

# UTA Board of Trustees Meeting

January 15, 2025



# Call to Order and Opening Remarks



# Pledge of Allegiance



# Safety First Minute



# Public Comment

- Live comments are limited to 3 minutes per commenter
- Live comments may be heard from in-person attendees as well as Zoom attendees
- For comments via Zoom, use the “raise hand” function in Zoom to indicate you would like to make a comment
- Public comment was solicited prior to the meeting through alternate means, including email, telephone, and the UTA website
- Any comments received through alternate means were distributed to the board for review in advance of the meeting



# Consent Agenda

- a. Approval of December 18, 2024, Board Meeting Minutes



# **Recommended Action**

## **(by acclamation)**

Motion to approve the consent agenda



# Reports





# Executive Director Report



# Ridership Update



# Recognition of Rodeo Participants



# Sunday, November 3, 2024

- 9 Paratransit Operators
- 20 Bus Operators
- Old Salt Lake Central Garage
- 12 Obstacle Courses



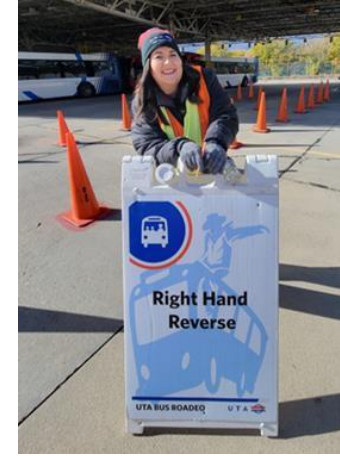
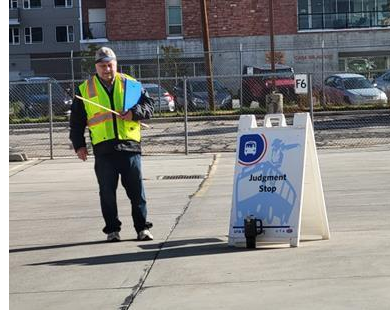
## ▪ 16 Categories

1. Pre-Trip Inspection
2. Serpentine
3. Offset Street
4. Right Turn
5. 1<sup>st</sup> Customer Stop
6. Right Hand Reverse
7. Left Turn
8. Rear Dual Clearance
9. 2<sup>nd</sup> Customer Stop
10. Left Hand Reverse
11. Diminishing Clearance
12. Judgement Stop
13. Safety Habits
14. Smoothness of Operations
15. Operator Appearance
16. Passenger Assistance & Wheelchair Securement (Paratransit only)

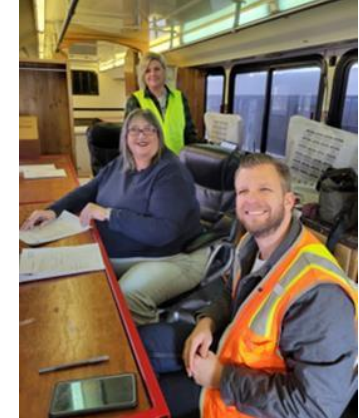




# Let the competition begin .....







**We couldn't have done it  
without all of you  
GREAT JOB EVERYONE!**







### Bus Champs

**1<sup>st</sup> Place** Zack Colton – Timpanogos (APTA 2025 International Bus Rodeo in Austin, TX - April)

**2<sup>nd</sup> Place** Jason Windley – Mt. Ogden

**3<sup>rd</sup> Place** Gustavo Molinaro - Timpanogos

### Paratransit Champs

**1st Place** Donnie Bohman (CTAA Expo 2025 Paratransit Rodeo in San Diego, CA - June)

**2<sup>nd</sup> Place** James Forsgren

**3<sup>rd</sup> Place** Javier Guzman



**Special Services 2024**

**Questions?**





# UTA Memorial: Lawrence (Craig) Jensen





CRAIG JENSEN

In Loving Memory



# **Strategic Plan Minute: 2025 Executive Team Strategic One Page**





# Strategic Plan Minute

1/15/25



Agenda Item 6.b.



## Our Vision

Leading Utah's mobility solutions and improving quality of life

## Our Mission

We Move You

## Our Foundation

Living and Demonstrating the UTA Way

### BOARD STRATEGIC PRIORITIES & SUCCESS OUTCOMES

 <h3>QUALITY OF LIFE</h3> <p>UTA supports community development, sustainably connecting the Wasatch Front through accessible mobility options, strategic investments, and partnerships.</p>	 <h3>CUSTOMER EXPERIENCE</h3> <p>UTA puts its customers first by providing an easy, enjoyable and accessible transit experience where customers feel engaged, safe and cared about.</p>	 <h3>ORGANIZATIONAL EXCELLENCE</h3> <p>UTA's well-resourced workforce excels, innovates and demonstrates empowerment.</p>	 <h3>COMMUNITY SUPPORT</h3> <p>UTA's communities tell our story and transit is recognized as a keystone to Utah's future growth.</p>	 <h3>ECONOMIC RETURN</h3> <p>UTA is an economic engine which positively impacts Utah's statewide economy, benefiting every Utahn.</p>
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### 2030 GOALS AND OBJECTIVES

