	500,000
5600 W/4500 S EOL	500,000	-	-	-	-	-	500,000
Meadowbrook Expansion	2,900,000	-	-	-	-	-	2,900,000
Operator Restrooms- Salt Lake County	400,000	-	-	-	-	-	400,000
Bus Stop Improvements and signage - SL County	2,500,000	-	-	-	-	-	2,500,000
Capital Contingency	1,000,000	-	-	-	-	-	1,000,000
Total Capital Projects	49,517,104	9,620,000	12,599,633	-	1,200,000	10,515,957	15,581,514
Total Capital Budget	\$ 191,548,999	\$ 61,611,076	\$ 39,362,901	\$ 30,340,470	\$ 3,700,000	\$ 13,415,957	\$ 43,118,595

Debt

UTA issued debt for the first time in 1997 to build Utah's first TRAX line, which has evolved into today's Blue Line between Draper and downtown Salt Lake City. After completing that line and a spur to the University of Utah for the 2002 Winter Olympic Games, in 2002, UTA purchased approximately 175 miles of railroad corridor and access rights from Union Pacific Railroad. The corridor extended from the northern limit of the Authority's transit district in Brigham City to Payson at the southern limit. It also included a portfolio of related real property.

Voters throughout UTA's service area approved measures in 2006 to increase countywide sales tax rates to expand the rail network. The resulting FrontLines 2015 program added four new light rail lines, extensions of two others, the S-Line streetcar, and commuter rail service between Ogden and Salt Lake City and Provo. Bonding was required to complete these projects within the short timeframe (six years) desired by public officials and voters. UTA's financial commitment to the \$3.45 billion overall budget was \$2.05 billion in sales-tax-backed bonds, while \$1.40 billion was funded by federal grants. The program was completed in late 2013, 1 1/2 years ahead of schedule, 17 years ahead of what was contemplated in the Regional Transportation Plan, and \$300 million under budget.

In the years since incurring this significant debt, UTA has worked diligently to refinance debt and contribute savings to a debt reduction account.

Outstanding debt as of November 30, 2019 by bond issue is provided in the chart below.

Bond Series	Final Maturity	Outstanding Principal
Senior Debt:		
2005A	2022	\$ 5,450,000
2006C	2032	102,410,000
2008A	2023	48,410,000
2009B - BABs	2039	261,450,000
2015A	2038	668,655,000
2018	2036	83,765,000
2019A	2044	61,830,000
2019B	2042	188,810,000
Total Senior Debt		\$ 1,420,780,000
Subordinate Debt:		
2007A	2035	\$ 118,745,000
2010 - BABs	2040	200,000,000
2012	2042	73,600,000
2015A	2037	66,870,000
2016	2032	145,691,498
2018	2041	113,895,000
2019	2042	59,070,000
Total Subordinate Debt		\$ 777,871,498
Total Outstanding Debt		\$ 2,198,651,498

On November 6, the Authority issued its 2019 Sales Tax Revenue and Refunding Bonds (the "2019 Bonds") in the aggregate principal amount of \$309,710,000, including \$61,830,000 for new money projects and \$247,880,000 for refunding purposes. The chart below provides the principal, interest, and debt service on the Authority's outstanding debt as of November 30, 2019 for fiscal years 2020 through final maturity in 2044.

Fiscal Year Ending December 31	Total Principal	Total Interest	Total Debt Service
2020	\$ 25,920,000	102,173,462	\$ 128,093,462
2021	35,075,000	100,719,023	135,794,023
2022	44,020,000	98,715,454	142,735,454
2023	55,090,000	96,187,710	151,277,710
2024	57,915,000	93,361,485	151,276,485
2025	62,800,000	90,415,397	153,215,397
2026	66,020,000	87,199,822	153,219,822
2027	79,145,000	84,011,491	163,156,491
2028	82,820,000	80,326,216	163,146,216
2029	92,950,000	76,462,729	169,412,729
2030	97,435,000	72,051,448	169,486,448
2031	102,210,000	67,296,921	169,506,921
2032	93,346,498	76,159,615	169,506,113
2033	109,355,000	58,623,801	167,978,801
2034	114,620,000	53,360,047	167,980,047
2035	120,020,000	47,970,539	167,990,539
2036	125,350,000	42,692,422	168,042,422
2037	126,220,000	36,027,313	162,247,313
2038	132,835,000	29,409,896	162,244,896
2039	141,010,000	22,119,186	163,129,186
2040	147,865,000	14,739,580	162,604,580
2041	135,650,000	10,036,163	145,686,163
2042	140,560,000	5,121,773	145,681,773
2043	4,190,000	255,000	4,445,000
2044	4,310,000	129,300	4,439,300
Totals	\$ 2,196,731,498	\$ 1,445,565,793	\$ 3,642,297,291

Reconciliation of Outstanding Bonds

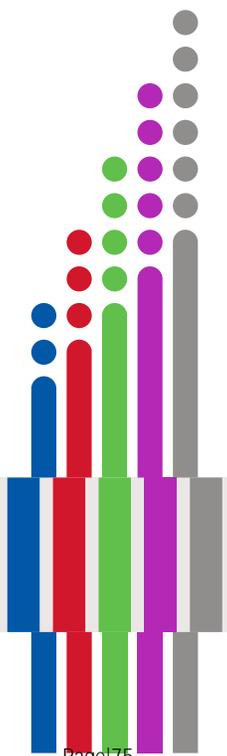
Bond Principal Paid from 2020 through 2024	\$2,196,731,498
Bond Principal Paid December 15, 2019	<u>1,920,000</u>
Total Bond Principal Outstanding, November 30, 2019	<u>\$2,198,651,498</u>



The 2020 debt service budget includes the principal and interest payments on bonds, Build America Bonds interest subsidy, anticipated lease payments, principal and interest payments to Utah County for the UVX BRT system, and other bond expenses. The chart below provides the calculation of 2020 debt service.

Debt Service Expense/(Revenue)	Amounts	Totals
November 30, 2019 outstanding bonds:		
Interest on bonds	\$102,173,462	
Interest subsidy (Build America Bonds)	<u>(8,870,148)</u>	
Net interest	93,303,314	
Principal on bonds	<u>25,920,000</u>	
Net bond principal and interest		119,223,314
Lease payments on revenue service vehicles		8,990,536
Principal and interest payment to Utah County		7,142,000
Salt Lake City bus leases		493,061
Bond expenses		<u>66,151</u>
Total 2020 Debt Service		<u>\$135,915,062</u>

Departmental Information



Position Summary Schedule

	Budget 2018	Amended Budget 2019	Budget 2020
OPERATIONS:			
Bus			
Salt Lake			
Administration	7.0	7.0	7.0
Operations	533.0	573.0	577.0
Maintenance	141.0	141.5	143.5
Salt Lake	681.0	721.5	727.5
Ogden			
Administration	4.0	3.0	3.0
Operations	200.0	186.0	185.0
Maintenance	49.0	48.0	47.0
Ogden	253.0	237.0	235.0
Timpanogos			
Administration	5.0	3.0	3.0
Operations	132.0	136.0	140.0
Maintenance	37.0	40.0	40.0
Timpanogos	174.0	179.0	183.0
Rail			
Light Rail Administration	20.0	21.0	20.0
Light Rail Operations	193.0	193.0	193.0
Light Rail Maintenance	149.0	152.0	152.0
Commuter Rail Administration	3.0	3.0	5.0
Commuter Rail Operations	113.5	113.3	113.5
Commuter Rail Maintenance	62.0	62.0	65.0
Maintenance of Way	103.0	104.0	104.0
Rail	643.5	648.3	652.5
Special Services			
Special Services Administration	28.0	28.0	26.0
Paratransit Operations	138.0	143.0	142.0
Paratransit Maintenance	35.0	36.0	34.0
Vanpool Administration	9.0	9.0	9.0
Mobility Management	7.0	7.0	7.0
Rideshare Administration	1.0	1.0	1.0
Special Services	218.0	224.0	219.0
Operations Subtotal	1,969.5	2,009.8	2,017.0

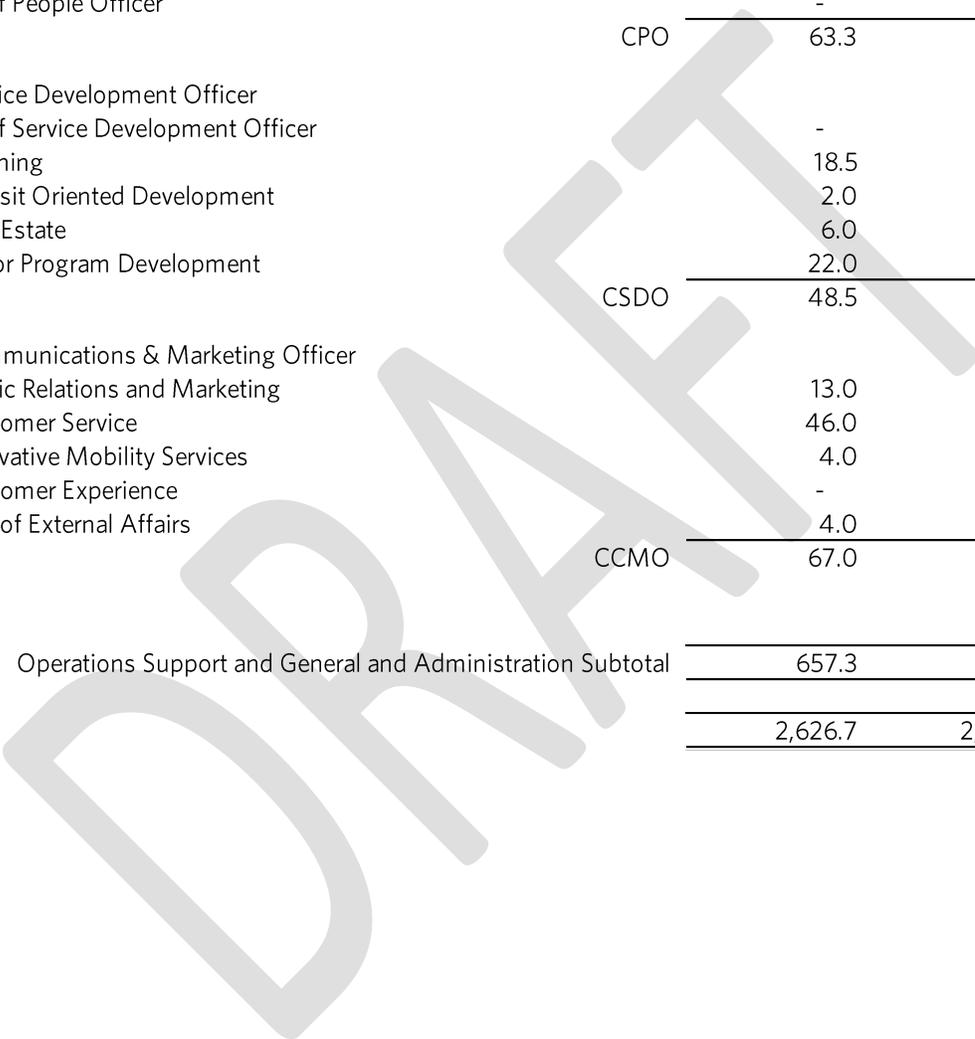


OPERATIONS SUPPORT AND GENERAL AND ADMINISTRATION:

	Budget 2018	Amended Budget 2019	Budget 2020
Board of Trustees			
Board of Trustees	2.0	8.0	8.0
Government Relations	3.0	3.0	3.0
Internal Audit	3.0	3.0	3.0
Board of Trustees	8.0	14.0	14.0
Executive Director			
Executive Director	1.0	1.0	1.0
Civil Rights	3.0	3.0	5.0
General Counsel	10.0	4.0	-
Safety	25.5	26.5	25.5
Application Development	10.0	11.0	11.0
Network Support	16.0	16.0	18.0
IT Director	4.0	7.0	8.0
Applications Support	13.0	13.0	12.0
Quality Assurance	2.0	1.0	1.0
Communications & Deployment	5.0	6.0	5.0
Radio & Rail Communications	8.0	8.0	9.0
Bus Communications	11.0	11.0	11.0
Ops Analysis	14.0	14.0	15.0
Data Quality and Ridership	8.0	7.5	7.5
Corp & Board Support	2.0	1.0	1.0
Executive Director	132.5	130.0	130.0
Chief Operating Officer			
Chief Operating Officer	2.0	2.0	2.0
Support Maintenance	28.0	28.0	27.0
Fleet Engineering	4.0	5.0	6.0
Facilities	90.0	89.0	89.0
Asset Mgt	8.0	8.0	8.0
Police	87.0	87.7	87.7
Transit Comms Center	19.0	23.0	22.0
COO	238.0	242.7	241.7
Chief Financial Officer			
Vice President of Finance	2.0	3.0	3.0
Accounting	16.0	16.5	16.5
Supply Chain Mgt & Contract Admin	50.0	51.0	51.0
Farebox Services	13.0	12.0	14.9
Fare Strategy & Ops	3.0	3.0	5.0
Fares Director	-	1.0	1.0
Product Development & Sales	5.0	6.0	4.0
TVM Maintenance	4.0	5.0	5.0
Risk Management	5.0	5.0	6.6
Budget and Financial Analysis	2.0	2.0	2.0
CFO	100.0	104.5	109.0



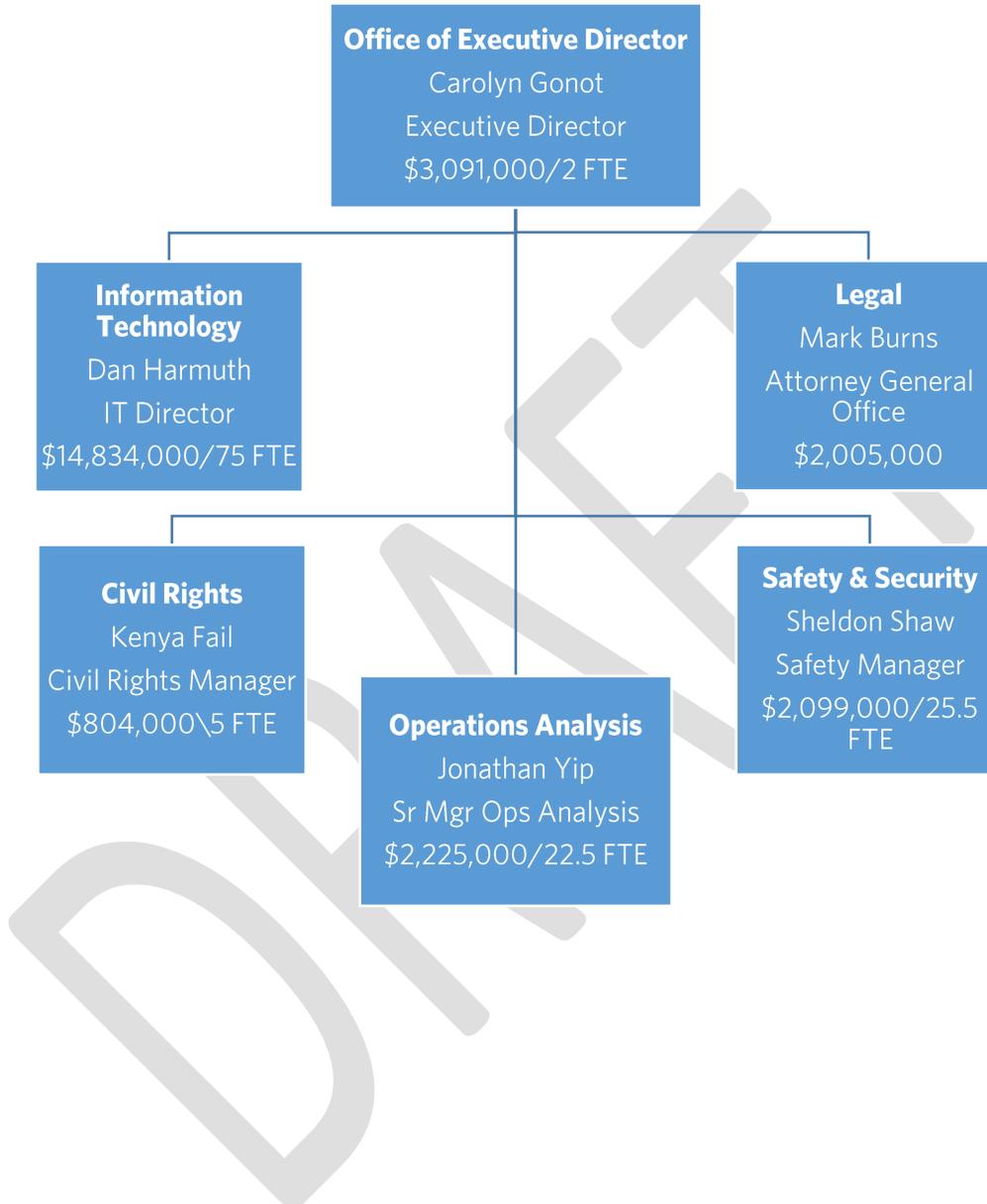
	Budget 2018	Amended Budget 2019	Budget 2020
Chief People Officer			
HR Services & Labor Relations	7.0	6.0	6.0
Talent Acquisition	8.5	9.7	9.0
Culture and Talent Development	34.8	37.5	43.0
Total Rewards	13.0	6.2	5.7
Chief People Officer	-	10.0	11.0
CPO	63.3	69.4	74.7
Chief Service Development Officer			
Chief Service Development Officer	-	-	2.0
Planning	18.5	15.5	14.5
Transit Oriented Development	2.0	-	-
Real Estate	6.0	8.0	9.0
Major Program Development	22.0	21.0	20.0
CSDO	48.5	44.5	45.5
Chief Communications & Marketing Officer			
Public Relations and Marketing	13.0	12.0	12.0
Customer Service	46.0	48.0	48.0
Innovative Mobility Services	4.0	2.0	2.0
Customer Experience	-	3.0	3.0
V.P. of External Affairs	4.0	3.0	4.0
CCMO	67.0	68.0	69.0
Operations Support and General and Administration Subtotal	657.3	673.2	684.0
	2,626.7	2,682.9	2,701.0



