



Minutes of the Budget Work Session of the
Utah Transit Authority (UTA) Board of Trustees
held on Monday, September 16, 2019, 11:00 a.m. – 5:00 p.m.
Utah Transit Authority Headquarters
669 West 200 South, Salt Lake City, Utah
Golden Spike Conference Rooms

Board Members Present:

Carlton Christensen, Chair
Beth Holbrook
Kent Millington

Also attending were members of UTA staff.

Call to Order & Opening Remarks. Chair Christensen welcomed attendees and called the meeting to order at 11:05 a.m.

Introduction to 2020 Budget Planning. Carolyn Gonot, UTA Executive Director, outlined the budget work session schedule, goals, and key budget changes. Bob Biles, UTA Chief Financial Officer, provided an overview of the executive director’s organizational chart, operating budget, expenses and revenues for both the capital and operating budgets, full-time employee summary, initiatives, challenges, and next steps for the proposed budget. Questions regarding what portion of the sales tax revenue increase is from the Salt Lake County 4th quarter, if the anticipated growth is in part due to a full year of tax collections from Salt Lake County, and if part-time positions are rolled in with the full-time employee summary were posed by the board and answered by Mr. Biles.

Chief Operations Officer - 2020 Draft Budget Presentation and Discussion.

Eddy Cumins, UTA Chief Operating Officer (COO), provided a summary of the COO’s budget. He summarized goals, an organizational chart, miscellaneous budget factors, miles per mechanic, hours per operator, headcounts, cost drivers, and assumptions. Questions regarding if the operators trained in Salt Lake are designated to Salt Lake or other areas, and the workload associated with the COO position were posed by the board and answered by Mr. Cumins. He then turned the time over to his managers to provide specific budget details for their business units.

Each presenter provided the number of routes, hours annually, miles annually, notable information, headcounts, goals, initiatives, and challenges. Some also provided organizational charts and/or graphics within their individual presentations (as noted below).

Timpanogos Bus. Mary DeLaMare-Schaefer, UTA Regional General Manager for Timpanogos Business Unit, reviewed the business unit's budget. Questions regarding actual ridership after one year of operation in relation to what was projected for the Utah Valley Express bus rapid transit line, if the equipment is adequate for ridership, if the population of Utah County listed in the notable information is separate from the potential for ridership, if the signal prioritization fix with UDOT would improve the entire network, and what the possible impact will be of Utah Valley University's expansion were posed by the board and answered by Ms. DeLaMare-Schaefer.

Mt. Ogden Bus. Andres Colman, UTA Regional General Manager for Mt. Ogden Business Unit, reviewed the business unit's budget. He noted his unit provides service to Weber, Davis and Box Elder counties. He included the number of riders annually and informed the board how Proposition 1 affected his unit. Questions regarding whether the increase in riders during the air show are new riders, when the airshow is in 2020, and if the bus engine/transmission replacements are early or part of a normal rotation were posed by the Trustees and answered by staff.

Chair Christensen called for a break at 12:17 p.m. The meeting reconvened at 12:25 p.m.

Salt Lake Bus. Lorin Simpson, UTA Regional General Manager for Salt Lake Business Unit, reviewed the business unit's budget. He noted his unit provides service to Salt Lake County as well as some service to Weber, Davis, Utah, Tooele, and Summit counties. He included the number of passenger boardings along with active and contingency buses. Mr. Simpson clarified that his slide showing "passenger miles" was incorrect and should reference "miles." He said the unit currently has 3 electric buses with the potential for 25 within a few years. Questions regarding whether the number of drivers budgeted provides for projected needs, if staff has a sense of the number of buses that deadhead on the south end of Salt Lake County, how long it takes to recharge batteries, what percentage of operators will be eligible for retirement in the next five years, what the average age of the fleet is and how that affects the maintenance numbers, what the overtime needs are, and if an analysis between compressed natural gas, diesel, etc., has been performed were posed by the board and answered by Mr. Simpson and Mr. Cumins.

Special Services. Cheryl Beveridge, UTA Special Services General Manager, advised the board that the Special Service area covers Payson to Brigham City and includes vanpool throughout the state. She pointed out the number of buses, vanpool vehicles, and buses that are provided to contractors. Questions regarding how fixed route changes and free fare services affect parallel paratransit service were posed by the board and answered by staff.

Asset Management. Dave Hancock, UTA Director of Asset Management, informed the board that asset management includes facilities, rail systems, rail infrastructure, state of

good repair, and vehicle support and program management. Questions regarding what fleet engineering is and how fleet engineering intersects with maintenance, why the maintenance of way infrastructure budget is down slightly, whether or not detailed reviews of invoices are performed, what the Transit Access Management Plan (TAM) covers, how long it will take to transition parts inventory management to supply chain, what changes are incurred as a result of new bus stops, and if expenditures for state of good repair projects have been budgeted were posed by the board and answered by staff.

Light Rail. Jeff LaMora, UTA Light Rail General Manager, reviewed the Light Rail budget. A brief discussion regarding the length of time involved to secure necessary parts ensued. Questions regarding whether vehicles on the S-Line are still considered as extra, the age of vehicles, if vehicles are rotated evenly, if there is a way to charge rebuilt parts to the proper capital project upfront and eliminate the need for accounting changes after the fact, if it is possible to begin the ordering process prior to each year's budget then have the orders delivered within the budgeted year, how beneficial the multi-agency agreement for certain items has been, if Mr. LaMora feels comfortable that enough state of good repair funds have been allocated to meet the demand of an aging fleet, and a request for clarification on sustainability and how it relates versus vehicle maintenance or overhaul were posed by the board and answered by staff.

Chair Christensen called for a break at 2:19 p.m. The meeting reconvened at 2:24 p.m.

Commuter Rail. Bruce Cardon, UTA Commuter Rail General Manager, reviewed the Commuter Rail budget. Questions regarding ridership numbers, what station has the lowest ridership, whether overhauling diesel is worth the investment when electric is the goal, why there are part-time employees when staffing is difficult, if there is consideration to overhaul Comets and Bombardier cars currently out of service, the length of time required for overhauls, and if the agency is adequately preparing for the maintenance of vehicles were posed by the board and answered by staff.

Public Safety. Fred Ross, UTA Police Chief, stated his service area is UTA's service area and provided an overview of the public safety budget. Questions regarding whether or not discussions have occurred about fee structures for parking, how many daily arrests occur, if UTA officers have been assaulted, and if there is a greater number of incidents within free fare zones were posed by the board and answered by Chief Ross.

Chief Operating Officer. Mr. Cumins asked if the board had further questions. Discussion ensued. Questions regarding what the shortfall with state of good repair investment is, what the impact of repairs has been, should UTA extend the timeframe for repairs, how the agency is getting operators to apply, what the agency is doing to retain operators, and where long-term funding for recruiting will come from were posed by the board and answered by staff.

Adjournment. The meeting was adjourned at 3:41 p.m. by motion.

Transcribed by Angie Olsen
Executive Assistant to the Board of Trustees
Utah Transit Authority
aolsen@rideuta.com
801.287.2581

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