<ul style="list-style-type: none"> <li>• 70% within 1/2 Mile of Service</li> <li>• Reduce Footprint by 25%</li> </ul>	<ul style="list-style-type: none"> <li>• Increase Net Promoter by 45%</li> <li>• Improve Perceived Safety</li> </ul>	<ul style="list-style-type: none"> <li>• Recognized as Premier Workplace</li> <li>• Increase Improvement Score</li> </ul>	<ul style="list-style-type: none"> <li>• 100+ Partners Telling Transit Stories</li> <li>• Improve Public Satisfaction</li> </ul>	<ul style="list-style-type: none"> <li>• Communities See Economic Value</li> <li>• Increase Return on Investment</li> </ul>
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### 2025 ANNUAL TARGETS

<ul style="list-style-type: none"> <li>• Increase Ridership 11%</li> <li>• Achieve 54% Access to All Day Service</li> <li>• Reduce Carbon Footprint 5%</li> </ul>	<ul style="list-style-type: none"> <li>• Increase Net Promoter 10%</li> <li>• Increase Perceived Safety 5%</li> <li>• Achieve 21% Access to All Day Frequent Service</li> <li>• Increase Customer Information Score 3%</li> </ul>	<ul style="list-style-type: none"> <li>• Increase Organizational Improvement Score 4%</li> <li>• Improve Organizational Excellence Systems Maturity 25%</li> </ul>	<ul style="list-style-type: none"> <li>• Share 100 Transit Digital Stories</li> <li>• Increase Public Relations Score 6%</li> </ul>	<ul style="list-style-type: none"> <li>• Improve Financial Position 5%</li> </ul>
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### ANNUAL STRATEGIC INITIATIVES

<ul style="list-style-type: none"> <li>• Operate 5 Year Service Plan</li> <li>• Finalize &amp; Deploy UTA Sustainability Program</li> </ul>	<ul style="list-style-type: none"> <li>• Implement Customer Experience Improvement Strategies</li> <li>• Establish Transit Connection