

Working Meeting of the
PLANNING & DEVELOPMENT COMMITTEE
Of the Board of Trustees of the Utah Transit Authority
Meeting Minutes
March 9, 2016

Meeting Attendees:

Board Members:

Trustee Charles Henderson, Chair
Trustee Keith Bartholomew
Trustee Babs De Lay
Trustee Sherrie Hall-Everett
Trustee Chris Sloan
Trustee Jeff Acerson
Chairman David H. Burton
Trustee Robert McKinley

Staff Available for Comment:

Jerry Benson, Interim President/ CEO
Jayne Blakesley, General Counsel
Bob Biles, Vice-President/ Chief Financial Officer
Steve Meyer, Chief Development Officer
Matt Sibul, Chief Planning Officer
Dave Goeres, Chief Safety and Security Officer
Andrea Packer, Chief Communication Officer
Todd Provost, Acting VP Operations
Ruth Hawe, Senior Counsel
Brad Armstrong, Manager, Financial Plan-Analysis
Eddy Cumins, RGM Mt. Ogden
Chris Chesnut, Manager of Service Planning
GJ LaBonty, Mgr Long-Range Strategic Planning
Isaac Clarke, Auditor
Erica Shubin, Manager, Public Relations
Melanie Penton, Sr Office Specialist
Cathie Griffiths, Assistant to President-CEO
Rebecca Cruz, Board of Trustees Administrator
Guests: Ned Hacker, WFRC
Callie Dew

Meeting Report by: Jana Evans, Office Administrator
jevans@rideuta.com 801 237-1901

Welcome

Chairman Henderson welcomed committee members and guests and called the meeting of the Planning and Development Committee to order at 2:39 p.m.

- 1. Safety First Minute:** Dave Goeres, Chief Safety Officer, presented the March safety poster, “March to the beat of safety”. There are multiple notices of federal safety rule making that are coming out later this summer and the committee was reassured that many of the upcoming rules have already been implemented at UTA. A letter was also read from UDOT stating that UTA was in compliance with all current regulations.

2. Action Items:

- a. **Approve January 13, 2016 Meeting Report** **Charles Henderson**
Trustee De Lay made the motion that the January 13, 2016 meeting minutes be accepted as written. Trustee Sloan seconded the motion and it passed unanimously.
- b. **Jordan River Commission IIA** **Hal Johnson**
 - This agenda item was withdrawn.
- c. **Final 2016 Goals** **Matt Sibul**
 - Matt Sibul, Chief Planning Officer, introduced the goals for 2016 that have all been previously

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approved with the exception of the IPR. This goal has taken a little longer for the figures to come in to calculate the investment per rider.

- The UTA development of this measure was briefly described, as well as the \$4.19 cent goal figure that has been arrived at for 2016.
- Trustee De Lay asked about the ridership goal as it pertains to the current low gas prices. Mr. Sibul explained the several factors that go into the ridership goal such as new service, gas prices, weather, the economy, etc., which gave staff a growth factor of 1.5 percent with other factors bumping it up to 2.25 percent and then the Board asking UTA to stretch to meet a 2.5 percent growth for the year.
- Trustee Bartholomew described the IPR as a measure of efficiency and ridership numbers as a measure of effectiveness. He stressed that UTA wants to be an effective organization but also an efficient organization.
- Mr. Sibul stated that next month he plans on going into more detail on the results of the 2015 goals.
- Trustee De Lay asked staff to provide a report on the IPR over the past few years. Mr. Sibul gave the IPR growth over the past five years at 3% with this year's growth projected at 4%.
- Jerry Benson, Interim CEO, gave a little more information on how staff uses the IPR to manage operations to the Board budget throughout the year. In general adding light rail brings the IPR down, while bus and commuter rail service will drive the IPR up. There are times that staff adds service that they know won't help the IPR, but will provide better connectivity or service extensions, for instance evening or Sunday, for our customers.
- Trustee Bartholomew suggested that there are measures of accessibility that WFRC uses that could capture some of the shoulder service that UTA is providing.
- Mr. Sibul reminded board members that IPR does encourage staff to be as efficient as possible.

Trustee De Lay made the motion to take the IPR of \$4.19 the Executive Committee for approval. Trustee Bartholomew seconded the motion and it passed unanimously.

Trustee De Lay had a question about the proposed Strategic Goal for 2020. She wondered which air quality groups UTA was planning working with for this goal. Mr. Sibul agreed that there are several including the Clean Air Action Team, and Breathe Utah as well as the WFRC has a quarterly air quality meeting in which UTA participates.

3. Information Items:

a. Review of January Goal Dashboard

Steve Meyer

- The dashboard is described as the goals specifically dealt with by the Planning and Development Committee. There are two goals in 2016 that fit in this category.
- Strategic Goal #1 TOD: Completion of Two Station Area Plans in Coordination with the Metropolitan Planning Organization. This goal is green with UTA staff organized and meeting regularly to identify potential station areas and funding.
- The second goal is Strategic Goal #3 Improve First/ Last Mile Access to UTA's System: Complete Three Projects Identified in UTA's First/Last Mile Study. The study Phase II work is well underway, with a draft of the final work expected in mid-March. This will be the basis for a 2016 UTA TIGER grant application.
- Both dashboard items are green.

b. Proposition One Service and Outreach Plan

Eddy Cumins/Chris Chesnut

- Eddy Cumins, RGM of Mt. Ogden, described the community involvement and outreach that has occurred in developing the service strategies that are scheduled to be implemented in August 2016.

