

Regular Meeting of the
Board of Trustees of the Utah Transit Authority

Wednesday, February 26, 2020, 9:00 a.m.
Utah Transit Authority Headquarters
669 West 200 South, Salt Lake City, Utah
Golden Spike Conference Rooms



- | | |
|--|----------------------------------|
| 1. Call to Order & Opening Remarks | Chair Carlton Christensen |
| 2. Pledge of Allegiance | Chair Carlton Christensen |
| 3. Safety First Minute | Sheldon Shaw |
| 4. Public Comment Period | Bob Biles |
| 5. Consent <ul style="list-style-type: none">a. Approval of February 12, 2020 Board Meeting Minutesb. Approval of Audit Committee Charterc. Approval of Amendment One to Carolyn Gonot Employment Agreementd. UTA Policy 2.1.1 Financial Management - Vehicle Donationse. UTA Policy 2.1.2 Financial Management - Personal Use of Public Propertyf. Innovative Coordinated Access and Mobility (ICAM) Grant Execution Approval | Chair Carlton Christensen |
| 6. Government Relations and Legislative Priorities Report
<i>The board may make motions regarding UTA positions on legislation.</i> | Shule Bishop |
| 7. Agency Report <ul style="list-style-type: none">a. Government Finance Officers Association (GFOA) Certificateb. UTA Happenings | Carolyn Gonot |
| 8. Pension Committee Report | Kent Millington |
| 9. Contracts, Disbursements and Grants <ul style="list-style-type: none">a. Change Order: Vendor Managed Inventory Contract Modification Number 1 – Additional Bus Parts (Aftermarket Parts Company) | Todd Mills |

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

Live Streaming: https://www.youtube.com/results?search_query=utaride

10. Resolutions

- a. R2020-02-03 Resolution Approving and Adopting the Woods Cross Station Area Plan Paul Drake
- b. R2020-02-04 Resolution Approving the First Amendment of the Authority's 2020 Budget Bob Biles
- c. R2020-02-05 Resolution Approving Interlocal Cooperation Agreements with Salt Lake City for TIGER Projects on Folsom Trail and the 300 N. Pedestrian Overpass Bridge Mary DeLoretto
Heather Bening

11. Discussion Items

- a. TIGER First/Last Mile Project Update Mary DeLoretto
Heather Bening
- b. Depot District Project Status Update Mary DeLoretto
Grey Turner
- c. Citizens Advisory Board Nichol Bourdeaux
G.J. LaBonty

12. Service and Fare Approvals

- a. Complimentary Passes for UTA Committee Members (Local Advisory Council, Committee on Accessible Transportation, Citizens Advisory Board) Monica Morton

13. Other Business

- a. Next meeting: March 4, 2020 at 9:00 a.m.

Chair Carlton Christensen

14. Closed Session

- a. Strategy Session to Discuss Pending or Reasonably Imminent Litigation.
- b. Strategy Session to Discuss Collective Bargaining

Chair Carlton Christensen

15. Adjourn

Chair Carlton Christensen

Public Comment: Members of the public are invited to provide comment during the public comment period. Comment may be provided in person or online through www.rideuta.com. In order to be considerate of time and the agenda, comments are limited to 2 minutes per individual or 5 minutes for a designated spokesperson representing a group. Comments may also be sent via e-mail to boardoftrustees@rideuta.com. To be distributed to the Board of Trustees prior to the meeting or be included in the meeting minutes, online or email comments must be received by 2:00 p.m. the day before the meeting.

Special Accommodation: Information related to this meeting is available in alternate format upon request by contacting callredge@rideuta.com or (801) 287-3536. Request for accommodations should be made at least two business days in advance of the scheduled meeting.

Situational awareness - 'seeing' your security gaps



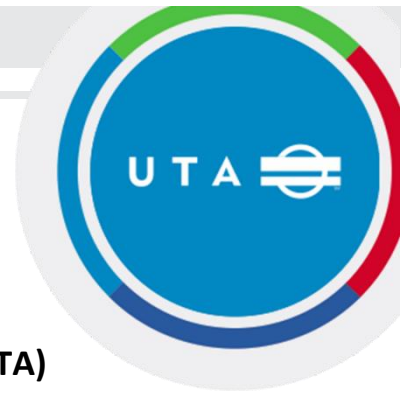


MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
FROM: Jana Ostler, Board Manager

BOARD MEETING DATE: February 26, 2020

SUBJECT:	Approval of February 12, 2020 Board Meeting Minutes
AGENDA ITEM TYPE:	Consent
RECOMMENDATION:	Approve the minutes of the February 12, 2020 Board of Trustees meeting
BACKGROUND:	A regular meeting of the UTA Board of Trustees was held on Wednesday, February 12, 2020 at 9:00 a.m. at UTA Headquarters. Minutes from the meeting document the actions of the Board and summarize the discussion that took place in the meeting. A full audio recording of the meeting is available on the Utah Public Notice Website and video feed is available on You Tube at https://www.youtube.com/results?search_query=utaride
ATTACHMENTS:	1) 2020-02-12_BOT_Minutes_unapproved



**Minutes of the Meeting
of the
Board of Trustees of the Utah Transit Authority (UTA)
held at UTA FrontLines Headquarters located at
669 West 200 South, Salt Lake City, Utah
February 12, 2020**

Board Members Present:

Carlton Christensen, Chair
Beth Holbrook
Kent Millington

Also attending were members of UTA staff, as well as interested citizens and members of the media.

Call to Order, Opening Remarks, and Pledge of Allegiance. Chair Christensen welcomed attendees and called the meeting to order at 9:01 a.m. Following Chair Christensen's opening remarks, the board and meeting attendees recited the Pledge of Allegiance.

Safety First Minute. Chair Christensen yielded the floor to Sheldon Shaw, UTA Director of Safety & Security, for a brief safety message.

Public Comment Period. No in-person public comment was given. It was noted that online comment received for the meeting was distributed to the board prior to the meeting and will be included as an appendix to the minutes of the meeting.

Consent Agenda. The consent agenda was comprised of:

- Approval of January 29, 2020 Board Meeting Minutes

A motion to approve the consent agenda was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously.

Agency Report.

Service Choices. Carolyn Gonot, UTA Executive Director, provided an update on the service choices initiative, which is designed to identify community priorities for bus service and inform UTA's planning process. It is anticipated preliminary service scenarios will be presented at the May Local Advisory Council meeting, followed by public outreach efforts. Formal adoption by the UTA Board of Trustees is tentatively slated for late summer or early fall of 2020.

System Delays. Ms. Gonot was joined by Eddy Cumins, UTA Chief Operating Officer; Bruce Cardon, UTA Commuter Rail General Manager; Cheryl Beveridge, UTA Acting Light Rail General Manager; and Dave Hancock, UTA Director of Asset Management. Mr. Cumins spoke about recent system delays caused by extreme weather and other unforeseen circumstances, such as:

- Broken water main
- Power surge
- Non-UTA car accidents

Mr. Cumins said root causes for each delay have been determined and the agency has identified mitigation plans.

Discussion ensued. Questions on specific actions being taken for improving reliability, performance of different types of switch heaters, and opportunities for improving communications to customers impacted by system delays were posed by the board and answered by staff.

Financial Report – December 2019 Preliminary Statements. Bob Biles, UTA Chief Financial Officer, reviewed the preliminary December 2019 financial report, including the financial dashboard, sales tax collections by county, expense variance by mode, and expense variance by type. Discussion ensued. Questions on fuel cost estimates and long-term liability on benefits accrual were posed by the board and answered by Mr. Biles.

Resolutions.

R2020-02-01 Resolution Declaring Official Intent of the Authority to Reimburse Itself for Certain Capital Expenditures Through Lease Financing. Mr. Biles summarized the resolution, which authorizes the agency to enact the intent to reimburse provisions

relative to lease financing for capital expenditures as prescribed in federal law. Discussion ensued. Questions on the federal requirements associated with lease financing and items to be leased were posed by the board and answered by Mr. Biles.

A motion to approve R2020-02-01 was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously, with aye votes from Trustee Holbrook, Trustee Millington, and Chair Christensen.

R2020-02-02 Resolution Setting Compensation for District Officers and Administrative Employees, and Appointing Officers. Kim Ulibarri, UTA Chief People Officer, described the resolution, which sets the 2020 salary structure for all agency officers and employees. She recommended the text in the body of the resolution be amended to reference that the setting of compensation is specific to administrative employees.

A motion to approve R2020-02-02 with an amendment to reference the setting of compensation is specific to administrative employees was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously, with aye votes from Trustee Millington, Trustee Holbrook, and Chair Christensen.

Contracts, Disbursements, and Grants.

Contract: Pass-Through Funds Agreement for Development of a Coordinated and Comprehensive Specialized Transportation Plan (UDOT). Eddy Cumins, UTA Chief Operating Officer, explained the contract, which allows \$250,000 to be transferred from the Utah Department of Transportation (UDOT) to UTA for the development of a comprehensive transportation plan for seniors, persons with disabilities, and other disadvantaged groups. The funds for this initiative were appropriated by the Utah State Legislature during the 2019 legislative session. Discussion ensued. Questions on the area included in the specialized transportation plan and requirements for distributing the plan to other entities in the state were posed by the board and answered by staff.

A motion to approve the contract was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously.

Real Estate Contract: Ogden-Weber State University Bus Rapid Transit Right-of-Way Parcel Acquisition (Carriage Cleaners). Paul Drake, UTA Sr. Manager of Real Estate & Transit-Oriented Development, described the contract for the purchase of property located 3205 Harrison Boulevard in Ogden. The property, which is being purchased at its appraised value of \$650,400, is needed for right-of-way for the Ogden-Weber State

University bus rapid transit project. Discussion ensued. Questions on the type of environmental issue at the site and confidence in the evaluation of the extent of the environmental contamination at the site were posed by the board and answered by staff.

A motion to approve the real estate contract was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously.

Change Order: Project Management Services Contract Extension (WSP USA, Inc.). Mary DeLoretto, UTA Acting Chief Service Development Officer, explained the change order, which extends the contract with WSP USA, Inc (WSP) by one year. The original contract had a five-year term with three one-year options. The first one-year option has already been exercised. This change order is for the second one-year option. Ms. DeLoretto indicated a request for proposal (RFP) for this type of work will be issued later this year. Ms. Gonot clarified that the issuance of an RFP may not preclude the agency from exercising a third one-year option on the WSP contract, as some overlap may be needed to ensure continuity of work. Discussion ensued. A question on how the agency would be billed if a third one-year option was exercised was posed by the board and answered by staff.

A motion to approve the change order was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously.

Pre-Procurement. Todd Mills, UTA Sr. Supply Chain Manager, was joined by Dave Schroeder, UTA Sr. Organizational Development Consultant, and David Wilkins, Assistant Attorney General. Mr. Mills indicated the agency intends to procure the following products and services:

- New Learning Management System Software
- Outside Legal Counsel Panel

Discussion ensued. A question on the types of services included in the legal counsel panel was posed by the board and answered by staff.

Discussion Items.

2020 Budget Amendment Number 1. Mr. Biles indicated sales tax revenues for 2019 were higher than anticipated, increasing the base for the sales tax estimates included in the agency's 2020 budget. Subsequently, staff is proposing the operating budget be increased by \$479,000, with new funds being allocated to the following:

- Point of the Mountain Study

- Future of Light Rail Study
- Service Choices
- Tooele Valley Transit Feasibility Study

Mr. Biles noted that adjustments are also being made in the capital budget for the purposes of carrying over funds from projects not completed in 2019, incorporating funding contributions by third parties, and/or reallocating funds from contingency for the following projects:

- Sharp/Tintic Railroad Connection
- Northern Utah County Double Track
- 650 South TRAX Station
- Paxton Avenue TRAX Crossing

Discussion ensued. Questions on funding for the 650 South TRAX Station, need for improvements at the Paxton Avenue TRAX crossing, and funding for the northern Utah County double track were posed by the board and answered by Mr. Biles.

Chair Christensen called for a break at 10:02 a.m.

The meeting resumed at 10:10 a.m.

Government Relations and Legislative Priorities Update. Shule Bishop, UTA Government Relations Director, highlighted conversations with members of the Utah State Legislature related to the transportation voucher program funded during the 2019 legislative session, proposed legislation related to the Point of the Mountain Alternatives Analysis, and a proposal for a state rail plan. Brief discussion ensued. A question clarifying the reach of the voucher program was posed by the board and answered by Mr. Bishop.

Discussion Items (continued).

Woods Cross Station Area Plan. Mr. Drake was joined by Kevin Leo, UTA TOD Project Specialist I. Mr. Drake presented a station area plan for Woods Cross Station, and described the study area, public outreach, change scenarios, preferred scenario, and recommendations for implementing the plan. Discussion ensued. Questions on the distance from park-and-ride lots to the station and where the city is in its process for evaluating the plan were posed by the board and answered by staff.

UTA Fare Policy. Monica Morton, UTA Fares Director, outlined the proposed UTA fare policy. The policy addresses the fare system as a whole and includes topics such as

pricing, future adjustment, complimentary passes, and administration. Discussion ensued. Questions on inflation adjustments to pass contracts, categories for bulk purchase passes, potential impacts on fare revenue, optimal timing for implementing fare adjustments, flexibility to incorporate new fare media, impact on the deployment of smart fareboxes, and effect on the low income fares pilot were posed by the board and answered by staff.

Chair Christensen suggested producing a single schedule for all fares and fees. Trustee Millington requested the fare structure be simple. Ms. Gonot said the new fare structure should be in place before the 2020-21 ski season.

Other Business.

Next Meeting. The next meeting of the board will be on Wednesday, February 26, 2020 at 9:00 a.m.

Closed Session. Chair Christensen indicated there was a need for a closed session to discuss collective bargaining. A motion for a closed session was made by Trustee Millington and seconded by Trustee Holbrook. The motion carried unanimously and the board entered closed session at 11:00 a.m.

Open Session. A motion to return to open session was made by Trustee Holbrook and seconded by Trustee Millington. The motion carried unanimously and the board returned to open session at 11:32 a.m.

Adjournment. The meeting was adjourned at 11:33 a.m. by motion.

Transcribed by Cathie Griffiths
Executive Assistant to the Board Chair
Utah Transit Authority
cgriffiths@rideuta.com
801.237.1945

This document is not intended to serve as a full transcript as additional discussion may have taken place; please refer to the meeting materials, audio, or video located at <https://www.utah.gov/pmn/sitemap/notice/587101.html> for entire content.

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

Appendix

Online Public Comment to the Board of Trustees of the Utah Transit Authority (UTA) Board Meeting February 12, 2020

Received February 4, 2020 from George Chapman:

Bus stops should not be away from corners. Bus stops away from corners encourage jaywalking and have contributed to several deaths.

UTA can significantly help reduce dangerous rider actions by moving bus stops closer to corners, especially when there are transfer routes. UTA keeps moving bus stops away from corners which makes riders work to use UTA. That is not the way a service oriented entity should work.

Also, several times I have asked to allow the 200 bus going to North Temple Station to stop at the bottom of the hill. Now that the Temple reconstruction is underway, and the eastbound North Temple stop is closed, it is important that the bus driver be allowed/told that they can stop and let out passengers at the bottom of the hill.



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
FROM: UTA Audit Committee

BOARD MEETING DATE: February 26, 2020

SUBJECT:	Approval of the Audit Committee Charter
AGENDA ITEM TYPE:	Consent
RECOMMENDATION:	Approval of the Audit Committee Charter
BACKGROUND:	The UTA Audit Committee is a committee of the Board of Trustees established by UTA Bylaws. The committee is made up of the three trustees as well as the chair and vice-chair of the UTA Local Advisory Council. The Audit Committee reviews and then recommends the Audit Committee Charter to the regular Board of Trustees for approval.
DISCUSSION:	An Audit Committee meeting was held on Monday, February 10, 2020 at 3:00 p.m. at UTA Headquarters. The committee reviewed the minor proposed changes and recommended the revised Audit Committee Charter to the Board of Trustees for approval.
ATTACHMENTS:	1) Audit Committee Charter

AUDIT COMMITTEE CHARTER

FOR THE UTAH TRANSIT AUTHORITY

Pursuant to the Utah Transit Authority's ("UTA") Bylaws, the Board of Trustees ("Board") has established an Audit Committee to provide oversight of both the internal and external audit functions.

The components of this Audit Committee Charter include:

- Mission Statement
- Composition and Requisite Skills
- Duties and Responsibilities
- Membership
- Meetings and notification~~s~~
- Decision-Making Process
- Reporting Requirements
- Charter Review

MISSION STATEMENT

The Audit Committee is established to assist the Board in fulfilling its responsibilities for overseeing UTA's accounting and financial reporting processes, the integrity of their financial statements, and responsibilities related to systems of internal controls.

COMPOSITION AND REQUISITE SKILLS

As set forth in UTA's Bylaws, the Audit Committee is comprised of the Board of Trustees and the Chair and Vice-Chair of the Advisory Council.

The Committee will review accounting, auditing, and financial reports and evaluate UTA's financial statements, the external audit, and internal audit activities. Accordingly, the Audit Committee has a collective responsibility to insure they:

- 1) Possess the requisite knowledge necessary to understand technical and complex financial reporting issues.
- 2) Have the ability to communicate with auditors, public finance officers and governing officials.
- 3) Are informed about internal controls, financial statement audits and management/operational audits.

DUTIES AND RESPONSIBILITIES

The duties and responsibilities of the Audit Committee include the following:

- 1) External Audit Focus
 - a. Provide recommendations regarding the selection of the external auditor.
 - b. Meet with the external auditor prior to commencement of the audit to, among other things, review the engagement letter.
 - c. Review and discuss with the external auditor any risk assessment of the entity's fiscal operations developed as part of the auditor's responsibilities under governmental auditing standards for a financial statement audit, ~~and~~ federal single audit standards, state compliance requirements, or agreed upon procedures, if applicable.

- d. Receive and review the draft annual audit report and accompanying draft management letter, including the external auditor's assessment of the entity's system of internal controls.
 - e. Make a recommendation to the Board of Trustees on accepting the annual audit report.
 - f. Review corrective action plans developed by UTA's management.
- 2) Internal Audit Focus
- a. Assist in the oversight of the internal audit function, including reviewing the annual internal audit plan to ensure that high risk areas and key control activities are periodically evaluated and tested, and reviewing the results of internal audit activities.
 - b. Review significant recommendations and findings of the Internal Auditor.
 - c. Receive updates on management's implementation of the Internal Auditor's recommendations.
 - d. Participate in the evaluation of the performance of the Internal Audit function.
- 3) Administrative Matters
- a. Hold regularly scheduled meetings.
 - b. Review and revise the Audit Committee Charter, as necessary

MEMBERSHIP

The membership duties of the Audit Committee include the following:

- 1) Good Faith – Members of the Audit Committee shall perform their duties in good faith, in a manner they reasonably believe to be in the best interests of the Committee and UTA with such care as a generally prudent person in a similar position would use under similar circumstances.
- 2) Independence – An individual may not serve on the Audit Committee if he or she:
 - a. Is employed by the entity (other than governing board members).
 - b. Currently provides, or within the prior two years, has provided, goods or services to the entity.
 - c. Is a family member of an employee or officer.
 - d. Is the owner of or has a direct and material interest in a company providing goods or services to the entity.

MEETINGS AND NOTIFICATIONS

The Audit Committee shall meet a minimum of four times each year. An agenda of each meeting should be clearly determined in advance and the Audit Committee should receive supporting documents in advance, for reasonable review and consideration.

The Audit Committee shall create meeting minutes which include the meeting:

- 1) Agenda
- 2) Time, date, and location
- 3) Attendance
- 4) Findings requiring further investigation
- 5) Items to report to the Board of Trustees

DECISION-MAKING PROCESS

All decisions shall be reached by vote of a simple majority of the total membership of the Committee. A quorum constitutes a simple majority of the total membership and meetings will not be conducted unless a quorum is present.

REPORTING REQUIREMENTS

The Audit Committee has the duty and responsibility to report its activities to the Board for their action as needed. The Audit Committee's reporting requirements are to:

- 1) Provide minutes or a summary of minutes of meetings which clearly record the actions and recommendations of the Committee.
- 2) Report on its review of UTA's draft annual audit report and accompanying management letter and its review of significant findings.
- 3) Report on suspected fraud, waste or abuse, or significant internal control findings and activities of the internal control function.
- 4) Report on indications of material or significant non-compliances with laws or UTA policies and procedures.
- 5) Report on any other matters that the Committee believes should be disclosed and referred to the Board for their action.

CHARTER REVIEW

The UTA Audit Committee shall assess the adequacy of this Charter no less than an annual basis or as necessary. Charter modifications, as recommended by the Audit Committee, should be presented to the Board in writing for their review and action.



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
FROM: Kim S. Ulibarri, Chief People Officer
PRESENTER(S): Kim S. Ulibarri, Chief People Officer

BOARD MEETING DATE: February 26, 2020

SUBJECT:	Amendment One to Carolyn Gonot Employment Agreement
AGENDA ITEM TYPE:	Consent
RECOMMENDATION:	Approve Amendment One to Carolyn Gonot Employment Agreement
BACKGROUND:	In the current employment agreement between UTA and Executive Director Carolyn Gonot, parties determined it to be in their respective best interests for Ms. Gonot to continue with coverage under her current medical plan and receive reimbursement for her out-of-pocket premium expense by the Authority. This provision of the agreement was set to expire in December 2019.
DISCUSSION:	<p>Ms. Gonot has a current health plan she is provided through another provider, due to previous employment and she would like to continue coverage with this provider as she currently pays for this plan. UTA's employer-offered plans do not provide the same coverage. Reimbursement for Ms. Gonot's plan is lower than the costs to UTA to provide health coverage to Ms. Gonot and her family.</p> <p>This amendment will be effective from January 2020 and continue for the full term of Ms. Gonot's employment period as long as the reimbursement is equal to or less than the Authority's costs of a medical plan offered to its employees.</p>
ALTERNATIVES:	If not adopted, Ms. Gonot would be eligible for UTA's healthcare plan, however this would increase costs for both Ms. Gonot and UTA.
FISCAL IMPACT:	The cost of Ms. Gonot's current reimbursement is less than the current cost of UTA family coverage therefore there is no fiscal impact to UTA to continue this agreement. It continues to save UTA a small amount each month.
ATTACHMENTS:	Amendment One to C. Gonot Employment Agreement

AMENDMENT ONE TO
EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT (UTA AGREEMENT NO. 19-
03085)

BETWEEN

UTAH TRANSIT AUTHORITY

AND

CAROLYN GONOT

WHEREAS, Utah Transit Authority (Authority) and Carolyn Gonot, (Employee) (collectively “Parties) entered into an employment agreement (“Agreement”) dated July 9, 2019 whereby Carolyn would become the Executive Director of Authority effective August 19, 2019; and

WHEREAS, when the Agreement was originally executed the Parties determined it to be in their respective best interests for the Employee to continue with coverage under her current medical plan and receive reimbursement for her out-of-pocket expense by the Authority; and

WHEREAS, Authority has now determined it to be more cost effective to continue reimbursing Employee for her current medical plan at the out of pocket rate of \$1,369.00 per month as opposed to enrolling her in one of the Authority’s health benefit plan; and

WHEREAS, the Parties desire to amend the Agreement to provide that Employee remain with her current medical plan and receive continued out-of-pocket reimbursement by Authority.

NOW THEREFORE, the Parties agree as follows:

1. The language contained in Paragraph 5(b) (General Benefits) of the Agreement which states: “While Employee is relocating, she will stay on her current medical plan and Authority will reimburse her for her out of pocket expense for family coverage on that plan, at \$1,369.00 per month. This reimbursement will end the sooner of either her actual relocation or December 31, 2019” shall be considered null and void. It shall be replaced with the following new language:

“Employee shall stay on her current medical plan and Authority will reimburse her out of pocket premium expense for family coverage on that plan. This reimbursement shall continue for the full duration of the Employment Period, as defined in Paragraph 2 of the Agreement, as long as the reimbursement is equal to or less than the Authority’s cost of a medical plan offered to its employees. This reimbursement is retroactive to January 2020. Should the Employee’s monthly out-of-pocket premium expense for Employee’s current medical plan increase to an amount that is greater than the cost of an equivalent plan offered by the Authority to its employees, the Authority shall consider whether to increase the reimbursement amount. This consideration shall take place upon timely written notification by the Employee to Authority within thirty (30) days of the

Employee’s receipt of the notice of increase. If the Authority determines to increase the reimbursement amount to an amount greater than the Authority’s cost of a medical plan offered to its employees, such increase shall be reflected in a new amendment to the Agreement. If the Authority and Employee determine to place Employee and Employee’s eligible family on a medical plan offered by the Authority to its employees, such change shall be reflected in a new amendment to this Agreement.”

- 2. All provisions of the Agreement, other than the language of Paragraph 5(b) specified in this Amendment, shall be unaffected by this Amendment One and shall remain valid and in full force and effect.

UTAH TRANSIT AUTHORITY

EMPLOYEE

Carlton Christensen
Chair, Board of Trustees

Carolyn Gonot

Date: _____

Date: _____

Approved as to form:

Assistant Attorney General
UTA Legal Counsel



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Bob Biles, Chief Financial Officer
PRESENTER(S): Bob Biles, Chief Financial Officer

BOARD MEETING DATE: February 26, 2020

SUBJECT:	UTA Policy 2.1.1, Financial Management – Vehicle Donations																																
AGENDA ITEM TYPE:	Consent																																
RECOMMENDATION:	Approve UTA Policy 2.1.1 – Financial Management – Vehicle Donations																																
BACKGROUND:	<p>UTA employs a sizeable number of vehicles in its revenue service vehicle (“RSV”) fleet. UTA utilizes a RSV fleet management plan to replace a RSV when it has reached the end of its useful life. Although a RSV has been retired from UTA service, it is often of value to other agencies and especially to non-profits.</p> <p>Recognizing this, for many years, UTA has had a corporate policy which allowed for donations to qualifying organizations on a first-come, first serve basis. Qualifying organizations have been limited to:</p> <ul style="list-style-type: none">• Utah non-profit organizations with 501(3)(c) status• Government agencies• An educational institution that teaches diesel mechanics or automotive mechanics <p>Each qualifying organization has been limited to requesting three vehicles within a three-year period.</p> <p>Donation requests from 2014 through 2019 are summarized in the charts below.</p> <table border="1"><thead><tr><th>Year</th><th>Bus</th><th>Paratransit</th><th>Van</th></tr></thead><tbody><tr><td>2015</td><td>1</td><td>7</td><td>20</td></tr><tr><td>2015</td><td>5</td><td>11</td><td>29</td></tr><tr><td>2016</td><td>5</td><td>16</td><td>29</td></tr><tr><td>2017</td><td>5</td><td>3</td><td>24</td></tr><tr><td>2018</td><td>4</td><td>14</td><td>28</td></tr><tr><td>2019</td><td><u>2</u></td><td><u>12</u></td><td><u>22</u></td></tr><tr><td>Totals</td><td><u>22</u></td><td><u>53</u></td><td><u>152</u></td></tr></tbody></table>	Year	Bus	Paratransit	Van	2015	1	7	20	2015	5	11	29	2016	5	16	29	2017	5	3	24	2018	4	14	28	2019	<u>2</u>	<u>12</u>	<u>22</u>	Totals	<u>22</u>	<u>53</u>	<u>152</u>
Year	Bus	Paratransit	Van																														
2015	1	7	20																														
2015	5	11	29																														
2016	5	16	29																														
2017	5	3	24																														
2018	4	14	28																														
2019	<u>2</u>	<u>12</u>	<u>22</u>																														
Totals	<u>22</u>	<u>53</u>	<u>152</u>																														

Year	Non-Profits	Governments
2014	9	4
2015	21	4
2016	24	7
2017	17	3
2018	17	6
2019	<u>20</u>	<u>3</u>
Totals	<u>108</u>	<u>27</u>

DISCUSSION:

The RSV donation program has been well received and many local organizations have benefitted from UTA's donations. UTA Policy 2.1.1 would continue the vehicle donation program using the same parameters and delegate responsibility for administration of the vehicle donation program to the Chief Financial Officer.

ALTERNATIVES:

The policy can be revised to be more or less restrictive. Another alternative would be to sell all retired vehicles.

FISCAL IMPACT:

No change from current practice.

ATTACHMENTS:

UTA Policy 2.1.1

UTAH TRANSIT AUTHORITY POLICY

No. 2.1.1

Financial Management – Vehicle Donations

- I. Purpose. The purpose of this policy is to provide guidance for the donation of UTA Surplus Vehicles to Qualifying Organizations.
- II. Definitions.
 - A. “Surplus Vehicle” means a car, truck, van, paratransit vehicle, bus, or rail vehicle that has reached its useful life as determined by the Federal Transit Administration, has been retired from service at UTA, and would normally be sold at auction.
 - B. “Qualifying Organization” means a Utah non-profit organization with 501(c)3 tax status, a government agency, an educational institution that teaches diesel mechanics or automotive mechanics, or a business under contractual obligation to provide transportation services to UTA and with whom UTA has agreed to provide such vehicles.
- III. Policy.
 - A. UTA may donate Surplus Vehicles to Qualifying Organizations which are:
 1. Promoting group transportation,
 2. Encouraging education in mechanics, or
 3. Engaged in public safety.
 - B. No more than three Surplus Vehicles may be donated to a Qualifying Organization over a three-year period.
 - C. A Qualifying Organization must:
 1. Make a request for a Surplus Vehicle donation in writing.
 2. Be current on all of its obligations to UTA.
 3. Accept a Surplus Vehicle “as is” and sign a waiver stating that UTA will not be held liable for the Surplus Vehicle once the Qualifying Organization has taken possession of it.

4. Be responsible for all licensing, permits, and insurance of the Surplus Vehicle upon taking possession of, or receiving title to, the Surplus Vehicle, whichever occurs first.

D. The Chief Financial Officer shall administer the vehicle donation policy.

This UTA Policy was reviewed by UTA’s Chief Officers on January 14, 2020, by the Board of Trustees on _____, 2020, and approved by the Executive Director on this _____ day of _____, 2020.

 Carolyn Gonot
 Executive Director

Approved as to form:

 Counsel for UTA

Revision History		Owner
Adopted Corporate Policy No. 2.1.6	5/2/2013	
Revised	5/16/2016	
Revised and renumbered to UTA Policy 2.1.1	2/ <u>Day</u> /2020	Chief Financial Officer



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Bob Biles, Chief Financial Officer
PRESENTER(S): Bob Biles, Chief Financial Officer

BOARD MEETING DATE: February 26, 2020

SUBJECT:	UTA Policy 2.1.2, Financial Management – Personal Use of Public Property
AGENDA ITEM TYPE:	Consent
RECOMMENDATION:	Approve UTA Policy 2.1.2 – Financial Management – Personal Use of Public Property
BACKGROUND:	<p>The 2019 legislature changed state law regarding the personal use of a governmental entity’s public property by a public servant to make use of public property much more restrictive. There are provisions in the state laws which allows a government to adopt a policy which 1) clarifies what may constitute a misuse of its public property and 2) authorizes the use of public property under certain circumstances.</p> <p>The Utah Association of Special Districts recommended that districts adopt such a policy and provided a model policy. Legal staff used the model policy as the backbone for UTA Policy 2.1.2.</p>
DISCUSSION:	<p>The Financial Management – Personal Use of Public Property policy defines the following terms:</p> <ul style="list-style-type: none">• Authority Property• Public Servant• Public Property (interchangeable with Authority Property)• Authorized Personal Use <p>Under this policy, a Public Servant may use Authority Property for a personal matter and personal use of Authority Property is allowed when: (a) (i) the Public Servant is authorized to use or possess the Public Property to fulfill the Public Servant’s duties owed to the Authority; (ii) the primary purpose of the Public Servant using or possessing the Public Property is to fulfill the Public Servant’s duties to the Authority; (iii) the personal use is in accordance with this Policy; and (iv) the Public Servant uses and possesses the Authority Property in a lawful manner in accordance with this Policy; or (b) the personal use of Authority Property is incidental, such as when: (i) the value provided to the Authority by the Public Servant’s use or possession of the Public Property for a public purpose substantially outweighs the personal benefit received by the Public Servant’s personal incidental use; and (ii) the incidental use is not prohibited by an applicable state or federal law. Any lawful personal use of Authority Property by a Public Servant that is not prohibited by applicable state or federal law is specifically authorized and allowed by this Policy.</p>

	Authority property includes devices, physical facilities, office and shop supplies, and miscellaneous public property.
ALTERNATIVES:	Revise the policy to make it more or less restrictive.
FISCAL IMPACT:	No change from current practice.
ATTACHMENTS:	UTA Policy 2.1.2

UTAH TRANSIT AUTHORITY POLICY

No. 2.1.2

Financial Management – Personal Use of Public Property

- I. Purpose. The purpose of this policy is to provide guidance regarding the personal use of UTA’s public property. Pursuant to §78-8-402 of the Utah State Code, the Authority desires to adopt this Policy to clarify what may constitute a misuse of Authority Property and to authorize the personal use of Authority Property under certain circumstances.
- II. Definitions.
 - A. “Authority Property” means Authority-owned, leased, held, operated or managed equipment, vehicles, office supplies, devices, tools, facilities and other Authority-owned personal and real property.
 - B. “Public Servant” means an appointed official of the Authority; an employee, consultant, or independent contractor of the Authority; or a person (including an individual, an entity, or an organization) hired or paid by the Authority to perform a government function. *See* Utah Code Ann. § 76-1-601(14). A person becomes a “Public Servant” upon the person’s election, appointment, contracting or other selection, regardless of whether the person has begun to officially occupy the position of a public servant.
 - C. “Public Property” and “Authority Property” are interchangeable and mean and include any real or personal property that is owned, leased, held, operated or managed by the Authority, including Public Property that has been transferred by the Authority to an independent contractor for the purpose of providing a program or service for or on behalf of the Authority. In the event and to the extent the Public Property is consumed or rendered effectively valueless to the Authority as a program or service is provided to the Authority by an independent contractor or as the Public Property is utilized by Authority employees, the property shall cease to be Public Property and may be disposed of as the independent contractor or Authority management deems fit, unless otherwise directed by the Authority. *See* Utah Code Ann. § 76-8-101(5).
 - D. “Authorized Personal Use” means any personal use that is authorized pursuant to this Policy. As provided in Utah Code Ann. § 76-8-402(1), a Public Servant may use Authority Property for a personal matter and personal use of Authority Property is allowed when: (a) (i) the Public Servant is authorized to use or possess the Public Property to fulfill the Public Servant’s duties owed to the Authority; (ii) the primary purpose of the Public Servant using or possessing the Public Property is to fulfill the

Public Servant's duties to the Authority; (iii) the personal use is in accordance with this Policy; and (iv) the Public Servant uses and possesses the Authority Property in a lawful manner in accordance with this Policy; or (b) the personal use of Authority Property is incidental, such as when: (i) the value provided to the Authority by the Public Servant's use or possession of the Public Property for a public purpose substantially outweighs the personal benefit received by the Public Servant's personal incidental use; and (ii) the incidental use is not prohibited by an applicable state or federal law. Any lawful personal use of Authority Property by a Public Servant that is not prohibited by applicable state or federal law is specifically authorized and allowed by this Policy. The Authority recognizes that third parties may benefit indirectly or directly from a Public Servant's personal use, or official use, of the Authority's Public Property, which benefit is specifically condoned and authorized by this Policy so long as and to the extent that the benefit does not otherwise violate an applicable law, rule or ordinance, including but not limited to state statutory law and rules and regulations of the Authority.

III. Policy.

- A. Devices: Communication and other devices, such as mobile phones, landline phones, and computers, that are owned by the Authority may be used by an employee for occasional, incidental personal activities such as calling home, making other personal calls during a break, accepting occasional incoming personal calls, etc., provided that such personal usage is not excessive. Similarly, Authority owned computers and smart phones may be used for personal text messaging, e-mails and other personal uses, provided that such use is limited, as much as reasonably possible, to break periods or periods when the employee is not "on the clock", and is not excessive.
- B. Physical Facilities: Personal activities by Public Servants at Authority-owned, leased, managed and/or maintained facilities, such as meeting family members or friends for short periods of time, are allowed, provided they do not become excessive or disruptive.
- C. Office Supplies/Shop Supplies/etc.: Office supplies, shop supplies and other Authority-owned supplies and items of personal property are intended for uses that directly benefit the Authority. Incidental personal use of the same by Public Servants is allowed, such as the use of Authority-owned office supplies including pens, pencils and paper, provided that such incidental personal use is not excessive.
- D. Miscellaneous: Any Authority Property that does not fall under any of the above classifications may nevertheless be utilized by a Public Servant for incidental personal uses.

- A. Policy Not Exhaustive: The governing body of the Authority reserves the right to add to, delete from or change this Policy at any time. The Policy stated above is not necessarily inclusive because, among other reasons, unanticipated circumstances may arise and other rules or regulations of the Authority may apply. The Authority may vary from the Policy, subject to the application of applicable state and federal laws, if the circumstances so justify.

- B. Higher Law to Control: In the event of any conflict between the Policy and any applicable federal or state law, rule or regulation, the law, rule or regulation, including amendments and modifications thereto, shall control to the extent of such inconsistency.

This UTA Policy was reviewed by UTA’s Chief Officers on January 14, 2020, by the Board of Trustees on _____, and approved by the Executive Director on this _____ day of _____. This policy takes effect on the latter date.

 Carolyn Gonot
 Executive Director

Approved as to form:

 Counsel for UTA

Revision History		Owner
Adopted new UTA Policy 2.1.2	2/ <u>Date</u> /2020	Chief Financial Officer



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Mary DeLoretto, Acting Chief Service Development Officer
PRESENTER(S): Carolyn Gonot, Executive Director

BOARD MEETING DATE: February 26, 2020

SUBJECT:	FY 2018 Innovative Coordinated Access and Mobility (ICAM) Grant Execution Approval Request
AGENDA ITEM TYPE:	Consent
RECOMMENDATION:	Approve award and authorize Executive Director to execute the ICAM Agreement with the Federal Transit Administration (FTA) in the amount of \$700,125.
BACKGROUND:	The ICAM grant selection was announced in May of 2019. The grant details have been submitted in the FTA award management system and the grant agreement is now ready to be executed. The ICAM grant is to develop software for electronic vouchers (E-Vouchers).
DISCUSSION:	<p>The software development project replaces inefficient manual paper systems with a web-based mobile application. This electronic system will assist human service agencies to manage clients, drivers, and payments for transportation trips typically done by volunteers.</p> <p>The grant includes pre-award authority. UTA has begun project implementation and is nearly complete in drafting the system technical specifications. This grant execution will be to obligate the awarded federal funds.</p>
AGREEMENT SUMMARY:	<p>Awarding Agency Name: Federal Transit Administration</p> <p>Federal Award Identification Number (FAIN): UT-2020-003-00</p> <p>Federal Award: \$700,125 Required Match: \$175,031</p>
ALTERNATIVES:	If the action is not approved, the projects costs cannot be reimbursed.
FISCAL IMPACT:	This project was included in the 2019 Capital budget and in the 2020 Capital budget.
ATTACHMENTS:	1) FTA Agreement (not signed) UT-2020-003-00

Award

Federal Award Identification Number (FAIN)	UT-2020-003-00
Temporary Application Number	1167-2020-1
Award Name	FY 2018 Innovative Coordinated Access and Mobility Competitive - Electronic Voucher Development
Award Status	Obligated / Ready for Execution
Award Budget Number	0

Part 1: Recipient Information

Name: Utah Transit Authority (uta)

Recipient ID	Recipient OST Type	Recipient Alias	Recipient DUNS
1167	Transit Authority	Utah Transit Authority	069816163

Location Type	Address	City	State	Zip
Headquarters	669 W 200 S	SALT LAKE CITY	UT	841011014
Physical Address	669 W 200 S	SALT LAKE CITY	UT	84101
Mailing Address	669 W 200 S	SALT LAKE CITY	UT	84101

Union Information

Union Name	AMALGAMATED TRANSIT UNION
Address 1	2261 So. Redwood Rd., Suite G
Address 2	
City	Salt Lake City
State	Utah
Zipcode	84119
Contact Name	Rod Dunn
Telephone	8019728560
Fax	8019724938

E-mail	rdunn@atu382.com
Website	

Part 2: Award Information

Title: FY 2018 Innovative Coordinated Access and Mobility Competitive - Electronic Voucher Development

FAIN	Award Status	Award Type	Date Created	Last Updated Date	From TEAM?
UT-2020-003-00	Obligated / Ready for Execution	Grant	11/5/2019	11/5/2019	No

Award Start Date

2/4/2020

Award End Date

8/31/2021

Award Executive Summary

This application for 49 USC 5310(i)(b)/competitive ICAM funds is for \$700,125 in federal assistance at an 80/20 local match ratio. UTA will collaboratively develop an innovative E-Voucher solution to replace a manual paper system, particularly for trips that improve health access. It will include a web-based application that keeps track of clients, drivers, payments, programs, and a mobile application. The mobile app for drivers and clients allows for origin and destination confirmation, payment processing, and client verification. It will reduce administrative functions, potential waste, fraud, and abuse. UTA is collaborating with Community Health IT of Florida to pilot the software. Additional funding has been obligated for this project in UT-2016-013. ICAM Competitive ID: D2019-ICAM-025.

This software project is consistent with the regional ITS plan, as verified by the region's two metropolitan planning organizations (MPOs) in an email (attached).

The projected minimum useful life of the software is 60 months (5 years).

Frequency of Milestone Progress Reports (MPR)

Annual

Frequency of Federal Financial Reports (FFR)

Annual

Does this application include funds for research and/or development activities?

This award includes research and development activities.

Pre-Award Authority

This award is using Pre-Award Authority.

Does this application include suballocation funds?

Recipient organization is the Designated Recipient and can apply for and receive these apportioned funds.

Will this Grant be using Lapsing Funds?

No, this Grant does not use Lapsing Funds.

Will indirect costs be applied to this application?

This award does not include an indirect cost rate.

Indirect Rate Details: N/A

Requires E.O. 12372 Review

Yes, this application requires E.O. 12372 Review

State Application ID: Application was not selected by the state for review*Date Received by State:***Delinquent Federal Debt**

No, my organization does not have delinquent federal debt.

Award Point of Contact Information

First Name	Last Name	Title	E-mail Address	Phone
	tracey.macdonald@dot.gov	Supervisory Transportation Program Specialist		
Tracy	Young	Grants Development Administrator	tyoung@rideuta.com	801-287-3220
	stephanie.minter@dot.gov	General Engineer		

Award Budget Control Totals

Funding Source	Section of Statute	CFDA Number	Amount
5310 - Enhanced Mobility Pilot Program	5310-3	20513	\$700,125
Local			\$175,031
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$875,156

Award Budget

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
UT-2020-003-01-00	647-00 (647-A1) NEW FREEDOM PROJECTS	\$700,125.00	\$175,031.00	\$875,156.00	0
UT-2020-003-01-00	11.42.08 ACQUIRE - ADP SOFTWARE	\$700,125.00	\$175,031.00	\$875,156.00	0

Earmark and Discretionary Allocations

Earmark ID	Earmark Name	Amount Applied	FAIN	Congressional Release Date
D2019-ICAM-025	Electronic Voucher (E-Voucher) Software Development – Utah Transit Authority (UTA), Jacksonville Transit Authority (JTA), CommunityHealth IT (CommHIT), Cambridge Systematics (CS)	\$700,125	UT-2020-003-00	10/25/2019

Sources of Federal Financial Assistance

PO Number	Project Number	Scope Name	Scope Number	Scope Suffix	UZA Code	Area Name	Account Class Code	FP C	Description	Amendment Amount	Cumulative Amount
UT-16-0031	UT-2020-003-01-00	NEW FREED OM PROJEC TS	647-00 (647)	A1	4900 00	Uta h	2019.25.16. DX.2	00	Pilot Program for Enhanced Mobility	\$700,125	\$700,125

Part 3: Project Information

Project Title: FY 2018 Innovative Coordinated Access and Mobility Electronic Voucher Development

Project Number	Temporary Project Number	Date Created	Start Date	End Date
UT-2020-003-01-00	1167-2020-1-P1	11/5/2019	6/1/2019	5/31/2021

Project Description

UTA will collaboratively develop an innovative E-Voucher solution to replace a manual paper system, particularly for trips that improve health access. It will include a web-based application that keeps track of clients, drivers, payments, programs, and a mobile application. The mobile app for drivers and clients allows for origin and destination confirmation, payment processing, and client verification. It will reduce administrative functions, potential waste, fraud, and abuse. UTA is collaborating with Community Health IT of Florida to pilot the software.

This software project is consistent with the regional ITS plan, as verified by the region's two metropolitan planning organizations (MPOs) in an email (attached).

The projected minimum useful life of the software is 60 months (5 years).

Project Benefits

The Electronic Voucher (e-voucher) software will reduce the administrative costs of voucher programs so more of the available funding can go directly into trips. This solution will benefit persons with disabilities, the elderly, and low-income individuals by providing a ride that best suits their needs. With

an e-voucher solution, the software will collect various health and social factor metrics. With the metrics the solution will track, the quantifiable evidence to show savings for not only customers, but also medical providers who currently have patients who decline hospital visits due to lack of transportation options.

Additional Information

None provided.

Location Description

The pilot will be in Davis County, Utah.

Project Location (Urbanized Areas)

UZA Code	Area Name
499560	Ogden--Layton, UT

Congressional District Information

State	District	Representative
Utah	1	Rob Bishop

Program Plan Information

STIP/TIP

Date: 10/1/2019

Description: STIP Page 133 of 137

UPWP

Date: N/A

Description: N/A

Long Range Plan

Date: N/A

Description: N/A

Project Control Totals

Funding Source	Section of Statute	CFDA Number	Amount
5310 - Enhanced Mobility Pilot Program	5310-3	20513	\$700,125
Local			\$175,031
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0

Total Eligible Cost	\$875,156
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Project Budget

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
UT-2020-003-01-00	647-00 (647-A1) NEW FREEDOM PROJECTS	\$700,125.00	\$175,031.00	\$875,156.00	0
UT-2020-003-01-00	11.42.08 ACQUIRE - ADP SOFTWARE	\$700,125.00	\$175,031.00	\$875,156.00	0

Project Budget Activity Line Items

Budget Activity Line Item: 11.42.08 - ACQUIRE - ADP SOFTWARE

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
NEW FREEDOM PROJECTS (647-00)	11.42.08	ACQUIRE - ADP SOFTWARE	ACQUISITION OF BUS SUPPORT EQUIP/FACILITIES	0

Extended Budget Description

UTA will collaboratively develop an innovative E-Voucher solution to replace a manual paper system, particularly for trips that improve health access. It will include a web-based application that keeps track of clients, drivers, payments, programs, and a mobile application. The mobile app for drivers and clients allows for origin and destination confirmation, payment processing, and client verification. It will reduce administrative functions, potential waste, fraud, and abuse. UTA is collaborating with Community Health IT of Florida to pilot the software. The projected minimum useful life of the software is 60 months (5 years).

Will 3rd Party contractors be used to fulfill this activity line item?

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5310 - Enhanced Mobility Pilot Program	5310-3	20513	\$700,125
Local			\$175,031
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0

Total Eligible Cost	\$875,156
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Milestone Name	Est. Completion Date	Description
Start Date	6/1/2019	Development and Acquisition of E-Voucher Software
End Date	5/31/2021	Pilot complete

Project Environmental Findings

Finding: Class II(c) - Categorical Exclusions (C-List)

Class Level Description

Class II(c) consists of projects called categorical exclusions (CEs) which are known not to have, either individually or cumulatively, a significant environmental impact on the human or natural environment and are therefore categorically excluded from the requirement to prepare an environmental assessment or an environmental impact statement. Class II(c) does not require documentation.

Categorical Exclusion Description

Type 05: Activities, including repairs, replacements, and rehabilitations, designed to promote transportation safety, security, accessibility and effective communication within or adjacent to existing right-of-way, such as: the deployment of Intelligent Transportation Systems and components; installation and improvement of safety and communications equipment, including hazard elimination and mitigation; installation of passenger amenities and traffic signals; and retrofitting existing transportation vehicles, facilities or structures, or upgrading to current standards.

