

BOARD ENDS POLICIES

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Ends Policy No. 1.1.1

Credo

Good people creating a good transportation value for a better quality of life.

Effective Date: August 27, 2003

Adopted by: R2003-08-04

Revision History	

Ends Policy No. 1.1.2

Vision

Provide an integrated system of innovative, accessible and efficient public transportation services that increase access to opportunities and contribute to a healthy environment for the people of the Wasatch region.

Effective Date: April 26, 2006

Adopted by: R2006-04-05

Revision History	

Ends Policy No. 1.1.3

Mission and Definitions

“Utah Transit Authority strengthens and connects communities thereby enabling individuals to pursue a fuller life with greater ease and convenience by leading through partnering, planning, and wise investment of physical, economic, and human resources.”

“Utah Transit Authority strengthens and connects communities” means the Authority

- links communities with transit services consistent with a regional plan;
- facilitates economic development;
- encourages development of community facilities and public spaces;
- enables increased social interactions among citizens;
- promotes a feeling of ‘ownership’ of the transit services among members of the community.

“enabling individuals to pursue a fuller life with ease and convenience” means the Authority

- provides transportation options that are appropriately priced;
- increases connections and maintains and improves the efficiency of movement at regional, community, and neighborhood levels;
- promotes walkable communities;
- expands the freedoms and choices of the region’s citizens;
- increases citizens’ accessibility to daily destinations;
- provides environmental benefits to the region and its communities;
- increases the integration of transit-dependent populations.

“by leading through partnering” means the Authority

- works to build and maintain bridges with existing partners and identifies potential new partners on a continuous/regular basis;
- cultivates leadership among partners;
- creates and supports roles for a diverse set of partners.

“by leading through...planning” means the Authority

- provides clear goals and offers guidance to regional and community partners;
- anticipates the growth and development of the region;
- takes initiative to execute and implement transit plans and projects;
- works with partners to locate, promote, and implement transit-supportive development in a broad planning context.

“by leading through...wise investment of physical, economic, and human resources” means the Authority

- manages transit operations and services effectively and efficiently,
- provides a satisfying work environment for UTA employees;

- creates and maintains mission/goal driven decision making processes;
- maintains an appropriate balance between system expansion and maintenance;
- continually evaluates and distributes resources for greatest value.

Effective Date: April 26, 2006

Adopted by: R2006-04-06

Revision History	

Ends Policy No. 1.2.1

Safety

The Board of Trustees of the Utah Transit Authority expects that within reason and budgetary constraints UTA properties, facilities and operations are safe for employees, passengers and the general public:

1. Properties are free from conditions that contribute to accidents and injuries.
2. Facilities, including vehicles, are free from unacceptable hazardous conditions and methods of operation.
3. Operations are conducted in environments and in ways that are safe for all who participate in them with minimal disruption of service.
4. Passengers and employees feel safe from hazards and violence.
5. Facilities are safeguarded against vandalism, violence, sabotage and terrorism.
6. Employees are vigilant in correcting observed and/or reported unsafe conditions and practices.

Revision History	
Adopted by Resolution 441	9/30/2002
Amended R2012-08-02	8/22/2012

Ends Policy No. 1.2.2

Advertising

The Board of Trustees of the Utah Transit Authority, acting in its proprietary capacity, allows for advertising on its public transit vehicles, its electronic media, or facilities consistent with contractual agreements, local ordinances, and State and federal laws as a method of preserving or increasing ridership while generating additional revenue to support the Authority's public transit operations and otherwise enhance the Authority's Mission. Advertisements on any Authority vehicle, electronic media, or facility adhere to the restrictions set forth in the Board's Executive Limitations Policy regarding Advertising. Advertisements on Authority's vehicles shall not interfere with the Authority's branding or cause confusion to the public. Except where specifically designated otherwise, the Authority's property is reserved for use by the Authority only. Nothing in this policy or the authorizations created hereunder is intended to alter or change any designation by the Authority of its respective properties as non-public fora.

