

UTA Board of Trustees Meeting

September 2, 2020



Call to Order and Opening Remarks

Electronic Meetings Determination Statement



Public Comment

Due to the format of the meeting, no in-person comment will be taken

Public comment was solicited prior to the meeting through alternate means, including email, telephone, and the UTA website

All comments received were distributed to the board before the meeting and will be attached as an appendix to the meeting minutes



Safety First Minute



Consent Agenda

- a. Approval of August 21, 2020 Special Board Meeting Minutes
- b. Approval of August 26, 2020 Board Meeting Minutes
- c. Approval of August 26, 2020 Special Board Meeting Minutes



Recommended Action (by acclamation)

Motion to approve consent agenda



Agency Report

- a. Ridership Report

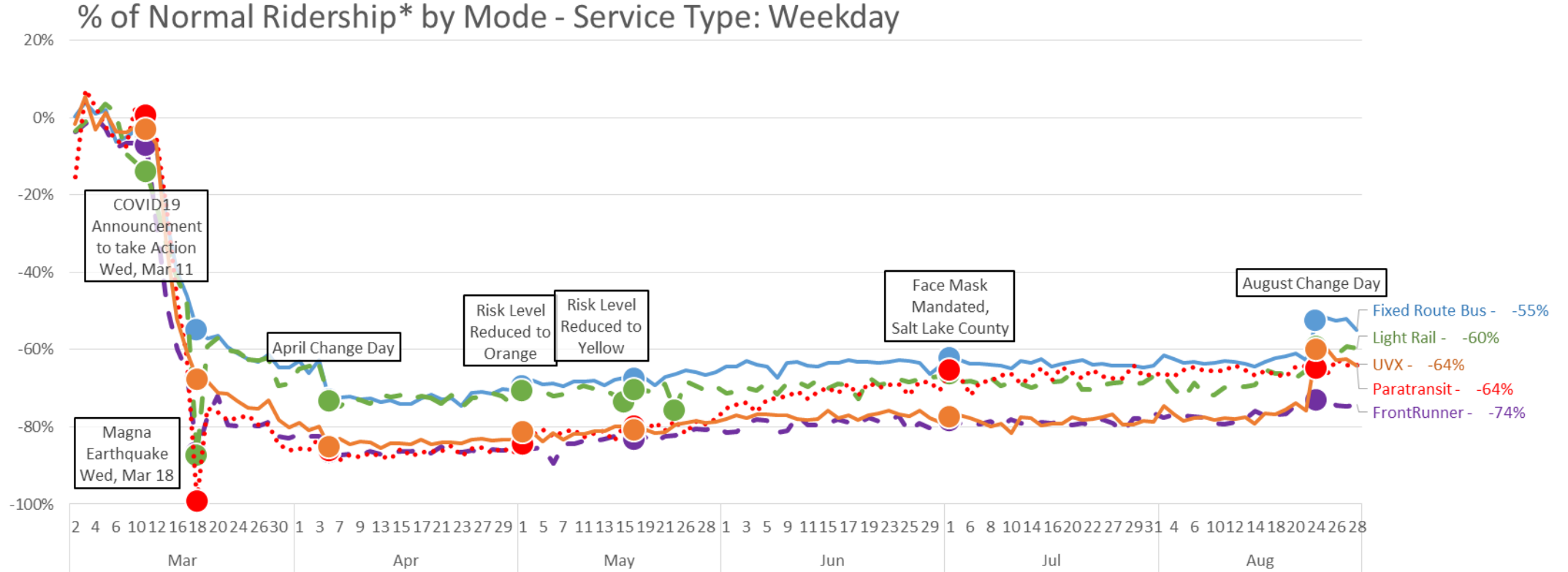


Service Update During Covid-19 Pandemic

September 2, 2020



Weekday Ridership Update

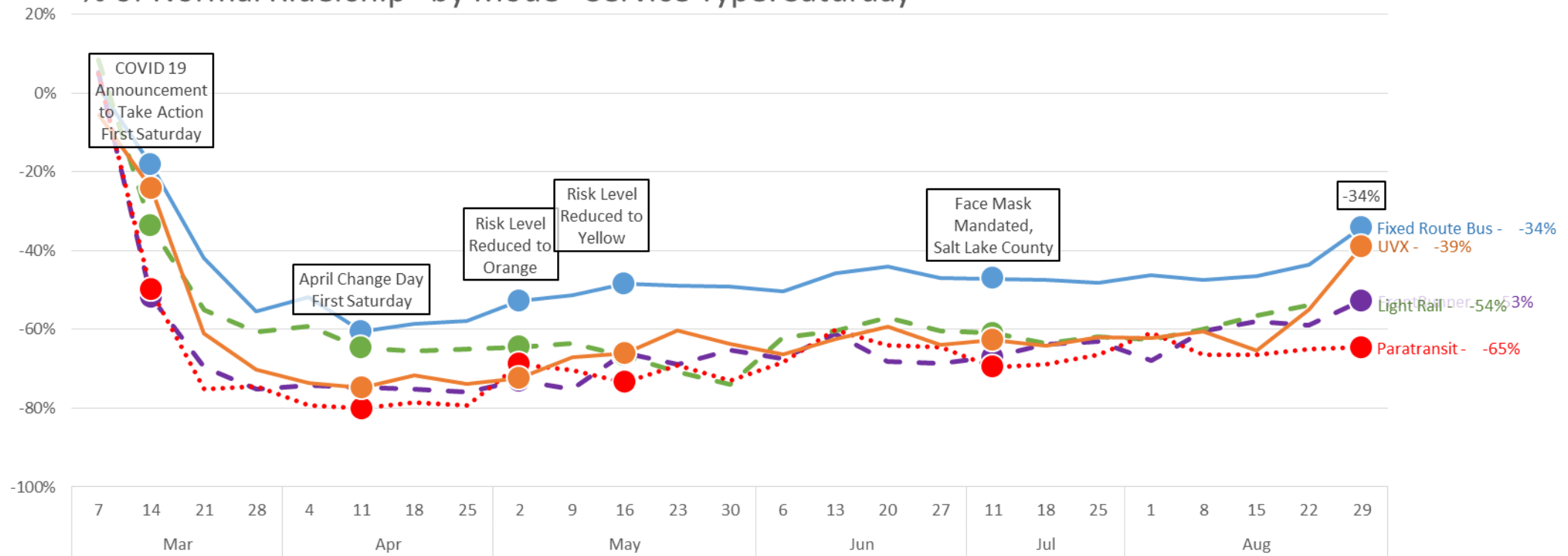


- **Weekday Ridership – 64,267**
- **+27.2% vs. August 5th**



Saturday Ridership Update

% of Normal Ridership* by Mode - Service Type: Saturday



- Saturday Ridership – 42,302
- +25.6% vs. August 5th



Weekday Ridership Trend

Mode	Pre Covid 19	April 7th	Current	Current vs. Pre-Covid	Current vs. April 7th
Fixed Route Bus	81,439	21,865	36,754	-55%	68%
Commuter Rail	18,869	2,408	4,869	-74%	102%
Light Rail	54,316	13,752	21,895	-60%	59%
Paratransit	1,590	183	573	-64%	213%
Micro Transit	426	91	176	-59%	93%
Total	156,640	38,299	64,267	-59%	68%



Questions?



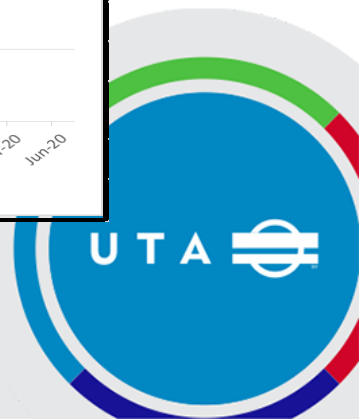
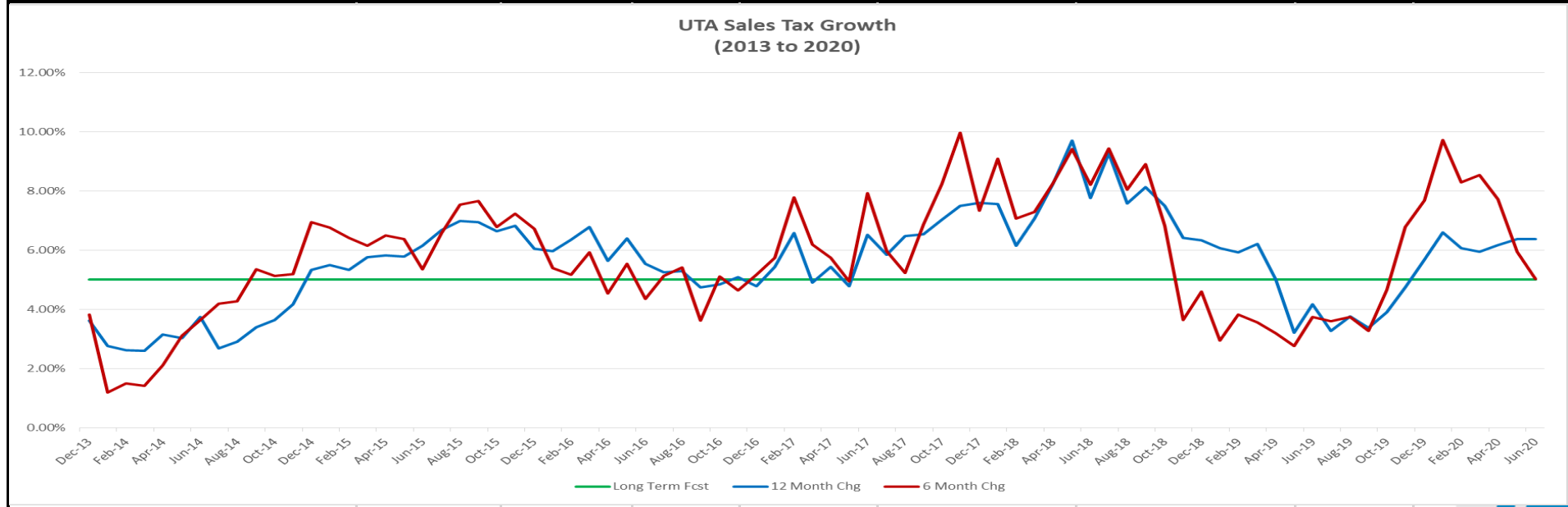
Financial Report – July 2020