Program</li> </ul>	<ul style="list-style-type: none"> <li>• Mature UTA Excellence Systems</li> <li>• Continue Implementing Sustainable Service Delivery System</li> <li>• Implement WorkDay HRIS &amp; Trapeze Workforce Management</li> </ul>	<ul style="list-style-type: none"> <li>• Deploy UTA Thought Leadership Plan</li> <li>• Create Community Advocacy Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Establish Olympics Transportation Plan Working Group</li> <li>• Continue TRAX Modernization Plan</li> </ul>
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# Financial Report - November 2024



# Monthly Operating Financial Report November 2024

January 15, 2025



Agenda Item 6.c.

# Utah Transit Authority

Board Dashboard: Nov 30, 2024

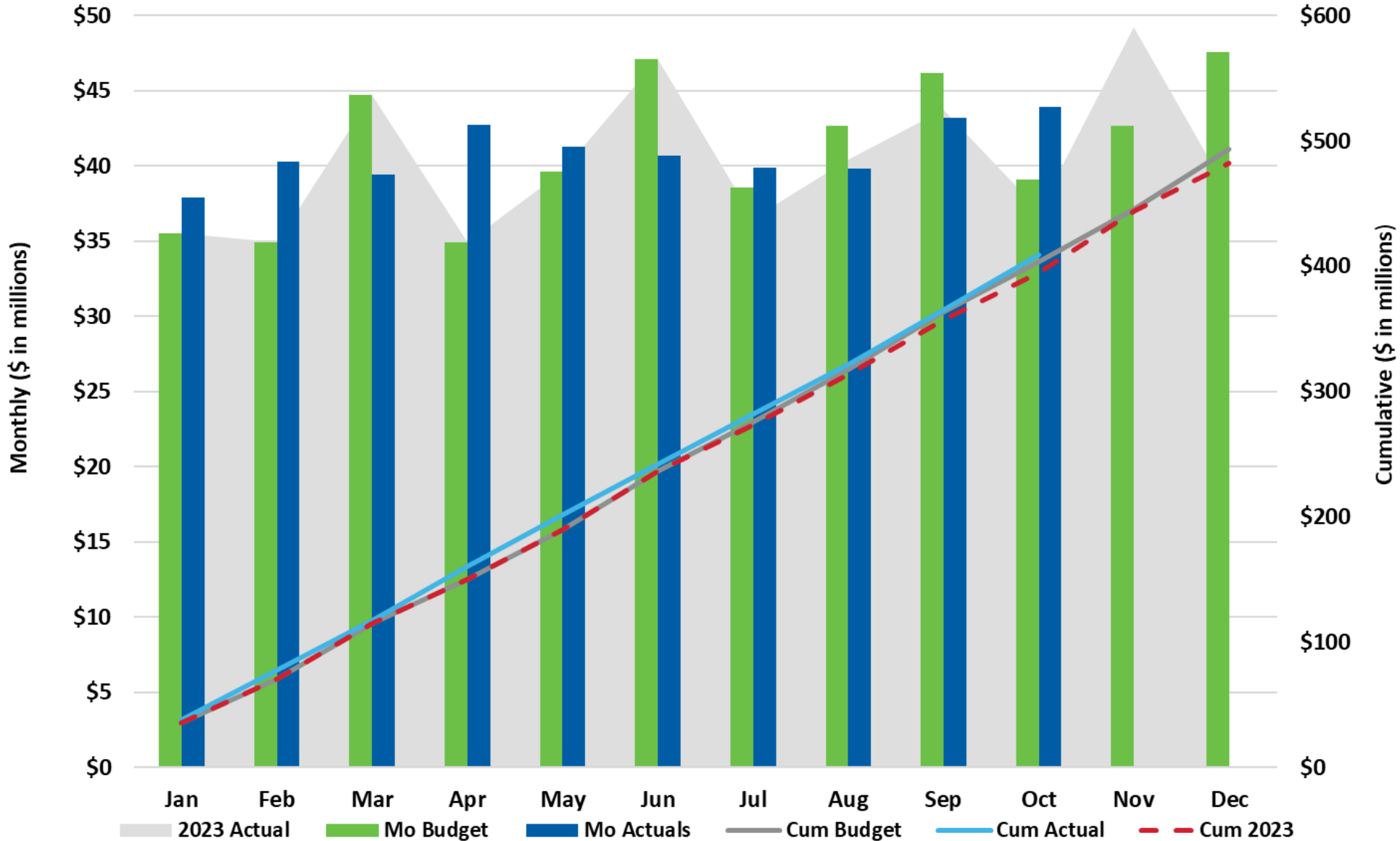
<b>Financial Metrics</b>	Nov Actual	Nov Budget	Fav / (Unfav)	%	YTD Actual	YTD Budget	Fav / (Unfav)	%
Sales Tax (Oct '24 mm \$)	\$ 43.9	\$ 39.1	\$ 4.84	12.4%	\$ 409.2	\$ 403.4	\$ 5.84	1.4%
Fare Revenue (mm)	\$ 2.2	\$ 3.4	\$ (1.28)	-37.2%	\$ 35.5	\$ 34.5	\$ 0.96	2.8%
Operating Exp (mm)	\$ 36.2	\$ 35.6	\$ (0.65)	-1.8%	\$ 380.2	\$ 389.4	\$ 9.14	2.3%
Subsidy Per Rider (SPR)	\$ 10.11	\$ 11.02	\$ 0.91	8.3%	\$ 9.22	\$ 10.78	\$ 1.56	14.5%
UTA Diesel Price (\$/gal)	\$ 2.26	\$ 4.03	\$ 1.77	44.0%	\$ 2.60	\$ 4.03	\$ 1.43	35.5%
<b>Operating Metrics</b>	Nov Actual	Nov-23	F / (UF)	%	YTD Actual	YTD 2023	F / (UF)	%
Ridership (mm)	3.37	3.04	0.3	11.0%	37.40	32.24	5.2	16.0%
<b>Energy Cost by Type (Monthly Avg YTD)</b>								
	<b>Diesel Bus</b> (Cost per Mile)				\$ 0.54			
	<b>Diesel CR</b> (Cost per Mile)				\$ 4.51			
	<b>Unleaded Gas</b> (Cost per Mile)				\$ 0.38			
	<b>CNG</b> (Cost per Mile)				\$ 0.37			
	<b>Bus Propulsion Power</b> (Cost per Mile)				\$ 0.58			
	<b>TRAX Propulsion Power</b> (Cost per Mile)				\$ 0.86			

