



Report of the Executive Committee (EC) Meeting
of the Board of Trustees of the Utah Transit Authority (UTA)
Monday, March 16, 2015
FrontLine Headquarters, 669 West 200 South, Salt Lake City, UT

Attending:

David Burton, Chair
Chris Bleak, Vice Chair
Jeff Hawker, Finance and Operations Chair
Robert Hunter, Stakeholder Relations Chair
Charles Henderson, Planning and Development Committee Chair
Chris Sloan
Necia Christensen

Chair Burton called the meeting to order at 8:07 a.m. with five committee members present, including Trustee Henderson who joined the meeting via telephone. Trustees Sloan and Christensen were also in attendance. He then yielded the floor to Sheldon Shaw, UTA Safety Manager, for a brief safety message.

Stakeholder Relations Committee (SRC)

Trustee Hunter indicated attendees at the SRC meeting held on Wednesday, March 11, 2015 had discussed:

1. Policies Previously Approved in February's Meeting
 - a. Policy 1.4.1a – Property Acquisition.
 - b. Policy 1.4.1b – Property Encumbrance.
 - c. Policy 1.3.4 – Quality Transportation.
 - d. Policy 2.2.2 – Property.
 - e. Policy 3.1.1 – Linkage Among the Board, the Authority, and Its Personnel.These policies were forwarded to the board agenda by motion in the February EC meeting.
2. Executive Limitations Policy 2.1.1 – GM Global Limitations.
 - a. The policy was reviewed. A motion to forward the policy to the board agenda was made by Trustee Hawker and seconded by Trustee Hunter. The motion carried by unanimous consent with five aye votes, including one aye vote from Trustee Henderson via telephone.
3. Executive Limitations Policy 2.1.8 – Service Stabilization Fund.
 - a. The policy was reviewed. A motion to forward the policy to the board agenda was made by Trustee Hunter and seconded by Vice Chair Bleak. The motion carried by unanimous consent with five aye votes, including one aye vote from Trustee Henderson via telephone.

Trustee Henderson joined the meeting in person at 8:20 a.m.

4. Executive Limitations Policy 2.5.4 – Communication with Governing Councils.
 - a. The policy was read. A minor edit was made to the policy contained in the packet, eliminating the parenthetical phrase “the Governing Councils.” Discussion ensued regarding clarity of the language in the policy. A motion to return the policy to the SRC for further review was made by Trustee Hunter and seconded by Vice Chair Bleak. The motion carried by unanimous consent with five aye votes.
5. Board Policy 4.3.2 – Media Relations.
 - a. The policy was reviewed. A motion to forward the policy to the board agenda was made by Trustee Hunter and seconded by Vice Chair Bleak. The motion carried by unanimous consent.

Finance and Operations Committee (FAOC)

Trustee Hawker indicated attendees at the FAOC meeting held on Wednesday, March 11, 2015 had discussed:

1. December 2014 and January 2015 Performance Dashboard and Financial Statements.
 - a. Brad Armstrong, UTA Manager of Financial Planning and Analysis, reviewed the December 2014 performance dashboard and financial statements. A motion to forward the December 2014 performance dashboard and financial statements to the board agenda was made by Trustee Hawker and seconded by Vice Chair Bleak. The motion carried by unanimous consent.
2. January 2015 Performance Dashboard and Financial Statements.
 - a. Mr. Armstrong reviewed the January 2015 performance dashboard and financial statements. A motion to forward the January 2015 performance dashboard and financial statements to the board agenda was made by Trustee Hawker and seconded by Trustee Henderson. The motion carried by unanimous consent.
3. R2015-03-01 – Capital Lease Parameters.
 - a. Trustee Hawker described the resolution, which sets parameters for leasing of vehicles. A motion to forward the resolution to the full board agenda was made by Trustee Hawker and seconded by Trustee Henderson. The motion carried by unanimous consent.
4. R2015-0302 – Transfer of Rolling Stock.
 - a. The resolution, which authorizes a grantee-to-grantee transfer of ten Optima buses, was reviewed. A motion to forward the resolution to the board agenda was made by Trustee Hawker and seconded by Vice Chair Bleak. The motion carried by unanimous consent.
5. Annual Compliance Safety Report.
 - b. Jerry Benson, UTA Chief Operating Officer, explained the compliance requirement. A motion to forward the report to the board agenda was made by Trustee Hawker and seconded by Trustee Henderson. The motion carried by unanimous consent.

Planning and Development Committee (PADC)

Trustee Henderson indicated attendees at the PADC meeting held on Wednesday, March 11, 2015 had discussed:

1. R2015-03-03 – Real Estate Property Disposition.
 - c. The resolution, which outlines disposition of properties in Midvale, Roy, and Salt Lake City, was reviewed. Discussion ensued. Questions were posed by members of the EC and answered by staff. A motion to forward the resolution to the board agenda was made by Trustee Henderson and seconded by Trustee Hunter. The motion carried by unanimous consent.

Action Items

1. Approval of February 17, 2015 Meeting Report.
 - a. A motion to approve the February 17, 2015 meeting report was made by Trustee Hunter and seconded by Trustee Hawker. The motion carried by unanimous consent.
2. R2015-03-04 – Final Board Goals.
 - a. Trustee Henderson indicated that it was the preference of the PADC to forward the goals to the board agenda with the final investment per rider (IPR) number to be undetermined. Discussion ensued. Chair Burton expressed an opinion that the current formula be maintained for 2015 with a review in the April PADC to find an updated formula that is more goal-driven. Trustee Hunter requested a brief presentation be given during the board meeting on how goals are implemented in the organization. Vice Chair Bleak suggested that a compressed natural gas (CNG) goal be considered in subsequent years. Chair Burton directed that the PADC be charged with looking at possible sustainability goals, including CNG goals. A motion to accept \$4.01 as the IPR for the current calendar year was made by Trustee Henderson and seconded by Vice Chair Bleak. The motion carried by unanimous consent. A motion to forward the final board goals to the board agenda was made by Trustee Henderson and seconded by Trustee Bleak. The motion carried by unanimous consent.

Closed Session.

Chair Burton indicated there were matters to be discussed in closed session. A motion to move into closed session was made by Vice Chair Bleak and seconded by Trustee Hunter. The motion carried by unanimous consent and the EC moved into closed session at 9:24 a.m. Trustee Bleak indicated that he had a matter to discuss in closed session with board members only and requested that all staff leave the room. Following the board-only discussion, staff were then invited to return to the meeting for additional closed session discussion.

Vice Chair Bleak left the meeting during closed session at 9:55 a.m.

Open Session.

A motion to return to open session was made by Trustee Henderson and seconded by Trustee Hunter. The motion carried by unanimous consent with four aye votes and the EC returned to open session at 11:07 a.m.

Action Taken Regarding Matters Discussed in Closed Session.

A motion to move the total compensation analysis report to the board agenda was made by Trustee Henderson and seconded by Trustee Hunter. The motion carried by unanimous consent with four aye votes. A motion to move the appointment of general counsel to the board agenda was made by Trustee Henderson and seconded by Trustee Hunter. The motion carried by unanimous consent.

Other Business.

No other business was discussed.

Board Coordination

Approval was given to move the next traveling board meeting from April to May.

Set Board Meeting Agenda

The board agenda was set as outlined in the EC meeting.

Adjourn

The meeting was adjourned at 11:12 a.m. by motion.

Transcribed by Cathie Griffiths
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