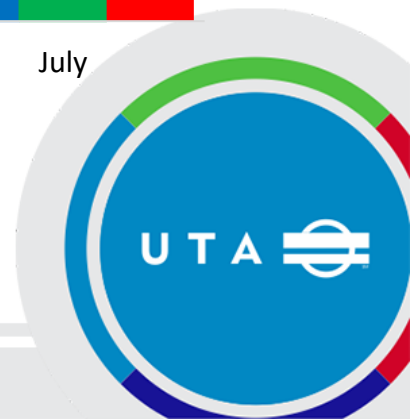
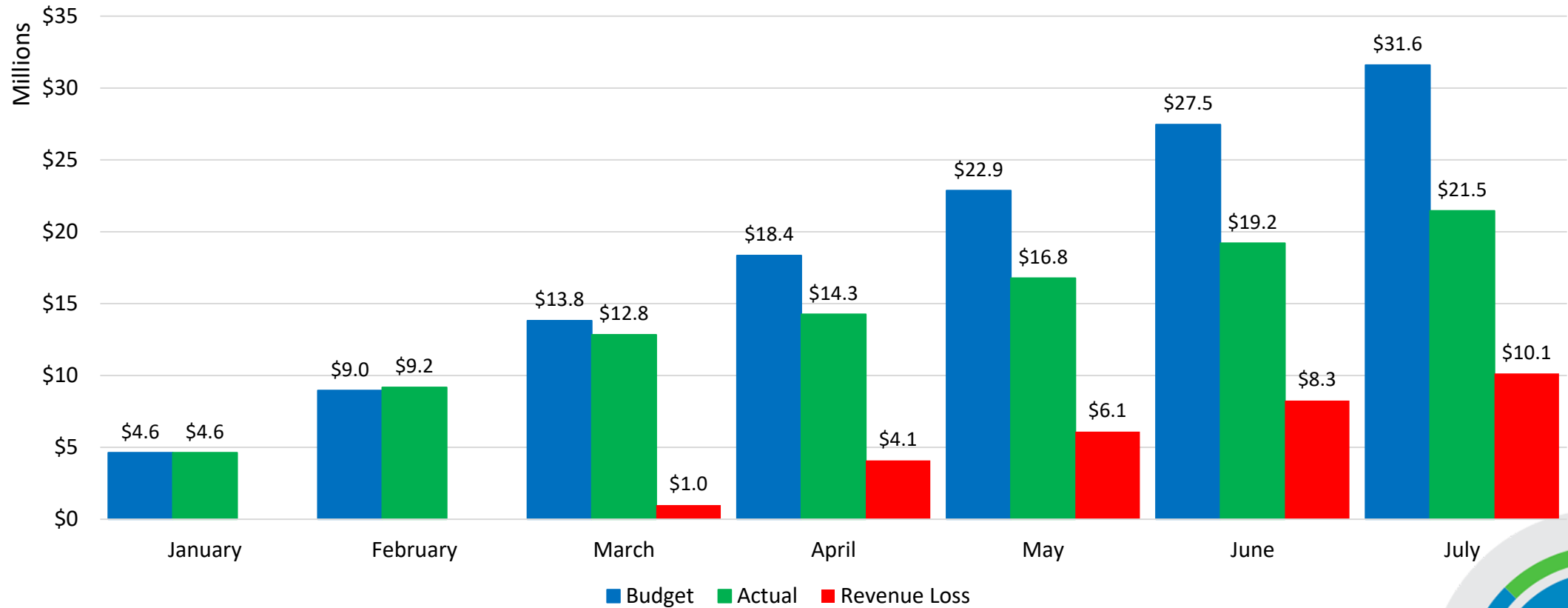
UTA Board Dashboard

July 2020

Financial Metrics	July Actual	July Budget	Fav/ (Unfav)	%	YTD Actual	YTD Budget	Fav/ (Unfav)	%
Sales Tax (June '20 mm \$)	\$ 33.4	\$ 32.5	\$ 0.88	● 2.7%	\$ 167.6	\$ 166.9	\$ 0.69	● 0.4%
Fare Revenue (mm)	\$ 2.3	\$ 4.1	\$ (1.89)	● -45.6%	\$ 21.5	\$ 31.6	\$ (10.14)	● -32.1%
Operating Exp (mm)	\$ 24.0	\$ 25.8	\$ 1.89	● 7.3%	\$ 166.5	\$ 181.9	\$ 15.44	● 8.5%
Subsidy Per Rider (SPR)	\$ 15.61	\$ 5.88	\$ (9.73)	● -165.5%	\$ 9.41	\$ 5.88	\$ (3.53)	● -60.0%
UTA Diesel Price (\$/gal)	\$ 1.33	\$ 2.50	\$ 1.17	● 46.9%	\$ 1.44	\$ 2.50	\$ 1.06	● 42.2%
Operating Metrics	July Actual	Jul-19	F/ (UF)	%	YTD Actual	YTD 2019	F/ (UF)	%
Ridership (mm)	1.39	3.38	(2.0)	● -58.9%	14.02	21.57	(7.6)	● -35.0%
Alternative Fuels	CNG Price (Diesel Gal Equiv)		\$ 1.39					

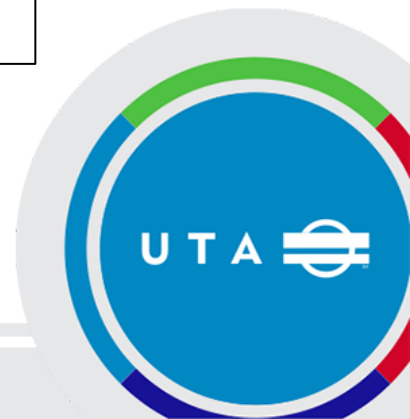
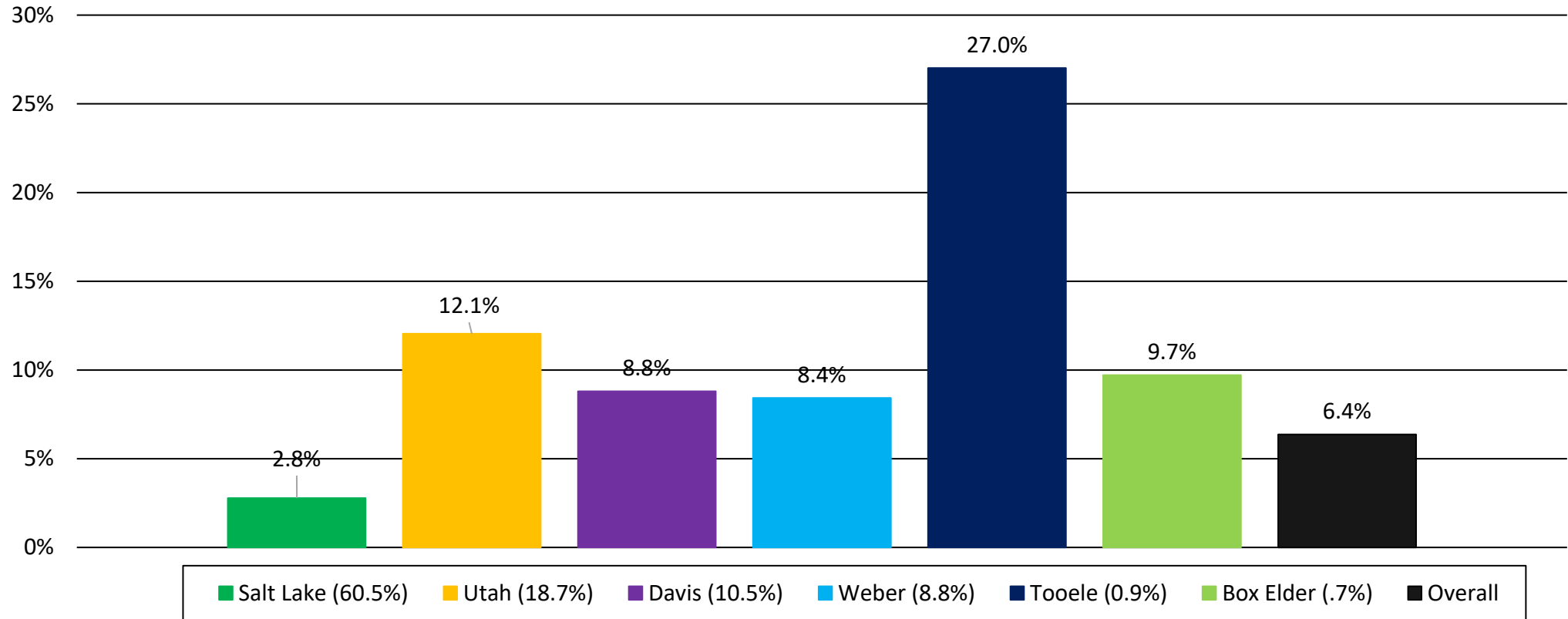


2020 Passenger Revenues Thru July 31

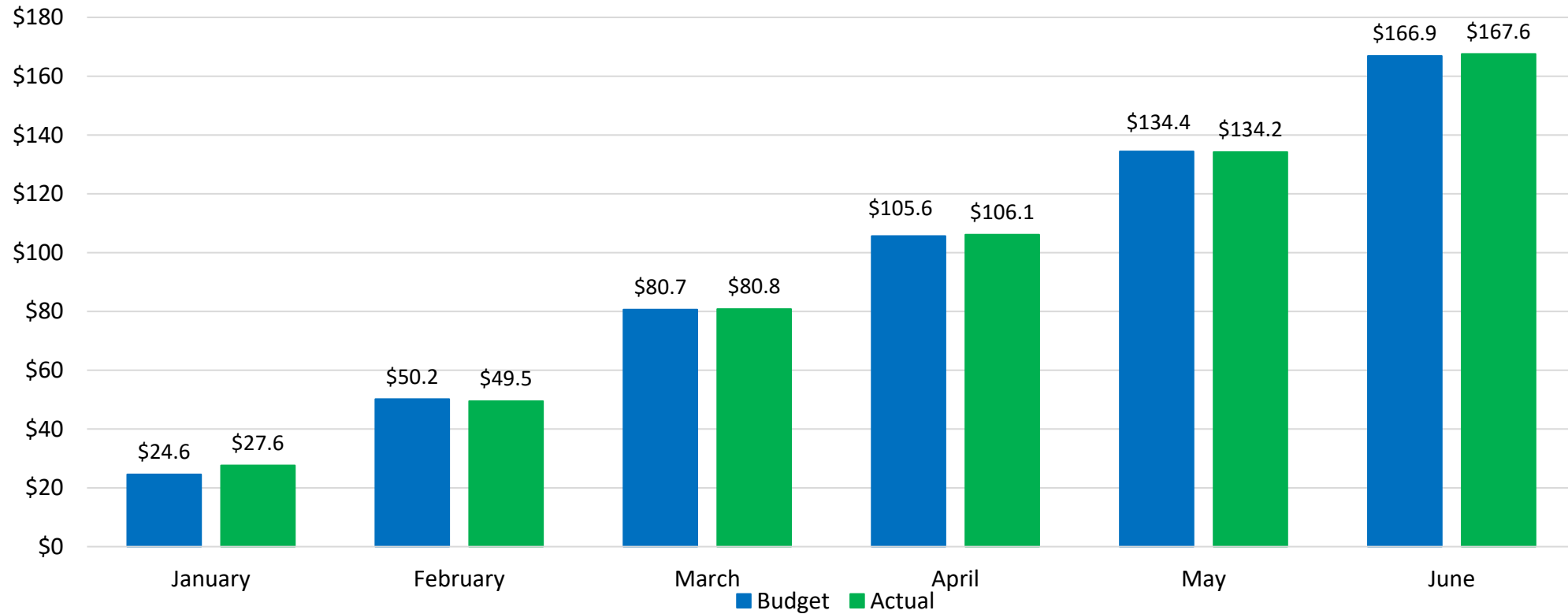


Sales Tax Collections

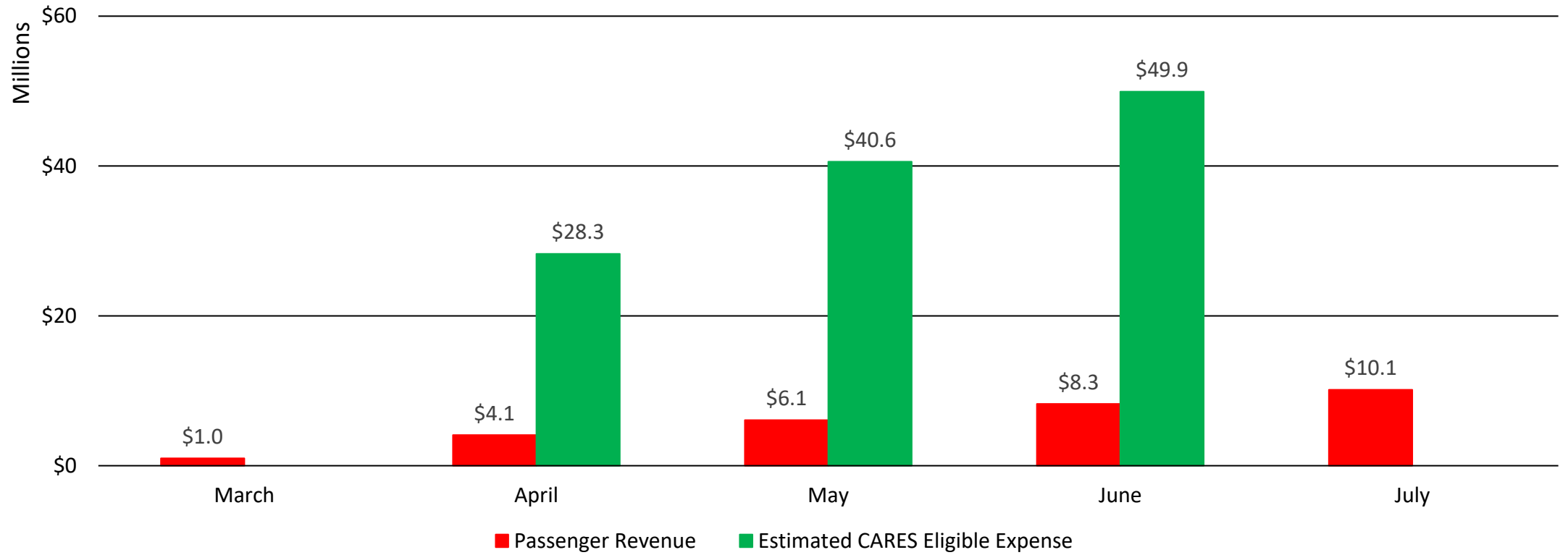
(Percentage Growth 2020 over 2019 for 12 months ended June 30)