"Sales Tax" lists the amount of sales tax revenue received for the month listed in bold. All other data reflects the month listed in the table title.



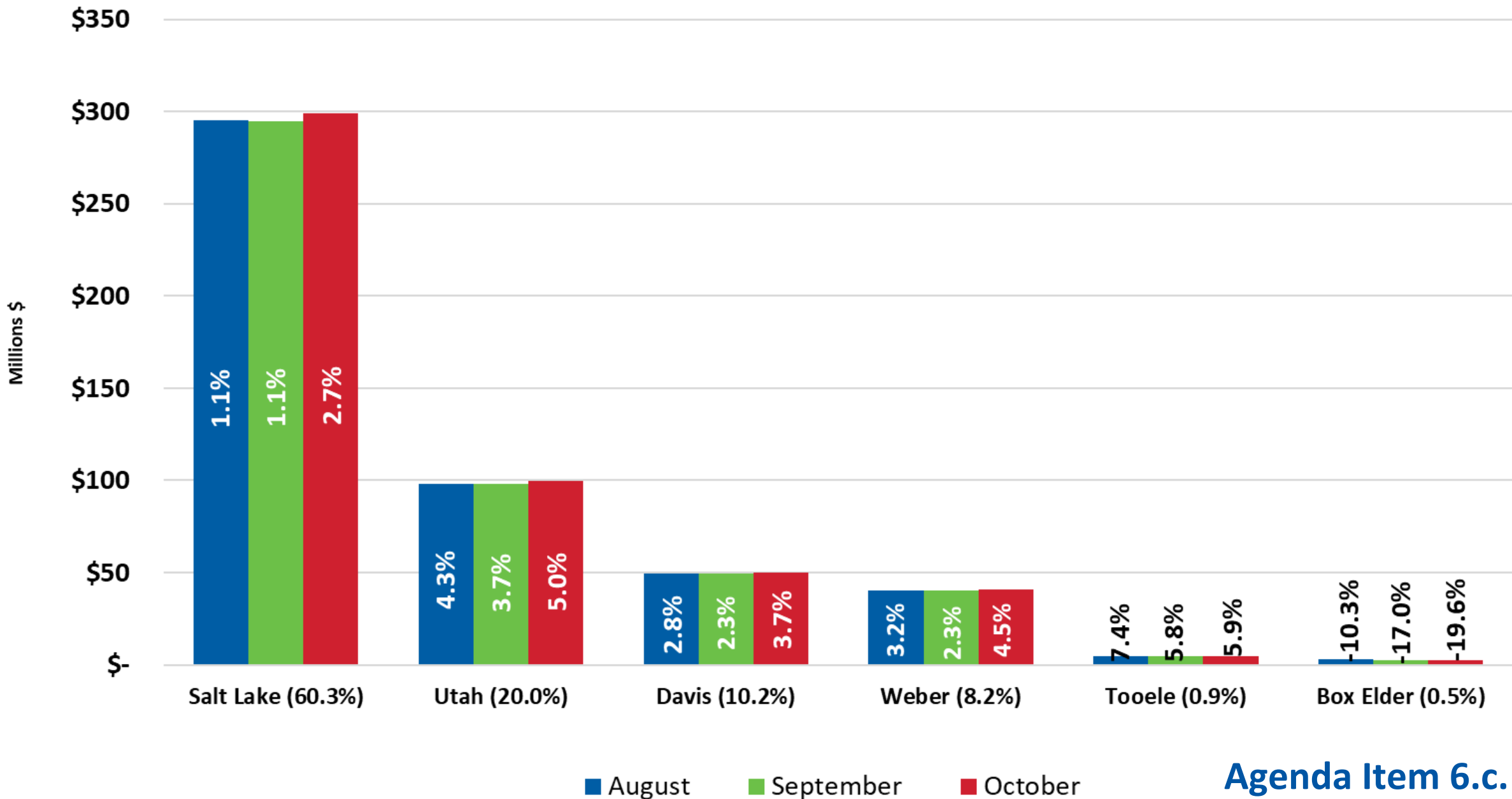
# 2024 Sales Tax

October YTD Variance \$5.8M / 1.4% Above Budget

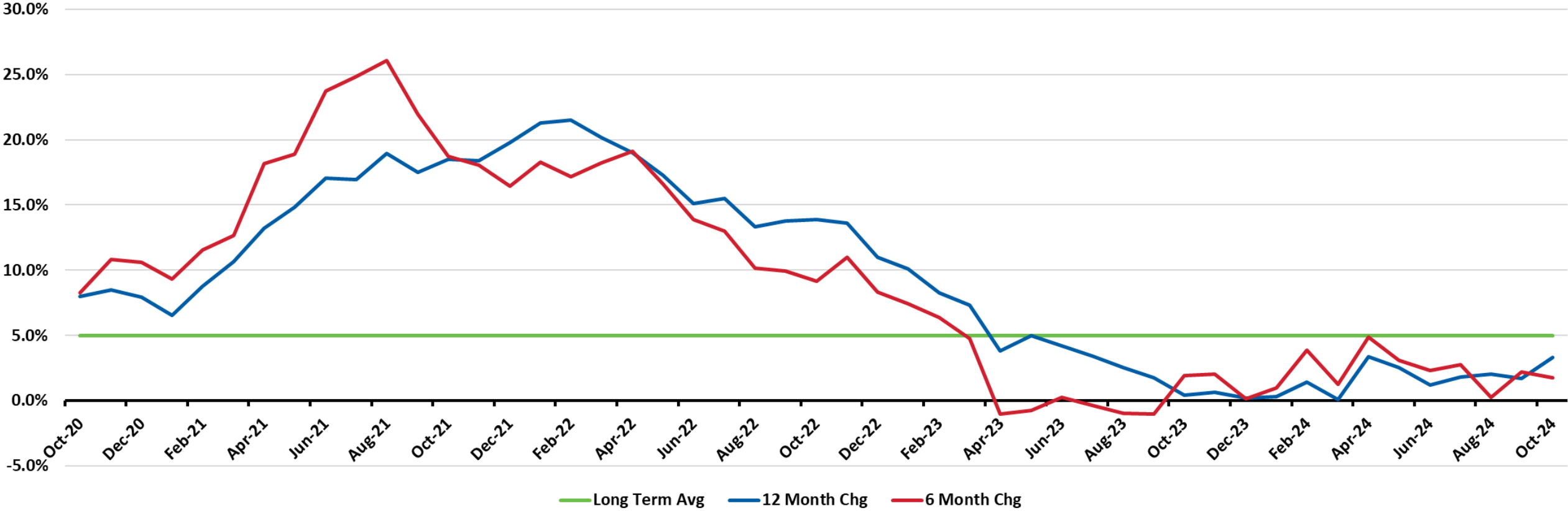


# Sales Tax Collections

## YoY Percentage Change by month ended October 31, 2024

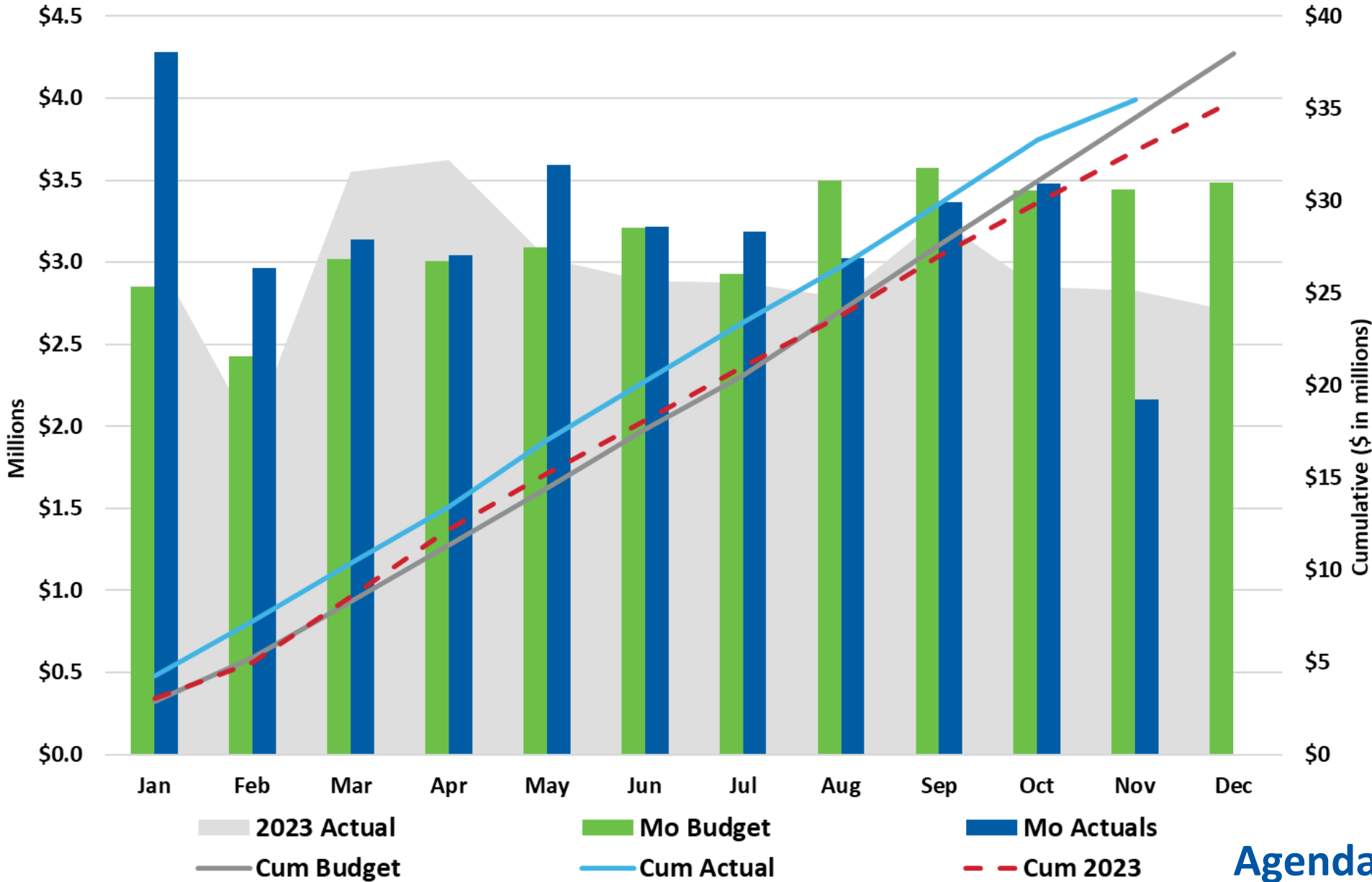


# UTA Sales Tax Growth 2020 - 2024



## 2024 Passenger Revenue

Nov YTD \$1.0M / 2.8% > Budget



# FTE Report: November 2024



## FTE Report

Nov-24

	Budget	Nov-24 Budget vs. Actual			Vacancy Rate		
		Actual	Variance	Vacancy Rate	Prior Month	Start of Year	Prior Year
<b>Administrative FTE</b>							
Admin Depts	633.9	609.5	24.4	3.8%	4.4%	7.1%	6.7%
Operating Depts	384.0	368.5	15.5	4.0%	3.0%	2.5%	2.9%
