

UTA Board of Trustees Meeting

December 9, 2020

This meeting will begin at 9:00 a.m.

To provide public comment live in the meeting, please follow instructions on the posted agenda

(link to meetings page below):

<https://rideuta.com/Board-of-Trustees/Meetings>



UTA Board of Trustees Meeting

December 9, 2020



Call to Order and Opening Remarks

Electronic Meetings Determination Statement



Safety First Minute



Public Comment

Live comments are limited to 3 minutes per commenter

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

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



Consent Agenda

- a. Approval of December 2, 2020 Board Meeting Minutes



Recommended Action (by acclamation)

Motion to approve consent agenda



Agency Report



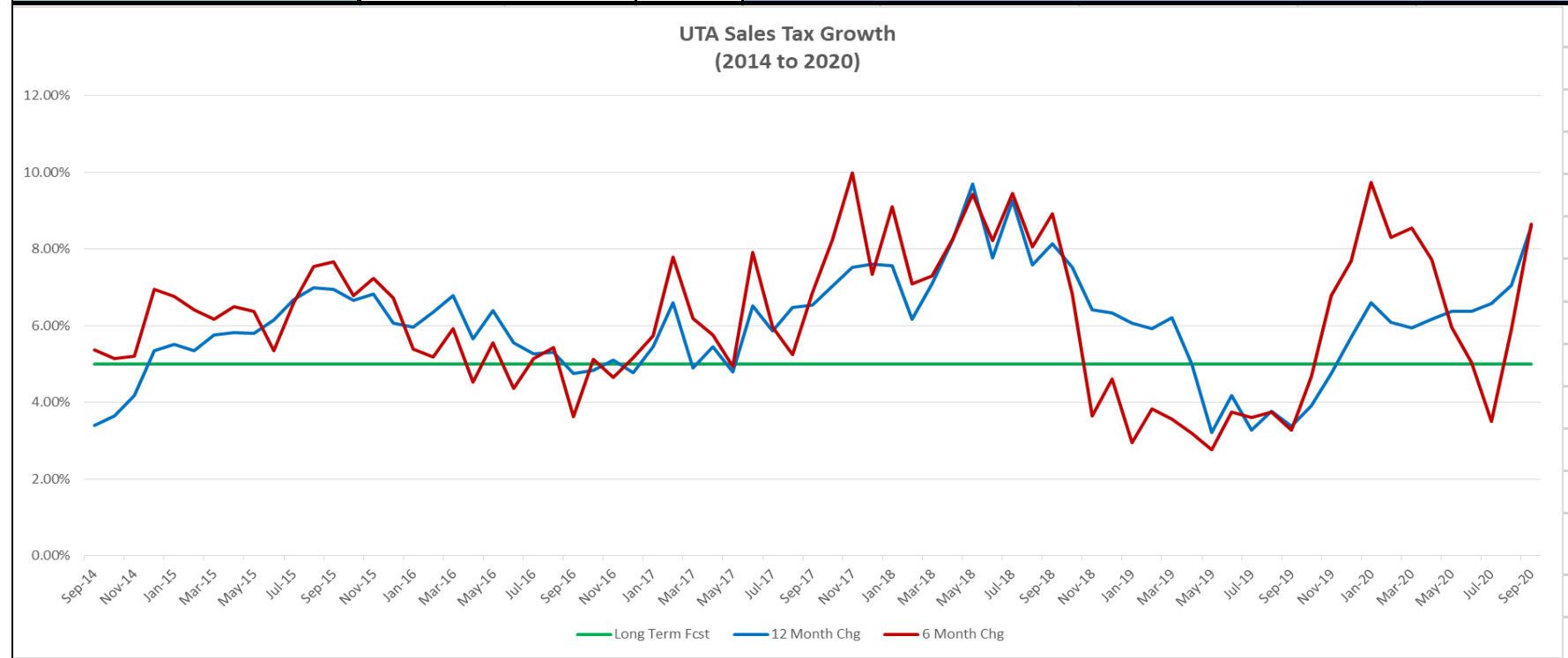
Financial Report – October 2020



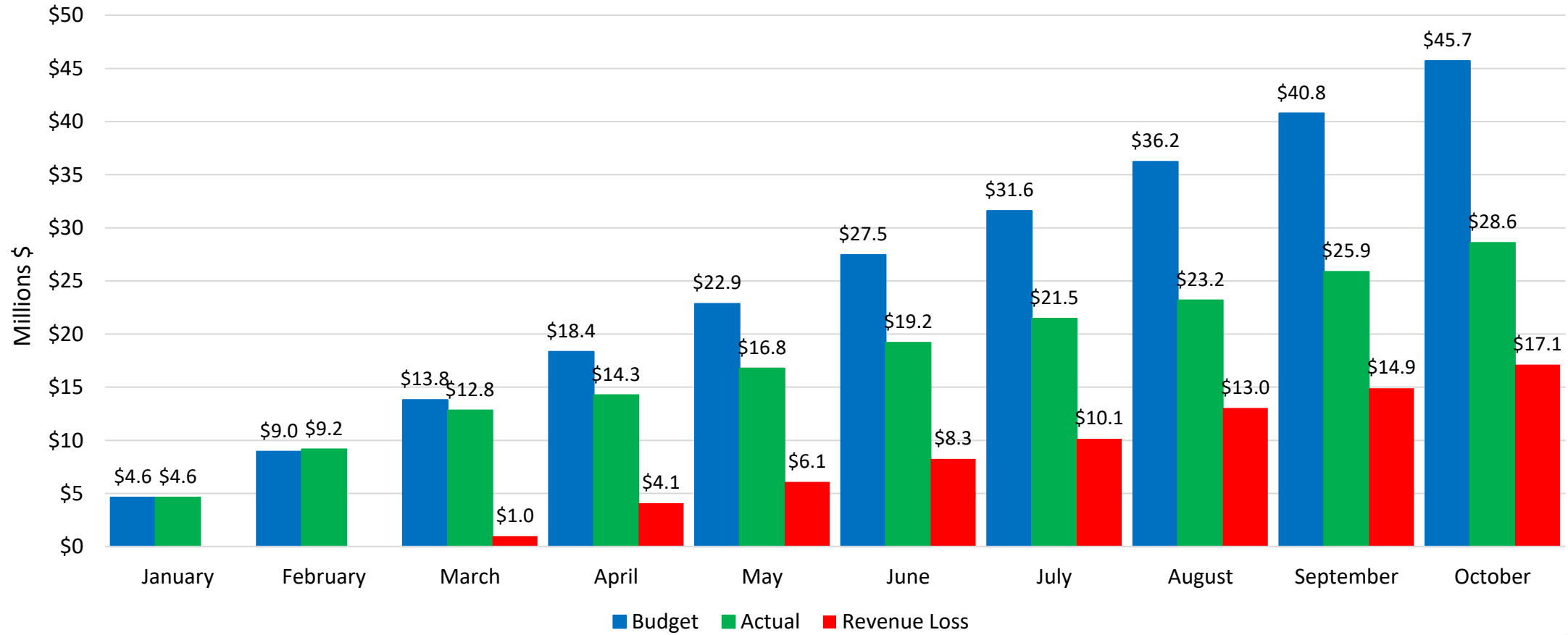
UTA Board Dashboard

October 2020

Financial Metrics	Fav/ (Unfav)				Fav/ (Unfav)			
	Oct Actual	Oct Budget		%	YTD Actual	YTD Budget		%
Sales Tax (Sept '20 mm \$)	\$ 36.0	\$ 31.1	\$ 4.89	● 15.7%	\$ 263.2	\$ 256.3	\$ 6.89	● 2.7%
Fare Revenue (mm)	\$ 2.7	\$ 4.9	\$ (2.23)	● -45.1%	\$ 28.6	\$ 45.7	\$ (17.13)	● -37.5%
Operating Exp (mm)	\$ 22.3	\$ 25.8	\$ 3.56	● 13.8%	\$ 233.3	\$ 259.3	\$ 25.98	● 10.0%
Subsidy Per Rider (SPR)	\$ 11.15	\$ 5.88	\$ (5.27)	● -89.6%	\$ 9.99	\$ 5.88	\$ (4.11)	● -69.9%
UTA Diesel Price (\$/gal)	\$ 1.45	\$ 2.50	\$ 1.05	● 41.9%	\$ 1.45	\$ 2.50	\$ 1.05	● 42.1%
Operating Metrics	Oct Actual	Oct-19	F/ (UF)	%	YTD Actual	YTD 2019	F/ (UF)	%
Ridership (mm)	1.76	4.26	(2.5)	● -58.8%	20.49	37.11	(16.6)	● -44.8%
Alternative Fuels	CNG Price (Diesel Gal Equiv)		\$ 1.69					