OFFICE OF THE EXECUTIVE DIRECTOR

Total Funding: \$25,058,000

FTE Total: 130



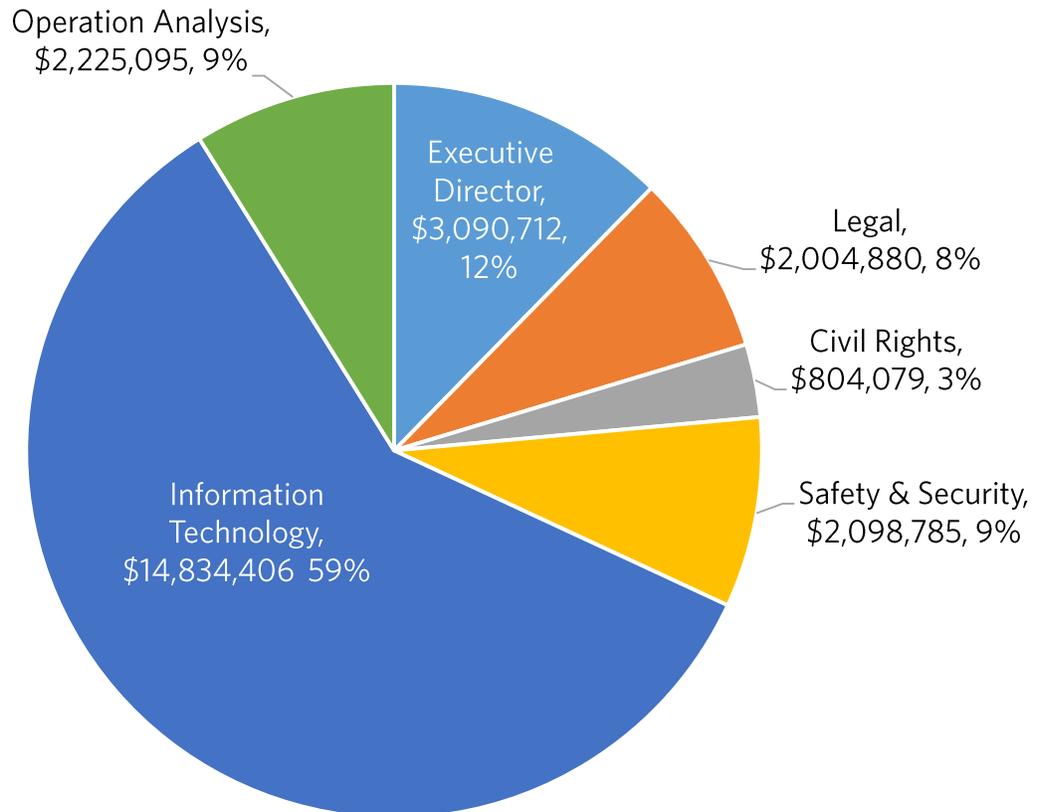
Budget Summary by Expense Category - Executive Director

Expense Category	Amended 2019 Budget	Final 2020 Budget	Change in % or FTE
Wages	\$10,000,524	\$10,042,848	0.42%
Fringe	3,998,130	4,027,560	0.74%
Services	6,495,747	6,913,998	6.4%
Utilities	585,995	624,578	6.6%
Other O&M	811,294	1,288,495	58.8%
Contingency	1,010,000	2,160,478	113.9%
Total Executive Director	<u>\$22,901,690</u>	<u>\$25,057,957</u>	2.5%
FTE	130.0	130.0	0.0

Budget Summary by Department - Executive Director

Department	Amended 2019 Budget	Final 2020 Budget	Budget Increase or (Decrease)
Information Technology	\$14,088,733	\$14,834,406	\$745,673
Operations Analysis	2,198,606	2,225,095	26,489
Safety & Security	2,284,541	2,098,785	(185,756)
Legal	2,282,740	2,004,880	(277,860)
Executive Director	1,516,560	3,090,712	1,574,152
Civil Rights	530,510	804,079	273,569
Total Executive Director	<u>\$22,901,690</u>	<u>\$25,057,957</u>	<u>\$2,156,267</u>

Executive Director - Final 2020 Budget



Executive Director - Key Budget Changes:

Executive Director

- Added \$20,000 for hosting the 2020 APTA Board Conference.
- Increase in Contingency \$1,660,000.

Information Technology

- Increased software maintenance by \$445,000 to meet UTA departmental needs.
- Added two IT positions for internal support functions (\$188,000).

Civil Rights

- Moved funding for Compliance position from Legal to Civil Rights (\$118,000).
- Added compliance software maintenance costs of \$15,000.

Safety & Security

- Eliminated Chief Safety & Security position and related expenses and transferred budget amount of \$248,000 to the Chief Service Development Officer department.

Legal

- Reduced outside counsel services.

Operations Analysis

- Added one Intern FTE to mitigate growing needs for analytics.
- Reallocated \$7,500 for hosting 2020 American Bus Benchmarking Group.

Executive Director - Key Initiatives

Information Technology

- Research iDen Radio System replacement options
- Select replacement EFC Readers (375 on Platforms & 1,340 in Buses)
- Implement new Time Recording system (Kronos) from TC1
- Complete Windows 7 workstation upgrades & replacements
- Replace External Firewall(s) and related Cyber-Security systems
- Improve Patron WiFi on Frontrunner (SL Central and Lehi to AF)
- Start MDC/CAD/AVL system and hardware replacement

Civil Rights

- Purchase and implement compliance software for civil rights related data collection and reporting
- Promote data driven decisions regarding ADA service requirements
- Complete EEO Plan for submission to FTA by March 2020
- Ensure compliance with Section 503 voluntary self-identification and reporting requirements by February 2020
- Implement and manage application of UTA ADA Policy

Safety and Security

- Work toward maintaining and improving our safety first culture
- Have an approved and implemented 49 CFR Part 673 Public Transit Agency Safety Plan (PTASP) FTA
- Have an approved and implemented 49 CFR Part 270 System Safety Program Plan (SSP) FRA
- Implement safety training improvements to include a new OSHA compliance class and an updated Roadway Worker Protection (RWP) class

Operations Analysis

- Ensure compliance with FTA/State reporting requirements. Improve reporting processes.
- Provide accurate and actionable data for decision making.
- Promote data driven culture across UTA departments.
- Achieve high ROI in technology investment through business analysis and prioritization.
- Improve mission-critical business systems client experience.

Executive Director: Key Performance Measures

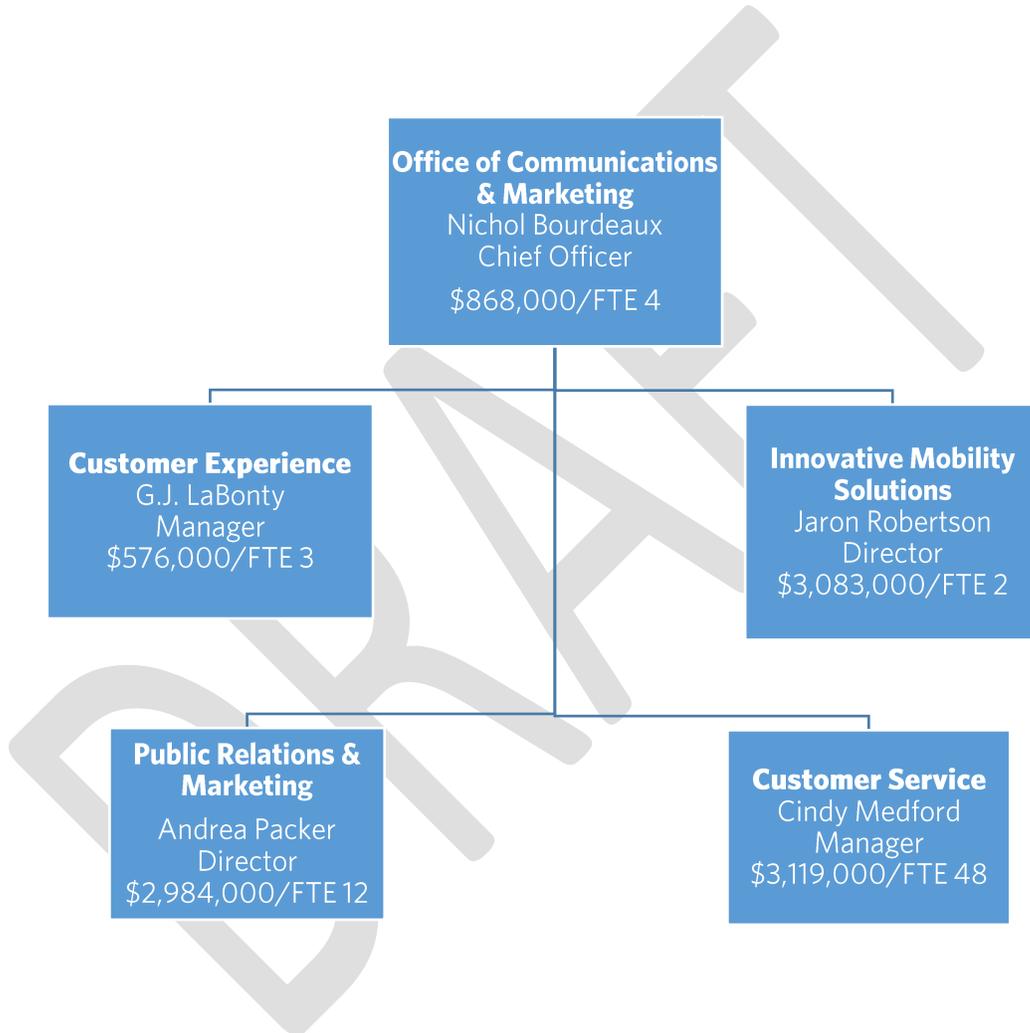
Performance measures are an integral part of UTA's culture, with different types of internal and external measures being utilized. This chart reflects the UTA key performance measures being utilized for operations under the direction of the Executive Director. The columns in the chart below provide 1) the performance measure, 2) a definition of the measure, 3) the department responsible for the measure, 4) the strategic focus area to which the measure applies, 5) actual 2018 Performance, 6) performance through September 30, 2019, 7) the achievement status as of September 30, 2019 (green, yellow, red), and 8) the proposed standard for 2020.

Performance Measure	Measure Definition	Responsible Department	Strategic Focus Area	Performance 2018	Performance Sept 2019	Status as of Sept 2019	Proposed 2020 Standard
Commuter Rail Patron WiFi Availability	Percentage of time the Wifi system is available for use by commuter rail patrons	Information Technology	Customer Experience	95%	99%		90%
Commuter Rail Patron WiFi Throughput	Speed of internet access available for use by commuter rail patrons.	Information Technology	Customer Experience	12 mbs	16.5 mbs		10 mbs
Percentage of Minority/Low Income People with Access to System	Measures the percentage of all minority and low income populations in UTA's service area that have reasonable access to transit service.	Civil Rights	Access to Opportunity	77%	n/a, measured at year end		80%

CHIEF COMMUNICATIONS & MARKETING OFFICE

Total Funding: \$10,644,000

FTE Total: 69



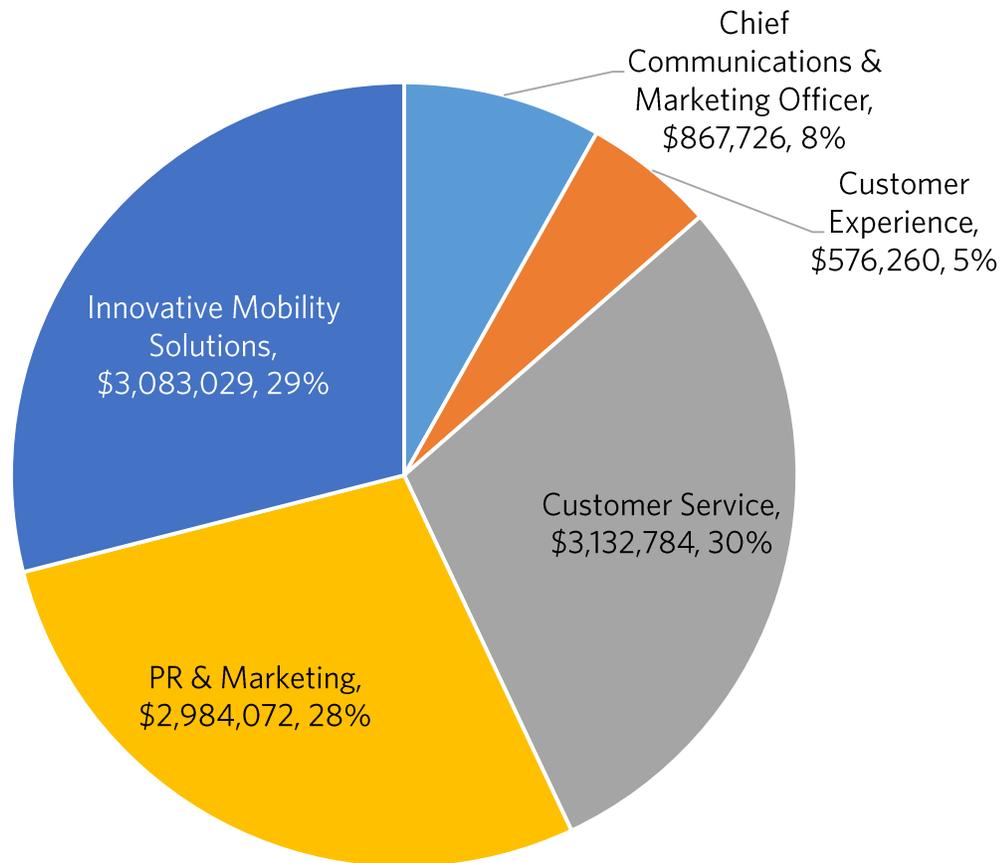
Budget by Expense Category - Chief Communications and Marketing Officer

Expense Category	Amended 2019 Budget	Final 2020 Budget	Change in % or FTE
Wages	\$3,466,196	\$3,738,640	7.9%
Fringe	1,623,913	1,718,508	5.8%
Services	2,414,845	4,006,877	65.9%
Other O&M	497,263	574,846	15.6%
Media	555,000	605,000	9.0%
Total Communications & Marketing	<u>\$8,557,217</u>	<u>\$10,643,871</u>	24.4%
FTE	68.0	69.0	1.0

Budget Summary by Department - Chief Communications and Marketing Officer

Department	Amended 2019 Budget	Final 2020 Budget	Budget Increase or (Decrease)
Chief Communications & Marketing Officer	\$718,668	\$867,726	149,058
Customer Experience	463,259	576,260	113,001
Customer Service	2,971,957	3,132,784	160,827
PR & Marketing	2,873,833	2,984,072	110,239
Innovative Mobility Solutions	<u>1,529,500</u>	<u>3,083,029</u>	<u>1,553,529</u>
Total Communications & Marketing	<u>\$8,557,217</u>	<u>\$10,643,871</u>	<u>2,086,654</u>

Chief Communications & Marketing Officer - Final 2020 Budget



Chief Communications and Marketing Officer - Key Budget Changes

Customer Service

- Adding three Electronic Customer Communication Specialists
- Implementing Customer Communication Detour and Disruption Subscription Service

Innovative Mobility Solutions

- Includes Full Year of Microtransit Pilot

Public Relations and Marketing Budget

- Increased Media Expense and Other Services for Salt Lake City Collaborative Marketing Efforts

Chief Communications and Marketing Officer - Key Initiatives

Customer Experience

- Improve Rail Wayfinding (Salt Lake County)
- Deliver an Enhanced Bus Stop Improvement Program
- Develop Digital Bus and Bus Stop Signage
- Complete the Onboard Survey

Customer Service

- Implement Customer Communication Detour, and Disruption Subscription Service
- Finish the “Full Circle” Customer Response and Feedback Loop Project

Public Relations and Marketing

- Expand the Community Relations Program
- Communicate August 2020 Change Day
- Celebrate the 50th UTA Anniversary
- Continue the Branding Campaign - Year II
- Publicize State of Good Repair Projects

Innovative Mobility Solutions

- Implement and Evaluate the Microtransit Pilot
- Continue the Autonomous Vehicle Pilot and Evaluate Results
- Expand Transit Signal Priority
- Complete the following Research & Development Projects
 - Microtransit & AV Evaluations
 - Microtransit & Paratransit Studies
 - Mobility as a Service Study
 - Autonomous Vehicles Study

Chief Communication and Marketing Officer: Key Performance Measures

Performance measures are an integral part of UTA's culture, with different types of internal and external measures being utilized. This chart reflects the UTA key performance measures being utilized for operations under the direction of the Chief Communication and Marketing Officer. The columns in the chart below provide 1) the performance measure, 2) a definition of the measure, 3) the department responsible for the measure, 4) the strategic focus area to which the measure applies, 5) actual 2018 Performance, 6) performance through September 30, 2019, 7) the achievement status as of September 30, 2019 (green, yellow, red), and 8) the proposed standard for 2020.

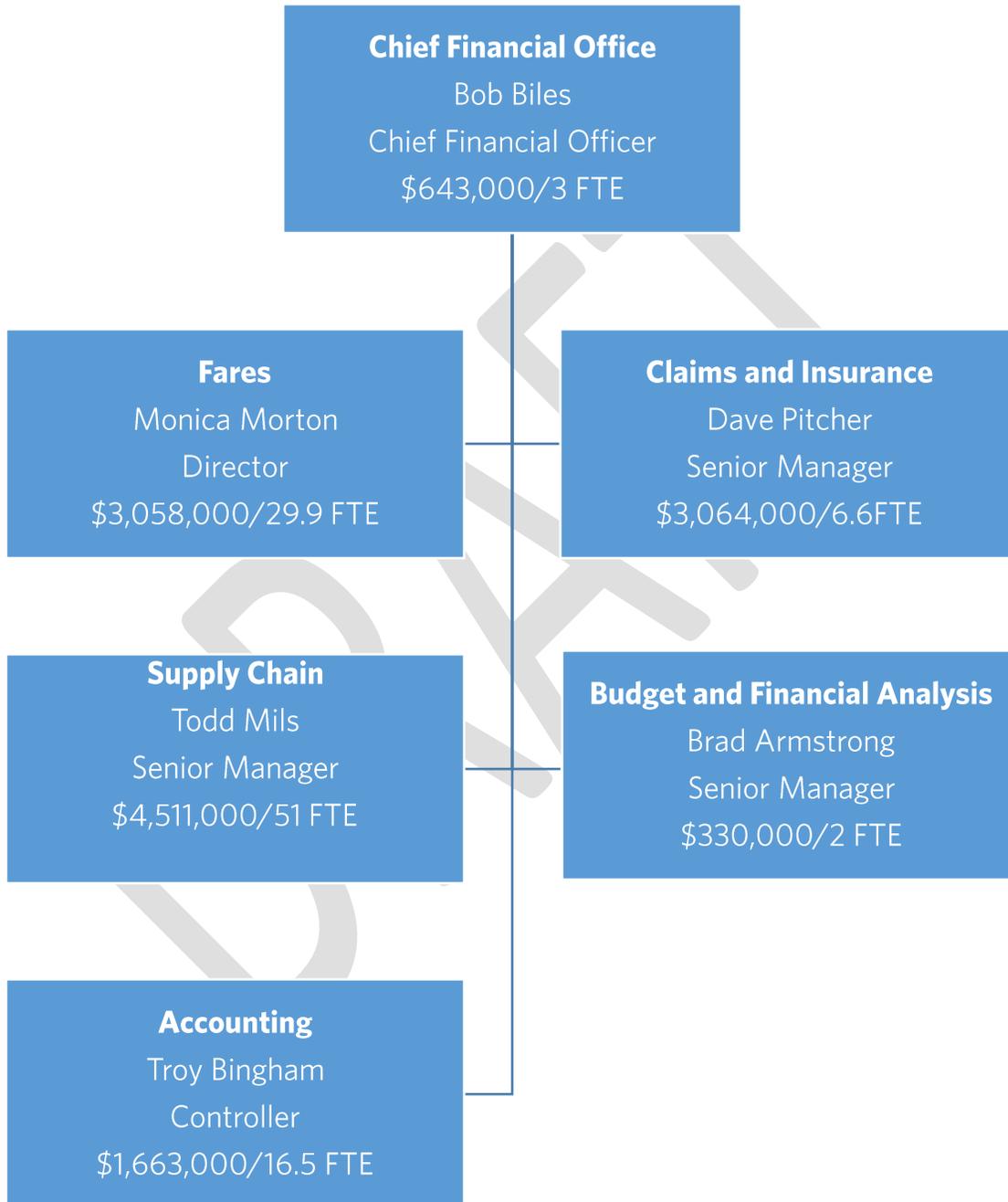
Performance Measure	Measure Definition	Responsible Department	Strategic Focus Area	Performance 2018	Performance Sept 2019	Status as of Sept 2019	Proposed 2020 Standard
Percentage of Issues Resolved in One Call	Number of issues closed after a single call to Customer Service.	Customer Service	Customer Service	48%	50%		60%
Average Time to Resolve an Issue	Measures the number of days between receipt of a customer concern and resolution.	Customer Service	Customer Service	9	3		7