<b>Subtotal</b>	<b>1,017.9</b>	<b>978.0</b>	<b>39.9</b>	<b>3.9%</b>	<b>3.9%</b>	<b>5.4%</b>	<b>5.2%</b>

Bargaining Unit FTE	Budget	Vacancy			Vacancy Rate	Start of Year	Prior Year
		Actual	Variance	Rate			
Admin Depts	47.0	73.0	-26.0	-55.3%	-66.0%	-54.8%	-109.5%
<i>Operating Modes</i>							
Bus	1078.0	1,153.5	-75.5	-7.0%	-6.2%	3.5%	5.0%
Light Rail	285.0	281.0	4.0	1.4%	-0.4%	-4.9%	-4.2%
Commuter Rail	103.0	108.0	-5.0	-4.9%	-8.7%	3.9%	3.9%
Riverside	157.0	158.5	-1.5	-1.0%	-1.0%	4.7%	5.3%
Asset Mgt	186.0	173.0	13.0	7.0%	11.3%	11.4%	12.0%
<b>Subtotal</b>	<b>1,856.0</b>	<b>1,947.0</b>	<b>-91.0</b>	<b>-4.9%</b>	<b>-4.8%</b>	<b>1.8%</b>	<b>-0.6%</b>

<b>Total FTE</b>	<b>2,873.9</b>	<b>2,925.0</b>	<b>-51.1</b>	<b>-1.8%</b>	<b>-1.7%</b>	<b>3.0%</b>	<b>1.5%</b>
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# November 2024 YTD Financial Results