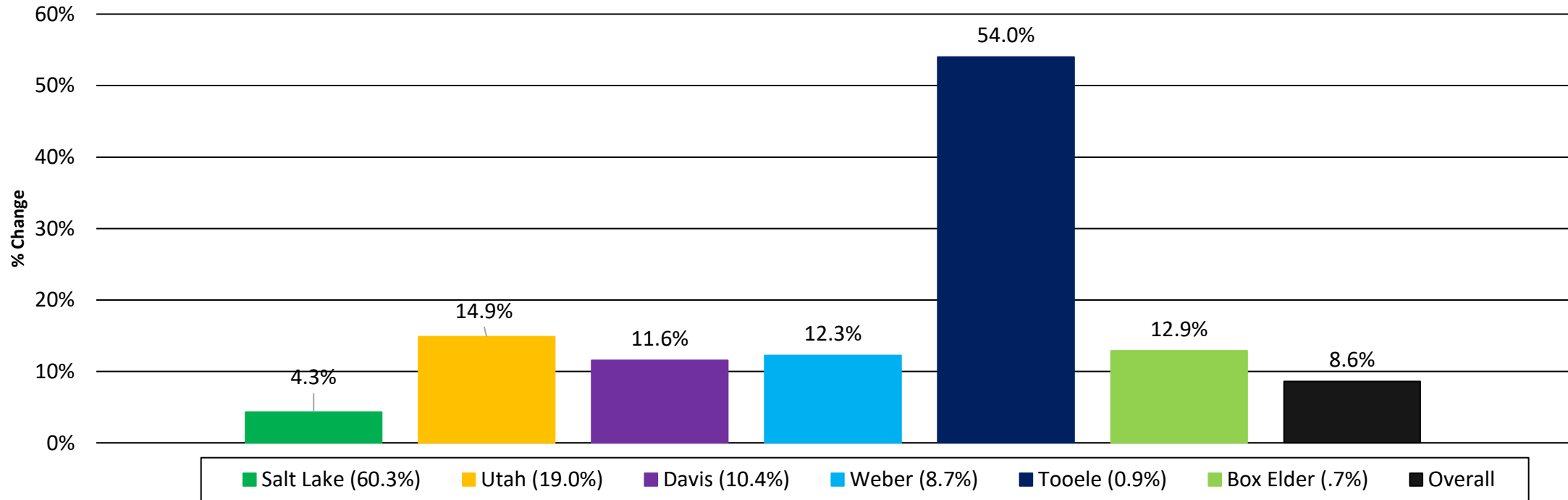


2020 Passenger Revenues Thru October 31 (\$28.6 million)

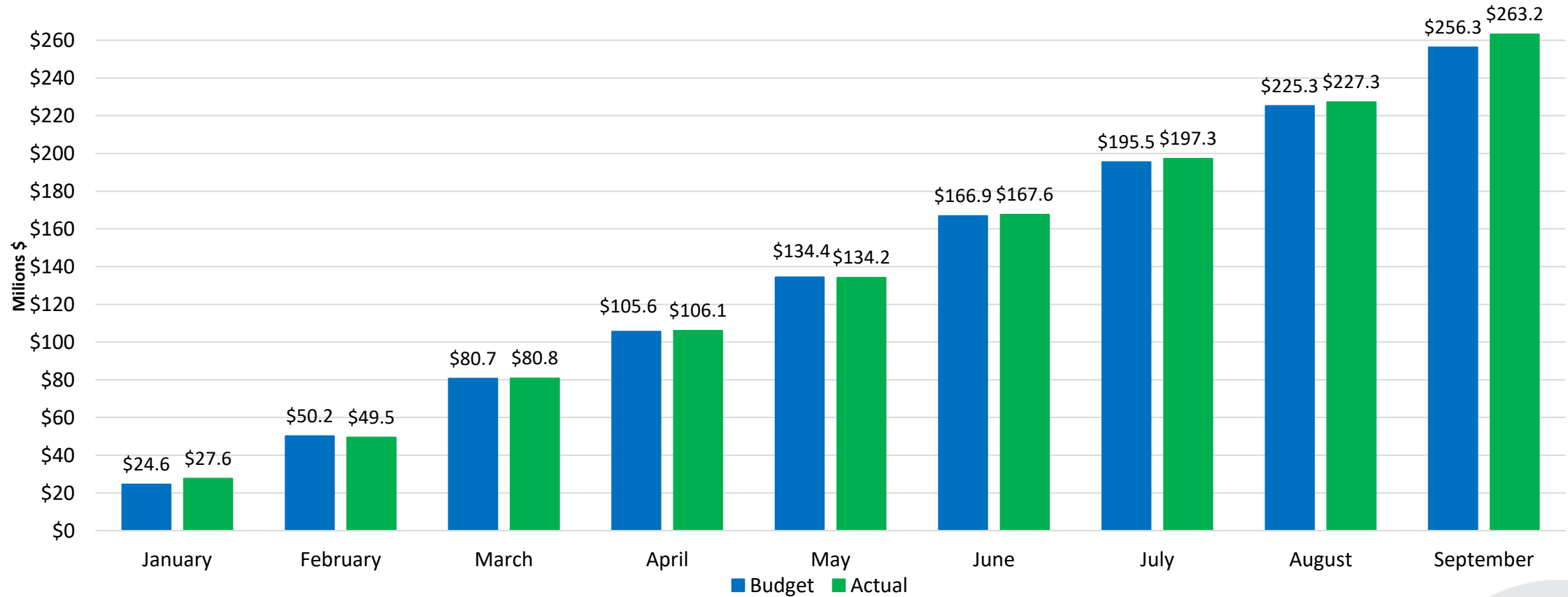


Sales Tax Collections

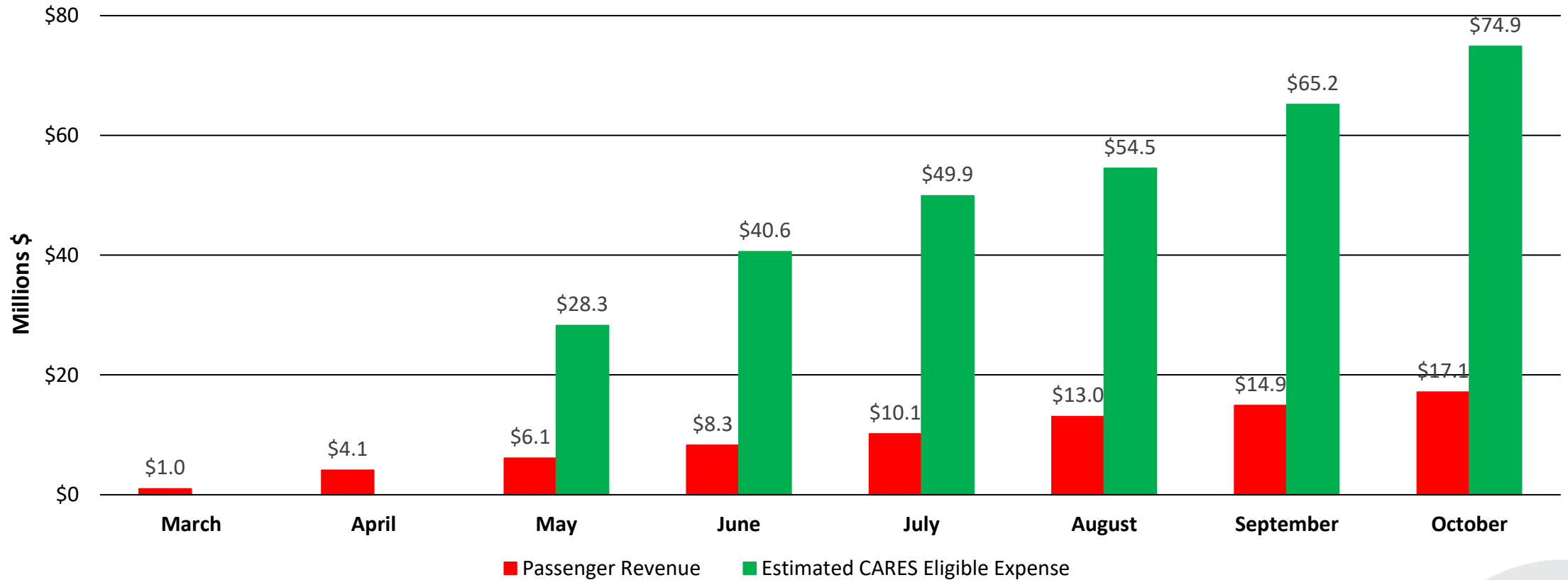
(Percentage Growth 2020 over 2019 for 12 months ended September 30)