*

CHIEF FINANCIAL OFFICER

Total Funding: \$13,270,000

FTE Total: 109.04



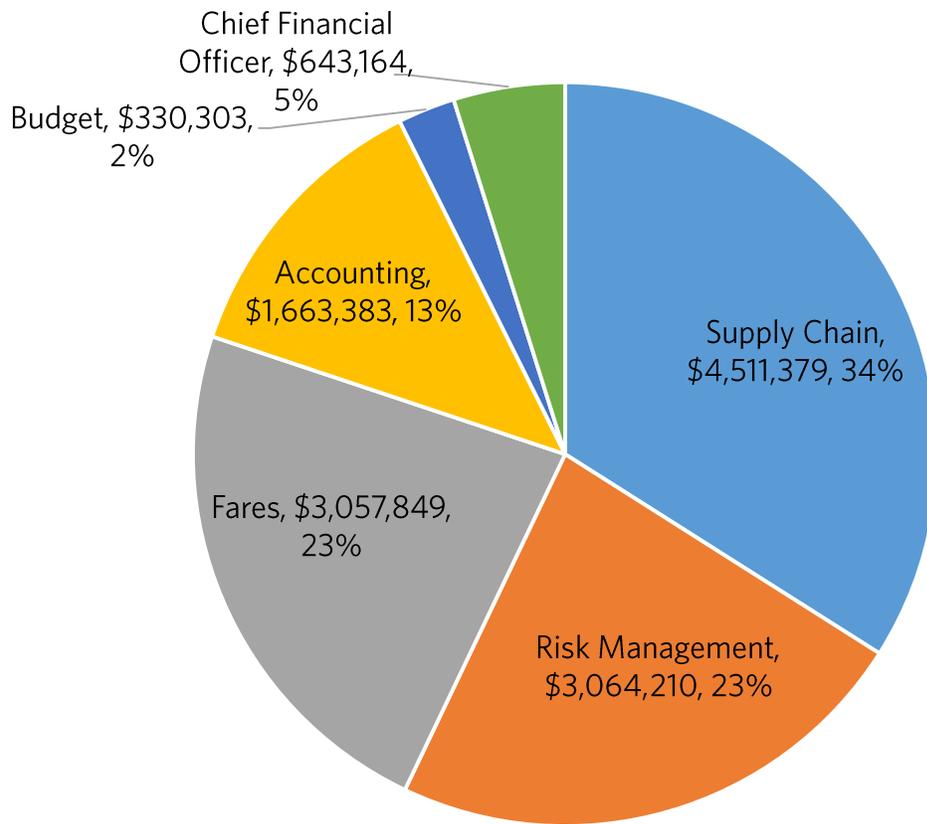
Budget Summary by Expense Category - Chief Financial Officer

Expense Category	Amended 2019 Budget	Final 2020 Budget	Change in % or FTE
Wages	\$6,259,428	\$6,632,164	6.0%
Fringe	2,935,435	3,100,260	5.6%
Insurance	2,319,820	2,361,742	1.8%
Services	576,070	532,958	(7.5)%
Other O&M	493,697	643,164	30.2%
Total Chief Financial Officer	<u>\$12,584,450</u>	<u>\$13,270,288</u>	5.5%
FTE	104.5	109.04	4.6

Budget Summary by Department - Chief Financial Officer

Department	Amended 2019 Budget	Final 2020 Budget	Budget Increase or (Decrease)
Supply Chain	\$4,364,207	\$4,511,379	147,172
Risk Management	2,939,698	3,064,210	124,512
Fares	2,733,592	3,057,849	324,257
Accounting	1,596,713	1,663,383	66,670
Budget	323,903	330,303	6,400
Chief Financial Officer	<u>626,337</u>	<u>643,164</u>	<u>16,827</u>
Total Chief Financial Officer	<u>\$12,584,450</u>	<u>\$13,270,288</u>	<u>\$685,838</u>

Chief Financial Officer - Final 2020 Budget



Chief Financial Officer - Key Budget Changes

- Updated 2020 Fares budget
 - 2019 budget had estimated budget transfers
 - FTE moved from Operation to Fares
 - 3 FTE added for Fare Collection.
- Added Procurement Contract Specialist
 - FTE moved from Legal to Supply Chain
- Increased insurance cost
 - Offset by Revised Claims Recovery Amount

Chief Financial Officer - Key Initiatives

Supply Chain

- Implement Vendor Managed Inventory contracts with New Flyer (Bus) and Siemens (Light Rail)
- Parts availability average at 95% or higher across all divisions
- Implement at least one significant Supply Chain Continuous Improvement initiative per quarter

Claims & Insurance

- Implement better tracking of Certificates of Insurance
- Develop Standard Operating Procedures
- Develop Insurance Portfolio Handbook
- Document management of litigation files
- Increase use of Laserfiche for Accident/Incident and Supervisor Reports

Fares

- Oversee the development and implementation of a low income pass program
- Implement process improvements related to fare inspection and evasion
- Develop a 10 year ticket vending machine plan
- Update current fare resolutions

Accounting

- Enhance current JDE functionality to automate more processes in the Enterprise Resource Planning environment
- Resolve remaining outstanding Internal Audit findings
- Implement Monitor's suggested Accounting improvements
- Continue staff development and training

Budget & Financial Analysis

- Prepare 2021 Budget
- Support Monthly Financial Reporting
- Update Transit Financial Plan Forecast
- Update Equity Model

Chief Financial Officer: Key Performance Measures

Performance measures are an integral part of UTA's culture, with different types of internal and external measures being utilized. This chart reflects the UTA key performance measures being utilized for operations under the direction of the Chief Financial Officer. The columns in the chart below provide 1) the performance measure, 2) a definition of the measure, 3) the department responsible for the measure, 4) the strategic focus area to which the measure applies, 5) actual 2018 Performance, 6) performance through September 30, 2019, 7) the achievement status as of September 30, 2019 (green, yellow, red), and 8) the proposed standard for 2020.

Performance Measure	Measure Definition	Responsible Department	Strategic Focus Area	Performance 2018	Performance Sept 2019	Status as of Sept 2019	Proposed 2020 Standard
UTA's Bond Rating	A bond rating is a score assigned by an independent agency and is an indication of the financial strength of the issuing agency.	Finance	Strategic Funding	AA	AA		AA
Parts Inventory Availability	The percentage of parts available to be issued to the mechanic at the time of 1st request	Supply Chain Management	Service and People	93.7%	94.0%		95.0%

CHIEF SERVICE DEVELOPMENT OFFICER

Total Funding: \$7,013,000

FTE Total: 45.5



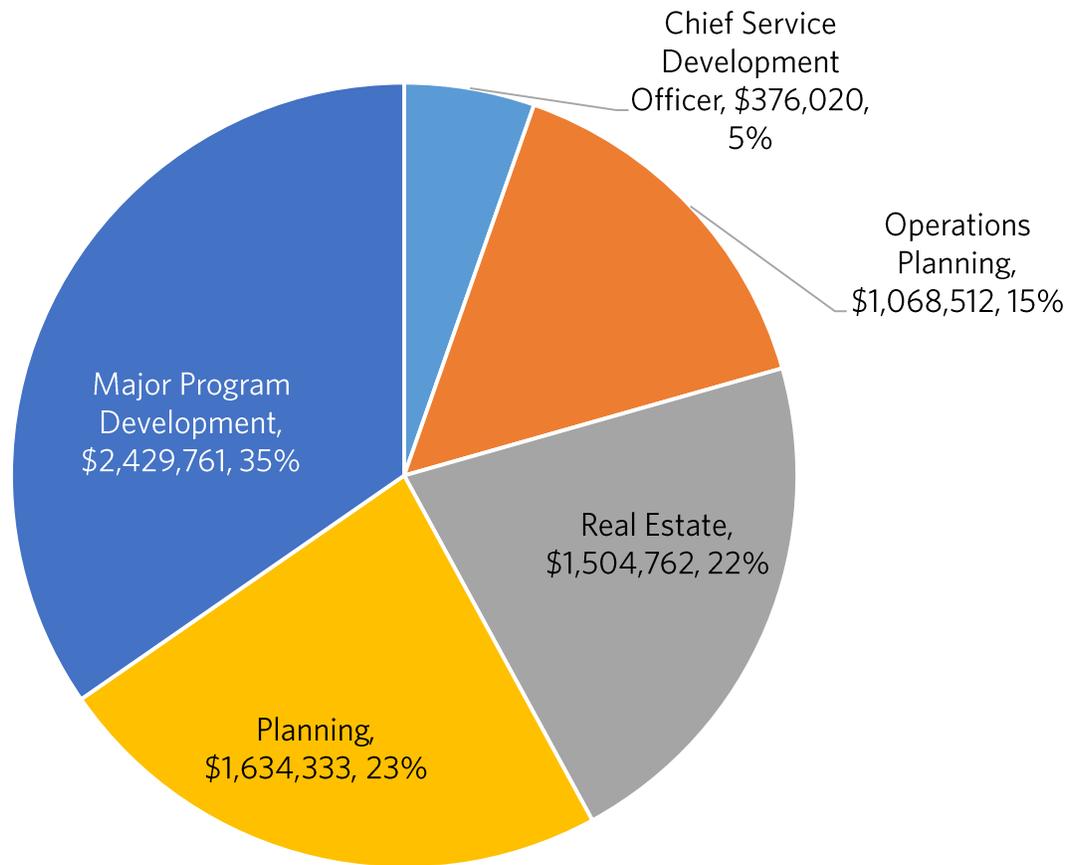
Budget Summary by Expense Category - Chief Service Development Officer

Expense Category	Amended 2019 Budget	Final 2020 Budget	Change in % or FTE
Wages	\$3,470,743	\$3,800,820	9.5%
Fringe	1,431,563	1,554,552	8.6%
Services	2,028,770	1,639,811	(19.2)%
Other O&M	338,983	603,498	78.0%
Capital Transfer	(671,640)	(585,293)	(12.9)%
Total Chief Service Director	<u>\$6,598,419</u>	<u>\$7,013,388</u>	6.3%
FTE	44.5	45.5	1.0

Budget Summary by Department - Chief Service Development Officer

Department	Amended 2019 Budget	Final 2020 Budget	Budget Increase or (Decrease)
CSDO	\$0	\$376,020	\$376,020
Operations Planning	850,812	1,068,512	217,700
Real Estate	1,392,220	1,504,762	112,542
Planning	2,262,705	1,634,333	(628,372)
Major Program Development	<u>2,092,682</u>	<u>2,429,761</u>	<u>337,079</u>
Total Chief Service Director	<u>\$6,598,419</u>	<u>\$7,013,388</u>	<u>\$414,969</u>

Chief Service Development Officer - Final 2020 Budget



Chief Service Development Officer - Key Budget Changes

- One of the major budget changes for 2020 is the creation of the new Service Development Office
- The 2020 budget includes the new Chief Officer position and an Administrative Assistant
- The Administrative Assistant position will be moved from the Capital Department and will support the Chief, as well as all three departments in the office

Chief Service Development Officer - Key Initiatives

Real Estate and TOD

- Collaborate with cities to complete Station Area Plans
- Complete preparatory work on board-selected TOD sites
- Move TOD construction projects toward completion
- Georeference property data and documentation
- Preserve corridor for upcoming capital projects

Planning

- Continue Service Choices Study
- Implement 4th Quarter Service
- Develop UTA Long-Range Plan
- Coordinate with Local Governments
- FrontRunner, Provo to Payson
- Continue Future of Light Rail Study

Capital Development

- Develop a UTA Facilities Master Plan (including structural analysis)
- Complete Future of FrontRunner, Core Capacity Initiative
- Continue to develop partnerships with local governments, developers, and other governmental agencies
- Develop/maintain a 5-year capital budget plan
- Deliver capital projects on-time and on-budget

Chief Service Development Officer: Key Performance Measures

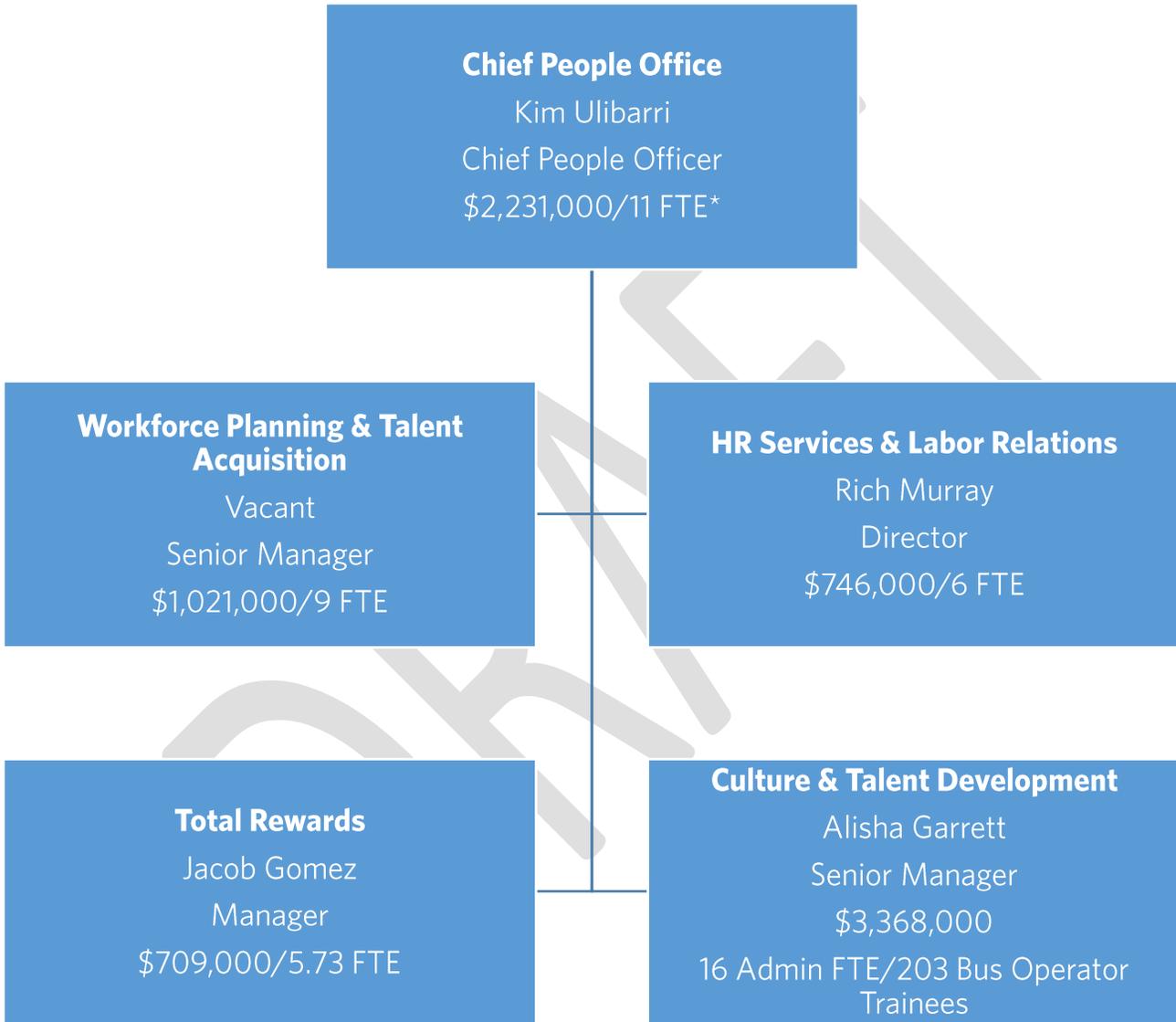
Performance measures are an integral part of UTA's culture, with different types of internal and external measures being utilized. This chart reflects the UTA key performance measures being utilized for operations under the direction of the Chief Service Development Officer. The columns in the chart below provide 1) the performance measure, 2) a definition of the measure, 3) the department responsible for the measure, 4) the strategic focus area to which the measure applies, 5) actual 2018 Performance, 6) performance through September 30, 2019, 7) the achievement status as of September 30, 2019 (green, yellow, red), and 8) the proposed standard for 2020.