## OPERATING FINANCIALS

November 2024 YTD

FISCAL YEAR 2024 Dollars In Millions	YEAR-TO-DATE RESULTS					
	Prior Year Actual	Current Year				
		Actual	Budget	Variance		
<b>Revenue</b>						
Sales Tax (Nov accrual)	\$ 437.9	\$ 447.1	\$ 446.1	\$ 1.0	0.2%	
Fares	32.7	35.5	34.5	1.0	2.8%	
Federal	59.5	38.6	80.0	(41.4)	-51.8%	
Other *	65.3	67.7	20.6	47.1	229.2%	
<b>TOTAL REVENUE</b>	<b>\$ 595.4</b>	<b>\$ 588.8</b>	<b>\$ 581.2</b>	<b>\$ 7.6</b>	<b>1.3%</b>	
<b>Expense</b>						
Salary/Wages	\$ 161.4	\$ 177.3	\$ 172.2	\$ (5.1)	-2.9%	
Overtime	13.5	13.0	12.4	(0.6)	-4.6%	
Fringe Benefits	84.1	93.7	92.1	(1.6)	-1.7%	
<b>Total Compensation</b>	<b>\$ 259.0</b>	<b>\$ 283.9</b>	<b>\$ 276.7</b>	<b>\$ (7.2)</b>	<b>-2.6%</b>	
Services	34.2	35.6	41.9	6.3	15.0%	
Parts	21.8	23.1	23.7	0.6	2.5%	
Fuel	27.8	24.7	32.6	7.9	24.2%	
Utilities	6.8	6.1	6.9	0.8	11.7%	
Other	12.7	17.6	19.2	1.5	8.1%	
Capitalized Cost	(10.8)	(10.8)	(11.6)	(0.8)	6.8%	
<b>TOTAL EXPENSE</b>	<b>\$ 351.5</b>	<b>\$ 380.2</b>	<b>\$ 389.4</b>	<b>\$ 9.1</b>	<b>2.3%</b>	
Debt Service	73.4	76.9	76.4	(0.5)	-0.6%	
<b>Contrib. Capital/Reserves</b>	<b>\$ 170.5</b>	<b>\$ 131.7</b>	<b>\$ 115.4</b>	<b>\$ 16.3</b>	<b>14.1%</b>	

\*Does not include Sale of Assets (\$508.4K favorable) or Non-Cash items

Favorable/(Unfavorable)

Agenda Item 6.c.

# Questions?



# Capital Program Update November 2024

January 15, 2025





**Utah Transit Authority  
Capital Program: November 30, 2024**

Chief Office	Nov Actual	Nov Budget	Variance	%	YTD Actual	YTD Budget	Variance	%
<b>People</b>	\$ 227	\$ 40,000	\$ 39,773	● 99.4%	\$ 1,855,715	\$ 2,209,000	\$ 353,285	● 16.0%
<b>Executive Director</b>	385,760	373,000	(12,760)	● -3.4%	1,729,238	2,272,000	542,762	● 23.9%
<b>Planning &amp; Engagement</b>	197,340	427,000	229,660	● 53.8%	3,152,322	5,076,000	1,923,678	● 37.9%
<b>Operations</b>	487,450	675,000	187,550	● 27.8%	4,048,153	5,068,000	1,019,847	● 20.1%
<b>Enterprise Strategy</b>	180,374	3,521,000	3,340,626	● 94.9%	4,009,388	8,612,000	4,602,612	● 53.4%
<b>Finance</b>	2,650,674	2,879,000	228,326	● 7.9%	17,169,844	27,787,000	10,617,156	● 38.2%
<b>Capital Services</b>	14,564,178	18,349,000	3,784,822	● 20.6%	106,204,179	140,315,000	34,110,821	● 24.3%
<b>Total</b>	\$ 18,466,002	\$ 26,264,000	\$ 7,797,998	● 29.7%	\$ 138,168,840	\$ 191,339,000	\$ 53,170,160	● 27.8%

UTAH TRANSIT AUTHORITY



# November YTD Capital Spend



## Top 10 Project Spend YTD November 2024

Project	YTD Actual Cost
Mid-Valley Connector	\$ 17,255,670
Paratransit Replacements	9,917,742
TPSS Component Replacement Program	9,189,975
Fares Systems Replacement Program	8,389,893
Light Rail Vehicle Rehab	7,785,627
PSS Component Replacement	6,395,304
Replacement Non-Revenue Support Vehic	5,955,313
Rail Car Purchase	5,000,000
Replacement Buses	4,566,421
Rail Replacement Program	3,750,199
Train Control Rehab & Replacement	3,512,075
Total	\$ 81,718,220