Revision History		
Ends Policy 1.2.2 Adopted		12/17/03
Revised	R2007-12-05	12/19/07
Amended	R2011-09-01	9/28/2011

Ends Policy No. 1.2.3

Effective Administration of Utah Transit Authority

Utah Transit Authority management and staff will administer UTA in a manner that anticipates future growth with appropriate planning and investment. UTA management and staff will periodically adjust services and fare policies according to a published set of criteria that appropriately price services, optimize ridership and revenues, and provide affordable transportation options for everyone, including transit-dependent populations.

Effective Date: April 26, 2006

Adopted by: R2006-04-07

Revision History	

Ends Policy No. 1.2.4

Procurement

All procurements by and for the Utah Transit Authority are carried out in full compliance with State and federal law and in compliance with established Board policy.

Effective Date: January 28, 2004

Adopted by R2004-01-08

Revision History	

Ends Policy No.1.2.5

Private Enterprise Participation

The Authority meets transportation needs of the community with the assistance of private enterprise as appropriate in order to realize efficiencies and savings. The Authority evaluates its services and operations in comparison with private enterprise options and makes prudent decisions regarding utilization of internal and contracted services.

Revision History	
04-28-04	Adopted R2004-04-06
03-28-12	Amended R2012-03-02

Board Ends Policy 1.2.6

Debt Service Reserve and Rate Stabilization Fund Created.

Utah Transit Authority shall establish and fund on a regular basis, a Debt Service Reserve and Rate Stabilization Fund (the "Fund"), which shall be a restricted reserve of the Authority to be used only for specific purposes as defined herein.

The Debt Service Reserve and Rate Stabilization Fund shall be funded as follows;

- Annually, any savings experienced in the amount of actual variable interest expense from budgeted variable interest expense for the same time period shall be placed into the fund. In this case, variable interest expense is defined as the sum of interest expense, remarketing fees, letter of credit or bond insurance fees and any other fees associated with the cost of the debt, excepting initial costs of issuance. For purposes of this policy, the interest expense portion shall be budgeted at 3.6% per annum. Beginning in 2013, contributions from this source shall be funded at the following rate; 2013 at 25%, 2014 at 75%, 2015 and years after at 100%.

- Any unused monies from debt service reserve funds established for specific bonds may be placed into the Fund when no longer encumbered for the initially reserved debt.

- One time contributions as determined by the General Manager from unused funds in the current year's budget.

- Beginning in 2014, in the event UTA issues refunding bonds that generate net interest expense savings, said savings shall be deposited into the Fund at the end of each Fiscal year, to be used in a manner consistent with this policy.

- For purposes of this Policy, net interest expense savings shall be calculated as the difference between the interest that would have been paid on the old refunded debt less the sum of interest on the new refunding debt (including interest on any increase in par amount needed to fund an escrow for an advanced refunding) plus a pro-rata share of the costs of issuance of the new debt.

The Fund may be used in any of the following ways:

- To make up the difference when actual variable interest expense exceeds budgeted variable interest expense of the Authority, in times of a rising interest rate environment.

- To pay any scheduled debt service payments when the current year budget is unable to do so.

- To retire debt of the Authority prior to scheduled maturity without the use of a refunding bond issue.
- To be pledged as a self-funded debt service reserve for new bond issues.
- To be pledged as collateral for a short term bank line of credit.

Process for using the Fund:

The General Manager or designee may use a portion of the Fund for the purposes identified herein above. The General Manager shall report any use of the Fund to the Finance and Operations Committee. The UTA Board of Trustees, through a majority vote of the Board, may eliminate the funding of this reserve at any time or may alter the permitted use of the Fund as it sees fit.

Revision History		
Adopted	R2012-09-03	September 26, 2012
Amended		January 22, 2014

Ends Policy No. 1.3.1

Customers with Disabilities

The Board of Trustees of the Utah Transit Authority encourages the independent mobility of all customers, with fixed-route being the primary service.