2020 Sales Tax Revenues Thru September (\$263.2 million)



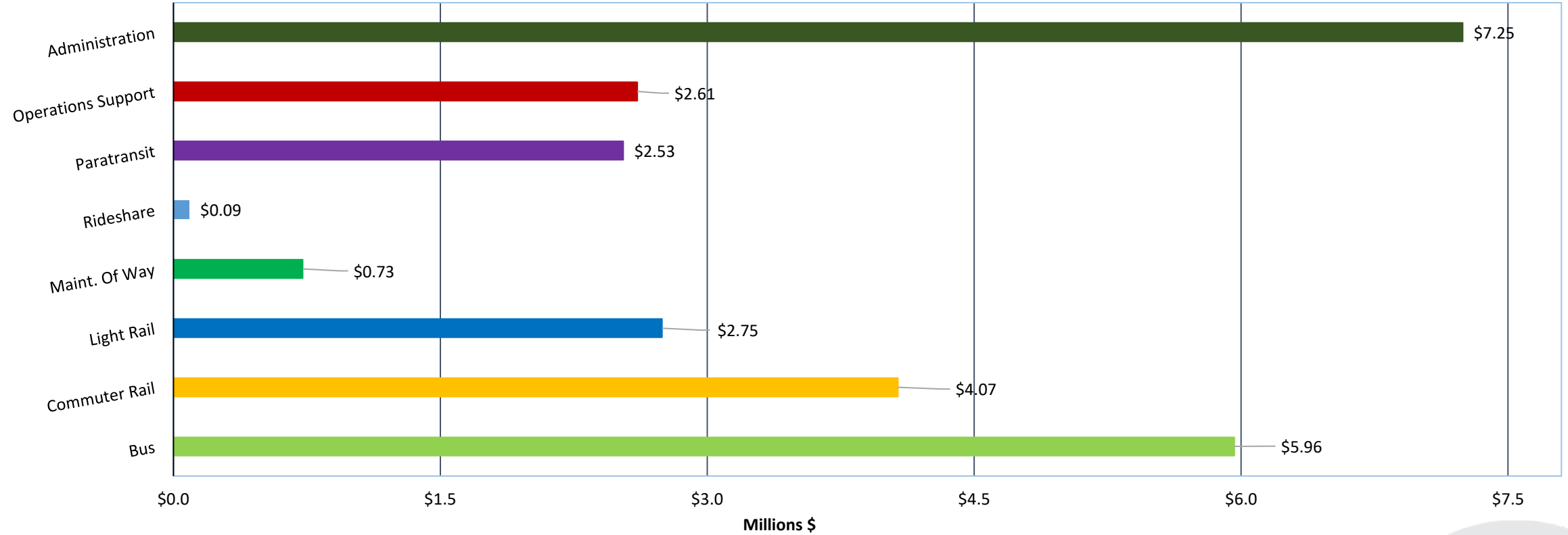
YTD Revenue Loss and CARES Funding Estimates (cumulative)



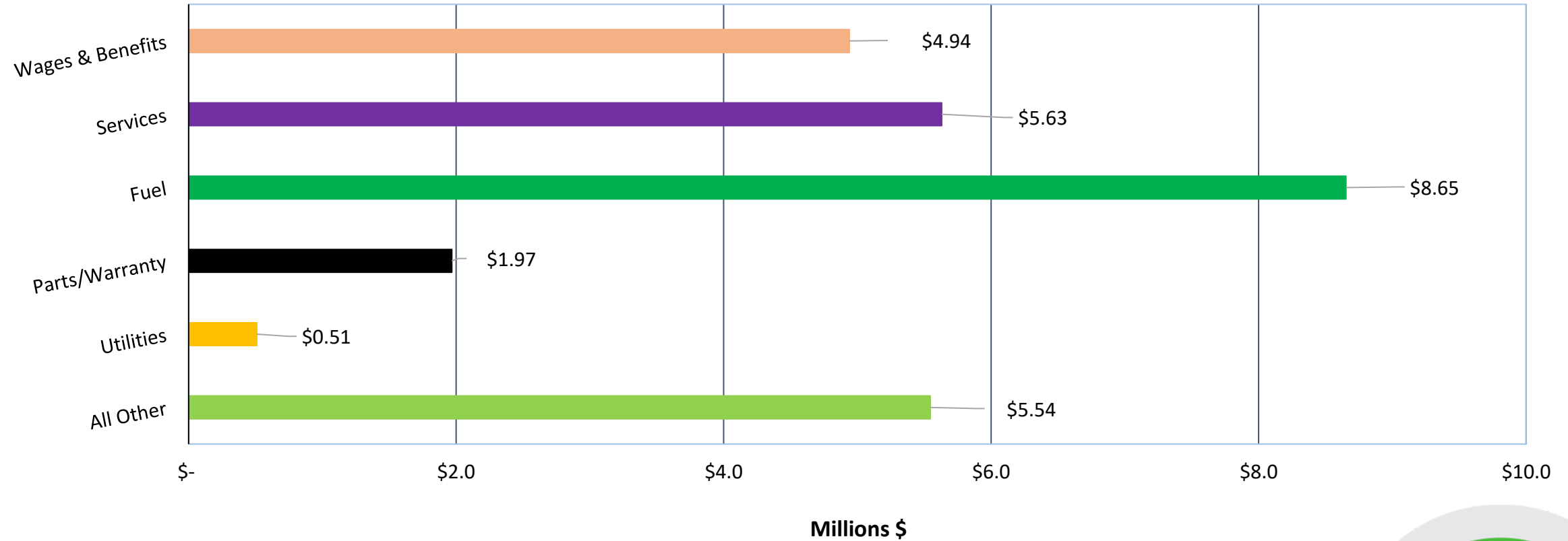
Note: Passenger Revenue loss thru October