# Questions-



# Resolutions

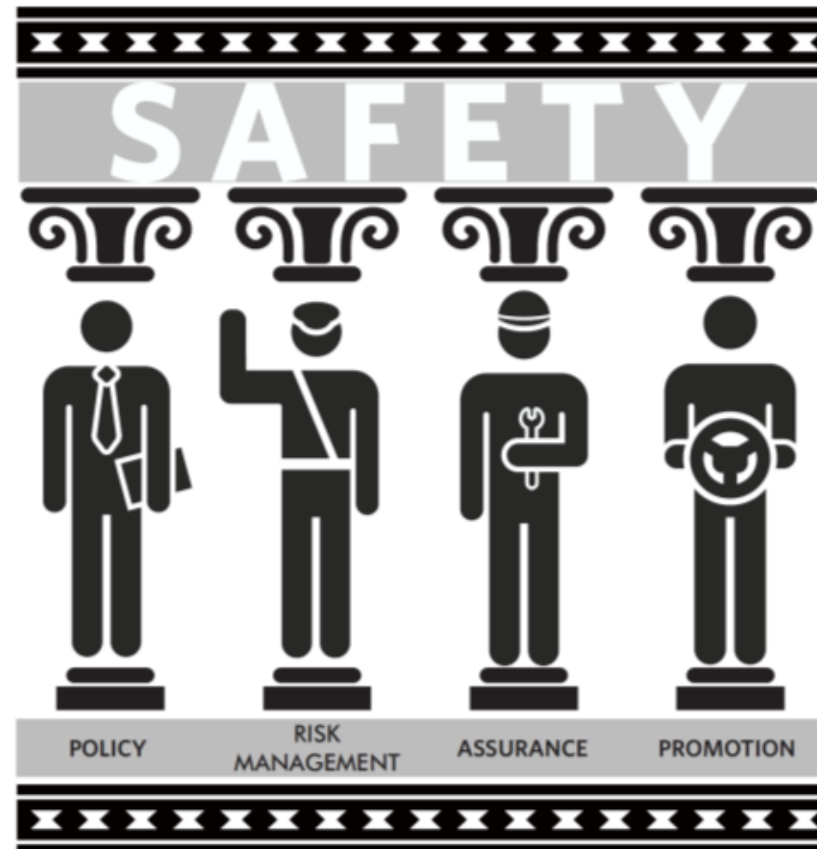


**R2025-01-01 -  
Resolution Approving and Reauthorizing  
the 2024 Public Transit Agency Safety Plan**



# Utah Transit Authority 2024 Transit Agency Safety Plan

UTAH TRANSIT AUTHORITY  
TRANSIT AGENCY SAFETY PLAN (TASP)



Travis King  
Director of Safety and Security

Agenda Item 7.a.



# 49 CFR Part 673

- ▶ General Requirements for PTASPs (Each safety plan must include, at a minimum)
- ▶ A process and timeline for conducting an annual review and update of the safety plan
- ▶ The designation of a Chief Safety Officer
- ▶ The documented processes of the agency's SMS, including the agency's Safety Management Policy and processes for Safety Risk Management, Safety Assurance, and Safety Promotion
- ▶ An employee reporting program
- ▶ Performance targets based on the safety performance measures established in FTA's National Public Transportation Safety Plan (NSP)



# Who approves a Safety Plan

- ▶ Each safety plan must be approved by Union Leadership
- ▶ Each safety plan must be signed by an operator's Accountable Executive
- ▶ Each safety plan must be approved by its Board of Directors or an equivalent authority (such as a mayor, county executive, or grant manager)
- ▶ State Safety Oversight Agencies (SSOAs) must approve the safety plans of the rail transit agencies they oversee

# TASP 2024 Updates

## ▶ Highlight of Changes

- **Added section 2.1.7, covering Risk Based Inspections**
- **Added “Vehicle door openings to no platform in revenue service, or opening during train movement” to the thresholds list for serious occurrences in 3.2.1.2**
- **Updated Organizational Charts and System Maps**

# Questions



**Agenda Item 7.a.**

# Recommended Action

(by roll call)

Motion to approve R2025-01-01 – Resolution Approving and Reauthorizing the 2024 Public Transit Agency Safety Plan, as presented



**R2025-01-02 -  
Resolution Granting 2024 and 2025  
Expenditure and Disbursement Authority to  
Non-Inventory Vendors**



# 2024 Ratification

Type	Vendor Name	Purpose	2024 as of 11/20/2024	2024 Not to Exceed	2025 Not to Exceed
Payroll	Utah-Idaho Teamsters Security	Health Insurance for Employees	400,225	686,100	713,544

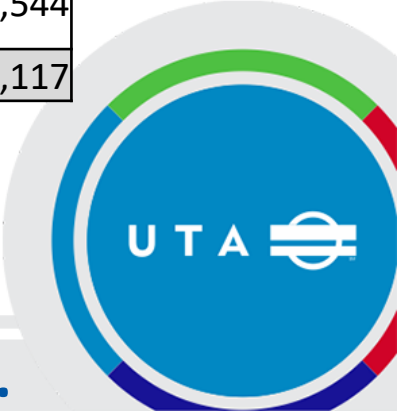
Utah-Idaho Teamsters Security exceeded the \$200,000 threshold during third quarter. This ratification is therefore required. All other 2024 Not to Exceed amounts are unchanged.



# 2025 – Payroll

Type	Vendor Name	Purpose	2024 as of 11/20/2024	2024 Not to Exceed	2025 Not to Exceed
Payroll	AMALGAMATED TRANSIT UNION	Union Dues for Employees	726,099	901,290	937,342
Payroll	VANTAGEPOINT TRANSFER AGENTS -	457 Plans	7,112,627	9,065,828	9,428,461
Payroll	MUTUAL OF AMERICA LIFE INS.	457 Plans	4,079,656	6,761,588	7,032,052
Payroll	OFFICE OF RECOVERY SERVICES	Utah State Child Support	381,159	423,703	440,651
Payroll	UTAH ST TAX (WITHHOLDING ONLY)	Payroll Taxes	7,700,305	10,191,722	10,599,391
Payroll	UTA/ATU JOINT INSURANCE TRUST	Health Insurance (Collective Bargaining)	27,904,009	29,308,452	30,480,790
Payroll	Cambridge Associates, LLC.	Pension Contribution	28,692,340	33,121,439	34,446,297
Payroll	Utah-Idaho Teamsters Security	Health Insurance for Employees	400,225	686,100	713,544
Payroll	Department of the Treasury	Payroll Taxes	42,162,864	44,456,843	47,235,117

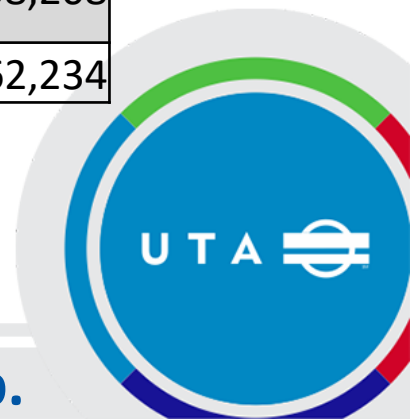
4% Increase based on approved budget.