Date Description	Date
Class IIc CE Approved	

Part 4: Fleet Details

No fleet data exists for this application.

Part 5: FTA Review Comments

Application Review Comments

Comment By Tracey MacDonald

Comment Type	FTA Post Review Comments for Grantee
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Date	12/30/2019
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Comment	The correct scope code for ICAM grants is 647-00 (same as JARC). The ALI selected is still correct. The appropriate CE is Type 05, which includes activities, such as communication equipment and ITS, that promote accessibility and communication.
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Comment By Tracey MacDonald

Comment Type FTA Post Review Comments for Grantee

Date 1/24/2020

Comment Please address ITS Architecture requirements and add useful life. The competitive application was uploaded in project documents, please verify it's the correct version.

Part 6: Agreement

**UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
FEDERAL TRANSIT ADMINISTRATION**

**GRANT AGREEMENT
(FTA G-26, October 1, 2019)**

On the date the authorized U.S. Department of Transportation, Federal Transit Administration (FTA) official signs this Grant Agreement, FTA has obligated and awarded federal assistance as provided below. Upon execution of this Grant Agreement by the Recipient named below, the Recipient affirms this FTA Award, enters into this Grant Agreement with FTA, and binds its compliance with the terms of this Grant Agreement.

The following documents are incorporated by reference and made part of this Grant Agreement:

- (1) "Federal Transit Administration Master Agreement," FTA MA(26), October 1, 2019, <http://www.transit.dot.gov>,
- (2) The Certifications and Assurances applicable to the FTA Award that the Recipient has selected and provided to FTA, and
- (3) Any Award notification containing special conditions or requirements, if issued.

WHEN THE TERM "FTA AWARD" OR "AWARD" IS USED, EITHER IN THIS GRANT AGREEMENT OR THE APPLICABLE MASTER AGREEMENT, "AWARD" ALSO INCLUDES ALL TERMS AND CONDITIONS SET FORTH IN THIS GRANT AGREEMENT.

FTA OR THE FEDERAL GOVERNMENT MAY WITHDRAW ITS OBLIGATION TO PROVIDE FEDERAL ASSISTANCE IF THE RECIPIENT DOES NOT EXECUTE THIS GRANT AGREEMENT WITHIN 90 DAYS FOLLOWING FTA's AWARD DATE SET FORTH HEREIN.

FTA AWARD

Federal Transit Administration (FTA) hereby awards a Federal Grant as follows:

Recipient Information

Recipient Name: Utah Transit Authority (uta)

Recipient ID: 1167

DUNS No: 069816163

Award Information

Federal Award Identification Number: UT-2020-003-00

Award Name: FY 2018 Innovative Coordinated Access and Mobility Competitive - Electronic Voucher Development

Award Start Date: 2/4/2020

Award End Date: 8/31/2021

Award Executive Summary: This application for 49 USC 5310(i)(b)/competitive ICAM funds is for \$700,125 in federal assistance at an 80/20 local match ratio. UTA will collaboratively develop an innovative E-Voucher solution to replace a manual paper system, particularly for trips that improve health access. It will include a web-based application that keeps track of clients, drivers, payments, programs, and a mobile application. The mobile app for drivers and clients allows for origin and destination confirmation, payment processing, and client verification. It will reduce administrative functions, potential waste, fraud, and abuse. UTA is collaborating with Community Health IT of Florida to pilot the software. Additional funding has been obligated for this project in UT-2016-013. ICAM Competitive ID: D2019-ICAM-025.

This software project is consistent with the regional ITS plan, as verified by the region's two metropolitan planning organizations (MPOs) in an email (attached).

The projected minimum useful life of the software is 60 months (5 years).

Research and Development: This award includes research and development activities.

Indirect Costs: This award does not include an indirect cost rate.

Suballocation Funds: Recipient organization is the Designated Recipient and can apply for and receive these apportioned funds.

Pre-Award Authority: This award is using Pre-Award Authority.

Award Budget

Total Award Budget: \$875,156.00

Amount of Federal Assistance Obligated for This FTA Action (in U.S. Dollars): \$700,125.00

Amount of Non-Federal Funds Committed to This FTA Action (in U.S. Dollars): \$175,031.00

Total FTA Amount Awarded and Obligated (in U.S. Dollars): \$700,125.00

Total Non-Federal Funds Committed to the Overall Award (in U.S. Dollars): \$175,031.00

Award Budget Control Totals

(The Budget includes the individual Project Budgets (Scopes and Activity Line Items) or as attached)

Funding Source	Section of Statute	CFDA Number	Amount
5310 - Enhanced Mobility Pilot Program	5310-3	20513	\$700,125
Local			\$175,031
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$875,156

(The Transportation Development Credits are not added to the amount of the Total Award Budget.)

U.S. Department of Labor Certification of Public Transportation Employee Protective Arrangements:

Original Certification Date:

Special Conditions

There are no special conditions.

FINDINGS AND DETERMINATIONS

By signing this Award on behalf of FTA, I am making all the determinations and findings required by federal law and regulations before this Award may be made.

FTA AWARD OF THE GRANT AGREEMENT

Awarded By:
Cindy Terwilliger
Regional Administrator
FEDERAL TRANSIT ADMINISTRATION
U.S. DEPARTMENT OF TRANSPORTATION
Contact Info: cindy.terwilliger@dot.gov
Award Date: 2/4/2020

EXECUTION OF THE GRANT AGREEMENT

Upon full execution of this Grant Agreement by the Recipient, the Effective Date will be the date FTA or the Federal Government awarded Federal assistance for this Grant Agreement.

By executing this Grant Agreement, the Recipient intends to enter into a legally binding agreement in which the Recipient:

- (1) Affirms this FTA Award,
- (2) Adopts and ratifies all of the following information it has submitted to FTA:
 - (a) Statements,

- (b) Representations,
 - (c) Warranties,
 - (d) Covenants, and
 - (e) Materials,
- (3) Consents to comply with the requirements of this FTA Award, and
- (4) Agrees to all terms and conditions set forth in this Grant Agreement.

Executed By:

Utah Transit Authority (uta)



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
FROM: Shule Bishop, Government Relations Director
PRESENTER(S): Shule Bishop, Government Relations Director

BOARD MEETING DATE: February 26, 2020

SUBJECT: Government Relations and Legislative Priorities Update	
AGENDA ITEM TYPE:	Discussion <i>The board may make motions regarding UTA positions on legislation.</i>
RECOMMENDATION:	Informational report for discussion. Make motions regarding UTA positions on legislation as needed.
DISCUSSION:	Shule Bishop, UTA Government Relations Director will report on transit-related issues before the Utah Legislature.



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
FROM: Carolyn Gonot, Executive Director
PRESENTER(S): Carolyn Gonot, Executive Director

BOARD MEETING DATE: February 26, 2020

SUBJECT:	Agency Report
AGENDA ITEM TYPE:	Report
RECOMMENDATION:	Informational report for discussion
DISCUSSION:	<p>Carolyn Gonot, UTA Executive Director, will report on recent activities of the agency and other items of interest, including:</p> <ul style="list-style-type: none">- Government Financial Officers Association (GFOA) Certificate- UTA Happenings:<ul style="list-style-type: none">Pop-up event, Brigham Young University (BYU) South Campus StationOutreach- Point of the Mountain (POM) study update to Sandy City CouncilSchool Presentation – Legacy Prep AcademySchool Presentation- Canyon Creek Elementary



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
FROM: Kent Millington, Board of Trustees
PRESENTER(S): Kent Millington, Board of Trustees

BOARD MEETING DATE: February 26, 2020

SUBJECT:	Pension Committee Report
AGENDA ITEM TYPE:	Report
RECOMMENDATION:	Informational report for discussion.
DISCUSSION:	The Pension Committee met on January 29, 2020. Trustee Kent Millington sits on the Pension Committee and will provide an update on Pension Committee activities.



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Bob Biles, Chief Financial Officer
PRESENTER(S): Todd Mills, Senior Supply Chain Manager

BOARD MEETING DATE: February 26, 2020

SUBJECT:	Vendor Managed Inventory Supply Contract Amendment 1 – Additional Bus Parts
AGENDA ITEM TYPE:	Expense Contract Change Order
RECOMMENDATION:	Approve award and authorize Executive Director to execute a contract amendment with The Aftermarket Parts Company (New Flyer) in the amount of \$3,882,810 and authorize associated disbursements.
BACKGROUND:	The original Vendor Managed Inventory (VMI) contract was bid and awarded to The Aftermarket Parts Company (New Flyer) in April 2019. The base contract was for 3 years with two one-year options and contained 100 parts with an estimated annual volume of \$250,000. The total contract value was \$1,250,000. In the first nine months, we have purchased \$143,000 of parts. We expect to reach the \$250,000 annual spend as existing inventory is consumed.
DISCUSSION:	<p>This Contract Amendment No. 1 will add an additional 619 parts to the contract at a value of \$3,882,810, bringing the total contract value to \$5,132,810. The new total contract annual spend will be approximately \$1,026,562. The 2020 total bus parts expense budget for all divisions is \$5,187,218. With the implementation of this amendment UTA will now have roughly 20% of our high usage bus parts on VMI contract, with guaranteed stock and 24-hour shipment from the supplier.</p> <p>Having this VMI contract allows UTA to set up the inventory system to automatically send an order to the supplier when a requisition is generated. Parts are stocked by New Flyer and shipped within 24 hours of receiving an order. This reduces UTA's inventory, buyer workload, and invoice processing, eliminates order creation errors, and increases parts availability in maintenance shops.</p> <p>Supply Chain staff evaluated parts usage over the past 2 years and solicited bids for 1,828 high usage parts. Bids were evaluated based on a per part evaluation of price and lead-time. Of these parts, 1,209 were awarded to other suppliers as a stocking agreement / auto-PO contract, with 619 parts being awarded to New Flyer to be added to the VMI contract.</p>

	Staff conducts quarterly business reviews with New Flyer to ensure they are meeting on-time delivery performance and order fulfillment rates.	
CONTRACT SUMMARY: This section may be removed if the agenda item is not a contract.	Contractor Name: The Aftermarket Parts Company	
	Contract Number: 17-2218JH	Existing Contract Value: \$1,250,000
	Base Contract Effective Dates: 4/1/2019 – 3/31/2022	Extended Contract Dates: Two future 1-yr options
	Amendment Amount: \$3,882,810	New/Total Amount Contract Value: \$5,132,810
	Procurement Method: RFP	Funding Sources: Local
ALTERNATIVES:	Bid parts individually and place orders as needed. Orders are shipped when they become available based on on-hand stock and lead-times from the manufacturer.	
FISCAL IMPACT:	No impact. Parts prices bid were at or slightly below current price paid. Business unit parts budgets were based on current price paid.	
ATTACHMENTS:	<ol style="list-style-type: none"> 1) 17-2218JH Vendor Managed Inventory Supply contract amendment No. 1 including Exhibit A – List of parts 2) <u>Link to Original VMI Contract in April 17, 2019 Board Meeting Packet Here</u> 	



669 West 200 South
Salt Lake City, UT 84101

January 30, 2020

The Aftermarket Parts Company, LLC
Attn: Kerri Moloney
Email: Kerri_moloney@newflyer.com

(Sent via email only)

RE: RFP – 17-2218JH – Vendor Managed Inventory Supply Contract

Contract Amendment No. 1

Dear Ms. Moloney,

The purpose of this letter is to modify the current Vendor Managed Inventory Supply Contract (“Agreement”) between The Aftermarket Parts Company, LLC and Utah Transit Authority (UTA) dated April 17, 2019 (UTA Contract Number 17-2218JH). This letter (Modification No. 1) makes the following modification to the agreement:

1. UTA and The Aftermarket Parts Company have agreed to add additional parts attached hereto as Exhibit A to the Vendor Managed Inventory Supply Contract 17-2218JH.

If you are in agreement with the above referenced amendment, please sign on the line indicated below.

UTAH TRANSIT AUTHORITY

THE AFTERMARKET PARTS COMPANY, LLC

By: _____ Date: _____
Carolyn M. Gonet
Executive Director

By: *Kerri Moloney* Date: 01-30-2020
Kerri Moloney
VP of Customer Service

By: _____ Date: _____
Robert K. Biles
Chief Financial Officer

By: *Paul Alexander* Date: 1/30/2020
Paul Alexander
VP of Finance

Approved as to form and content

Michael Bell
Assistant Attorney General
UTA Counsel

Exhibit A

Estimated Annual Value \$913,602.56 (based on 12 month usage)

	Part Number	Quoted Price	Ext based 12 Mo Usage	Description	12 Mnth Usage
1	01-38230N000	\$8.63	\$146.71	HINGE, BELT GUARD, ENGINE COMP	17
2	01-63585-001	\$5.53	\$774.11	GASKET, EXHAUST COUPLING	140
3	01-63586-000	\$21.29	\$1,128.55	CLAMP, MUFFLER BOTTOM-INLET	53
4	01-65361-000	\$36.89	\$1,660.05	CLAMP, DPF EXHAUST OUTLET	45
5	04191037	\$47.73	\$906.87	KIT, OIL SEPARATOR MAINTENANCE	19
6	04-53865-000	\$150.35	\$1,052.45	VALVE, BRAKE E-8P W/O TREADLE	7
7	04-62198-000	\$80.15	\$1,282.40	VALVE, ABS PMV	16
8	05-62023-000	\$9.33	\$84.01	HORN BUTTON KIT	9
9	066013A	\$8.20	\$188.54	PUMP, WINDSHIELD WASHER 24V	23
10	08-37209-000N	\$81.15	\$27,023.35	SPRING AIR FRONT	333
11	08-56201-000	\$220.36	\$44,072.00	TORQUE ROD ASSY, UPPER FRONT	200
12	08-56201-001	\$210.25	\$13,876.50	TORQUE ROD ASSY, LOWER	66
13	08-73701-000	\$133.26	\$17,990.10	ABSORBER, SHOCK FRONT	135
14	08-73702-001	\$137.66	\$2,753.25	SHOCK ABSORBER, FRONT	20
15	100189	\$17.73	\$35.46	GRIPS, BLACK Pair of 2	2
16	100536	\$855.24	\$19,670.52	BICYCLE RACK, DL2 - SS	23
17	100829	\$5.67	\$181.32	PLUG, FINISHING PLASTIC	32
18	100947	\$202.18	\$3,437.06	PIVOT PLATE, APEX 3-POSITION	17
19	10167	\$8.67	\$181.98	BLOWOFF CAPS (REPLACEMENT)	21
20	1024612	\$131.64	\$526.54	SOLENOID, JAKE BRAKE 12V SER60	4
21	10498158	\$7.77	\$147.64	SENSOR, STARTER OVERHEAT	19
22	10678526	\$209.64	\$838.56	BRAKE CHAMBER, REAR	4
23	10757387	\$10.11	\$80.88	LIGHT, AMBER FRONT CLEARANCE	8
24	109375001	\$42.55	\$1,872.20	SOCKET, LAMP HOLDER	44
25	109494	\$10.78	\$1,131.90	KIT, DELIVRY CHECK VALVE AD-IP	105
26	109496	\$74.36	\$371.80	KIT, HTR & THERMO 24V AD-IP	5
27	10967964	\$126.23	\$504.93	SHOCK ABSORBER, REAR	4
28	11086071	\$3.95	\$75.09	FILTER, PWR STEERING RESERVOIR	19
29	114010	\$1.92	\$28.85	TOOL, PIN REMOVAL #12 YELLOW	15
30	11505232	\$0.19	\$4.62	BOLT, FLEX COUPLER TO FLYWHEEL	24
31	11505362	\$3.13	\$68.76	BOLT, M10x1.5x25, FLEX TO TORQ	22
32	11514357	\$0.21	\$13.54	BOLT, FLYWHEEL WORLD TRANS	64
33	11515393	\$0.48	\$0.00	BOLT, OUTPUT FLANGE RET B400	0
34	11625013	\$1.42	\$21.28	CLAMP KIT, CABLE	15
35	11L2238	\$16.44	\$115.08	BUTTON, HORN	7

36	11L250	\$22.36	\$603.72	HORN CONTACT ASSY	27
37	11L295	\$22.71	\$476.91	BRUSH ASSY, CONTACT - HORN	21
38	12	\$0.43	\$101.13	CLAMP, WATER HOSE SHIELDED	236
39	12010973	\$0.30	\$107.40	SHROUD, MALE 2-WAY	358
40	12094430	\$10.01	\$160.16	TOOL, TERMINAL RELEASE	16
41	12124580	\$0.09	\$207.99	PIN, FEMALE WEATHER PACK	2311
42	12L1140	\$90.18	\$1,893.84	AIR SPRING, TAG AXLE	21
43	12L1215	\$104.55	\$1,986.45	AIR SPRING ASSY, SUSPENSION	19
44	12L4135	\$162.27	\$2,758.66	RADIUS ROD, UPPER LH & RH	17
45	12L4170	\$32.72	\$654.40	SHOCK ABSORBER, TAG AXLE STEER	20
46	12L4306	\$53.55	\$160.65	SWITCH, REED B LATCH CYLINDER	3
47	12L4331	\$1,002.55	\$19,048.45	CYLINDER, TAG AXLE LOCK	19
48	12L5114	\$50.54	\$1,870.00	SHOCK ABSORBER ASSY, MCI '04	37
49	12L558	\$46.85	\$1,124.50	SHOCK ABSORBER, FRONT AXLE	24
50	12L584	\$11.50	\$91.96	BUSHING, SWAY BAR	8
51	12L588	\$41.58	\$706.86	SHOCK ABSORBER, DRIVE AXLE	17
52	12L677	\$46.44	\$417.96	LEVELING VALVE, FRONT RH & LH	9
53	12L678	\$41.81	\$292.67	LEVELING VALVE, REAR RH & LH	7
54	12L682	\$13.55	\$94.85	LINKAGE, LEVELING VALVE	7
55	12L75	\$6.25	\$968.75	ORING,SUSPENSION AIR FLT ASSY	155
56	12L77	\$4.09	\$645.74	INSERT,SUSPENSION AIR FLT ASSY	158
57	13111011	\$5.80	\$34.80	ISOLATOR, TRANS COOLER	6
58	13-41633-005	\$321.71	\$10,938.14	REGULATOR, VOLTAGE	34
59	13-46071-000	\$24.16	\$2,850.88	LAMP ASSY, SIDE TURN	118
60	13-50796-000	\$8.95	\$53.70	SENSOR, LOW COOLANT	6
61	13-54347-000	\$4.90	\$132.42	SWITCH, ROTARY	27
62	13-55145N000	\$39.56	\$356.04	HEADLAMP ASSY, HIGH 90mm LAMP	9
63	13-55950-000	\$6.45	\$542.01	SWITCH, TURN LH	84
64	13-56138-001	\$42.44	\$806.36	SWITCH, MIRROR CONTROL	19
65	13-56812-000	\$2.75	\$643.50	TAIL LIGHT BEZEL	234
66	13-57110-000	\$38.56	\$848.35	SENSOR, LOW COOLANT WARNING	22
67	13-65224-000	\$19.04	\$133.27	MODULE, ISL LOW COOLANT LEVEL	7
68	13G1079	\$56.52	\$508.68	DIPSTICK, TRANSMISSION	9
69	13L1015	\$43.55	\$261.30	BRACKET, DIPSTICK SUPPORT	6
70	13L11111	\$28.28	\$141.40	HOSE, SILICON-2.50"TO2.75" DIA	5
71	14010	\$35.64	\$213.84	MODULE, Eof L DETECT CRCT	6
72	14032	\$74.66	\$373.30	CONTROLLER, AMEREX FIRE SYSTEM	5
73	14088	\$133.54	\$1,869.57	THERMOSTAT, MINI WTHRPRF 350	14
74	14198	\$104.56	\$1,882.08	SENSOR, METHANE ASSY	18
75	14513	\$147.11	\$23,390.63	DRUM, REAR 10" (14.50)	159
76	14L1262	\$8.16	\$204.00	KIT - YOKE STRAP W/CAPSCREWS	25

77	15L344	\$115.01	\$7,935.85	BRAKE DRUM TAG AXLE BALANCE	69
78	15L357	\$191.26	\$16,065.84	BRAKE DRUM, REAR - VENTED	84
79	16141398	\$30.81	\$215.67	FILTER, HVAC-BELOW FLR DRIVERS	7
80	16161268	\$86.02	\$1,462.36	REGULATOR, FUEL (PROHEAT X-45)	17
81	1675202	\$2.39	\$9.56	FITTING, RESTRICTED	4
82	16J151	\$6.72	\$0.00	FASCIA, VENT	0
83	16L1098	\$0.40	\$5.20	ORING .88 ID X 1.00 OD	13
84	16L16316	\$37.42	\$561.23	NOZZLE, FUEL (PROHEAT X-45)	15
85	16L172	\$3.94	\$1,122.90	FILTER, EVAPORATIVE AC, MCI	285
86	16L2112	\$93.37	\$840.30	SEAL, COMPRESSOR CRANKSHAFT	9
87	16L776	\$99.99	\$699.93	KIT, HEATER VALVE REPAIR	7
88	1779U593	\$2.01	\$707.29	ROLLER, BRAKE SHOE	352
89	18156	\$103.22	\$516.12	BATTERY, BACKUP - AMEREX 3	5
90	18-47825N000	\$32.41	\$680.64	PUMP, WINDSHIELD WASHER	21
91	18-47826N000	\$4.35	\$69.60	ADAPTER, WASHER PUMP	16
92	18741	\$58.86	\$117.72	SHAFT, SPLINED RAMP DRIVE	2
93	19040298	\$1.65	\$9.90	CLAMP, HOSE CABLE 7/8 ID	6
94	19090097	\$0.95	\$0.00	RING, LIGHT / SWITCH RETAINING	0
95	19111512	\$10.78	\$150.92	LED - ORANGE / AMBER, 6 CHIP	14
96	1956314	\$5.41	\$1,125.28	COLLAR	208
97	1987651	\$5.48	\$93.16	OIL LINE TUBE,ALTERNATOR	17
98	19975	\$102.57	\$307.71	BUSHING REB. KIT	3
99	1AE00342701	\$38.20	\$725.74	HEAD LAMP w/ LENS	19
100	20	\$0.53	\$47.60	CLAMP, WATER HOSE SHIELDED	90
101	200302K	\$91.47	\$365.89	SENSOR, OVERHEAT TEMP- PROHEAT	4
102	200304K	\$127.55	\$637.75	SENSOR, TEMP - DUAL MODE G-II	5
103	200419K	\$40.99	\$368.89	BLOWER,PROHEAT, M-SERIES	9
104	200531K	\$19.11	\$76.42	CONNECTOR KIT, POWER	4
105	200685K	\$47.24	\$141.73	DIAPHRAGM	3
106	200703K	\$87.51	\$2,887.84	REGULATOR, M-SERIES C/W ORING	33
107	20-42065N000	\$13.66	\$109.24	LATCH, ADJUST SIDE ACCESS	8
108	20-57279C001C	\$709.45	\$9,932.30	EXTRUSION, BUMPER ASSY 96"	14
109	21193	\$10.01	\$360.28	BEARING, WHEEL INNER	36
110	21620300	\$28.18	\$3,550.68	CLAMP, HOSE - SPG LOADED	126
111	21636	\$27.64	\$193.48	CONE BEARING, REAR AXLE OUTER	7
112	21-64658-001	\$72.83	\$801.13	VALVE, DEF TANK HEATER CONTROL	11
113	21761	\$22.14	\$132.83	BEARING, REAR AXLE INNER	6
114	2210L6538	\$56.34	\$1,521.19	CAMSHAFT, LH REAR	27
115	225003000	\$39.09	\$351.83	COIL, VALVE - 24VDC	9
116	2257165	\$3.74	\$142.25	BREATHER	38
117	22579	\$168.79	\$12,828.35	ACTUATOR, ELEC FIRE SUPPRESSION	76

118	2258P1472	\$4.90	\$857.50	SPRING, BRAKE - REAR	175
119	226026802	\$33.74	\$202.43	MAGNETIC COIL, SOLENOID VALVE	6
120	23515357	\$34.34	\$68.67	DIPSTICK, ENGINE OIL - DETROIT	2
121	23519651	\$57.70	\$173.09	SEAL, REAR MAIN SERIES 50	3
122	23520380	\$15.15	\$303.00	SENSOR, COOLANT DDEC III & IV	20
123	23522281	\$6.59	\$263.46	BOLT, SER 60 OIL PAN	40
124	23527829	\$59.38	\$356.30	SENSOR, TURBO BOOST S60	6
125	23527830	\$18.49	\$221.87	SENSOR, COOLANT OIL FUEL	12
126	23527831	\$11.71	\$93.71	SENSOR, AIR TEMP	8
127	23530682	\$1.20	\$12.02	SEAL RINGS (FLANGE)	10
128	23530961	\$35.65	\$320.87	STUD BOLT & SLEEVE ASSY	9
129	23531964	\$99.64	\$298.93	SENSOR, DELTA-P EGR SER 60	3
130	23535149	\$81.84	\$1,063.96	BELT TENSIONER, ALTERNATOR	13
131	23535434	\$5.83	\$34.96	O-RING, TURBO INTAKE FLANGE	6
132	23537128	\$17.65	\$247.05	CLAMP, EGR TO COOLER HOSE	14
133	23537844	\$38.80	\$310.37	TUBE, AIR COMP TO WATER PUMP	8
134	23537863	\$19.55	\$136.86	TUBE, AIR COMP TO WATER PUMP	7
135	23539104	\$55.67	\$389.67	GASKET,OIL PAN SERIES 60-BLACK	7
136	2366106	\$0.19	\$6.07	STRAP, INLET	32
137	2371499	\$1.65	\$6.60	SPRING, BRAKE SHOE RETURN	4
138	2378618	\$1.90	\$112.10	CLAMP KIT, 3-1/2" PIPE	59
139	24017	\$8.61	\$370.08	OIL SEAL	43
140	24236933	\$13.46	\$1,036.21	FILTER, TRANSMISSION - GM 6.6L	77
141	2426734	\$7.05	\$1,240.95	ANCHOR PIN, BRAKE SHOE	176
142	2473988P	\$3.84	\$7.68	BUSHING, S-CAM (UNDERSIZED)	2
143	248849	\$0.67	\$1.34	Screw, Torx Tamper Resistant	2
144	26X146	\$2.78	\$36.14	STOP SCREW, FRONT HUB	13
145	2863702	\$5.48	\$16.43	SEAL, ISM ACCESSORY DRIVE	3
146	2872261	\$188.39	\$1,130.35	SENSOR, TEMPERATURE	6
147	2878041	\$190.70	\$8,581.29	DIPSTICK, ISM ENGINE	45
148	28791	\$203.40	\$406.81	KIT, RAMP ARM ASSY -LH w/ HDWE	2
149	2882564	\$39.68	\$436.48	TUBE, PRESSURE SENSING	11
150	2897539	\$73.58	\$1,103.69	TEMPERATURE SENSOR	15
151	29501099	\$24.64	\$246.37	GASKET, B500 TRANS CASE	10
152	29501300	\$1.85	\$88.70	SPRING, 3.00 od 2.50	48
153	29501485	\$32.75	\$131.01	BUSHING, ROTATING CLUTCH HUB	4
154	29503283	\$19.11	\$152.84	GASKET, CASE	8
155	29511436	\$178.78	\$1,430.26	BEARING, THRUST #1	8
156	29535956	\$17.27	\$69.07	BUSHING, P1 CARRIER	4
157	29535957	\$18.53	\$129.69	BUSHING, P2 CARRIER	7
158	29536347	\$6.87	\$82.45	REACTION PLATE	12

159	29537060	\$41.79	\$167.17	BUSHING, PUMP HOUSING 82.12MM	4
160	29538913	\$23.09	\$92.34	GASKET, CABLE HOUSING COVER	4
161	29540707	\$22.96	\$137.78	GASKET, CABLE HOUSING COVER	6
162	29540715	\$43.29	\$432.91	GASKET, A/C ACCESS	10
163	29542689	\$296.21	\$1,777.27	HARNESS, TRANSMISSION	6
164	29546539	\$28.67	\$57.34	GASKET, VALVE BODY	2
165	29548554	\$66.49	\$265.96	STANDOFF	4
166	29550772	\$38.00	\$228.02	GASKET HOUSING, DRIVE UNIT	6
167	29552705	\$48.54	\$339.79	SEAL, OUTPUT SHAFT	7
168	2B322	\$0.91	\$36.39	DOWEL, TAPERED	40
169	30010185	\$110.38	\$551.90	SLACK ADJUSTER, RH REAR	5
170	30010187	\$110.38	\$662.28	SLACK ADJUSTER, LH REAR	6
171	30506	\$5.79	\$220.04	BEARING, RACE - REAR INNER	38
172	3051178	\$95.33	\$667.34	BLIND ASSY, WINDSHIELD MANUAL	7
173	3056476	\$28.68	\$544.87	IMPELLER - ISM WATER PUMP	19
174	30568207	\$0.43	\$14.62	PUSH PIN, BLACK PLASTIC	34
175	30592707	\$9.33	\$224.04	SWITCH, PNEUMATIC LUMBAR	24
176	30700407	\$25.16	\$201.29	KIT, FRONT COVER REPAIR	8
177	30789307	\$51.80	\$155.40	FOAM, BACK ASSY	3
178	30799507	\$22.85	\$548.37	SWITCH, PNEUMATIC UP/DOWN	24
179	3080708	\$17.59	\$105.54	NOZZLE,PISTON COOLERS	6
180	30860	\$14.82	\$88.93	BEARING, REAR AXLE OUTER	6
181	30866507	\$148.06	\$444.18	COVER, DRIVER SEAT BACK - ERGO	3
182	30876307	\$3.79	\$0.00	RETURN SPRING RAKE ADJ	0
183	30877007	\$61.21	\$673.31	TRIM PANEL, SEAT BACK - LOWER	11
184	3090400	\$14.56	\$29.11	UNION, MALE DOSER FITTING	2
185	3101117	\$332.13	\$1,992.78	SOLENOID VALVE ASSY, DOOR	6
186	3102392	\$6.78	\$108.42	GASKET, EGR VALVE HEXAGON CAP	16
187	3102645	\$2.84	\$51.18	SEAL, O-RING EGR	18
188	3102MLR	\$23.28	\$256.03	GLASS, BOTTOM FLAT - 24V	11
189	3104230	\$28.29	\$1,584.17	GASKET, EXHAUST GAS RCN VALVE	56
190	3104416	\$132.63	\$1,989.45	PULLEY, IDLER	15
191	3104485	\$5.81	\$34.86	CLAMP, SPRING HOSE	6
192	3130165	\$198.02	\$792.08	SOLENOID ASSY - LIFT U	4
193	3163051	\$9.43	\$0.00	J1939 TERMINATION CONNECTOR	0
194	320	\$8.87	\$221.76	MIRROR HEATING ELEMMENT	25
195	3210A2RS1	\$27.58	\$772.24	BEARING SEALED	28
196	32177	\$60.84	\$121.68	KIT, SAFETY BELT BUCKLE ASSY	2
197	32178	\$162.25	\$2,109.19	KIT, SAFETY BELT w/ RETRACTOR	13
198	32519A	\$21.19	\$572.14	SWITCH ASSY, FOLDING ARM	27
199	32714	\$183.25	\$549.75	HARNESS, TWS INTERFACE	3

200	32840KS	\$37.10	\$593.64	FLUID, HYDRAULIC - BRAUN LIFT	16
201	3291827	\$3,343.37	\$13,373.48	DOOR ASSY, BAGGAGE - WC	4
202	3312601	\$126.76	\$507.04	BRACKET ASY, REAR DOOR STRIKER	4
203	3312663	\$28.67	\$0.00	GAS SPRING - RADIATOR DOOR	0
204	333106	\$3.46	\$31.14	O-RING 1-1/2" ID	9
205	3341169	\$24.16	\$144.96	PUMP, WASHER FLUID (IN-TANK)	6
206	3444B	\$13.79	\$261.99	ARM BEARING KIT,NEEDLE W/CLIPS	19
207	35103	\$4.74	\$246.40	HANGER, TAIL PIPE	52
208	357300B	\$381.49	\$762.97	ARM & BRACKET ASSY, RH	2
209	3595990	\$2.13	\$102.35	VENT PLUG, FRONT AXLE COVER	48
210	360035	\$2.84	\$51.18	KNOB, SIDE BOLSTER ADJUSTMENT	18
211	36255	\$120.31	\$721.86	KIT, HANDRAIL GUIDE	6
212	3627695	\$6.21	\$136.56	SEAL, O-RING	22
213	365063	\$28.59	\$228.74	REPAIR KIT, HANDWHEEL	8
214	3678912	\$8.29	\$49.75	SEAL, ORING	6
215	368140	\$0.55	\$1.10	NUT, SLEEVE	2
216	3683144	\$40.05	\$640.79	CLAMP, V BAND EGR	16
217	38141990000	\$115.94	\$115.94	RECLINER, RH SEAT ARMREST	1
218	3818823	\$10.11	\$30.33	STUD, TURBO MOUNT	3
219	3818824	\$2.50	\$502.50	NUT, TURBO MOUNT	201
220	3818885	\$1.99	\$7.96	ORING SEAL, BASE TO ENGN BLOCK	4
221	3820667	\$22.90	\$206.07	HOSE, WATER PUMP	9
222	3823254	\$13.50	\$81.03	CONNECTOR OIL SENSOR	6
223	382353	\$54.21	\$650.52	BELT, A/C COMPRESSOR	12
224	3867471	\$1.50	\$22.50	SEAL, ORING INJECTOR	15
225	3871707	\$105.38	\$421.54	SOLENOID, JAKE BRAKE	4
226	3871709	\$106.00	\$212.00	SOLENOID, 24V	2
227	3892648	\$39.85	\$39.85	V-CLAMP, 2-1/2"	1
228	3901356	\$4.74	\$4.74	GASKET, TURBOCHARGER	1
229	3901859	\$9.24	\$258.72	SCREW, HEX FLANGE M12X1.75X55	28
230	3902662	\$1.45	\$43.50	NUT, ISL FUEL PUMP MTG	30
231	3903035	\$9.43	\$132.01	BOLT, BANJO	14
232	3904711	\$11.69	\$23.37	BRACE, TUBE	2
233	3905216	\$19.25	\$173.23	CLAMP, OUTLET TO TURBO	9
234	3905449	\$22.38	\$1,074.46	SEAL, ROCKER LEVER COVER	48
235	3917892	\$6.21	\$12.41	GASKET, INTAKE FLANGE	2
236	3918174	\$13.36	\$280.61	GASKET, OIL COOLER CORE	21
237	3918192	\$3.55	\$10.66	SEAL, RING	3
238	3925437	\$4.74	\$28.43	BOLT, M10 x 1.50 x 40 GR 10.9	6
239	3926722	\$1.25	\$21.25	ORING, FUEL PUMP MOUNT	17
240	3929011	\$18.81	\$413.86	GASKET, LUBE OIL COOLER COVER	22

241	3935229	\$28.53	\$370.83	SHAFT, IDLER	13
242	3945252	\$4.55	\$218.40	SPACER,TURBO	48
243	3958412	\$265.02	\$530.05	SUPPORT ASSY, FAN	2
244	395B20MLR	\$24.85	\$99.39	MIRROR, LOWER CONVEX GLASS	4
245	395T12MLR	\$22.42	\$179.38	MIRROR TOP, FLAT	8
246	395T25MLR	\$22.38	\$111.92	MIRROR, TOP - FLAT	5
247	3972681	\$29.62	\$1,125.39	CLAMP, V BAND	38
248	3976831	\$103.82	\$1,038.20	TENSIONER, WATER PUMP BELT	10
249	3976835	\$35.17	\$1,125.41	BELT TENSIONER, ALTERNATOR	32
250	3978022	\$41.20	\$329.60	TENSIONER, BELT	8
251	3992	\$27.44	\$274.36	MIRROR, CONVEX LH BTM HEATED	10
252	3C228	\$5.52	\$11.04	STOP-DOOR	2
253	3F29187	\$12.64	\$50.56	BEARING BLK, BRASS HINGE TUBE	4
254	3J1212	\$10.74	\$247.02	HOLDER, BEVERAGE	23
255	3J15150	\$7.76	\$7.76	KEY, DZUS FASTENER	1
256	3J2724	\$139.94	\$419.82	WINDOW, SIDE 54"x34"	3
257	3J3410	\$19.05	\$38.10	NOZZLE ASSY, 2"	2
258	3J81106	\$3.11	\$6.22	TOOL, READING LIGHT LENS	2
259	3L27509	\$168.92	\$1,858.12	FRONT DESTINATION SIGN GLS W/G	11
260	3L291038	\$10.90	\$32.70	RUB RAIL, POST CAP - MCI	3
261	3L29128M197	\$22.74	\$750.42	END CAP, RUB RAIL	33
262	3L2963	\$49.92	\$149.76	RUB RAIL, UPPER DOOR - MCI	3
263	3L311510	\$18.80	\$244.40	STRAP, MCI ENG ACCESS DOOR	13
264	3L32741R58	\$17.67	\$70.68	COVER, UPPER DOOR HINGE	4
265	3L32762	\$35.58	\$533.70	BEARING, ROD END RH	15
266	3L32763	\$35.58	\$498.12	BEARING, ROD END LH	14
267	3L33391	\$8.01	\$56.06	REFLECTOR, RED	7
268	3L8609	\$1.86	\$1,231.32	FILTER, AIR INTAKE,PARCEL RACK	662
269	4011118	\$131.10	\$917.70	KIT, BRAKE BOOT	7
270	4018T	\$3.89	\$97.14	MED LOCK RING W/VHB TAPE	25
271	402102K	\$28.64	\$945.10	GEAR SET, PROHEAT	33
272	4076823	\$13.88	\$166.60	SEAL, RECTANGULAR RING	12
273	4088712	\$68.86	\$619.74	SENSOR, TEMPERATURE	9
274	4089121	\$7.77	\$93.25	O-RING, ISM OIL FILLER - INNER	12
275	41092749	\$89.75	\$269.25	KIT, REPAIR -AIR / OIL SEPARTR	3
276	4129604	\$2.46	\$34.50	SCREW, 3/8-16 1/2 L	14
277	413616	\$1,190.22	\$3,570.67	MODULE, INTELLIGAIRE II	3
278	414147	\$43.99	\$879.89	SWITCH, LOW PRESSURE CUTOUT	20
279	414608	\$136.73	\$6,289.70	BASE, SOLENOID VALVE	46
280	44	\$0.65	\$3.25	CLAMP, HOSE	5
281	4400003	\$0.40	\$27.46	RIVET, SST BLIND	69

282	4400016	\$0.45	\$14.10	RIVET, SST BLIND	31
283	45210126	\$0.58	\$190.24	BUSHING, SLACK ADJUSTER	328
284	452339	\$250.75	\$4,764.25	CONTROLLER MODULE, HVAC	19
285	4715ADX	\$90.15	\$6,580.95	BRAKE BLOCK, FRONT - X	73
286	484765	\$1.06	\$2.12	SCREW, STANCHION	2
287	4918452	\$58.03	\$58.03	PIGTAIL, EGR	1
288	4918453	\$71.66	\$214.99	CONNECTOR	3
289	4918669	\$35.87	\$0.00	PIGTAIL, EGR VALVE	0
290	4919348	\$9.56	\$105.18	TERMINATED LEAD, FEMALE	11
291	4920497	\$6.87	\$824.50	STUD, TURBO	120
292	4921497	\$55.23	\$110.46	SENSOR,TURBO BOOST	2
293	4921517	\$41.94	\$670.97	SENSOR, OIL PRESSURE	16
294	4921730	\$138.95	\$2,223.20	SENSOR, EXHAUST PRESSURE	16
295	4921917	\$569.78	\$3,988.48	MANIFOLD, EXHAUST -MIDDLE	7
296	4922068	\$147.48	\$1,032.36	MANIFOLD, EXHAUST	7
297	4932615	\$2.94	\$402.49	GASKET, CROSS OVER AIR TUBE	137
298	4934279	\$3.17	\$6.35	WASHER, SEALING	2
299	4947091	\$73.15	\$512.07	DIPSTICK, OIL LEVEL	7
300	4954574	\$66.43	\$597.90	SENSOR, TEMP- PTCL FLT CATLYST	9
301	4955708NX	\$388.74	\$5,442.43	WATER PUMP, ISM	14
302	4965327	\$151.27	\$302.54	TUBE, PRESSURE SENSING - LONG	2
303	4965698	\$5.00	\$220.00	BOLT, EXHAUST MANIFOLD, M11	44
304	4966441	\$12.56	\$652.96	GASKET,EXH OUT CONNECTION	52
305	4966447	\$9.71	\$767.40	GASKET, EXHAUST OUT CONN	79
306	4970037	\$10.00	\$79.99	HOSE, INTAKE AIR COMP.	8
307	4984575	\$37.06	\$889.55	SENSOR, ISL CRANKCASE PRESSURE	24
308	4984929	\$337.02	\$2,359.14	DIFFERENTIAL PRESSURE SENSOR	7
309	4991808	\$78.05	\$1,482.99	TUBE, CPR WATER OUTLET	19
310	4992509	\$3.50	\$45.50	SEAL, ISL AIT INTAKE CONN	13
311	4L1167	\$42.16	\$337.28	BRAKE CHAMBER ASSY, FRONT AXLE	8
312	4L15155	\$160.68	\$1,446.14	VALVE, BRAKE - E-10P	9
313	4L20166	\$38.95	\$272.65	HOSE ASSY, RELAY VALVE - BRAKE	7
314	4L22257	\$64.16	\$192.48	VALVE, PRESSURE REDUCING	3
315	4L4119	\$0.48	\$6.72	FLATWASHER - SPACER	14
316	4L4269	\$19.88	\$3,956.12	BRAKE SHOE ASSY, REAR	199
317	4L528	\$42.18	\$168.73	BRAKE CHAMBER, LH TAG	4
318	4L531	\$40.55	\$405.50	BRAKE CHAMBER, RH TAG	10
319	4L616	\$76.74	\$1,381.32	SLACK ADJUSTER, LH TAG	18
320	4L617	\$76.74	\$1,458.06	SLACK ADJUSTER, RH TAG	19
321	4L661	\$60.55	\$423.85	SLACK ADJUSTER, LH FRONT	7
322	4L663	\$60.55	\$423.85	SLACK ADJUSTER, RH FRONT	7

323	4R142	\$45.99	\$0.00	PRESSURE SWITCH, COMPLETE	0
324	500505	\$33.76	\$573.87	FITTING, BLOCKOR	17
325	5005050	\$31.87	\$254.97	SAFETY VALVE 250 LBS	8
326	50544	\$1.90	\$247.00	ADAPTER, 3/8" QUICK FITTING	130
327	506200022	\$13.47	\$700.27	ENGINE BELT, 6.8L FORD	52
328	506777003	\$1,883.50	\$20,718.48	PWA, HORIZON 16X48 LED	11
329	50745007A	\$47.59	\$285.56	LUMBAR KIT, MANUAL - CELL 2	6
330	50860307	\$13.79	\$55.16	COVER, RH DRIVER SEAT TRIM	4
331	509909K	\$2,033.56	\$28,469.79	BURNER HEAD, PROHEAT GEN II	14
332	51-14062-000	\$2.10	\$21.00	KNOB, MASTER SWITCH	10
333	51-19332-100	\$3.77	\$30.16	FUSE, 100 AMP	8
334	51-22937-002	\$37.11	\$296.88	SWITCH, PP-1 VALVE PRESSURE	8
335	51-23405-000	\$28.64	\$85.92	SWITCH, PRESSURE 70 LB.	3
336	51-26117-017	\$14.53	\$595.73	SWITCH, PRESURE 4PS1	41
337	51-28960-007	\$26.23	\$288.53	SWITCH, TOGGLE PROHEAT EXTER	11
338	51-45116-000	\$6.89	\$34.45	LAMP ASSY, STEPWELL SHIELDED	5
339	51-54624-002	\$37.68	\$1,997.04	LAMP ASSY, LED REAR TURN	53
340	51-54624-003	\$35.98	\$935.58	LAMP ASSY, LED FRT TURN 12V A	26
341	51-55513-000	\$47.49	\$4,131.55	LAMP ASSY, STOP (STRIP STYLE)	87
342	51-59389-000	\$47.60	\$476.03	HEADLAMP ASSY, LOW - H-11 LAMP	10
343	51-67219-000	\$150.61	\$6,777.35	REGULATOR, VOLTAGE	45
344	5222	\$9.01	\$63.07	BOLT, CHAINWHEEL	7
345	5260946	\$29.62	\$29.62	TUBE, CPR WATER OUTLET	1
346	5264026	\$6.87	\$54.97	ISOLATOR, NOX SENSOR MOUNT	8
347	5265337	\$65.34	\$5,162.15	EXTENSION, IGNITION COIL	79
348	5273379	\$40.13	\$3,050.25	THERMOSTAT, 180 DEGREE W/ SEAL	76
349	5292712	\$36.11	\$433.32	THERMOSTAT	12
350	53-02222-084	\$33.26	\$266.08	V-BELT, AC 93"	8
351	53-02231-014	\$7.79	\$475.19	SPRING ASSY, GAS	61
352	53-02237-000	\$10.51	\$63.06	SPRING LATCH	6
353	53-02322-001	\$6.81	\$88.58	CLAMP, LAP JOINT 5" STRAIGHT	13
354	53-09988-000	\$11.74	\$1,221.16	VALVE, PRESSURE RELIEF	104
355	53-10136-001	\$4.69	\$56.29	KEY, REAR CAP SIDE ACCESS	12
356	5310990	\$155.67	\$6,071.07	COIL, IGNITION - ISL-G	39
357	53-15022-002	\$26.00	\$234.00	NEWAY AIR CONTROL KIT	9
358	53-15440-000	\$8.95	\$179.00	SUPPORT ASSY, PIPE	20
359	5317551	\$59.10	\$295.49	VGT WIRE HARNESS	5
360	5319449	\$102.88	\$205.76	TUBE, EXH COOLER WATER INLET	2
361	53-20338-000	\$21.98	\$21.98	VALVE, DOUBLE CHECK	1
362	53-20347-007	\$4.83	\$91.83	SPRING ASSY, GAS	19
363	53-20347-008	\$5.69	\$380.97	SPRING ASSY, GAS	67