For those customers whose in-person disability evaluation certifies them unable to utilize the Authority's fixed-route service, the Authority is committed to providing paratransit transportation throughout the Authority's service area as practical within budget constraints and in compliance with all applicable federal laws and regulations.

Effective Date: August 27, 2003

Adopted by: R2003-08-02

Change History

Date	Change Definition
06/11/14	Reviewed & Updated by Stakeholder Relations Committee
06/25/14	Changes adopted by the Board of Trustees

Ends Policy No. 1.3.2

Preservation of Mission and Purpose

To preserve Utah Transit Authority's primary mission and purpose, the Authority maintains maximum flexibility and independence. The Authority:

1. Fosters balanced, mutually beneficial partnerships with governmental entities, private corporations and community groups.
2. Retains system-stakeholder ownership and control of the Authority by strengthening geo-political relationships.

Effective Date: August 27, 2003

Adopted by: R2003-08-06

Change History

Date	Change Definition
05/07/14	Reviewed & Updated by Stakeholder Relations Committee
05/21/14	Changes adopted by the Board of Trustees

Ends Policy No. 1.3.3

Internal Communications and Partnering

The Authority maximizes employee performance, growth, commitment, unity, creativity and breadth of contribution in that it:

1. Continually improves communications and relationships among employees at all levels and across all departments.
2. Makes decisions with consideration of the interests of all concerned.
3. Promotes a sense of employee ownership and a sense of family.
4. Provides ongoing training for its employees.

Effective Date: September 24, 2003

Adopted by R2003-09-08

Date	Change Definition
05/07/14	Reviewed & Updated by Stakeholder Relations Committee
05/21/14	Changes adopted by the Board of Trustees

Ends Policy No. 1.3.4

Quality Transportation Services

Utah Transit Authority provides high quality, convenient transportation services and facilities, including fixed route bus, light rail, regional commuter rail, van pools, paratransit, ridesharing, streetcar, bus rapid transit, bicycle and pedestrian transportation accessibility. By following best management practices, UTA delivers transportation services that:

- Provide environmental benefits to the region and its communities
- Are safe and efficient
- Address the needs of the region's persons with disabilities
- Facilitate basic mobility, transportation solutions and access for citizens along the Wasatch Front.

Effective Date: April 26, 2006

Adopted by: R2006-04-08

Revision History	
04-22-15	Changes accepted by Board of Trustees

Ends Policy No. 1.3.5

Essential Partners

Utah Transit Authority works with essential partners on planning, funding, community development, construction, and special services to increase transit ridership. Essential partners include, without limitation; federal funding and regulatory agencies, metropolitan planning organizations, Utah Department of Transportation, counties, municipalities, or other political subdivisions, state legislature, businesses, educational institutions, and developers. Through these partnerships, UTA

- Facilitates economic development
- Encourages development of community facilities and public spaces
- Increases the integration of transit-dependent populations
- Builds relationships with existing partners and identifies potential new partners on a continuous basis
- Provides clear goals and offers guidance to regional and community partners
- Anticipates the growth and development of the region
- Provides quality service to transit-dependent populations.

Effective Date: April 26, 2006

Adopted by: R2006-04-09

Change History

Date	Change Definition
01-28-15	Approved by the Board of Trustees

Ends Policy No. 1.3.6

Leadership and Support

Utah Transit Authority contributes leadership by communicating transportation needs and public opinion to elected leaders; facilitating and communicating a long-range vision for transportation and community development; cultivating harmonious relationships among a diverse set of partners; and working with those partners to locate, promote and implement transit-supportive development in a broad planning context. UTA supports issues related to transportation, environmental quality, economic development, land use, planning and community and regional development.

Effective Date: May 24, 2006
Adopted by: R2006-05-01

Change History

Date	Change Definition
01-28-15	Changes approved by Board of Trustees

Ends Policy No. 1.3.7

Promoting a Feeling of Community Ownership

Utah Transit Authority promotes a feeling of community (public) ownership of the transit system by contributing to municipal planning activities; coordinating transit services with community development; helping communities meet air quality standards; enhancing the overall effectiveness of the regional transportation network; and helping communities meet their transportation needs and desires.