Performance Measure	Measure Definition	Responsible Department	Strategic Focus Area	Performance 2018	Performance Sept 2019	Status as of Sept 2019	Proposed 2020 Standard
Pounds of Seasonal Air Pollutants Prevented	The amount of air pollution (NOX in summer and PM 2.5 in winter) prevented by people choosing transit over driving autos.	Capital Development & Planning	Leadership & Advocacy	2,062,610	1,459,444		2,125,000
Number of Partnerships with Local Governments	Number of collaborations between UTA and regional governmental partners, with the goal of advancing regional transportation goals.	Planning	Leadership & Advocacy	41	63		50

CHIEF PEOPLE OFFICER

Total Funding: \$8,075,000

FTE Total: Admin 47.73, Bus Operator Trainees 203 - 74.7 Total FTE



*Includes records management department

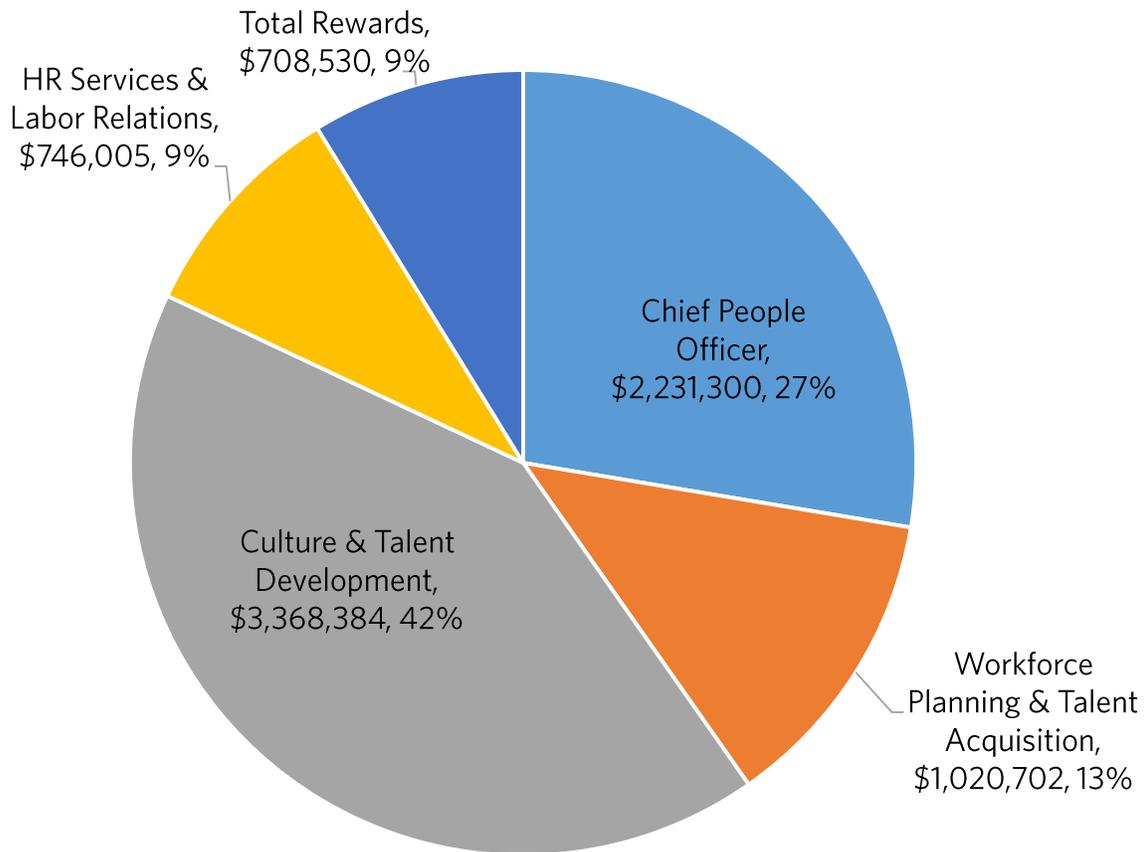
Budget Summary by Expense Category - Chief People Officer

Expense Category	Amended 2019 Budget	Final 2020 Budget	Change in % or FTE
Wages	\$4,326,908	\$4,567,440	5.6%
Fringe	1,742,815	1,766,268	1.4%
Services	787,473	764,358	(2.9)%
Other O&M	393,404	976,855	148.3%
Total Chief People Officer	<u>\$7,250,600</u>	<u>\$8,074,921</u>	11.4%
FTE	69.5	74.7	5.2

Budget Summary by Department - Chief People Officer

Department	Amended 2019 Budget	Final 2020 Budget	Budget Increase or (Decrease)
Chief People Officer	\$1,292,342	\$2,231,300	\$938,958
Workforce Planning & Talent Acq.	1,028,761	1,020,702	(8,059)
Culture & Talent Development	3,349,495	3,368,384	18,889
HR Services & Labor Relations	792,178	746,005	(46,173)
Total Rewards	<u>787,824</u>	<u>708,530</u>	<u>(79,294)</u>
Total Chief Service Director	<u>\$7,250,600</u>	<u>\$8,074,921</u>	<u>\$824,321</u>

Chief People Officer - Final 2020 Budget



Chief People Officer - Key Budget Changes

- Increased ongoing funds of Salt Lake City service for bus operator and mechanic training, as well as recruiting, \$377,540
- Added New Training Support Specialist for Salt Lake County 2020 service adds, \$70,884
- Increased Maintenance Bus Procurement Training, \$75,000
- Increased part-time Records Specialist to full-time, \$30,000
- Increased employee retirement account medical expenses. \$400,000

Chief People Officer - Key Initiatives

Records Management

- Focus on records related business processes, and workflows
- Expansion of the Contract Routing Process to include non-procurement agreements and contracts
- Continuing Records Management education and support

Workforce Planning & Talent Acquisition

- Ensure operator staffing for current service and future service increases
- Improve overall onboarding experience
- Redesign selection process to improve hiring

Culture & Talent Development

- Launch Leadership Pathways Tier 2 & Tier 3
- Procurement & migration of new Learning Management System
- Conduct annual employee engagement survey
- Launch Skillsoft campaign for employee development
- Integrate online tablet testing and record keeping in Maintenance & Operations training to improve accuracy and process efficiencies

HR Services & Labor Relations

- Design and coordinate enterprise talent assessment and succession plans
- Implement overall talent management strategy for the Agency
- Analyze current performance management and feedback systems
- Implement changes to Collective Bargaining Agreement

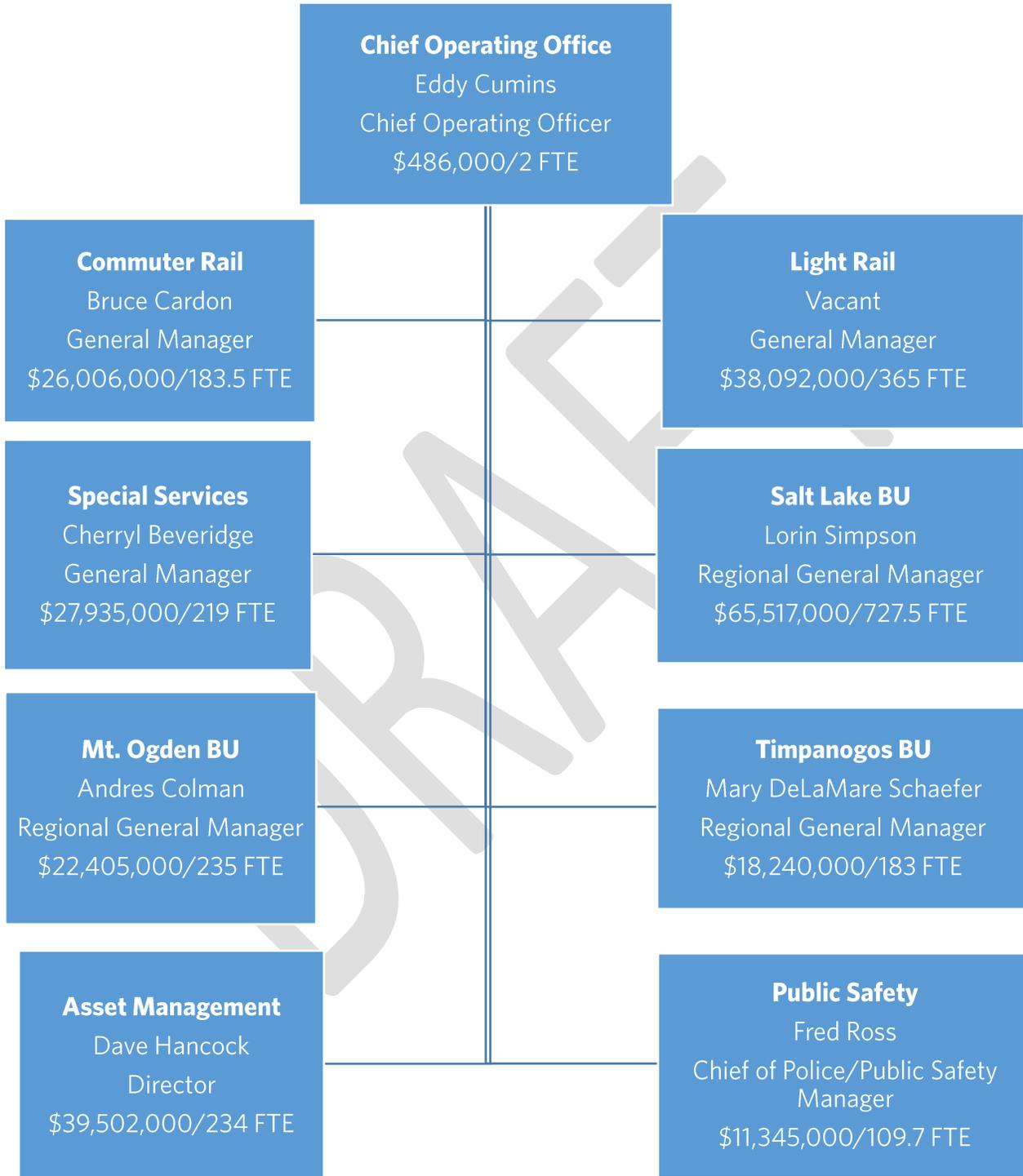
Total Rewards

- Continued emphasis on expanding clinic and wellness programs
- Complete Compensation Program/Software upgrade
- Launch Employee Self Service module in time to support open enrollment

CHIEF OPERATING OFFICER

Total Funding: \$249,528,000

FTE Total: 2,258.7



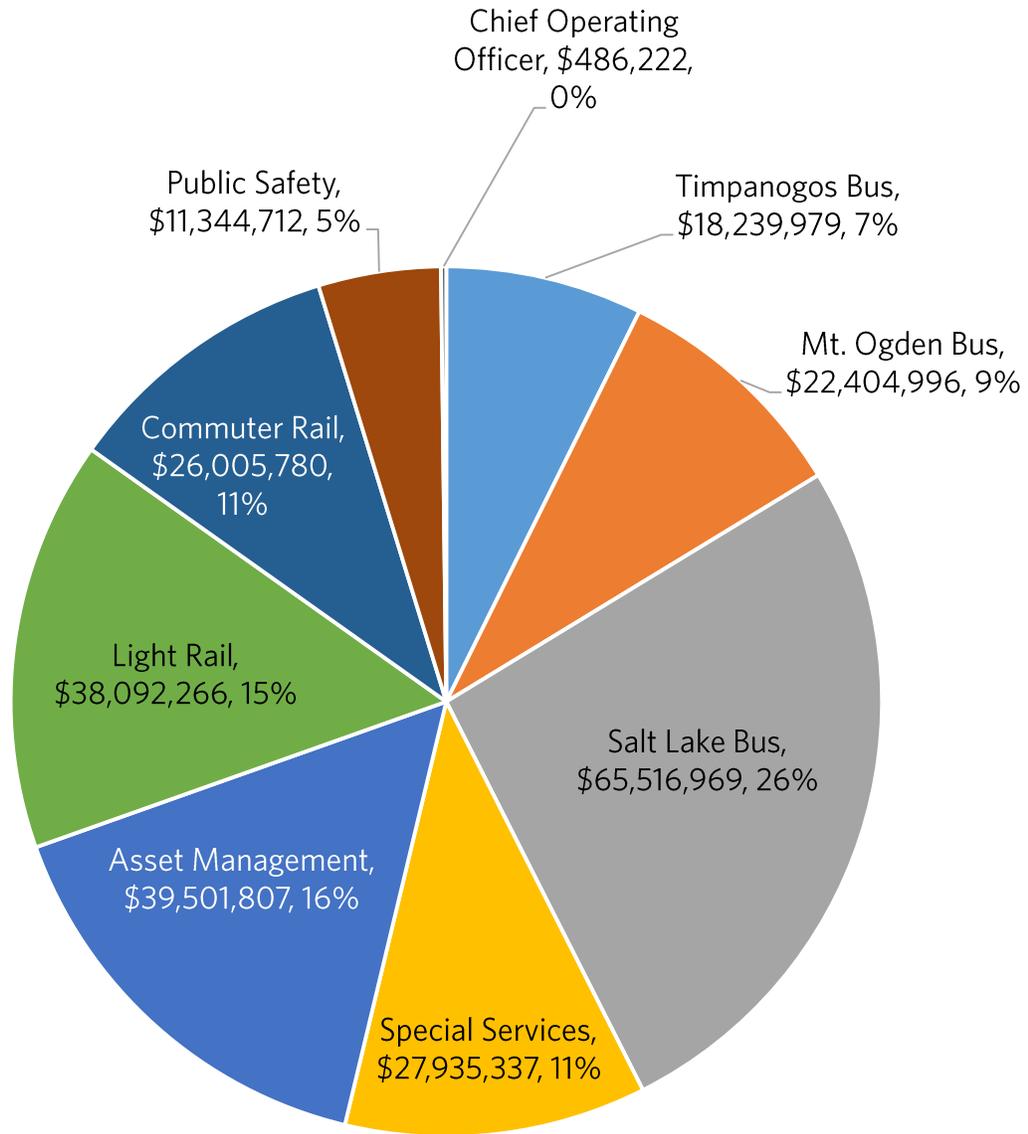
Budget Summary by Expense Category - Chief Operating Officer

Expense Category	Amended 2019 Budget	Final 2020 Budget	Change in % or FTE
Wages	\$121,300,800	\$127,105,830	4.8%
Fringe	58,045,234	60,775,635	4.7%
Services	7,515,698	12,290,032	63.5%
Fuel	19,993,990	20,214,325	1.1%
Parts	19,903,636	21,019,354	5.6%
Other O&M	12,946,710	8,122,619	(37.3)%
Total Chief Operating Officer	<u>\$239,706,069</u>	<u>\$249,527,795</u>	4.1%
FTE	2,252.5	2,258.7	6.2

Budget Summary by Department - Chief Operating Officer

Department	Amended 2019 Budget	Final 2020 Budget	Budget Increase or (Decrease)
Timpanogos Bus	\$17,544,983	\$18,239,979	\$694,996
Mt. Ogden Bus	21,822,151	22,404,996	582,845
Salt Lake Bus	62,741,896	65,516,696	2,774,800
Special Services	26,626,579	27,935,337	1,308,758
Asset Management	38,387,287	39,501,807	1,114,520
Light Rail	36,304,039	38,092,266	1,788,227
Commuter Rail	24,587,788	26,005,780	1,417,992
Public Safety	11,254,471	11,344,712	90,241
Chief Operating Officer	<u>436,874</u>	<u>486,222</u>	<u>49,348</u>
Total Chief Operating Officer	<u>\$239,706,069</u>	<u>\$249,527,795</u>	<u>\$9,821,727</u>

Operating Office Final 2020 Budget



Chief Operating Officer - Key Budget Changes

- Service plan
 - 2019 service plan + increased bus service
 - Weber, Tooele, and Salt Lake City
 - Increase to MV contract
 - Additional bus on UVX/850
 - Leap Year
- Increased parts cost
 - 9% over-budget YTD 2019
 - Budgeted 8% increase

Chief Operating Officer - Key Initiatives

Timpanogos BU

- UVX service: Ongoing outreach to universities with a focus on increasing community ridership
- Central Corridor Alternatives Analysis: Examine route and mode of transit in the north part of Utah County.
- Service Choices Study
- Lehi City, UDOT, MAG and local businesses to increase transit ridership and alternative transportation opportunities.

Mt. Ogden BU

- Ogden/Weber State BRT Project development
- Service Choices Study

Salt Lake BU

- Service Improvements / Additions
- Electric Bus Integration/Evaluation
- Staff Development, Recruitment & Retention
- Continuous Improvement- Financial Efficiencies

Special Services

- Salt Lake City & Salt Lake County Service Plan
- Coordinated Mobility - Comprehensive Specialized Transportation Plan
- UTA Service Choices Study

Asset Management

- Updated SGR 5-year plan. Continue to move UTA assets towards a State of Good Repair using the TAM plan rating system.
- SGR- Implement internal audit plan. Including helping accounting with the 2019 inventory finding.
- Vehicle Support- Establish evaluation program to manufacture parts either in-house or using local resources.
- MOW- Reduce system impact (service delays) caused by snow/ice on track switches by adding/installing switch machine covers at high problem areas on FrontRunner.

Light Rail

- Continued mid-life overhaul of the SD fleet and ¼-life overhaul of the S70 fleet
- Increasing ridership without new service (special events, growth areas, promotion of service, etc.)
- Future of TRAX Study

Commuter Rail

- Continuation of locomotive overhaul and beginning for passenger cars
- Installation of paint booth
- Support future of FrontRunner objectives

Public Safety

- Represent UTA through positive interactions while keeping the system safe and secure.
- Training and Employee Development
- Maintaining our goal of a 10% inspection rate

Chief Operating Officer: Key Performance Measures

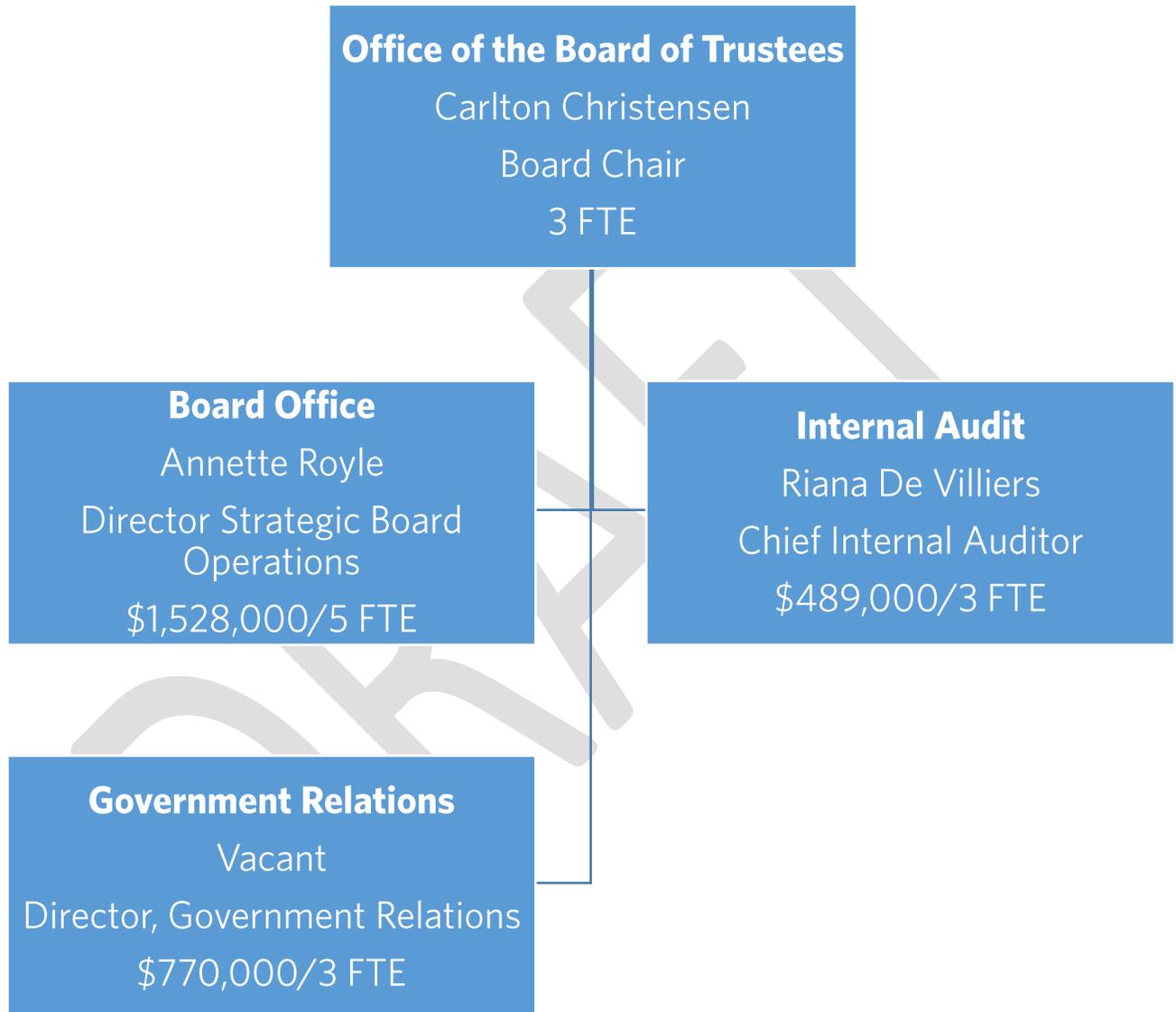
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Performance Measure	Measure Definition	Responsible Department	Strategic Focus Area	Performance 2018	Performance Sept 2019	Status as of Sept 2019	Proposed 2020 Standard
Miles Per Bus Service Interruption	The distance in miles between bus service interruptions due to mechanical issues.	Bus Maintenance and Operations	Service and People	21,442 miles	26,581 miles		20,000 miles
Number of Avoidable Accidents	The number of avoidable accidents per 100,000 miles.	Bus Operations	Service and People	1.11	0.89		1.00
Percentage of On-Time Performance	Trains depart at their scheduled time and buses depart no more than 5 minutes past their scheduled time.	Rail and Bus Operations	Service and People	91%	91%		88%
Facility Energy Conservation	The total annual energy use (electricity and natural gas) in UTA buildings.	Facilities Maintenance	Stewardship	95,069 MMBTU	102,881 MMBTU		101,852 MMBTU
Percentage Low Emissions Vehicles	Vehicle fueled by natural gas, electricity, and clean diesel divided by total number of vehicles	Fleet Engineering	Stewardship	66%	73%		77%
Vehicle State of Good Repair	Measures the percentage of vehicles in UTA's fleet which are replaced on schedule.	Asset Management	Stewardship	94%	100%		100%
Peer Agency Comparative Efficiency	Compares UTA's efficiency against comparable transit agencies in terms of cost per mile.	Operations	Stewardship	Top 33%	Top 33%		Top 25%