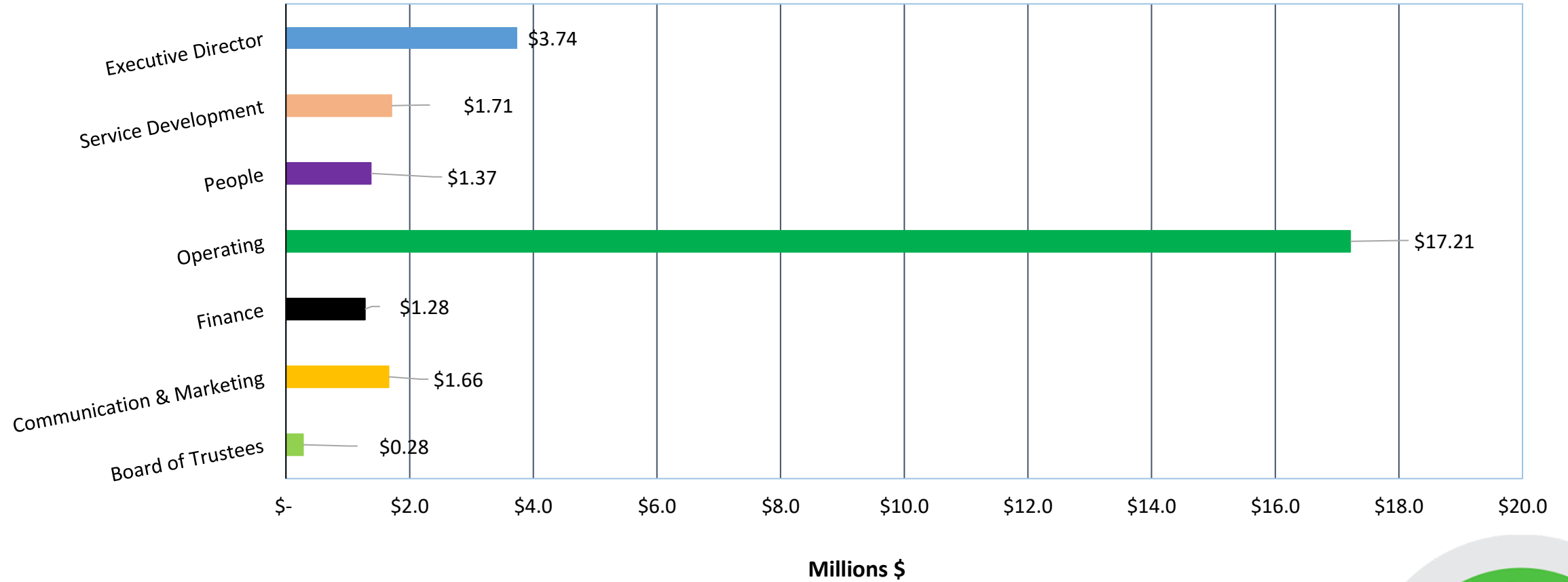
2020 Operating Expense Thru October 31 – Variance by Mode (\$26.0 million)



2020 Total Expense Thru October 31 - Variance by Expense Type (\$27.3 million)



2020 Total Expense Thru October 31 - Variance by Chief Officer (\$27.3 million)



Resolutions



R2020-12-06

**Resolution Giving Notice and Setting Regular Meeting
Dates for the Authority's Board of Trustees and Audit
Committee for Calendar Year 2021**



Proposed Board and Audit Committee Calendar for 2021

2021

January						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

October						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

May						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

8/31-9/2 Budget Work Sessions

March						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

September						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

8/31-9/2 Budget Work Sessions

UTA Holidays
 Board of Trustees
 Audit Committee
 Local Advisory Council



Recommended Action (by roll call)

Motion to approve R2020-12-06

Resolution Giving Notice and Setting Regular Meeting Dates for the Authority's Board of Trustees and Audit Committee for Calendar Year 2021



R2020-12-07

**Resolution Authorizing the Purchase of Real Property for
Box Elder County Right of Way with Dutch “A”, LLC
(Parcel 1070:T)**