Effective Date: May 24, 2006
Adopted by: R2006-05-02

Change History

Date	Change Definition
01-28-15	Changes approved by the Board of Trustees

Ends Policy No. 1.4.1.a

Property – Acquisition

To achieve the Utah Transit Authority’s vision to provide quality transportation services, the Authority acquires real property within the district as permitted within reason and budgetary constraints:

1. Acquisition of real property that is now needed or that may be needed in the future for the provision of transit (“Transit Property”) within the Authority’s district is a priority of the Authority. This may include property acquired:
 - a. To meet a defined transit need including property for expansion or alteration of an existing project or for a new project;
 - b. To enhance and protect existing transit properties;
 - c. To preserve transportation corridors that may be useful for providing transit in the future;
 - d. To meet the objectives of a long-range transit plan;
 - e. To preserve for an identified transit purpose;
 - f. To preserve for future transit purposes;
 - g. To enhance the value or functionality of the Authority’s transit properties, to enhance transit ridership, or to improve the quality of service provided to the Authority’s riders;
 - h. To provide for relocation of tenants and owners as may be required by state or federal law or regulation, or by contract with a governmental entity.

2. Acquisition of real property that is not currently needed for transit use but that will support transit development within the Authority’s district (“Transit Supportive Development”) is another priority of the Authority. This may include property acquired:
 - a. To enhance transit use;
 - b. To improve the quality of service provided to the Authority’s riders;
 - c. To generate revenue for the purpose of supporting public transit by selling, trading or leasing the Authority’s real property assets.

Effective Date: April 28, 2004

Adopted by R2004-04-03

Revision History	
04-22-15	Policy reviewed and approved with no changes

Ends Policy No. 1.4.1.b

Property - Encumbrance

To achieve the Utah Transit Authority’s vision to provide quality transportation services, the Authority discourages any encumbrance on, across or along railroad right-of-way property if such encumbrance would tend to limit, proscribe or interfere with the present or future uses of the railroad right-of-way property by the Authority in a safe manner for transportation purposes.

Effective Date: April 28, 2004

Adopted by R2004-04-04

Revision History	
04-22-15	Reviewed and Approved by Board of Trustees

Ends Policy No. 1.4.2

Planning, Design, Funding, and Construction of Transportation Infrastructure and Services

Utah Transit Authority plans, funds, designs and builds transportation infrastructure and services according to the long range regional transportation plans of the Wasatch Front Region Council and the Mountainlands Association of Governments. UTA takes initiative to execute and implement transit plans. UTA plans and designs transportation facilities and services to:

- Link communities with transit services consistent with a regional plan
- Increase connections and efficiency of movement at regional, community, and neighborhood levels, including pedestrian accessibility
- Increase citizens' accessibility to daily destinations and expand their freedoms and choices
- Provide direct and convenient access for riders
- Maintain an appropriate balance between system expansion and maintenance
- Reflect continual evaluation and distribution of resources for greatest value.
- Address the needs of the region's persons with disabilities.

Effective Date: April 26, 2006
Adopted by: R2006-04-10

Change History

Date	Change Definition
01-28-15	Changes approved by UTA Board of Trustees

Ends Policy No. 1.4.3

Funding

The Authority secures funding to meet future growth needs in that it:

1. Works aggressively and creatively at the national, state and local level to secure solid financial support necessary to implement long-range regional transit plans approved by the metropolitan planning organizations.
2. Works with metropolitan planning organizations and local government to identify community needs and priorities, and to document priorities in MPO long-range regional transportation plans.
3. Frees organizational resources through creative development of efficiencies.
4. Optimizes revenues and operating costs to achieve the greatest possible ridership with the lowest investment per rider.

Effective Date: September 24, 2003

Adopted by: R2003-09-06

Change History

Date	Change Definition
09/24/03	Original Effective Date
06/11/14	Reviewed & Updated by Stakeholder Relations Committee
06/25/14	Changes adopted by the Board of Trustees