2020 Sales Tax Revenues Thru June



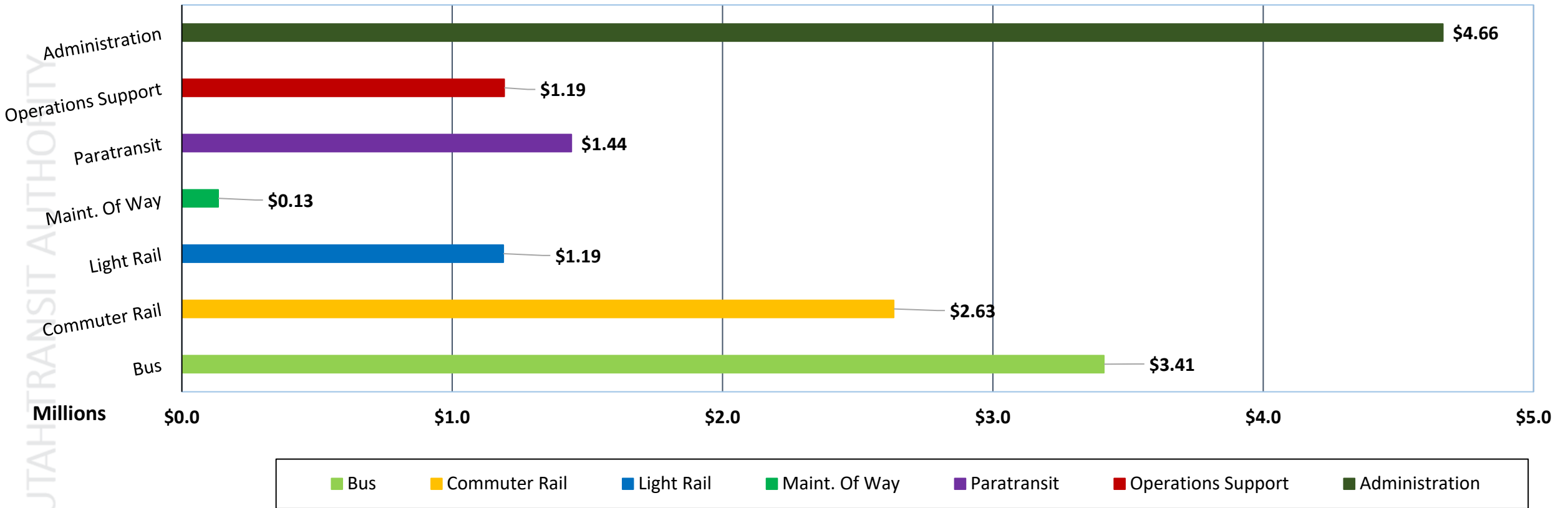
YTD Revenue Loss and CARES Funding Estimates



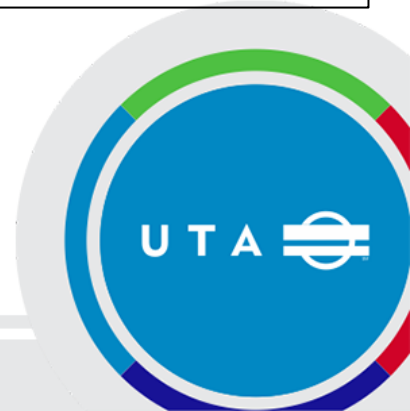
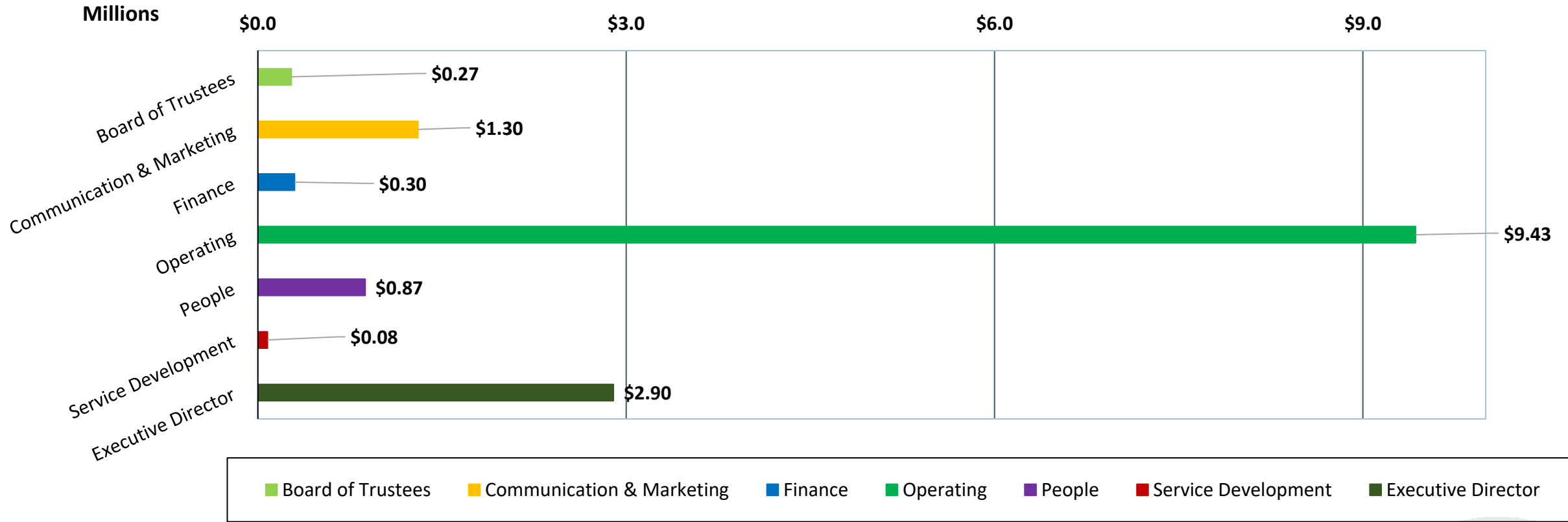
Note: Passenger Revenue loss thru July



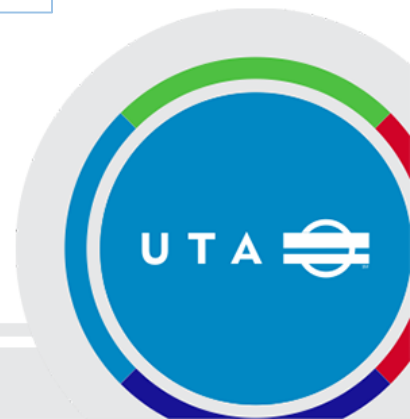
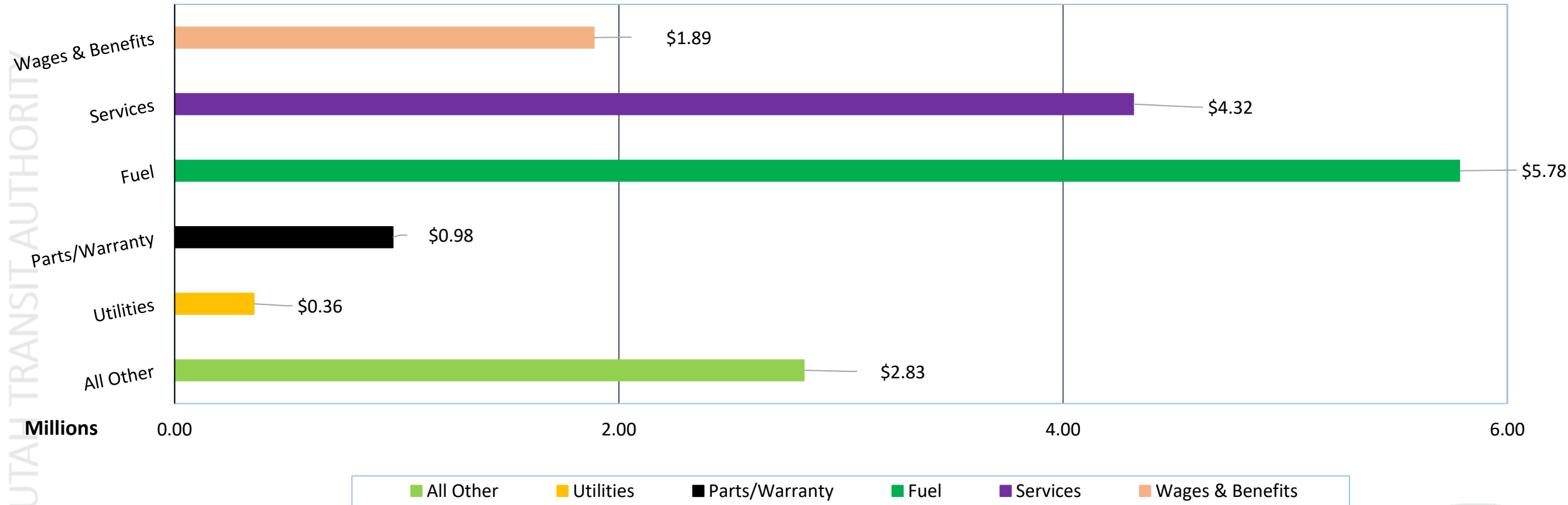
2020 Expense Thru July 31 – Variance by Mode



2020 Expense Thru July 31 - Variance by Chief Officer



2020 Expense Thru July 31 - Variance by Type



Resolutions



R2020-09-01

**Resolution Amending the Terms and Conditions of
Employment for Executive Director Carolyn Gonot**



Recommended Action (by roll call)

Motion to approve R2020-09-01

Resolution Amending the Terms and Conditions of Employment for Executive Director
Carolyn Gonot



R2020-09-02

**Resolution Approving the Execution of an Interlocal
Cooperation Agreement with Park City to Cooperate on
the Procurement, Purchase, Operation, and Maintenance
of Electric Buses and Charging Infrastructure Using Funds
Awarded through the Federal Transit Administration 2018
Low No Grant Program**



Project Overview

- Federal Transit Administration (FTA) Fiscal Year 2018 Low No Grant awarded to Park City
- UDOT manages the grant process for all statewide federal funds available through FTA
- Park City intends to use the Low No funds to purchase two electric buses and associated charging infrastructure to be used on the PC-SLC Connect Route, operated by UTA
- UDOT would like Park City to have an interlocal agreement with UTA to document transfer of the award and use of associated vehicles and infrastructure
- UTA is preparing a solicitation for the purchase of 20 electric buses. Park City would like to add the 2 buses for the Low No grant award, as well as another 12 electric buses Park City is procuring, to the UTA procurement to reduce duplication of effort.



Funding

- FTA Low No Grant award of \$2,290,000 to be used for the Park City – Salt Lake Connect Route
- Rocky Mountain Power has committed \$500,000 to the project toward the cost of the infrastructure improvements
- UTA will fund the local match for the bus purchase, estimated at \$443,000. These funds will come from the vehicle replacement fund set up in the UTA/Park City agreement for the PC Connect service.
- All funding for the Park City additional vehicles will be provided by Park City.



