



Minutes of the Four Hundred and Ninth Meeting
Of the Utah Transit Authority Board of Trustees

The Four Hundred and Ninth meeting of the Board of Trustees of the Utah Transit Authority was held on February 27, 2008, in the Board Room of the Meadowbrook Facility located at 3600 South 700 West, Salt Lake City, Utah.

Members of the Board of Trustees in attendance:

Orrin T. Colby, Jr., President	J. Kent Millington
Robert A. Hunter, Vice President	A. DeMar Mitchell
Michelle Baguley	Frederick W. Oates
Keith Bartholomew	Steven K. Randall
Burtis Bills	Michael Romero
Necia Christensen	Gregory Simonsen
Terry C. Diehl	
Larry Ellertson	Absent:
Charles Henderson	Gregory Hughes

Also in attendance were John English, General Manager and CEO; Bruce Jones, General Counsel; Celeste Burningham, Corporate Office Specialist, as well as interested citizens, UTA staff and media representatives.

Welcome – President Colby welcomed those in attendance and called the meeting to order at 2:37 p.m. He excused Trustee Hughes.

Resolutions

- Resolution of the Board of Trustees of the Utah Transit Authority Amending the Bylaws of the Utah Transit Authority

President Colby stated that the Executive Committee had discussed the term limits for Chairs of the committees. He stated that the Executive Committee felt that the current bylaw was too limiting and the Committee wanted to remove the constraints on the term limits.

Bruce Jones explained what the bylaws are and what amending them would do. He stated that this amendment would eliminate some of the confusion due to the differences in term limits for the Board Officers and Chairs. He stated that Board Officers can serve in that capacity for the

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length of time they serve on the Board, Chairs of the Committees are limited to two, one-year terms.

Trustee Millington asked if there was a red line available to show the specific changes that are being made to the bylaws. Mr. Jones stated he did not have that but would go over the specific changes.

Discussion took place about the election process. It was clarified that the elections took place annually in April and May.

Mr. Jones reported on the language that would be changed with this amendment. Discussion took place in regards to giving the Board more documentation on what specific changes were being made to this bylaw.

Trustee Bartholomew made a motion to table this Resolution until more information was available. Trustee Ellertson seconded the motion.

The motion passed unanimously with 14 voting members present.

- Resolution of the Board of Trustees of the Utah Transit Authority Approving the 2008 Investment Per Rider (IPR) Goal

Trustee Diehl made a motion that the Board adopt this Resolution as presented. Trustee Simonsen seconded the motion.

Discussion took place in regards to the budget numbers and their accuracy in determining the IPR number.

Discussion took place regarding the process staff and the Board goes through to adopt the IPR goal, why it is used and how it is calculated.

Jerry Benson stated the formula that is used to determine the IPR. It is Net Operating Expense minus Passenger Revenue divided by Ridership. The formula is present on each monthly key item financial report.

Discussion took place on how the budget and the IPR goals are related and how staff and the Board Members use the IPR goals.

Discussion took place on what takes place if the goals that are set are not met. President Colby stated that failure to meet the goals impacts compensation.

Mr. Benson clarified that the IPR is not adjusting the ridership numbers for 2008, it is taking the actual numbers for ridership in 2007 and plugging them into the formula to reflect a correct IPR goal.

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The motion passed unanimously with 14 voting members present.

- Resolution of the Board of Trustees of the Utah Transit Authority Approving the Cooperative Agreement Regarding Design and Construction Cost Reimbursement

Trustee Diehl stated that this Resolution would allow UTA to provide initial financing to Murray City in order to cover design and construction costs in the realignment project of 300 West and in return receive reimbursement from the Statewide Transportation Improvement Program funds.

Trustee Diehl made a motion to approve the Resolution. Trustee Bartholomew seconded the motion.

Trustee Simonsen clarified that Council had reviewed the Resolution.

Motion passed unanimously with 14 voting members present.

- Resolution of the Board of Trustees of the Utah Transit Authority Adopting an Interlocal Agreement Between Utah Transit Authority and Brigham City

Trustee Diehl explained that the next three Resolutions are adopting interlocal agreements with three separate cities. He stated that they are the same with each city and will be voted on separately.

Mr. Jones stated that as a result of the Referendum voted on last year the three cities; Willard, Brigham City, and Perry; will be receiving additional tax revenues from an increase in the local sales tax to fund transit. He stated that UTA, with approval for these Resolutions, will enter interlocal agreements with these cities to transfer the increase in transit tax to UTA. Mr. Jones reported that the Resolutions and agreements have been reviewed by appropriate officials and staff.

Trustee Diehl made the motion to approve this Resolution. Vice President Hunter seconded the motion.

The motion passed unanimously with 14 voting members present.

- Resolution of the Board of Trustees of the Utah Transit Authority Adopting an Interlocal Agreement Between Utah Transit Authority and Perry City

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Trustee Diehl made the motion to approve this Resolution. Trustee Oates seconded the motion.

Trustee Bartholomew stated that with this additional funding, it will help UTA to continue to move FrontRunner further north.

The motion passed unanimously with 14 voting member present.

- Resolution of the Board of Trustees of the Utah Transit Authority Adopting an Interlocal Agreement Between Utah Transit Authority and Willard City

Trustee Diehl made the motion to approve this Resolution. Trustee Mitchell seconded the motion.

The motion passed unanimously with 14 voting member present.

General Manager's Report.