364	53-21338-001	\$46.36	\$1,669.01	MOUNT, FRONT ENGINE	36
365	53-21364-012	\$4.74	\$9.48	CLAMP, CONSTANT TENSION	2
366	53-24727-013	\$22.92	\$160.47	BELT, ALTERNATOR POLY V MICRO	7
367	53-27097-003	\$2.00	\$8.00	BOOT,LARGE (RED)	4
368	53-28246-029	\$113.39	\$453.57	VALVE, TRACTION CONTROL	4
369	53-28246-043	\$512.98	\$4,616.81	ECU MODULE, WABCO ABS	9
370	53-35401-000N	\$6.60	\$99.00	SHIELD, POLE LIGHT	15
371	53-47678N000	\$3.70	\$4,775.25	WIPER BLADE, 800MM	1292
372	53-54193N000	\$147.54	\$1,770.45	PLATE ASSY, PIVOT - BIKE RACK	12
373	53-54194N000	\$49.56	\$1,139.98	BRACKET, MTG - BIKE RACK	23
374	53-56967N000	\$580.29	\$12,186.16	MOTOR ASSY, WINDSHIELD WIPER	21
375	54-00029-002	\$1.90	\$30.33	CLAMP, 4" EXHAUST	16
376	5403181	\$150.17	\$1,051.19	HARNESS, WIRING - IGNITION	7
377	5404408	\$133.81	\$2,810.11	LINER, CYLINDER ISL	21
378	5420W	\$8.72	\$331.31	WHEEL COVER	38
379	5421W	\$8.53	\$102.35	WHEEL COVER,5-1/2" INSTA CHAIN	12
380	54-37359-002	\$0.19	\$182.72	BOLT TORX HEAD M8x20M	964
381	5447591	\$5.00	\$100.00	GASKET, EXHAUST MANIFOLD	20
382	54-49255N000	\$28.06	\$701.53	LATCH ASSY, TRANS ACCESS DOOR	25
383	5473009	\$35.56	\$12,090.40	SPARK PLUG, ISL-G	340
384	551.208	\$48.47	\$824.07	FILTER DRYER	17
385	559GO	\$68.83	\$550.65	MOTOR ASSY, MIRROR 12V MED	8
386	56-09125-001	\$19.11	\$1,241.86	HOSE, HUMP, 3-1/2"X 6"	65
387	56-09125-008	\$9.31	\$688.67	HOSE, HUMP 2.25" X 4.38"	74
388	56-18898-005	\$21.18	\$254.17	ELBOW 90 DEGREE RUBBER	12
389	5651035201	\$28.57	\$114.29	CYLINDER, LARGE	4
390	57321040	\$40.99	\$245.93	OVERHAUL KIT, FRONT DOOR MOTOR	6
391	57321042	\$38.01	\$228.07	KIT, MINOR	6
392	5932013905	\$57.14	\$571.37	SOLENOID, EXIT DOOR 24V	10
393	6009999	\$58.87	\$3,120.16	HUBODOMETER	53
394	6081006	\$31.53	\$220.71	HOSE, 90 DEGREE EL (RAD - CSC)	7
395	610024	\$7.85	\$70.65	SAFETY VALVE	9
396	610077	\$2.00	\$50.00	GASKET, TURBO AIR DRYER	25
397	610600	\$42.75	\$2,479.50	DEHYDRATOR	58
398	6141361	\$7.72	\$15.45	CAP, SURGE TANK 15 PSI	2
399	617938	\$2.74	\$19.18	CLIPS, BELLOWS	7
400	617954	\$2.74	\$41.10	CLIPS, BELLOWS	15
401	618367	\$4.83	\$19.32	CLIP, BOTTOM COVER	4
402	619087	\$126.81	\$380.43	BOTTOM CUP, T-2000 AIR DRYER	3
403	619111	\$58.51	\$526.60	KIT, HEATER TURBO 2000	9
404	6324464	\$0.17	\$0.51	ORING, BRAKE	3

405	6329711	\$0.16	\$24.64	WASHER ANCHOR PIN	154
406	632-S	\$43.47	\$8,389.87	GONG, FOOT SWITCH - DRIVERS	193
407	6331009	\$7.81	\$187.44	FILTER, WATER(COOLANT)	24
408	6354519	\$6.15	\$123.00	BOLT, YOKE BEARING	20
409	6354521	\$5.61	\$140.25	BOLT, FRAME BEARING	25
410	6461806	\$0.56	\$0.00	GROMMET	0
411	667182	\$3.97	\$55.59	CAP, R134A DISCHARGE RED	14
412	667183	\$3.90	\$54.63	CAP, R134A DISCHARGE BLUE	14
413	694781	\$2.65	\$15.90	RING, LOCK	6
414	6L1120	\$33.62	\$874.12	MOUNT, RUBBER W/STEEL	26
415	6L14187	\$1.10	\$2.20	CONNECTOR, STR	2
416	6L2134	\$10.76	\$96.84	SNUBBER WASHER, RADIATOR	9
417	6L6647	\$202.65	\$2,026.50	KIT, DRIVEMASTER FRICTION DISC	10
418	6L81203	\$8.62	\$51.72	HOSE, COOLANT	6
419	6L81204CG	\$12.94	\$219.98	HUMP HOSE, 1.75 ID	17
420	6L81205	\$26.99	\$215.92	HOSE, 45 DEG ELBOW 2.50 ID	8
421	6L8140	\$12.25	\$49.00	HUMP HOSE, FLEX SILICONE	4
422	6L8353	\$14.37	\$661.02	HUMP HOSE, COOLANT	46
423	6L8712	\$105.75	\$528.75	BRACKET ASSY, RADIATOR PIPING	5
424	6R1460	\$21.29	\$63.88	GAUGE, SIGHT GLASS	3
425	7071264	\$14.27	\$128.39	LAMP MARKER, REAR UPPER	9
426	7083631	\$62.12	\$372.71	SWITCH, WIPER CNTRL w/ DIODES	6
427	71240	\$5.00	\$140.00	SEAL RING	28
428	71264	\$15.88	\$1,778.56	ORING, COVER	112
429	7143736	\$478.32	\$1,913.28	KIT, WIPER ASSY - RH	4
430	7191004	\$24.85	\$198.80	SWITCH, MAGNETIC	8
431	7191005	\$4.06	\$36.54	SWITCH, MAGNETIC, SIDE DOOR	9
432	7199	\$10.59	\$84.69	STOP, BIKE RACK BUMPER	8
433	7212583CC11	\$156.59	\$12,213.85	FABRIC, RECARO SEAT KIT	78
434	72980	\$2.93	\$99.56	PLATE, WHEEL GUARD SEPARATOR	34
435	73165	\$55.95	\$7,497.30	INSERT, CENTRIFUGE BOWL PAPER	134
436	73196	\$55.95	\$3,133.20	BOWL, CENTRIFUGE	56
437	73240	\$14.35	\$1,879.60	SEAL, CENTRIFUGE BOWL VITRON	131
438	7480186	\$81.14	\$1,298.27	SPROCKET ASSY, C/S	16
439	7480429	\$19.06	\$419.28	KIT, LATCH HINGE STRIKER	22
440	7500466	\$22.03	\$176.27	STRIKER, RAMP	8
441	7500954	\$71.88	\$1,006.36	SHAFT, DRIVE	14
442	7501146	\$22.85	\$22.85	TREAD, SAFETY WALK - BLACK	1
443	7501220	\$8.21	\$32.83	BUSHING, LIFT-U	4
444	772664	\$72.37	\$434.22	BEARING- EVAPORATOR MOTR SHAFT	6
445	7G796	\$39.50	\$632.00	LAMP ASSY, LICENSE PLATE	16

446	7J8437	\$3.40	\$68.00	LENS, READING LAMP	20
447	7J8439	\$2.02	\$32.32	CAP, READING LAMP	16
448	7L7107	\$11.47	\$217.88	LAMP, BACKUP D4500	19
449	7L7156	\$27.50	\$137.50	LAMP (RED), STOP / TAIL	5
450	7L7181	\$2.39	\$21.49	SOCKET, FRONT & REAR TURN LIGHT	9
451	7L7229	\$20.28	\$60.84	LAMP, CLEARANCE - RED L.E.D.	3
452	7L7275	\$60.23	\$542.07	LAMP ASSY, ENGINE COMPARTMENT	9
453	7L7282	\$27.21	\$108.83	LAMP, SIDE - AMBER LED	4
454	7L83645	\$66.96	\$535.71	SOLENOID, WASHER PUMP	8
455	7L85021	\$24.05	\$144.30	SWITCH, TOGGLE MO-OFF-MO	6
456	7L85022	\$28.64	\$114.56	SWITCH, TOGGLE DOOR CONTROL	4
457	7L85046	\$22.55	\$383.35	LAMP ASSY, DRIVERS CONSOLE	17
458	7L8885	\$68.75	\$550.00	SWITCH, LOW AIR PRESSURE	8
459	8181008	\$148.80	\$595.20	ISOLATOR, REAR ENGINE MOUNT	4
460	8201217	\$98.99	\$0.00	CLAMP, V-BAND - PARTIC. FILTER	0
461	8201277	\$10.99	\$208.81	GASKET, TURBOCHGR OUTLET PIPE	19
462	82-03298-000	\$20.68	\$103.40	BUSHING, KING PIN NYLON	5
463	82-03353-000	\$0.62	\$1.85	WASHER, 1-1/2 ID x 3 OD	3
464	82-03372-000	\$2.04	\$26.49	LOCKRING, PINION	13
465	82-04221-004	\$0.91	\$73.71	SNAP RING, CAMSHAFT	81
466	82-07688-000	\$17.73	\$1,542.63	PLUNGER ASM FOR WINDOW	87
467	82-07789-000	\$0.55	\$3.30	BALL, DOOR PROP STUD	6
468	82-08162-004	\$19.41	\$213.50	NUT & WASHER, PINION	11
469	82-08894-000	\$1.03	\$2.07	BOLT, PIVOT - WIPER SADDLE	2
470	82-09261-001	\$9.60	\$1,132.82	BALL, EXIT DOOR PIVOT STUD	118
471	82-09261-002	\$2.00	\$38.00	CLIP, EXIT DR PIVOT STUD BALL	19
472	82-09276-000	\$208.62	\$1,460.34	SOLENOID & BRACKET ASSY	7
473	82-10522-000	\$7.68	\$130.50	KIT, CHAMBER RELEASE BOLT	17
474	82-10539-000	\$3.79	\$223.66	YOKE ASSY	59
475	82-11459-000	\$7.69	\$7.69	DUST SEAL, DRIVELINE SPLINE	1
476	82-11463-001	\$2.61	\$20.85	PLUG, YOKE END CAP 1.5"	8
477	82-14524	\$2.82	\$84.60	ORING SUCTION AC COMPRESSOR	30
478	82-14670	\$4.93	\$4.93	GASKET, RELIEF VALVE	1
479	82-15540	\$39.27	\$1,374.54	SENSOR ASSY, ABS -CENTER REAR	35
480	82-15549	\$31.86	\$828.40	SENSOR, ABS	26
481	82-16155-000	\$28.00	\$1,120.18	PIN-LATCH	40
482	82-16521	\$21.89	\$87.57	KNOB, RELEASE	4
483	82-19126-000	\$1.21	\$16.94	SPRING, BRAKE RETURN	14
484	82-19159-000	\$116.20	\$464.79	SPRING, AIR REAR	4
485	82-19512-001	\$38.55	\$1,118.02	TIE ROD END ASSY - LH	29
486	82-19512-002	\$37.47	\$1,124.16	END ASSY, RH TIE ROD	30

487	82-19640-003	\$42.84	\$2,099.16	CAMSHAFT, LH FRONT	49
488	82-19651-003	\$42.36	\$2,160.36	CAMSHAFT, RH FRONT	51
489	82-20324-000	\$65.00	\$65.00	AMBIENT TEMP SENSOR	1
490	82-20511-000	\$2.79	\$53.05	ORING DISCHARGE AC COMPRESSOR	19
491	82-20935-000	\$36.26	\$19,072.76	PIN, SIDE END	526
492	82-20974-000	\$21.03	\$1,198.67	HANDWHEEL, RECLINER	57
493	82-21281-000	\$2,304.79	\$9,219.17	CONTROLLER, MOTOR	4
494	82-21314-001	\$28.26	\$226.07	FITTING, SUCTION	8
495	82-21803-000	\$12.41	\$37.22	BUSHING, ROLLER DOOR SHAFT	3
496	82-21964-009	\$0.35	\$0.35	ORING, DEFROSTER CORE TUBE	1
497	82-21973-000	\$17.78	\$177.79	VALVE ASSY, WATER	10
498	82-22168-000	\$62.50	\$1,687.51	EXIT DOOR PIVOT ASSY	27
499	82-24247-000	\$1.90	\$5.69	CAP, MIRROR ARM RH	3
500	82-26207-000	\$0.58	\$0.58	PUSHPINS	1
501	82-26299-000	\$1.90	\$3.79	NUT, LUG WHEEL FLANGED	2
502	82-26445-000	\$21.13	\$422.67	GLAZING, UPPER FLAT HEATED	20
503	82-27706-000	\$6.11	\$305.63	SADDLE, WIPER BLADE PIVOT	50
504	82-28006-000	\$20.75	\$311.25	KNOB, RAKE ADJ KIT - BUS	15
505	82-28155-000	\$37.45	\$674.15	MOTOR, SERVO - SMALL	18
506	82-30603-000	\$48.65	\$2,578.45	NOZZLE, 30609-9 (M-80 ONLY)	53
507	82-31150-002	\$35.70	\$535.47	SWITCH, HIGH PRESSURE CUTOUT	15
508	82-31245-002	\$7.58	\$363.92	PLUG, LUBE - MAGNETIC	48
509	82-32816-000	\$160.44	\$11,712.12	CHAMBER, REAR SPRING BRAKE	73
510	82-34284-000	\$17.09	\$1,008.31	FILTER, FUEL - PROHEAT	59
511	82-35758-000	\$42.19	\$548.49	SENSOR ASSY, ABS REAR	13
512	82-37078-000	\$337.95	\$11,828.25	VALVE, WATER	35
513	82-37392-000	\$299.41	\$2,694.68	VALVE ASM, DISCHARGE	9
514	82-37399-000	\$3.11	\$410.52	O-RING, A/C COMPRESSOR	132
515	82-37401-003	\$385.62	\$11,182.98	FIELD CLUTCH COIL/2 WIRE 24V	29
516	82-37402-004	\$4.22	\$1,439.02	O-RING, 7/16" ID	341
517	82-37402-008	\$16.28	\$309.32	SEAL, OUTER SHAFT	19
518	82-37402-009	\$4.96	\$99.20	O-RING, 5.25" ID	20
519	82-38708-000	\$1.75	\$7.01	SHIM, BLACK PLASTIC WINDOW	4
520	82-39184-000	\$72.92	\$1,677.06	TOUCHPAD, STOP REQUEST	23
521	82-39383-000	\$28.75	\$1,926.25	FILTER, AIR - M SERIES PROHEAT	67
522	82-39796-001	\$22.92	\$298.02	MIRROR, UPPER -CURBSIDE	13
523	82-41192-000	\$93.58	\$24,891.08	AIR SPRING	266
524	82-42443-000	\$46.39	\$1,716.42	SEAL, INNER OIL/GREASE (REAR)	37
525	82-42444-000	\$146.19	\$6,724.74	ROTOR, BRAKE FRONT & REAR	46
526	82-42511-000	\$79.15	\$1,345.58	SEAL, DIFFERENTIAL	17
527	82-43350-000	\$720.19	\$2,880.77	PCM, M SERIES (M80 24V)	4

528	82-43756-005	\$26.23	\$944.36	MIRROR, UPPER -STREETSIDE	36
529	82-43783-002	\$171.78	\$2,920.25	SOLENOID & BRACKET ASSY	17
530	82-43947-002	\$266.79	\$1,600.72	BELT ASSY, LAP & SHOULDER	6
531	82-44944-000	\$308.59	\$1,234.36	VALVE, ETHER SOLENOID	4
532	82-45233-000	\$806.91	\$10,489.78	BOOSTER PUMP	13
533	82-47057-000	\$54.03	\$108.06	VALVE KIT 2, CONSEP	2
534	82-48308-352	\$569.78	\$1,709.35	GLASS ASSY, LOWER	3
535	82-51063-000	\$482.72	\$4,344.47	BLOWER MOTOR 24VDC	9
536	82-52817-000	\$190.77	\$2,670.78	THROTTLE ASSY	14
537	82-53806-002	\$188.95	\$944.77	BEARING, SEALED A/C COMPRESSOR	5
538	82-54676-000	\$42.65	\$18,552.75	SHOE, REAR BRAKE	435
539	825730	\$25.27	\$378.98	FILTER, PROHEAT AIR -MCI	15
540	82-58272-062	\$364.88	\$4,743.47	MODULE, MAIN INTELLIGIAIRE III	13
541	82-58305-003	\$7.82	\$70.37	VALVE, SAFETY 200 PSI	9
542	82-58305-004	\$33.56	\$10,000.88	VALVE KIT, INLET CHECK	298
543	82-58347-004	\$47.48	\$1,376.91	ELECTRODES, IGNITION	29
544	82-59258-000	\$7.16	\$107.33	TOOL, LIFT MANUAL DEPLOY	15
545	82-62910-000	\$43.23	\$86.47	SWITCH, MIRROR CONTROL 24V	2
546	82-63796-000	\$73.12	\$1,023.74	MIRROR-SIGNAL, AMBER LED	14
547	82-66832-000	\$520.13	\$5,201.30	CONTROLLER, DIGITAL E-COOLING	10
548	82-67328-000	\$9.36	\$103.00	CAP, BREATHER - HYD RES	11
549	82-68630-000	\$1.90	\$64.44	O-RING, HEX HEAD PLUG	34
550	82-74712-000	\$175.91	\$49,607.00	TORQUE ROD, LOWER	282
551	82-78888-001	\$66.44	\$2,790.60	SENSOR, COOLANT LEVEL	42
552	82-80675-000	\$2.13	\$27.72	O-RING	13
553	82-80676-000	\$2.70	\$24.31	O-RING	9
554	82-86404-000	\$2.04	\$46.86	O-RING	23
555	82905012	\$27.16	\$2,199.96	SCREW, CAPTIVE SNAP-IN	81
556	83933B	\$71.35	\$356.76	PRE-HEAT CARTRIDGE	5
557	860068002	\$4.77	\$9.54	RESISTOR 120 OHMS	2
558	8606080	\$34.67	\$138.67	BLOCK HEATER CORD RECEPTICLE	4
559	860A	\$25.16	\$578.71	MTG BRACKET, FIRE EXTINGUISHER	23
560	8929529	\$2.84	\$14.22	GASKET, TURBO TO MANIFOLD	5
561	8929670	\$33.27	\$399.28	MAIN BEARING, SERIES 50 & 60	12
562	8929690	\$14.10	\$493.56	CAM BEARING	35
563	8929795	\$2.00	\$24.00	BOLT, FLYWHEEL	12
564	8L18478	\$30.92	\$123.68	KIT, FRONT ENGINE MOUNT	4
565	8L27164	\$483.03	\$1,932.12	PULLEY, IDLER	4
566	8N0881920	\$10.10	\$10.10	TUBE, GUIDE - HEADREST RIGHT	1
567	8N0881920A	\$10.10	\$10.10	TUBE, GUIDE - HEADREST LEFT	1
568	9031314	\$77.31	\$1,778.13	HOSE, 45 DEGREE HUMP 4.00 ID	23

569	9228	\$1.17	\$51.29	CLAMP, BREEZE LINER - SIZE 28	44
570	960150K	\$87.27	\$523.64	HOSE KIT, BURNER HEAD PROHEAT	6
571	9L3163	\$17.73	\$1,382.94	HOSE, HUMP CAC 4"	78
572	9L3287	\$10.02	\$70.12	HOSE, HUMP 5" ID	7
573	A0102512AB	\$18.85	\$1,376.03	CAP ASSY, HUB (OIL)	73
574	A1228B600	\$36.15	\$469.95	CONE, ROLLER	13
575	A4709970045	\$43.22	\$86.45	GASKET, PARTICULATE FILTER S60	2
576	A6804910337	\$47.66	\$0.00	SENSOR ASSY, GAS TEMP DOC	0
577	A6805401417	\$46.60	\$0.00	SENSOR, OUTLET TEMP DPF	0
578	ATM10	\$0.17	\$75.91	FUSE, 10 AMP	445
579	ATM20	\$0.25	\$2.46	FUSE, MINI 20 AMP	10
580	ATM30	\$0.17	\$6.31	FUSE, 30 AMP MINI	37
581	ATM5	\$0.17	\$6.99	FUSE, 5 AMP MINI	41
582	B2400771	\$118.80	\$1,425.64	SWITCH, SOLENOID - INSTACHAIN	12
583	C0202504EB	\$32.39	\$712.58	SIDE GEAR	22
584	C0202504EC	\$1.26	\$44.10	WASHER, SPIDER GEAR	35
585	C0202504ED	\$21.48	\$1,074.00	SPIDER GEAR	50
586	C14213	\$1.28	\$14.07	NUT, ACORN, WIPER ARM	11
587	CT175L	\$3.36	\$508.01	CLAMP, BREEZE 3/8"HEX HD	151
588	CT400L	\$4.62	\$87.87	CLAMP, BREEZE	19
589	CT450L	\$4.43	\$292.10	CLAMP, BREEZE	66
590	CT600L	\$4.76	\$61.85	CLAMP, BREEZE	13
591	CT9410B	\$2.71	\$311.70	CLAMP, BREEZE 5/16" HEX	115
592	CT9412B	\$2.90	\$710.49	CLAMP, BREEZE 5/16 HEX	245
593	CT9416B	\$2.23	\$607.99	CLAMP, BREEZE 5/16" HEX	273
594	CT9420B	\$2.84	\$352.54	CLAMP, BREEZE - HIGH TORQUE	124
595	CT9428	\$3.21	\$260.23	CLAMP, BREEZE CONSTANT TORQUE	81
596	CV50633	\$55.65	\$5,231.10	FILTER, ISM CRANKCASE BREATHER	94
597	CV52001	\$56.33	\$2,365.90	FILTER, CRANKCASE ELEMENT	42
598	D102495	\$78.05	\$546.37	SWITCH ASSY, PROXIMITY - RAMP	7
599	D459109	\$45.06	\$135.19	COUPLING, HALF	3
600	E0202505BE	\$36.99	\$110.97	BEARING ASSY, SPIGOT ROLLER	3
601	E0202505BF	\$0.98	\$2.94	SNAP RING, RETAINING BEARING	3
602	E9064	\$9.01	\$333.37	KIT, BRAKE HRDWARE FRT & REAR	37
603	E9644	\$13.61	\$299.36	HARDWARE KIT F, MCI	22
604	FD45104002	\$1.48	\$22.20	DUST COVER, AIR CONNECTOR	15
605	FF104	\$4.03	\$20.14	ELEMENT, FUEL FILTER	5
606	FS20081	\$47.15	\$1,555.95	FUEL FILTER, DAVCO 17 L9	33
607	H01004447	\$0.47	\$2.37	SEAL, RING	5
608	H01004465	\$0.75	\$3.75	SEAL, RING	5
609	H3	\$1.15	\$21.85	BULB, WC LIFT MODULAR LIGHT	19

610	H9	\$4.98	\$109.46	LAMP, HEAD	22
611	KIT4784I	\$16.63	\$49.90	SHIM KIT	3
612	KP18NV	\$21.19	\$1,123.10	VALVE, OIL SAMPLE, PUSH-BUTTON	53
613	MW110	\$47.49	\$142.47	PUMP ASSY, WASHER	3
614	Q57580	\$1.66	\$131.02	LOOP, NYLON WEBBING	79
615	Q86562M	\$0.69	\$0.00	RETRACTOR BRACKET METAL SPACER	0
616	R90T	\$19.37	\$2,188.91	FILTER ELEMENT, FUEL	113
617	R945010	\$44.69	\$312.85	SEAL,DIFF PINION -MERITOR ONLY	7
618	RWL- A1205V1556	\$0.52	\$224.64	SEAL, GREASE	432
619	T041234	\$83.63	\$5,603.21	VALVE ASSY, SELF-STEER AXLE	67



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Mary DeLoretto, Acting Chief Service Development Officer
PRESENTER(S): Paul Drake, Sr. Manager – Real Estate and TOD

BOARD MEETING DATE: February 26, 2020

SUBJECT:	R2020-02-03 Resolution Approving and Adopting the Woods Cross Station Area Plan
AGENDA ITEM TYPE:	Resolution
RECOMMENDATION:	Adopt Resolution R2020-02-03 which approves and adopts the Station Area Plan for Woods Cross
BACKGROUND:	Per state statute and UTA policy, the Local Advisory Council reviews and recommends adoption of Station Area Plans for all TOD projects, and the Board of Trustees must adopt the plans before they can be implemented. Woods Cross City and UTA have completed a Station Area Plan for the Woods Cross FrontRunner Station. This plan was presented to the Local Advisory Council on February 19, 2020 for their review.
DISCUSSION:	<p>The Woods Cross Station Area Plan considers the constraints of the station site and provides three potential development scenarios and the key stakeholders' preferred scenario. The preferred scenario includes enhanced connections to the station, some reconfiguration of UTA parking facilities, and improvements on UTA's adjacent property.</p> <p>At their February 19, 2020 meeting, the UTA Local Advisory Council adopted Resolution AR2020-02-02, approving and recommending adoption of the Station Area Plan for Woods Cross by the UTA Board of Trustees. The Advisory Council also recommended the Board emphasize prioritization of residential density development and creation of the pedestrian bridge identified in the Woods Cross Station Area Plan.</p>
ATTACHMENTS:	1) Resolution R2020-02-03

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE UTAH TRANSIT
AUTHORITY APPROVING AND ADOPTING THE
WOODS CROSS STATION AREA PLAN**

R2020-02-03

February 26, 2020

WHEREAS, the Utah Transit Authority (the “Authority”) is a large public transit district organized under the laws of the State of Utah and was created to transact and exercise all of the powers provided for in the Utah Limited Purpose Local Government Entities – Local Districts Act and the Utah Public Transit District Act;

WHEREAS, the Authority’s Board of Trustees has adopted Board of Trustees Policy 5.1 – Transit-Oriented Development (the “Policy”);

WHEREAS, the Policy requires the Authority to establish Station Area Plans in collaboration with applicable municipalities;

WHEREAS, the Policy requires the Local Advisory Council to review and approve Station Area Plans it determines to be in the best interest of the Authority and the applicable municipalities prior to approval and adoption by the Authority’s Board of Trustees;

WHEREAS, the Local Advisory Council approved the Station Area Plan for Woods Cross in Resolution AR2020-02-02 on February 19, 2020 with the recommendation that the Board of Trustees emphasize prioritization of residential density development and creation of the pedestrian bridge identified in the Woods Cross Station Area Plan; and

WHEREAS, the Board of Trustees believes it is in the best interest of the Authority and the applicable municipality to approve and adopt the Station Area Plan for Woods Cross.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Utah Transit Authority:

1. That the Board hereby approves and adopts the Station Area Plan for Woods Cross, attached as Exhibit A.
2. That the corporate seal be attached hereto.

Approved and adopted this 26th day of February 2020.

Carlton Christensen, Chair
Board of Trustees

ATTEST:

Robert K. Biles, Secretary/Treasurer

(Corporate Seal)

Approved As To Form:

Legal Counsel

Exhibit A

An aerial photograph of a city grid, showing streets, buildings, and a large industrial area with several large storage tanks. A green rectangular box is overlaid on the bottom right portion of the image, containing white text.

STRATEGIC RECOMMENDATIONS

WOODS CROSS STATION AREA

June 21, 2019

City of Woods Cross | Wasatch Front Regional Council | Utah Transit Authority

Project Timeline

January 2019 - June 2019

Funding

This project was funded by Wasatch Front Regional Council Transportation & Land Use Connection with a local contribution.

Acknowledgements

Tim Stephens | Woods Cross City, Community Development

Christy Dahlberg | Wasatch Front Regional Council

Kevin Leo | Utah Transit Authority

Government Officials

Gary Uresk | Woods Cross City Administrator

Duane Huffman | West Bountiful City Administrator

Steven Snow | Davis School District

Julie Checketts | Woods Cross City Council

Gary Sharp | Woods Cross Planning Commission

Joseph Rupp | Woods Cross Planning Commission

Leo Beecher | Former Woods Cross Planning Commission

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EXECUTIVE SUMMARY

PROJECT SUMMARY

The purpose of the Woods Cross Station Area Vision is to integrate transportation and land uses, enhance ridership, create a more vibrant and livable community, and better prepare for future infrastructure improvements such as the planned Bus Rapid Transit line terminating at Woods Cross Station.

Planning for the Woods Cross Station Area (Station Area) addresses the Woods Cross Station, two UTA Park and Rides, some commercial uses, undeveloped land, and a large amount of industrial uses, most notably Holly Refining. The project also considers a larger influence area that includes I-15 to the east, single-family residential to the south, and undeveloped land to the west.

Over six months, from January to June 2019, assessment of the existing conditions, identification of constraints and opportunities, scenario options, one Preferred Scenario, and strategic implementation recommendations were developed. The resulting Vision includes the Preferred Scenario and an Implementation Plan.

Figure 1. Woods Cross Station Planning Area

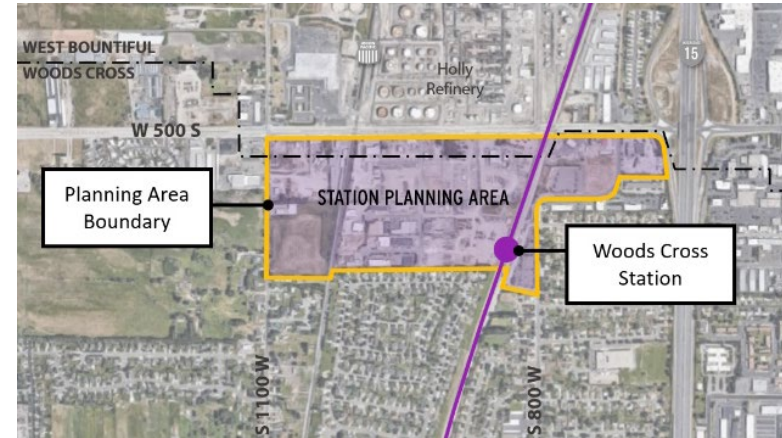
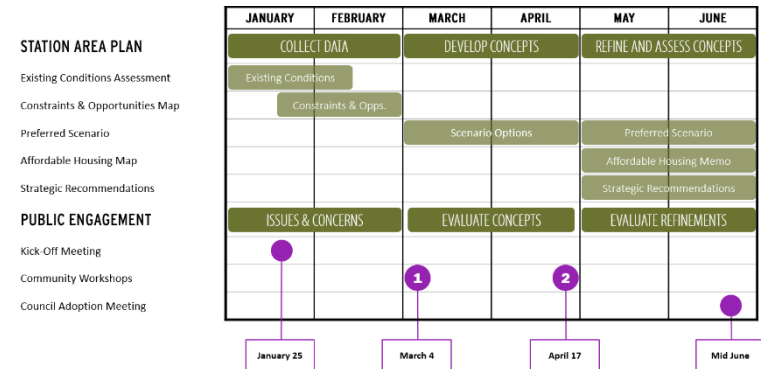


Figure 2. Project Schedule



COMMUNITY ENGAGEMENT

In order to ensure the Vision accurately reflected the needs and desires of the community, the project included one stakeholder engagement session and two community workshops.

Stakeholder Engagement Sessions

Stakeholder engagement sessions were held in January 2019 to discuss the project goals, process and schedule, and identify issues and concerns in a one-on-one or small group setting. Stakeholders included City staff and elected officials, business and property owners, and study area residents.

Community Workshop 1

The first community workshop, held in March 2019, began with a presentation of the market analysis, transportation and environmental conditions, and opportunities and constraints assessment. The presentation was followed by table discussions during which participants discussed issues and concerns and provided feedback on the presented analysis. Key issues to be resolved included:

- Poor connections to the western half of the Station Area.
- Unsafe and discontinuous walking and biking access to the station.
- W 500 S congested creates a station access barrier.
- Employment and retail/commercial uses rather than residential uses were preferable due to impacts of Holly Refinery.
- Development should protect and enhance existing businesses and homes.

Community Workshop 2

The second community workshop, held in April 2019, included the presentation of background information assessments and three draft scenarios. Input was solicited to inform the selection of a preferred scenario. The workshop included table discussions and evaluations of the draft scenarios.

Figure 3. Community Workshop 1



Figure 4. Community Workshop 1



EXISTING CONDITIONS ASSESSMENTS

The existing conditions assessments analyzed Station Area market and transportation conditions to help inform the proposed scenarios.

Market Assessment Summary

A Station Area market assessment analyzed demographic and development trends and market demand for potential redevelopment.

The market assessment identified regional demographic and development trends that are promising for the Station Area, including:

- The Salt Lake City metro region's population is growing rapidly with high rates of both employment and development growth.
- High demand for flex-space employment and some demand for office and retail space.
- High demand for multi-family housing, however, proximity to Holly Refining and other industrial uses limits the feasibility of residential development in the Station Area.

The market demand assessment for each development type is listed below.

Table 1. Short-Term Market Demand Summary

DEVELOPMENT TYPE	DEMAND
Flex Space Employment	20,000 – 50,000 sf
Office	10,000 – 25,000 sf
Retail	3,000 – 15,000 sf
Multi-Family Residential	200 – 300 du at 25–35 du/acre

Transportation Assessment Summary

A Station Area transportation assessment analyzed existing and future transportation infrastructure, including roadways, rail lines, public transit, and walking and biking infrastructure.

The transportation assessment revealed the following key elements or concerns:

- W 500 S is often congested and delayed due to multiple rail lines, Holly Refining's loading dock, and the I-15 entrance and exit.
- Several station access barriers limit walking, biking and auto access, including multiple rail lines, I-15, W 500 S, and limited bike infrastructure.
- Bike infrastructure in the Station Area is limited and walkability is low due to access barriers and a lack of mixed-use development.

PROPOSED SCENARIOS

Three proposed scenarios that included frameworks for station access and land use were developed.

Minimal Change Scenario

This scenario identifies walking and biking station access improvements, partial UTA Park and Ride redevelopment, and the following station access and land use elements:

- A multi-use trail on W 500 S, bike lanes on S 800 W, W 700 S and S 700 W, and a BRT station platform.
- Vacant parcel office development, an expanded Park and Ride, a station square with a retail pavilion, and neighborhood-serving retail.

Moderate Change Scenario

The Moderate Change Scenario builds on the Minimal Change Scenario, proposing additional redevelopment of the UTA Park and Ride, a connection to the western half of the Station Area, and the following station access and land use elements:

- Walking & biking bridge over the train tracks with a multi-use trail to S 950 W, and a multi-use trail on S 950 W.
- Townhomes and a West Park and Ride with a new driveway/roadway (S 850 W).

Greater Change Scenario

The Greater Change Scenario builds on the Moderate Change Scenario to fully link the western and eastern halves of the Station Area with a new motor vehicle bridge, a grid of streets, and a flex-space employment district. This scenario includes the following station access and land use elements:

- 'Northwest Quadrant Road' with bridges over the train tracks, realigned W 700 S, new roadway (S 850 W), and roadway and access improvements to W 850 S.
- Flex-space employment, retail and open space amenities

Figure 5. Minimal Change Scenario

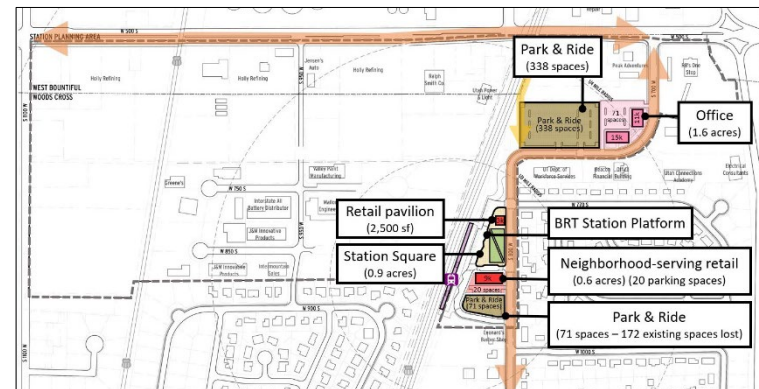


Figure 6. Moderate Change Scenario

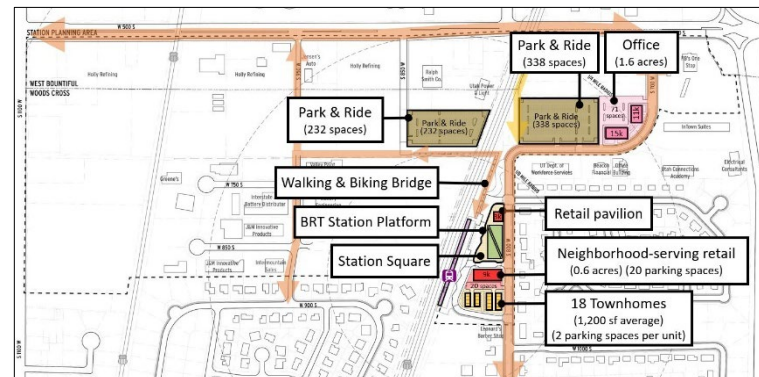
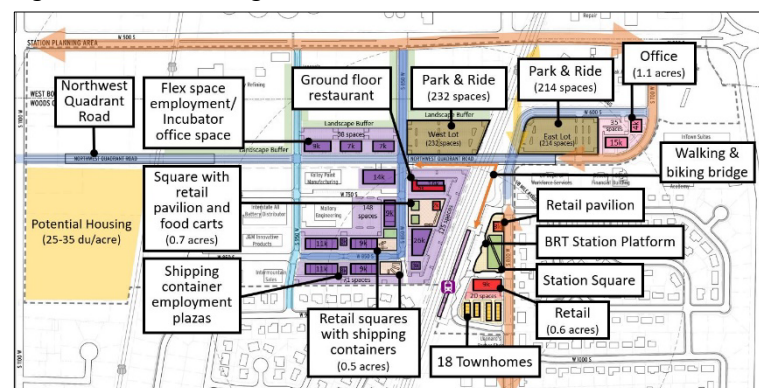


Figure 7. Greater Change Scenario



Community Response to Proposed Scenarios

During the second community workshop, community members evaluated each of the scenarios through table discussions and response sheets. Response sheet results are listed in the table below.

Table 2. Community Workshop 2 Response Sheet Results

MINIMAL CHANGE SCENARIO		MODERATE CHANGE SCENARIO		GREATER CHANGE SCENARIO	
Good	9	Good	10	Good	20
Fair	8	Fair	6	Fair	2
Poor	6	Poor	5	Poor	3
Other	2	Other	3	Other	-

Figure 8. Community Workshop 2



PREFERRED SCENARIO

The preferred scenario represents an ambitious, yet realistic, land use and station access framework based on both technical analysis and stakeholder, community and City staff input.

The Preferred Scenario includes all of the Moderate Change Scenario elements, listed below.

Station Access

- W 500 S Multi-Use Trail
- Bike lanes on S 800 W, W 700 S, and S 700 W
- Sidewalk on S 700 W
- Potential multi-use trail through Holly Refining’s loading dock
- Walking & biking bridge with multi-use trail to S 950 W
- S 950 W multi-use trail
- New roadway/driveway (S 850 W)
- Potential BRT station platform

Land Use

- Station square with retail pavilion
- Neighborhood-serving retail
- Townhomes
- Office
- North Park and Ride expansion
- West Park and Ride

The Preferred Scenario does not preclude potential long-term station access and land use elements such as new roadways and bridges and flex-space employment development west of the train tracks.

Figure 9. Preferred Scenario

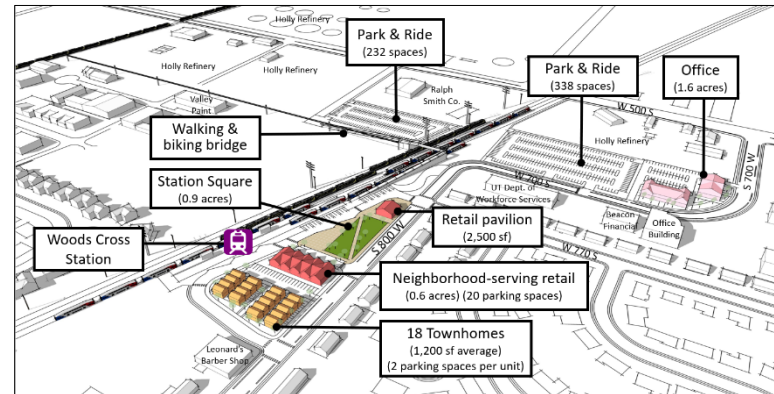
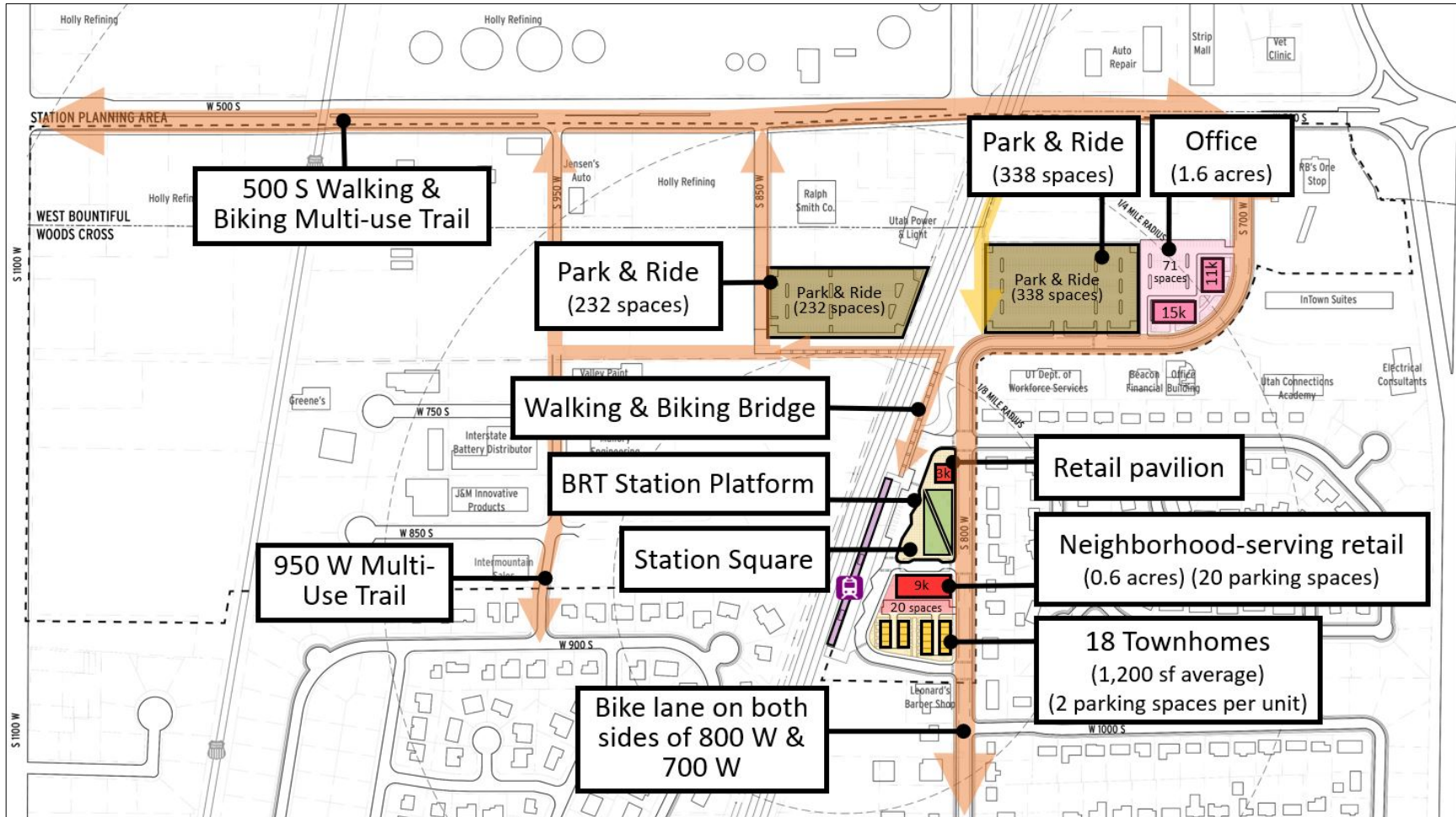


Figure 10. Preferred Scenario Development Summary

LAND USE	DENSITY (DU/AC)	DWELLING UNITS (DU)	FLOOR AREA (SF)	PARCEL AREA (ACRES)
OFFICE	-	-	26,000 sf	1.6 acres
RETAIL	-	-	9,000 sf	0.6 acres
TOWNHOMES	25 du/ac	18 du	22,000 sf	0.7 acres
PARK & RIDE	-	-	-	-
STATION SQUARE	-	-	2,000 sf retail pavilion	0.9 acres
TOTAL	25 du/ac	18 du	59,000 sf	3.8 acres

Figure 11. Preferred Scenario Station Access & Land Use



IMPLEMENTATION PLAN

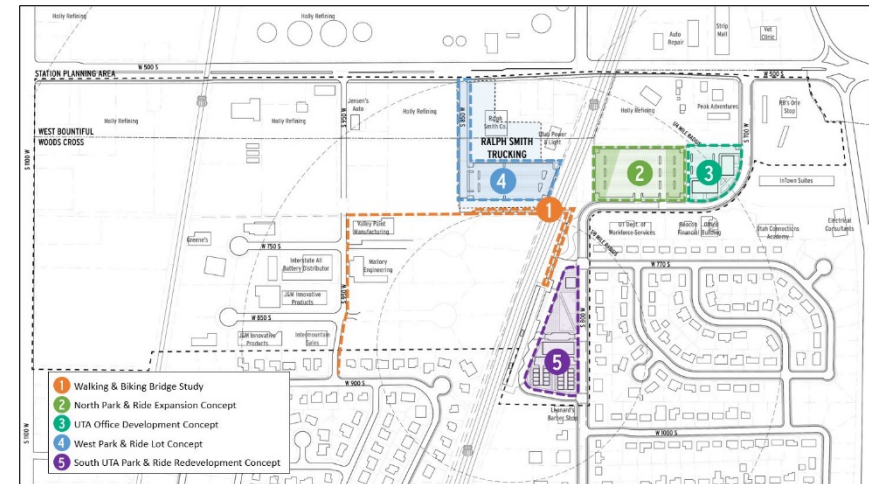
The implementation plan includes priority projects, short-term actions, responsibilities, and sequencing of priority projects that will in turn establish momentum for the development of the overall station area vision. The implementation plan is based on a business-case, a simplified cost-benefit assessment of proposed redevelopment. Funding strategies have been identified to minimize the financial risk for Woods Cross and the Utah Transit Authority, and a limited number of policy and regulatory amendments have been identified to ensure that redevelopment will occur as envisioned.

Priority Projects

Five priority projects have been identified:

1. Walking and Biking Bridge Study
2. North Park and Ride Expansion
3. Office Parcel Redevelopment
4. West Park and Ride
5. South UTA Park & Ride Redevelopment

Figure 12. Priority Projects Map



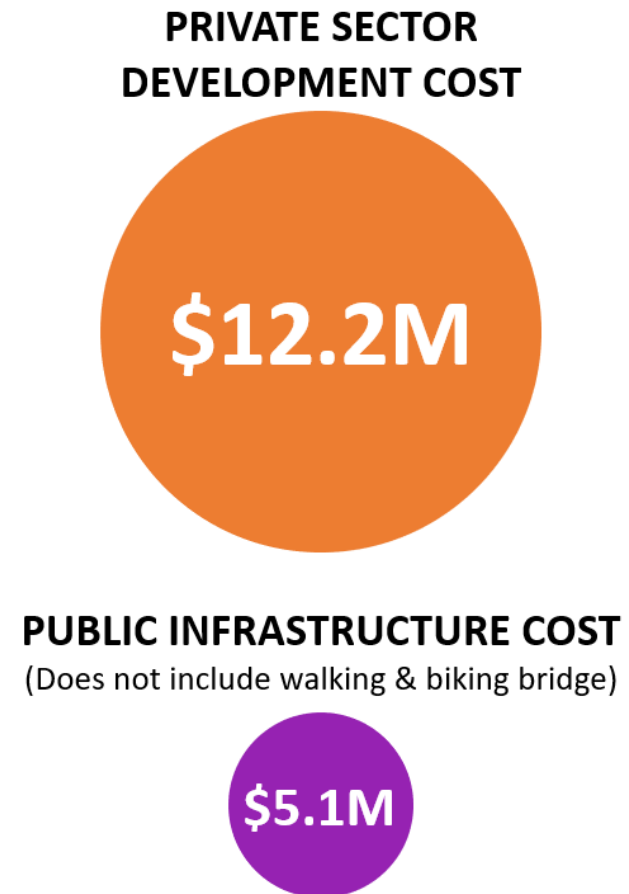
Business Case Assessment

The business case provides a simplified return-on-investment cost-benefit assessment of proposed redevelopment. The assessment identifies the tax value of private sector development generated by the Preferred Scenario and the public infrastructure investment that would be required to leverage the anticipated private sector investment.

Multiple development scenarios exist, including the potential for public-private partnerships that could significantly change the overall structure of the financial returns. Assuming no public sector participation, the investment is anticipated to generate a cash-on-cash return of approximately 6.5%. This return by itself is not likely to attract the interest of a private-sector developer. Additional partnering will be required to achieve the 10% cash-on-cash return threshold preferred by developers. To generate additional development interest, the assessment suggests:

- A financing gap should be investigated for private sector development to bring the cash-on-cash return threshold closer to 10%.
- A single private-sector developer should be pursued to implement all of the redevelopment activities on UTA-owned parcels.