Interlocal Cooperation Agreement

- Activities associated with the Low No grant, including procurement of two electric buses, one overhead charger, depot charging equipment, and retrofit of one overhead charger
- Collaboration on the procurement of twelve additional Park City buses
- Use and maintenance commitments for the grant-funded charging infrastructure and buses associated with the PC Connect service



Recommended Action (by roll call)

Motion to approve R2020-09-02

Resolution Approving the Execution of an Interlocal Cooperation Agreement with Park City to Cooperate on the Procurement, Purchase, Operation, and Maintenance of Electric Buses and Charging Infrastructure Using Funds Awarded through the Federal Transit Administration 2018 Low No Grant Program



Contracts, Disbursement, and Grants



Contract: Rail Ticket Vending Machine (TVM) System Maintenance and Support (Scheidt and Bachmann)

Recommended Action (by acclamation)

Motion to approve contract as presented in meeting materials



Contract: Board Management Software (Carahsoft Technology Corporation/Granicus)

Recommended Action (by acclamation)

Motion to approve contract as presented in meeting materials



Change Order: Positive Train Control (PTC) Mandatory Directive Speed Upgrades, Ogden Cab Signal Speed Upgrades, and PTC On-Call Support (Rocky Mountain Systems Services)

Recommended Action (by acclamation)

Motion to approve change order as presented in meeting materials



Pre-Procurements

- i. Outsource Ticket Vending Machine Maintenance
- ii. Purchasing Card (P-Card) Service
- iii. Public Relations and Marketing Agency



Discussion Items



Risk Management/Insurance Program Update



Risk Management Insurance Coverage Update

September 2, 2020



Board Policy 2.1 – Risk Management

- The Executive Director will submit an annual report to the Board of Trustees on the status of the Authority’s risk management program.
- The Authority will maintain Public Officials Errors and Omissions Insurance in an amount determined to adequately protect the Authority.
- The Executive Director will, as necessary, procure other insurance to compensate for losses that would adversely affect the Authority.



Board Policy 2.1 – Risk Management

The Executive Director will submit an annual report to the Board of Trustees on the status of the Authority's risk management program.

Crowe ERM Risk Assessment and Framework – all phases completed

1. Planning and Documentation
2. Onsite Interviews
3. Risk Assessment
4. ERM Practices Evaluation
5. Final Report and Framework

**The Final Report was presented to the Board
in May, 2020.**



Board Policy 2.1 – Risk Management

The Authority will maintain Public Officials Errors and Omissions Insurance in an amount determined to adequately protect the Authority.

Current Public Officials Coverage:

Last year we lowered the limit on this coverage to \$2M from \$5M because of the excess umbrella coverage of \$10M which sits on top of this policy resulting in a combined limit of \$12M.

Insurance Company:	Stratford Insurance Company
AM Best Rating:	A (Excellent), XV (\$2B or greater)
Admitted/Non-Admitted:	Admitted
Policy Term:	9/1/19 to 9/1/20
Coverage:	Primary
Policy Aggregate Limit:	\$2,000,000
Public Entity D&O:	\$2,000,000
Employment Practices:	\$2,000,000
Retention - D&O:	\$100,000
Retention - EPL	\$125,000
Premium:	<u>\$65,169</u>

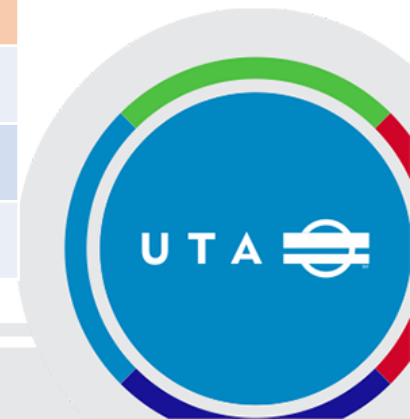


Board Policy 2.1 – Risk Management

Renewal Coverage for Public Officials:

We maintained the excess umbrella coverage of \$10M on top of this policy for a combined limit of \$12M.

Insurance Company:	Stratford Insurance Company
AM Best Rating:	A (Excellent), XV (\$2B or greater)
Admitted/Non-Admitted:	Admitted
Policy Term:	9/1/19 to 9/1/20
Coverage:	Primary
Policy Aggregate Limit:	\$2,000,000
Public Entity D&O:	\$2,000,000
Employment Practices:	\$2,000,000
Retention - D&O:	\$100,000
Retention - EPL	\$125,000
Premium:	\$73,092



Board Policy 2.1 – Risk Management

The Executive Director will, as necessary, procure other insurance to compensate for losses that would adversely affect the Authority.



Blanket Excess Liability Limit: \$10M				
\$319,308 Up 1%				
\$37,477 Down .1%	\$52,202 Up 6.7%			\$73,092 Up 12%
Premises Liability \$2M	Police Professional Liability \$2M	General Liability	Auto Liability	Public Officials E&O Employment Practices \$2M
\$2,500 Ded	\$50K Ded	\$2 M SIR	\$2 M SIR	\$100K Ded



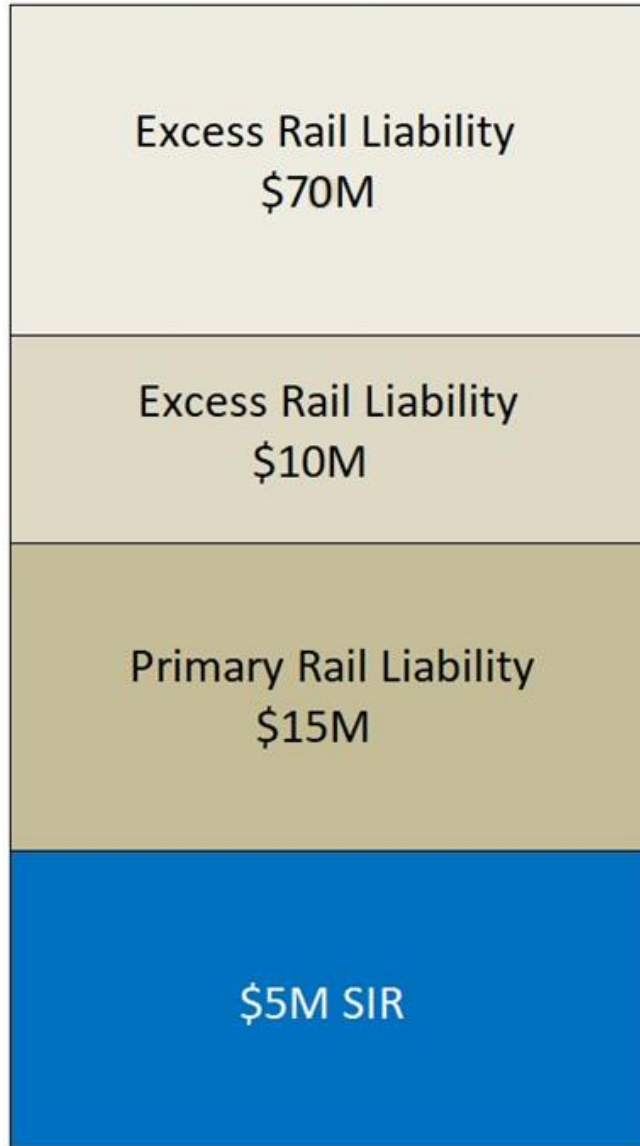
\$1,076,731

Up 24.5%

Increase was driven by:

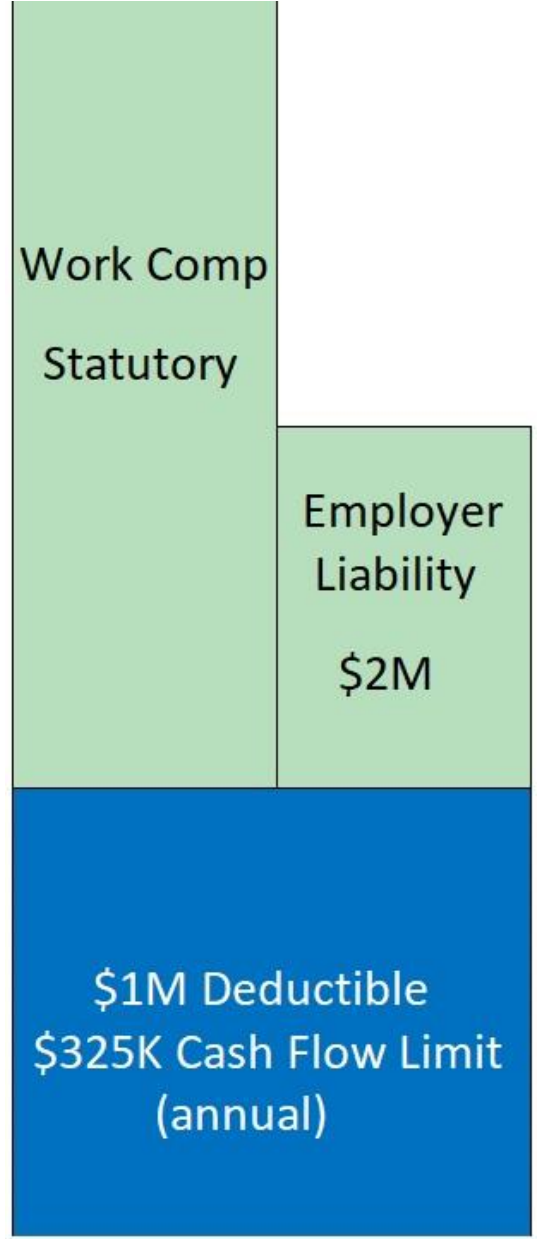
- Hardening of the casualty market
- Loss of insurance carriers in the US market

Last year UTA moved Zurich from our primary layer to one of our excess layers. Zurich was one of the carriers who dropped out of the market. The foresight by our broker to make this move saved UTA from having to find a primary carrier in this hardening market.



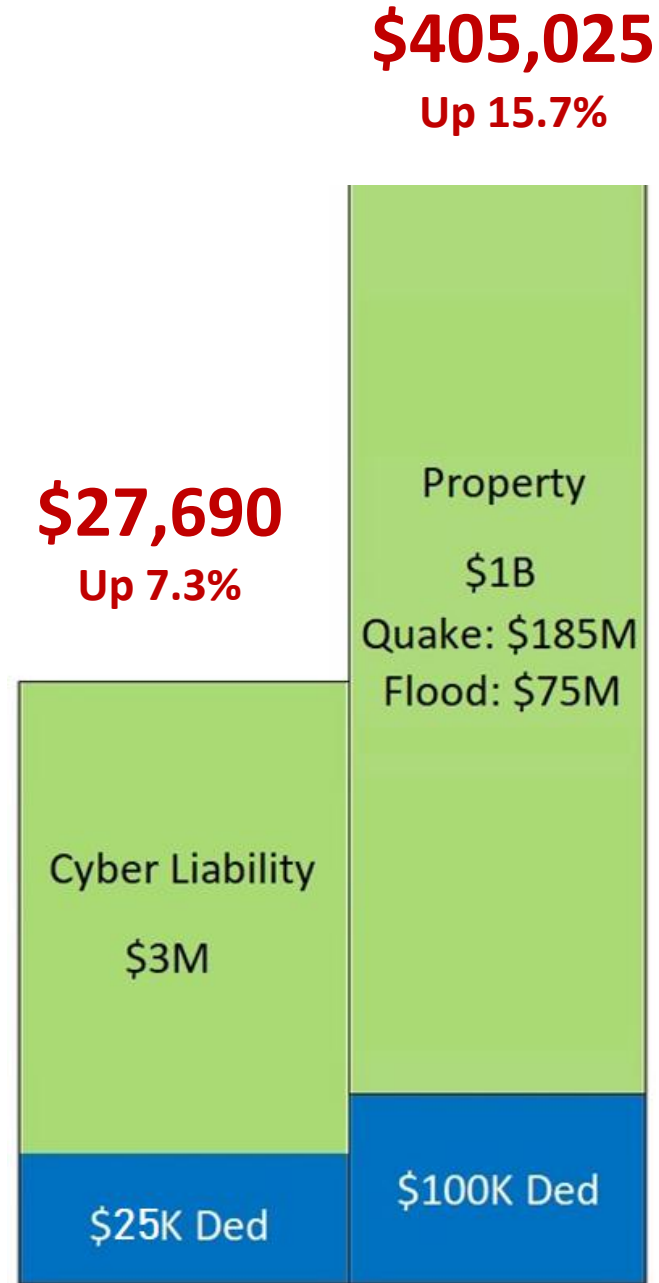
-The increase is the result of increase in payroll.