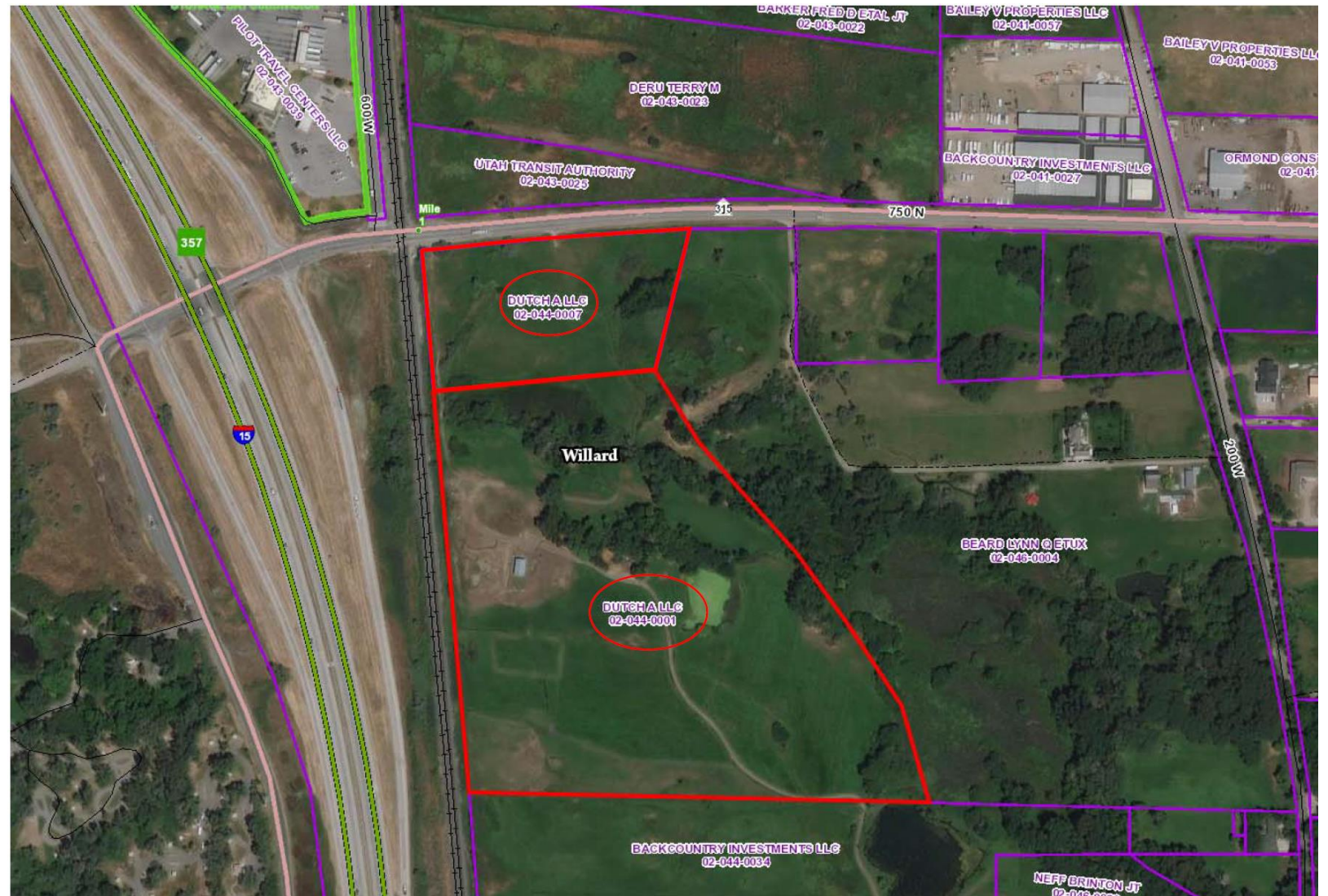


Property Overview



Seller	Dutch “A” LLC
Purpose of Acquisition	Box Elder Right-of-Way Preservation
Location	550 West 750 North, Willard, Utah
Fee Acquisition	1,632,572 square feet (37.5 acres)
Total Property Cost	\$2,489,000
Funding Source	Box Elder County 2 nd Quarter Sales Tax

Property Context Map



Request



1. Approve resolution and purchase of the Property
2. Authorize Executive Director to execute the contract and related documents

Recommended Action (by roll call)

Motion to approve R2020-12-07

Resolution Authorizing the Purchase of Real Property for Box Elder County Right of Way with Dutch "A", LLC (Parcel 1070:T)



Contracts, Disbursement, and Grants



Pre-Procurement

- i. Vineyard Double-Tracking Materials



Service and Fare Approvals



Fare Agreement: Pass Purchase and Distribution Agreement (Visit Ogden)

Recommended Action (by acclamation)

Motion to approve fare agreement as presented in meeting materials



Sponsored Fare Agreement: Lagoon/Station Park Shuttle Bus Service – Amendment 2 (Farmington City)

Recommended Action (by acclamation)

Motion to approve sponsored fare agreement as presented in meeting materials



Sponsored Fare Agreement: Trolley Bus Service – Amendment 1 (Layton City)

Recommended Action (by acclamation)

Motion to approve sponsored fare agreement as presented in meeting materials



Sponsored Fare Agreement: Trolley Bus Service – Amendment 1 (Ogden City)

Recommended Action (by acclamation)

Motion to approve sponsored fare agreement as presented in meeting materials



Fare Agreement: HIVE Pass Purchase and Administration Agreement Amendment 1 (Salt Lake City Corporation)

Recommended Action (by acclamation)

Motion to approve fare agreement as presented in meeting materials



Discussion Items



Agency 2021 Final Budget



Changes from the Tentative to Final 2021 Budget

Organizational Changes

- Repurpose one FTE from Operations (Special Services) to People (Talent Development)
2021 impact - net zero budget impact and net zero FTE
- People – Change Records Management Clerk from part-time to full time
2021 impact - \$15,975 budget and 0.27 FTE increase
- Enterprise Strategy – Add one FTE creating an administrative support position
2021 impact - net zero budget and 1.0 FTE increase

Financial Plan Changes

- Update debt service/lease payments based on November, 2020 bond refunding and 2020 expected lease payments and terms
2021 impact: +\$2,300,000 to debt service/lease payments, no impact to operating budget



UTAH TRANSIT AUTHORITY
2021 FINAL OPERATING BUDGET
December 9, 2020

Exhibit A

<u>Revenue</u>	2021 Tentative Budget	Debt Service ¹	Headcount Adjustment ²	Final 2021 Budget
Sales Tax	\$ 364,088,000			\$ 364,088,000
Federal Preventative Maintenance	171,507,000			171,507,000
Passenger Revenue	31,979,000			31,979,000
Advertising	1,363,000			1,363,000
Investment Income	4,807,000			4,807,000
Other Revenues	7,981,000			7,981,000
Salt Lake County (S-Line)	500,000			500,000
UDOT - Sales Tax	2,183,000			2,183,000
Total Revenue	584,408,000	-	-	584,408,000
<u>Operating Expense</u>				
Bus	107,944,000			107,944,000
Commuter Rail	28,921,000			28,921,000
Light Rail	55,405,000			55,405,000
Paratransit Service	24,112,000		(87,000)	24,025,000
Rideshare/Vanpool	3,645,000			3,645,000
Operations Support	53,454,000		87,000	53,541,000
General & Administrative	46,656,000		16,000	46,672,000
Planning/Real Estate/TOD/Major Program Development	6,393,000			6,393,000
Total Operating Expense	326,530,000	-	16,000	326,546,000
<u>Debt Service, Contribution to Reserves, and Transfer to Capital</u>				
Principal and Interest	143,775,000	2,300,000		146,075,000
Contribution to Reserves	3,997,000			3,997,000
Transfer to Capital	76,764,000			76,764,000
Total Debt Service and Reserves	224,536,000	2,300,000	-	226,836,000
Total Expense	\$ 551,066,000	\$ 2,300,000	\$ 16,000	\$ 553,382,000

1 True up: Bus Leasing, Utah County debt, and Bond Refinancing.

2 Transfer FTE from from Paratransit to Operations Support for Career Coach, Part-Time position changed to Full-Time in G&A.



UTAH TRANSIT AUTHORITY
2021 FINAL CAPITAL BUDGET - SUMMARY
December 9, 2020

Exhibit A

<u>Funding Sources</u>	2021 Tentative Budget	_____	Final 2021 Budget
Transfer from Operations	76,764,000		76,764,000
2018 and 2019 Bond Proceeds	51,256,000		51,256,000
Grants	75,793,000		75,793,000
Local Partner Contributions	24,533,000		24,533,000
State Contribution	9,214,000		9,214,000
Leasing	18,059,000		18,059,000
Total Funding Sources	<u>255,619,000</u>	<u>_____</u> -	<u>255,619,000</u>
	-		
<u>Expense</u>			
Depot District	32,400,000		32,400,000
Ogden/Weber BRT	52,581,000		52,581,000
Airport Station Relocation	7,000,000		7,000,000
State of Good Repair	23,625,000		23,625,000
Other Capital Projects	140,013,000		140,013,000
Total Expense	<u>\$ 255,619,000</u>	<u>_____</u> \$ -	<u>\$ 255,619,000</u>



2021 UTA Operating Budget

Adopted Tentative vs. Proposed Final

	Tentative 2021 Budget	Final 2021 Budget	Change
Bus	\$107,925,104	\$107,925,104	\$0
Light Rail	55,404,928	55,404,928	0
Commuter Rail	28,920,873	28,920,873	0
Paratransit	24,111,761	24,024,713	(87,048)
Rideshare/Vanpool	3,644,685	3,644,685	0
Operations Support	53,454,084	53,541,132	87,048
Administration	40,112,853	40,128,825	15,972
Planning/Capital	6,393,224	6,393,224	0
Non-Departmental ²	6,562,491	6,562,491	0
Total Division	\$326,530,000	\$326,546,000	\$16,000

² Non-Departmental contains contingency funds for emerging needs as the region continues to react to and recover from the pandemic