OFFICE OF THE BOARD OF TRUSTEES

Total Funding: \$2,787,000

FTE Total: 14



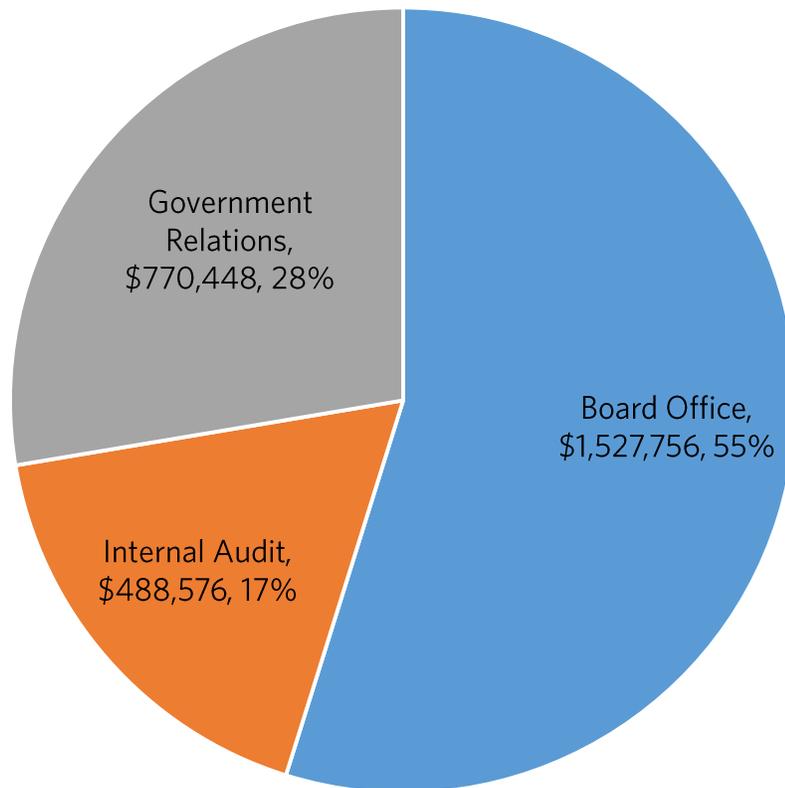
Budget Summary by Expense Category - Board of Trustees Office

Expense Category	Amended 2019 Budget	Final 2020 Budget	Change in % or FTE
Wages	\$1,418,196	\$1,410,672	(0.5)%
Fringe	473,172	504,564	6.6%
Services	510,100	602,964	18.2%
Other O&M	155,710	268,580	72.5%
Total Board of Trustees	<u>\$2,557,178</u>	<u>\$2,786,780</u>	9.0%
FTE	14.0	14.0	0.0

Budget Summary by Department - Board of Trustees Office

Department	Amended 2019 Budget	Final 2020 Budget	Budget Increase or (Decrease)
Board Office	\$1,340,984	\$1,527,756	\$186,772
Internal Audit	454,902	488,576	33,674
Government Relations	<u>761,292</u>	<u>770,448</u>	<u>9,156</u>
Total Board of Trustees	<u>\$2,557,178</u>	<u>\$2,786,780</u>	<u>\$229,602</u>

Board of Trustees - Final 2020 Budget



Board of Trustees Office - Key Budget Changes

- Implementation of Salesforce CRM
- Procurement of board management software
- Development of a long-term strategic plan
- Procurement of Audit Software
- Central Wasatch Commission support

Board of Trustees Office - Key Initiatives

Government Relations

- Stakeholder collaboration & Shared Vision
 - Local: Cities and Counties; 4th and 5th Quarters initiatives
 - State: Governor, Legislators, UDOT & TTIF
 - Federal: FTA, FRA & Utah Delegation
- Partnership Funding:
 - BUILD grant for Ogden-Weber BRT
 - State and Local dollars for local matches, sponsored service & bus stop amenities

Internal Audit

- Internal Audit Software
- Support Risk Management design & implementation
- Refining Ethics Program

Board Office

- Stakeholder collaborations and shared vision
- Public confidence through transparency, accountability and accessibility to our governance and service
- Agency leadership and employee engagement

2020 UTA ADMINISTRATION SALARY STRUCTURE

November 19, 2019

Pay Grade	MIN	MID	MAX	Job Code	Job Title
EX	\$133,111.00	\$184,738.00	\$256,389.00		
	\$64.00	\$88.82	\$123.26		
				EX1011	Chief Financial Officer
				EX1013	Chief Operating Officer
				EX1037	Chief People Officer
				EX1039	Chief Service Development Ofc
				EX1040	Chief Comms &Marketing Officer
				EX1939	Acting Chief Svc Dev Ofc
				EX2009	Executive Director
O	\$120,107.00	\$163,488.00	\$222,538.00		
	\$57.74	\$78.60	\$106.99		
				MG2074	Sr Program Mgr, EngProject Dev
				MG2114	Director of Asset Management
				MG2120	Director of Capital Projects
				MG2129	IT Director
				MG3103	Chief Internal Auditor
				MG4015	Regional GM Mt. Ogden BU
				MG4016	Regional GM Timpanogos BU
				MG4017	Special Services GM
				MG4022	Regional GM Salt Lake BU
				MG4025	Commuter Rail General Manager
				MG4026	Light Rail General Manager
				MG4915	Acting Regional GM Mt Ogden BU
N	\$101,996.00	\$136,219.00	\$181,926.00		
	\$49.04	\$65.49	\$87.46		
				MG2033	Chf of Police - Pub Safety Mgr
				MG2068	Comptroller
				MG2076	SrMgr Budget&FinancialAnalysis
				MG2089	Sr Supply Chain Manager
				MG2108	Government Relations Director
				MG2110	Director of Planning
				MG2111	Director of Board Governance
				MG2113	Communications Director
				MG2116	IT Network Support Mgr
				MG2123	Sr Mgr Ops Analysis &Solutions
				MG2126	Apps Support & Dvlpment Sr Mgr
				MG2130	Sr Mgr Culture and Talent Dev

Pay Grade	MIN	MID	MAX	Job Code	Job Title
				MG2133	Dir HR Svcs & Labor Relations
				MG2140	Dir Innovat Mobility Solutions
				MG2148	Prog Mgr-Env,Grants,Proj Contr
				MG2151	Risk and Compliance Officer
				MG2152	Mgr, Apps Dvlpmnt & Support
				MG2154	Mgr, Apps Dev, Supp, & IT PMO
				MG2926	Acting Apps Sup & Dev Sr Mgr
				MG2940	Acting Dir Innov Mobility Sol
				PR3083	Sr Dev Program Engineer
				TL3018	Sr Database Administrator
				TL3020	JDE ERP Sr Developer
				TL3023	Enterprise Tech Architect
M	\$87,197.00	\$114,412.00	\$150,120.00		
	\$41.92	\$55.01	\$72.17		
				MG1059	Mgr Qual and Const Oversight
				MG1060	Program Mgr Innov Mobility Sol
				MG2009	Facilities Maintenance Manager
				MG2010	Manager of Rail Operations
				MG2013	Mgr Light Rail Vehicle Maint
				MG2035	Mgr of Civil Rights Compliance
				MG2038	Mgr Rail Technical Svcs & QA
				MG2091	Coordinated Mobility Manager
				MG2093	Mgr Rail Plan/Perf, Proj Deliv
				MG2094	Mgr of CR Vehicle Maintenance
				MG2100	Mgr of IT Quality Assurance
				MG2109	Mgr Light Rail Operations
				MG2118	Sr Mgr- Real Estate and TOD
				MG2125	Comms & Deployment Mgr
				MG2127	Fare and BI Apps Mgr
				MG2132	Sr Mgr Workforce Pl&Talent Acq
				MG2135	Mgr Rail Infrastructure Assets
				MG2136	Mgr Rail Systems Assets
				MG2142	Project Manager III
				MG2145	Fares Director
				MG2146	Mgr Commuter Rail Operations
				MG2147	Manager IT Project Mgmt Office
				MG2153	Director, Safety & Security
				MG2909	Act Mgr Light Rail Operations
				MG2936	Acting Mgr Rail Systems Assets
				MG3102	Director, Talent Acquisition
				PR3149	Civil Engineer III
				PR3162	Project Manager III

Pay Grade	MIN	MID	MAX	Job Code	Job Title
				SU3020	Captain
				SU3026	Application Support Supv
				SU3027	Application Development Supv
				TL2028	Systems Support Analyst III
				TL2046	SharePoint Admin-Developer
				TL3012	Programmer Analyst III
				TL3013	Sr Information Security Admin
				TL3021	B.I. Architect-Programmer
L	\$75,054.00	\$96,870.00	\$125,028.00		
	\$36.08	\$46.57	\$60.11		
				MG1008	Manager of Customer Service
				MG1015	Mgr Long Range Strategic Plann
				MG1031	Assistant Comptroller
				MG1056	Manager Total Rewards
				MG1057	Mgr Customer Experience
				MG1058	Mgr Ops-Maint Sys Arch & Sol
				MG1915	Acting Mgr LongRange StratPlan
				MG2016	Mgr Property Administration
				MG2030	Claims & Insurance Manager
				MG2045	Manager of Service Delivery
				MG2054	Manager of Right of Way Assets
				MG2071	Mgr Transit Communications Ctr
				MG2075	Mgr, Project Dev/Systems Plan
				MG2083	Mgr Service Planning
				MG2084	Manager of Operations Planning
				MG2085	TOD Project Manager
				MG2090	Procurement Manager
				MG2098	Manager of Safety
				MG2105	Mgr Vehicle Perf & Maintenance
				MG2107	Records Manager
				MG2115	Mgr Ticket Vend Machine Assets
				MG2124	Bus Communications Supv
				MG2128	Mgr State of Good Repair
				MG2139	Mgr Veh Overhaul & Bus Support
				MG2141	Project Manager II
				MG2149	Mgr Business Development-Sales
				MG2971	Acting Mgr Transit Comms Ctr
				MG2998	Acting Mgr Safety & Security
				PR2111	Sr TAcq Full Cycle Recruiter
				PR3013	Facilities Engineer
				PR3035	Sr Media Relations Specialist
				PR3104	Sr Business Process Developer

Pay Grade	MIN	MID	MAX	Job Code	Job Title
				PR3113	Sr Compensation Analyst
				PR3116	Data WH & Bus Intel Sys Analyst
				PR3126	Sr Internal Auditor
				PR3128	Sr Continuous Improve Consultant
				PR3140	Sr Technical Business Analyst
				PR3147	Sr Strategic Sourcing Spec
				PR3161	Project Manager II
				SU1026	Community Engagement Manager
				SU2052	ERP Tech Sys Admin-SupplyChain
				SU3006	HRIS/Technology System Admin
				SU3008	Radio Communications Supv
				SU3013	Network Comm/Infra Supervisor
				SU3019	Fleet Engineering Admin
				SU3024	Business & Quality Analyst Supv
				SU3028	Supv Opns Business Systems
				SU3030	Talent Acquisition Supervisor
				SU3031	Leadership Development Admin
				SU3034	Bus Communications Supv
				SU3035	Fares Supervisor
				SU3036	Fleet Engineering Supervisor
				TL2012	Programmer Analyst II
				TL2041	Radio Systems Engineer Trainee
				TL2042	ERP Tech Sys Admin-Accounting
				TL2044	Maintenance Systems ERP Admin
				TL2047	ERP Tech Sys Admin-Developer
				TL2049	IT Project Manager
				TL3005	Systems Engineer
				TL3016	Network Administrator III
				TL3024	HRIS Administrator
K	\$65,048.00	\$82,679.00	\$105,088.00		
	\$31.27	\$39.75	\$50.52		
				MG1014	Asst Mgr of Service Delivery
				MG1035	Project Manager I
				MG1038	Special Svc Program Mgr
				MG1041	Asst Mgr of Rail Operations
				MG1042	Board Manager
				MG1044	Warehouse & Inventory Opns Mgr
				MG1045	Manager of Security
				MG1048	Asst Mgr Light Rail Veh Maint
				MG1050	Asst Mgr of Svc Delivery (SS)

Pay Grade	MIN	MID	MAX	Job Code	Job Title
				MG1052	Asst Mgr CR Vehicle Maint
				MG1053	Asst Mgr Rail Infra Assets
				MG1054	Asst Mgr Rail System Assets-CR
				MG1055	Asst Mgr Rail System Assets-LR
				MG1955	Acting AM Rail Sys Assets-LR
				PR2029	Communications Specialist
				PR2036	Rail Service/Ops Sr Planner
				PR2069	Emergency Mgmt Program Mgr
				PR2070	Video Security Admin
				PR2083	Property Administrator II
				PR2090	Sr Sales Representative
				PR2107	Internal Communications Strat
				PR2108	Sr Property Administrator
				PR2110	Civil Engineer II
				PR2121	PTC Administrator
				PR2124	Project Manager I
				PR3001	Environmental Compliance Admin
				PR3012	Strategic Planner III
				PR3018	Claims Administrator
				PR3024	Civil Rts Compliance Ofc (ADA)
				PR3026	Grants Development Admin
				PR3028	Workers Compensation Admin
				PR3036	Public Relations Specialist
				PR3049	Sr Service Planner
				PR3050	Sr Operations Planner
				PR3053	Project Control Specialist
				PR3089	Transit Asset Administrator
				PR3090	Sr Social Media Specialist
				PR3091	NEPA Project Administrator
				PR3103	Sr Planning Researcher
				PR3111	Vehicle Procure/Comm Admin-Bus
				PR3117	EnvSteward&Sustain Planner III
				PR3118	Researcher- Innov Mobility Sol
				PR3122	Strategic Sourcing Specialist
				PR3127	Opns Systems Admin-Specialist
				PR3130	Sr Org Development Consultant
				PR3131	Coord Mobility Grant Admin
				PR3134	Civil Rts Comp Ofc (TVI-DBE)
				PR3136	Sr BusinessProc Analytics Spec

Pay Grade	MIN	MID	MAX	Job Code	Job Title
				PR3137	Sr Financial Analyst
				PR3138	Sr Government Relations Spec
				PR3139	GIS-Asset Administrator
				PR3141	Proj Development Planner III
				PR3142	HR Business Partner
				PR3143	RR Regulatory Compliance Spec
				PR3146	Procurement & Contracts Spec
				PR3148	Sr Procurement & Contracts Spec
				PR3153	Financial Svcs Administrator
				PR3155	Sr Contract & Compliance Admin
				PR3158	Senior Fare Revenue Analyst
				SU2018	Facilities Maint Supv
				SU2023	Technical Services Supervisor
				SU2030	Lieutenant
				SU2037	Transit Communications Supv
				SU2038	Technical Support Supervisor
				SU2056	Senior Accountant
				SU2060	Service Planning Supervisor
				SU2062	Coord Mobility Grant Admin
				SU2065	Technology Support Supervisor
				SU3001	Rail Maintenance Supervisor
				SU3002	Maintenance Of Way Supervisor
				SU3004	Maint Training Administrator
				SU3005	Bus Opns Training Admin/Supv
				SU3012	Vanpool Fleet Maint Supervisor
				SU3021	Light Rail-MOW Training Admin
				TL2008	Network Administrator II
				TL2014	Digital Media Specialist
				TL2019	Electronic Comms Team Leader
				TL2037	Radio Comms Engr Tech II
				TL2038	Radio Comms Engr Tech III
				TL2048	Information Security Analyst
				TL3006	Fleet Engineer
				TL3009	Sr Telecommunications Spec
J	\$56,774.00	\$71,135.00	\$89,129.00		
	\$27.30	\$34.20	\$42.85		
				CL3042	Executive Asst to Board Chair
				CL3044	Executive Asst to Board
				PR1041	Construction Inspector I
				PR2060	Rail Opns Training Leader
				PR2077	Civil Engineer
				PR2080	Coordinated Mobility Specialis