\$88,933
Up 5%



Property:

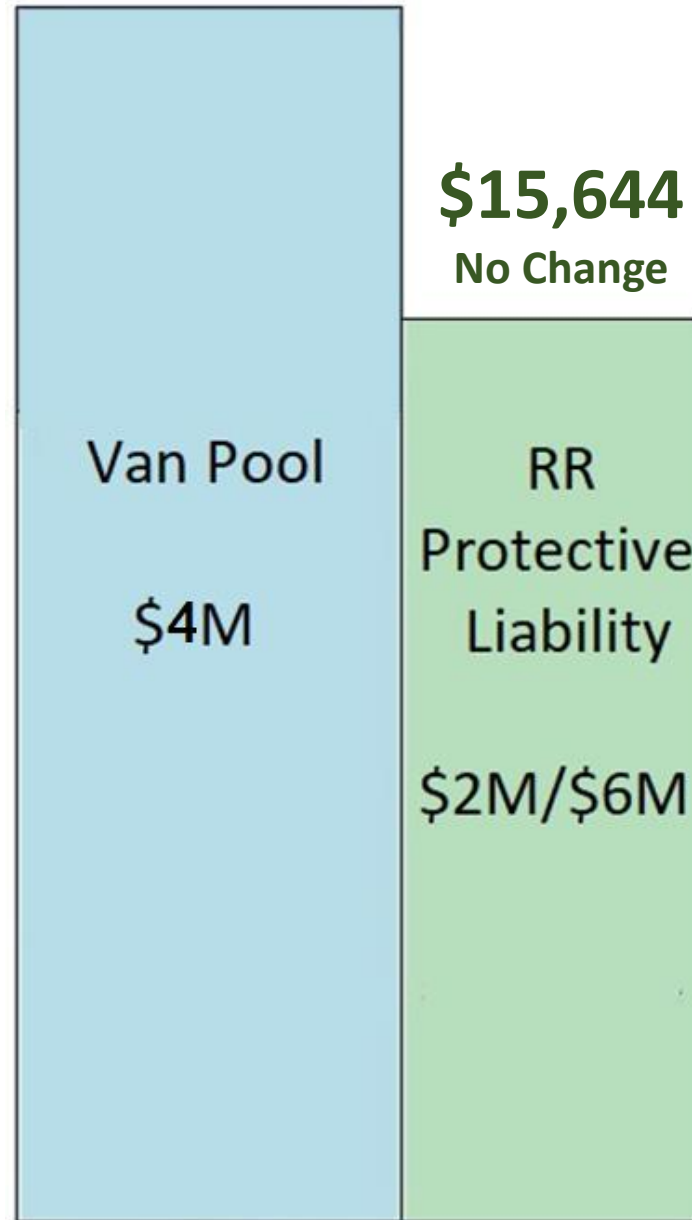
- The increase from the Utah Local Governments Trust’s re-insurer. The fund passed the increase along to its members.
- This is the first time in 20 years the fund has seen a rate increase on property.
- We still have better limits with the Trust including quake and flood coverage.



Vanpool coverage was a challenge with the hardening casualty markets.

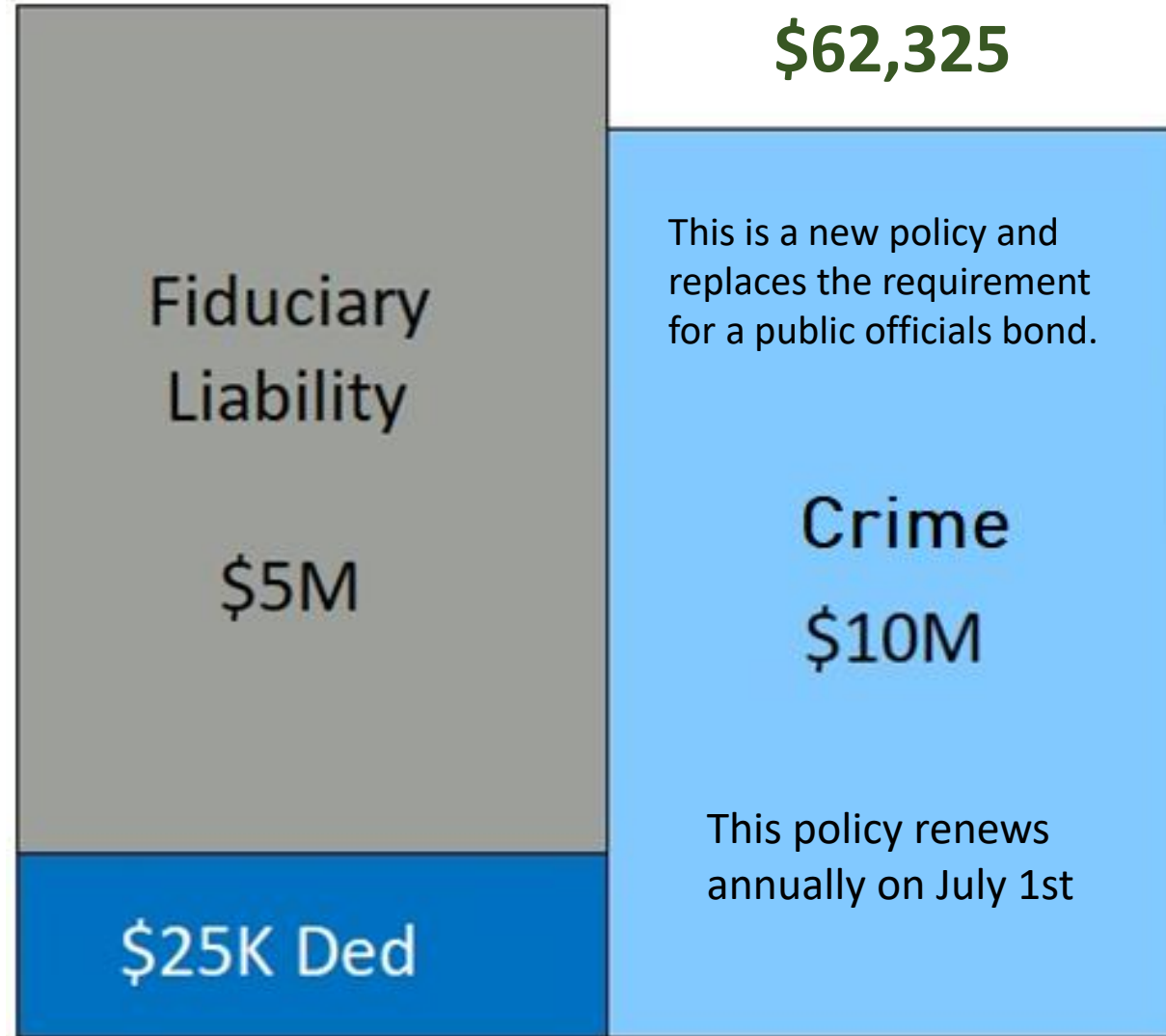
- The incumbent insurers both primary and excess refused to renew.
- We had a hard time finding an insurer who was willing to match the guaranteed cost program we had.
- We had quotes from several loss sensitive options, but were finally able to get a quote on a guaranteed cost option.

\$1,170,558
Up 15%



\$16,680

Up 2%



Employee
Retirement Income
Security Act

\$350

ERISA Bond

\$500K

There are currently 9
commissioned notaries at UTA.

\$50/bond

Notary Bond

\$25K



Premiums – 2019 and 2020

Coverage	2019-2020 Premium	2020-2021 Premium	% Change
Property	\$350,552.32	\$405,205.00	+15.7% (net increase)
Railroad Liability	\$864,162.00	\$1,076,731.00	+24.5%
Vanpool Liability	\$847,602.00	\$1,170,558.00	
Vanpool XS Liability	\$167,203	Included	
Vanpool Subtotal	\$1,014,805	\$1,170,558	+15%
Railroad Protective	\$15,664.50	\$15,664.50	0%
Blanket Excess	\$317,467.20	\$319,308.30	+1%
Premises General Liability	\$31,080.46	\$31,047.04	+0.40%
Premises Excess Liability	\$6,430.80	\$6,430.80	0%
Excess Workers' Compensation	\$84,668.00	\$88,933.00	+5%
Police Professional Liability	\$48,915.01	\$52,202.47	+6.7%
Cyber Liability	\$25,790.96	\$27,690.66	+7%
Public Officials/Employment Practices Liability	\$65,169.00	\$73,092.00	+12%
Fiduciary	\$16,336.15	\$16,680.40	+2%
Terrorism – Liability	\$12,401.07	\$12,401.07	0%
Crime – 2/10/20-7/1/21	\$62,325	N/A	0%
TOTAL	\$2,915,767.48	\$3,295,941.00	+13.04%