Figure 13. Cost-Benefit Assessment of Proposed Priority Projects



Funding Strategies

To fill the financing gap, funding strategies have been identified to minimize the financial risk for Woods Cross and the Utah Transit Authority. Funding will depend on community advocacy and political support. It is recommended that the City work closely with the Wasatch Front Regional Council to determine a public-private development financing strategy for obtaining funding from the state or other sources, such as:

- Tax Increment Financing** If there is political interest in pursuing Tax Increment Financing, the project may be able to achieve the necessary rates of return to attract private sector investment. The anticipated tax increment at modest participation rates will likely create the economic parameters needed to sufficiently incentivize a private developer to partner with the community to construct the private development components outlined in the Priority Projects list. Overall, the proposed Priority Projects will generate an estimated tax revenue of approximately \$1.7M over a 25-year period.
- Public Infrastructure Financing** Multiple potential incentive options and funding sources were analyzed to identify funding sources. Smaller, more targeted funding sources that align with identified priority projects are available, such as the Safe Routes Utah program, and could help fund a portion of the project costs that are related to pedestrian and bike paths. Another potential funding source within this category is the USDOT Transportation Alternatives Program, which may be able to fund a portion of the pedestrian and bike path infrastructure. As part of the recommended feasibility projects, other sources should be identified.

Figure 14. Potential Private Development Financing Strategy

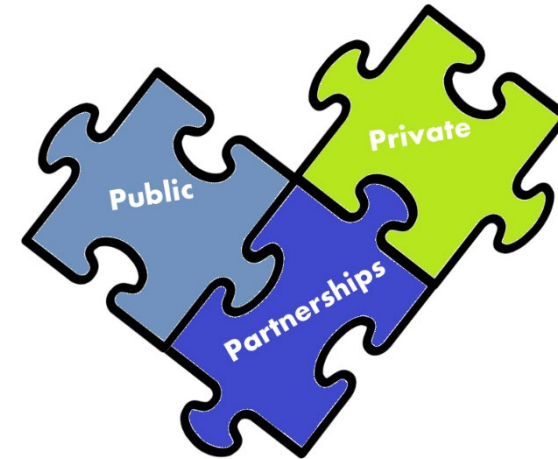


Figure 15. Potential Public Infrastructure Financing Strategy



Policy & Regulatory Recommendations

The Vision is largely consistent with the existing Woods Cross zoning ordinance. A limited number of amendments are recommended to further the successful implementation of the Vision.

General Plan Recommendations

- Moderate Income Housing Plan Policies should loosen housing restrictions to allow housing in the S-1 Zone.
- Moderate Income Housing Plan Policies should increase densities by removing additional land requirements associated with additional multi-family units in S-1 zones.

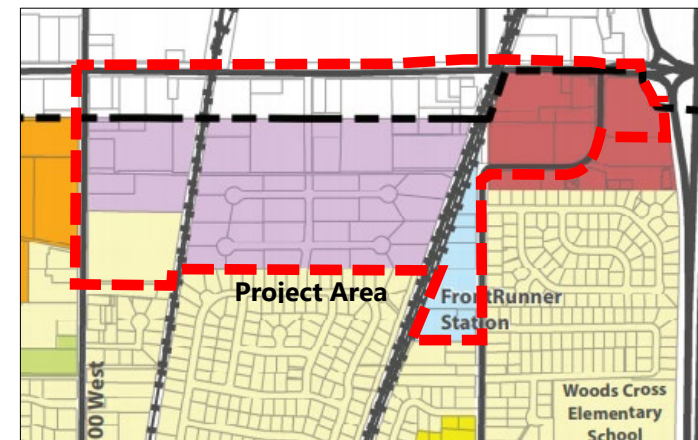
Zoning Code Recommendations

- General Commercial Zone (C-2): Existing space requirements may limit the amount of new development. Consider reducing parking requirements for office development.
- Special Use Zone (S-1): The ensure that the proposed development is possible, consider reducing parking requirements and permitting multi-family residential.
- Light Industrial/Business Park Zone (I-1): Park and Ride should be a permitted or conditional use within this zone.

Figure 16. General Plan Moderate Income Housing Plan Recommendations

Summary of Permitted (P) and Conditional (C) Housing Uses in Woods Cross City Zoning Districts					
	Single-Family Housing	Duplex	Triplex	Fourplex	Planned Unit Development
A-1	P				
R-1-8	P				C
R-1-10	P				C
R-2	P	P			
R-4	P	P	P	P	
C-1					
C-2					
S-1	C	C			
I-1					
I-2					
AP					
I-1A					
LGC					
LGN	C	C	C	C	C

Figure 17. Zoning Code Recommendations



Land Use Zones

- General Commercial Zone C-2
- Special Use Zone S-1
- Light Industrial / Business Park Zone I-1

APPENDIX

In the appendix to this Strategic Recommendations memorandum additional detail and supporting information is provided, including technical memoranda covering the following topics:

- Business Case & Funding Strategies Memorandum
- Affordable Housing Policy & Zoning Memorandum
- Transportation Conditions Memorandum
- Long-Term Scenario

STATION AREA VISION

The Station Area Vision responds to the opportunities and constraints of the Station Area, adopted policies and plans, market and transportation analysis, community input, and the goals and objectives of the City, WFRC and UTA. The Station Area Vision is composed of station access and land use frameworks developed from the Moderate Change Scenario and Priority Projects, supported by the business case, funding strategies, and policy and regulatory amendment recommendations.

STATION ACCESS FRAMEWORK

Station access includes walking, biking, auto and truck access within and around the Station Area. The station access framework emphasizes development of complete streets to provide safe, direct and convenient access to and from Woods Cross Station.

Complete streets are designed and operated to enable safe access for all users, including pedestrians, bicyclists, drivers, and transit riders of all ages and abilities. Complete streets prioritize walkers and bikers over drivers of cars and trucks, while still maintaining efficient and effective car and truck access. Transit-oriented station access prioritizes a 5-minute walk (1/4-mile) and 5-minute bike ride (1 mile) from the station. The majority of station ridership comes from the 5-minute walk and 5-minute ride areas.

The station access framework improves and expands upon existing pedestrian and bicycle access to the station and connects a segmented Station Area via a proposed walking and biking bridge over the train tracks. The station access framework does not include any changes to existing auto and truck infrastructure and does not significantly improve congestion and barriers on W 500 S.

Figure 18. Complete Streets Priorities

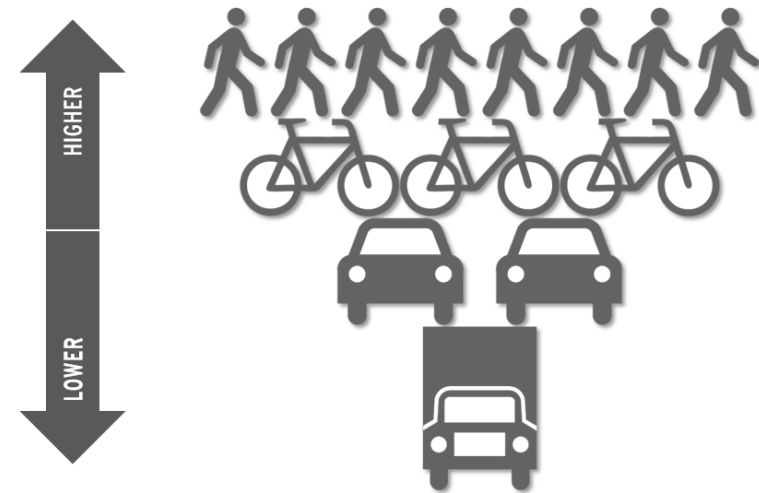
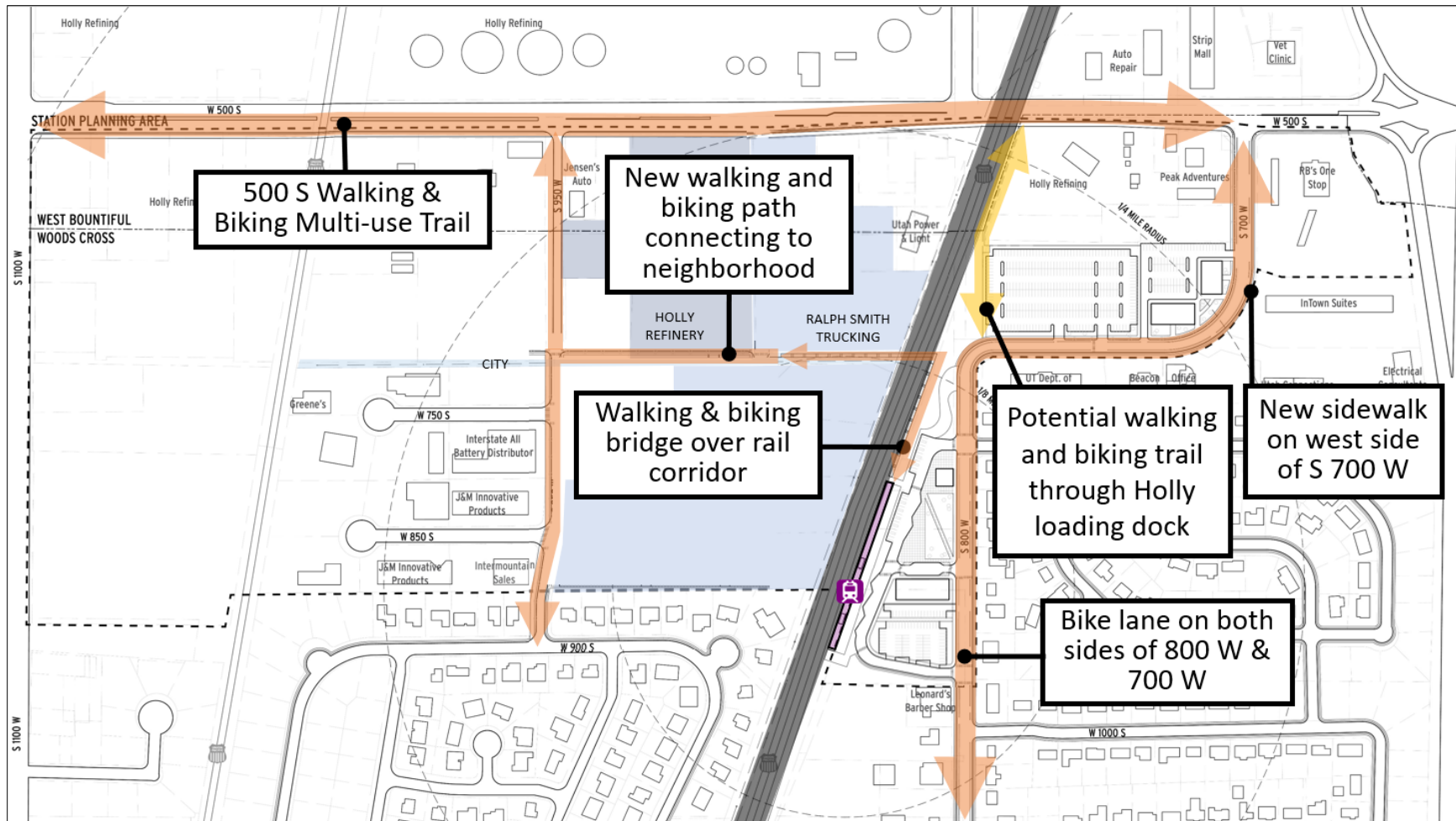


Figure 19. Station Access Framework



W 500 S Multi-Use Trail

A new multi-use trail is proposed along W 500 S, from S 700 W west to the Legacy Parkway Trail, creating safe and convenient access between the station and the regional trail. The multi-use trail would:

- Be located on the south side of W 500 S.
- Include a 12-foot-wide walking and biking trail with a 4-foot-wide landscape buffer.
- Replace the existing bike lane, stay within the existing right-of-way, and leave existing travel lanes unchanged.
- Narrow the existing curb-to-curb dimension and require a new curb along the south side of W 500 S.

Bike Lane on S 800 W, W 700 S, and S 700 W

A new bike lane would create safe and convenient bike access from Woods Cross Station north to W 500 S and south to W 1500 S. The bike lane would:

- Be located on both sides of S 800 W, W 700 S and S 700 W.
- Include a 6-foot-wide lane with 2-foot-wide painted buffer.
- Replace curbside parking where parking occurs.

Infill Sidewalk on S 700 W

A new sidewalk would complete the walking access route north to W 500 S and would:

- Be located along the west side S 700 W and a small portion of the north side of W 700 S.
- Include a 5-foot-wide sidewalk and landscape buffer consistent with existing conditions.

Potential Multi-Use Trail

A potential new multi-use trail would extend from S 800 W and pass through Holly Refinery property up to W 500 S. Additional study and coordination with Holly Refinery is required to determine the feasibility of this trail.

Figure 20. W 500 S Multi-Use Trail Concept



Figure 21. Bike Lane on S 800 W Concept



Walking & Biking Bridge

A proposed walking and biking bridge across the Union Pacific and UTA rail corridor would connect the western half of the Station Area to Woods Cross Station. The walking and biking bridge would include elements such as a bridge, ramps, stairs and elevators, and a multi-use trail.

On the eastern side of the train tracks, the bridge ramp would begin just north of the station platform and fit within the existing landscape buffer between the train tracks and parking lot. The existing Park and Ride sidewalk and handicapped parking would not be impacted. On the west side of the tracks, the bridge ramp and connecting multi-use trail would be aligned with an existing City-owned powerline right-of-way. The bridge would include:

- A 12-foot-wide structure with an ADA accessible slope and design.
- A 10-foot-tall fence enclosing the bridge.
- A clear height of 25-feet over the train tracks, meeting the requirements of both Union Pacific and UTA.
- Stairs and elevators to accompany the ramp.

Included in the bridge concept is a multi-use trail that extends from the western base of the bridge ramp to the proposed walking and biking improvements on S 950 W. The multi-use trail would include:

- 12-foot-wide multi-use trail with 5-foot-wide landscape buffer aligned along the City-owned powerline right of way

Figure 22. Walking & Biking Bridge Concept



S 950 W Multi-Use Trail

A new walking and biking trail along S 950 W connecting the existing residential neighborhood to Woods Cross Station would:

- Be located along the east side of S 950 W, completely within existing public right-of-way. To accommodate the trail, the existing roadway would be narrowed from 37-feet to 25-feet wide.
- Include a 12-foot-wide multi-use trail with 5-foot-wide landscape buffer.

Future Bus Rapid Transit

The station access framework incorporates the planned Bus Rapid Transit line that will link downtown Salt Lake City to Woods Cross Station. The programmatic, operations and other BRT requirements are not currently available. However, based on transit-facility best practice design, the concept includes:

- Three curbside bus bays.
- Transit platform.
- Driver lounge and restrooms incorporated into a retail pavilion.

As part of future BRT engineering design phases, this concept would need to be refined.

Figure 23. S 950 W Multi-Use Trail Concept



LAND USE FRAMEWORK

The land use framework is consistent with the Station Area market demand and addresses the community's preference for neighborhood-serving retail and office space that complements and enhances existing homes and businesses.

The land use framework establishes transit-oriented development. To achieve this, the development includes more intensive development adjacent to the station with additional transit-supportive uses within a five-minute walk of the station. The land use framework fosters a safe, comfortable and active station environment for riders, commuters, and neighborhood residents.

Figure 24. Neighborhood-Serving Retail Character



Figure 25. Land Use Framework

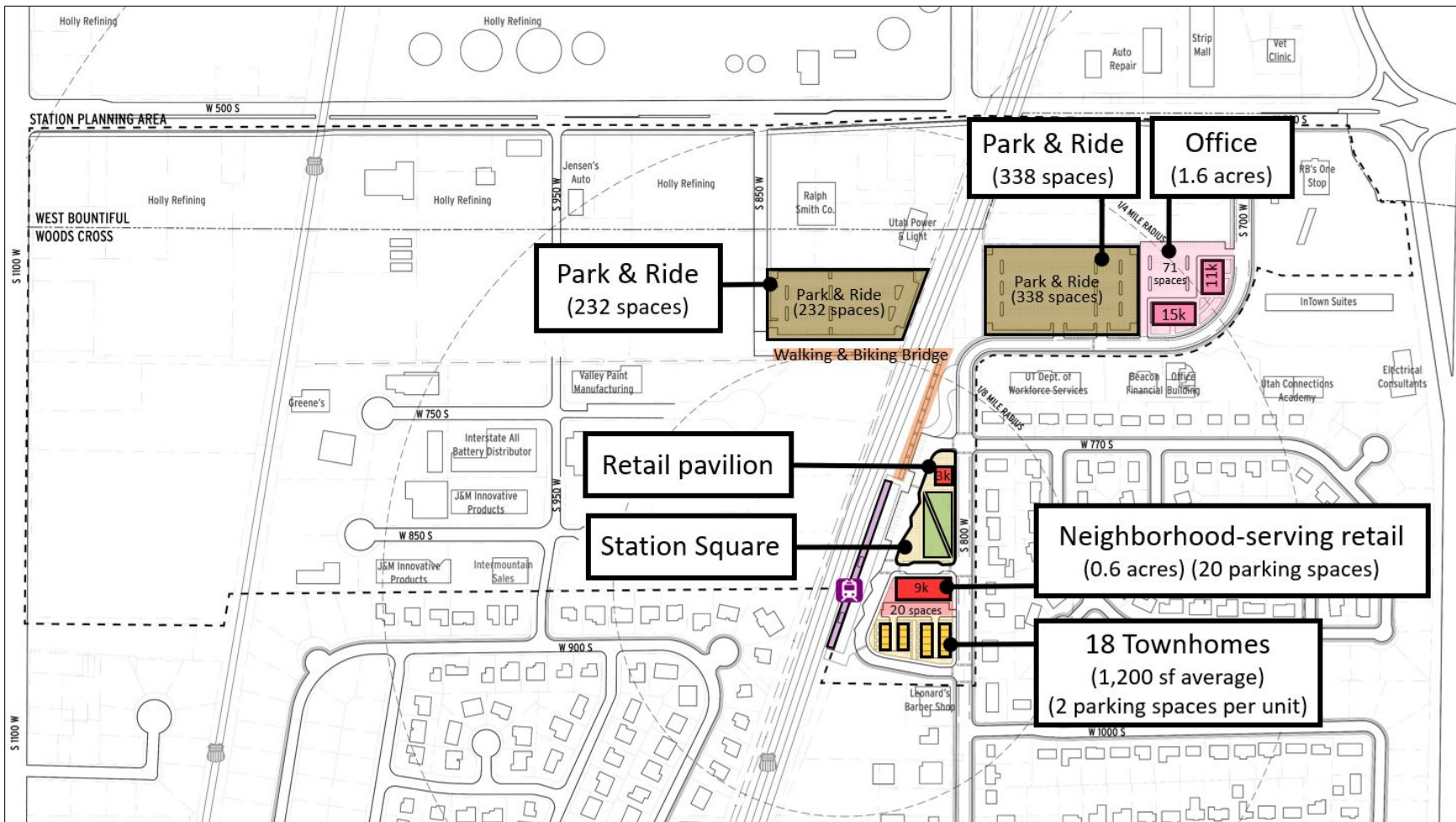


Figure 26. Land Use Framework

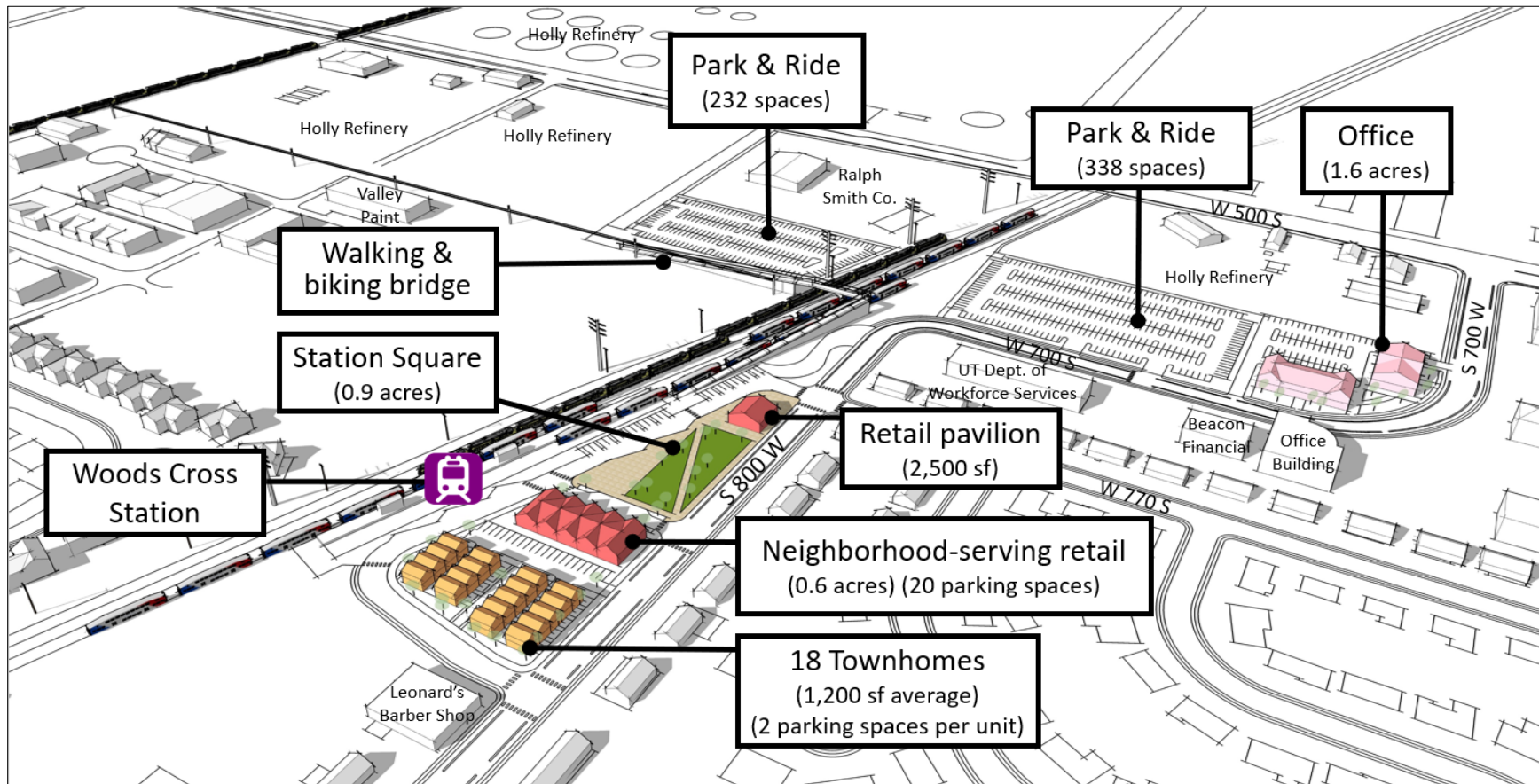


Figure 27. Land Use Framework Development Summary

LAND USE	DENSITY (DU/AC)	DWELLING UNITS (DU)	FLOOR AREA (SF)	PARCEL AREA (ACRES)	PARKING SPACES (REQ.*)	PARKING SPACES (PROV.)
OFFICE	-	-	26,000 sf	1.6 acres	65	71
RETAIL	-	-	9,000 sf	0.6 acres	30	20
TOWNHOMES	25 du/ac	18 du	22,000 sf	0.7 acres	36	36
PARK & RIDE	-	-	-	-	421 existing	570
STATION SQUARE	-	-	2,000 sf retail pavilion	0.9 acres	-	-
TOTAL	25 du/ac	18 du	59,000 sf	3.8 acres	552	697

Redevelopment of the existing south Park and Ride includes a station square, retail uses, and townhomes. Existing bus access and future BRT access would be maintained. All Park and Ride spaces removed for redevelopment would be replaced within the Station Area.

Station Square

The Station Square creates an active public space that would serve both the community and transit riders. Square elements should include:

- Landscaped areas and paved areas.
- A small 2,000-square-foot retail pavilion that includes a bus driver lounge.
- Bus bays and station platforms for the future BRT station.

Retail

Retail shops are envisioned fronting the Station Square and would include neighborhood-serving uses, such as a café, restaurant, or small businesses. The proposed 0.6-acre retail development would include:

- A single-story 9,000-sf retail building.
- 20 parking spaces.

Townhomes

Attached multi-family housing is envisioned between the existing Woods Cross Station access roadway and the planned neighborhood retail shops. The density and type of the multi-family housing is representative of community input and market demand. Envisioned at approximately 25 dwelling units per net acre, the multi-family housing would:

- Be oriented to the access road, S 800 W, or a central green courtyard.
- Include 18 two-story units with an average of 1,200 square feet per unit (live/work floor plans should be considered).
- Include Two parking spaces per unit in attached garages accessed from private driveways.

Figure 28. Station Square, Retail, and Townhomes Concept



Figure 29. Potential Townhome Redevelopment Character



Office development and a Park and Ride expansion are proposed on the existing north Park and Ride and adjacent UTA-owned vacant parcel.

Office

Two office buildings are envisioned for the UTA-owned vacant parcel immediately to the east of the north Park and Ride. Office development should include:

- Two two-story buildings of 15,000 sf and 11,000 sf providing a combined 26,000 sf of office space.
- 1.6 acres.
- 71 parking spaces.

North Park and Ride Expansion

The north Park and Ride expansion increases the number of parking spaces within the UTA-owned parcel, and is envisioned to include:

- A total of 160 additional parking spaces.
- Replacement of 160 of the 243 parking spaces removed for the south Park and Ride lot redevelopment. Additional analysis will be required to determine the necessary number of spaces.

West Park and Ride

A new Park and Ride is envisioned west of the train tracks to replace the remainder of parking spaces removed in the redevelopment of the south lot. Additionally, the lot provides a more accessible Park and Ride for existing and future transit riders west of the tracks. The west Park and Ride is:

- Located on private property owned by Ralph Smith Trucking and would require land acquisition.
- Accessible by a new driveway (S 850 W) off of W 500 S.
- Illustrated as a 232 parking space lot. Additional analysis will be required to determine the necessary number of spaces.

Figure 30. Office and North Park and Ride Expansion Concept

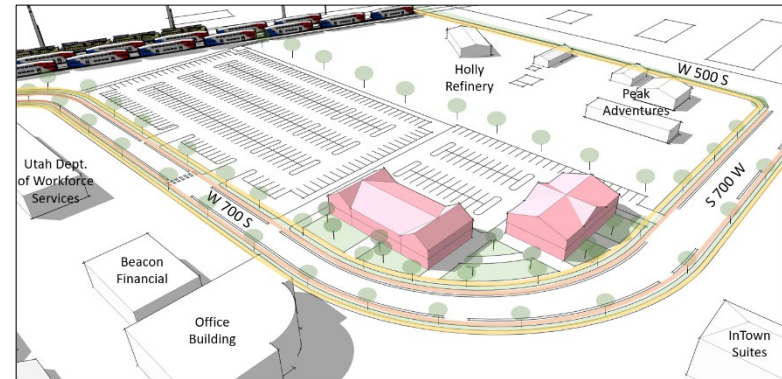
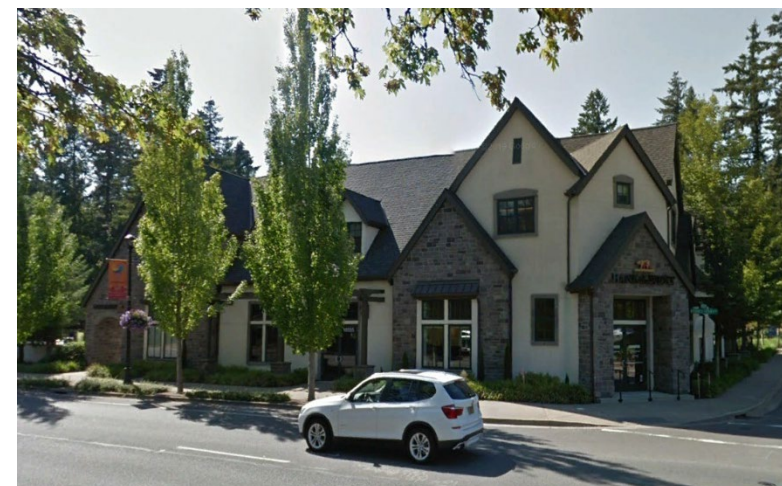


Figure 31. Office Potential Redevelopment Character



2 | North Park and Ride Expansion Concept

The second priority project should be to select a consultant to create a conceptual (30% engineering) design and a cost estimate for the construction of the UTA north Park and Ride expansion. The consultant should coordinate with UTA and the design of the future BRT to determine the necessary number of parking spaces. Because the Park and Ride lot is on an existing Superfund site, a potential environmental analysis and coordination with the Environmental Protection Agency (EPA) and other agencies may be necessary. The consultant should collaborate with the City and key stakeholders to determine next steps and timeline for the project.

3 | UTA Office Development Concept

The third priority project can be initiated at any time. This project creates the framework for the proposed office development on the existing vacant UTA-owned land. The City and UTA should create a redevelopment framework, create a Request for Proposal or Request for Qualifications, select a developer, and establish a developer agreement.

4 | West Park and Ride Lot Concept

The fourth priority project should be to select a consultant to create a conceptual (30% engineering) design and a preliminary cost estimate for the proposed west Park and Ride and new roadway. The consultant will need to coordinate with the City, UTA and the current property owner, Ralph Smith Trucking. The consultant should collaborate with UTA and the design of the future BRT to determine the necessary number of parking spaces. Due to the existing industrial uses of the site and some known environmental contamination, an environmental analysis may be necessary. The consultant should collaborate with the City and key stakeholders in the development of the concept and determining next steps and timeline for the project.

Figure 33. North Park and Ride Expansion and UTA Office Development Concept

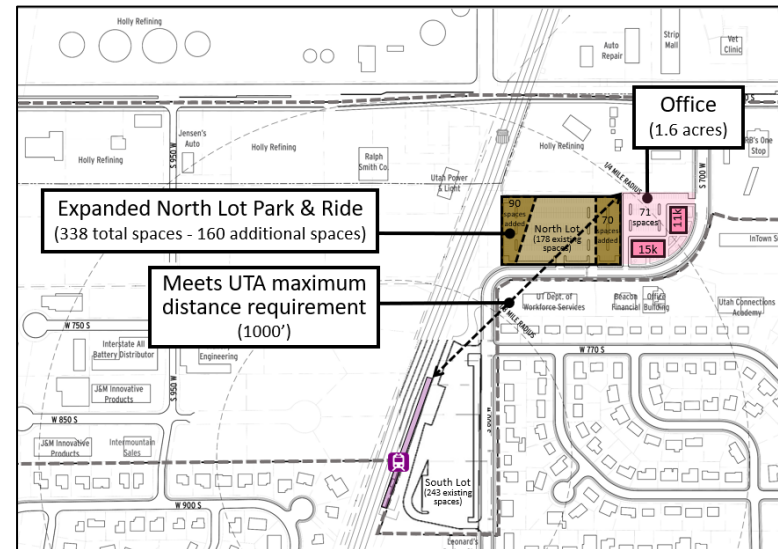


Figure 34. West Park and Ride Lot Concept

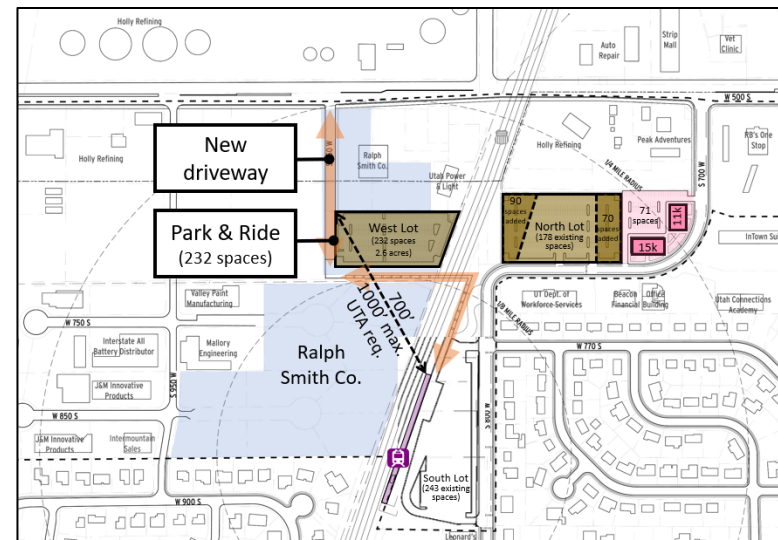


Figure 36. Priority Projects Map

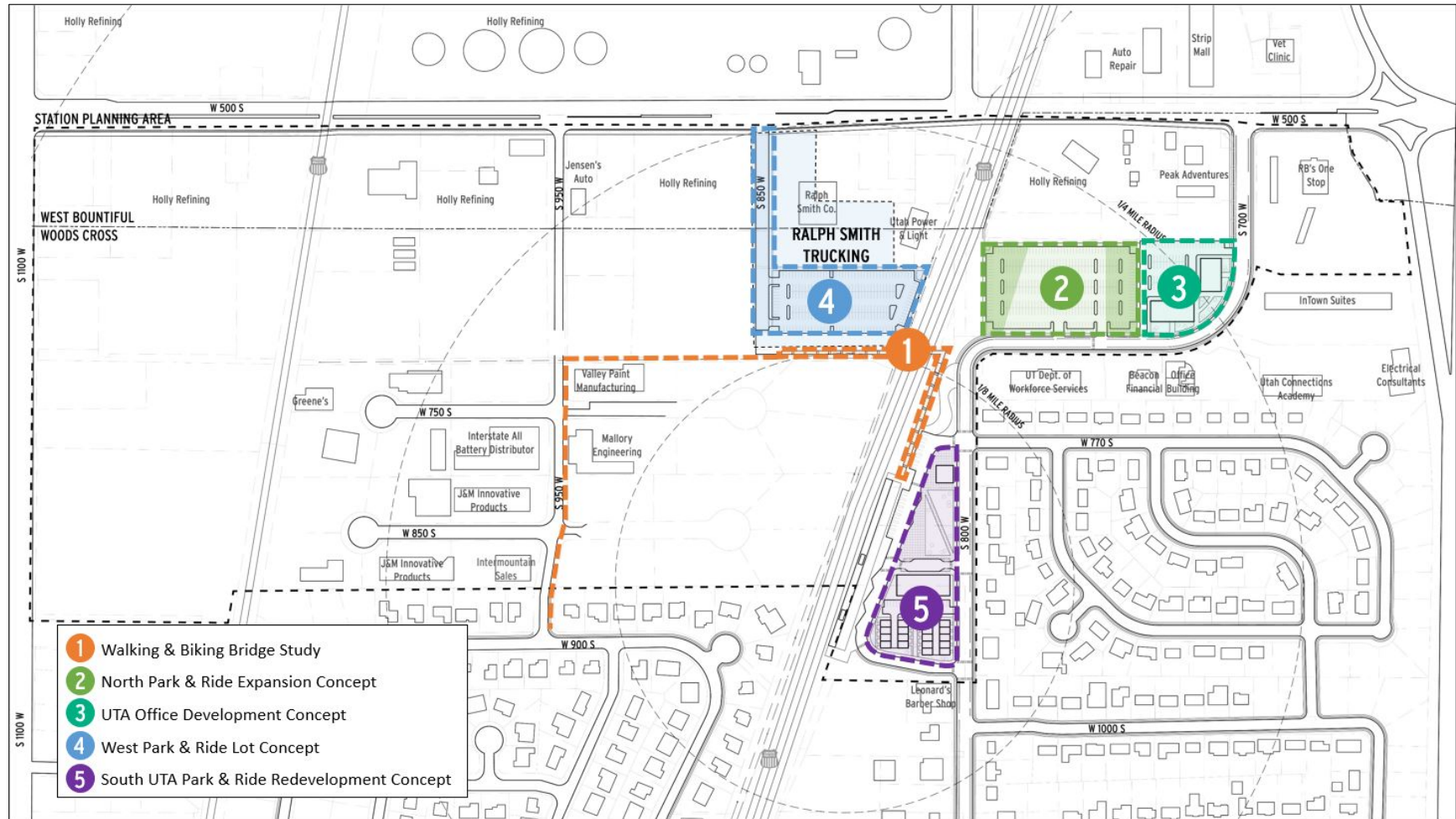


Table 3. Priority Projects List

PRIORITY PROJECTS						
NO.	PROJECT	ELEMENTS	TASKS	RESPONSIBILITY	DRAFT SCHEDULE	FUNDING SOURCES
1	Walking and Biking Bridge Study	<ul style="list-style-type: none"> Walking and biking bridge over railroad tracks Walking and biking trail from bridge to S 950 W Walking and biking trail along S 950 W from W 750 S to W 900 S 	<ul style="list-style-type: none"> Develop work scope. Identify budget and funding sources. Select consultant. Develop conceptual (30% engineering drawings). Develop preliminary cost estimate. Identify next steps. Review with Council and stakeholders. 	City of Woods Cross Community Development & Utah Transit Authority	Initiate within 5 years (2024)	TBD
2	North Park and Ride Expansion Concept	<ul style="list-style-type: none"> Expansion of existing Park and Ride (160 additional spaces) 	<ul style="list-style-type: none"> Develop work scope. Identify budget and funding sources. Select consultant. Develop 30% engineering drawings. Develop preliminary cost estimate. Identify next steps. Review with Council and EPA. 	Utah Transit Authority & City of Woods Cross Community Development	Initiate within 5 years (2024)	TBD

PRIORITY PROJECTS						
NO.	PROJECT	ELEMENTS	TASKS	RESPONSIBILITY	DRAFT SCHEDULE	FUNDING SOURCES
3	UTA Office Development Concept	<ul style="list-style-type: none"> 1.6 acres developed into office space Approximately 26,000 sf of office with 71 parking spaces 	<ul style="list-style-type: none"> Create redevelopment framework. Develop RFQ/RFP. Select developer. Create development agreement. 	Utah Transit Authority & City of Woods Cross Community Development	Initiate within 5 years (2024)	TBD
4	West Park and Ride Lot Concept	<ul style="list-style-type: none"> New west Park and Ride Approximately 232 spaces New roadway to Park and Ride (60' ROW) 	<ul style="list-style-type: none"> Develop work scope. Identify budget and funding sources. Select consultant. Develop 30% engineering drawings. Develop preliminary cost estimate. Identify next steps. Review with Council and public. 	Utah Transit Authority & City of Woods Cross Community Development	Initiate within 5 years (2024)	TBD
5	South UTA Park and Ride Redevelopment Concept	<ul style="list-style-type: none"> Station square with park and retail pavilion (approximately 2,500 sf) Approximately 0.6 acres of retail development with 9,000 sf of retail and 20 parking spaces. Approximately 18 townhomes with 36 parking spaces. BRT access route and station design. 	<ul style="list-style-type: none"> Create redevelopment framework. Develop RFQ/RFP. Select developer. Create development agreement. 	Utah Transit Authority & City of Woods Cross Community Development	Initiate within 5 years (2024)	TBD

BUSINESS CASE

This analysis provides a high-level overview of the anticipated private development costs, public infrastructure investment, and the associated tax revenue created from each priority project.

The public infrastructure components of the proposed project will be the major cost driver and will ultimately dictate the eventual implementation timeline. The business case analysis details the development costs of project components for which preliminary estimates can be reasonably generated without further analysis. Funding for additional studies to gather an accurate cost estimate for public infrastructure have been prioritized. While the possibility exists that a portion of development cost on public land (UTA-owned) could be written down as a development incentive, the business case analysis assumes that full market rates will be paid by the future developer for land currently owned by UTA.

PRIORITY PROJECT 1 | WALKING & BIKING BRIDGE STUDY

The feasibility study will identify a preliminary cost estimate for the walking & biking bridge. The study will include analysis of unknown variables that will have a tremendous impact on the overall cost of the infrastructure (e.g. engineering requirements, Superfund contamination mitigation, design requirements of the walking & biking bridge, etc.).

PRIORITY PROJECT 2 | NORTH PARK AND RIDE EXPANSION

The preliminary estimated cost of developing the north Park and Ride expansion is approximately \$1.28M but could be as high as \$1.6M, depending on contamination and other factors to be determined as part of the 30% engineering design. The business case analysis assumes that UTA would retain ownership of the lot and the lot would remain a public asset and not generate any direct tax revenue.

Table 4. Business Case Summary

PRIORITY PROJECT	PRIVATE DEVELOPMENT COST	PUBLIC INVESTMENT
1 Walking & Biking Bridge Study	-	TBD
2 North Park and Ride Expansion	-	\$1,280,000
3 Office Parcel Development	\$5,863,516	-
4 West Park and Ride	-	\$3,759,931
5 South Park and Ride Redevelopment	\$6,288,145	-
TOTAL	\$12,151,661	\$5,039,931

PRIORITY PROJECT 3 | OFFICE PARCEL DEVELOPMENT

The office development is anticipated to cost approximately \$5.8M, including purchase of the land and construction of the buildings and parking lot.

Because of the relatively soft lease rates for office development in the market area, return on investment, while profitable, would be lower than typical office development in the Wasatch Valley. Methods to increase potential returns on investment attractiveness are described in the Funding Strategies section of this report.

PRIORITY PROJECT 4 | WEST PARK AND RIDE

The land identified for Priority Project #4 is currently owned by Ralph Smith Trucking. Redevelopment will require a property transaction to transfer ownership to UTA. Land required for the new Park and Ride will cost approximately \$1.9M but could be considerably less based on a site-specific appraisal and the potential for environmental contamination. Therefore, the \$1.9M could be considered a worst-case scenario. Utilizing the UTA-provided estimate of \$8,000 per stall, the total cost to develop the West Park and Ride is estimated at \$3.7M.

PRIORITY PROJECT 5 | SOUTH PARK AND RIDE REDEVELOPMENT

The South Park and Ride Redevelopment assessment includes retail development and multi-family townhomes. The assessment assumes that the adjacent square would be developed as part of the future BRT project and would remain in UTA ownership.

Retail Development

The retail pavilion, retail building, and associated parking lot development is anticipated to cost approximately \$2.5M.

Financial returns on the retail development, including the pavilion and additional parking, are likely insufficient to gain interest in the private sector without gap financing, as described in the funding strategies section of this report. To fund this, alternative funding options like public private partnerships can be used as viable options to close the gap.

Townhome Development

The South Park and Ride Redevelopment also includes the construction of 18 townhomes in the southern portion of the project area. The townhomes are anticipated to be similar in quality and size (1,200 sf) found in the market area and could include a live-work floor plan. It is anticipated that the total cost of development would be approximately \$3.77M.

With a high cost of land anticipated, the townhomes aren't expected to generate significant profit after transaction costs (realtor commissions, closing costs, etc.) are factored in. And with a relatively small number of units, they will collectively contribute only marginally to the new property tax base. However, townhomes meet regional and UTA development goals by providing affordable housing options and a diversity of types in the densest areas within the Station Area. The development of these homes may also help to reduce crime and illicit activity in the Station Area, which will be key to the economic success of the project.

SUMMARY

While multiple development scenarios exist, including the potential for public-private partnerships that could significantly change the overall structure of the financial returns, a single private-sector developer should be pursued to implement all of the redevelopment activities on UTA-owned parcels. Blended together and assuming no public sector participation, the investment is anticipated to generate a cash-on-cash return of approximately 6.5%. This return by itself is likely not going to attract significant private sector developer interest, and additional financial partnering will likely be required to achieve the 10% cash-on-cash return threshold preferred by developers.

FUNDING STRATEGIES

The business case indicates that the estimated construction costs combined with the estimates for projected lease rates create an investment proposition that will likely be insufficient to capture the interest of most developers in the market area. In most cases, redevelopment will require some gap financing.

TAX INCREMENT FINANCING

If there is political interest in pursuing Tax Increment Financing (TIF) the project may be able to achieve the necessary rates of return to attract private sector investment.

Overall, the estimated taxable value of the proposed projects is approximately \$7.9M, which could generate tax revenue of approximately \$103,000 per year split amongst the taxing entities. Projecting this revenue amount over a 25-year period and based on other similar projects through the region, at a 60% allocation rate, the tax increment would be \$1.7M.

Given the types of uses within the project, it will be most feasible politically to allocate the TIF to the project on a cash-flow basis. Additional public participation, could potentially allow the project to achieve a 10% cash-on-cash return. This modest increase in project profitability due to TIF participation will likely play a key role in whether or not developers can be recruited for the project.

FUNDING PUBLIC INFRASTRUCTURE

The anticipated tax increment at modest participation rates will likely create the economic parameters needed to sufficiently incentivize a private developer to partner with the community to construct the commercial development components outlined in the Station Area Vision. Unless very high participation rates (above the 60% allocation rate) are agreed upon by the taxing entities or the cost of land is drastically reduced through public incentive, it is not anticipated that there will be a surplus of tax increment that could be allocated to the cost of the public infrastructure components of the Vision.

Multiple potential incentive options and funding sources were analyzed to identify alignment between the project activities and the funding priorities. Unfortunately, due to the relative financial strength of Davis County and the specific census tract of the project site, the project does not qualify for major economic development funding programs.

Smaller, more targeted funding sources that align with specific elements of the proposed project, such as the Safe Routes Utah program, could help fund a portion of the project costs that are related to pedestrian and bike paths, provided the final design aligns with the program's guidelines. Another potential funding source within this category is the USDOT Transportation Alternatives Program, which may be able to fund a portion of the pedestrian and bike path infrastructure.

Funding required for the new Park and Ride lots and the transportation infrastructure could be paid for through partnerships between the local and regional political bodies (WFRC, County, cities, etc.) and State entities such as the Department of Transportation and the Utah Transit Authority.

As part of the recommended feasibility studies, other funding sources should be identified.

POLICY & REGULATORY RECOMMENDATIONS

Proposed development for the Station Area Vision occurs within three Woods Cross zones: General Commercial Zone (C-2), Special Use Zone (S-1), and Light Industrial/Business Park Zone (I-1). The Station Area Vision is largely consistent with the three zones. Some inconsistencies may require regulatory changes to ensure the success of the Vision.

GENERAL COMMERCIAL ZONE (C-2)

Development proposed for the C-2 Zone, office space and Park and Ride expansion, is largely consistent. One change to the existing zoning ordinance is recommended to ensure the success of the proposed development.

The City should consider reduction of parking requirements for office development. Existing space requirements may limit the amount of new development. Because the proposed development is in close proximity to the Frontrunner and the future BRT, it is recommended that the proposed office development require one parking space per 400 sf, rather than the existing requirement of a minimum of one parking space per 300 sf.

SPECIAL USE ZONE (S-1)

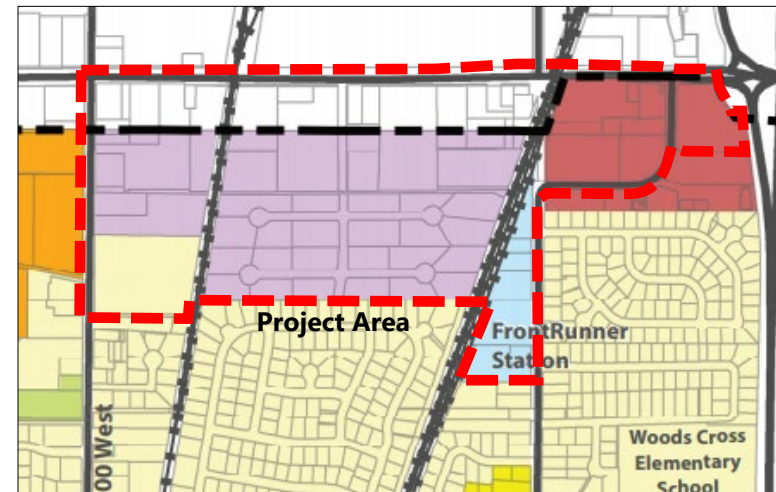
The S-1 Zone allows the City to approve development on a case-by-case basis. This offers a special opportunity for the City to create a unique and active station environment supported by the Station Area Vision. Two changes to the existing zoning ordinance are recommended to ensure the proposed development is possible.

Recommended revisions to the S-1 zoning ordinance include reducing parking requirements and permitting multi-family residential.