2021 UTA FTE Summary

Adopted Tentative vs. Proposed Final

	Adopted Tentative	Proposed Final	Change
Board	13.5	13.5	0.0
Executive Director	37.5	37.5	0.0
Operations	2,225.7	2,224.7	(1.0)
Finance	105.1	105.1	0.0
Service Development	32.0	32.0	0.0
Planning & Engagement	72.5	72.5	0.0
Enterprise Strategy	104.0	105.0	1.0
People Office	58.2	59.5	1.3
Totals	2648.5	2,649.8	1.3



UTA 2021 Proposed Final Capital Budget

	Tentative Capital Budget
Safety & Security	\$1.0M
Asset Management (SGR)	61.6M
Depot District Facilities	32.4M
Ogden/WSU Bus Rapid Transit (BRT)	52.6M
Airport Trax Station	7.0M
TIGER First/Last Mile Projects	13.2M
Northern Utah County Double Track	9.0M
Information Technology	16.1M
Other Capital Projects	62.7M
Total Capital Expense Budget	\$255.6M



UTA 2021 Budget Next Steps

- ✓ • November 4, 2020
 - Approve Tentative Budget and Set Public Hearing
- ✓ • November 10, 2020
 - Virtual Public Hearing
- ✓ • November 11, 2020
 - Public Hearing
- ✓ • November 18, 2020
 - Local Advisory Council
- December 9, 2020
 - Final Budget Discussion
- December 11, 2020
 - Public Comment Period Ends
- December 16, 2020
 - Approve Final Budget
- December 31, 2020
 - Final Budget Book Distribution



QUESTIONS?



UTA Microtransit Planning Project Report



Microtransit Study

UTA Board of Trustees Briefing

Project Team

Jaron Robertson

Director, Innovative Mobility Solutions

Eric Callison

Manager of Service Planning

Ryan Taylor

Coordinated Mobility Manager

Consultants

Via Mobility and FourSquare ITP

Funding

Utah Developmental Disabilities Council & UTA

Libby Oseguera, Executive Director

\$107,000



UTA Planning Coordination

1 of 4 coordinated planning efforts

- 5 Year service plan (UTA Planning)
- Microtransit Study (UTA & Via)
- Paratransit Study (UTA & Via)
- Comprehensive Transportation Plan for Seniors and People with Disabilities (UTA Coordinated Mobility, local providers & RLS)



Microtransit Study

Benefits for Access and Mobility



Benefits for Access and Mobility

- Increases the mobility and freedom for seniors and people with disabilities
- Expands service coverage
- Right-sized service in the right areas
- Efficient option for night/weekend service



Accessibility Recommendations

- Mobile app
- Booking
- Pick-up
- Accessible vehicles
- Customer support
- Integration with Paratransit



Scope

- Guidance on future expansion
- Identify goals and objectives
- Identify locations
- Simulate and prioritize microtransit zones
- Recommendations to ensure accessibility to those with disabilities



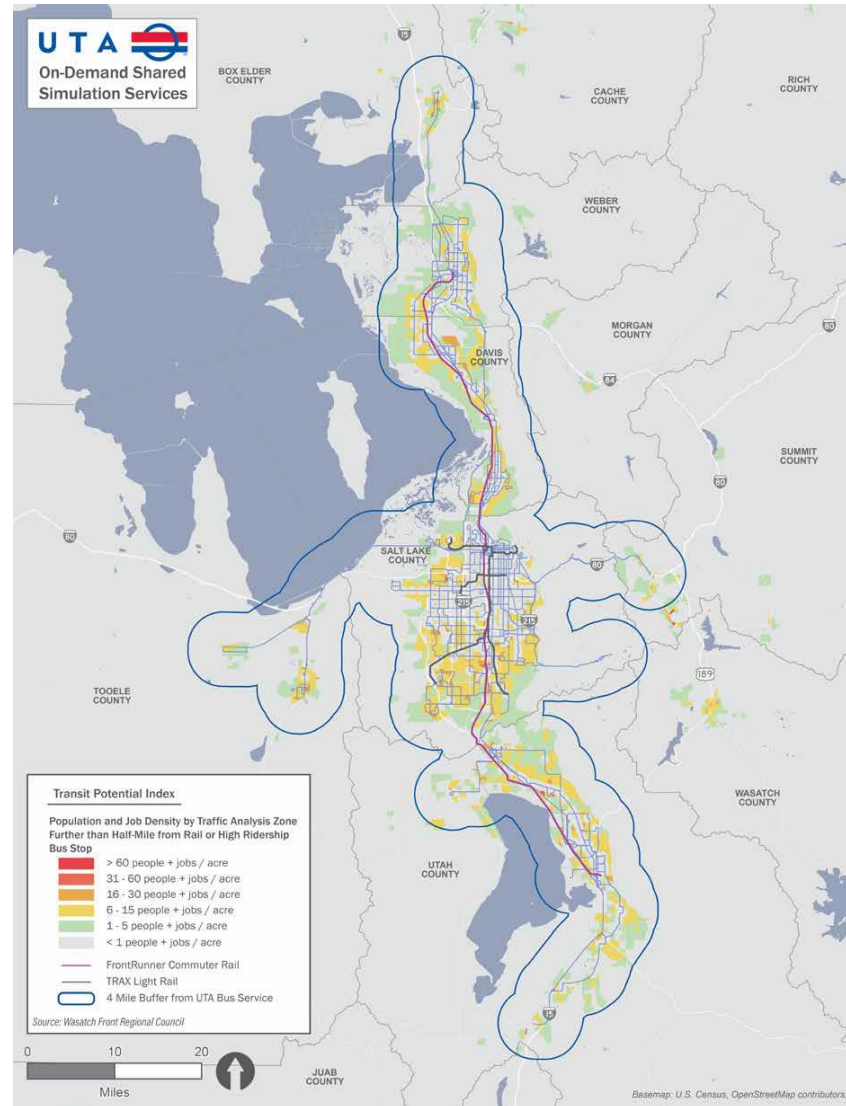
Transit Needs Assessment

- Transit potential
 - Population & employment density
- Transit need (propensity)
 - Income, auto availability, age, disability status
- Transit service level
 - Quality and quantity of available transit per area