Pay Grade	MIN	MID	MAX	Job Code	Job Title
				PR2082	Property Administrator I
				PR2084	SS Delivery Systems Admin
				PR2085	TOD Project Specialist I
				PR2086	TOD Project Specialist II
				PR2088	Continuous Improve Specialist
				PR2103	Technical Business Analyst
				PR2104	LMS and Training Coordinator
				PR2113	Rail Quality Assurance Admin
				PR2115	Planning Researcher II
				PR2117	CI Specialist- Supply Chain
				PR2118	Fleet Vehicle Maint Admin- Bus
				PR2122	Fare Revenue Analyst
				PR2123	Fare Operations Analyst
				PR3014	Contract Buyer
				PR3022	Internet Marketing Specialist
				PR3032	Maint Training Specialist
				PR3043	Rail Service Project Admin
				PR3062	Business and Quality Analyst
				PR3070	Safety Administrator-Const
				PR3088	Rail Maint Training Specialist
				PR3108	Safety Admin - Transit System
				PR3114	Special Svcs Sr Planner
				PR3120	Corp Instructional Designer
				PR3121	Sr Buyer
				PR3132	LR-MOW Instructional Designer
				PR3145	Strategic Culture Partner
				PR3151	People Office Strat Analyst
				PR3156	Instructional Designer
				PR3159	Safety Administrator
				SP3020	Commuter Rail Train Dispatcher
				SU1007	ADA Evaluation Office Admin
				SU2009	Operations Supervisor
				SU2010	Downtown Operations Supervisor
				SU2011	Light Rail Operations Supv
				SU2014	LRV Maint Supervisor
				SU2015	Bus Vehicle Maint Supv
				SU2019	Accounting Supervisor
				SU2031	Commuter Rail Veh/Maint Supv
				SU2032	Farebox Service Supervisor
				SU2035	Sergeant
				SU2041	Rail Opns Training Leader
				SU2042	Commuter Rail OpsPersonnelSupv

Pay Grade	MIN	MID	MAX	Job Code	Job Title
				SU2044	LRV Maint Supv-Team Mentor
				SU2045	LRV Maint Supv-BusinessAnalyst
				SU2046	LRV Maint Supv-BusinessSolSpec
				SU2047	LRV Maint Supv-QAQC Specialist
				SU2048	LRV Maint Supv-TeamCoordinator
				SU2049	LRV Maint Supv-Training Admin
				SU2050	LRV Maint Supv-Training Spec
				SU2051	LRV Maint Supv-BodyFabrication
				SU2053	LRV Maint Supv-PartsToolsEquip
				SU2054	Light Rail Controller Supv
				SU2055	LR Opns- Training Supv
				SU2058	Maintenance Analyst-Supervisor
				SU2059	CR Veh Maint Training Leader
				SU2063	Coordinated Mobility Spec
				SU2064	Fleet Maintenance Supervisor
				TL1009	Systems Support Analyst I
				TL2006	Fleet Engineering Technician
				TL2017	Programmer Analyst I
				TL2022	Network Administrator I
				TL2027	Systems Support Analyst II
				TL2033	Network Specialist
				TL2039	Fleet Maintenance Tech-Analyst
I	\$49,902.00	\$61,696.00	\$76,278.00		
	\$23.99	\$29.66	\$36.67		
				CL3016	Maintenance Control Analyst
				CL3017	Operations Dispatch Lead
				CL3037	Exec Asst to Exec Director
				CL3041	CR Operations Scheduler
				PR1037	Talent Acquisition Specialist
				PR1040	Rideshare Product Rep
				PR2008	Strategic Planner II
				PR2009	Buyer
				PR2010	Accountant
				PR2015	Bus Operations Training Spec
				PR2027	Service Planner
				PR2028	Operations Planner
				PR2051	Facilities Technician
				PR2062	Claims Adjuster
				PR2066	Legal Assistant
				PR2075	Maint Training Assistant Admin
				PR2078	Benefits Administrator
				PR2087	Commuter Rail Opns Trainer

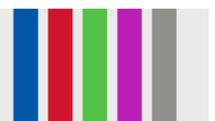
Pay Grade	MIN	MID	MAX	Job Code	Job Title
				PR2093	Talent Acq FullCycle Recruiter
				PR2095	Graphic Art Specialist
				PR2096	EnvSteward&Sustain Planner II
				PR2097	Records Officer and Specialist
				PR2098	Bus Opns Training Asst Admin
				PR2100	Rail Service-Ops Planner
				PR2102	Special Svcs Planner
				PR2105	Proj Development Planner II
				PR2106	Customer Experience Planner
				PR2112	Bus Opns Training Lead
				PR2114	Planning Researcher I
				PR2116	IT Apps & Tech Support Analyst
				PR2120	Sales Representative
				PR2125	Payroll Analyst
				PR3157	Sr Benefits Administrator
				SP3006	Estimator
				SP3008	Transit Police Officer III
				SP3009	Transit Police Officer IV
				SP3011	Flextrans Radio Control Coord
				SP3013	Sr Transit Comms Dispatcher
				SU1003	Customer Service Supervisor
				SU1008	Pass Facilities Road Crew Supv
				SU1016	Special Svc Scheduling Supv
				SU2040	Parts & Inventory Supervisor
				SU2043	Commuter Rail System Supv
				TL2015	Electronic Communications Tech
				TL2034	Revenue Equipment Maint Tech
				TL2035	Lead Technology Support Spec.
				TL2036	Radio Comms Engr Tech I
				TL2040	Coord Mobility Tech Specialist
H	\$44,412.16	\$53,938.56	\$65,509.60		
	\$21.35	\$25.93	\$31.50		
				CL2090	Training Support Specialist
				CL3003	Production Control Specialist
				CL3004	Warranty Claims Specialist
				CL3005	Materials/Inv Control Analyst
				CL3007	Vanpool Maintenance Specialist
				CL3018	Sr Office Specialist- Finance
				CL3019	Sr Office Spec- Mt Ogden BU
				CL3021	Sr Office Specialist- SLBU

Pay Grade	MIN	MID	MAX	Job Code	Job Title
				CL3022	Sr Office Specialist- SSvc BU
				CL3023	Sr Office Spec- Timpanogos BU
				CL3025	Sr Office Spec- Asst to PS Mgr
				CL3026	Sr Office Spec- Supply Chain
				CL3027	Sr Office Spec- Light Rail
				CL3028	Sr Office Spec- Maint of Way
				CL3029	Sr Office Spec- LR Veh Maint
				CL3030	Sr Office Spec- Ext Affairs
				CL3032	Sr Office Spec- Capital Proj
				CL3033	Sr Office Spec- Commuter Rail
				CL3034	People Office Administrator
				CL3035	Office Admin- Opns,Cap,Assets
				CL3036	Production Control Spec- LR
				CL3038	Sr Office Spec- Asset Mgt
				CL3039	Sr Office Spec- IT
				CL3040	External Affairs Office Admin
				CL3043	Office Admin- CFO and CSSTO
				CL3045	Sr Office Spec- Board
				CL3046	Office Administrator
				CS1005	Cust Svc Technical Specialist
				PR1023	Assistant Service Planner
				PR1024	Assistant Operations Planner
				PR1042	Fare Revenue Specialist
				PR1043	Civil Rts Compliance Analyst
				PR2001	Intern - Level III
				PR2030	Community Relations Spec
				PR2094	Bus Stop Administrator
				SP2020	Transit Comms Dispatcher
				SP2023	Paratransit Eligibility Spec
				SP3007	Transit Police Officer II
				SP3015	Payroll Administrator
				SP3019	Warehouse & Prod Control Lead
				SP3021	Travel Training Coordinator
				SU1022	System MonitoringAdministrator
				TL1005	Field Service Technician
				TL1010	Technology Support Technician
				TL2024	Communications QA Technician
				TL2032	Technology Support Specialist

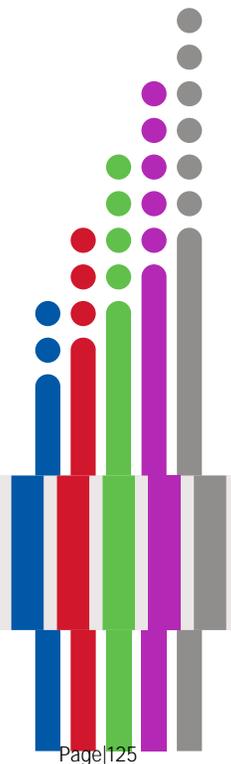


Pay Grade	MIN	MID	MAX	Job Code	Job Title
G	\$39,393.12	\$47,538.40	\$57,368.48		
	\$18.94	\$22.86	\$27.58		
				CL2064	Hearing Offcr-Fine Adjudicator
				CL2100	Coord Mobility Grants Spec
				CS2006	Lead Scheduling Specialist
				CS2010	Customer Svc Lead Specialist
				CS2013	Sr Customer Focus Specialist
				CS3001	Special Svc Cust Care Admin
				PR1001	Intern - Level II
				PR1015	Strategic Planner I
				PR1034	EnvSteward&Sustain Planner I
				PR1035	Proj Development Planner I
				PR1038	Sales Specialist
				SP2012	Transit Police Officer I
				SP2016	Travel Trainer
				SP2017	Property Specialist
				SP2021	Transit Comms Dispatch-Trainee
				SP2022	Transit Police Officer Trainee
				SP3012	Warehouse Specialist
				TL2045	Video Security Technician
F	\$35,384.96	\$42,236.48	\$50,415.04		
	\$17.01	\$20.31	\$24.24		
				CL1016	Talent Acquisition Assistant
				CL2012	Facilities Office Specialist
				CL2018	Mobility Center Office Spec
				CL2026	Real Estate Office Specialist
				CL2070	Commuter Rail Office Spec
				CL2073	HR Office Specialist
				CL2078	Office Specialist
				CL2079	Rail Office Specialist
				CL2081	Paratransit Eligibility Spec
				CL2084	Public Safety Ofc Specialist
				CL2085	Maint Support Office Spec
				CL2086	Maintenance Office Specialist
				CL2087	Office Specialist-SSvc BU
				CL2089	Vanpool Maint Ofc Specialist
				CL2096	Rideshare Customer Accts Spec
				CL2097	Expeditor- Jr Buyer
				CL2098	Customer Svc Office Specialist
				CL2099	Benefits&Compliance Specialist
				CL2101	SS Cust Care&Sched Office Spec
				CL3011	Vanpool Support Specialist

Pay Grade	MIN	MID	MAX	Job Code	Job Title
				CS2003	Customer Relations Specialist
				CS2008	Paratransit Scheduling Splist
				CS2009	Customer Focus Specialist
				CS2011	Cust Comms & Social Media Spec
				PR1002	Intern - Level I
				PR1027	PublicSafety Records-Data Spec
				PR1031	Recovery Adjuster
E	\$32,015.36	\$37,826.88	\$44,690.88		
	\$15.39	\$18.19	\$21.49		
				CL1009	People Office Assistant
				CL1011	Claims Clerk
				CL1018	Administrative Services Asst
				CL1019	HR Records Clerk
				CL2028	Receptionist- Accounting Clerk
				CL2054	Vanpool Maintenance Specialist
				CL2083	Accts Payable-Receivable Coord
				CR1901	Intern- Diesel Tech
				CS1008	Items Recovery Specialist
				CS1010	Sr Contact Center Agent
				SP1017	Fare Inspection Officer
				SP1020	System Monitor Data Specialist
D	\$29,182.40	\$34,149.44	\$39,960.96		
	\$14.03	\$16.42	\$19.21		
				CS1009	Contact Center Agent
				SP1005	Farebox Revenue Processor
				SP1012	Security Guard
				SP1013	Train Host
				SP1021	Autonomous Vehicle Host
C	\$26,800.80	\$31,079.36	\$36,042.24		
	\$12.89	\$14.94	\$17.33		
				CL1012	Office Clerk
				SP1016	System Monitor



Statistical/Supplemental Section



Glossary

Accounting System - Utah Transit Authority is a single enterprise that uses the accrual method of accounting. Under this method of accounting, revenues are recorded when earned and expenses are recorded as soon as they result in liabilities for benefits received.

Accrual Accounting - A basis of accounting in which revenues and expenditures are allocated to the year in which they are incurred, as opposed to when cash is actually received or spent.

ADA: The Americans with Disabilities Act (ADA) became law in 1990. The ADA is a civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including jobs, schools, transportation, and all public and private places that are open to the general public. The purpose of the law is to make sure that people with disabilities have the same rights and opportunities as everyone else.

Alternative Fuels – Fuels other than traditional gasoline/diesel such as compressed natural gas (CNG), liquefied natural gas (LNG), hybrid electric, propane, biodiesel, electric, bio or soy fuel, and hydrogen.

Articulated Bus - A bus, usually 55 feet or more in length with two connected passenger compartments, which bends at the connecting point when turning a corner.

Asset Maintenance: Refers to the departments and activities focused on maintaining assets currently owned by UTA.

ATU - Amalgamated Transit Union

Balanced Scorecard: The balanced scorecard is a strategic performance management tool, usually consisting of a semi-standard structured report that is used by managers to keep track of the execution of activities by the staff within their control and to monitor the consequences arising from these actions.

Bond - Long or short term debt issued by an Authority to help finance new acquisitions of property, facilities, and equipment.

BRT – Bus Rapid Transit - A bus system similar to a fixed guide-way system that includes all or some of the following features: limited stops, traffic signal priority, separate lanes, dedicated right of way, station services, docking systems, and other enhancements.

Balanced Budget - A financial plan that matches all planned revenues and expenditures with proposed service levels.

Budget Message - The opening section of the budget document, which provides the UTA Board and the public with a general summary of the most important aspects of the budget and changes from current and previous fiscal years.

Budget Document – A formal plan of action for a specified time period that is expressed in monetary terms.

Capital Budget - A portion of the annual operating budget that appropriates funds for the purchase of capital equipment items. These expenditures are separated from regular operating items such as salaries, supplies, services, and utilities. The capital budget includes funds for capital equipment purchases such as vehicles, construction of new facilities, office equipment, maintenance machinery, microcomputers, and off-site improvements. They are distinguished from operating items by their value (greater than \$5,000) and projected useful life (greater than one year).

Capital Costs – Costs of long-term assets of a public transit system such as property, buildings, and vehicles.

Commuter Rail - Passenger train service for short-distance travel between a central city and adjacent suburbs.

Debt - The amount of money required to pay interest and principal on the Authority's borrowed funds.

Depreciation: In accountancy, depreciation refers to two aspects of the same concept: (1) The decrease in value of assets and (2) the allocation of the cost of assets to periods in which the assets are used. Depreciation is a method of reallocating the cost of a tangible asset over its useful life span of it being in motion.

Demand Response - A service where passengers, or their agents, contact UTA to schedule door to door transportation services. A demand response (DR) operation is characterized by the following a) the vehicles do not operate over a fixed route or on a fixed schedule except, on a temporary basis to satisfy a special need, and b) the vehicle may be dispatched to pick-up several passengers at different pick-up points before taking them to their respective destinations and may even be interrupted in route to these destinations to pick up other passengers. UTA's paratransit program is demand response.

Department - An organizational unit responsible for carrying out major Authority functions, such as operations, administration, and community relations.

Distinguished Budget Presentation Awards Program – A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.

Discretionary Funding – One time funding or annual funding allocations, which distributed on a competitive basis, must be specifically applied for and not guaranteed like a Formula Funds.

Electronic Fare Collection or EFC - UTA's system of fare payment when such fare payment is made via a unique electronic micro-chip embedded in an electronic fare card media, which may include a credit card or debit card, issued by a bank.

Enterprise Fund – A fund that gives the flexibility to account separately for all financial activities associated with a broad range of municipal services. It establishes a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. Revenues and expenses of the service are segregated into a fund with financial statements separate from all other governmental activities.

FAST Act – Fixing America's Surface Transportation Act is a law that was enacted on Dec. 4, 2015. This law provides long-term funding certainty for surface transportation infrastructure planning and investment. The FAST Act maintains focus on safety, keeps intact the established structure of the various transportation programs, and provides a dedicated source of federal dollars for critical transportation projects.

Farebox Revenues – All revenues gained from the sale of passenger tickets, passes, tokens or other instruments of fare payments.

Fiscal Year - Annual schedule for keeping financial records and for budgeting transportation funds. UTA's fiscal year runs from Jan. 1 through Dec. 31, while the federal fiscal year runs from Oct. 1 through Sept. 30.

Fixed Guideway: A fixed guideway is any public transportation facility which utilizes and occupies a designated right-of-way or rails including (but not limited to) rapid rail, light rail, commuter rail, busways, automated guideway transit, and people movers.

Formula Funds – Funds specifically allocated to different agencies by the federal government to pay for transportation, transit, and other programs. Funds are allocated annually based on population and other demographic information.

Fringe Benefits - Benefits provided to the employee such as FICA, Pension, Medical & Dental insurance, Life, Short and Long Term Disability insurance, Unemployment insurance, Tool and Uniform allowance and Educational reimbursement.

FTA - Federal Transit Administration - Formerly the Urban Mass Transportation Administration (UMTA), the FTA provides capital and operating funds to the Agency.

FTE – Full Time Equivalent Positions – A part-time position converted to a decimal equivalent of a full time position based on 2,080 hours per year. For example a part-time position working 20 hours per week would be the equivalent of .5 of a full time position.

Fund Balance – Generally defined as the difference between a fund's assets and liabilities. An adequate fund balance is necessary for numerous reasons, such as to have funds available in case of an emergency or unexpected events, to maintain or enhance the Authority's position and related bond ratings, to provide cash for operations prior to receipt of revenues, and to maximize investment earnings.

GASB - General Accounting Standards Board – An independent, professional body to establish standards of accounting and financial reporting applicable to state and local governmental entities.

Goal – A statement of broad direction, purpose or intent.

Grants - A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital.

Internal Controls – Methods and measures implemented to safeguard assets, provide for accuracy of accounting data, and encourage compliance with policies.

Intermodal - The term “mode” is used to refer to a means of transportation, such as automobile, bus, train, ship, bicycle, and walking. Intermodal refers specifically to the connections between modes. Intermodal is also known as “multimodal.”

Intermodal Centers - A location where various types of transportation modes meet.

Investments – Securities purchased for the generation of income in the form of interest.

Joint Development – Projects undertaken by the public and private sectors in partnership. Usually refers to real estate projects and transit projects undertaken adjacent to, above and /or below each other as a means of financing transit projects with minimal public expense.

Lease – A contract specifying the rental of property. A lease is a contract outlining the terms under which one party (lessee) agrees to rent property owned by another (lessor) for a specific period of time.

LRT – Light Rail Transit - An electric railway with a light volume traffic capacity as compared to heavy rail. Light rail may use shared or exclusive rights-of-way, high or low platform loading, and multi-car trains or single cars. Also known as “streetcar,” “trolley car,” and “tramway.”

Local Match - The portion of funding provided by UTA or other contributors (as opposed to funding provided at the federal level) towards purchase of capital items.

Micro-transit - A form of Demand Responsive Transit. Micro-transit offers flexible routing and flexible scheduling of smaller vehicles to match the change in rider demands. Possible pick-up/drop-off stops are restricted within a geo-fenced area and transit can be provided either as a stop-to-stop service or curb-to-curb service. Micro-transit services fit somewhere between private individual transportation (cars, taxi, and ridesharing) and public mass transit.

MPO – Metropolitan Planning Organization - Local group that selects highway and transit projects to which funds will be granted. The governor designates an MPO in every urbanized area with a population of over 50,000. The primary MPOs in UTA’s transit district are the Wasatch Front Regional Council (WFRC) and the Mountainland Association of Governments, (MAG).

Non-Attainment Area - Areas of the country where air pollution levels persistently exceed the National Ambient Air Quality standards. Attainment/nonattainment are important factors in determining CMAQ grant funding (see CMAQ).