2021-2025 Mobility Service Plan Overview



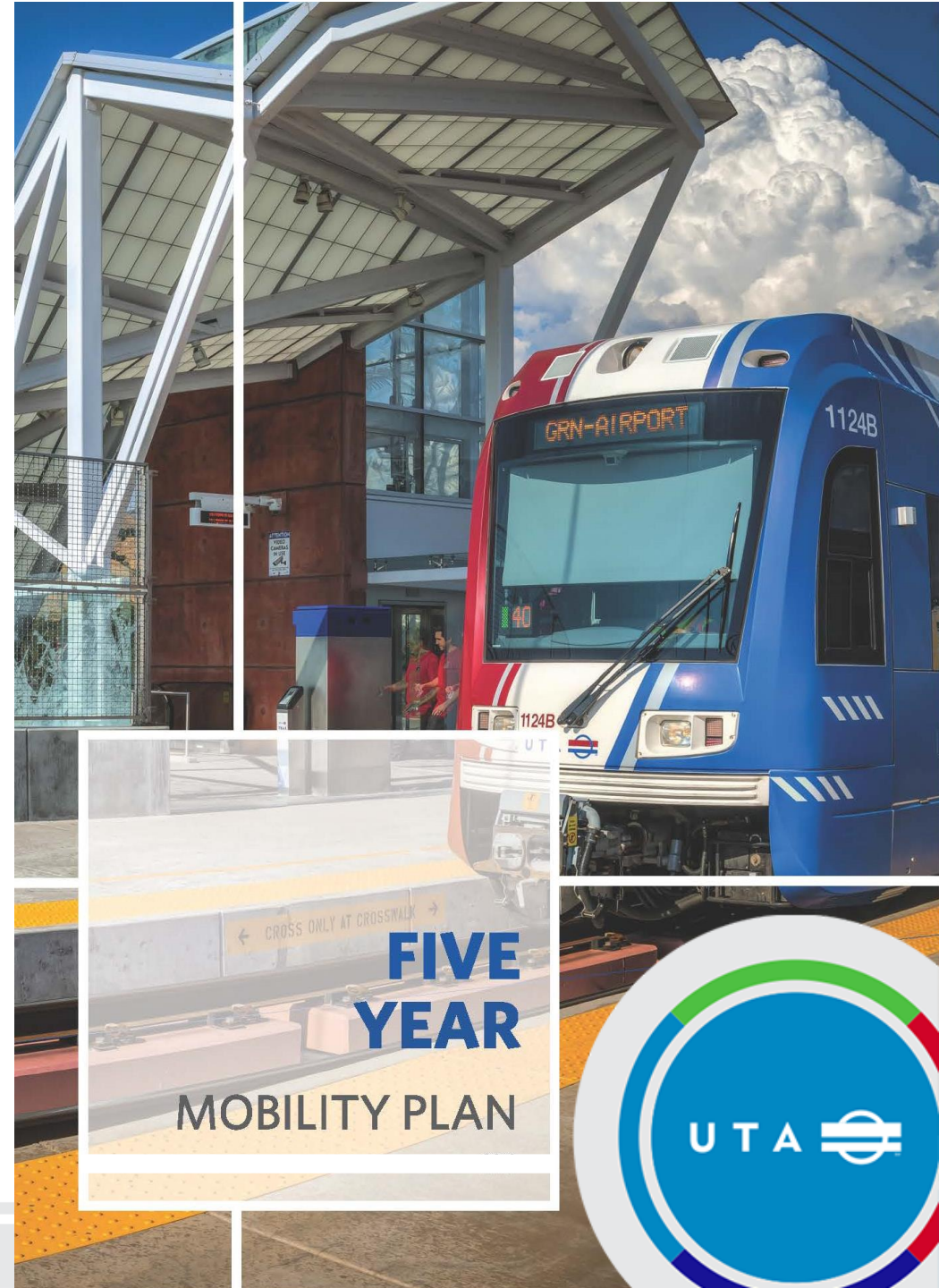
Five-Year Mobility Plan

2020-2024



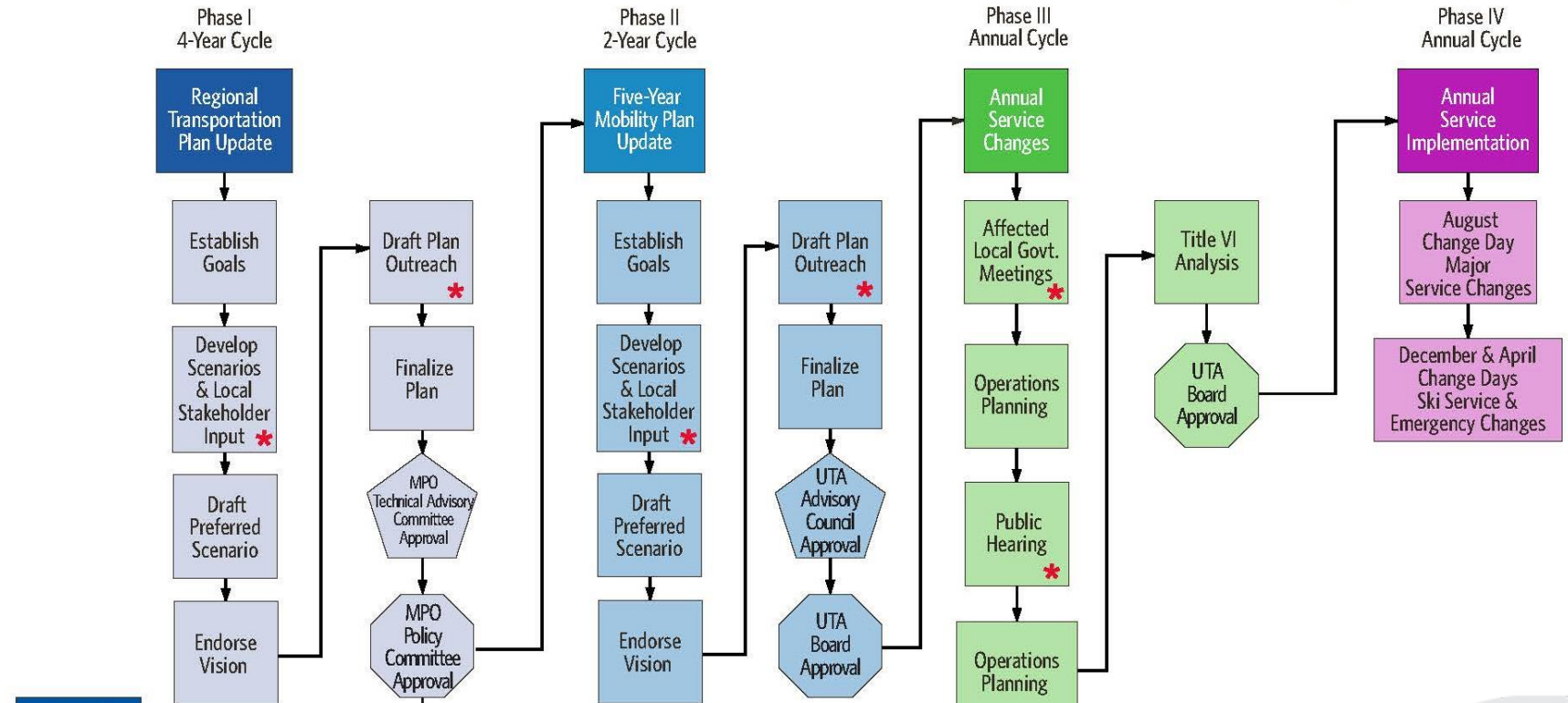
Service Planning Toolbox

1. Service Planning Policy
2. Service Planning Overview
3. Service Design Guidelines
4. Bus Stop Master Plan
5. Five-Year Mobility Plan
6. Comprehensive System Analysis



Service Planning Policy

Strategic Planning Service Planning Operations Planning Implementation



Capital Development Process

Major Transit Projects:

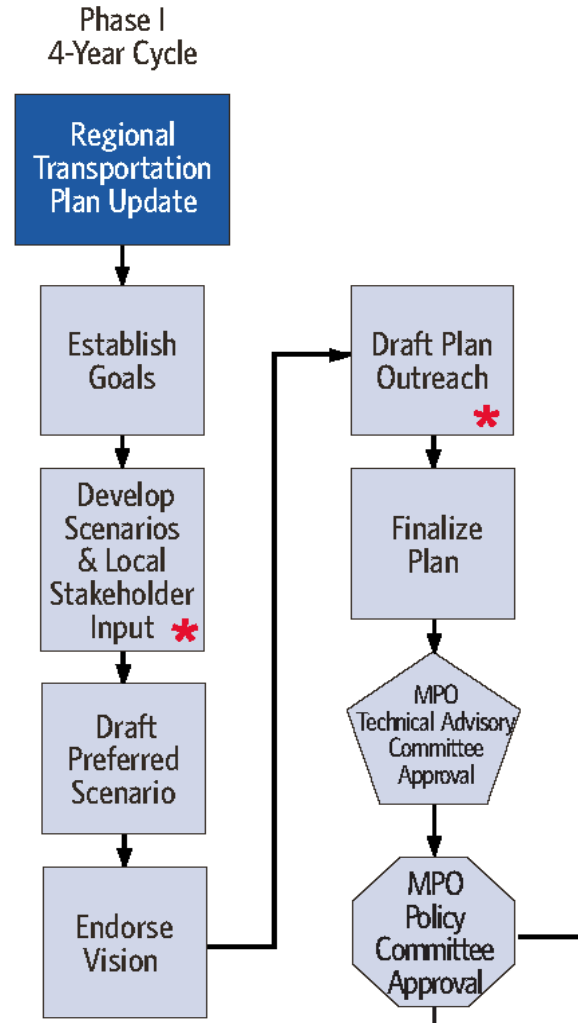
- Bus Rapid Transit
- Light Rail
- Commuter Rail

* Community Engagement Opportunity



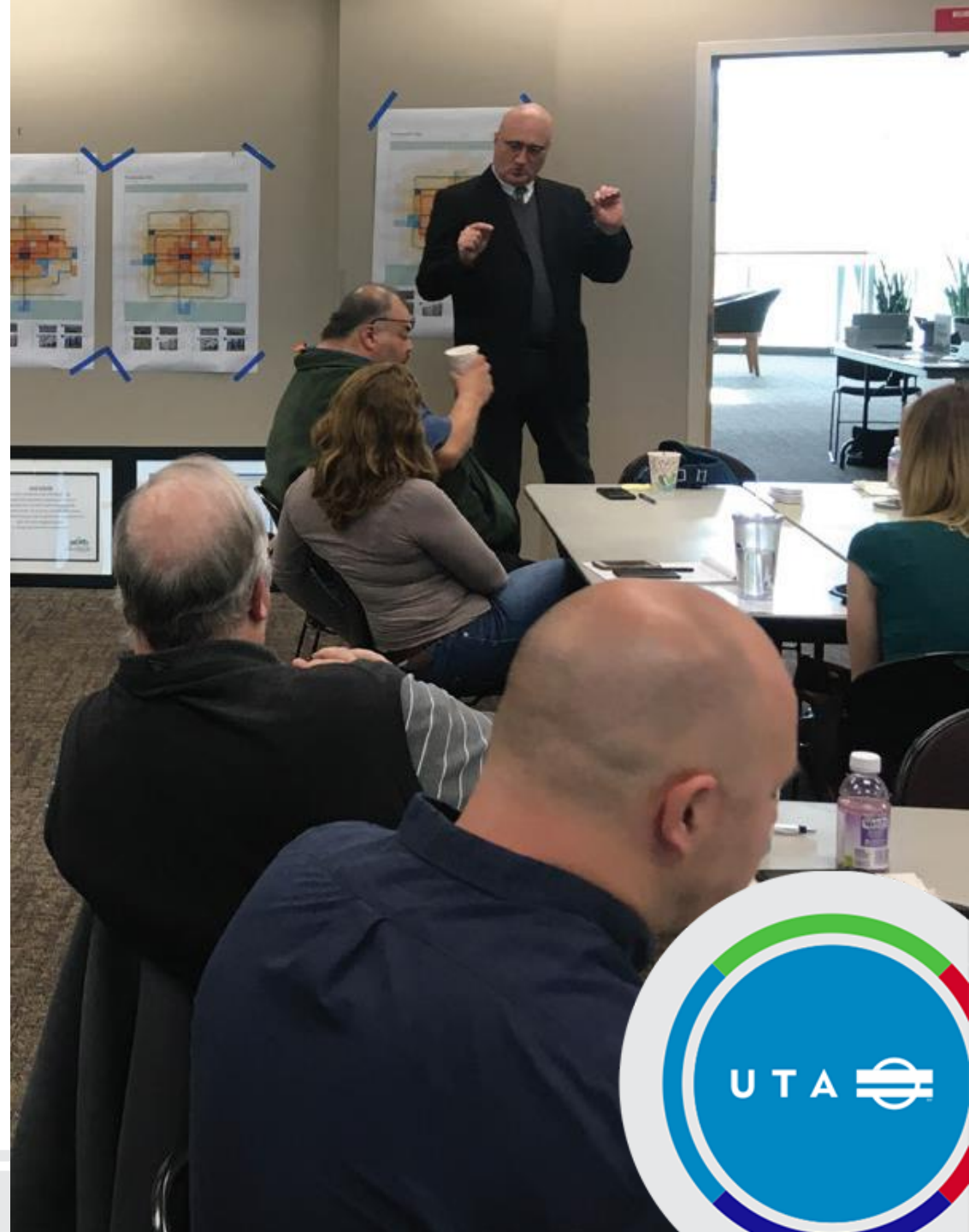
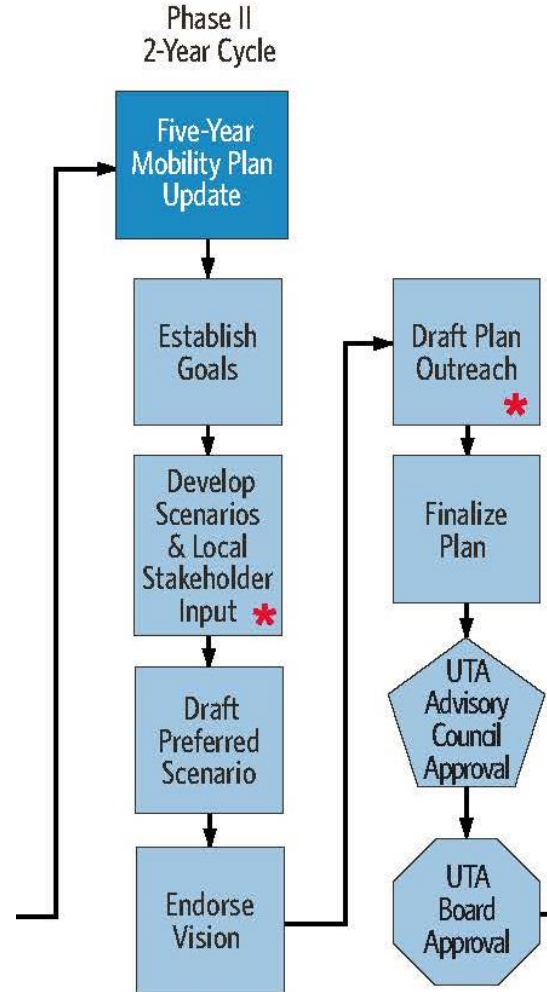
Phase 1 - Regional Transportation Plan