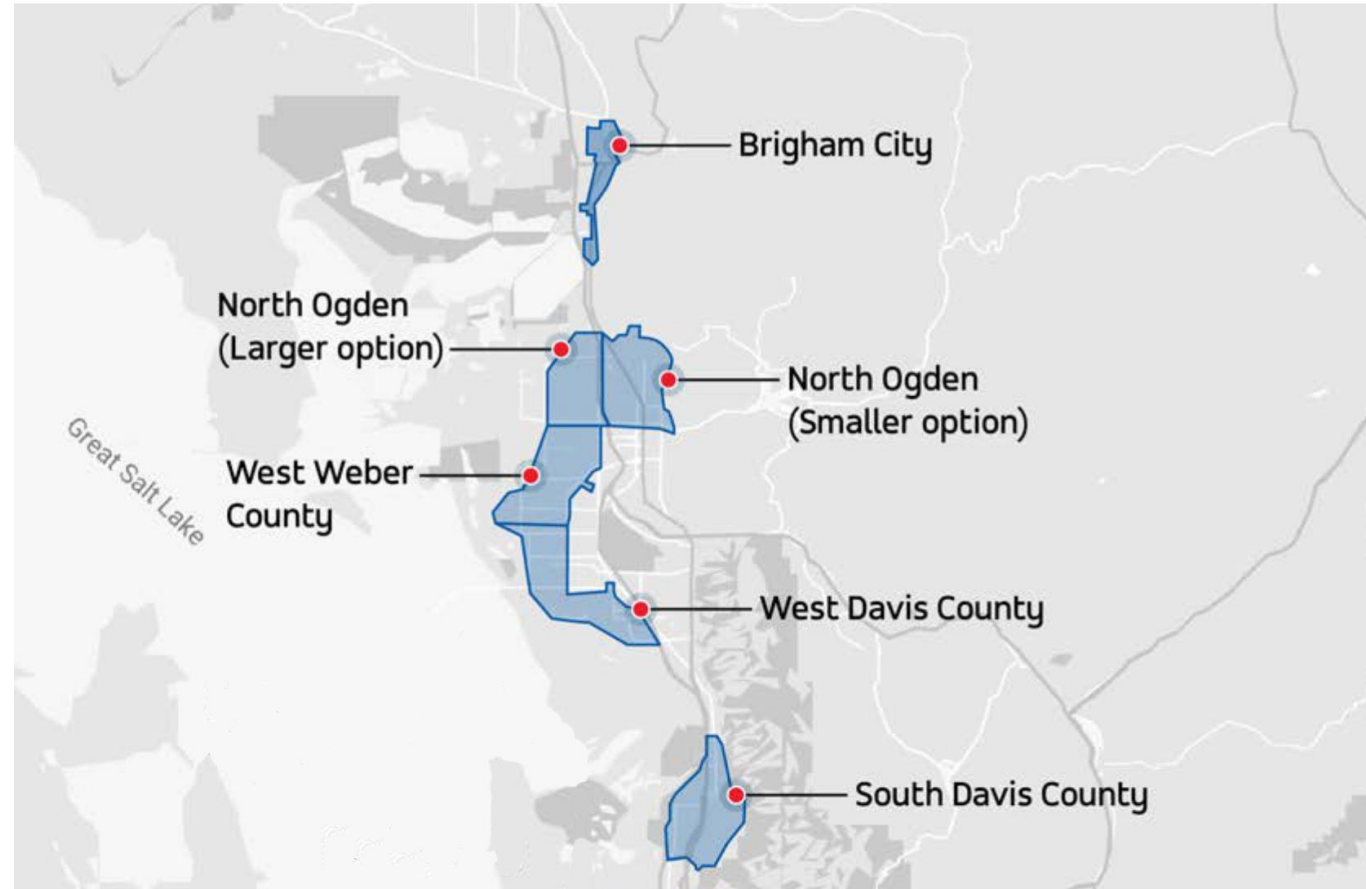
Microtransit Study

Transit Potential



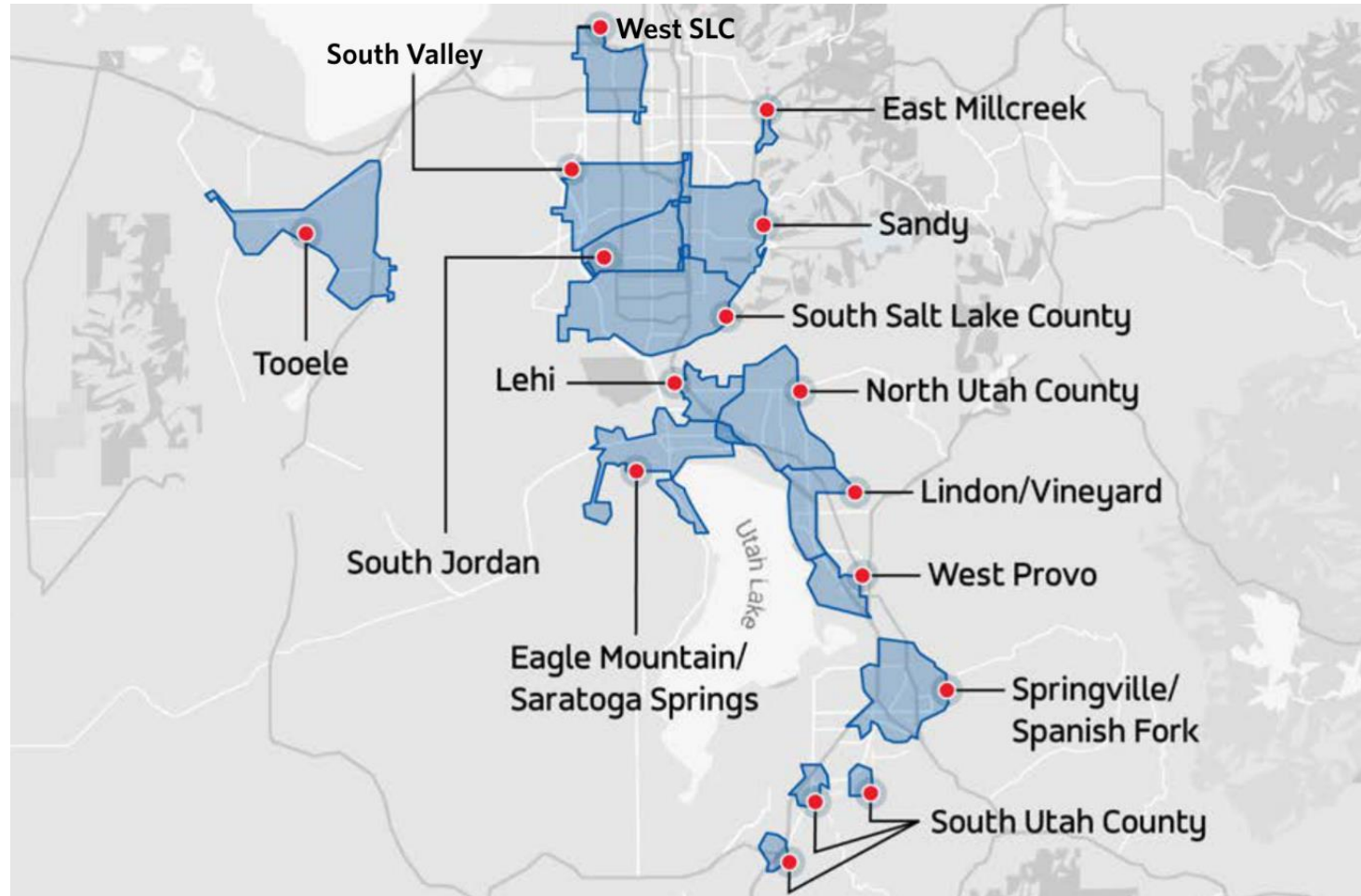
Microtransit Study

Opportunity Zones (Box Elder, Davis & Weber Counties)



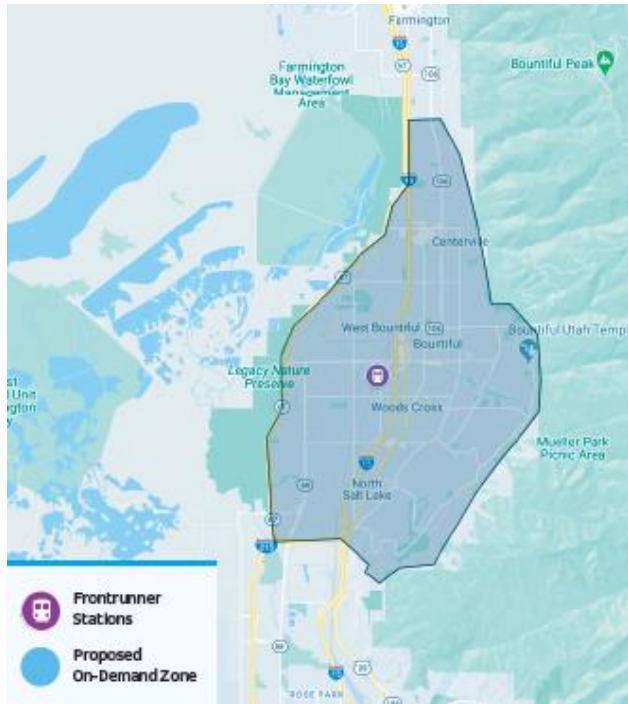
Microtransit Study

Opportunity Zones (Salt Lake, Tooele & Utah Counties)