# 2025 - Debt, Government and Utilities

Type	Vendor Name	Purpose	2024 as of 11/20/2024	2024 Not to Exceed	2025 Not to Exceed
Debt	Utah County Government	4th QTR Sales Tax Agreement with Utah Co.	2,565,910	2,565,910	3,374,292
Government	Utah Attorney General's Office	Legal Services	1,668,733	1,855,728	1,916,039
Utility	AT&T ++	Cellular Connection to Buses	394,875	563,385	581,695
Utility	CENTURY LINK (QWEST) +++	Internet Connection	274,108	485,599	501,381
Utility	MURRAY CITY UTILITIES	Electric, Water, and Sewer	552,577	630,219	650,701
Utility	ROCKY MOUNTAIN POWER	Electricity	8,270,542	8,734,680	9,018,557
Utility	FirstNet	Cellular Phone Contract	698,286	904,428	933,822
Utility	Enbridge Gas Utah(Dominion Energy/Questar)	Natural Gas	1,204,590	2,652,017	2,738,208
Utility	Salt Lake City Corp	Electric, Water, and Sewer	69,514	253,979	262,234

3.5% Increase based on approved budget.





# Recommended Action

(by roll call)

Motion to approve R2025-01-02 –  
Resolution Granting 2024 and 2025 Expenditure and Disbursement  
Authority to Non-Inventory Vendors, as presented



**R2025-01-03 –  
Revised Resolution Setting Compensation  
for District Officers and Administration  
Employees**



## Jobs Added to Structure

- Job(s) added to the structure that require adoption by the Board of Trustees
  - Manager Transit Oriented Development (MG2079)
  - Project Administrator Operations and Maintenance (MG2159)
  - Labor Relations Specialist (PR1048)



# Recommended Action

(by roll call)

Motion to approve R2025-01-03 – Revised Resolution Setting Compensation for District Officers and Administration Employees, as presented



# Contracts, Disbursements, and Grants



# **Contract: Security Guard Services (Allied Universal Security Services)**

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## **Recommended Action (by acclamation)**

Motion to approve the contract with Allied Universal Security Services for Security Guard Services, as presented



# **Contract: Transit Transportation Investment Program Funds (TTIF) Cooperative Funding Agreement for Sharp / Tintic Project - UTA Local Match (Utah Department of Transportation)**

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## **Recommended Action (by acclamation)**

Motion to approve the contract with the Utah Department of Transportation for Transit Transportation Investment Program Funds Cooperative Funding Agreement for Sharp / Tintic Project - UTA Local Match, as presented



# **Contract: Transit Transportation Investment Program Funds (TTIF) Cooperative Funding Agreement for Ogden Express (Utah Department of Transportation)**

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## **Recommended Action (by acclamation)**

Motion to approve the contract with the Utah Department of Transportation for Transit Transportation Investment Program Funds Cooperative Funding Agreement for Ogden Express, as presented





# **Change Order: On-Call Infrastructure Maintenance Contract Task Order #25-004 – 2025 FrontRunner and TRAX Tamping (Stacy and Witbeck, Inc.)**

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## **Recommended Action (by acclamation)**

Motion to approve task order number 25-004 to the On-Call Infrastructure Maintenance Contract with Stacy and Witbeck, Inc. for 2025 FrontRunner and TRAX Tamping, as presented



# **Change Order: Mt. Ogden Administration Building Design Services Change Order No. 001 – Bus Parking and Canopy Design (AECOM Technical Services, Inc.)**

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## **Recommended Action (by acclamation)**

Motion to approve Change Order No. 001 for Mt. Ogden Administration Building Design Services - Bus Parking and Canopy Design, with AECOM Technical Services, Inc., as presented



# Pre-Procurements

- Transit Technical Education Center (TTEC) Building Remodel
- Midvale Shop Floor Renovation



# Other Business

- a. Next Meeting: Wednesday, January 29, 2025, at 9:00 a.m.



# Closed Session

- a. Strategy Session to discuss the Purchase, Exchange, or Lease of Real Property



# **Recommended Action**

## **(by acclamation)**

Motion for a closed session to discuss the Purchase, Exchange, or Lease of Real Property



# Closed Session



# Open Session





# **Revised Motion for R2025-01-02 – Resolution Granting 2024 and 2025 Expenditure and Disbursement Authority to Non-Inventory Vendors**

## **Recommended Action (by roll call)**

Motion to approve R2025-01-02 –  
Resolution Granting 2024 and 2025 Expenditure and Disbursement  
Authority to Non-Inventory Vendors, with the following revisions:

- Utah-Idaho Teamsters Security disbursement purpose for 2024 & 2025 is  
“Health Insurance for Employees”
- Utah County Government disbursement for 2025 is “\$2,565,910”



# Adjourn