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- The public indicated that they want more service and more frequent service in specific routes. They also expressed interest in trolley style buses for some routes, faster more direct service as well as, on demand service.
- Service strategies developed include immediate changes that could be made, short term, and long term changes that require bus purchases.
- Wayfinding improvements were also requested.
- The Proposition 1 service improvements of a 38% annual increase in service was described along with the service oriented investments including 18 new buses, to implement.
- A map showing the areas of improvement was shown as well as the three year implementation plan.
- While additional buses are required to improve weekday service, which takes time, there are things that can be done in 2016 without new buses. Things that can be done in 2016 using existing equipment include improved bus stop amenities and increasing span of service and weekend service.
- A graph showing proposition 1 funds distribution over the next three years was shown and discussed.
- This is all preliminary and will be vetted through public hearings and visiting with elected officials before implementation.
- While UTA has gotten input from stakeholders on what service they would like to see, they want more service than can be provided, so next steps include prioritizing the requests.
- A draft dashboard for Proposition 1 Progress was shown. The idea is to populate the dashboard and get it out to the public, elected officials, and the board once a month.
- Next steps include several public open houses scheduled in the next several weeks, as well as visiting with the COGs and other elected officials.
- Mr. Benson, stressed that UTA is interested in supporting the bike share program region wide, but has not budgeted to run a bike share program.
- Trustees also suggested that the counties that did not pass prop 1 need to see the dashboard as well to see what kinds of service changes can be provided with funding.
- Trustee questions were answered on shelters and amenities and how it is decided what types of amenities get put where.
- Trustee Bartholomew told the committee that a University of Utah student is working with Jake Splan, Planner, on identifying potential amenities.
- President Burton wanted to move the budget adjustment up from mid-year.

- Chris Chesnut, Manager of Service Planning, presented the Prop 1 outreach for Tooele County. Through public outreach, some Tooele County community priorities have been developed. Those priorities include immediate, short term, and long term strategies.
- Priorities include mid-day service connections with Salt Lake, increasing span of service on local routes, pedestrian and bike connections to transit, and Transit 101 – education on how transit works in Tooele.
- A three year proposed timeframe for Tooele County was shown including improved bus stops, improved span of service for weekday routes, demand response service, and Transit 101 – community education on transit use in Tooele County.
- The proposed funds distribution over the next three years was shown for Tooele County.
- Trustee Sloan stressed that the reason the education budget is so high in the early years is that so much of the customer base in Tooele just does not understand the service that is provided and how it may be used.
- The service enhancements will result in an 83% increase in overall service.
- A map showing the proposed improvements was shown and discussed.
- Next steps are scheduling open houses to talk with the public about new service and further analysis of expanding service.

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- In answer to a Trustee question, Andrea Packer, Chief Communication Officer, described the regular on-board surveys taken by UTA staff.

- c. **Legislative Update** **Jerry Benson/ Matt Sibul/ Michelle Larsen**
- A quick update from earlier committee meetings: HB209 has passed the senate and moved to the house. This bill keeps the assignment of Salt Lake County UTA Trustee at the county mayor level.

- d. **TOD Program Review** **Steve Meyer/ Paul Drake**
- Paul Drake, TOD Manager, presented the Transit Oriented Development review.
 - The Board has requested that staff reexamine TOD policies and procedures and revisit UTA goals as far as TOD is concerned.
 - Mr. Benson described Transit Oriented Development as a relatively new effort on UTA’s behalf, based on some fairly recent legislation that allows UTA development. He also described the objectives that include not just UTA but all of the communities and stakeholders in the region.
 - An outline of the proposed board work plan schedule for 2016, including TOD 101 in June, was shown and discussed.
 - The March Board meeting will be held at the soon to be opened TOD at Sandy and board members may take a tour of the apartments and office building.

- e. **Liaison, Conference and External Committee Reports** **Charles Henderson/ Jerry Benson**
- Chairman Henderson shared that he has participated through Salt Lake County as a member of the executive board with Healthy Communities and many good things are happening.

4. Closed Session Items: No Closed Session this month.

- a. Strategy Session to Discuss On-going and/or Potential Litigation and any other attorney/ client privileged communication.
- b. Strategy Session to Discuss Purchase, Exchange or Lease of Real Property when Public Discussion would Prevent the Public Body from Completing the Transaction on the Best Possible Terms.

5. Action Taken Regarding Matters Discussed in Closed Session

6. Input for June Committee Meeting Agenda

- a. Approval of March 9, 2016 Meeting Minutes
- b. Adding a car to FrontRunner Trains Assessment
- c. Provo / Orem BRT Update
- d.
- e.
- f. Liaison, Conference and External Committee Reports

Charles Henderson
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7. Update Handouts

- Provo Orem BRT Update
- WFRC Central Corridor Study

Charles Henderson

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8. Other Business

Charles Henderson

- No other business.

9. Adjourn

Charles Henderson

Trustee McKinley made the motion that the meeting be adjourned at 4:53 p.m. Trustee Acerson seconded the motion and it passed unanimously.