Strategic Planning

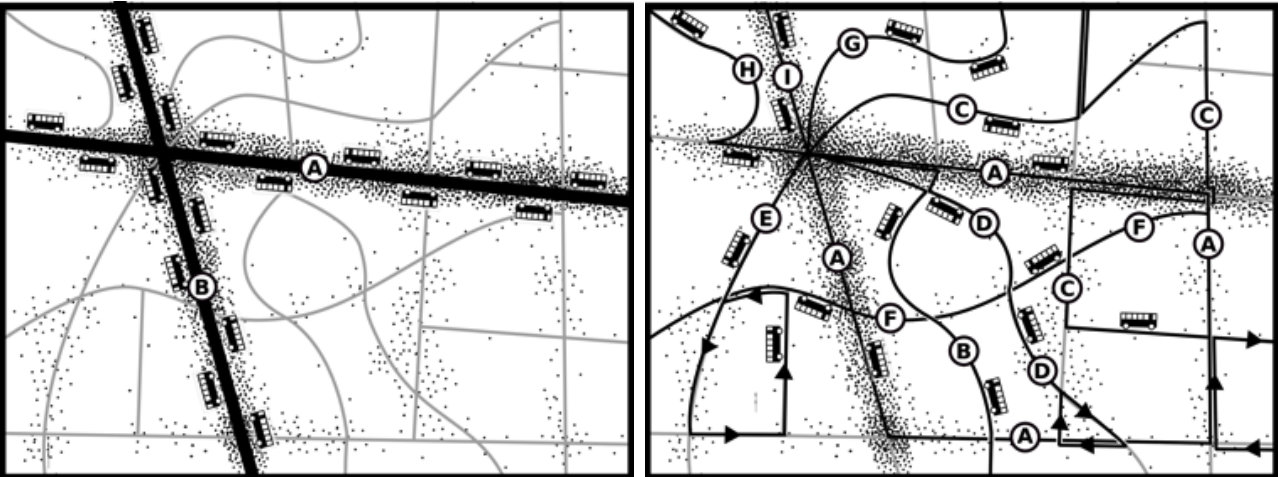


Phase 2 – Five-Year Mobility Plan

Service Planning



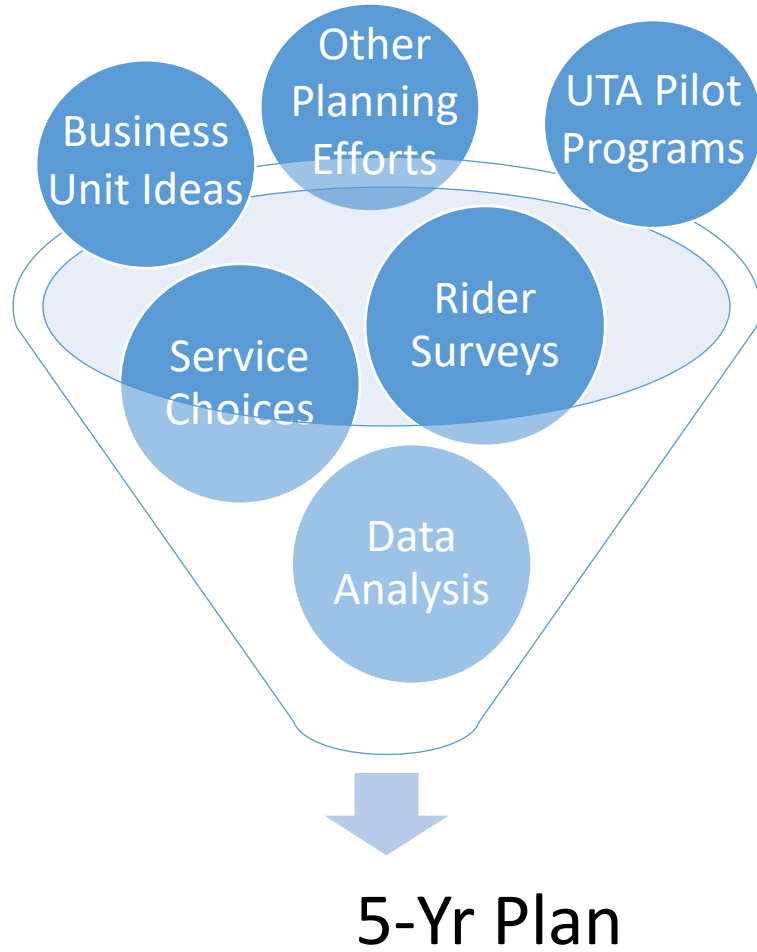
Phase 2 – Five-Year Mobility Plan



UTA Service Choices
Engagement and Planning

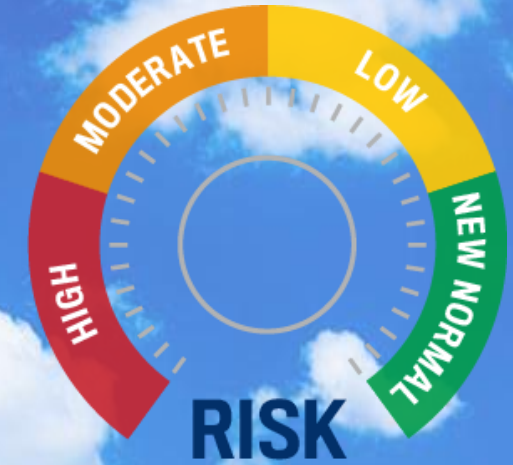


Phase 2 – Five-Year Mobility Plan



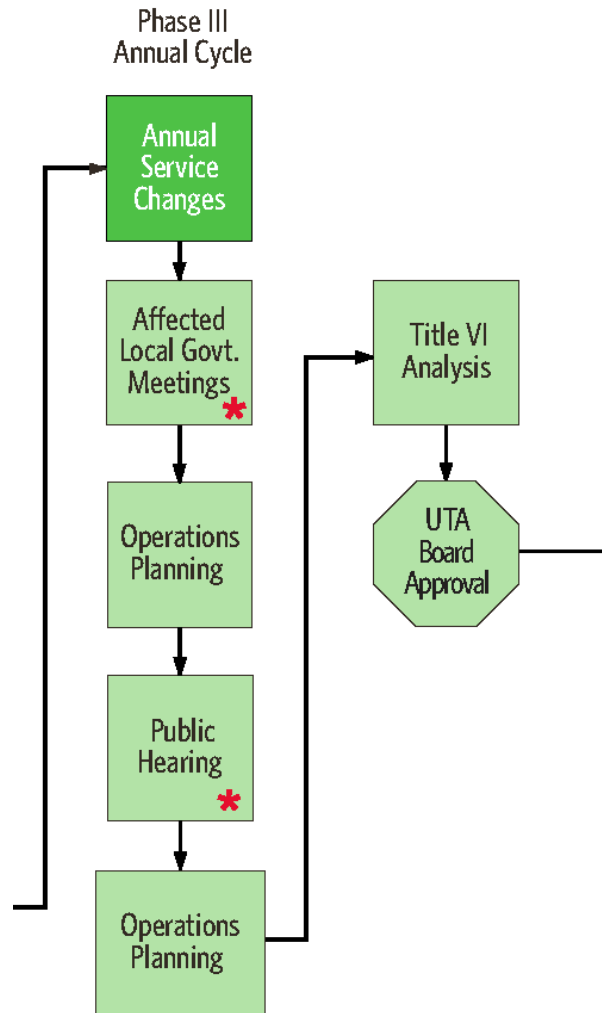
Phase 2 – Five-Year Mobility Plan

1. Adapt to meet needs of a changing transit market
2. Create a network of high frequency transit to drive ridership and make transit more useful
3. Explore new roles for on-demand services like FLEX and microtransit
4. Bring service back within budget targets
5. Be flexible in timeline
6. Expect things to change