LIGHT INDUSTRIAL/BUSINESS PARK ZONE (I-1)

The proposed UTA Park and Ride is inconsistent but not incompatible with the light industrial/business park zone. The City should include Park and Ride as a permitted or conditional use.

Figure 37. Woods Cross Existing Zoning



Land Use Zones

- General Commercial Zone C-2
- Special Use Zone S-1
- Light Industrial / Business Park Zone I-1



APPENDIX: STRATEGIC RECOMMENDATIONS

WOODS CROSS STATION AREA

June 21, 2019

City of Woods Cross | Wasatch Front Regional Council | Utah Transit Authority

Project Timeline

January 2019 - June 2019

Funding

This project was funded by Wasatch Front Regional Council Transportation & Land Use Connection with a local contribution.

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Government Officials

Gary Uresk | Woods Cross City Administrator

Duane Huffman | West Bountiful City Administrator

Steven Snow | Davis School District

Julie Checketts | Woods Cross City Council

Gary Sharp | Woods Cross Planning Commission

Joseph Rupp | Woods Cross Planning Commission

Leo Beecher | Former Woods Cross Planning Commission

AFFORDABLE HOUSING POLICY & ZONING

The City of Woods Cross policy ensures that there are adequate and accessible moderate-income and affordable housing options. Residential development in the Woods Cross Station Area provides an opportunity to implement this policy.

PREFERRED VISION

The Woods Cross Station Area is limited in its potential for multi-family housing due to its proximity to environmental contamination and industrial uses, such as Holly Refining. For this reason, it is critical that Station Area sites suitable for housing are well-utilized for moderate income or affordable housing.

The Station Area Vision proposes 18 townhomes on the existing south Park and Ride. The proposed townhomes provide moderate income housing immediately accessible to high-quality transit and establish a safer and more active station environment by creating activity and 'eyes on the street' 24-hours a day.

The proposed townhomes are not permitted under current Woods Cross zoning, which has a maximum housing size of a two-story four-plex and a maximum density of 11.2 dwelling units per acre. The townhomes are proposed in S-1 (Special Use) zone, which permits only single-family or duplex housing as conditional uses. The zoning code amendments proposed in this section would resolve the existing zoning ordinance barriers to the proposed development by permitting housing in S-1 zone and allowing for increased densities.

Figure 1. Proposed Station Area Townhomes



AFFORDABLE HOUSING RECOMMENDATIONS

In order to comply with Section 10-9a-4 of Utah Municipal Code, Woods Cross recently created a Moderate Income Housing Plan designed to establish sufficient and effective affordable and moderate-income housing and to ensure adequate affordable housing reserve for the foreseeable future.

While Woods Cross is currently meeting the requirements of the Moderate Income Housing Plan, the City acknowledges that current affordable housing is more limited for low-income than for moderate-income residents. Rising home values and cost of living in Woods Cross are currently outpacing increases in wages, meaning that low-income households are likely to be increasingly disadvantaged. To combat these issues and support affordable housing policy through the Station Area Vision, it is recommended the City pursue the following recommendations proposed in the Woods Cross General Plan - Moderate Income Housing Plan.

Loosen Housing Restrictions in Some Zones

The City acknowledges that loosening housing restrictions in certain zones may increase housing options and affordability in Woods Cross. It is recommended that the City make the following additions to the permitted residential zoning for the realization of the Station Area Vision:

- S-1 Triplex, Fourplex and Planned Unit Development as Conditional Use

Increase Densities in Selected Zones

The Woods Cross General Plan states, "...the current zoning code requires an additional 2,500 square feet of land for each additional unit [over four units] in the R-4 zone. If the requirement for additional land was removed after the first few units, multi-family structures could avoid additional land costs and pass those savings on to moderate and lower income tenants."

It is recommended that the City pursue this recommendation not only within the R-4 zone, but within the S-1 zone as well.

The City currently allows densities up to 11.2 dwelling units per acre. It is recommended that the City increase this limit.

Mixed Use

The Woods Cross General Plan states, "...allow for specific types of residential dwellings to be built in commercial zones."

It is recommended that the City pursue this recommendation.

Figure 2. Woods Cross Existing Residential Zoning

<i>Summary of Permitted (P) and Conditional (C) Housing Uses in Woods Cross City Zoning Districts</i>					
	Single-Family Housing	Duplex	Triplex	Fourplex	Planned Unit Development
A-1	P				
R-1-8	P				C
R-1-10	P				C
R-2	P	P			
R-4	P	P	P	P	
C-1					
C-2					
S-1	C	C			
I-1					
I-2					
AP					
I-1A					
LGC					
LGN	C	C	C	C	C

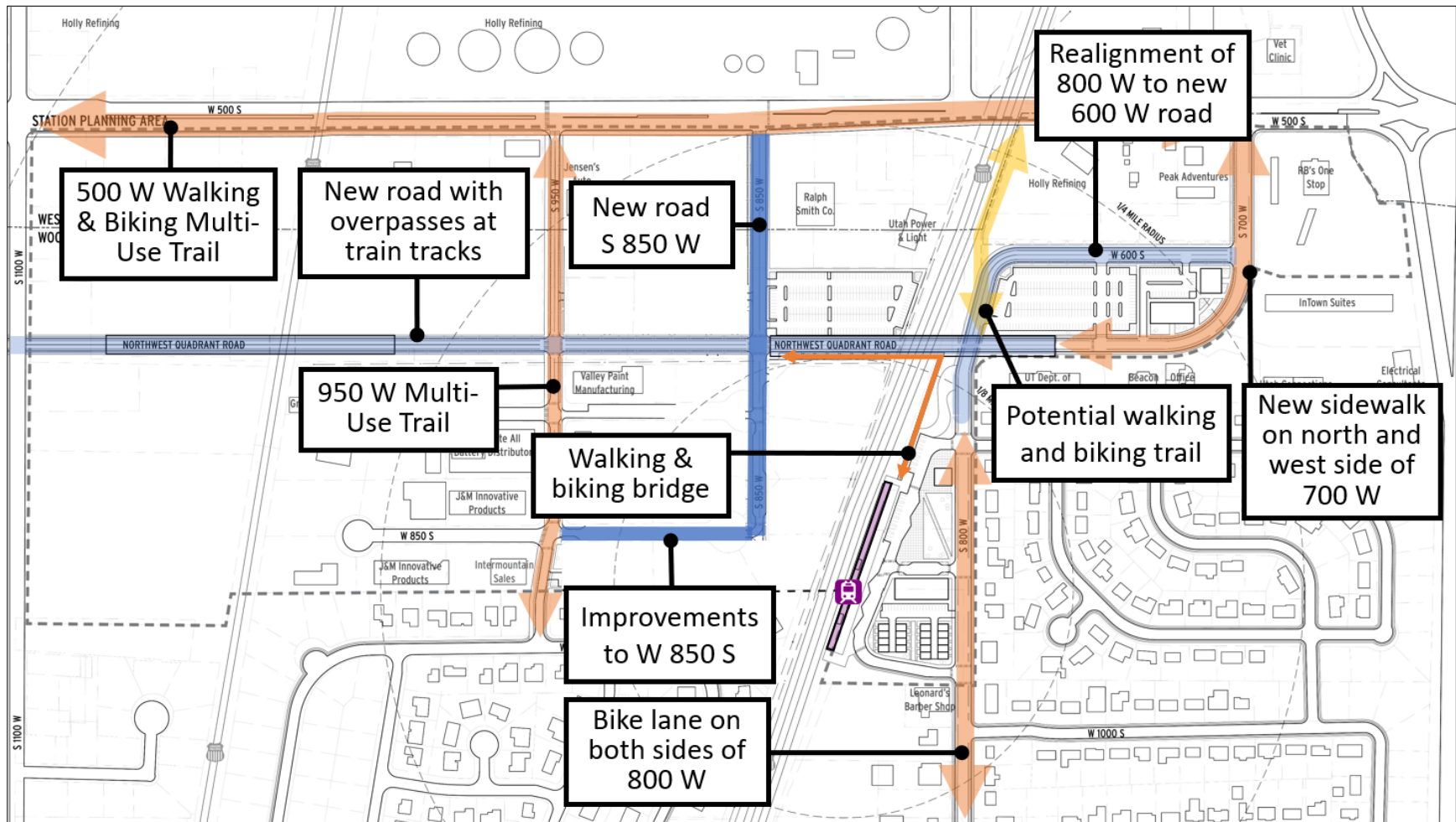
LONG-TERM STATION AREA VISION

STATION ACCESS FRAMEWORK

The long-term station access framework builds upon station access improvements established in the Station Area Vision to further connect the station area and create the necessary infrastructure for the City's long-term redevelopment plans.

The long-term station access framework addresses the issues with congestion and barriers along W 500 S not addressed by the Station Area Vision. The proposed Northwest Quadrant Road and realigned W 700 S create a new roadway network that bypasses W 500 S, minimizes existing and future strain on W 500 S, further connects the station area, and creates infrastructure for the City's long-term redevelopment plans for the Northwest Quadrant.

Figure 3. Long-Term Station Access Framework



In addition to the station access improvements identified in the Station Area Vision, the long-term station access framework includes:

Northwest Quadrant Road

The Northwest Quadrant Road is a new roadway beginning around S 800 W and extending west all the way to Redwood Road. The Northwest Quadrant Road would create the necessary infrastructure for the City's long-term plans to develop the Northwest Quadrant into a higher-density mixed-use community and would establish a greater connection between the station area and western Woods Cross. The proposed Northwest Quadrant Road:

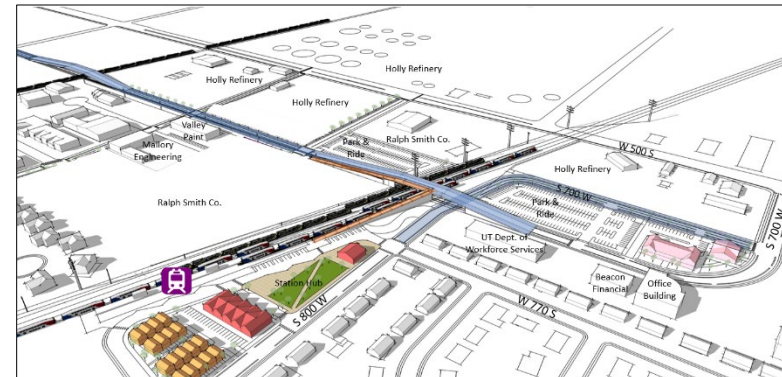
- Is envisioned as a 60-foot right-of-way consisting of a two-lane road with bike lanes, sidewalks and landscape buffers.
- Utilizes a few feet of an existing right-of-way but is largely planned on private property such as Ralph Smith Trucking and Holly Refining.

The Northwest Quadrant Road includes two overpasses over the Union Pacific and UTA rail corridor and the Union Pacific (Denver & Rio Grande) rail corridor. Both overpasses are designed to have an ADA-accessible slope. The eastern overpass begins to slope upward about 300-feet west of the existing Utah Department of Workforce Services driveway, leaving their entrance unchanged. The overpass reaches a 25-foot overhead clearance over the UTA railway before sloping downward and meeting grade just before the proposed S 850 W. The overpass would link with the proposed walking & biking bridge. If both elements are not constructed at the same time, they should be designed to easily connect with each other at a later phase. The western overpass also reaches a 25-foot overhead clearance over the Union Pacific railway. The western overpass has a minimal impact on existing businesses, but the exact impact is still to be determined.

Figure 4. Northwest Quadrant Road Concept



Figure 5. Northwest Quadrant Road Concept



The Northwest Quadrant Road requires a realignment of W 700 S to the north of the north Park and Ride within UTA's property. W 700 S would remain:

- At-grade and pass below the Northwest Quadrant Road overpass with an overhead clearance of 20-feet.
- Consistent with existing and planned roadway conditions and include a two-lane road with bike lanes, sidewalks and landscape buffers.

S 850 W New Roadway

S 850 W would build upon the new roadway created for the west Park and Ride to create a network of safe and convenient walking, biking and auto access along the western half of the station area. S 850 W new roadway:

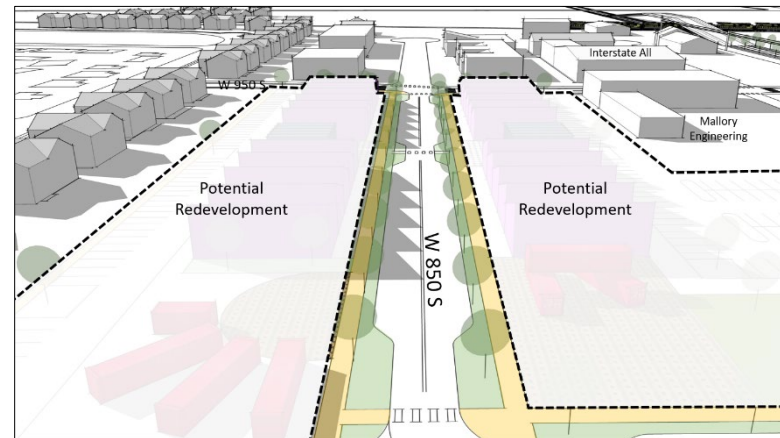
- Would continue south past the Park and Ride and connect with W 850 S.
- Is envisioned as a 60-foot right-of-way that includes a two-lane road, curbside parking, sidewalks and landscape buffers.
- Is located within Ralph Smith Trucking property.

W 850 S Improvements

Improvements to W 850 S would create safe and convenient access and connections on an existing unpaved roadway. These improvements would:

- Expand the existing 50-foot right-of-way to 60-foot.
- Include two-lane roadway with curbside parking, sidewalks and landscape buffers.

Figure 6. W 850 S Improvements Concept



LAND USE FRAMEWORK

The long-term land use framework creates a unique and vibrant area that is compatible with existing light industrial uses, is unique to Woods Cross' history, and fulfills both the market demand and community desires.

The long-term land use framework focuses on redevelopment west of the train tracks and features flex-space employment which includes incubator office space, maker space, light industrial, and general office. The land use framework also features employment squares and retail squares with retail-focused shipping containers and food trucks.

Figure 7. Long-Term Land Use Vision Precedent Image



Figure 8. Long-Term Land Use Vision Precedent Image



Figure 9. Long-Term Land Use Framework

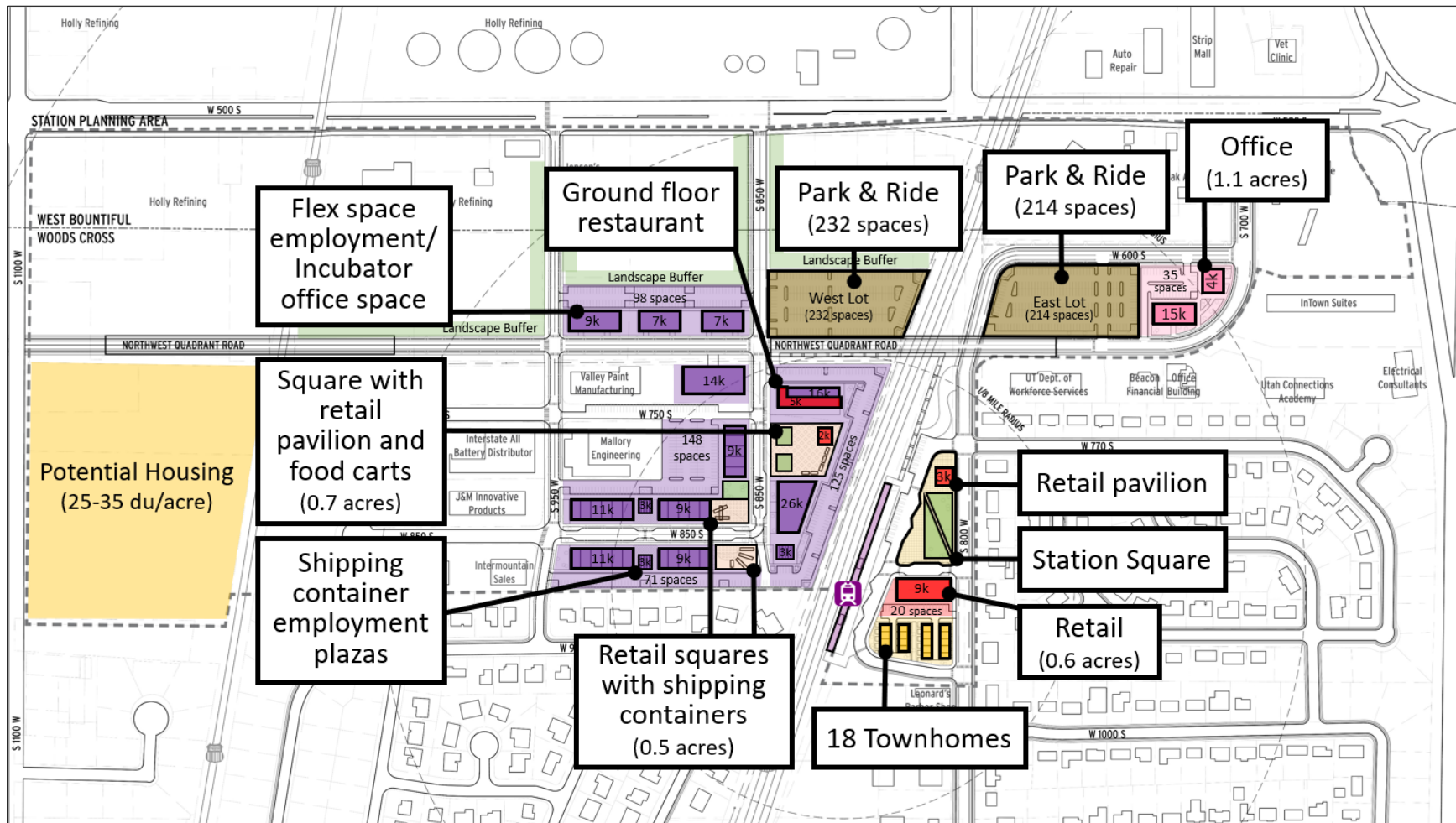


Figure 10. Long-Term Land Use Framework

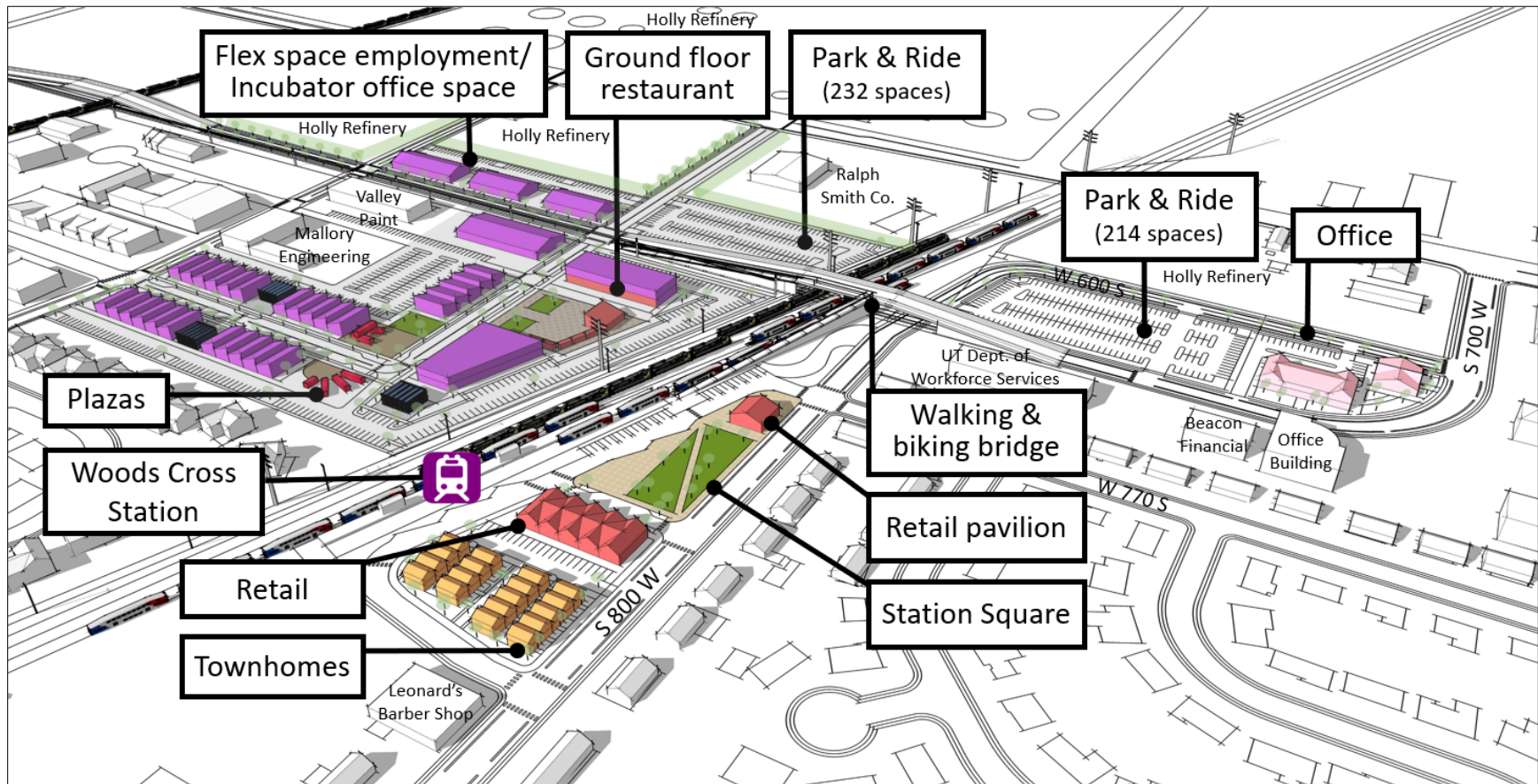


Figure 11. Long-Term Land Use Framework Development Summary

LAND USE	DENSITY (DU/AC)	DWELLING UNITS (DU)	FLOOR AREA (SF)	PARCEL AREA (ACRES)	PARKING SPACES (REQ.*)	PARKING SPACES (PROV.)
OFFICE	-	-	19,000 sf	1.1 acres	40	35
RETAIL	-	-	19,000 sf	0.6 acres	19	21
TOWNHOMES	25 du/ac	18 du	22,000 sf	0.7 acres	36	36
FLEX SPACE EMPLOYMENT	-	-	137,000 sf	9.1 acres	343	442
PARK & RIDE	-	-	-	-	421 existing	446
PARKS & PLAZAS	-	-	-	2.1 acres	-	-
TOTAL	25 du/ac	18 du	197,000 sf	13.6 acres	859	980

Building on the land use framework in the Station Area Vision, the long-term land use framework includes:

Flex-Space Employment

Flex-space employment consists of the majority of proposed development west of the train tracks and includes incubator office space, light industrial, flexible office space, and shipping container employment plazas. The proposed flex-space employment is designed to create a diverse and unique employment district with a broad variety of office-space options. The proposed redevelopment would take place on Ralph Smith Trucking property, with some development on Holly Refining property, if Holly Refining chooses to redevelop a portion of their land. Flex-space employment would be developed cross 9.1 acres of land and would include:

- 14 1- to 2-story buildings for a combined 137,000 sf of development.
- 442 parking spaces

Figure 12. Flex-Space Employment & Retail Plazas

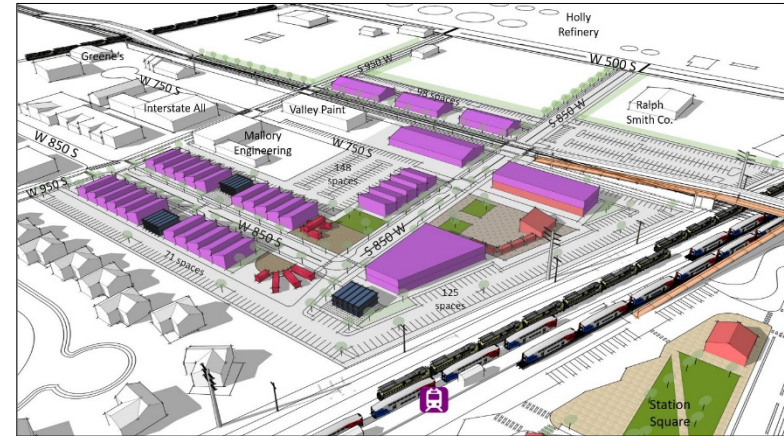


Figure 13. Flex-Space Employment & Retail Plazas



Retail Squares

Three retail squares are proposed west of the train tracks. The retail squares would create a unique and authentic retail experience for the community, transit riders, and existing and future employees.

- Retail squares would include both hardscape and softscape, a retail pavilion, food carts, and shipping containers that house retail.
- Suggested retail within the squares includes restaurants, cafes, bars, retail-oriented makerspace, or small-scale retail shops.
- The three squares would utilize a combined 1.3 acres and hold approximately 2,000-5,000 sf of retail.
- Retail squares are proposed within Ralph Smith Trucking property.

In addition to the retail squares, a ground-floor restaurant is proposed to further activate the retail square. The restaurant would be:

- Located within a flex-space employment building adjacent to the retail square.
- Approximately 5,000 sf.

Figure 14. Retail Plaza Precedent Image



Figure 15. Retail Plaza Precedent Image



LONG-TERM PRIORITY PROJECT

Figure 16. Northwest Quadrant Connector Study Long-Term Priority Project

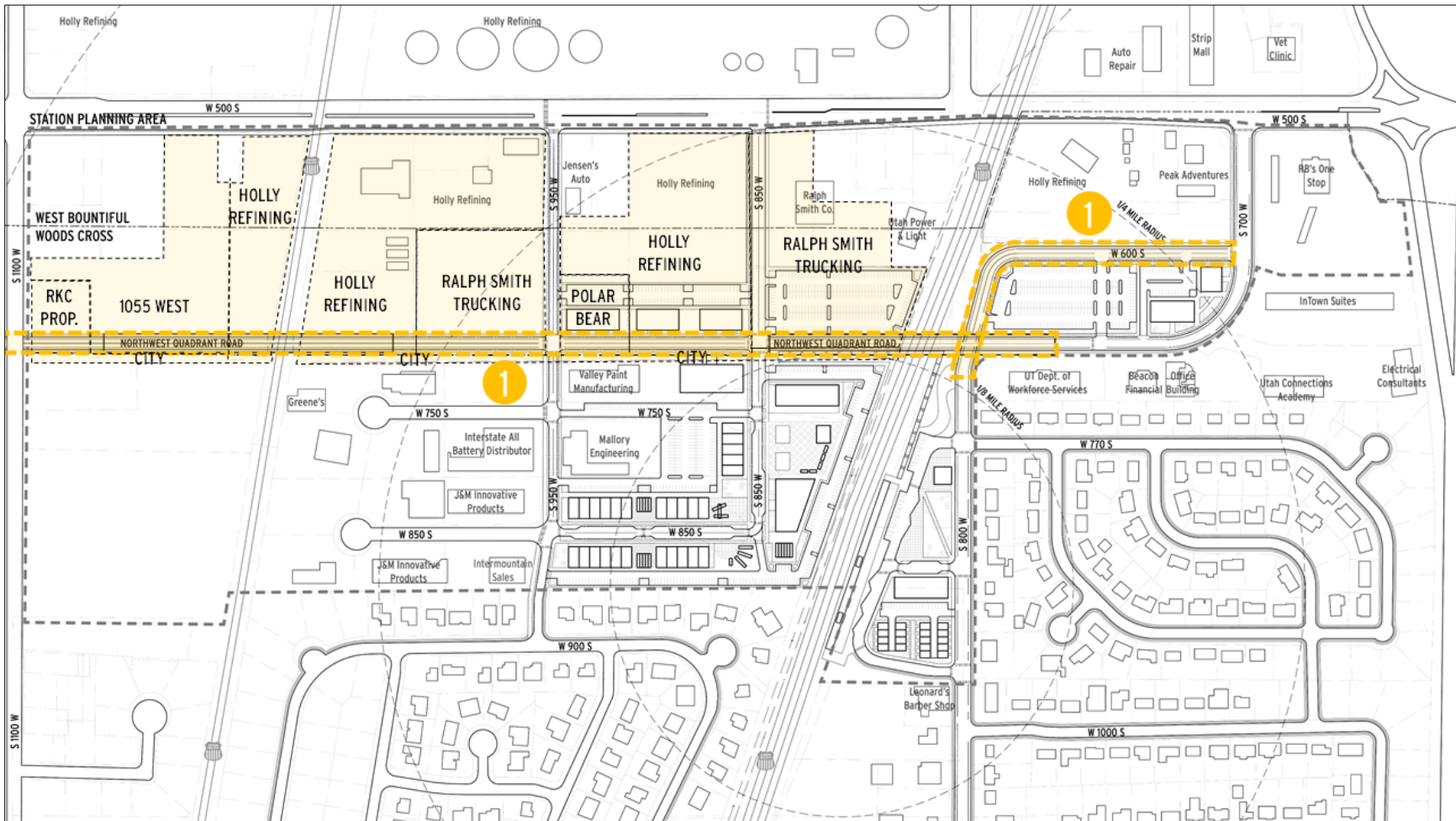


Table 1. Long-Term Priority Project List

LONG-TERM PRIORITY PROJECT						
NO.	PROJECT	ELEMENTS	TASKS	RESPONSIBILITY	DRAFT SCHEDULE	FUNDING SOURCES
1	Northwest Quadrant Connector Study	<ul style="list-style-type: none"> • New roadway with two overpass bridges • Property acquisition (60' ROW) • Realigned W 700 S 	<ul style="list-style-type: none"> • Develop work scope. • Identify budget and funding sources. • Select consultant. • Develop 30% engineering drawings. • Develop preliminary cost estimate. • Identify next steps. • Review with Council and public. 	City of Woods Cross Community Development	TBD	TBD

1 | Northwest Quadrant Connector Study

The Northwest Quadrant Connector Study should further analyze the conditions, issues and costs surrounding the potential Northwest Quadrant Road and realigned W 700 S.

The study would result in a conceptual (30% engineering) design of the Northwest Quadrant road and realigned W 700 S. Stakeholder involvement in the study would include at a minimum the City of Woods Cross, Rocky Mountain Power, Union Pacific, and affected property owners such as Ralph Smith Trucking and Holly Refining.

The study should consider the previous Walking & Biking Bridge Study and examine and evaluate any other potential issues. These may include the existing powerline pole impacts and estimating the cost and issues associated with any impact. The study should also determine land impacts, including property outside of the project area, as the roadway should be designed to extend west all the way to Redwood Road. Lastly, the study may need further environmental analysis.

Figure 17. Northwest Quadrant Connector Study

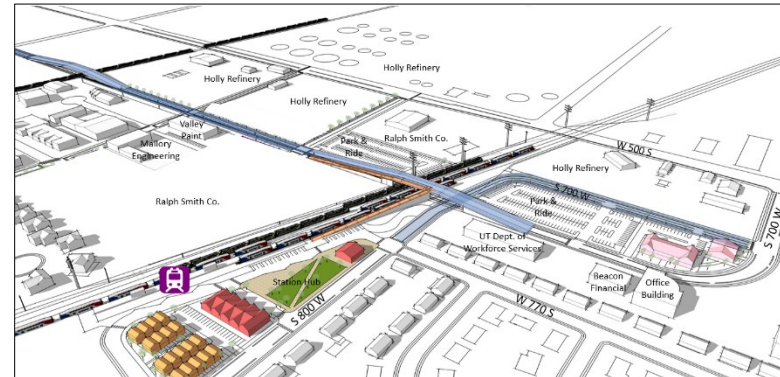


Figure 18. Northwest Quadrant Connector Study



LONG-TERM POLICY & REGULATORY RECOMMENDATIONS

LIGHT INDUSTRIAL/BUSINESS PARK ZONE (I-1)

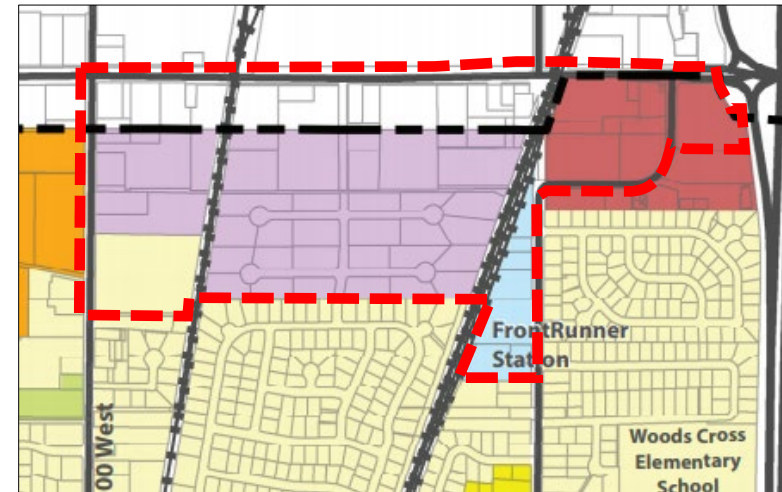
Development proposed for the I-1 Zone, flex-space employment and retail squares, is generally consistent. Recommended changes to the existing zoning ordinance to ensure successful development of the Preferred Vision include the following.

I-1 Zone currently does not permit retail, with the exception of “outside retail displays and outdoor storage of retail products”. It is recommended that the City permit retail uses as a conditional use, or as part of a planned development.

I-1 Zone requires that each parcel is a minimum of one acre. The City should evaluate whether this requirement should be revised to allow for smaller, more incremental development.

Front yard and side yard setback requirements are 30 feet with an option to appeal for a 20-foot and 15-foot setback. The yard setback requirements for I-1 Zone are excessive for a street-oriented, walking-oriented development and may limit the attractiveness and effectiveness of the streetscape. It is recommended that the City consider a 10-foot setback for both the front and side yard when a smaller setback enhances the streetscape and will not be detrimental to the proposed development or its surroundings.

Figure 19. Woods Cross Existing Zoning



Land Use Zones

- Agricultural Zone A-1
- Residential Zone R-1-8
- Residential Zone R-2
- Residential Zone R-4
- Legacy Gateway Neighborhood/Mixed Use District LGN
- Legacy Gateway Core Commercial District LGC
- Restricted Commercial Zone C-1
- General Commercial Zone C-2
- Special Use Zone S-1
- Light Industrial / Business Park Zone I-1
- Light Industrial Zone I-1A
- Industrial Zone I-2
- Airport Zone AP

BUSINESS CASE

Given the scarcity of public funds available for infrastructure and redevelopment projects, the expected economic value of the Station Area redevelopment must be considered, especially in the context of other public infrastructure and redevelopment projects along the UTA Frontrunner line or the Wasatch Front Region. This section provides a high-level overview of the anticipated development costs and the associated tax revenue created from the proposed development plan.

The public infrastructure components of the proposed project (new roads, pedestrian bridge, etc.) will be the major cost driver and will ultimately dictate the eventual implementation timeline. However, cost estimates are beyond the scope of this analysis because there are many unknown variables that will have a tremendous impact on the overall cost of the infrastructure (e.g. engineering requirements, superfund contamination mitigation, design requirements of the walking & biking bridge, etc.). Instead, this business case analysis will detail the development costs of project components for which estimates can be reasonably generated. Final cost estimates will require follow on funding which should be given high priority.

METHODOLOGY AND FINDINGS

Estimates for the development costs and tax revenues were created based on the five priority project recommendations described above. Data sources include CoStar Group, Utah Real Estate Multiple Listing Service, ESRI, and primary research obtained from area contractors. Individual elements of the project were evaluated according to product type (i.e. Office, Retail, Townhome) and lease estimates obtained from existing buildings within a 5-mile radius of the Station. Cost of land was estimated at

approximately \$17.48/ sq. ft. and is based on vacant land listings that have recently sold in the market area. This average cost of land was used throughout the analysis based on the land consumption required by each of the proposed development activities. Some of the proposed commercial development activities are proposed to occur on public land (i.e. owned by UTA). While the possibility exists that a portion of the land costs could be written down as a possible development incentive, the business case analysis assumes that full market rate will be paid by the future developer for land currently owned by UTA.

Priority Project #1 – Walking and Biking Bridge

Cost estimates not available at this time as described in preceding paragraphs.

Priority Project #2 – North Park and Ride Expansion

The expansion of the North Park and Ride will not require any additional land acquisition. Cost estimates for the surface stalls were obtained from UTA staff. UTA personnel indicated that based on recent projects, the cost of developing additional spaces at the park and ride would range between \$6,000 and \$10,000 per parking space. The variability is due to site conditions including soil quality, slope, access requirements, and other special considerations. For this business case analysis, a cost of \$8,000, or a mid-range estimate is assumed.

Based on this estimate, the cost of developing priority Project #2 is estimated to cost approximately \$1.28M, but could be as high as \$1.6M. Assuming that UTA would retain ownership of the lot and that it would remain a public asset, the project won't generate any direct tax revenue.

North Park and Ride Expansion				
	Estimate	Unit	Price Per	Cost
Land	N/A	N/A	N/A	\$ -
New Spaces	160	Spaces	\$ 8,000	\$1,280,000
Total				\$1,280,000

Priority Project #3 – Office Parcel Development

The proposed project incorporates 26,000 SF of office space in the northeastern quadrant of the SAP. The office development is anticipated to consist of two two-story buildings, utilizing approximately 1.6 acres of land that is currently occupied by the UTA park and ride.

Construction Costs

The office development is anticipated to cost approximately \$5.8 million, including the purchase of land, construction of the buildings, and the development of 71 surface parking spaces. Assuming that the surface parking will be developed by the private sector rather than the UTA directly, the cost of parking will likely be less due to the differences between regulatory requirements and is estimated to cost \$5,000 per space rather than \$8,000.

Office Development				
	Estimate	Unit	Price Per	Cost
Land	1.6	AC	\$ 761,573	\$1,218,516
Building	26,000	SF	\$ 165	\$4,290,000
Parking	71	Spaces	\$ 5,000	\$ 355,000
Total				\$5,863,516

Project Revenue

Based on market data from a 5-mile radius surrounding the Station, the office component will likely be able to obtain a \$20/SF triple-net (“NNN”) lease rate, with a stabilized vacancy of 6.8%.

Office: Income Estimates	
Leasable Square Feet	23,400
Rental Rate per SF	\$ 20.00
Stabilized Vacancy	6.80%
Stabilized Rental Income	\$ 436,176

While the initial market report showed a rental rate lower than the \$20/SF estimate, a more detailed analysis of office properties showed that the market has a significant number of older office properties, providing downward pressure on average weighted rents in the area. Newer products, especially those less than five years old, have demonstrated the ability to command higher rates.

Office Rent by Age: 5 mi. radius, class B, avg weighted rent		
All ages	\$	16.50
Less than 20 yrs	\$	21.36
Less than 10 yrs	\$	23.53
Less than 5 yrs	\$	25.37

Feasibility

After deducting operating expenses and debt service, it is estimated that the office component will yield a stabilized net operating income of approximately \$428,426 per year. Because of the relatively soft lease rates for office in the market area and conservative projections, the cash-on-cash return for the office

development is anticipated to be approximately 6.85%. While some developers may have interest at this level of return, most developers along the Wasatch Front will be looking to achieve cash-on-cash returns of at least 10%. Methods for how to increase the potential returns and the investment attractiveness will be described in the funding strategies section of this report.

Office: Project Feasibility - Without Public Participation	
Annual Net Operating Income	\$ 428,426
Cash on Cash Return	6.85%
Debt Coverage Ratio	1.32
Net Present Value	\$196,832
Internal Rate of Return	12%

Priority Project #4 – West Park and Ride

The land identified for Priority Project #4 is currently owned by Smith Trucking and redevelopment will require a transaction for the property to transfer ownership to the UTA. Utilizing the land cost estimate described above, the land required for the new park and ride will cost approximately \$1.9M, but could be considerably less based on a site-specific appraisal and the potential for environmental contamination. Therefore, the \$1.9M could be considered a worst-case scenario. Once again utilizing the UTA-provided estimate of \$8,000 per stall, and the total cost to develop the West Park and Ride is estimated at \$3.7M.

West Park and Ride				
	Estimate	Unit	Price Per	Cost
Land	2.5	AC	\$ 761,573	\$1,903,931
New Spaces	232	Spaces	\$ 8,000	\$1,856,000
			Total	\$3,759,931

Priority Project #5 – South Park and Ride Redevelopment

The proposed project includes 9,000 SF of retail space as part of the redevelopment of the South Park and Ride, directly west of the tracks. The retail development is anticipated to consist of a small retail pavilion, retail squares, and a ground floor restaurant, utilizing approximately 1.3 acres.

Development Costs

Cost for the retail pavilion could vary widely based on style and design. If a simple open space design with minimal hard surfacing is utilized then the cost would be quite small, but more elaborate designs could increase the cost significantly. The cost of construction of the retail building is estimated at \$150 per SF and a budget of \$75,000 for the retail pavilion brings the total cost for the redevelopment of the South Park and Ride to approximately \$2.5 million. Additional complexity of the pavilion cannot be supported by private sector development and those costs would need to be covered by the public sector.

South Park and Ride Redevelopment				
	Estimate	Unit	Price Per	Cost
Land	1.3	AC	\$ 761,573	\$ 990,044
Building	9,000	SF	\$ 150	\$1,350,000
Pavilion	2,500	SF	\$ 15	\$ 75,000
Parking	20	Spaces	\$ 5,000	\$ 100,000
Total				\$2,515,044

Revenues

Based on market data from a 5-mile periphery, lease rates from existing retail buildings vary significantly based on the age of the property. While examples are available with lease rates of \$25/SF, a conservative estimate of \$20/SF with a triple net lease was used. The resulting stabilized rental income based on a triple net lease is approximately \$171,540 per year.

Retail: Income Estimates	
Leasable Square Feet	9,000
Rental Rate per SF	\$20.00
Stabilized Vacancy	4.70%
Stabilized Rental Income	\$ 171,540

Feasibility

Financial returns on the retail development, including the pavilion and additional parking, are insufficient to likely gain interest of the private sector.

Retail: Project Feasibility - Without Public Participation	
Annual Net Operating Income	\$ 169,308
Cash on Cash Return	5.35%
Debt Coverage Ratio	1.39
Internal Rate of Return	8%

Townhomes

The South Park and Ride redevelopment also includes the construction of 18 townhomes in the southern area of the project area. The townhomes are anticipated to be similar in quality to other townhomes found in the market area with an average size of 1,200 SF and could include live-work amenities.

Construction Cost

It is estimated that the homes will be constructed at a cost of \$170,000 each, or approximately \$141/SF. Including land purchase and parking, the total cost for development of the townhomes is estimated at \$3.77 million.

Townhome Development				
	Estimate	Unit	Price Per	Cost
Land	0.7	AC	\$ 761,573	\$ 533,101
Building	18	Units	\$ 170,000	\$3,060,000
Parking	36	Spaces	\$ 5,000	\$ 180,000
Total				\$3,773,101

Proceeds from Home Sales

An analysis of recently sold townhomes in the proximate market area suggests that the new homes will sell for approximately \$190-215/SF. Estimating a sales price in the middle of the range at \$205/SF, the proposed townhomes would sell for approximately \$246,000 each. Overall, it is expected that the townhomes will generate sales of \$4.4 Million.

Townhome Sale Proceeds		
Number of townhomes		18
SF / Home		1,200
Total SF		21,600
Sales Price (\$/SF)	\$	205
Estimated Revenue from Sale	\$	4,428,000
Selling Costs (commission, etc.)	\$	(503,276)
Net Proceeds	\$	151,623
ROI		11.5%

Feasibility

With such a high cost of land anticipated, the townhomes aren't expected to generate significant profit after transaction costs (realtor commissions, closing costs, etc.) are factored in. And with a relatively small number of units, they collectively will contribute only marginally to the new property tax base. However, townhomes meet regional and UTA development goals by providing affordable housing options and a diversity of types in the most dense areas within the Station Area. The development of these homes may also help to reduce crime and illicit activity in the Station Area, which will be key to the economic success of the project.

Combined Feasibility

While multiple development scenarios exist including the possibility for public-private partnerships that could significantly change the overall structure of the financial returns, for purposes of this high level estimate a blended investment was analyzed that assumes that a single private-sector developer could be attracted to implement all of the commercial development activities within the top five priorities outlined herein (excludes park and rides). This blended approach assumes the development timeline proposed herein is heeded, namely that the office uses would be developed first, followed by the townhomes and retail uses. Blended together and assuming no public sector participation, the investment is anticipated to generate a cash-on-cash return of approximately 6.5%. This return by itself is not likely going to attract the interest of a private sector developer and additional partnering will be required to achieve a threshold cash-on-cash return of 10%.

Combined Cash Flow and Returns		
Total Development Amount	\$	12,151,661
Equity Requirement	\$	3,666,730
Average Cash on Cash Return		6.44%

FUNDING STRATEGIES

Funding Commercial Development

As described in the business case section of this report, the estimated construction costs combined with the estimates for projected lease rates create an investment proposition that will likely be insufficient to capture the interest of most developers in the market area. However, if there is political interest in pursuing Tax Increment Financing (“TIF”) the project may be able to achieve the necessary rates of return to attract private sector investment.

The property tax table in Exhibit A shows the breakdown of taxing entities within the project area, the estimated taxable value of each of the proposed development types¹, and the incremental property tax that the project is expected to generate. Overall, the estimated taxable value of the proposed projects is approximately \$7.9M which will generate tax revenue of approximately \$103,000 per year split amongst the taxing entities. Projecting this revenue amount over a 25 year period (maximum length of time allowed for a CRA/TIF project) and assuming a 3.75% discount rate results in a net present value (“NPV”) of tax revenue of \$1.9M. In other words, if 100% of the tax revenue from the privately developed elements of the project was used to secure a bond to fund construction, the value of the bond would be approximately \$1.9M.

A more realistic scenario is to assume that the County’s taxing entities will likely be unwilling to allocate 100% of the tax revenue to cover development costs. Based on other similar projects

through the region, it is more likely that the maximum amount that the taxing entities would be willing to allocate would be in the range of 40-60% of the tax increment. Utilizing 60% as the participation rate, the available TIF to cover project cost is approximately \$62,000 per year and the 25-year NPV is reduced to \$1.17M. Given the type of uses within the project, it will be more feasible politically to allocate the TIF to the project on a cash-flow basis rather than bringing the value up front through a TIF-backed bond. Therefore, if this portion of the available TIF is allocated to the project on an annual basis for a period of 10 years², then the anticipated rate of return for the developer increases from a 6.44% cash-on-cash return to approximately 9.24%. Additional public participation in combination with TIF participation could allow the project to achieve the threshold 10% cash-on-cash return. This modest increase in project profitability due to TIF participation will likely play a key role in whether or not a developer can be recruited in for the project.

Combined Cash Flow and Returns	
Cash-on-cash w/o TIF	6.44%
Cash-on-cash w/ TIF	9.24%

It is important to note that a 60% TIF participation rate is not guaranteed, and additional analysis and a possible lengthy political process will be required to secure this level of participation from the taxing entities. In particular, Davis County utilizes a formula for determining its TIF participation rate, and among other factors, includes the number of new jobs that will be created from the project. With the top five priority project

¹ Taxable value estimated at 75% of the cost of development for commercial and retail buildings. Residential buildings have an additional 55% primary residence factor applied per State regulations.

² While 25 years is the maximum amount allowed by law, 10 years of property tax participation will be more politically feasible

recommendations focused on retail and small office users, net new jobs directly tied to the project will be relatively low and may not achieve the thresholds established by the County. Detailed estimates on the number of new jobs anticipated from the project are not possible at this time because of uncertainties regarding which tenants would occupy the new project. While not expected, it is theoretically possible that many of the tenants of the new project will be existing companies in the region that will relocate to the newer and more premium space, rather than new companies. For these reasons, TIF participation at a modest 60% has been utilized rather than a more optimistic 80%+ participation rate.

In summary, the anticipated tax increment at modest participation rates will likely create the economic parameters needed to sufficiently incentivize a private developer to partner with the community to construct the commercial development components outlined in the preferred scenario. Unless very high participation rates are agreed upon by the taxing entities, or unless the cost of land is drastically reduced through public incentive, it is not anticipated that there will be a surplus of tax increment that could be allocated to contribute to the cost of the public infrastructure components of the preferred scenario, such as the transportation infrastructure or the park and ride lots.