Microtransit Study

Zone by Zone Simulation: South Davis County Zone Overview



Key zone statistics:

Zone Size

28.0
sq.mi

Population

92k
people

Pop. Density

3.3k
people per
sq. mi

Employment

29k
jobs

Zone design rationale:

This zone was selected for investigation for the following reasons:

- Replaces Routes 460, 461, 462, 463, 471, and F605.
- Improves connections from neighborhoods both east and west of US 15 to Woods Cross FrontRunner Station, including hard to serve areas in foothills.
- Serves riders who are not within walking distance of the well-performing bus routes running along Main St. and Orchard Dr.

Major trip generators:

- Woods Cross FrontRunner Station
- Walmart in Centerville
- Lakeview Hospital
- Bountiful Utah Temple

Expected use cases:

- Likely** First- and last-mile connections
- Likely** Coverage service
- Likely** Bus replacement

Recommended parameters:

Service type	Corner-to-corner
Maximum walking distance	Standard (up to 1/4 mile)
Maximum wait time	Low wait time targets: <ul style="list-style-type: none">• Average 5 - 15 minute wait• Maximum 15 - 25 minute wait
Maximum detour	Standard detours allowed
Service hours	Standard Service Hours: <ul style="list-style-type: none">• Weekday 6 AM - 9 PM• Saturday 6 AM - 9 PM• Sunday - No Service

Microtransit Study

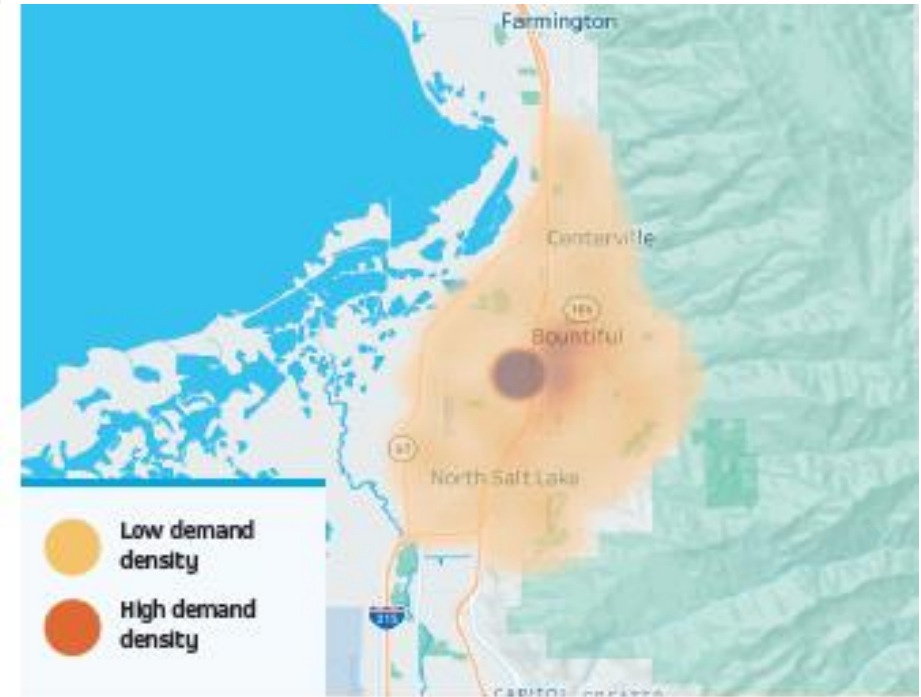
Zone by Zone Simulation: South Davis County Zone Overview

Demand Scenario ²	Low	Medium	High	Units
Daily ridership	330	530	850	Passengers per day
Weekly ridership	1,900	3,200	5,100	Passengers per week
Annual ridership	100,000	160,000	260,000	Passengers per year

Estimating fleet requirements and quality of service:

Using the demand estimates, Via simulates the quality of service at peak hours, when demand is highest, in order to recommend the optimal fleet size. During off-peak hours, the full fleet would not be required.

Demand Scenario	Low	Medium	High	Units
Fleet size	7	9	12	Vehicles
Annual vehicle hours	27,000	34,000	45,000	Vehicle hours per year
Vehicle utilization	3.5 - 4.0	4.4 - 4.9	5.8 - 6.3	Passengers per vehicle hour



Microtransit Study

Prioritization Matrix

Zone Name	Thousand of annual vehicle hours required to operate zone (000)	Number of residents and jobs that would gain transit access	Passengers per vehicle hour	Number of routes replaced	Percentage of paratransit origins/destinations within the zone	Minority pop %
Brigham City	12	5,000	2.6	1	0.1%	9%
North Ogden Large	32	20,000	3.5	1	4.2%	15%
North Ogden Small	26	7,000	3.2	1	4.1%	18%
West Weber County	15	22,000	2.5	-	2.1%	12%
West Davis County	35	45,000	2.6	-	1.5%	10%
South Davis County	35	10,000	4.9	5	2.9%	7%
West Salt Lake City Industrial/Inland Port.	12	12,000	2.4	1	0.1%	42%
East Millcreek	7	1,000	2.5	-	0.9%	3%
South Valley	52	21,000	3.2	5	9.7%	21%
South Jordan	24	10,000	4.0	-	4.4%	12%
Sandy	52	20,000	4.1	-	9.9%	9%
Southern SL County (Current Pilot Zone)	52	47,000	3.0	5	3.6%	7%
Tooele County	18	21,000	2.6	2	0.2%	11%
Lehi	18	14,000	2.9	1	0.2%	7%
Eagle Mountain/Saratoga Springs	23	43,000	2.0	-	0.0%	8%
North Utah County	50	72,000	3.9	-	1.6%	6%
Lindon / Vineyard	20	11,000	3.2	-	0.7%	10%
West Provo	14	5,000	3.6	1	0.8%	26%
Springville/Spanish Fork	22	57,000	3.5	-	1.6%	10%
South Utah County	12	13,000	2.0	-	0.4%	11%

Operating Options

- TaaS (Transit as a Service) Full Turnkey – Third party operated
- SaaS (Software as a Service) – UTA or Third party operated

Short Term (2020 – 2021)

- Release RFP and select vendor for expansion (TaaS and SaaS solutions)
- Support the Five-Year Service Plan:
 - Innovative Transit Zones Implementation: Replacement of low or underperforming service: South Davis, North Ogden, Tooele, Lehi, West Provo
 - SLC Dependent: Rose Park, Glendale, Foothill & East Bench
- Strategy for long term funding, zone prioritization, full implementation plan
- Investigation of technology options for vanpool, real time empty seat fulfillment

Medium and Long Term

- Stay nimble, adjust as necessary
- Options for paratransit, other fleet utilization, late night, early morning or 24-hour service



Other Business

- a. Next Meeting: December 16, 2020 at **8:30** a.m. *Note time change.*



Adjourn