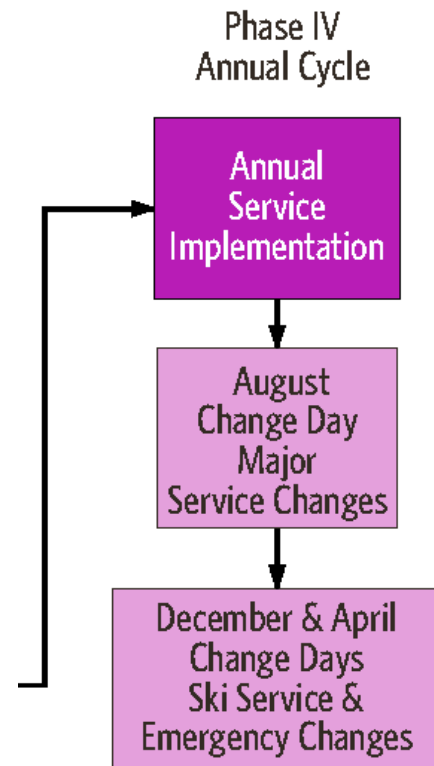
Phase 3 – Annual Service Change Process

Operations Planning



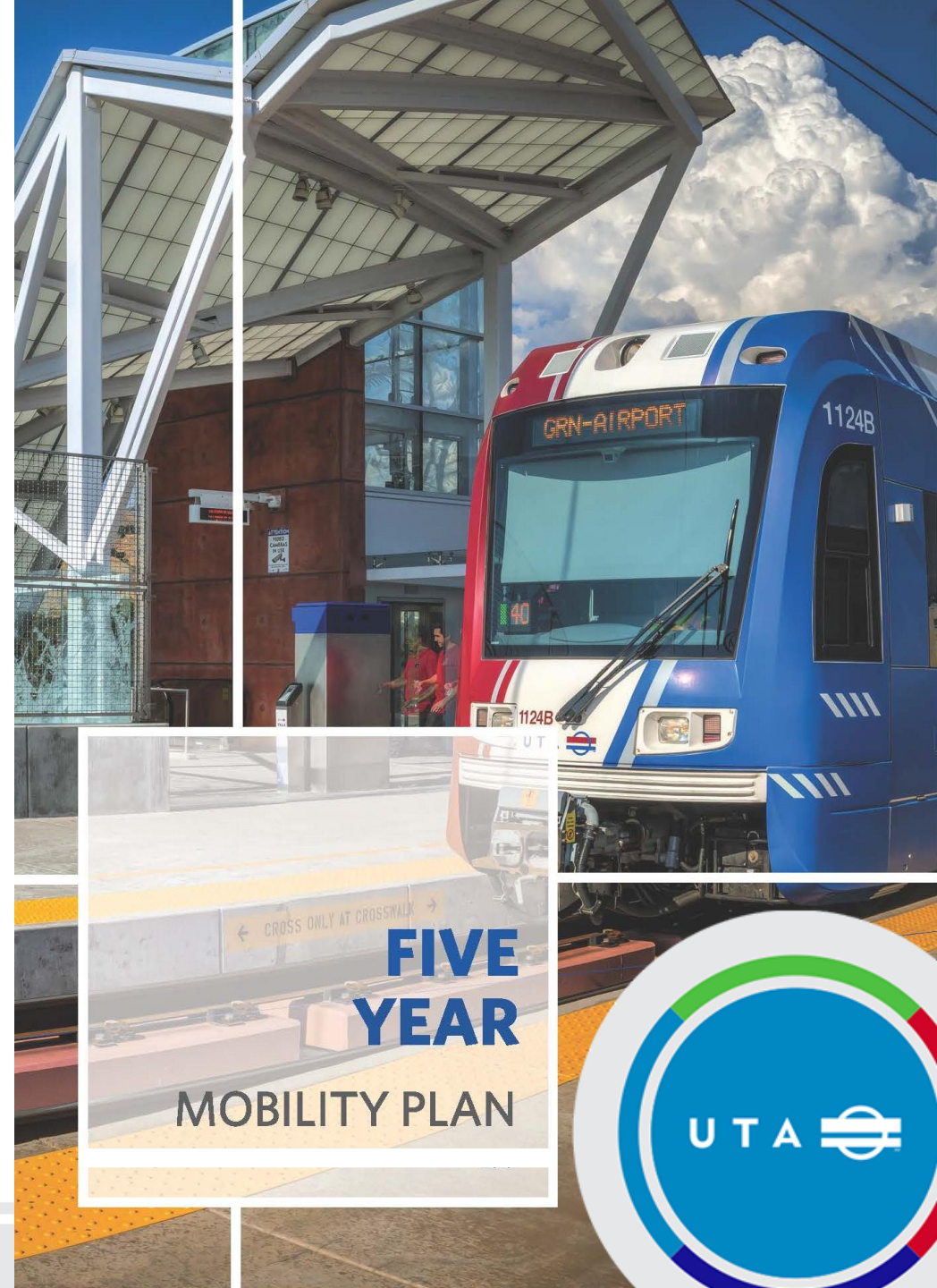
Phase 4 – Service Implementation

Implementation



Five-Year Mobility Plan

1. This Five-Year Mobility Plan will represent anticipated service changes, based on the best information that we have available today.
2. Ongoing analysis and a changing economic and health landscape will almost certainly result in modifications to the plan and its implementation.
3. Each change identified in the plan will go through the Change Day process and will include multiple opportunities for public and local government input, further analysis, and Board approval.



FrontRunner Strategy and Work Program



Growing FrontRunner Capacity

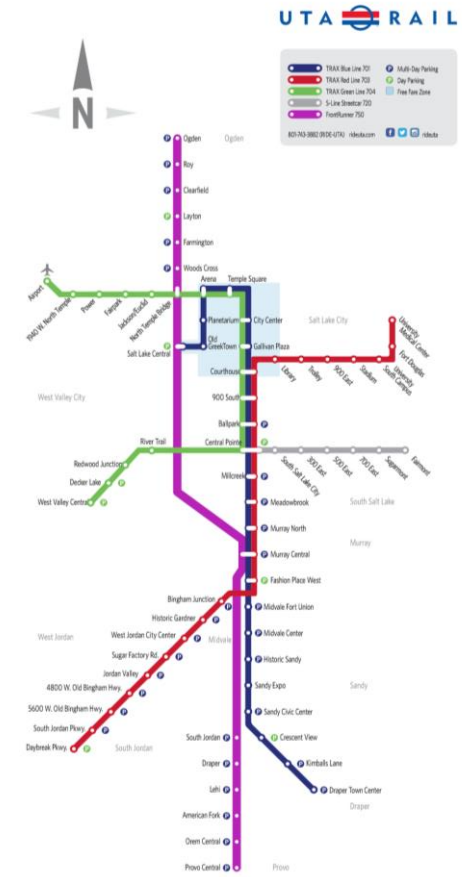
Strategy and Work Program

2 September 2020

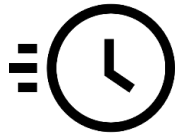


Background

- Vital transportation backbone for the Wasatch Front and alternative to the Interstate 15 freeway
- Additional investment contemplated in plans by the MPOs and previously studied
- Supports economic development and access to opportunity
- UTA’s service area is forecast to double in population by 2065



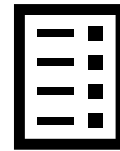
Service Objectives for FrontRunner



Faster trains



Adding trains during peak periods



Frequent service



Allow skip-stop operations



Increase capacity



Regional Objectives for FrontRunner Service



Provide additional options to connect jobs and employees



Increase ridership of Frontrunner and overall transit system



Support real estate and economic development



Reduce congestion on the I-15 corridor



Improve air quality



Enhance safety at grade crossings



Vision

- Conceptual framework that guides the approach to preparing a strategy and work program for growing FrontRunner capacity
- High-level synopsis of the overall program, based on the business plan
- Useful for communicating what UTA and project partners are seeking to accomplish to grow the capacity and reliability of FrontRunner



Business Plan

Background

- Continuously prepared and regularly updated, beginning with initiation of the work program
- Describes service to be provided and implemented in phases
- References the policy, regulatory and technical work involved
- Discusses how the engagement process informed the business plan

Technical

- Outlines financial scenarios based on service type and delivery timing
- Forecasts ridership; capital costs; operations and maintenance costs; and expected revenues by sources
- Transparently discloses and assesses potential risks and uncertainties
- Informs the business case and investment decisions
- Calculates potential economic and fiscal impacts/benefits

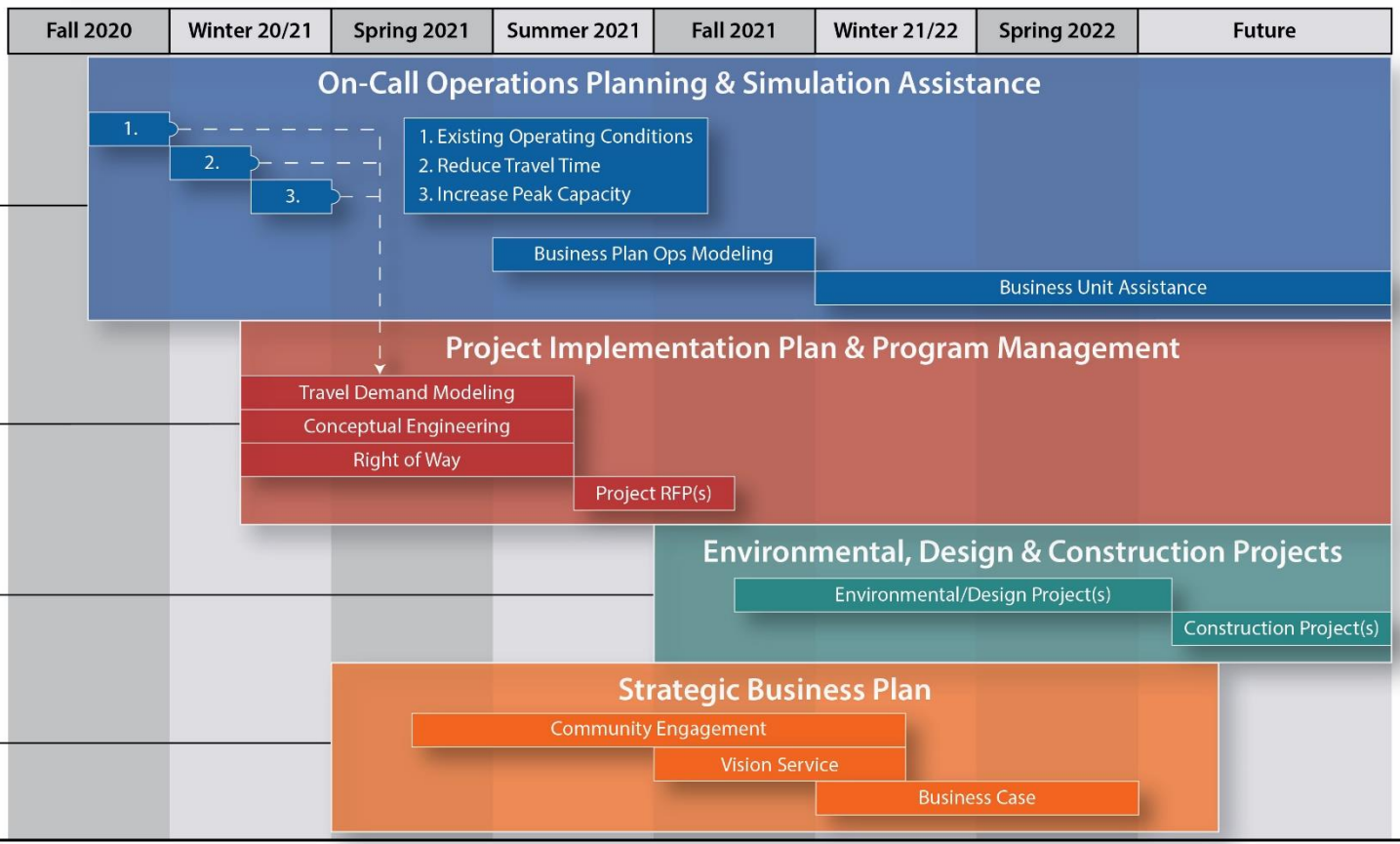


FrontRunner Next Steps Professional Services Strategy



Service Development Office

FrontRunner Business Unit



Step 1: On-call Planning and Simulation Assistance

Explore Operational Scenarios

- Create a model of FrontRunner operations
- Simulate different operating services
- Simulate different rail technologies



Step 2: Project Implementation Plan and Program Management

Prepare and Study Infrastructure Concepts

- Based on identification of scenarios that meet the objective
- Undertake conceptual planning and engineering to identify components needed to implement potential operating scenarios
- Prepare conceptual cost estimate ranges
 - Screen the most promising infrastructure concepts that support potential operating scenarios based on the vision and business plan
 - Provide ongoing project management for FrontRunner program



Step 3: Environmental, Design and Construction Projects

Conduct Regulatory Clearances and Determine Delivery Phasing

Environmental Review

- UTA prepares an Environmental Impact Statement, with FTA as lead agency

Engineering Design

- Survey and design the project at a level needed to inform the business plan, environmental review and construction of early action projects
- Conduct strategic implementation planning
- Identify project design packages constituting distinct phases



Step 3: Environmental, Design and Construction Projects

Construct Early Action Projects

Project Delivery

- Determine funding, financing and delivery methods for the program and early action projects based on the business plan
- Construct and operate early action projects



Best Practices and Lessons Learned

- **Expertise:** Highly qualified and innovative professional services, coupled with UTA's operations know-how
- **Case Studies:** Examine similar systems to understand successes and challenges
- **Creativity:** Identify approaches and methods to rapidly and effectively implement the business plan in harmony with communities
 - **Partnerships:** Work to advance business plan, along with land use integration and mindfulness to promote access to opportunity
 - **Communication:** Listen to stakeholders and be transparent about how to deliver the business plan



Discussion & Questions



Potential Issuance and Sale of Sales Tax Revenue and Refunding Bonds



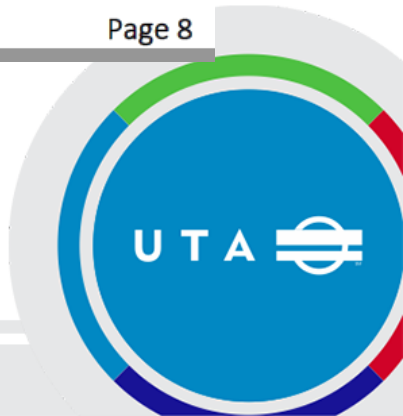
PV Analysis Summary (Gross to Gross)

Gross PV Debt Service Savings	5,426,762.56
Contingency or Rounding Amount	3,187.10
Net Present Value Benefit	\$5,429,949.66
Net PV Benefit / \$73,600,000 Refunded Principal	7.378%
Average Annual Cash Flow Savings	274,884.70

Refunding Bond Information

Refunding Dated Date	10/15/2020
Refunding Delivery Date	10/15/2020

Tax Ref 12 Sub 08/31/20 | SINGLE PURPOSE | 8/31/2020 | 11:45 AM



Other Business

- a. Next meeting on September 23, 2020 at 9:00 a.m.



Adjourn