Funding for the Public Infrastructure

With minimal TIF available to allocate to infrastructure, funding for the public infrastructure components of the preferred scenario will largely be dependent upon the political will of the public bodies that have an interest in the project area. Multiple potential incentive options and funding sources were analyzed to identify alignment between the project activities and the funding

priorities. Unfortunately, due to the relative financial strength of Davis County and the specific census tract of the project site, the project does not qualify for major economic development funding programs such as the EDA grants, New Markets Tax Credits, or the Opportunity Zone tax credit program. Incentives offered through the Governor's Office of Economic Development (e.g. EDTIF) are also not likely due to the anticipated small number of new jobs that will likely be created. Should a large employer make a commitment to locate to the new office space, then direct assistance from GOED programs may become available.

What is available are smaller, more targeted funding sources that align with specific elements of the proposed project such as the Safe Routes Utah program that could help fund a portion of the project costs that are related to pedestrian and bike paths, provided the final design aligns with the program's guidelines. Another potential funding source within this category is the USDOT Transportation Alternatives Program that may be able to fund a portion of the pedestrian and bike path infrastructure.

More likely however, is that the majority of the funding required for the new park and ride lots and the transportation infrastructure will have to be paid for through partnerships between the local and regional political bodies (WFRC, County, cities, etc.) and State entities such as the Department of Transportation and the Utah Transit Authority. It is recommended that the City of Woods Cross work closely with the Wasatch Front Regional Council to begin the process of prioritizing the proposed projects and determine a targeted political strategy for how to obtain funding from the State organizations.

EXHIBIT A

INCREMENTAL TAX ANALYSIS:	Payment Year	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
	Tax Year	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Cumulative Taxable Value	Year	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	
Park and Ride		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Office Component			\$ 4,397,637	\$ 4,485,590	\$ 4,575,302	\$ 4,666,808	\$ 4,760,144	\$ 4,855,347	\$ 4,952,454	\$ 5,051,503	\$ 5,152,533	\$ 5,255,583	\$ 5,360,695	\$ 5,467,909	
Retail Component				\$ 1,886,283	\$ 1,924,009	\$ 1,962,489	\$ 2,001,739	\$ 2,041,774	\$ 2,082,609	\$ 2,124,261	\$ 2,166,747	\$ 2,210,081	\$ 2,254,283	\$ 2,299,369	
Townhomes				\$ 1,556,404	\$ 1,587,532	\$ 1,619,283	\$ 1,651,668	\$ 1,684,702	\$ 1,718,396	\$ 1,752,764	\$ 1,787,819	\$ 1,823,575	\$ 1,860,047	\$ 1,897,248	
TOTAL INCREMENTAL VALUE:		\$ -	\$ 4,397,637	\$ 7,928,277	\$ 8,086,843	\$ 8,248,580	\$ 8,413,551	\$ 8,581,822	\$ 8,753,459	\$ 8,928,528	\$ 9,107,098	\$ 9,289,240	\$ 9,475,025	\$ 9,664,526	
TAX RATE & INCREMENT ANALYSIS:		2018 RATES													
Davis County	0.001209	-	5,317	9,585	9,777	9,973	10,172	10,375	10,583	10,795	11,010	11,231	11,455	11,684	
Davis County School District	0.005965	-	26,232	47,292	48,238	49,203	50,187	51,191	52,214	53,259	54,324	55,410	56,519	57,649	
State Charter School Levy	0.000070	-	308	555	566	577	589	601	613	625	637	650	663	677	
Woods Cross City	0.001766	-	7,766	14,001	14,281	14,567	14,858	15,155	15,459	15,768	16,083	16,405	16,733	17,068	
Weber Basin Water	0.000164	-	721	1,300	1,326	1,353	1,380	1,407	1,436	1,464	1,494	1,523	1,554	1,585	
Mosquito Abatement	0.000119	-	523	943	962	982	1,001	1,021	1,042	1,062	1,084	1,105	1,128	1,150	
South Davis Sewer	0.000245	-	1,077	1,942	1,981	2,021	2,061	2,103	2,145	2,187	2,231	2,276	2,321	2,368	
South Davis Recreation	0.000257	-	1,130	2,038	2,078	2,120	2,162	2,206	2,250	2,295	2,341	2,387	2,435	2,484	
South Davis Metro Fire	0.000343	-	1,508	2,719	2,774	2,829	2,886	2,944	3,002	3,062	3,124	3,186	3,250	3,315	
State Basic School Levy	0.001666	-	7,326	13,209	13,473	13,742	14,017	14,297	14,583	14,875	15,172	15,476	15,785	16,101	
County Library	0.000349	-	1,535	2,767	2,822	2,879	2,936	2,995	3,055	3,116	3,178	3,242	3,307	3,373	
Davis County Flood	0.000217	-	954	1,720	1,755	1,790	1,826	1,862	1,900	1,937	1,976	2,016	2,056	2,097	
Davis County Health & Services	0.000228	-	994	1,792	1,828	1,864	1,901	1,939	1,978	2,018	2,058	2,099	2,141	2,184	
County Assess & Collect Levy	0.000193	-	849	1,530	1,561	1,592	1,624	1,656	1,689	1,723	1,758	1,793	1,829	1,865	
Davis Jail Bond	0.000062	-	273	492	501	511	522	532	543	554	565	576	587	599	
Davis County Paramedic	0.000130	-	572	1,031	1,051	1,072	1,094	1,116	1,138	1,161	1,184	1,208	1,232	1,256	
Multicity Assess & Collect Levy	0.000009	-	40	71	73	74	76	77	79	80	82	84	85	87	
Totals:	0.012990	-	57,125	102,988	105,048	107,149	109,292	111,478	113,707	115,982	118,301	120,667	123,081	125,542	
TOTAL INCREMENTAL REVENUE IN PROJECT AREA:		\$ -	\$ 57,125	\$ 102,988	\$ 105,048	\$ 107,149	\$ 109,292	\$ 111,478	\$ 113,707	\$ 115,982	\$ 118,301	\$ 120,667	\$ 123,081	\$ 125,542	

2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	TOTALS	NPV
2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044		
Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25		
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
\$ 5,577,267	\$ 5,688,813	\$ 5,802,589	\$ 5,918,641	\$ 6,037,013	\$ 6,157,754	\$ 6,280,909	\$ 6,406,527	\$ 6,534,657	\$ 6,665,351	\$ 6,798,658	\$ 6,934,631	\$ 7,073,323		
\$ 2,345,356	\$ 2,392,263	\$ 2,440,109	\$ 2,488,911	\$ 2,538,689	\$ 2,589,463	\$ 2,641,252	\$ 2,694,077	\$ 2,747,959	\$ 2,802,918	\$ 2,858,976	\$ 2,916,156	\$ 2,974,479		
1,935,193	1,973,897	2,013,375	2,053,642	2,094,715	2,136,609	2,179,341	2,222,928	2,267,387	2,312,735	2,358,989	2,406,169	2,454,292		
\$ 9,857,816	\$ 10,054,973	\$ 10,256,072	\$ 10,461,193	\$ 10,670,417	\$ 10,883,826	\$ 11,101,502	\$ 11,323,532	\$ 11,550,003	\$ 11,781,003	\$ 12,016,623	\$ 12,256,955	\$ 12,502,094		
11,918	12,156	12,400	12,648	12,901	13,159	13,422	13,690	13,964	14,243	14,528	14,819	15,115	296,919	182,089
58,802	59,978	61,177	62,401	63,649	64,922	66,220	67,545	68,896	70,274	71,679	73,113	74,575	1,464,948	898,396
690	704	718	732	747	762	777	793	809	825	841	858	875	17,191	10,543
17,409	17,757	18,112	18,474	18,844	19,221	19,605	19,997	20,397	20,805	21,221	21,646	22,079	433,713	265,979
1,617	1,649	1,682	1,716	1,750	1,785	1,821	1,857	1,894	1,932	1,971	2,010	2,050	40,277	24,700
1,173	1,197	1,220	1,245	1,270	1,295	1,321	1,348	1,374	1,402	1,430	1,459	1,488	29,225	17,923
2,415	2,463	2,513	2,563	2,614	2,667	2,720	2,774	2,830	2,886	2,944	3,003	3,063	60,170	36,900
2,533	2,584	2,636	2,689	2,742	2,797	2,853	2,910	2,968	3,028	3,088	3,150	3,213	63,117	38,707
3,381	3,449	3,518	3,588	3,660	3,733	3,808	3,884	3,962	4,041	4,122	4,204	4,288	84,238	51,660
16,423	16,752	17,087	17,428	17,777	18,132	18,495	18,865	19,242	19,627	20,020	20,420	20,828	409,154	250,918
3,440	3,509	3,579	3,651	3,724	3,798	3,874	3,952	4,031	4,112	4,194	4,278	4,363	85,711	52,563
2,139	2,182	2,226	2,270	2,315	2,362	2,409	2,457	2,506	2,556	2,608	2,660	2,713	53,293	32,683
2,228	2,272	2,318	2,364	2,412	2,460	2,509	2,559	2,610	2,663	2,716	2,770	2,825	55,503	34,038
1,903	1,941	1,979	2,019	2,059	2,101	2,143	2,185	2,229	2,274	2,319	2,366	2,413	47,399	29,068
611	623	636	649	662	675	688	702	716	730	745	760	775	15,227	9,338
1,282	1,307	1,333	1,360	1,387	1,415	1,443	1,472	1,502	1,532	1,562	1,593	1,625	31,927	19,579
89	90	92	94	96	98	100	102	104	106	108	110	113	2,210	1,356
128,053	130,614	133,226	135,891	138,609	141,381	144,209	147,093	150,035	153,035	156,096	159,218	162,402	3,190,222	1,956,439
\$ 128,053	\$ 130,614	\$ 133,226	\$ 135,891	\$ 138,609	\$ 141,381	\$ 144,209	\$ 147,093	\$ 150,035	\$ 153,035	\$ 156,096	\$ 159,218	\$ 162,402	\$ 3,190,222	\$ 1,956,439

Woods Cross Station Area Plan

TECHNICAL MEMORANDUM

To: Crandall Arambula

Date: 6/10/19

From: Fehr & Peers; Stephanie Tomlin & Kyle Cook

Subject: **Transportation Conditions - Strategic Recommendations**

UT18-2133

This memo provides an overview of future implications of the proposed Northwest Quadrant Connector Road, and the bicycle and pedestrian bridge over the Utah Transit Authority (UTA) and Union Pacific (UP) railroads near 500 South and 800 West.

Bicycle and Pedestrian Bridge

The proposed bicycle and pedestrian bridge and multi-use trail called out in **Figure 1** would provide active transportation connectivity enhancements in an area immediately adjacent to existing and proposed active transportation amenities and a heavy rail transit station.



Figure 1: Proposed Bicycle and Pedestrian Bridge and Multi-use Trail

An easily quantifiable metric associated with the proposed bridge is travel distance and travel time savings for bicyclists and pedestrians to access the FrontRunner station from the west side of the railroad tracks.

The bridge proposed decreases overall travel distances, and travel times, because it provides a more direct connection to the FrontRunner station from the west side of the railroad tracks. Active transportation users looking to access the FrontRunner station from 750 South and 950 West could expect their travel distance to decrease from ~.9 miles to ~.25 miles with the installation of the proposed bridge (assuming a 3.1 mile per hour walking pace the proposed bridge decreases walking time from ~30 minutes¹ to ~8 minutes). Similarly, the proposed bridge could reduce travel distances for a pedestrian looking to access the FrontRunner station from 980 West 1200 South from ~1 mile to ~.85 miles (assuming a 3.1 mile per hour walking pace the proposed bridge decreases walking time from ~33² minutes to ~27 minutes). These are substantial savings from an active transportation standpoint.

In addition to travel distance and time benefits, active transportation users could expect an increase in the overall quality and comfort of the trip, with the addition of the bicycle and walking bridge. Currently, active transportation users looking to access the FrontRunner station from the west side of the railroad tracks must utilize 500 South or 1500 South on part of their trip. 500 South is a five-lane arterial with an Average Annual Daily Traffic (AADT) count of ~15,000 within the study area. 1500 South is a two-lane collector with an AADT count of ~3,000. 500 South, based on its AADT and number of travel lanes, is considered a high-stress and low comfort walking and biking facility (Level of Traffic Stress category 3). The addition of the proposed bridge eliminates the need for active transportation users to interface with 500 South and 1500 South, and instead puts them on a separated active transportation facility for most of their trip, resulting in a low stress, high comfort experience. The City of Woods Cross could expect to experience higher walking and bicycling activity on and around the proposed bridge due to its higher comfort classification.

Lastly, the proposed bicycle and pedestrian bridge connects existing and proposed active transportation facilities to one another – creating better overall active transportation connectivity. There are existing bike lanes and sidewalks on 500 South, and proposed bike lanes or multi-use trails on 1500 South, 1100 West, and 800 West. The addition of the active transportation bridge would link all these facilities together, making the overall network more robust.

Northwest Quadrant Connector Road

From a roadway form and function standpoint, the addition of the Northwest Quadrant Road (see **Figure 2**) enhances the areas adjacent to the FrontRunner station in three significant ways; it provides a greater level of overall roadway connectivity in the area, it builds out a layered network, and it provides better connection to the proposed development at 500 South and Redwood Road. Each of these concepts are described in greater depth in this section of the memo.

According to the Utah Street Connectivity Guide³ “good street connectivity redistributes traffic among different routes in a network, providing more options and better accessibility for local traffic. This in return frees some of the capacity on the adjacent arterial roads, which are mostly used by the through traffic” (Utah Street Connectivity Guide, p. 110). The addition of the Northwest Quadrant Road is in keeping with

¹ This travel time assumption does not include the potential time waiting at the 500 South train crossing.

² This travel time assumption does not include the potential time waiting at the 500 South train crossing.

³ <https://mountainland.org/img/transportation/Studies/Utah%20Street%20Connectivity%20Guide.pdf>

the themes and best practices agreed upon throughout the Utah Street Connectivity Guide. Adding this roadway would provide more options for location traffic in the area, while potentially freeing up some capacity on 500 South. The traffic issues on 500 South are operational in nature, as opposed to volume versus capacity. This is due to the delay caused at the two railroad crossing locations. Having an adjacent roadway without railroad crossings could reduce the operational deficiencies in the areas. The Northwest Quadrant Road could also enhance the overall vehicle circulation in the area by adding more roadway connections to the various businesses and residential nodes in the area.

From a layered network standpoint, the addition of the Northwest Quadrant Road would create an opportunity to reassign the roadway hierarchy in the study area. Throughout much of this planning process the project team learned of the importance of 500 South from a city roadway and placemaking perspective. 500 South is also called out in the General Plan update as ideally becoming a beautiful parkway and integrated place. While these visions for 500 South are desirable from a city standpoint, they may be more difficult to achieve because the roadway is owned and operated by UDOT, and there is strict guidance on acceptable roadway characteristics on UDOT roadways. The introduction of the Northwest Quadrant Road could allow the city to refocus on it as the local collector, with an emphasis on placemaking and beautification, while allowing for 500 South to serve the area as a regional arterial with a greater emphasis on moving vehicles and freight. The layered network approach to city streets acknowledges the difficulty in making all roads ideal for all users, and instead focuses on creating a network of roads emphasizing different user groups that link an overlap where appropriate. The Northwest Quadrant Road fulfills the layered network guidance while having the added benefit of providing direct access to transit.

And lastly, the Northwest Quadrant Road could serve as a conduit to the proposed Legacy Intersection and Redwood Road Corridor development in a much more efficient and city-oriented fashion than 500 South. This roadway, if continued all the way to Redwood, would create a direct connection from the FrontRunner station to the proposed development. And again, this could be done to the specifications the city sets, as opposed to those established by UDOT or other agencies. Meaning the roadway could be designated as a parkway, with two vehicle lanes, separated bike lanes and large sidewalks.

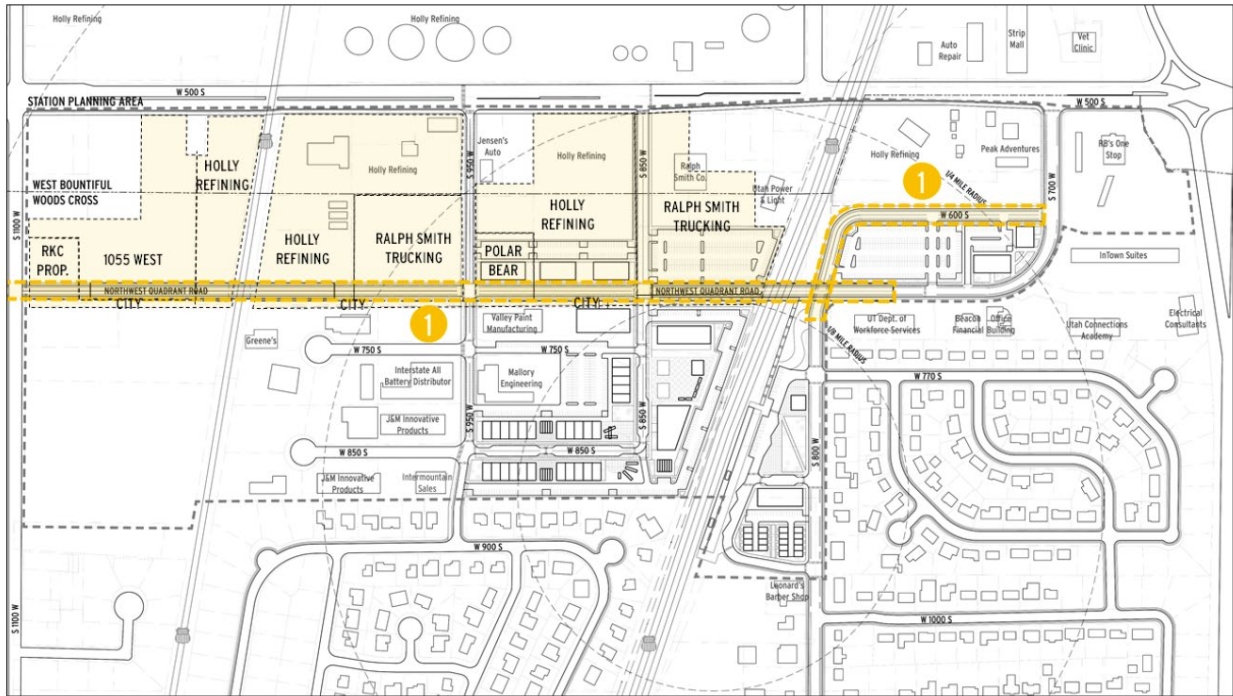


Figure 2: Proposed Northwest Quadrant Road

MEMORANDUM TO THE BOARD



TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Bob Biles, Chief Financial Officer
PRESENTER(S): Bob Biles, Chief Financial Officer

BOARD MEETING DATE: February 26, 2020

SUBJECT:	Resolution R2020-02-04 Approving the First Amendment of the Authority's 2020 Budget
AGENDA ITEM TYPE:	Resolution
RECOMMENDATION:	Adopt Resolution R2020-02-04 Approving the First Amendment of the Authority's 2020 Budget
BACKGROUND:	In accordance with Board of Trustee Policy Number 2.1, Financial Management, the Board of Trustees may amend or supplement the budget at any time after its adoption. In its meeting of February 12, 2020, the Board of Trustees reviewed the proposed operating and capital amendments to the 2020 budget. In its meeting of February 19, 2020, the Local Advisory Council reviewed the operating and capital amendments.
DISCUSSION:	<p>Since the adoption of the 2020 operating and capital budgets, changes have occurred which necessitate amendments to the 2020 budget.</p> <p>Operating budget: Sales Tax Revenues – November 2019 sales tax collections were almost 12% higher than the prior year. As a result, 2019 sales tax revenues, the base for 2020 sales tax estimates, will be at least \$528,000 higher. A portion of the increase, \$479,000, is being adjusted now to match the needed UTA funding below.</p> <p>Planning Studies – Four planning studies have budget funding left from 2019 which can be carried forward into 2020. For two studies, Service Choices and Tooele Valley Transit Feasibility Study, additional funds are needed to complete those studies. MAG and UDOT are contributing the \$20,000 needed for the Service Choices while the \$125,000 for the Tooele Valley Transit Feasibility Study is being funded by UTA.</p>

	Point of the Mountain Study	Future of Light Rail Study	Service Choices	Tooele Valley Transit Feasibility Study
2019 Budget Remaining	\$100,000	\$200,000	\$43,000	\$11,000
New Funding			20,000	125,000
2020 Budget Adjustment	\$100,000	\$200,000	\$63,000	\$136,000

All of the 2020 budget increases are to non-operating expense.

Capital budget:

The following capital projects are included in the 2020 budget amendment #1:

- The **Sharp/Tintic Railroad Connection** project was budgeted at \$6.1 million in the 2019 budget. The project will begin design in 2020 (\$700,000 budget) with construction expected to begin in 2021 (\$5.7 million). Additional funding for the project is coming from UDOT.
- UTA, in coordination with the State of Utah will manage the construction of the **Northern Utah County Double Track** and associated station and will provide UTA with the \$3.5 million funding for their portion of the project.
- Salt Lake City has requested the addition of a **TRAX station at 650 South Main**. Design will take place in 2020. \$20,000 is being paired with \$200,000 carryover from 2019 to fund this work. Construction is expected to begin in 2021.
- A need for an improved **TRAX crossing at Paxton Avenue** has been identified. Funding for the \$85,000 project is coming from Salt Lake City.
- One aspect of fare collection improvements includes allowing both lanes of **Meadowbrook's** entrance to serve as collection lanes from 5:00 to 9:00 p.m. This requires reconfiguring another Meadowbrook gate to allow for Riverside bus and employee ingress/egress. Funding for this project is coming from budgeted contingency.

	Sharp/Tintic Railroad Connection	Northern Utah County Double Track	650 South TRAX Station	Paxton Avenue TRAX Crossing	Reconfigure Meadow- brook Gate
2019 Carryover	\$700,000		\$200,000		
New Funding		3,500,000		85,000	
Reallocation from Contingency			20,000		40,000
Totals	\$700,000	\$3,500,000	\$220,000	\$85,000	\$40,000
	Budget amendment number 1 incorporates all of these operating and capital budget changes.				
ALTERNATIVES:	The Board of Trustees may choose not to proceed with Budget Amendment Number 1.				
FISCAL IMPACT:	Operating Budget: Of the \$479,000 increase in expected sales tax collections, \$125,000 is being provided for the Tooele Valley Transit Feasibility Study; the remaining \$354,000 is being used to offset the carryover of 2019 expense (though ending balance should also be \$354,000 higher). Capital Budget: Increased use of UTA funds total \$60,000 of the total \$4.5 million budget increase.				
ATTACHMENTS:	<ol style="list-style-type: none"> 1) Resolution R2020-02-04, including Exhibit A – 2020 Operating and Capital Budgets, and Exhibit B – 2020 Operating Budget by Chief Officer 2) 2020 Budget Amendment #1 Information 3) 2020 Capital Budget Detail – Amendment #1 				

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE UTAH TRANSIT
AUTHORITY APPROVING THE FIRST AMENDMENT
OF THE AUTHORITY'S 2020 BUDGET**

R2020-02-04

February 26, 2020

WHEREAS, the Utah Transit Authority (the "Authority") is a large public transit district organized under the laws of the State of Utah and was created to transact and exercise all of the powers provided for in the Utah Limited Purpose Local Government Entities - Local Districts Act and the Utah Public Transit District Act;

WHEREAS, the Board of Trustees of the Authority is charged by the State of Utah with the responsibility to establish the Authority's annual budget;

WHEREAS, the Board of Trustees adopted the Authority's 2020 Budget on December 18, 2019 in Resolution R2019-12-05;

WHEREAS, the Board of Trustees may amend the Authority's budget to accommodate changes to its total budget or changes in the function or purpose of budgeted funds;

WHEREAS, the Authority would like to adjust the 2020 budget to take into account increased sales tax revenue;

WHEREAS, the Authority would like to complete four (4) planning surveys for potential future capital projects;

WHEREAS, the Authority would like to undertake adjustments to its capital budget for 2020, for the following five (5) projects: 1) The Sharp/Tintic Railroad Connection Project; 2) The Northern Utah County Double Track Project; 3) The Proposed TRAX Station at 650 South Main Street in Salt Lake City; 4) an improved TRAX crossing at Paxton Avenue, also in Salt Lake City, and 5) reconfiguration of the Meadowbrook gate;

WHEREAS, these changes necessitate an amendment of the Authority's 2020 Budget;

WHEREAS, the Board of Trustees desires to amend the Authority's 2020 Budget as set forth in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Utah Transit Authority:

1. That the Board of Trustees hereby adopts the First Amendment of the Authority's 2020 Budget attached as Exhibit A.

2. That the 2020 monthly financial reports will include budget versus actual comparisons based upon the amended operating budget classifications attached to this Resolution as Exhibit B.
3. That the Board formally ratifies actions taken by the Authority, including those taken by the Executive Director and staff, that are necessary or appropriate to give effect to this Resolution.
4. That the corporate seal be attached hereto.

Approved and adopted this 26th day of February 2020.

Carlton Christensen, Chair
Board of Trustees

ATTEST:

Robert K. Biles, Secretary/Treasurer

(Corporate Seal)

Approved As To Form:

Legal Counsel

Exhibit A

(First Amendment of the Authority's 2020 Budget Summary)

**UTAH TRANSIT AUTHORITY
2020 Budget Amendment #1 - Operating Budget
February 26, 2020**

Exhibit A

		Budget Amendment					
		Final 2020 Budget	Point of the Mountain Community Engagement	Future of Light Rail Study	Service Choices Study	Increased Funding for Tooele Valley Transit Feasibility Study	2020 Budget After Amendment 1
Revenue							
1	Sales Tax	\$ 347,567,000	\$ 100,000	\$ 200,000	\$ 43,000	\$ 136,000	\$ 348,046,000
2	Federal Prevent. Maint	67,911,000					67,911,000
3	Passenger Revenue	55,182,000					55,182,000
4	Advertising	2,517,000					2,517,000
5	Investment Income	7,577,000					7,577,000
6	Other Revenues	3,620,000			20,000		3,640,000
7	Salt Lake City	4,310,000					4,310,000
8	Salt Lake County (S-line support)	500,000					500,000
9	UDOT - Sales Tax	2,671,000					2,671,000
10	Total Revenue	<u>491,855,000</u>	<u>100,000</u>	<u>200,000</u>	<u>63,000</u>	<u>136,000</u>	<u>492,354,000</u>
Operating Expense							
11	Bus	108,889,000					108,889,000
12	Commuter Rail	30,711,000					30,711,000
13	Light Rail	52,209,000					52,209,000
14	Paratransit Service	24,637,000					24,637,000
15	Rideshare/Vanpool	3,298,000					3,298,000
16	Operations Support	50,331,000					50,331,000
17	General & Administrative	38,695,000					38,695,000
18	Salt Lake County service	3,453,000					3,453,000
19	Contingency	1,660,000					1,660,000
20	Total Operating Expense	<u>313,883,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>313,883,000</u>
Non-Operating Expense							
21	Planning/Real Estate/TOD/Major Program Development	5,945,000	100,000	200,000	63,000	136,000	6,444,000
22	Total Non-operating Expense	<u>5,945,000</u>	<u>100,000</u>	<u>200,000</u>	<u>63,000</u>	<u>136,000</u>	<u>6,444,000</u>
Debt Service							
23	Principal and Interest	135,915,000					135,915,000
24	Contribution to Early Debt Retirement Reserve	16,077,000					16,077,000
25	Contribution to Reserves	1,608,000					1,608,000
26	Transfer to Capital	18,427,000					18,427,000
27	Total Debt Service and Reserves	<u>172,027,000</u>					<u>172,027,000</u>
28	Total Expense	<u>\$ 491,855,000</u>	<u>\$ 100,000</u>	<u>\$ 200,000</u>	<u>\$ 63,000</u>	<u>\$ 136,000</u>	<u>\$ 492,354,000</u>

UTAH TRANSIT AUTHORITY
2020 Budget Amendment #1 - Capital Budget
February 26, 2020

Funding Sources

	Final 2020 Budget
29 UTA Current Year Funding	\$ 24,692,000
30 Transfer from Operations	18,427,000
31 2018 and 2019 Bond Proceeds	61,611,000
32 Grants	39,363,000
33 Local Partner Contributions	13,416,000
34 State Contribution	3,700,000
35 Leasing	30,340,000
36 Total Funding Sources	<u>191,549,000</u>

Expense

37 Depot District	40,937,000
38 Ogden/Weber BRT	28,197,000
39 Airport Station Relocation	13,000,000
40 State of Good Repair	59,898,000
41 Other Capital Projects	48,517,000
42 Other Capital Projects - Contingency	1,000,000
43 Total Expense	<u>\$ 191,549,000</u>

	Budget Amendment					2020 Budget After Amendment 1
	Sharp/Tintic Railroad Connection	650 South TRAX Station	Northern Utah County Double Track	Paxton Avenue TRAX Crossing	Reconfigure Meadowbrook Gate	
	\$ 40,000					
					18,427,000	
					61,611,000	
424,030					39,787,030	
235,970	200,000			85,000	13,936,970	
			3,500,000		7,200,000	
					30,340,000	
<u>700,000</u>	<u>200,000</u>	<u>3,500,000</u>	<u>85,000</u>	<u>-</u>	<u>196,034,000</u>	
					40,937,000	
					28,197,000	
					13,000,000	
					59,898,000	
700,000	220,000	3,500,000	85,000	40,000	53,062,000	
		(20,000)		(40,000)	940,000	
<u>\$ 700,000</u>	<u>\$ 200,000</u>	<u>\$ 3,500,000</u>	<u>\$ 85,000</u>	<u>\$ -</u>	<u>\$ 196,034,000</u>	

Exhibit B

(First Amendment of the Authority's 2020 Budget Summary by Chief Executive)

UTAH TRANSIT AUTHORITY
2020 OPERATING BUDGET - Budget Amendment #1
February 26, 2020

Exhibit B

	Final 2020 Budget	Budget Amendment #1	2020 Budget After Amendment #1
Revenue			
1 Sales Tax	\$ 347,567,000	\$ 479,000	\$ 348,046,000
2 Federal Preventative Maintenance	67,911,000		67,911,000
3 Passenger Revenue	55,182,000		55,182,000
4 Advertising	2,517,000		2,517,000
5 Investment Income	7,577,000		7,577,000
6 Other Revenues	3,620,000	20,000	3,640,000
7 Salt Lake City	4,310,000		4,310,000
8 Salt Lake County (S-Line)	500,000		500,000
9 Motor Vehicle Registration to UDOT	2,671,000		2,671,000
10 Total Revenue	<u>\$ 491,855,000</u>	<u>\$ 499,000</u>	<u>\$ 492,354,000</u>

			FTE
11 Operating Expense			
12 Board of Trustees	\$ 2,787,000		14.0
13 Executive Director	25,058,000		130.0
14 Chief Operations Officer	252,981,000		2,258.7
15 Chief Financial Officer	13,270,000		109.2
16 Chief People Officer	8,075,000		74.7
17 Chief Communications and Marketing Officer	10,644,000		69.0
18 Chief Service Development Officer	7,013,000	499,000	45.5
19 Total Operations	<u>319,828,000</u>	<u>499,000</u>	<u>2,701.1</u>
20 Debt Service	135,915,000		
21 Contribution to Reserves	17,685,000		
22 Transfer to Capital Budget	18,427,000		
23 Total Tentative 2020 Operating Budget	<u>\$ 491,855,000</u>	<u>\$ 499,000</u>	<u>\$ 492,354,000</u> <u>2,701.1</u>

2020 Budget Amendment #1

Detail Project Information

Operating Budget

- 1. Sales Tax Revenue (\$479,000 Increase):** November 2019 sales tax revenues were almost 12% higher than the prior year. Assuming that December 2019 collections are the same as December 2018 collections, estimated 2019 collections would be \$528,000 higher than the 2019 estimate. A portion of that increase (\$479,000) is being recognized in the 2020 budget to match the requested UTA funding below.
- 2. Point of the Mountain Community Engagement (\$100,000 increase):** This effort will support the Point of the Mountain Transit Analysis study. A community engagement consultant has been hired to assist with public surveying and participation around the point area, and results will be used to inform the Transit Analysis. This project was anticipated to begin in 2019, but is now scheduled to begin in late January 2020. We anticipate the work to be completed by the end of the second quarter. We are requesting that the full \$100,000 be added to the 2020 Budget.
- 3. Future of Light Rail Study (\$200,000 increase):** This effort was anticipated to begin in the third quarter of 2019 and be completed in mid-2020. The total project budget is \$400,000, with \$200,000 included in the 2019 planning budget and \$200,000 in the 2020 planning budget. Due to staff turnover, the procurement process was delayed. A consultant has now been engaged, but the work has not yet officially begun. We are requesting that the full \$400,000 be included in the 2020 Budget.
- 4. Service Choices (\$63,000 increase with \$20,000 coming from an increase in partner funding):** This project is taking longer than originally anticipated, due to the importance of the decisions and the time needed to ensure that everyone is comfortable with the service proposals. At the end of 2019, \$42,604 of the original budget remains to be paid. We are requesting that this be carried over into the 2020 Budget. In addition, Mountainland AOG and UDOT have asked for a scope addition to this contract to conduct a deeper dive into the transportation challenges at Thanksgiving Point. The contract was amended, and MAG and UDOT have committed a total of \$20,000 additional funds to conduct this work. We are requesting that the sum of the carryover and partner match (\$62,604) be included in the 2020 Budget.
- 5. Tooele Valley Transit Feasibility Study (\$136,000 increase):** This request is the result of two circumstances. First, there was a delay and the project started later in 2019 than originally anticipated. This results in the need to carryover \$10,620 of the original \$25,000 Planning Budget for 2019. Second, the total cost of this project is \$150,000. It was planned to have \$25K come from UTA's 2019 planning budget, and the remaining

\$125K from Tooele's fourth quarter sales tax revenues; however, a separate capital budget was not set up for Tooele County projects, as anticipated. It was determined by Planning, Budgeting, and Special Services that it would be necessary to request a 2020 Budget amendment increasing the Planning Department Budget by an additional \$125,000 in order to complete this important study.

2020 Budget Amendment #1

Detail Project Information

Capital Budget

- 1. Sharp/Tintic Rail Consolidation (\$700,000 carryover to 2020):** This project is for the design and construction of a project to connect the Sharp Subdivision of the Union Pacific Railroad Company to the Tintic Industrial Lead. The project will allow for the removal of several at-grade railroad crossings, and would also allow for a future extension of FrontRunner Commuter Rail south to Payson. The project was included in the 2019 capital budget for \$6,130,300, with \$5,594,344 from federal grant funds, \$182,000 from UDOT, \$235,970 from local partner funds, and \$117,985 from UTA funds. The grant agreement with UDOT has since been amended, and UDOT's contribution has been increased by \$208,000. This brings the total project budget to \$6,388,299. The project design will begin in 2020, and project construction is anticipated to start in 2021. This budget request is to carryover \$700,000 from the 2019 budget to the 2020 budget for project design and UP coordination. The remainder of the project budget would be allocated in 2021 for the project construction.
- 2. Northern Utah County Double Track (\$3,500,000 budget increase from State funding):** This budget request combines State funding appropriated for the Vineyard FrontRunner station construction with the \$10 million of UTA funds budgeted in 2020 for the Northern Utah County Double Track construction. The State of Utah appropriated \$4M to UDOT for the design and construction of the Vineyard station platform and associated amenities. From that appropriation, approximately \$500,000 has been spent by UDOT on design for both the station and the associated 1.8 miles of double track needed for effective operations. Design of the station and double-track is nearing completion. It is anticipated that one construction contract will be issued this spring for both the station and the double track work. For that reason, Capital Development is requesting an increase in the project budget to cover both elements of the project. Construction is anticipated to begin late spring or early summer and depending on late season construction weather, completion is expected in either December 2020 or April 2021.
- 3. 650 South TRAX Station (\$200,000 Local Partners and \$20,000 from UTA contingency):** This project will add a Light Rail station at 650 S Main Street. This location was planned for and built to accommodate a future station when development occurred and demand increased. Salt Lake City has requested we add a station in this location to serve current and future developments. \$200,000 was placed in the 2019 budget, but not spent because of several issues that needed to be resolved before the project could begin. \$220,000 is now being requested for the 2020 budget to cover the design of the new station. Of this requested amount, Salt Lake City RDA is contributing \$200,000 to

the project design and UTA is contributing \$20,000 for project management and design review. Construction of the station is anticipated to occur in 2021 and would be included in a 2021 budget request for an estimated \$2,100,000.

4. **Paxton Ave TRAX Crossing (\$85,000 from partner funds):** This is a new project request. Currently, the intersection of Paxton Avenue and UTA's light rail line just north of the Ballpark Station is one of UTA's highest trespassed areas. This crossing of UTA's light rail line is also identified in Salt Lake City's Bicycle Master Plan as a bicycle crossing location, but currently does not have any crossing demarcation. UTA has been working with Salt Lake City over the past several years to identify the best crossing location and design. A design has been agreed to and a formal agreement between Salt Lake City and UTA is being drafted. Salt Lake City has asked UTA to manage this project. The project budget is \$85,000 of which Salt Lake City will be reimbursing UTA for all project expenses – including design, construction, management, and inspection costs.

5. **Reconfigure Meadowbrook Gate (\$40,000 reallocation from project contingency):** As part of the plan to pull more fares from buses at Meadowbrook, Farebox Services is proposing weekday evening from 5:00 p.m. to 9:00 p.m. and allowing both lanes of Meadowbrook's entrance be revenue collection lanes. This change to the current entrance of Meadowbrook, requires opening a gate west of Meadowbrook Building 8 during those same hours to allow Riverside bus traffic and employee ingress/egress through Meadowbrook onto and off of 900 West. Automating the gate allows UTA, over the long run, to avoid the labor cost to manually open and watch the gate during the 4 hour period each weekday night.

Original 2020 Budget

Project Name	2020 Budget	Bonds	Grants	Lease	State Funding	Local Partners	UTA Funded
1 Major Capital Projects							
2 Depot District Maintenance Facility	\$ 40,936,916	\$ 31,850,000	\$ 3,736,916	\$ -	\$ 2,500,000	\$ -	\$ 2,850,000
3 Ogden/Weber State University BRT	28,197,076	6,591,076	18,706,000	-	-	2,900,000	-
4 Airport Station Relocation	13,000,000	13,000,000	-	-	-	-	-
5 Total Major Capital Projects	82,133,992	51,441,076	22,442,916	-	2,500,000	2,900,000	2,850,000
6							
7 State of Good Repair							
8 Revenue / Service Vehicles							
9 Bus Replacement	27,566,971	-	2,775,830	23,598,570	-	-	1,192,571
10 Replacement Paratransit	2,982,120	-	-	2,949,120	-	-	33,000
11 Van pool Van replacement	1,292,780	-	-	1,292,780	-	-	-
12 Non-Rev Service Vehicle Replacement	200,000	-	-	-	-	-	200,000
13 Total Revenue/Service Vehicles	32,041,871	-	2,775,830	27,840,470	-	-	1,425,571
14							
15 Information Technology							
16 E Voucher Software Development (pending grant)	757,838	-	757,838	-	-	-	-
17 In-house Application Development & Enhancements	400,000	-	-	-	-	-	400,000
18 New MS SQL Server Licenses	145,000	-	-	-	-	-	145,000
19 Radio Communication Infrastructure	150,000	-	-	-	-	-	150,000
20 Server, Storage Infrastructure Equipment and Software	400,000	-	-	-	-	-	400,000
21 Rail Communication On-Board Technology	230,000	-	-	-	-	-	230,000
22 Info Security Equip & SW (PCI Compliance & Cyber Security)	274,000	-	-	-	-	-	274,000
23 Bus Communication On-Board Technology	300,000	-	-	-	-	-	300,000
24 IT Managed Reserved (formerly IT Pool)	290,000	-	-	-	-	-	290,000
25 Network & Infrastructure Equipment	500,000	-	-	-	-	-	500,000
26 FrontRunner WiFi Enhancements	50,000	-	-	-	-	-	50,000
27 Init APC Upgrade	200,000	-	-	-	-	-	200,000
28 SSBU Radio System Install/subcontract fleet only	170,000	-	-	-	-	-	170,000
29 SSBU Mobility Eligibility Center Trapeze Software	165,000	-	-	-	-	-	165,000
30 Electronic Fare Collection Maintenance & Replacement	2,500,000	-	-	2,500,000	-	-	-
31 Total Information Technology	6,531,838	-	757,838	2,500,000	-	-	3,274,000
32							
33 Facilities, Safety, & Admin Equip.							
34 Park and Ride Rehab and Replacement	500,000	-	-	-	-	-	500,000
35 Equipment Managed Reserve	250,000	-	-	-	-	-	250,000
36 Facilities Managed Reserve	1,000,000	-	-	-	-	-	1,000,000
37 Stations and Platforms Rehab and Replacement	125,000	-	-	-	-	-	125,000
38 Safety projects	875,000	-	-	-	-	-	875,000
39 Total Facilities, Safety, & Admin Equip.	2,750,000	-	-	-	-	-	2,750,000

Original 2020 Budget

Project Name	2020 Budget	Bonds	Grants	Lease	State Funding	Local Partners	UTA Funded
40 Infrastructure State of Good Repair Projects							
41 Bus Engine/Transmission/Component Rehab/Replacement	1,500,000	-	-	-	-	-	1,500,000
42 Light Rail Vehicle Rehab	9,760,415	-	-	-	-	-	9,760,415
43 Commuter Rail Vehicle Rehab	2,763,779	-	786,684	-	-	-	1,977,095
44 LRV Accident Repair	1,500,000	-	-	-	-	-	1,500,000
45 Rail Rehab and Replacement	250,000	-	-	-	-	-	250,000
46 Ballast and Ties Rehab and Replacement	250,000	-	-	-	-	-	250,000
47 Bridge Rehabilitation & Maintenance	300,000	-	-	-	-	-	300,000
48 Grade Crossings Rehab and Replacement	500,000	-	-	-	-	-	500,000
49 Traction Power Rehab and Replacement	550,000	550,000	-	-	-	-	-
50 Train Control Rehab and Replacement	250,000	-	-	-	-	-	250,000
51 Rail Switches & Trackwork Controls - Rehab/Replacement	150,000	-	-	-	-	-	150,000
52 Stray Current Mitigation	300,000	-	-	-	-	-	300,000
53 OCS Rehab and Replacement	500,000	-	-	-	-	-	500,000
54 Total State of Good Repair	18,574,194	550,000	786,684	-	-	-	17,237,510
55 Total State of Good Repair	\$ 59,897,903	\$ 550,000	\$ 4,320,352	\$ 30,340,470	\$ -	\$ -	\$ 24,687,081

Original 2020 Budget

Project Name	2020 Budget	Bonds	Grants	Lease	State Funding	Local Partners	UTA Funded
56 Capital Projects							
57 Capital Projects							
58 Reconfigure Meadowbrook Gate							
59 Paxton Avenue TRAX Crossing							
60 Sharp-Tintic Railroad Connection							
61 650 South Station							
62 3300/3500 South MAX Expansion & Optimization	2,735,172	-	2,550,000	-	-	-	185,172
63 Clearfield FR Station Trail	1,501,663	-	1,400,000	-	-	101,663	-
64 SL UZA Bus Bike Rack Expansion	35,609	-	33,198	-	-	-	2,411
65 TIGER Program of Projects	11,169,660	-	4,836,435	-	-	6,314,294	18,931
66 Box Elder Right of Way Preservation	1,000,000	-	-	-	-	-	1,000,000
67 Weber Cnty CR ROW Preservation	1,500,000	-	-	-	-	1,500,000	-
68 Signal Pre-emption Projects w/UDOT	500,000	-	-	-	-	500,000	-
69 Point of Mountain AA/EIS	1,500,000	-	-	-	1,200,000	200,000	100,000
70 Office Equipment Reserve	100,000	-	-	-	-	-	100,000
71 Positive Train Control	900,000	-	-	-	-	-	900,000
72 UVU Ped Bridge	2,000,000	-	-	-	-	-	2,000,000
73 Operator Shack at University Medical EOL	350,000	-	-	-	-	-	350,000
74 Vineyard Double Track	10,000,000	9,500,000	-	-	-	500,000	-
75 Bus Stop Imp - System-Wide ADA	1,000,000	-	800,000	-	-	-	200,000
76 Wayfinding Signage Plan - S-line and TRAX	475,000	-	-	-	-	-	475,000
77 Operator Restrooms throughout system	600,000	120,000	480,000	-	-	-	-
78 North Temple EOL	3,400,000	-	-	-	-	1,400,000	2,000,000
79 U of U EOL	2,950,000	-	2,500,000	-	-	-	450,000
80 Fort Union EOL	500,000	-	-	-	-	-	500,000
81 5600 W/4500 S EOL	500,000	-	-	-	-	-	500,000
82 Meadowbrook Expansion	2,900,000	-	-	-	-	-	2,900,000
83 Operator Restrooms- Salt Lake County	400,000	-	-	-	-	-	400,000
84 Bus Stop Improvements and signage - SL County	2,500,000	-	-	-	-	-	2,500,000
85 Capital Contingency	1,000,000	-	-	-	-	-	1,000,000
86 Total Capital Projects	49,517,104	9,620,000	12,599,633	-	1,200,000	10,515,957	15,581,514
87 Total Capital Budget	\$ 191,548,999	\$ 61,611,076	\$ 39,362,901	\$ 30,340,470	\$ 3,700,000	\$ 13,415,957	\$ 43,118,595

Proposed 2020 Budget Amendment #1

Project Name	Amendment #1	Bonds	Grants	Lease	State Funding	Local Partners	UTA Funded
56 Capital Projects							
57 Capital Projects							
58 Reconfigure Meadowbrook Gate	\$ 40,000	-	-	-	-	-	40,000
59 Paxton Avenue TRAX Crossing	85,000	-	-	-	-	85,000	-
60 Sharp-Tintic Railroad Connection	700,000	-	424,030	-	-	235,970	40,000
61 650 South Station	220,000	-	-	-	-	200,000	20,000
62 3300/3500 South MAX Expansion & Optimization	-	-	-	-	-	-	-
63 Clearfield FR Station Trail	-	-	-	-	-	-	-
64 SL UZA Bus Bike Rack Expansion	-	-	-	-	-	-	-
65 TIGER Program of Projects	-	-	-	-	-	-	-
66 Box Elder Right of Way Preservation	-	-	-	-	-	-	-
67 Weber Cnty CR ROW Preservation	-	-	-	-	-	-	-
68 Signal Pre-emption Projects w/UDOT	-	-	-	-	-	-	-
69 Point of Mountain AA/EIS	-	-	-	-	-	-	-
70 Office Equipment Reserve	-	-	-	-	-	-	-
71 Positive Train Control	-	-	-	-	-	-	-
72 UVU Ped Bridge	-	-	-	-	-	-	-
73 Operator Shack at University Medical EOL	-	-	-	-	-	-	-
74 Vineyard Double Track	3,500,000	-	-	-	3,500,000	-	-
75 Bus Stop Imp - System-Wide ADA	-	-	-	-	-	-	-
76 Wayfinding Signage Plan - S-line and TRAX	-	-	-	-	-	-	-
77 Operator Restrooms throughout system	-	-	-	-	-	-	-
78 North Temple EOL	-	-	-	-	-	-	-
79 U of U EOL	-	-	-	-	-	-	-
80 Fort Union EOL	-	-	-	-	-	-	-
81 5600 W/4500 S EOL	-	-	-	-	-	-	-
82 Meadowbrook Expansion	-	-	-	-	-	-	-
83 Operator Restrooms- Salt Lake County	-	-	-	-	-	-	-
84 Bus Stop Improvements and signage - SL County	-	-	-	-	-	-	-
85 Capital Contingency	(60,000)	-	-	-	-	-	(60,000)
86 Total Capital Projects	4,485,000	-	424,030	-	3,500,000	520,970	40,000
87 Total Capital Budget	\$ 4,485,000	\$ -	\$ 424,030	\$ -	\$ 3,500,000	\$ 520,970	\$ 40,000