Operating Budget - A plan outlining expenditures and proposed sources of financing current service. The operating budget does not include capital or reserve monies. The principle sources of revenue are operating income, sales tax, investment income, and federal grants. All departments are financed through this budget.

Operating Revenue - Funds the Authority receives as income to pay for ongoing operations. It includes such items as sales taxes, fares, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Operating Expenses - This term refers to expenditures paid to obtain goods or services including items such as payroll, services, supplies, fuel, utilities, insurance, etc. Capital expenditures are not included.

Paratransit - Transportation service, comparable to fixed-route service, required by the Americans with Disabilities Act (ADA) of 1990 for individuals with disabilities who are unable to use fixed-route transportation systems.

Passengers - The number of transit vehicle boardings, including charter and special trips. Each passenger is counted each time that person boards a vehicle.

Passenger Miles - Total number of miles traveled by passengers on a vehicle. (One bus with 10 passengers traveling 10 miles equals 100 passenger miles.)

Peak Hours - Refers to weekday a.m. and p.m. service during commute hours to carry a maximum number of passengers. An example of commute or peak hours could be defined as time between 6 and 9 a.m. in the morning, and between 3 and 6 p.m. at night.

Performance Measures - Data collected to determine how effective or efficient a program is in achieving its objectives.

Personnel - This item includes the cost of all salaries, wages, overtime, and benefits associated with the Authority staff.

PM - Preventative Maintenance Funds - Funding provided by the Federal Transit Administration for preventative maintenance of UTA's fleet.

Policy Document - A statement of organization-wide financial and programmatic policies and goals that address long-term concerns and issues.

Program Budget - A budget that focuses upon the goals and objectives of a Program, rather than upon its organizational budget units or object classes of expenditure.

Rapid Transit – Synonym for fixed guideway public transport (usually rail or bus rapid transit).

Reserve – An account used to indicate the purpose (insurance or capital) for which the Agency's year-end balances may be used.

Revenue – Receipts from the sale of a product or provision of service.

Revenue Hours –Hours a transit vehicle travels while in revenue service. A transit vehicle is in revenue service only when the vehicle is available to the public.

Revenue Miles –Miles a transit vehicle travels while in revenue service. A transit vehicle is in revenue service only when the vehicle is available to the public.

RFP – Request for proposal.

Ridership - The number of passengers using a particular mode of transit.

Rideshare- Transportation, other than public transit, in which more than one person shares in the use of the vehicle, such as a van or car, to make a trip. Rideshare assistance is offered by UTA to promote carpooling and company-sponsored van sharing.

Sales Tax – This tax is levied by the various counties within the service district for the Authority.

Scheduled Miles – Total service scheduled. It is computed from internal planning documents and includes the whole trip (e.g., deadhead, layover/recovery, and actual picking up and discharging of passengers).

STIP – State Transportation Improvement Program - Federally mandated state program covering a four-year span and updated every year. The STIP determines when and if transportation projects will be funded by the state. Projects included in the STIP must be consistent with the long-range transportation plan.

Strategic Plan: UTA's long-term plan for providing transit services to the communities served by the agency. Identifies key elements and strategies to be used in providing such services.

TRAX Light Rail – The UTA light rail system, consisting of the Red (University of Utah to Daybreak), Blue (Downtown to Draper), Green (Airport to West Valley), and S-Line streetcar (Sugar House) lines.

TOD - Transit-oriented Development - A type of development that links land use and transit facilities to support the transit system and help reduce sprawl, traffic congestion, and air pollution. It includes housing, along with complementary public uses (jobs, retail, and services), located at a strategic point along a regional transit system, such as a rail hub or major transit stop.

UDOT – Utah Department of Transportation

Vanpool – A service provided by UTA where the Agency provides the van and a group of 7-15 people with a similar commuting route provide the driver, bookkeeper, and passengers. The group can also be coordinated through the UTA website.

DRAFT

Utah Transit Authority and Community Profile

UTAH TRANSIT AUTHORITY PROFILE

History: The Utah Transit Authority was incorporated on March 2, 1970 under authority of the Utah Public Transit District Act of 1969 to provide a public mass transportation system for Utah communities. The UTA system began operation August 10, 1970 in Salt Lake County with 67 buses.

Today, UTA operates buses, light rail, commuter rail, streetcar, paratransit and vanpools in a 737 square mile service area that stretches over six counties from Payson to Brigham City. The Authority operates in one of the largest geographical service areas of any transit agency in the U.S. and serves a population of over 2.5 million out of nearly 3.1 million people statewide.

Oversight and Governance:

UTA is not a state agency; it is a political subdivision of the State of Utah. It is governed by a 3-member full-time board of trustees. The Governor appoints nominees from the three appointing districts within the UTA service territory to serve as trustees. The names of the nominees are then forwarded to the Senate for confirmation. Once confirmed, an appointee is sworn in as a trustee.

The Governor appointed and the Senate confirmed trustees representing Salt Lake County (four year term) and the district comprised of Davis, Weber, and Box Elder counties (three-year term) and the district comprised of Utah and Tooele counties (two-year term). After these initial staggered terms are completed, board members will serve four-year terms. There are no limits relative to the number of terms a trustee can serve. The Governor appointed the Salt Lake County trustee to serve as Chair of the board of trustees.

The 2018 legislation also created a nine-member local advisory board whose duties include:

- Setting the compensation packages of the board of trustees
- Reviewing, approving, and recommending final adoption by the board of trustees of UTA's service plans at least every two and one-half years
- Reviewing, approving, and recommending final adoption by the board of trustees of project development plans, including funding, for all new capital development projects
- Reviewing, approving, and recommending final adoption by the board of trustees of any plan for a transit-oriented development where UTA is involved
- At least annually, engaging with the safety and security team of UTA to ensure coordination with local municipalities and counties
- Assisting with coordinated mobility and constituent services provided by UTA
- Representing and advocating the concerns of citizens with the public transit district to the board of trustees, and
- Consulting with the board of trustees on certain duties given to the board of trustees.

Local advisory board representation includes: three members appointed by the Salt Lake County council of governments; one member appointed by the Mayor of Salt Lake City; two members appointed by the Utah County council of governments; one member appointed by the Davis County council of governments; one member appointed by the Weber County council of governments; and one member appointed by the councils of governments of Tooele and Box Elder counties. Terms for local advisory board members are indefinite.

Administration: The board hires, sets the salaries, and develops performance targets and evaluations for the Executive Director, Internal Auditor, and any Chief Officer. The Executive Director is charged with certain responsibilities, some of which require coordination with, or providing advice to, the board of trustees. Legal counsel is provided by the Utah Attorney General's Office.

Metropolitan Planning Organizations: The Metropolitan Planning Organizations (MPO) for the Wasatch Front region or urbanized areas are the Wasatch Front Regional Council (WFRC) and the Mountainland Association of Governments (MAG). They are responsible for developing long-range transportation plans for their areas. These plans address highway networks, transit service, airports, bicycling, and pedestrian facilities, and are based on projected population and employment trends. All of UTA and Utah Department of Transportation long-range transportation plans are developed in cooperation with and approved by WFRC and MAG.

Funding: The State of Utah does not provide any operational funding to UTA. The majority of UTA's operational funding comes from the local municipalities and/or counties that have voted to annex to the transit district. Local option sales tax rates as a percentage of one cent by county are as follows.

County	Current Rate
Salt Lake	.78375
Davis	.65000
Weber	.65000
Utah	.62600
Box Elder	.55000
Tooele	.40000

It is projected that in 2019, UTA will receive approximately 18% of the operating cost from passengers as fares paid for service.

UTA receives both formula and discretionary federal funds as authorized by the 2016 FAST Act. Formula funds are allocated through Preventative Maintenance Grants as defined by the National Transit Database.

Discretionary funds are competitive and allow 50% to 80% of the capital costs for light rail, streetcar, commuter rail, and BRT to be paid from federal funds provided that there is a 20% to 50% local match and available ongoing operational funds. These are being used to help fund the Provo-Orem BRT project. UTA may seek

these funds for future projects. Other smaller discretionary funding opportunities are also being pursued.

Appropriations for both formula and discretionary funds are made by Congress on an annual basis.

Service/Fleet Info:

- Service area covers 737 square miles – 85 municipalities are covered from Payson to Brigham City and includes approximately 80% of the state’s population
- 6-county area (all or portions of Salt Lake, Utah, Davis, Weber, Box Elder, and Tooele counties).
- 114 bus routes – 6,100 bus stops
- 561 active buses, 182 active paratransit vehicles, and 117 TRAX vehicles, 53 commuter passenger rail vehicles, and 18 commuter locomotives, and 453 vanpool vehicles
- UTA ski service runs from November through Easter seven days a week – including Christmas Day – to four resorts in Big and Little Cottonwood canyons, as well as ski resorts in Provo Canyon and Ogden.

Ridership

- 151,901 average daily weekday (2018)
- 44,176,331 total annual passenger trips (2018)

UTA Services:

- Fixed route bus service
- TRAX (light rail)
- S-Line (streetcar)
- FrontRunner (commuter rail)
- Paratransit (disabled customer service)
- Rideshare (carpooling and vanpooling)
- Ski bus service

Major Projects:

- TRAX 15-mile North/South light rail line completed December 1999.
- University Stadium Extension (Downtown Salt Lake City to University of Utah) TRAX completed December 2001
- Medical Center TRAX Extension (University Stadium to the University Hospital) completed September 2003
- FrontRunner from Salt Lake City to Ogden and Pleasant View completed April 2008
- TRAX Intermodal Hub Extension (Arena Station to Salt Lake Central) completed April 2008
- MAX Bus Rapid Transit: 3500 South (9 miles) completed July 2008
- Mid-Jordan and West Valley TRAX opened August 2011
- FrontRunner South from Provo to Salt Lake City completed December 2012
- Airport TRAX extension completed April 2013
- Draper TRAX extension completed August 2013
- Sugar House Streetcar completed December 2013
- Provo/Orem BRT (10 miles) opened August 2018

COMMUNITY PROFILE

The Authority's Service Area lies in the region commonly referred to as the Wasatch Front. The total U.S. Census Bureau's 2018 estimated population of these six principal counties is approximately 2,508,000, which represents approximately 79.3% of the State's total population.

Salt Lake County - Salt Lake County comprises an area of 764 square miles and accounts for approximately 46% of the population and approximately 58% of the private sector employment of the Service Area. Salt Lake City is the capital and largest city in the State. The principal cities include Salt Lake City, West Valley City, and Sandy City. Due to continuous economic and population growth, most of the cities in Salt Lake County have grown into a single large metropolitan area with Salt Lake City as its commercial center. The county's population increased approximately 12% from 2010 to 2018. The largest employment sectors are retail trade, health care and social assistance, manufacturing, and professional, scientific and technical services. *For Fiscal Year 2018, approximately 64% of total Sales and Use Taxes were collected within Salt Lake County boundaries.*

Utah County - Utah County comprises an area of 1,998 square miles and accounts for approximately 30% of the population and approximately 21% of the private sector employment of the Service Area. The principal cities include the Provo City and Orem City. The county's population increased approximately 20.5% from 2010 to 2018. The largest employment sectors are retail trade, health care and social assistance, education services and construction. *For Fiscal Year 2018, approximately 16.7% of total Sales and Use Taxes were collected within Utah County boundaries.*

Davis County - Davis County comprises an area of 268 square miles and accounts for approximately 14% of the population and approximately 10% of the private sector employment of the Service Area. The principal cities include Bountiful, Clearfield, Clinton, Kaysville, Layton and Syracuse. The county's population increased approximately 14.8% from 2010 to 2018. The largest employment sectors are retail trade, health care and social assistance, manufacturing, and local government. *For Fiscal Year 2018, approximately 9.9% of total Sales and Use Taxes were collected within Davis County boundaries.*

Weber County - Weber County comprises an area of 531 square miles and accounts for approximately 10.2% of the population and approximately 8% of the private sector employment of the Service Area. The principal city is Ogden City. The county's population increased approximately 10.9% from 2010 to 2018. The largest employment sectors are manufacturing, health care and social assistance, retail trade and local government. *For Fiscal Year 2018, approximately 8% of total Sales and Use Taxes were collected within Weber County boundaries.*

Tooele County - The portion of Tooele County served by the Authority includes the cities of Tooele and Grantsville and some unincorporated areas. Tooele County comprises an area of 6,923 square miles (the second largest county in the State) and accounts for approximately 2.8% of the population and approximately 1% of the private sector employment of the Service Area. The principal cities include Tooele City and Grantsville City. The county's population increased approximately 20% from 2010 to 2018. The largest employment sectors are local government, retail trade and transportation and warehousing. *For Fiscal Year 2018, less than 1% of total Sales and Use Taxes were collected within Tooele County boundaries.*

Box Elder County - The portion of Box Elder County served by the Authority includes the cities of Brigham, Perry and Willard and some unincorporated areas. Box Elder County comprises an area of 5,627 square miles (the fourth largest county in the State) and accounts for approximately 2.2% of the population and approximately 2% of the private sector employment of the Service Area. The principal city is Brigham City. The county's population increased approximately 10% from 2010 to 2018. The largest employment sectors are manufacturing, local government, retail trade, and health care and social assistance. *For Fiscal Year 2018, less than 1% of total Sales and Use Taxes were collected within Box Elder County boundaries.*

2020 Draft Budget - Public Comments Received

Feedback Date	First Name	Last Name	Board Comment Type	Customer Comment
11/7/2019	Trent	Florence	2020 Budget Comment Submission	<p>I wanted to let you know I have red thru and reviewed the upcoming year's budget and I most sincerely agree with all of the numbers and new items and proposals which are being brought forward in proposing for new bus purchases and with also making sure the most highest priority mainstream improvement projects are properly planned for and completed within the properly aloted time for completion dates. I really think the improvement projects are really important in and with helping to further strethen mass transit better and more service efficiency within the uta services coreadors and also helps to garentee a much more safer riding environment. I also very strongly believe all of uta needs to work more on figuring out how to cut down on the fixed route service operation gaps for servicing areas and times when passengers could and should normally be able to get and obtain a valued bus ride but do to other operation constraints and cutbacks due to budgeting and ridership and other safety concerns those same garenteed trips can actually no longer be offered as operatorable and as public service mass transit times and stops within the fixed route and other services operating areas of the system anymore. I really think all of uta services coridor operating services needs to work more on the 2019 to 2050 utah transportation plan and also work on more fixed and paratransit services which can operate on a more garenteeable service and operating time schedule of more like seven days a week eighteen hours of service delivery between six A.M. and midnight or something of that nature something to that affect. I also very strongly believe uta also needs to work more on how it can operate micro transiting services into its already congruent operating services it already has as well as how to further more properly collect bus and buspass and mobile online fares for such micro transit services being blended and built into the mass uta operating full service grid uta already has in its operating core. At the sametime I think also regarding paratransit uta needs to continue to work on the feasibility of how the ride to go app will work and its true functionality being able to help paratransit riders with their monthly and weekly purchases of paratransit buspasses. I also very strongly believe regarding the price structure between paratransit and fixed route the base one way fare price structure between both the services of fixed route flex routing and traditional uta paratransit should all actually be set and based at the same price as all fixed route services and all three bus services should be setup to be able to have their riders and passengers be able to purchase one all month long one card discounted buspass instead of having to purchase multiple punchcards for covering the same whole entire month on paratransit services to be extremely restricted to only being able to afford to use only two trips per day due to the limit of punches for say which would be allowed all month on four punchcards. I also very strongly think all of the paratransit sub contractor companies which operate all the different counties could actually very much more effectively be covered by one uta Paratransit traditional paratransit contractor from Salt Lake County's traditional Paratransit System possibly.</p>
11/12/2019	Brandon	Potter	2020 Budget Comment Submission	<p>I don't know if this is where I should give a comment about routes That need improvement or not ,but I am wondering if the 240 bus or 35 to magna bus could be improved alittle at night since the 240 bus gets to Harmon's at 7:22 pm and The 35 will leave 4000 w at 7:25 pm and the the 240 arrives at 7:52 and 35 leaves at 7:55 pm the 240 8:52 pm , 9:52 pm and 10:52 pm , the 35 leaves 4000 w at 8:53 , 9:53, and 10:53 pm so it doesn't give enough time for the 240 passengers to get on the 35 so they have to miss the bus and have. To wait 30 mins . I had to miss the 35 bus a few times .</p>
11/18/2019	Philip	Sauvageau	2020 Budget Comment Submission	<p>Overall the proposed budget captures the needs of the system. I appreciate the inclusion property acquisition between Ogden to Brigham City. It would be good to find a way in the budget for purchasing of land that becomes available adjacent to FrontRunner with willing sellers. If a seller puts property on the market it would be helpful to acquire it before something else gets built on it. The process to add more double track on FrontRunner is a multi year endeavor so the little bits now will help. Also, examine any pre work for train electrification through the north Vinyard double track.</p>
11/18/2019	George	Chapman	2020 Budget Comment Submission	<p>I am against using the new increased taxes for anything other than service increases. Salary of drivers needs to be increased and is not in the budget. A 50% turnover of first year drivers is poor management!</p> <p>UTA should not be cancelling many of their bus buys but should increase buses if they really want to increase service.</p> <p>The Depot Garage project (going over \$100 million) should be scaled back and the outlying garages proposed for later should be rushed forward to decrease the large number of empty deadhead buses.</p> <p>UTA should be spending a lot of money on increasing parking lots which are limiting ridership increases (see Booz Allen Hamilton reports/studies). Vineyard needs a big parking lot before double tracking.</p> <p>UTA should be negotiating with SLCO to decrease fares or implement a \$25 a month pass to increase local bus ridership. Proposals to lower fare to zero will increase the use of UTA by so called undesirables and studies show that that decreases ridership increases.</p>

Feedback Date	First Name	Last Name	Board Comment Type	Customer Comment
11/18/2019	Amy	Huber	2020 Budget Comment Submission	<p>UTA's data shows that frequency needs to be increased on the most used routes like Redwood Road and State Street now. The 1-3% increase in ridership on weekdays with the new service is almost nothing! UTA should be providing direction to SLC on how to appropriately spend their transit dollars instead of wasting them. (UTA should analyze the \$4 million that Salt Lake City is spending on new route 2, 9, 21 service increases as the cost per rider to give a better view of the use of the money. So if the \$4 million added 100 new riders (weekend and weekday) a day, then the cost per rider would be about \$100!)</p> <p>Efforts to buy electric buses should be cut back until their reliability is better.</p> <p>UTA should return to the simple bus stop signs with the time the bus will be scheduled to be at the stop. UTA used to do it. Telling riders to work to find out the time is not service oriented.</p> <p>UTA should not be spending money on bus stop amenity improvements until UTA stops telling drivers to stay 1-4 feet from the curb.</p> <p>Despite ad revenue, putting window wraps on the buses, decreases ridership. The second biggest reason people like buses (after a pleasant driver) is clean windows.</p> <p>The budget includes \$1.4 million for a Clearfield Station trail. But the Station needs parking desperately!</p> <p>Other questionable expenditures includes end of line projects on North Temple and at the University of Utah at \$2.5 million each. Think of the service that \$2.5 million could bring! A more robust bus system does not just increase fare revenue on the new services but also systemwide.</p> <p>There is also a budget line item for a 33/35th South optimization but those funds should be used to expand regular bus service. The 35Max BRT has not increased ridership much over 3200 daily passengers since it started. In my opinion, UTA does not know how to do BRTs. The free BRT in Provo is not comparable. To be considered successful,</p> <p>All I want to convey is the increase use of commuter rail over this past year. I have now been riding frontrunner from Layton to Murray for 1 year. I have noticed an increase in use during these busy times and often have full train cars. I am hopeful the budget includes additional funds towards either adding a train car to each train during these high use times, or additional trains. Cosmetically and mechanically the trains could use some TLC as well.</p> <p>One last thing to consider is to expand the weekend coverage of frontrunner for the increasing nightlife available past 10 pm.</p>



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): Laura Hanson, Director of Planning

BOARD MEETING DATE: December 11, 2019

SUBJECT:	2020 Service Plan
AGENDA ITEM TYPE:	Discussion
RECOMMENDATION:	Informational report for discussion
BACKGROUND:	<p>UTA is transitioning towards a regular planning process under which all major service changes are driven by a Five-Year Mobility Plan. The intent is for this Five-Year Mobility Plan to outline all planned service changes for the next five August Change Days. This plan will be based on the UTA Service Choices initiative currently underway.</p> <p>Given the timelines required for UTA to adequately plan for and implement service changes, the 2020 Service Plan must be determined prior to the conclusion of the Service Choices effort. A proposed 2020 Service Plan has been developed to guide UTA's Change Day process through the next year.</p>
DISCUSSION:	<p>The Board of Trustees direction as part of the Service Choices effort has been to move UTA's bus network more towards a ridership-focus. The 4th Quarter sales tax increase has made additional revenue available for bus service in Salt Lake County.</p> <p>The 2020 Service Plan proposes an increase in the level of service on several key bus routes to support a more ridership-focused bus network. Many of these changes are also consistent with, and work to advance implementation of the Salt Lake City Transit Master Plan.</p> <p>Proposed changes for August 2020 include:</p> <ul style="list-style-type: none">• Increased span (hours) of service to provide earlier and later service.• Additional weekend service on ridership-focused routes.• A total of five (5) routes will be upgraded to full Tier 1 level service.• An additional six (6) routes will be increased to Tier 1 service span.• Thirteen (13) additional routes will receive increased levels of service, reaching Tier 2 or 3 levels.