- John English reported that he recently went to Brussels, Belgium to kick off the opening of the contract for the electronic fare collection system. He reported on the process of getting this put in place with UTA's transit system. He stated the benefits of having this new system. He stated that UTA's system would have contactless cards similar to other transit agencies, such as the DC Metro card, but that it would not be a UTA specific card, it would be able to be used on student ID's, credit cards, etc. Discussion took place on how this would affect boarding.
- Mr. English reported that UTA is purchasing the Siemens Light Rail Vehicles for the four new light rail extensions included in the 2015 plan.
- Customer Complaints/Customer Service Report. Mr. English reported that the Customer Service Report is a mandatory report. He passed out charts that reviewed the customer comments from 2007. He reported on what was being tracked and how it was recorded. Cindy Medford discussed definitions of those items recorded and tracked.

Discussion took place on how UTA is addressing the comments that are coming into Customer Service. Trustee Bartholomew stated that the comments need to be taken into consideration anytime there is a service adjustment. He stated that he was pleased that the comments are being recorded. He further stated that he encourages people to use the website to send comments to UTA. He reported that his wife had difficulty

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finding the link to send comments. He stated that the link needed to be on the home page in bold letters.

Discussion took place on how to educate people on giving feedback about service and how staff is tracking positive and negative comments.

- Mr. English reported that on February 27, at approximately 3:00 a.m. a messenger wire broke on the TRAX line. He stated that this caused a power loss on the TRAX trains for the North bound trains. He stated that the initial assessment lead staff to believe it would be fixed by 4:00 p.m. and that operating TRAX on the South bound side would accommodate the passengers during the day. He stated that the wire was not fixed by 4:00 p.m. and the accommodations made for the day passengers were not enough to handle the commute at night which lead to confusion and huge delays. Mr. English stated that this incident made staff aware of the need to have a clear incident management plan to deal with problems that arise. He stated that UTA has apologized to the public. He also explained that an incident management plan was being studied for implementation.

Discussion took place on using bus bridges for incidents like these and some of the reasons that buses were not used for this incident.

- Mr. English reported that bus ridership is higher then anticipated. He stated that after the redesign staff expected to see a 10% reduction in ridership but this did not occur. He stated that UTA is optimistic that ridership will be up by the end of the year.

President's Report

- President Colby reminded the standing committee members that the issues addressed in the audit report have been assigned to different committees to be addressed.
- President Colby reported that he received a letter from the state auditor stating UTA is in compliance with the budget that was created and distributed to the elected officials in the service areas.
- President Colby reported that the Finance and Operations Committee will be reviewing and determining assignments for the internal auditor. He stated that if any member of the Board had specific items they would like the auditor to be addressing, they needed to report those to Trustee Ellertson.
- President Colby distributed a letter from a contractor protesting the award of a construction contract for a UTA project. He stated that the Board should be aware of this matter and that staff is handling the situation.

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- President Colby stated that he received a letter from the Department of Transportation inviting the Board to appear at the April meeting of the Transportation Commission. He explained that they are required to invite the Board once a year. He stated that the meeting will be April 25, 9:00 a.m.
- President Colby informed the Board that a draft resolution has been included in the Board packet regarding transmitting Board packets electronically. He stated some of the reasons this has been proposed and stated that accommodations would be made if members would like to have hard copies still available to them.

Discussion took place on the details and effectiveness of this electronic packets. There was additional discussion on other ideas to incorporate such as laptops, putting all materials on CD's, and having materials available on the internet.

General Counsel's Report

- Bruce Jones reported on the Notices of Claims and Complaints. He discussed the details of the four claims that have been received by the Office of General Counsel since the last Board Meeting.
- Mr. Jones stated that there are only a few days left to the Legislative Session. He stated that UTA has had many obstacles to overcome but he feels that it will end positively. He discussed some of the bills that are being tracked by his office and the importance of those bills.

Trustee Bartholomew stated his appreciation for having Trustee Hughes on the Board. He stated that having a legislator has been beneficial.

Discussion took place on the possibility of having three more Board Members added to the Board, to be appointed by the House, the Senate, and the Governor.

- Mr. Jones reported that the matter with the sales tax in Davis and Weber Counties might be dealt with by the Legislature. He stated that the bill proposed to deal with this matter is still being discussed.
- Mr. Jones stated that UTA has announced that they will be working with those involved in the Mountain View Corridor project.
- Mr. Jones reported that UTA is working with Salt Lake City to develop an interlocal agreement for the Airport TRAX Line. He stated that there are several issues that are being discussed but that staff is optimistic that the issues will be resolved and that the Legislature will be assisting in this project.

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Trustee Christensen made a motion to move to Closed Session. Trustee Simonsen seconded the motion.

The Board moved to Closed Session at 3:59 p.m.

The Board moved back into Open Session at 4:41 p.m. on a motion by Trustee Baguley and a second by Trustee Christensen

Action Taken Regarding Matters Discussed in Closed Session.

Trustee Diehl made a motion that the Board adopt the Resolution for the Purchase and Sales Agreement for the property in Bluffdale with the amendment that staff bring the final agreement to the Planning and Development Committee before closing the deal. Trustee Bartholomew seconded the motion.

Discussion took place on making sure that the final agreement is brought back to the appropriate Committees.

The motion passed unanimously with 14 voting members present.

Consent.

- Approval of Financial Statements of December 31, 2007.

Trustee Ellertson stated that at years' end all invoices and statements come together in an attempt to close the end of year financial books. He reported that some of the accruals are not stated in these financials for December but they will be stated in the final end of year statements.

President Colby suggested that these financials be pulled from the consent agenda and put on next months', allowing time to get the correct numbers in put on the statement. Board Members agreed to put these financial statements on the March Board Meeting Agenda.

- Approval of Minutes of Board Meeting of January 23, 2007. The minutes were approved by consent.
Accepted by consent

Adjournment.

Vice President Hunter made a motion to adjourn. Trustee Baguley seconded the motion. The Board adjourned at 4:48 p.m.