UTA Amended 2020 Budget After Amendment #1

Project Name	Amended 2020				State	Local	UTA Funded
	Budget	Bonds	Grants	Lease	Funding	Partners	
1 Major Capital Projects							
2 Depot District Maintenance Facility	\$ 40,936,916	\$ 31,850,000	\$ 3,736,916	\$ -	\$ 2,500,000	\$ -	\$ 2,850,000
3 Ogden/Weber State University BRT	28,197,076	6,591,076	18,706,000	-	-	2,900,000	-
4 Airport Station Relocation	13,000,000	13,000,000	-	-	-	-	-
5 Total Major Capital Projects	82,133,992	51,441,076	22,442,916	-	2,500,000	2,900,000	2,850,000
6							
7 State of Good Repair							
8 Revenue / Service Vehicles							
9 Bus Replacement	27,566,971	-	2,775,830	23,598,570	-	-	1,192,571
10 Replacement Paratransit	2,982,120	-	-	2,949,120	-	-	33,000
11 Van pool Van replacement	1,292,780	-	-	1,292,780	-	-	-
12 Non-Rev Service Vehicle Replacement	200,000	-	-	-	-	-	200,000
13 Total Revenue/Service Vehicles	32,041,871	-	2,775,830	27,840,470	-	-	1,425,571
14							
15 Information Technology							
16 E Voucher Software Development (pending grant)	757,838	-	757,838	-	-	-	-
17 In-house Application Development & Enhancements	400,000	-	-	-	-	-	400,000
18 New MS SQL Server Licenses	145,000	-	-	-	-	-	145,000
19 Radio Communication Infrastructure	150,000	-	-	-	-	-	150,000
20 Server, Storage Infrastructure Equipment and Software	400,000	-	-	-	-	-	400,000
21 Rail Communication On-Board Technology	230,000	-	-	-	-	-	230,000
22 Info Security Equip & SW (PCI Compliance & Cyber Security)	274,000	-	-	-	-	-	274,000
23 Bus Communication On-Board Technology	300,000	-	-	-	-	-	300,000
24 IT Managed Reserved (formerly IT Pool)	290,000	-	-	-	-	-	290,000
25 Network & Infrastructure Equipment	500,000	-	-	-	-	-	500,000
26 FrontRunner WiFi Enhancements	50,000	-	-	-	-	-	50,000
27 Init APC Upgrade	200,000	-	-	-	-	-	200,000
28 SSBU Radio System Install/subcontract fleet only	170,000	-	-	-	-	-	170,000
29 SSBU Mobility Eligibility Center Trapeze Software	165,000	-	-	-	-	-	165,000
30 Electronic Fare Collection Maintenance & Replacement	2,500,000	-	-	2,500,000	-	-	-
31 Total Information Technology	6,531,838	-	757,838	2,500,000	-	-	3,274,000
32							
33 Facilities, Safety, & Admin Equip.							
34 Park and Ride Rehab and Replacement	500,000	-	-	-	-	-	500,000
35 Equipment Managed Reserve	250,000	-	-	-	-	-	250,000
36 Facilities Managed Reserve	1,000,000	-	-	-	-	-	1,000,000
37 Stations and Platforms Rehab and Replacement	125,000	-	-	-	-	-	125,000
38 Safety projects	875,000	-	-	-	-	-	875,000
39 Total Facilities, Safety, & Admin Equip.	2,750,000	-	-	-	-	-	2,750,000

UTA Amended 2020 Budget After Amendment #1

Project Name	Amended 2020 Budget	Bonds	Grants	Lease	State Funding	Local Partners	UTA Funded
40 Infrastructure State of Good Repair Projects							
41 Bus Engine/Transmission/Component Rehab/Replacement	1,500,000	-	-	-	-	-	1,500,000
42 Light Rail Vehicle Rehab	9,760,415	-	-	-	-	-	9,760,415
43 Commuter Rail Vehicle Rehab	2,763,779	-	786,684	-	-	-	1,977,095
44 LRV Accident Repair	1,500,000	-	-	-	-	-	1,500,000
45 Rail Rehab and Replacement	250,000	-	-	-	-	-	250,000
46 Ballast and Ties Rehab and Replacement	250,000	-	-	-	-	-	250,000
47 Bridge Rehabilitation & Maintenance	300,000	-	-	-	-	-	300,000
48 Grade Crossings Rehab and Replacement	500,000	-	-	-	-	-	500,000
49 Traction Power Rehab and Replacement	550,000	550,000	-	-	-	-	-
50 Train Control Rehab and Replacement	250,000	-	-	-	-	-	250,000
51 Rail Switches & Trackwork Controls - Rehab/Replacement	150,000	-	-	-	-	-	150,000
52 Stray Current Mitigation	300,000	-	-	-	-	-	300,000
53 OCS Rehab and Replacement	500,000	-	-	-	-	-	500,000
54 Total State of Good Repair	18,574,194	550,000	786,684	-	-	-	17,237,510
55 Total State of Good Repair	59,897,903	550,000	4,320,352	30,340,470	-	-	24,687,081

UTA Amended 2020 Budget After Amendment #1

Project Name		Amended 2020 Budget	Bonds	Grants	Lease	State Funding	Local Partners	UTA Funded
56	Capital Projects							
57	Capital Projects							
58	Reconfigure Meadowbrook Gate	40,000	-	-	-	-	-	40,000
59	Paxton Avenue TRAX Crossing	85,000	-	-	-	-	85,000	-
60	Sharp-Tintic Railroad Connection	700,000	-	424,030	-	-	235,970	40,000
61	650 South Station	220,000	-	-	-	-	200,000	20,000
62	3300/3500 South MAX Expansion & Optimization	2,735,172	-	2,550,000	-	-	-	185,172
63	Clearfield FR Station Trail	1,501,663	-	1,400,000	-	-	101,663	-
64	SL UZA Bus Bike Rack Expansion	35,609	-	33,198	-	-	-	2,411
65	TIGER Program of Projects	11,169,660	-	4,836,435	-	-	6,314,294	18,931
66	Box Elder Right of Way Preservation	1,000,000	-	-	-	-	-	1,000,000
67	Weber Cnty CR ROW Preservation	1,500,000	-	-	-	-	1,500,000	-
68	Signal Pre-emption Projects w/UDOT	500,000	-	-	-	-	500,000	-
69	Point of Mountain AA/EIS	1,500,000	-	-	-	1,200,000	200,000	100,000
70	Office Equipment Reserve	100,000	-	-	-	-	-	100,000
71	Positive Train Control	900,000	-	-	-	-	-	900,000
72	UVU Ped Bridge	2,000,000	-	-	-	-	-	2,000,000
73	Operator Shack at University Medical EOL	350,000	-	-	-	-	-	350,000
74	Vineyard Double Track	13,500,000	9,500,000	-	-	3,500,000	500,000	-
75	Bus Stop Imp - System-Wide ADA	1,000,000	-	800,000	-	-	-	200,000
76	Wayfinding Signage Plan - S-line and TRAX	475,000	-	-	-	-	-	475,000
77	Operator Restrooms throughout system	600,000	120,000	480,000	-	-	-	-
78	North Temple EOL	3,400,000	-	-	-	-	1,400,000	2,000,000
79	U of U EOL	2,950,000	-	2,500,000	-	-	-	450,000
80	Fort Union EOL	500,000	-	-	-	-	-	500,000
81	5600 W/4500 S EOL	500,000	-	-	-	-	-	500,000
82	Meadowbrook Expansion	2,900,000	-	-	-	-	-	2,900,000
83	Operator Restrooms- Salt Lake County	400,000	-	-	-	-	-	400,000
84	Bus Stop Improvements and signage - SL County	2,500,000	-	-	-	-	-	2,500,000
85	Capital Contingency	940,000	-	-	-	-	-	940,000
86	Total Capital Projects	54,002,104	9,620,000	13,023,663	-	4,700,000	11,036,927	15,621,514
87	Total Capital Budget	\$ 196,033,999	\$ 61,611,076	\$ 39,786,931	\$ 30,340,470	\$ 7,200,000	\$ 13,936,927	\$ 43,158,595



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Mary DeLoretto, Acting Chief Service Development Officer
PRESENTER(S): Mary DeLoretto, Acting Chief Service Development Officer

BOARD MEETING DATE: February 26, 2020

SUBJECT:	R2020-02-05 Approving the Interlocal Cooperation Agreements with Salt Lake City for TIGER Projects on the Folsom Trail and the 300 North Pedestrian Overpass Bridge
AGENDA ITEM TYPE:	Resolution
RECOMMENDATION:	Approve Resolution R2020-02-05 authorizing execution of an Interlocal Cooperative Agreement with Salt Lake City comprising the initial Stakeholder Agreement, Supplement No. 1 for the Folsom Trail Project, and Supplement No. 2. Supplement No. 2 outlines the specific details for the 300 North Pedestrian Overpass Bridge Project as part of the TIGER First/Last Mile Program.
BACKGROUND:	TIGER Stakeholder Agreement 18-02298BM was executed on February 19, 2019 between UTA and Salt Lake City for the City's two TIGER First Mile/Last Mile Grant Projects, which contemplated execution of Supplements outlining specific details for each of the two City Projects to be completed thereunder. Supplement No. 1, which outlined the specific details for the Folsom Trail Project, was executed on February 19, 2019 and defined the project budget as \$2,413,958. Supplement No. 2 is to outline the specific details for the 300 North Pedestrian Overpass Bridge Project as part of the TIGER First/Last Mile Program, including scope and a budget of \$6,204,047. Because neither the original agreement nor Supplement No. 1 were previously adopted by resolution, this resolution includes their adoption along with a new Supplement No. 2.
DISCUSSION:	UTA and Salt Lake City are entering into Supplement No. 2 to Stakeholder Agreement 18-02298BM to outline the scope and budget for the 300 North Pedestrian Overpass Bridge Project (SLC_OP_1), which is part of the TIGER First/Last Mile Program. The total project budget is defined as \$6,204,047, which is comprised of \$1,634,797 in TIGER Grant funds, \$2,500,000 in WFRC Federal STP funds, \$500,000 in UDOT Federal Section 130 funds, \$500,000 in funding from Union Pacific Railroad (UPRR) per Agreement between Salt Lake City and UPRR, and the City's matching funds of \$1,069,250.
ALTERNATIVES:	Without the executed Stakeholder Agreement Supplement No. 2 for the 300 North Pedestrian Overpass Bridge Project, we cannot start design of the project and will not be able to meet the completion deadline in the TIGER Grant.

FISCAL IMPACT:	The Project budget is already included in the 2020 Capital Budget for the TIGER First/Last Mile Projects. There is no UTA funding being contributed towards this Project.
ATTACHMENTS:	1) Resolution R2020-02-05, including Exhibits: <ul style="list-style-type: none">- TIGER Stakeholder Agreement 18-02298BM (Executed February 19, 2019)- TIGER Stakeholder Agreement 18-02298BM Supplement No. 1 (Executed February 19, 2019)- TIGER Stakeholder Agreement 18-02298BM Supplement No. 2 with Attachments (For Signature)

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE UTAH
TRANSIT AUTHORITY APPROVING THE INTERLOCAL
COOPERATION AGREEMENTS WITH SALT LAKE CITY FOR
TIGER PROJECTS ON FOLSOM TRAIL AND THE 300 NORTH
PEDESTRIAN OVERPASS BRIDGE**

R2020-02-05

February 26, 2020

WHEREAS, Utah Transit Authority (the “Authority”) is a large public transit district organized under the laws of the State of Utah and was created to transact and exercise all of the powers provided for in the Utah Limited Purpose Local Government Entities – Local Districts Act and the Utah Public Transit District Act; and

WHEREAS, Salt Lake City (“City”) and the Authority are “public agencies” as defined by the Utah Interlocal Cooperation Act, UTAH CODE. §§ 11-13- 101 *et seq.* (the “Cooperation Act”), and, as such, are authorized by the Cooperation Act to each enter into an interlocal cooperation agreement to act jointly and cooperatively on the basis of mutual advantage; and

WHEREAS, the Authority and Salt Lake City previously executed a TIGER Stakeholder Agreement (the “Agreement”), UTA Contract Number 18-02298BM on February 19, 2019 for Salt Lake City’s TIGER First/Last Mile Projects: the Folsom Trail Project and the 300 North Pedestrian Overpass Bridge project. The Agreement contemplated execution of Supplements outlining specific details for each of the two City projects; and

WHEREAS the Authority and Salt Lake City previously executed Supplement No. 1 to the Agreement on February 19, 2019, for the design and construction of the Folsom Trail project, and a budget for the project of \$2,413,958; and

WHEREAS, Salt Lake City and the Authority wish to provide specific scope for the design and construction of the 300 North Pedestrian Overpass Bridge project, and a budget for the project of \$6,204,047; and

WHEREAS, of the \$6,204,047 budgeted for this project, \$1,634,797 will come from TIGER Grant funds, \$2,500,000 from Wasatch Front Regional Council Federal STP funds, \$500,000 from the Utah Department of Transportation Section 130 Federal funds, \$500,000 from the Union Pacific Railroad, and Salt Lake City’s matching funds of \$1,069,250; and

WHEREAS, Salt Lake City and the Authority now desire to enter into an Interlocal Cooperation Agreement, the Supplement No. 2, which is attached hereto as Exhibit A, to define the scope and budget of the 300 North Pedestrian Overpass Bridge.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Authority:

1. That the Board hereby approves the Interlocal Cooperation Agreement with Salt Lake City, comprising of the Agreement, as set forth in Exhibit A; Supplement 1, as set forth in Exhibit B; and Supplement 2, as set forth in Exhibit C.
2. That the Board authorizes the Executive Director and her designee(s) to execute the Interlocal Cooperation Agreement (Supplement No. 2) with Salt Lake City in substantially the same form as attached as Exhibit C.
3. That the Board hereby ratifies any and all actions previously taken by the Authority's management and staff to prepare the Interlocal Cooperation Agreement, Supplement 1, and Supplement 2.
4. That the corporate seal be attached hereto.

Approved and adopted this 26th day of February 2020.

Carlton Christensen, Chair
Board of Trustees

ATTEST:

Robert K. Biles, Secretary/Treasurer

(Corporate Seal)

Approved As To Form:

Legal Counsel

Exhibit A
(Interlocal Cooperation Agreement)

City Tracking No.

06-5-19-1306

**STAKEHOLDER AGREEMENT
SALT LAKE CITY CORPORATION**

TIGER GRANT

TIGER 2016 GRANT NO. 2018-02	UTA CONTRACT NO. 18-02298BM	STAKEHOLDER CONTRACT NO.
SUMMARY OF CITY PROJECTS: SLC_OP_1: PEDESTRIAN OVERPASS BRIDGE; 300 NORTH SLC_MUP_1: FOLSOM TRAIL; JORDAN RIVER TO NORTH TEMPLE		PROJECT VALUE OF CITY PROJECTS \$ 8,618,005
		CITY REPRESENTATIVE: Stephanie Toombs/Julianne Sabula

This Stakeholder Agreement (“Agreement”) is entered into this 19TH day February, 2019 by and between the Utah Transit Authority, a public transit district (“UTA”) and Salt Lake City Corporation, a Utah municipal corporation (“City”).

RECITALS

WHEREAS, UTA provides public transit services in all or parts of Salt Lake, Davis, Weber, Box Elder, Utah and Tooele Counties, and certain interlocal public transit within portions of Summit County;

WHEREAS, Wasatch Front Regional Council (“WFRC”) and Mountainland Association of Governments (“MAG”) are the Metropolitan Planning Organizations for the areas included within the UTA service district;

WHEREAS, in 2016, UTA, in cooperation with the City, WFRC, MAG, the Utah Department of Transportation (“UDOT”) and approximately 30 other public entities (collectively the “Stakeholders”), submitted a grant application (the “Grant Application”) to the United States Department of Transportation seeking a Transportation Investment Generating Economic Recovery (“TIGER”) discretionary grant;

WHEREAS, in early 2018, the United States Department of Transportation awarded UTA a TIGER discretionary grant (the “TIGER Grant”) in the amount of \$20 million;

WHEREAS, the eligible scope of the TIGER Grant is to fund a portion of the design and construction of several multimodal projects (the “TIGER Projects”) that improve transportation connections to UTA’s commuter rail and light rail systems;

WHEREAS, City is a project funding partner with respect to one or more of the TIGER Projects (such subset of the TIGER Projects hereinafter referred to as the “City Project(s)”) referenced in the Grant Application;

WHEREAS, City has committed to provide or secure local matching funds for the City Project(s);

WHEREAS, several other Stakeholders have committed to provide local matching funds for additional TIGER Projects and UTA has executed similar agreements with such other Stakeholders;

WHEREAS, UTA has committed to provide local matching funds for additional TIGER Projects to be constructed at UTA stations;

WHEREAS, it is economically and logistically in the best interests of UTA and City (as well as the Stakeholders with respect to other TIGER Projects) for UTA to complete both the City Project(s) and other TIGER Projects under one set of design and construction contracts, with UTA managing the TIGER Grant funds and managing the contractual relationships with selected contractors; and

WHEREAS, the parties and the other Stakeholders all intend that the TIGER Projects will be coordinated and managed in a collaborative manner that reflects good regional planning, the consistent treatment of all Stakeholders and the coordination of all TIGER Projects as one regional first/last mile connection strategy.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein set forth, the mutual benefits to the parties to be derived herefrom, and for other valuable consideration, the receipt and sufficiency of which the parties hereto acknowledge, the parties agree as follows:

1. PROJECT DESCRIPTION.

- A. All of the Stakeholders intend to collaborate to complete the TIGER Projects (including the City Project(s)), over the course of approximately five (5) years, with UTA responsible for project management and TIGER Grant oversight.
- B. City has committed to provide funds and/or in-kind contributions, as more particularly set forth herein, for the City Project(s).

2. PROJECT ADMINISTRATION AND MANAGER. UTA shall be responsible for administration of the design and construction contracts for the TIGER Projects, and any additional contracts as deemed necessary by UTA, within the budget and contingency amounts allocated for each City Project. In no event shall UTA be expected or required to enter into contracts, or to take on any obligations, committing UTA to pay amounts in excess of funds that have already been committed to the Tiger Projects. UTA shall administer these contracts in accordance with its procurement and contracting policies and all TIGER Grant requirements.

UTA will assign a Project Manager to manage and administer the TIGER Projects. The Project Manager will be responsible to report to the Policy Committee for oversight and management of the TIGER Projects.

City will assign a City Representative to coordinate with and participate in decisions with the Project Manager. The initial City Representative shall be as set forth in the introductory table of this Agreement. The City Representative will have the authority to approve design submittals and make or cause to be made the decisions required of City under this Agreement.

3. TERM. This Agreement shall remain in full force and effect until the TIGER Grant funds, together with the committed local funds, for the City Project(s) are fully expended and the TIGER Grant for the City Project(s) has been closed out.
4. PROJECT POLICY COMMITTEE. A Policy Committee has been established for the TIGER Projects, consisting of one individual from each of UTA, UDOT, WFRC, and MAG. The initial representatives are Steve Meyer for UTA, Carlos Braceras for UDOT, Andrew Gruber for WFRC, and Andrew Jackson for MAG. In the event one of the representatives leaves his or her position with an above- referenced agency, such agency will be responsible for appointing a new representative to the Policy Committee and communicating that to the Stakeholders. The Policy Committee will focus on the overall results and ongoing work of the TIGER Projects, will address any disputes among the Stakeholders involving the TIGER Projects, will seek additional funding as needed and will review and approve budgeting, accounting and other project oversight. All actions of the Policy Committee shall be taken by a majority determination of UTA, UDOT, WFRC, and MAG. All members of the Policy Committee shall be equal in authority. It is acknowledged that all actions of the Project Policy Committee must comply with applicable laws and with the scope, conditions and other requirements applicable to the TIGER Grant, as ultimately executed between UTA and the United States Department of Transportation.
5. WORK SCOPE. A general description of the City Project(s) to be included in the TIGER Projects, together with the City's financial commitment to each of the City Projects, is set forth in Exhibit "A", attached hereto and incorporated herein by this reference. Specific scopes of work will be developed for each of the City Projects and will be included in a separate Supplement to Stakeholder Agreement ("Supplement"), in the form of Exhibit "B", attached hereto and incorporated herein by reference. The Supplement will identify a budget for design and construction (which shall include a reasonable apportionment of the project management and construction management costs, and a reasonable allocation of the total contingency budget for each of the City Projects). The budget for costs other than project management and construction management will be estimated by UTA based upon information furnished by City. Each Supplement will also identify a schedule for each City Project. Each Supplement will include appropriate national and/or local standards, including but not limited to NACTO, APWA, AASHTO, UDOT and MUTCD.
6. PAYMENT/ACCOUNTING. The local matching funds for each of the City Projects, for each fiscal year as committed by the Stakeholder, will be due to UTA in advance on July 1 of such year, or as otherwise designated in a Supplement. Funds shall be delivered to UTA, payable to "Utah Transit Authority", and delivered c/o Chief

Financial Officer, 669 West 200 South, Salt Lake City, Utah. Each specific City Project will not be commenced until the local matching funds for that City Project have been delivered to UTA. To the extent that the Supplement for a City Project indicates additional funding sources (in addition to the TIGER Grant proceeds and corresponding local matching funds), City shall also be responsible for ensuring that the proceeds from such additional funding sources are also delivered to UTA in advance on July 1 or as otherwise designated in a Supplement. UTA shall maintain a financial database of all City funds, additional funding source proceeds, and all expenditures toward each of the City Projects.

The TIGER Grant funds indicated in the Supplement are fixed. Other than UTA's obligation to manage the Program in accordance with the allocated amount of program management costs identified in the Supplement (Exhibit B), UTA's administration and payment of Tiger Grant funds constitute UTA's sole financial responsibility for the City Projects and UTA has not budgeted any additional funds for any one City Project. To the extent that, at any time during project development, it becomes apparent that the funding indicated in the Supplement is insufficient to fund the City Project for costs other than UTA's program management, then: (i) projected cost overruns will need to be mitigated through mutually agreed value engineering measures; (ii) UTA and City will need to identify cost-reducing scope modifications (which must be consistent with Tiger Grant scoping requirements); (iii) City will make best efforts to secure additional funding to make up the deficiencies; or (iv) the City may elect not to move forward with the City Project, as outlined below.

Additional funds for projected deficiencies (or for any additional scope or modifications requested by City as more specifically described in Section 11 of this Agreement), shall be made promptly, in the same manner as described herein, and in the case of modifications, in advance, upon receipt of an invoice for the same from UTA. UTA may defer or suspend performance with respect to any City Project for which UTA has not received payment as indicated above until City has delivered additional funds to UTA if that is what the City agreed to do. If City is unable to either secure additional funding for a City Project or modify the scope of City Project to fit within the available funding, then City may request that UTA not move forward with the City Project. Upon receipt of such request, UTA shall remove the City Project from the scope of TIGER Projects and mitigate the incurrence of further costs toward such City Project. All unused matching funds (exclusive of the City's portion of the allocated program management costs identified in the budget attached to the Supplement) shall be returned to the City or applied to another City Project, at City's discretion, less City's portion of all costs previously incurred with respect to the City Project and any change order costs or partial termination costs incurred in conjunction with the removal of the City Project from the scope of the TIGER Projects. As applicable, City shall be entitled to any engineering deliverables previously prepared with respect to such City Project in their then-current condition.

To the extent that the actual total cost of designing and constructing each of the City Projects is less than the budget indicated in the Supplement, City shall be entitled to a proportionate refund of the local matching funds committed for design and

construction costs pursuant to the Supplement. Any such refund shall be payable within six (6) months after the TIGER Grant for that City Project has been closed out.

7. APPROVALS; FEES. Throughout the Term hereof, City shall make best efforts to coordinate and expedite any required processes or approval steps to facilitate commencement of work on the City Project(s). The budgets for each of the City Projects have not separately broken out any fees relating to approvals or permitting necessary for each of the City Projects. In the event such fees are required, and the budget for the City Project(s), including contingency, is not sufficient to absorb such fees, the City shall be responsible for such additional cost or for securing fee waivers.
8. TIGER PROJECTS CONTRACTOR; SELECTION. City acknowledges that, in accordance with the quantity and diversity of the TIGER Projects, a contractor or contractors shall be selected to complete the work contemplated hereunder. UTA, City, and the other Stakeholders anticipate selection of a contractor and a contracting method that will maximize efficiency in designing and constructing the various separate City Projects and TIGER Projects. UTA will prepare and distribute a Request for Qualifications and/or Request for Proposals for the TIGER Projects. UTA shall assemble a selection committee to review proposals by qualified firms and to select a designer and/or contractor to complete the TIGER Projects. The selection committee shall consist of representatives of UTA and one representative designated by each other member of the Policy Committee. The procurement and selection of a designer and/or contractors will be conducted in compliance with applicable state and federal procurement requirements, as well as applicable UTA policies and procedures for procurement. Negotiations will be conducted with the designer and/or contractor to establish a final work program and fee for the TIGER Projects. Upon selection of the designer and/or contractor, UTA will enter into a contract with the selected designer and/or contractor. UTA shall coordinate with the Policy Committee in such matters as issuing notices to proceed, change orders, accepting the work products of the designer and/or contractor, and similar items.
9. FEDERAL REQUIREMENTS. Any and all procurements, contracts and subcontracts related in any way to the City Project(s) shall be subject to all applicable state and federal laws, rules, regulations and requirements, including but in no way limited to, Buy-America requirements, payment of Davis-Bacon wages, Utah contractor insurance requirements, etc.
10. UTILITIES; RIGHT-OF-WAY. City and UTA do not contemplate any necessary property acquisitions or utility relocations for the City Projects. In the event any property acquisition or utility relocation is necessary, such acquisition or relocation shall be completed by City. Any such acquisitions or relocations shall be completed prior to such City Project being placed on that fiscal year's project list; and further all such acquisitions shall be completed in accordance with all applicable federal and state property acquisition rules, regulations, and guidelines, including but not limited to the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and regulations promulgated thereunder, and in accordance with UTA (and where applicable, UDOT) policies and procedures. Full

documentation of the acquisition process shall be delivered to UTA prior to commencement of work on such City Project.

11. **COMPLETION OF CITY PROJECTS; SCOPE MODIFICATIONS.** No work shall be completed on any City Project(s) without a fully-executed Supplement, and without payment having been received for the same by UTA as outlined in the Supplement. UTA has assumed that all City Projects will be designed using APWA, NACTO, UDOT, and AREMA standards. City acknowledges that any betterments to such standards will likely result in increased costs and schedule impacts. UTA will give notice to City of whether any modification is a betterment prior to finalizing and implementing the modification. City and UTA will mutually agree upon a definition of what constitutes a "betterment" prior to commencing construction.
12. **COORDINATION.** City and UTA shall keep each other, and other Stakeholders as appropriate, abreast of substantive communications and activities related to the City Projects.
13. **AMENDMENTS.** Alterations, extensions, supplements or modifications to the terms of this Agreement as detailed herein shall be agreed to in writing by the parties concerned, incorporated as amendments to this Agreement, and made a part hereof.
14. **COMPLETION/CONTINUING CONTROL.** UTA and City acknowledge that the City Project(s) are being or will be constructed on City (or, in the case of certain roadway rights-of-way, County or State) property. Except as otherwise indicated in a Supplement, UTA will not have title to any of such property. Nevertheless, the Federal Transit Administration rules and regulations require that UTA, as "grantee" under the TIGER Grant, maintain continuing control over the City Project(s). Upon completion of each of the City Projects, UTA will prepare a proposed bill of sale transferring to City (or, if appropriate, the County or State) ownership and maintenance responsibility with respect to the improvements constructed as part of the City Projects and providing for the City's acceptance of such improvements, and assignment of all contractor warranties related thereto. Final transfer of the improvements will be subject to FTA approval. The bill of sale will contain an acknowledgement and agreement by City to operate, maintain and repair the improvements constructed as part of City Projects in a manner that protects FTA's investment in the City Projects (for the full useful life of such improvements as defined in FTA Circular 5010.1E, and set forth in the bill of sale). Thereafter, City shall provide UTA with an annual report, in the form attached hereto as Exhibit "C", throughout the life of the City Projects (as further described on the report) that will (a) account for the City Projects and include City Project inventory records, (b) detail procedures for asset management and adequate maintenance of equipment and facilities that are a part of the City Projects, (c) ensure that effective and continuing control and accountability are maintained by City for all City Projects, and (d) ensure that the City Projects are properly used and safeguarded, and used solely for their authorized and intended purposes. In the event City does not complete and provide UTA with the annual report, or in the event City does not properly maintain the City Projects throughout the life of such City Projects, and after written notice and at least one hundred and twenty (120) days to cure any alleged neglected maintenance

or overdue reporting, City shall reimburse the depreciated amount of TIGER Grant funds remaining in the City Projects. Upon completion, any warranty provided by the contractor or manufacturer of any materials, as applicable, shall be transferred to City.

15. RECORDS. The Stakeholders acknowledge disclosure and retention of records pursuant to this Agreement is subject to the Utah Government Records Access and Management Act, Utah Code §63G-7-101, et seq.

IN WITNESS WHEREOF, UTA and City have entered into this Agreement effective the date first set forth herein.

UTAH TRANSIT AUTHORITY

By W. Stuehler
Title INTERIM EXECUTIVE DIRECTOR
Date: 2/21/19

By [Signature]
Title Chief Operating Officer
Date: 2/21/2019

Approved as to Form:
[Signature]
UTA Legal Counsel

SALT LAKE CITY CORPORATION

By Patrick W. Seary
Title Acting Mayor
Date: March 28, 2019

ATTEST AND COUNTERSIGN:
Salt Lake City Recorder's Office

Assistant Kory Solove
City Recorder



RECORDED
MAR 28 2019
CITY RECORDER

APPROVED AS TO FORM:
Salt Lake City Attorney's Office

[Signature]
Megan J. DePaulis, Senior City Attorney
Date: 2/27/19

EXHIBIT "A"

**TIGER Projects
City Projects/Financial
Commitments**

Project ID	Project Description	Project Type	Project City	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040		
SLC_OP_1	Pedestrian Overpass Bridge 300 North	Overhead Pedestrian	Salt Lake City	\$6,204,047	\$498,286	\$886,117	\$341,344	\$443,058	\$445,058	\$1,069,250	City - Local	\$2,500,000	WFRG - Fed	\$1,000,000	UDOT - Fed	\$4,569,250	\$1,634,797											2019
SLC_MUP_1	Fokom Trail Jordan River to North Temple	Multi Use Path	Salt Lake City	\$2,413,958	\$199,318	\$307,929	\$384,075	\$182,308	\$184,757	\$482,792	City - Local					\$482,792	\$1,991,166											2019
				\$8,618,005	\$697,604	\$1,194,046	\$1,325,419	\$625,367	\$627,816	\$1,552,042		\$2,500,000		\$1,000,000		\$5,052,042	\$3,965,963											

Includes:
181,540 (WFRG match)
887,710 TIGER

500k udot + 500k UPRR = \$1M

Section 130 UDOT will provide the matching funds for the SLC if money is needed to build base bridge. Should money be used for betterments then then SLC would be responsible for paying the matching funds.

EXHIBIT "B"

**Sample Format of Supplement to
Stakeholder Agreement**

SUPPLEMENT NO. 1 TO
STAKEHOLDER AGREEMENT
SALT LAKE CITY
TIGER GRANT

TIGER 2016 GRANT NO. _____	UTA CONTRACT NO.	STAKEHOLDER CONTRACT No.
SUMMARY OF CITY PROJECT INCLUDED IN THIS SUPPLEMENT:		PROJECT VALUE OF CITY PROJECT \$2,413,958
SLC_MUP_1: FOLSOM TRAIL; JORDAN RIVER TO NORTH TEMPLE		CITY REPRESENTATIVE: Stephanie Toombs/ Julianne Sabula

THIS SUPPLEMENT NO. 1 TO STAKEHOLDER AGREEMENT (“Supplement”) is made and entered into this ____ day of February, 2019, by and between **UTAH TRANSIT AUTHORITY**, a public transit district (“UTA”), and **SALT LAKE CITY CORPORATION**, a Utah municipal corporation (“City”).

The parties hereto entered in to a Stakeholder Agreement dated February ___, 2019 (the “Agreement”), which Agreement contemplated execution of supplements outlining specific details for the City Projects to be completed thereunder. All definitions and terms of the Agreement remain in full force and effect unless otherwise specified herein.

The parties hereto agree to the City Project known as the Folsom Trail – Jordan River to North Temple (the “Trail Project”), including scope, schedule and budget as follows:

1. Description of Work and Proposed Location:

This basis of design for the Trail Project is established by the attached Plans/Plan Sheets.

2. Anticipated Duration of Work:

Design with respect to the Trail Project will begin once the City has deposited the \$482,792 in City Participation Funds (see the table below). UTA commits the pre-design meeting for the Trail Project will occur no later than 2 months upon receipt of City Participation Funds. At the pre-design meeting, the scope of the design services will be determined and the project milestones will be set for the Trail Project.

3. Estimated Total Cost of Work:

(Detailed Estimate Attached as Attachment 1, hereto.)

ESTIMATED BUDGET OF THIS SUPPLEMENT:	\$2,413,958
ESTIMATED AMOUNT OF TIGER GRANT PARTICIPATION:	\$1,931,166
ESTIMATED AMOUNT OF CITY PARTICIPATION:	\$482,792

4. Construction Management

a. **Design Review:** UTA shall ensure that the City is involved in the three (3) phases of design review (30% design- 60% design/construction- 90% design/construction reviews).

b. **Phase 2 Amendment:** UTA has retained a construction contractor to perform pre-construction service pursuant to a construction manager/general contractor ("CM/GC") project delivery method. UTA shall coordinate with the City the negotiation of the CM/GC Phase 2 construction contract amendment(s) (collectively the "Phase 2 Amendment") for the Trail Project. The CM/GC Phase 2 Amendment shall define the scope of the construction services to be provided by the contractor and authorize the contractor to proceed with such construction services. The Phase 2 Amendment shall include construction pricing, a construction schedule, and a work breakdown structure and progress payment terms (including long-lead materials orders) for the Trail Project. UTA will provide the City with CM/GC contractor and consultant(s) pay requests and any requests for Change Orders. The City may object to proposed contractor payments that do not comply with the terms of the Phase 2 Amendment for the Trail Project identified above. UTA will provide justification and backup for any requested Change Orders and negotiation of pricing if City deems necessary. UTA shall ensure that the City has the opportunity to participate in all formal and informal meetings and reviews with the Design and Construction Engineer (CE) or the CM/GC contractor; opportunity to comment upon all Construction submittals related to the Trail Project. The City Representative shall be available to conduct timely "over the shoulder" reviews, with adequate notice. UTA shall require the Final Design Consultant, the CE, and the CM/GC to provide the City with the project record documents (as-builts), approved submittals, and project files.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed by their duly authorized officers as of the day and year first written above.

UTA:

UTAH TRANSIT AUTHORITY

By _____
 Title _____
 Date: _____

By _____
Title _____
Date: _____

Approved as to Form:

UTA Legal Counsel

CITY:

SALT LAKE CITY CORPORATION

By _____
Title _____
Date: _____

ATTEST AND COUNTERSIGN:
Salt Lake City Recorder's Office

APPROVED AS TO FORM:
Salt Lake City Attorney's Office

City Recorder

Megan J. DePaulis, Senior City Attorney
Date: _____

EXHIBIT "C"

Annual City Projects Maintenance Report

This report shall be submitted on an annual basis, addressed to UTA as follows:

Utah Transit Authority
Asset Management Group
669 West 200 South
Salt Lake City, UT 84101

This report shall be submitted for ten years from the completion of the City Property, or such longer period as may be requested by UTA.

This report will include the following information submitted in a format reasonably acceptable to UTA:

- A description of the assets constructed as part of the City Project.
- Current photographs of such assets.
- Most recent inspection date.
- Summary of maintenance activities conducted since last report.
- Summary of long term maintenance and capital replacement plan.

Exhibit B

(Supplement No. 1 to Interlocal Cooperation Agreement)

City Tracking No.

06-5-19-1306-1

SUPPLEMENT NO. 1 TO
STAKEHOLDER AGREEMENT
SALT LAKE CITY
TIGER GRANT

[FOLSOM BRIDGE ONLY]

[SEPARATE SUPPLEMENT PLANNED FOR 300 NORTH BRIDGE]

RECORDED
MAR 28 2019
CITY RECORDER

TIGER 2016 GRANT No. 2018-02	UTA CONTRACT No. 18-02298BM	STAKEHOLDER CONTRACT No.
SUMMARY OF CITY PROJECT INCLUDED IN THIS SUPPLEMENT:		PROJECT VALUE OF CITY PROJECT \$2,413,958
SLC_MUP_1: FOLSOM TRAIL; JORDAN RIVER TO NORTH TEMPLE		CITY REPRESENTATIVE: Stephanie Toombs/ Julianne Sabula

THIS SUPPLEMENT NO. 1 TO STAKEHOLDER AGREEMENT (“Supplement”) is made and entered into this 19TH day of February, 2019, by and between **UTAH TRANSIT AUTHORITY**, a public transit district (“UTA”), and **SALT LAKE CITY CORPORATION**, a Utah municipal corporation (“City”).

The parties hereto entered in to a Stakeholder Agreement dated February 19, 2019 (the “Agreement”), which Agreement contemplated execution of supplements outlining specific details for the City Projects to be completed thereunder. All definitions and terms of the Agreement remain in full force and effect unless otherwise specified herein.

The parties hereto agree to the City Project known as the Folsom Trail – Jordan River to North Temple (the “Trail Project”), including scope, schedule and budget as follows:

1. Description of Work and Proposed Location:

This basis of design for the Trail Project is established by the attached Plans/Plan Sheets.

2. Anticipated Duration of Work:

Design with respect to the Trail Project will begin once the City has deposited the \$482,792 in City Participation Funds (see the table below). UTA commits the pre-design meeting for the Trail Project will occur no later than 2 months upon receipt of City Participation Funds. At the pre-design meeting, the scope of the design services will be determined and the project milestones will be set for the Trail Project.

3. Estimated Total Cost of Work:

(Detailed Estimate Attached as Attachment 1, hereto.)

ESTIMATED BUDGET OF THIS SUPPLEMENT:	\$2,413,958
ESTIMATED AMOUNT OF TIGER GRANT PARTICIPATION:	\$1,931,166
ESTIMATED AMOUNT OF CITY PARTICIPATION:	\$482,792

4. Construction Management

a. **Design Review:** UTA shall ensure that the City is involved in the three (3) phases of design review (30% design- 60% design/construction- 90% design/construction reviews).

b. **Phase 2 Amendment:** UTA has retained a construction contractor to perform pre-construction service pursuant to a construction manager/general contractor (“CM/GC”) project delivery method. UTA shall coordinate with the City the negotiation of the CM/GC Phase 2 construction contract amendment(s) (collectively the “Phase 2 Amendment”) for the Trail Project. The CM/GC Phase 2 Amendment shall define the scope of the construction services to be provided by the contractor and authorize the contractor to proceed with such construction services. The Phase 2 Amendment shall include construction pricing, a construction schedule, and a work breakdown structure and progress payment terms (including long-lead materials orders) for the Trail Project. UTA will provide the City with CM/GC contractor and consultant(s) pay requests and any requests for Change Orders. The City may object to proposed contractor payments that do not comply with the terms of the Phase 2 Amendment for the Trail Project identified above. UTA will provide justification and backup for any requested Change Orders and negotiation of pricing if City deems necessary. UTA shall ensure that the City has the opportunity to participate in all formal and informal meetings and reviews with the Design and Construction Engineer (CE) or the CM/GC contractor; opportunity to comment upon all Construction submittals related to the Trail Project. The City Representative shall be available to conduct timely “over the shoulder” reviews, with adequate notice. UTA shall require the Final Design Consultant, the CE, and the CM/GC to provide the City with the project record documents (as-builts), approved submittals, and project files.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed by their duly authorized officers as of the day and year first written above.

UTA:

UTAH TRANSIT AUTHORITY

By Walter Wilson
 Title INTERIM EXECUTIVE DIRECTOR
 Date: 2/21/19

By *[Signature]*
Title Chief Operating Officer
Date: 2/21/2019

Approved as to Form:

[Signature]
UTA Legal Counsel

CITY:

SALT LAKE CITY CORPORATION

By *Patrick W Feary*
Title Acting Mayor
Date: March 28, 2019

ATTEST AND COUNTERSIGN:
Salt Lake City Recorder's Office

Kory Solovic
City Recorder
Assistant

APPROVED AS TO FORM:
Salt Lake City Attorney's Office

Megan J DePaulis
Megan J. DePaulis, Senior City Attorney
Date: 2/27/19

RECORDED
MAR 28 2019
CITY RECORDER





**PROJECT # PROJECT NAME: Folsom Trail
FLM Cost Estimate - Concept Level**

Prepared By: Salt Lake City Transportation

Date 5/10/2017

11/1/2018

reverse calculate from UTA's exhibit

Proposed Project Scope:

Approximate Route Reference Mile Post (BEGIN) =	(END) =
Project Length = 1.390 miles	7,339 ft
Current FY Year (July-June) =	2017
Assumed Construction FY Year =	2018
Assumed Yearly Inflation for Engineering Services (PE and CE) (%/yr) =	3.0%
Assumed Yearly Inflation for Right of Way (%/yr) =	3.0%
Items not Estimated (% of Construction) =	20.0%
Preliminary Engineering (% of Construction + Incentives) =	6.0%
Construction Engineering (% of Construction + Incentives) =	4.0%

2019

5%

10.16%

10.29%

11.10% uta oversight

Construction Items	Initial SLC Cost Est	UTA Adjusted Est	Remarks
Roadway and Drainage	\$978,000	\$978,000	12' trail paving, ramp and intersection concrete flatwork, median islands
Traffic and Safety	\$657,000	\$390,000	3 HAWK-Signals/RRFBs, Signage, delineator posts, ped. lighting
Landscaping, irrigation, benches, green infrastructure, amenities		-\$149,991	Evaluate T&S and Is/irr scopes/estimates/funds toward which items, \$240,009
Structures			
Environmental Mitigation			
Mobilization & Traffic Control	\$244,500	\$269,283	25% Roadway. Adj. 15% Const.
Subtotal	\$1,635,000	\$1,487,292	
Items not Estimated (20%)	\$327,000	\$307,929	
Construction Subtotal	\$1,962,000	\$1,795,221	
P.E. Cost	P.E. Subtotal	\$117,720	\$182,308 8%
C.E. Cost	C.E. Subtotal	\$78,480	\$184,757 4%
UTA Oversight		\$199,318	
Right of Way (include exhibit)	Right of Way Subtotal		
Utilities	Utilities Subtotal	\$50,000	\$50,000 Review by Union Pacific Railroad
Public Involvement Cost	PI Subtotal	\$2,354	\$2,354 2% design
Miscellaneous	Miscellaneous Subtotal	\$390,000	see above Landscaping, benches, green infrastructure, amenities

PROJECT TOTAL \$2,600,554 \$2,413,958
+mob/tc \$2,893,954

Project Assumptions

- 1 Landscaping will include irrigation
- 2 Union Pacific will approve existing crossing layout at 800 West and 800 West
- 3 Traffic and Safety includes pedestrian bollard lighting and trail signage
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14

U T A 
CONCEPT REPORT SUMMARY
 1 of 3

SECTION 1: Project Information

Project Name:	Folsom Trail		
Project Number:		City/County:	Salt Lake City
Project Type:	Trail Connection	Road Ownership:	Salt Lake City
Location	From: 500 West	Project Concept Map:	Attached
	To: Jordan River Trail	Local Match:	\$400,000
Project Length:	1.39 miles	Length:	1.39 miles

Contact Information:

Agency:	Salt Lake City Transportation Division
Primary Contact:	Stephanie Toombs / Julianne Sabula
Phone:	801-535-6374 / 801-535-6678
Cell Phone:	
Email:	Stephanie.toombs@slcgov.com Julianne.Sabula@slcgov.com

Project Description:

The Folsom Trail will be a new off-street, multi-use path connecting the Jordan River Parkway Trail to downtown Salt Lake City. The Trail follows an abandoned freight rail corridor, and will be placed over an existing stormwater utility culvert that houses City Creek. Three major road crossings will require the installation of pedestrian- and bicycle-activated mid-block signals. The Trail will connect with the new Jordan River Trail Bridge at approximately 200 South by the Fisher Mansion, and connect with 500 West at North Temple by the Gateway Mall.

Major Project Risks:

- Major risks for this project include:
- Potential for unidentified environmental contamination
 - Design review by Union Pacific Railroad for Crossings at 600 West and South Temple and at 800 West and South Temple

SECTION 2: Design Information (Executive Summary)

Roadway / Pavement Summary <i>List items of work specific to project (Include pavement widening quantities and striping plan if needed)</i>	Estimated Construction Cost:	\$710,260.00
Includes 12' wide asphalt paving for trail, concrete ramp and intersection crossing flatwork, median islands, existing asphalt/concrete demolition and removal		



CONCEPT REPORT SUMMARY

2 of 3

Traffic and Safety Summary <i>Traffic, Signals, Lighting, ITS</i>	Estimated Construction Cost:	\$544,200.00
Includes: <ul style="list-style-type: none">- Three HAWK signals at 600 West, 900 West and 1000 West- Trail and intersection crossing signage- Includes flexible delineator posts and bollards to address vehicle traffic- Includes bollard-style pedestrian safety lighting		

Structures Summary <i>Bridges, Walls, Sign Structures, Box Culverts, Geotechnical</i>	Estimated Construction Cost:	\$0

Environmental Summary/Status <i>Temporary Erosion Control, Landscaping</i>	Estimated Mitigation Cost:	\$0

Right of Way Summary	Estimated Property Cost:	\$0

Utility and Railroad Summary	Estimated Relocation Cost:	\$50,000
Cost for review by Union Pacific Railroad for railroad crossing designs at 600 West and South Temple and 800 West at South Temple.		

ITS Summary	Estimated Construction Cost:	\$0



CONCEPT REPORT SUMMARY

3 of 3

Public Involvement Summary	Estimated Cost:	\$1,806.00
Costs for production of project flyers and posters, open houses, meet-the-contractor event, website, email list, and project phone line.		