	<p>A number of steps are still needed to operationalize the service changes for 2020. The final service changes in 2020 will be considered and reviewed by the Board of Trustees as part of the federally required Title VI Analysis for each Change Day.</p>
ALTERNATIVES:	<p>UTA may choose to not make any improvements to the bus network in 2020 and wait for 2021 to implement changes. This would result in the existing levels of service remaining in effect throughout 2020.</p>
FISCAL IMPACT:	<p>The actual costs of the proposed 2020 Service Plan have not yet been determined, as this requires a number of additional steps. However, the proposed changes are estimated to result in approximately \$6 million in additional bus service within Salt Lake County. These increases will be funded by the 4th Quarter Sales Tax revenue, and will be followed by significant additional service increases when the Depot District garage is complete.</p>
ATTACHMENTS:	<ol style="list-style-type: none">1) Board Policy 3.2 – Service Planning Implementation2) 2020 Draft Service Plan



Service Planning Implementation

Board of Trustees Policy No. 3.2

Application: Board of Trustees and Local Advisory Council

- I. Purpose: The purpose of this policy is to establish a uniform process for planning, implementing, and managing the Authority's transit service planning to ensure transparency and collaboration with communities, regional partners, and stakeholders.
- II. Definitions:
 - A. Transit Service Planning means the act of identifying, evaluating and implementing public transit services on all modes including bus, demand-response, paratransit and rail.
 - B. Change Day means the three regularly-scheduled dates in April, August and December of each year, at which time the Authority implements changes in transit service.
 - C. Metropolitan Planning Organization ("MPO") means an organization designated to carry out the metropolitan transportation planning process.
- III. Policy: The approval and implementation of the Authority's Service Planning process will proceed as described below and on Exhibit A.
 - A. Regional Transportation Plans ("RTPs")
 1. RTPs are the plans developed by each of the Wasatch Front MPOs (Wasatch Front Regional Council and Mountainland Association of Governments) that set the direction and long-term vision for the Wasatch Front's transportation system, in coordination with future growth assumptions. Their primary purpose is to phase the implementation of major transportation investments and to guide federal funding priorities.
 2. The RTPs are developed through collaborative processes with input from state, regional, and local leaders. The Authority will participate in the development of the RTPs by identifying transit needs and providing technical expertise and scenario planning tools.
 3. The RTPs include major roadway, transit, and active transportation projects. Transit projects identified in the RTPs include both rail-based (commuter, light rail) and significant bus enhancements (bus rapid transit, core route). The RTPs do not include local bus, demand-response transit, or paratransit modes, although ongoing funding of capital and operating expenses of these services is assumed and accounted for in the RTP as programmatic elements.

4. Projects in the RTPs are categorized into funding phases and anticipated timelines. The RTPs rely on assumed new revenues that create a fiscal constraint of what projects can be implemented in each phase. If a project is in the first phase of an RTP, the Authority will begin working with stakeholders to further evaluate and determine whether the project should move towards funding and implementation.
5. The RTPs are updated every four years and approval authority resides with the MPO technical and policy committees.

B. Five-Year Mobility Plan

1. The Authority will collaborate with counties and local municipalities on a two-year cycle to prepare and update a Five-Year Mobility Plan.
2. The Five-Year Mobility Plan will serve as a rolling, annual work plan that guides the Authority's service planning decisions.
3. The Five-Year Mobility Plan will include all modes within the Authority's portfolio, as well as active transportation initiatives, and will be financially constrained by available funding levels or planned use of committed new revenues.
4. During the Five-Year Mobility Plan phase, the Authority will facilitate a collaborative process in which the counties, local municipalities, and members of the community participate in workshops to establish transit service goals, explore various service network design scenarios, and coalesce around a vision for the Authority's service. This direction will be captured and presented in a Draft Five-Year Mobility Plan.
5. The Authority will conduct a second round of outreach to solicit community feedback on the draft Five-Year Mobility Plan. This step will include consultation with each County within the Authority's service area.
6. Feedback received on the draft Five-Year Mobility Plan will be considered and incorporated, as appropriate, into a final Five-Year Mobility Plan.
7. The Authority's Local Advisory Council will review the Five-Year Mobility Plan, and make a recommendation to the Board of Trustees for approval of the Plan with any suggested revisions.
8. Final approval authority of the Five-Year Mobility Plan lies with the Authority's Board of Trustees.

C. Annual Service Changes

1. The Authority will review the Five-Year Mobility Plan annually to develop implementation plans for changes to its service.

2. Prior to moving forward with any recommended service changes, the Authority will consult with any affected local governments to discuss the Five-Year Mobility Plan and the associated implementation measures being considered. If substantial concerns or questions are raised, the recommended service changes will be postponed and reconsidered in the next update to the Five-Year Mobility Plan.
 3. The Authority will conduct a public hearing on any major service changes in compliance with its policies and federal requirements. If substantial concerns are raised during this phase, the proposed service changes may be modified to address the concerns or may be postponed and reconsidered in the next update to the Five-Year Mobility Plan.
 4. The Authority will conduct a Title VI Service and Fare Equity analysis in compliance with its policies and federal requirements to determine if the proposed service changes pose disproportionate impacts to protected classes. The Board of Trustees will approve the Title VI analysis and determine if the implementation of the proposed service changes should proceed.
 5. If no substantial concerns are raised, the Authority will proceed with a comprehensive production process which includes schedule creation, bus and operator assignments, run-cutting and compliance with collective bargaining agreements, marketing and promotions, bus stop and on-street changes, printed and electronic information.
- D. Service Implementation. Transit service implementation occurs at the designated service Change Days. These Change Days occur three times per year: in April, August, and December. The April and December Change Days are reserved for seasonal ski service. The August Change Day is targeted for all other changes to timing, routing, as well as addition or reductions of service as outlined in the Five-Year Mobility Plan.
- E. Comprehensive System Analysis
1. The Authority will conduct a comprehensive analysis of the entire service network associated with each update to the Five-Year Mobility Plan. This includes evaluation of existing services against the Authority's established Service Design Guidelines to determine if a service is meeting minimum performance thresholds.
 2. At the conclusion of this analysis, the Authority will determine whether a service not meeting minimum standards should be modified, discontinued, or receive additional marketing promotion. Similarly, services meeting or exceeding performance standards will be evaluated to determine if they warrant additional resources, frequency, or span.
 3. Recommendations from the Comprehensive System Analysis will be incorporated into the next update to the Five-Year Mobility Plan.

Cross References:

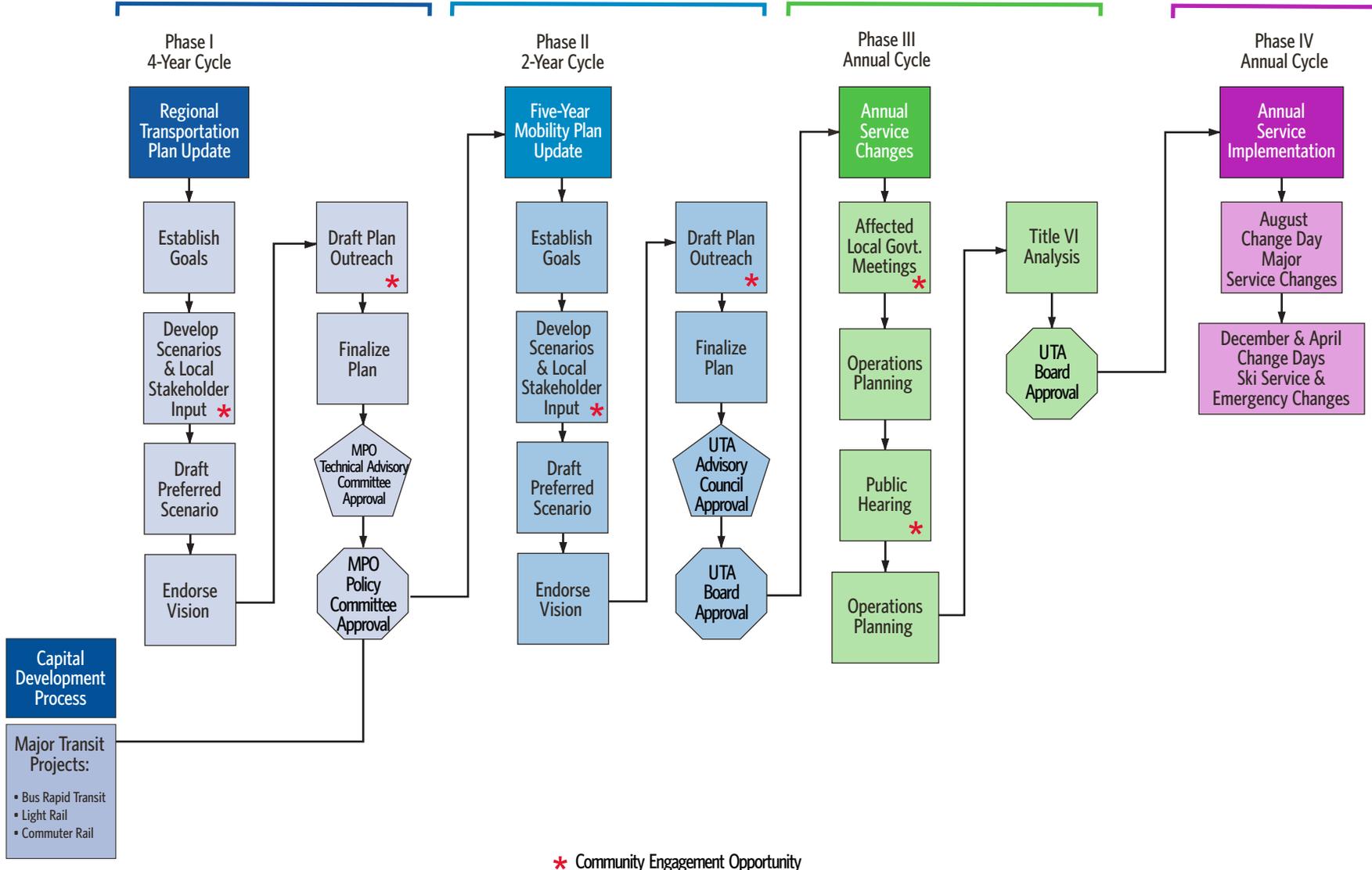
Revision/Review History:

Date of Local Advisory Council Consultation	Board of Trustees Approval (Resolution Number)	Action
2-20-2019	R2019-02-03	Revised to reflect process changed, renamed, and renumbered from Executive Limitations Policy No. 2.1.4 – Changes to Levels of Service and Routing to Executive Limitations Policy No. 1.4.2 – Service Planning Implementation.
	R2019-06-01	Renumbered and renamed from Executive Limitations Policy No. 1.4.2 – Service Planning Implementation to Board Policy No. 3.2 – Service Planning Implementation; reformatted and revised to reflect name change from Local Advisory Board to Local Advisory Council.

Exhibit A

UTA Service Planning and Implementation Process

Strategic Planning Service Planning Operations Planning Implementation



SERVICE PLAN

2020 DRAFT



FREE FARE ZONE

PICK-UP ONLY



Salt Lake Service Unit

All-day routes:

Route	WKD	SAT	SUN	Notes
2	Same	Same	Same	Already Tier 1
3	0600-2100: 30	0600-2100: 60		Upgrade to Tier 2; Anticipated level of service for Route 5
4	0500-0600: 60 0600-2100: 30 2100-2400: 60	0500-0600: 60 0600-2100: 30 2100-2400: 60	0700-1900: 60	Upgrade to FTN span
6	0500-0600: 60 0600-2100: 30 2100-2400: 60	0500-0600: 60 0600-2100: 30 2100-2400: 60	0700-1900: 60	Upgrade to Tier 1 span; offset from 11
9	Same	Same	Same	Already Tier 1
11	0600-1900: 30			Offset from 6
17	0500-0600: 60 0600-2100: 30 2100-2400: 60	0500-0600: 60 0600-2100: 30 2100-2400: 60	0700-1900: 60	Upgrade to Tier 1 span
21	Same	Same	Same	Already Tier 1
33	0500-0600: 30 0600-1900: 15 1900-2300: 30	0600-2300: 30	Same	Complete half-trips in evenings
35	Same	Same	Same	
35M	Same	Same	Same	
39	Same	0700-1900: 30 1900-2200: 60	Same	Complete half-trips in evenings
41	Same	Same	Same	
45	Same	Same	Same	
47	Same	Same	Same	
54	Same	Same	Same	
62	0600-0900: 30 0900-1500: 60 1500-1800: 30 1800-2100: 60	0600-2100: 60		Regularize and upgrade WKD span to Tier 3; Saturday under evaluation
72	0600-2100: 30	0600-2100: 60		Upgrade to Tier 2
200	0500-0600: 30 0600-1900: 15 1900-2400: 30	0500-0600: 30 0600-1900: 15 1900-2400: 30	0700-1900: 30	Upgrade to Tier 1
201	0600-0900: 30 0900-1500: 60 1500-1800: 30 1800-2100: 60	0600-2100: 60		Upgrade WKD span to Tier 3; Saturday under evaluation
205	0500-0600: 30 0600-1900: 15 1900-2400: 30	0500-0600: 30 0600-1900: 15 1900-2400: 30	0700-1900: 30	Upgrade to Tier 1
209	0500-0600: 30	0500-0600: 30	0700-1900: 30	Upgrade to Tier 1

	0600-1900: 15 1900-2400: 30	0600-1900: 15 1900-2400: 30		
213	0500-0600: 60 0600-2100: 30 2100-2400: 60	0500-0600: 60 0600-2100: 30 2100-2400: 60	0700-1900: 60	Upgrade to Tier 1 span
217	0500-0600: 30 0600-1900: 15 1900-2400: 30	0500-0600: 30 0600-1900: 15 1900-2400: 30	0700-1900: 30	Upgrade to Tier 1 on current alignment
218	Same	0600-2100: 60		
220	0500-0600: 30 0600-1900: 15 1900-2400: 30	0500-0600: 30 0600-1900: 15 1900-2400: 30	0700-1900: 30	Upgrade to Tier1
223	0600-2100: 30	0600-2100: 60		Upgrade to Tier 2
227	0600-2100: 30	0600-2100: 60		Upgrade to Tier 2
232	0600-2100: 30	0600-2100: 60		Upgrade to Tier 2
240	Same	0600-2100: 60	Same	Upgrade SAT span to Tier 2
248	0600-2100: 30	0600-2100: 60		Upgrade to Tier 2
455	Same			
470	Same	Same	Same	Evaluate extending to Salt Lake Central on all trips
509	0500-0900: 30 0900-1500: 60 1500-1800: 30 1800-2100: 60	0600-2100: 60		Upgrade WKD span to Tier 3; Saturday under evaluation
519	0500-0600: 60 0600-2100: 30 2100-2400: 60	0500-0600: 60 0600-2100: 30 2100-2400: 60	0700-1900: 60	Upgrade to Tier 1 span
520	0500-0600: 60 0600-2100: 30 2100-2400: 60	0500-0600: 60 0600-2100: 30 2100-2400: 60	0700-1900: 60	Upgrade to Tier 1 span
525	Same	0600-2100: 60		Reduce SAT headways to 60 to match Tier 2

Targeted Routes:

Route	WKD	SAT	SUN	Notes
2X	Same			
307	Same			
313	Same			
320	Same			
354	Same			
451	1 additional evening trip in each direction			
454	Same			
456	Same			

460	Same			
461	Same			
462	Same			
463	Same			
471	Same			
513	Same			
526	Same			
551	Same			
919	Same			
920	Same			
953	TBD			
972	TBD			
994	TBD			

Mount Ogden Service Unit

All-day routes:

Route	WKD	SAT	SUN	Notes
470	Same	Same	Same	Explore extending this to SL Central
604	Same	Same		Minor routing change to accommodate Enable Industries building move
606	Same			Minor routing change to accommodate Enable Industries building move
F618	Same	Same		Explore adding service to Newgate Mall
628	Same	Same		Explore using the new bridge over I-15 in Layton to streamline the route alignment

Timpanogos Service Unit

Minor operational improvements may occur, but there are no major changes proposed at this time. If new financial resources become available, additional service could be explored.



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: December 11, 2019

SUBJECT:	Closed Session
AGENDA ITEM TYPE:	Closed Session
RECOMMENDATION:	Approve moving to closed session for discussion of collective bargaining and pending or reasonably imminent litigation.
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 purposes for this closed session are:</p> <ul style="list-style-type: none">• Strategy Session to Discuss Collective Bargaining• Strategy Session to Discuss Pending or Reasonably Imminent Litigation.