Miscellaneous Summary: \$291,000.00
Miscellaneous items include: <ul style="list-style-type: none">- Plants and landscaping- Irrigation and controllers- Mulch and groundcover- Re-seeding- Benches- Trash receptacles- Wayfinding signage- Green infrastructure



CONCEPT REPORT SUMMARY

Appendix

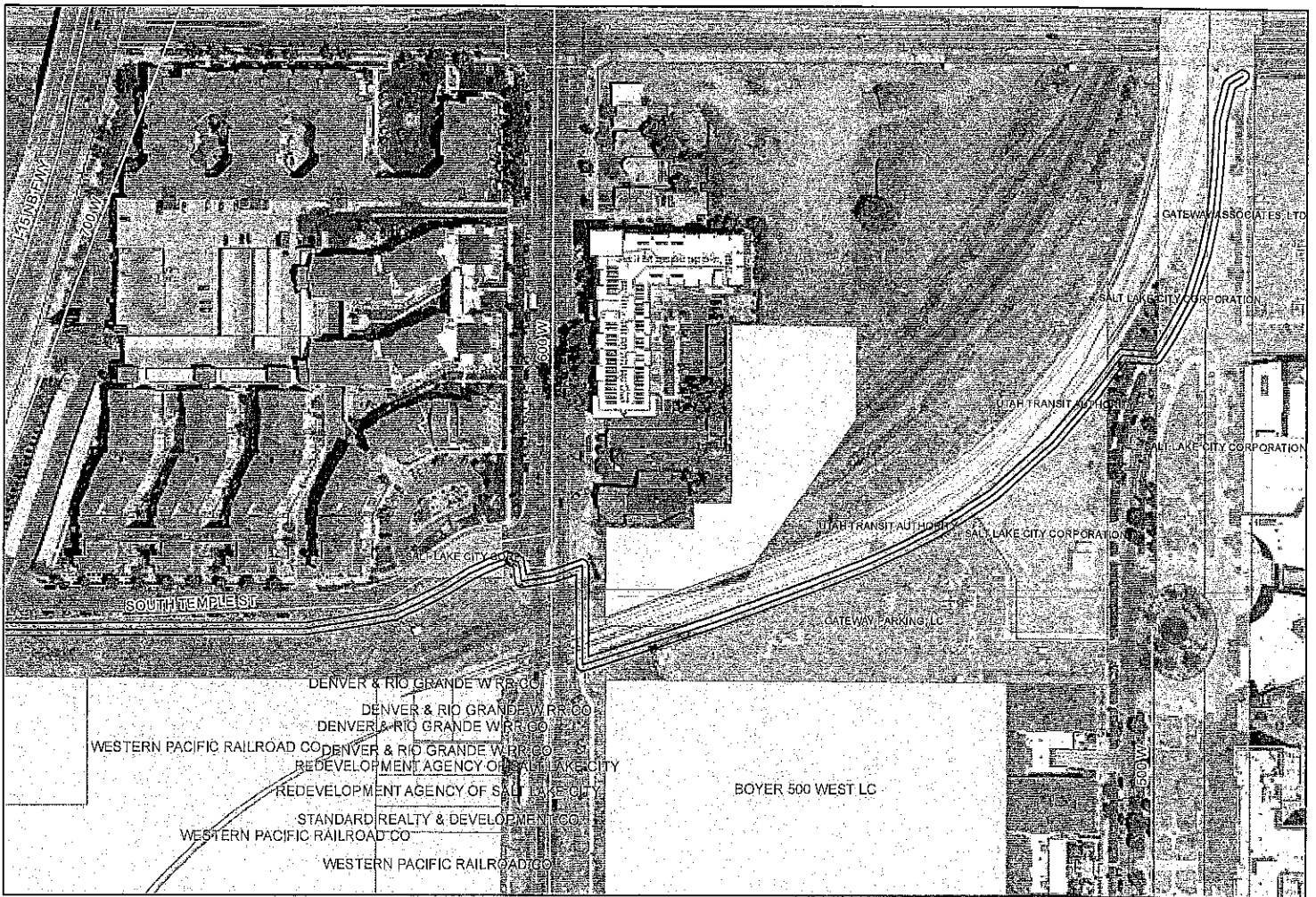
SECTION 3: Project Log

Complete the Following:

Date Sent	Date Received

(Update this as major decisions are made regarding the project.)

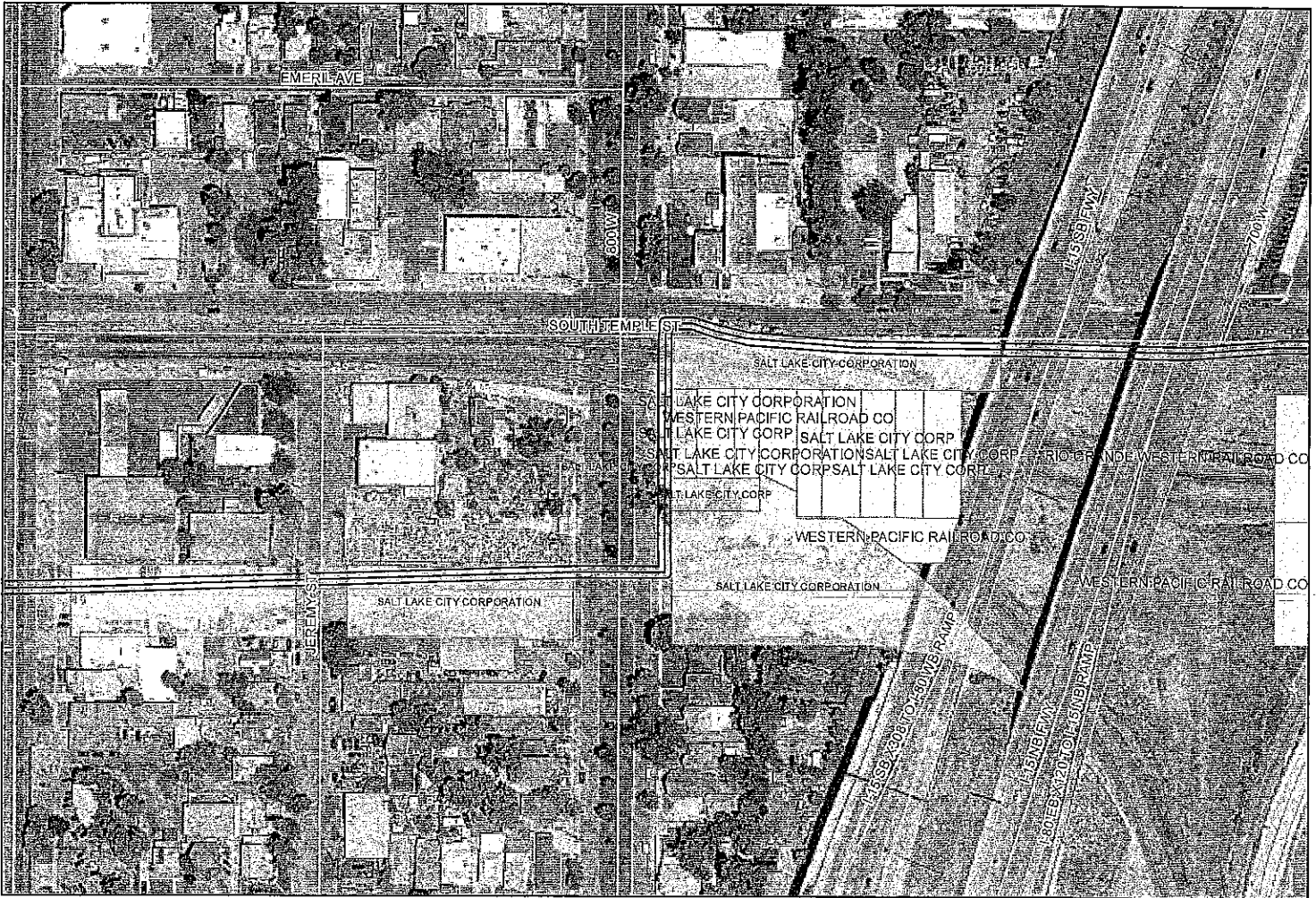
Date	Decision Made



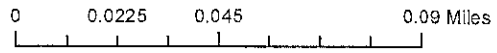
— Folsom Trail - Alignment and 16-foot buffer □ Intersecting Parcels

0 0.0225 0.045 0.09 Miles





— Folsom Trail - Alignment and 16-foot buffer - - - Intersecting Parcels

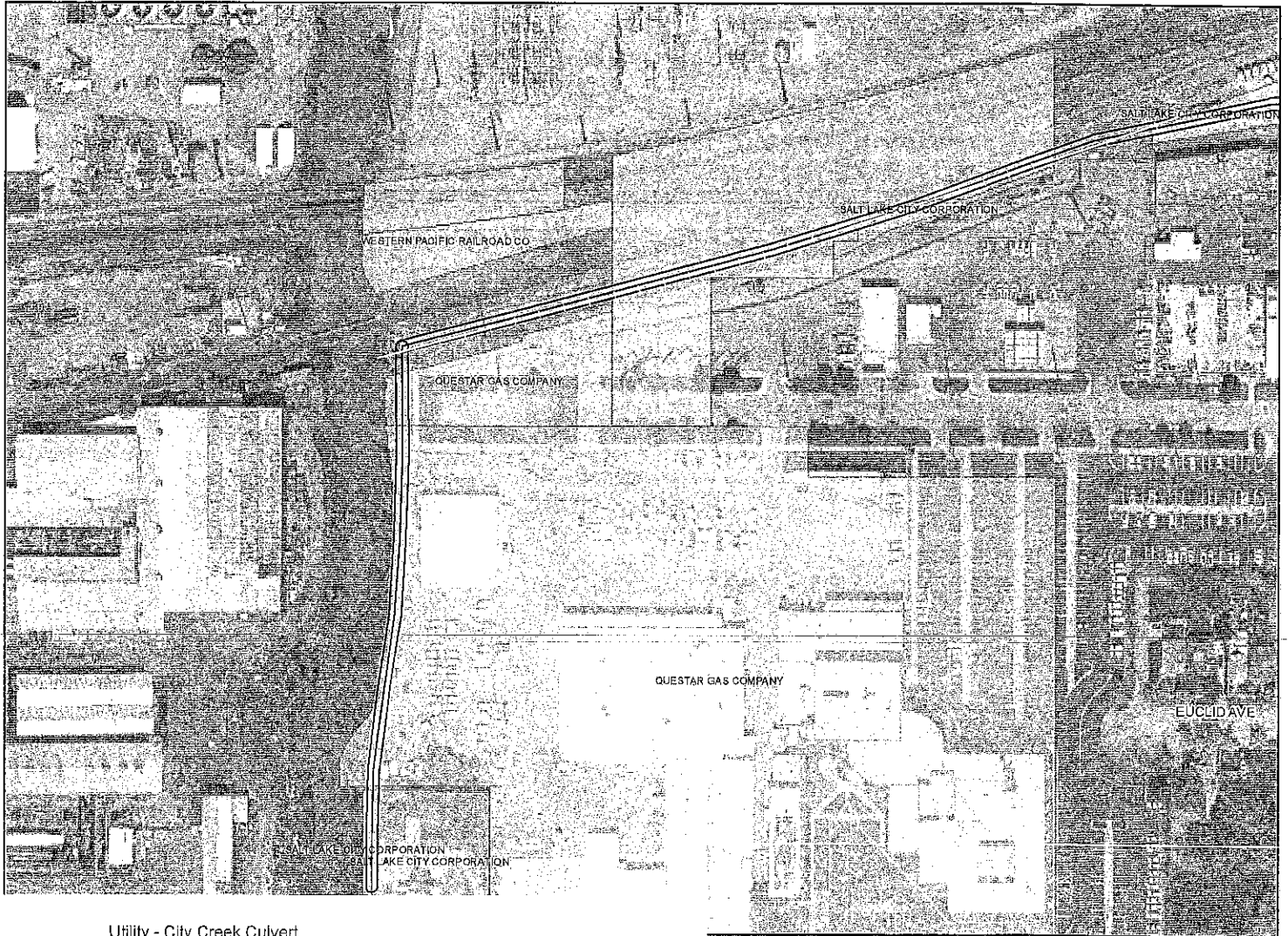




— Folsom Trail - Alignment and 16-foot buffer □ Intersecting Parcels

0 0.0225 0.045 0.09 Miles





Utility - City Creek Culvert

—— Folsom Trail - Alignment and 16-foot buffer □ Intersecting Parcels

0 0.0225 0.045 0.09 Miles



Project ID	Project Description	Project Type	Municipality	Project Status Cost	Program Management	Contingency	Design	Construction Engineering	Soft Funding Source #1	Funding Source #1	Matching Funds Available (\$)	Total Funding (\$)	Year Funds Available
SLC_MUP_1	Folsom Trail; Jordan River to North Temple	Multi Use Path	Salt Lake City	\$2,413,958	\$199,318	\$307,929	\$182,308	\$184,757	\$482,792	City - Local	\$482,792	\$1,931,166	2019
				\$2,413,958	\$199,318	\$307,929	\$182,308	\$184,757	\$482,792		\$482,792	\$1,931,166	

Exhibit C

(Supplement No. 2 to Interlocal Cooperation Agreement)

SUPPLEMENT NO. 2 TO
 STAKEHOLDER AGREEMENT
SALT LAKE CITY
 TIGER GRANT
 [300 NORTH BRIDGE ONLY]
 [SEPARATE SUPPLEMENT PREVIOUSLY EXECUTED FOR FOLSOM TRAIL]

TIGER GRANT

TIGER 2016 GRANT No. 2018-02	UTA CONTRACT NO. 18-02298BM	STAKEHOLDER CONTRACT No.
SUMMARY OF CITY PROJECTS INCLUDED IN THIS SUPPLEMENT: SLC_OP_1: PEDESTRIAN OVERPASS BRIDGE; 300 NORTH		PROJECT VALUE OF CITY PROJECTS \$ 6,204,047
		CITY REPRESENTATIVE: Stephanie Toombs/ Julianne Sabula

THIS SUPPLEMENT NO. 2 TO STAKEHOLDER AGREEMENT (“Supplement”) is made and entered into this ____ day of _____ 2020, by and between **UTAH TRANSIT AUTHORITY**, a public transit district (“UTA”), and **SALT LAKE CITY CORPORATION**, a Utah municipal corporation (“City”).

The parties entered in to a Stakeholder Agreement dated February 19, 2019 (the “Stakeholder Agreement”), which Agreement contemplated execution of supplements outlining specific details for the City Projects to be completed thereunder. All definitions and terms of the Agreement remain in full force and effect unless otherwise specified herein.

The parties agree to the City Project known as the 300 North Pedestrian Overpass Bridge, TIGER Project No. SLC_OP_1, (the “Bridge Project”), including scope, schedule and budget as follows:

1. Description of Work and Proposed Location:

The basis of design for the Bridge Project is established by the attached Concept Report prepared by Salt Lake City Transportation Division dated May 9, 2017.

2. Anticipated Duration of Work:

The funds to be secured by the City (the “City Secured Funds”) are identified in the table below (“Cost Estimate Table”). Of the City Secured Funds, UPRR has agreed to pay \$500,000 of the City Secured Funds directly to the City (the “UPRR Funds”) pursuant to an agreement between the City and UPRR (the “UPRR Agreement”). The City shall pay the UPRR Funds to UTA in progress payments as the City receives the payments from UPRR, less the amounts retained by the City to meet its obligations to UPRR under the UPRR Agreement. UTA will hold a pre-design meeting for the Bridge Project no later than two months following receipt of the City Secured

Funds. At the pre-design meeting, the scope of the design services will be determined and the project milestones will be established for the Bridge Project.

3. Estimated Total Cost of Work:

(Detailed Estimate Attached as Attachment 1, hereto.)

SOURCE	TOTAL	UTA SECURED	CITY SECURED (FUNDS TO BE PAID TO UTA)
ESTIMATED BUDGET OF THIS SUPPLEMENT:	\$6,204,047	\$4,634,797	\$1,569,250
ESTIMATED AMOUNT OF TIGER GRANT	\$2,466,951	\$1,634,797	\$ 832,154
ADDITIONAL FUNDING SOURCES (WFRC Federal STP Funds):	\$2,681,540	\$2,500,000	\$ 181,540
ADDITIONAL FUNDING SOURCES (UDOT Federal Sec 130 Funds):	\$ 555,556	\$ 500,000	\$ 55,556
ADDITIONAL FUNDING SOURCES (UPRR)	\$ 500,000	\$ 0	\$ 500,000*

*Contingent upon City’s execution of the “UPRR Agreement, and less any amounts due from the City to UPRR in satisfaction of the UPRR Agreement. Unless otherwise agreed by the parties, UTA shall not proceed with the construction phase of the Project until the UPRR Agreement is executed.

4. Construction Management

a. **Design Review:** UTA shall ensure that the City and UPRR are involved in the three (3) phases of design review (30% design- 60% design/construction- 90% design/construction reviews). Each step of design review must be approved by the City to move forward and by UPRR at the stages agreed to under the UPRR Agreement.

b. **Phase 2 Amendment:** UTA has retained a construction contractor to perform pre-construction services pursuant to a construction manager/general contractor (“CM/GC”) project delivery method. UTA shall coordinate with the City the negotiation of the CM/GC Phase 2 construction contract amendment (the “Phase 2 Amendment”) for the Bridge Project. The Phase 2 Amendment shall define the scope of the construction services to be provided by the contractor and authorize the contractor to proceed with such construction services for the Bridge Project. The Phase 2 Amendment shall include construction pricing, a construction schedule, and a work breakdown structure and progress payment terms (including long-lead materials orders) for the Bridge Project. UTA will provide the City with copies of CM/GC contractor and consultant(s) pay

requests and any requests for Change Orders. The City may object to proposed contractor payments that do not comply with the terms of the Phase 2 Amendment for the Bridge Project identified above. UTA will provide justification and backup for any requested Change Orders and negotiation of pricing if requested by the City. UTA shall ensure that the City has the opportunity to participate in all formal and informal meetings and reviews with the Design and Construction Engineer (CE) or the CM/GC contractor and the opportunity to comment upon all Construction submittals related to the Bridge Project. The City Representative shall be available to conduct timely “over the shoulder” reviews, with adequate notice. UTA shall require the CE and the CM/GC to provide the City with the project record documents (as-builts), approved submittals and project files.

5. Third-Party Funding Sources

a. **UTA Secured Funds:** UTA will secure the WFRC and UDOT funds as reflected in the Cost Estimate Table. The parties agree that any of the City Secured Funds that are not utilized for the Bridge Project will be used for the other City Project identified in Supplement No. 1 to the Stakeholder Agreement or returned to the City.

b. **Payment of UPRR Funds:** UTA and the City acknowledge that the City has executed (or will execute) the UPRR Agreement to secure the UPRR Funds as additional funding for the Bridge Project. Both parties acknowledge that under the UPRR Agreement, the UPRR Funds will be paid to the City as progress payments and that the full funding will not be available until on or after substantial completion of the Bridge Project and are subject to UPRR’s final approval and disbursement. Both parties agree to cooperate with one another to expedite the City’s collection of the UPRR Funds from UPRR.

c. **City’s Retention of Funds for UPRR Payments Due Under the UPRR Agreement:** Under the UPRR Agreement, the City is required to pay UPRR for certain engineering review costs, potentially real property licensing costs, and other costs associated with the Bridge Project (the “UPRR Project Costs”). Notwithstanding anything to the contrary provided in the Stakeholder Agreement, UTA and the City agree that: (i) UPRR Project Costs shall be considered as project costs for the Bridge Project; and (ii) the City shall initially withhold the sum of \$150,000 from the payment of the City Secured Funds, to be deposited into a segregated account and allocated solely to the payment of the UPRR Project Costs payable under the UPRR Agreement. Once all UPRR Project Costs have been fully paid by the City under the UPRR Agreement, and all amounts due from UPRR to the City have been paid, all remaining City Secured Funds withheld in the segregated account, including the additional UPRR Funds paid to the City from UPRR, shall be paid to UTA and administered in accordance with the Agreement.

6. Risk Matters

a. **Liability under UPRR Agreement:** UTA acknowledges that, pursuant to the UPRR Agreement, the City is required to perform certain obligations and assume certain liabilities (including, without limitation, those related to access, coordination and safety) related to the initial construction and ownership of the Bridge Project, and also requires that the City ensure that its contractors and subcontractors comply with UPRR’s requirements set forth under

the UPRR Agreement. UTA agrees that for purposes of the UPRR Agreement, it will be deemed to be the City's "Contractor" as defined under the UPRR Agreement and agrees to comply with all of the requirements that are applicable prior to the City's acceptance of ownership of the Project. UTA further agrees to ensure that all requirements in the UPRR Agreement applicable to UTA's contractor(s) are included or added to the respective contracts UTA holds with those entities, and administer and enforce all such contractual requirements against its contractors for the City's benefit; UTA also agrees to indemnify and hold City harmless from any damages or claims for damage occurring to persons or property that are proximately caused by UTA or its contractor(s) and are related to construction of the Project. This indemnity obligation terminates once the City takes ownership of the Project, unless such claims relate to or arise from UTA's construction of the Project.

b. **Mutual Indemnity:** The City and UTA are governmental entities under the Utah Governmental Immunity Act. Consistent with the terms of the Act, and as provided herein, it is mutually agreed that each party is responsible and liable for its own wrongful or negligent acts which are committed by it or by its agents, officers or employees. Neither party waives any defenses otherwise available under the Act nor does any party waive any limits of liability currently provided by the Act. The parties agree to indemnify each other and hold each other harmless from any damages or claims for damages occurring to persons or property as a result of the negligence or fault of their own officers, employees or agents involved in the matter pertaining to this Stakeholder Agreement.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed by their duly authorized officers as of the day and year first written above.

UTA:

UTAH TRANSIT AUTHORITY

By _____
Title _____
Date: _____

By _____
Title _____
Date: _____

Approved as to Form:

UTA Legal Counsel

CITY:

SALT LAKE CITY CORPORATION

By _____
Title _____
Date: _____

ATTEST AND COUNTERSIGN:
Salt Lake City Recorder's Office

City Recorder

APPROVED AS TO FORM:
Salt Lake City Attorney's Office

Megan J. DePaulis, Senior City Attorney
Date: _____



CONCEPT REPORT SUMMARY

1 of 3

SECTION 1: Project Information

Project Name:	300 North Bridge		
Project Number:		City/County:	Salt Lake City
Project Type:	Bridge	Road Ownership:	Salt Lake City
Location	From: 450 West	Project Concept Map:	Attached
	To: 550 West	Local Match:	
Project Length:	422 Feet	Length:	422 Feet

Contact Information:

Agency:	Salt Lake City Transportation Division
Primary Contact:	Colin Quinn-Hurst / Julianne Sabula
Phone:	801-535-6134 / 801-535-6678
Cell Phone:	541-306-0837 / 801-949-1958
Email:	Colin.Quinn-Hurst@slcgov.com Julianne.Sabula@slcgov.com

Project Description:

The crossing of five rail lines creates a barrier to walking and biking, particularly for high school students, in this rapidly growing and redeveloping area along 300 North. UPRR trains frequently stop or move very slowly at this crossing, resulting in pedestrians/bicyclists climbing through trains. The situation will be remedied with design and construction of a pedestrian/bicycle overpass.

Major Project Risks:

Major risks are design approval timeframes by Union Pacific Railroad, and coordinating the correct process for combining funds from FHWA, FTA, Union Pacific and Salt Lake City.

SECTION 2: Design Information (Executive Summary)

Roadway / Pavement Summary <i>List items of work specific to project (Include pavement widening quantities and striping plan if needed)</i>	Estimated Construction Cost:	
Minor changes to roadway, sidewalk and curb and gutter		



CONCEPT REPORT SUMMARY

2 of 3

Traffic and Safety Summary <i>Traffic, Signals, Lighting, ITS</i>	Estimated Construction Cost:	
No traffic management, signals, traffic lighting or ITS		

Structures Summary <i>Bridges, Walls, Sign Structures, Box Culverts, Geotechnical</i>	Estimated Construction Cost:	
Bridge cost		

Environmental Summary/Status <i>Temporary Erosion Control, Landscaping</i>	Estimated Mitigation Cost:	
Environmental handled internally by UTA		

Right of Way Summary	Estimated Property Cost:	
No anticipated right-of-way acquisition anticipated		

Utility and Railroad Summary	Estimated Relocation Cost:	
Fee for Union Pacific Railroad review of design		

ITS Summary	Estimated Construction Cost:	



CONCEPT REPORT SUMMARY

3 of 3

Public Involvement Summary	Estimated Cost:	
Assume 2% of design for public involvement including signage, flyers, website, email list, and open houses.		

Miscellaneous Summary:



CONCEPT REPORT SUMMARY

Appendix

SECTION 3: Project Log

Complete the Following:

Date Sent	Date Received
5/9/2017	

(Update this as major decisions are made regarding the project.)

Date	Decision Made



Elevator

Elevator

Stair

Stair

0 25 50 100 Feet

Attachment 1-Detailed Estimate

COSTS FOR SLC_OP_1: PEDESTRIAN OVERPASS BRIDGE; 300 NORTH	
PROGRAM MANAGEMENT	\$498,286
DESIGN	\$497,592
PRE-CONSTRUCTION	\$62,643
CONSTRUCTION	\$4,259,409
CONTINGENCY	\$886,117
TOTAL	\$6,204,047



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Mary DeLoretto, Acting Chief Service Development Officer
PRESENTER(S): Mary DeLoretto, Acting Chief Service Development Officer and Heather Bening, Project Manager II

BOARD MEETING DATE: February 26, 2020

SUBJECT:	TIGER First/Last Mile Project Update
AGENDA ITEM TYPE:	Discussion
RECOMMENDATION:	Informational Report for Discussion
BACKGROUND:	In July 2016, the US Department of Transportation (USDOT) awarded the Utah Transit Authority a \$20 Million Transportation Investment Generating Economic Recovery (TIGER) grant to be used, along with matching funds, to build projects that will provide first/last mile connections, enhancing transit access for residents throughout the UTA service area.
DISCUSSION:	The TIGER First/Last Mile Project consists of 161 projects to be designed and constructed over a four year period (2018-2022). Since environmental clearance was completed on January 11, 2018, 80 of the 161 projects have been completed. This presentation will describe the projects that have been completed and will provide a status update on the remaining projects.
ALTERNATIVES:	N/A
FISCAL IMPACT:	N/A
ATTACHMENTS:	



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Mary DeLoretto, Acting Chief Service Development Officer
PRESENTER(S): Mary DeLoretto, Acting Chief Service Development Officer and Grey Turner, Acting Capital Projects Director

BOARD MEETING DATE: February 26, 2020

SUBJECT:	Depot District Project Status Update
AGENDA ITEM TYPE:	Discussion
RECOMMENDATION:	Informational Report for Discussion
BACKGROUND:	The Depot District project will replace the existing aging and undersized Central bus facility in downtown Salt Lake City. It will initially be built to house 150 alternative and standard fuel buses with the ability to expand to 250 buses in the future. This will allow for the expansion of bus service to serve the growing needs in the Salt Lake valley through the year 2050.
DISCUSSION:	<p>The initial phase of the Depot District project included the construction of the CNG Fuel and Fare Collection building on the south end of the site. In 2019, activities included demolition of the old locomotive building, paving for temporary parking, and design of the new maintenance building, wash building, and diesel fueling system. Construction of these three new buildings will start in 2020.</p> <p>Staff will present on the status of the Depot District Project.</p>
ALTERNATIVES:	N/A
FISCAL IMPACT:	N/A
ATTACHMENTS:	



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Nichol Bourdeaux, Chief Communication
PRESENTER(S): Nichol Bourdeaux, Chief Communications Marketing Officer and G.J. LaBonty, Manager Customer Experience

BOARD MEETING DATE: February 26, 2020

SUBJECT:	Citizens Advisory Board (CAB)
AGENDA ITEM TYPE:	Discussion
RECOMMENDATION:	Informational Item for Discussion
BACKGROUND:	<p>During the 2017 Utah legislative session, the legislature sponsored and passed SB 174. Within the language of that bill was the requirement that UTA create a Citizen’s Advisory Board. Using the intent language of the legislation the staff developed a robust nomination process that included a list of criteria to solicit diverse nominations for members. The final list included:</p> <ul style="list-style-type: none">• A regular UTA rider• Regional geographic location• Race & Ethnicity• Income• Age• Gender• Captive vs. Choice Riders <p>In addition, as part of the nomination process, a letter signed by the CEO, was sent to each of the nominating agencies indicating that, in recognition of their service, the selected nominees would receive a free transit pass for the duration of their service on the committee. The staff is recommending to continue this practice.</p> <p>The charter for the CAB was adopted and signed by the Board of Trustees on October 25, 2017. The first official kick-off meeting of the CAB was held on February 5, 2018.</p> <p>During the 2018 Utah legislative session the legislature sponsored and passed SB 136 which amended SB 174. Within SB 136 the language from SB 174 requiring the Citizen’s Advisory Board was eliminated.</p>

DISCUSSION:

Following the passage of SB 136, there was discussion among the UTA executives about what this meant for the existing CAB and the members that had already been nominated, selected and held their first meeting.

As the members of the CAB represent a diverse cross-section of the riding public and their input is reflective of a variety of customer experiences, and in recognition of their passion and active support of the agency, it was determined at that time that the fundamental reasons for the creation of a citizen’s advisory board in SB 174 were still valid. Members include nominations from the following nominating associations:

County	Association
Juab	UVU Professional Association of Campus Employees (PACE)
Utah	Executive Director of the non-profit Dress for Success
Salt Lake	Overstock.com
Weber	Weber County Human Services
Salt Lake School District	Director for Dept. of Rehabilitation
Weber	Representing Active Transportation (from Ogden City)
Salt Lake	Salt Lake County Aging and Adult Services
Utah	Utah Department of Workforce Services - Deputy Director
Salt Lake Student	Salt Lake Community College

The staff for Customer Experience oversee the committee. Currently, tasks for the committee vary depending on the need for feedback. For example, they have provided input and feedback on the UTA 2040 Strategic Plan, Customer Experience Strategic Plan, Wayfinding Plan, Bus Stop Master Plan, and Service Choices. The last meeting was held in the 3rd Quarter 2019 to review and provide rider feedback on Service Choices.

ATTACHMENTS:

- 1) Approved Citizen Advisory Board Charter (R2017-10-02)

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE UTAH TRANSIT
AUTHORITY ADOPTING THE CHARTER FOR THE CITIZEN ADVISORY BOARD**

No. R2017-10-02

October 25, 2017

WHEREAS, the Utah Transit Authority (the "Authority") is a public transit district organized under the laws of the State of Utah and was created to transact and exercise all of the powers provided for in the Utah Limited Purpose Local Government Entities-Local Districts Act and the Utah Public Transit District Act; and

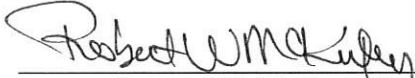
WHEREAS, in accordance with Utah State Code §17B-2a-826, the Board has formed a Citizens Advisory Board ("CAB") to act as an advisory board in matters pertaining to service as well as to guide UTA's long-term strategic priorities and short term customer experience decisions and to serve a key role in the solicitation of public input and community engagement of public transit initiatives through the transit district; and

WHEREAS, the Board desires to adopt a charter to establish the CAB's scope of responsibility and to govern its administration; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Utah Transit Authority:

1. That the Charter for the Citizens Advisory Board as attached to this Resolution is hereby adopted.
2. That this Resolution and the Charter as approved shall remain in effect until amended or superseded by further resolution.
3. That the Board formally ratifies prior actions taken by the Authority, including those taken by the President/CEO and staff members that were relevant hereto and necessary or appropriate.
4. That the corporate seal shall be affixed hereto.

APPROVED AND ADOPTED this 25th day of October 2017.


Robert McKinley, Chair

ATTEST:

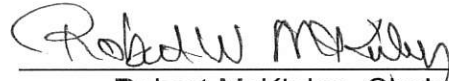

Robert K. Biles, Secretary

[SEAL]



CERTIFICATE

The undersigned duly qualified Chair of the Board of Trustees of the Utah Transit Authority certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board held on the 25th day of October, 2017.



Robert McKinley, Chair



Robert K. Biles, Secretary

APPROVED AS TO FORM



Legal Counsel

CHARTER FOR THE
CITIZENS ADVISORY BOARD
UTAH TRANSIT AUTHORITY

Approved by the UTA Board of Trustees
October 25th, 2017

I. Purpose

In accordance with Utah State Code §17B-2a-826, the Utah Transit Authority (“UTA”) has formed a Citizens Advisory Board (“CAB”). The CAB is a standing, non-governing advisory committee which consists of up to 12-members appointed by UTA’s Board of Trustees. Members are individuals who represent the diversity of UTA’s transit district area and are regular users of UTA services. The advisory board provides consumer advice to guide UTA’s long-term strategic priorities and short-term customer experience decisions. The CAB will serve a key role in solicitation of public input and community engagement of public transit initiatives throughout the district area.

The CAB will be governed by this charter, as authorized and approved by the UTA Board of Trustees, and consistent with its role as an advisory committee to the Authority.

II. Membership

A. Member Composition.

1. The UTA Board of Trustees shall select up to twelve (12) members for the CAB with membership representing the diversity of the public transit district area. Membership diversity will be determined using the following criteria:
 - a. Geographic Area
 - b. Household Income
 - c. Gender
 - d. Disadvantaged and Choice Riders
 - e. Mode of Transit
 - f. Frequency of Use
 - g. Race and Ethnicity
2. The target CAB membership representation, based on population demographics of UTA ridership, is set forth in Exhibit A, which shall be updated and modified as needed from time to time by UTA’s Planning Department.

B. Member Nomination.

1. UTA staff will prepare and maintain a list of agencies in Exhibit B from which potential members will be solicited from time to time. This list will be updated and modified as needed.
2. UTA staff will contact a person in a management or leadership position at the listed agencies and request nominee names to serve on the CAB.
3. Nominees will be sent a ‘Nominee Packet’ containing a letter explaining the terms of the membership. Nominees will also be asked to fill out and submit a survey with information directly related to the diversity criteria. See Exhibit C.
4. Nominees will be screened by UTA staff using the diversity criteria listed in Section (a.) above and according to the target numbers as shown in Exhibit A.

5. Nominations will be submitted to the designated Board Committee for individuals who will provide independent advice as an informed constituent liaison to UTA (not affiliated with any one group, government or association).
 6. The designated Board Committee will review and select CAB members whose names will then be forwarded to the full Board of Trustees for approval.
 7. If there are not enough nominations submitted for individuals to represent membership openings, the Board of Trustees reserves the right, with a recommendation from the designated Board Committee to appoint a member to serve on the CAB.
- C. Membership Terms.
1. CAB Members are required to serve one (1) three-year term.
 2. CAB members may be appointed for a second consecutive three-year term subject to staff recommendation and Board approval.
 3. Any resignations or vacancies will be filled using nomination process as outlined in this charter.

III. Members' Authority, Duties, Responsibilities

- A. The CAB is a non-governing advisory board organized to provide consumer insight and broad strategic advice to UTA management.
- B. The CAB shall discuss issues and opportunities, collaboratively identify possible implementation measures including but not limited to service, operations, and any concerns with the public transit district operations and functionality.
- C. The CAB shall forward advice and recommendations to the Staff Liaison.
- D. The Staff Liaison will present advice and recommendations to UTA management for discussion, consideration and possible implementation as is may be appropriate.
- E. The CAB may also consider other issues or topics of common interest, as well as topics provided by UTA management in which the agency is seeking consumer insight and advice.
- F. The Staff Liaison will return and report to the CAB Committee the results of discussions, considerations and decisions by UTA management regarding any advice and recommendations put forth by the Committee.

IV. CAB Officers

- A. CAB officers include a Chair, Vice-Chair, and Secretary.
- B. The CAB membership will nominate one (1) Chair and one (1) Vice-Chair from among the twelve CAB members.
- C. The nominated candidates Chair and Vice-Chair will be voted on by the CAB membership. A majority of CAB members must vote in favor of the nominated candidates. If a majority vote cannot be obtained, new candidates for the Chair and Vice-Chair must be nominated.
- D. The Chair and Vice Chair nominated and approved by the CAB must also be approved by the Board of Trustees.
- E. The Chair will serve two (2) one-year terms or until their successor is elected.
- F. The Vice-Chair will serve a concurrent term with the Chair.
- G. The Secretary of the CAB will be the UTA assigned Staff Liaison or their appointee.

V. Officers' Duties

- A. Chair. The Chair shall:
 1. Provide input and background on agendas for meetings of the CAB.
 2. Preside at and facilitate all meetings of the CAB.

3. Ensure that all recommendations of the CAB are duly noted and/or transmitted to UTA management with the support of the UTA Staff Liaison.
4. Be the designated spokesperson on behalf of the CAB.
5. Perform other duties as directed by the CAB membership with concurrence of UTA management.

VI. UTA Staff Liaison

- A. UTA will assign one (1) management level staff representative (“Staff Liaison”) to work directly with the CAB.
- B. The Staff Liaison shall attend CAB meetings and consult with the CAB.
- C. The Staff Liaison may engage other UTA staff or delegate assignments as necessary to other UTA staff, but the Staff Liaison is the primary point of contact for UTA and will maintain all responsibility for management, direction and oversight of the CAB.
- D. The Staff Liaison will be responsible for all correspondence with CAB members including but not limited to preparing meeting agendas, taking meeting minutes, arranging for meeting space and meals as necessary.
- E. The Staff Liaison will be responsible to provide timely reports and feedback to the CAB on all subjects, tasks and projects which the CAB has been asked to engage.
- F. The UTA President/CEO or his or her designee will meet with the CAB at least one (1) time annually to give an update on the state of UTA.

VII. Board of Trustees Liaison

- A. The Board of Trustees (Board) will assign one or more Trustees as a Board liaison to the CAB.
- B. The appointed Trustee(s) shall provide insight and alignment between the CAB and the Board.
- C. The appointed Trustee(s) shall provide regular reports to the designated Board Committee regarding the CAB.

VIII. Meetings

- A. Open Meetings. All CAB meetings will be held in accordance and consistent with the Utah Open and Public Meetings Act, Utah Code Annotated §54-4-2016.
- B. Location. Unless otherwise noted, all CAB meetings will be held at the UTA Main Offices located at 669 West 200 South in Salt Lake City.
- C. Schedule.
 1. The CAB shall meet at least once per quarter in open, public meetings. The schedule shall include regular meetings.
 2. The CAB will schedule and hold one, long-format, retreat-type meeting annually to align long-term strategies of the CAB.
 3. Additional regular meetings may be scheduled upon the approval of the majority of CAB members present.
 4. If a CAB member agrees to do so, the member may attend additional meetings at the request of the Staff Liaison to work with UTA staff to provide input on specific projects.
 5. CAB members are expected to participate in at least 75% of quarterly meetings annually.
 6. Any CAB member not attending at least 75% of the quarterly meetings annually, shall be replaced with another nominated candidate.
- D. Agendas.
 1. The Secretary (UTA Staff Liaison) to the CAB will prepare and send a proposed agenda to members at least two weeks prior to the next scheduled meeting.

2. Members may request additional items within the CAB's province to be placed on the agenda up to five working days before a scheduled meeting. Revised agendas will be provided at the meeting.
- E. Rules of Order.
1. Business of the CAB shall be transacted in accordance with *Roberts Rules of Order, Newly Revised*.
- F. Quorum.
1. A majority (seven) of all CAB members must be present to constitute a quorum for a committee meeting to commence.
 2. No business of the CAB shall be transacted except at a meeting at which a quorum is present.
- G. Minutes.
1. The Secretary to the CAB will prepare minutes of each meeting. A draft of the minutes will be sent to the CAB members in a timely manner following the meeting.
 2. Corrections to the minutes will be accepted at the next meeting by a motion.
- H. Format. Every effort will be made to have all documents, including agendas, minutes, and handouts provided in the appropriate and requested alternate format as requested by any CAB member. The alternate format will be provided at least three days prior to a meeting.

Exhibit A

Geographic Area	Percentage*	Target Number of CAB Members
Salt Lake County	20%	2
Davis County	19%	2
Weber County	19%	1
Box Elder	16%	1
Utah County	15%	1
Tooele County	12%	1

Household Income	Percentage*	Target Number of CAB Members
Under \$50,000/Year	60%	7
Over \$50,000/Year	40%	5

Gender	Percentage*	Target Number of CAB Members
Male	59%	7
Female	41%	5

Captive vs. Choice	Percentage*	Target Number of CAB Members
Captive Riders	55%	7
Choice Riders	45%	5

Modes of Transit	Percentage*	Target Number of CAB Members
Rail	53%	5
Bus	42%	4
Paratransit	1%	1
Vanpool	3%	1
Flex Route	1%	1

Frequency of Use	Percentage*	Target Number of CAB Members
< 1 day per week	6%	1
1 day per week	3%	0
2 days per week	6%	1
3 days per week	10%	1
4 days per week	14%	2
5 days per week	41%	5
6 days per week	8%	1
7 days per week	11%	1

Race & Ethnicity	Percentage*	Target Number of CAB Members
Minority	26%	3
White Non-Hispanic	74%	9

**Data used for this analysis came from the 2015 on-board survey. The data will be reviewed and updated periodically.*

Exhibit B

Nominating Agency List

Advocacy Groups (minorities/low income/disabilities)	
4th Street Clinic (405 W 400 South)	Equality Utah
Centro Civico	Crossroads Urban Center
Pamela Atkinson (Homeless Trust Fund)	Road Home
Boys and Girls Club	Catholic Community Services
Asian Association of Utah	
YWCA	
LDS Family Services	
Seniors	
Salt Lake County Senior Services	Davis County Senior Services
State Division of Adult and Aging Services	Weber-Morgan Area Agency on Aging
Tooele County Aging and Adult Services	
Mountainland Association of Governments (MAG) – Aging and Family Services	
Students/Faculty/Staff	
Associated Students of the University of Utah	UVU Student Association
Weber State University Student Association	UVU Professional Association of Campus Employees
Weber State Faculty/Staff Association	SLCC Student Association
BYU Student Service Association	SLCC Faculty Association
Business/Outdoor Recreation & Environmental	
Workforce Services	EBay
Salt Lake Chamber of Commerce	Overstock.com
Davis County Chamber of Commerce	Adobe
Weber County Chamber of Commerce	IM/Flash
Utah Valley Chamber of Commerce	Ski Utah
PRATT Trail Organization	Bicycle Community (Bike Utah)
Provo Bicycle Committee	Sierra Club
Weber County Pathways	The Nature Conservancy
Government/Municipal Stakeholders	
Utah Association of Counties	Utah League of Cities and Towns

Exhibit C



**UTA Citizens Advisory Board
Nominee Survey**

CONTACT INFORMATION		
First and Last Name		Organization Representing (if applicable)
Telephone Number	Email Address	
Home Street Address		Unit
City	State	ZIP
WHY WOULD YOU LIKE TO PARTICIPATE IN THE CITIZENS' ADVISORY BOARD?		
Please list any information about your personal interests and, if applicable, the interests of any organizations or individuals that you represent.		
TRANSIT RIDERSHIP EXPERIENCE		
How often do you ride public transit?	What mode(s) of transit do you regularly use?	
<input type="radio"/> Less than 1 day per month <input type="radio"/> Less than 1 day per week <input type="radio"/> 1 to 3 days per week <input checked="" type="radio"/> 4 to 7 days per week	Check all that apply <input type="checkbox"/> Bus <input type="checkbox"/> Express Bus/MAX <input type="checkbox"/> TRAX/Streetcar <input type="checkbox"/> FrontRunner <input type="checkbox"/> Paratransit/FLEX Route <input type="checkbox"/> Vanpool	
What is the purpose of your transit trips? Check all that apply	What specific routes do you regularly use?	
<input type="checkbox"/> Work <input type="checkbox"/> School <input type="checkbox"/> Entertainment (i.e. theater, sporting events etc.) <input type="checkbox"/> Shopping/Errands (including medical appointments) <input type="checkbox"/> Other		
Is public transit your only available form of transportation?	Do you own a car?	
<input checked="" type="radio"/> Yes, walking and transit are my only options <input type="radio"/> No, I have access to a car, bike, taxi, etc.	<input checked="" type="radio"/> Yes <input type="radio"/> No	



**UTA Citizens Advisory Board
Nominee Survey**

DEMOGRAPHIC INFORMATION	
County of Residence	Age Group
<input checked="" type="radio"/> Box Elder County <input type="radio"/> Davis County <input type="radio"/> Salt Lake County <input type="radio"/> Tooele County <input type="radio"/> Utah County <input type="radio"/> Weber County <input type="radio"/> Other	<input checked="" type="radio"/> 17 and under <input type="radio"/> 18-24 <input type="radio"/> 25-34 <input type="radio"/> 35-44 <input type="radio"/> 45-54 <input type="radio"/> 55-64 <input type="radio"/> 65 and over
Gender	Annual Household Income
<input checked="" type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Prefer not to answer	<input checked="" type="radio"/> Under \$50,000 per year <input type="radio"/> Over \$50,000 per year <input type="radio"/> Prefer not to answer
Race/Ethnicity	
Check all that apply	
<input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Asian American <input type="checkbox"/> Black/African America <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Native American <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> White (and some other race/ethnicity) <input type="checkbox"/> Other racial or ethnic background <input type="checkbox"/> Prefer not to answer	
AVAILABILITY FOR CITIZENS' ADVISORY BOARD MEETINGS	
If selected to participate, what days of the week and times would you be available to meet? Check all that apply	
<input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Saturday	<input type="checkbox"/> 9:00 am to 11:00 am <input type="checkbox"/> 11:00 am to 1:00 pm <input type="checkbox"/> 1:00 pm to 3:00 pm <input type="checkbox"/> 3:00 pm to 5:00 pm <input type="checkbox"/> 5:00 pm to 7:00 pm <input type="checkbox"/> 7:00 pm to 9:00 pm
Would you be willing/able to travel to UTA's downtown offices (669 West 200 South in Salt Lake City) to participate?	Do you have access to the internet or the ability to receive emails and participate in online surveys?
<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Would you be willing to participate by telephone/conference call if you are unable to make it to UTA's offices?	
<input type="radio"/> Yes <input type="radio"/> No	

[Click Here to Submit Form by Email](#)

Submit Form

Or, you can print and mail the form to:



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
THROUGH: Carolyn Gonot, Executive Director
FROM: Bob Biles, Chief Financial Officer
PRESENTER(S): Monica Morton, Fares Director

BOARD MEETING DATE: February 26, 2020

SUBJECT: Complimentary Passes for UTA Committee Members (Local Advisory Council, Committee on Accessible Transportation, Citizens Advisory Board)

AGENDA ITEM TYPE: Fare Approval

RECOMMENDATION: Approve granting complimentary transit passes to members of the UTA Local Advisory Council, the Committee on Accessible Transportation, and the Citizens Advisory Board for the duration of the members’ appointed service on their respective committees.

BACKGROUND: UTA Board Policy 4.1 on Fares indicates that the Board of Trustees will review any requests for complimentary transit passes that exceed \$5,000.

The Public Transit District Act, Utah State Code 17B-2a Part 8 establishes a 9 member Local Advisory Council to meet regularly with the UTA Board of Trustees to provide advise regarding operation and management of the public transit district. Members are primarily elected officials chosen by their respective appointing authorities as outlined in state statute. Advisory Council members serve as important transit advocates and advisors to the Board of Trustees. Complimentary transit passes are provided to Local Advisory Council members, their alternates, and dependents for the duration of the members’ service on the council.

The Committee on Accessible Transportation (CAT) is a 13 member committee established by UTA Bylaws Article 5, Section 2 to offer recommendations to the Board of Trustees on accessibility issues related to the Authority’s facilities, equipment, routes, plans and programs. The CAT serves in a volunteer advisory capacity. Membership on CAT is determined according to guidelines set forth in the committee charter. Complimentary transit passes are provided to CAT members for the duration of the members’ service on the committee.

The Citizens Advisory Board (CAB) was established in 2017 by actions of the state legislature (SB174) and by UTA Board of Trustees resolution R2017-10-02 to act as a volunteer advisory committee in matters pertaining to consumer advice and to aid in the solicitation of public input and community engagement in transit matters. Due to legislation changes, the CAB is no longer mandated by state statute, but has continued

	<p>to function in a useful advisory capacity. The CAB charter provides guidelines for the selection of up to 12 committee members and stipulates that members should be regular users of UTA Services. Complimentary transit passes are provided to CAB members for the duration of the members' service on the committee.</p>
DISCUSSION:	<p>To effectively participate on any of the advisory bodies presented here, members must have firsthand experience and familiarity with UTA Services. To facilitate the regular use of transit services by committee members, UTA offers complimentary transit passes for use during the term of members service. Complimentary passes are discontinued at the end of a committee member's service.</p>
FISCAL IMPACT:	<p>The total dollar value of complimentary passes for advisory committee members is dependent on the length of members' terms and number of members, alternates, and dependents receiving passes. Individual premium monthly passes are valued at \$198. The approximate combined value of complimentary passes for the Local Advisory Council, CAT and CAB is \$118,800 annually.</p>
ATTACHMENTS:	<p>None</p>



MEMORANDUM TO THE BOARD

TO: Utah Transit Authority Board of Trustees
FROM: Carolyn Gonot, Executive Director
PRESENTER(S): Carlton Christensen, Chair Board of Trustees

BOARD MEETING DATE: February 26, 2020

SUBJECT:	Closed Session
AGENDA ITEM TYPE:	Closed Session
RECOMMENDATION:	Approve moving to closed session for discussion of pending or reasonably imminent litigation and collective bargaining.
DISCUSSION:	<p>Utah Open and Public Meetings Act allows for the Board of Trustees to meet in a session closed to the public for various specific purposes. The purposes for this closed session are:</p> <ul style="list-style-type: none">• Strategy Session to Discuss Pending or Reasonably Imminent Litigation.• Strategy Session to Discuss Collective Bargaining