



Report of the Working Session of the Finance & Audit Review Committee
of the Board of Trustees of the Utah Transit Authority (UTA)

Thursday, October 25, 2018

12:00-12:45 p.m.

FrontLines Headquarters, 669 West 200 South, Salt Lake City, UT

Committee Members Attending

Jeff Acerson, Committee Chair

Gina Chamness

Dannie McConkie

Cort Ashton

Other Board Members Attending

Necia Christensen

Bret Millburn

1. Welcome and Safety First Minute – Jeff Acerson and Sheldon Shaw

Chair Acerson called the meeting to order at 12:02 p.m. and a brief safety minute was given by Sheldon Shaw, UTA Manager of Safety.

2. Items for Consent – Jeff Acerson

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

3. Interlocal Agreement with Davis County to Fund the Davis-Salt Lake City Community Connector Bus Rapid Transit Project Conceptual Environmental and Engineering Work – Mary DeLoretto

Mary DeLoretto, UTA Director of Capital Development, delivered a brief overview of the interlocal agreement. A motion to move the interlocal agreement to the full board was made by Trustee McConkie and seconded by Trustee Ashton. The motion carried unanimously.

4. Execution of Stakeholder Agreements for First/Last Mile Connection Program of Projects – Mary DeLoretto

Ms. DeLoretto summarized the agreements. Discussion ensued during which a question on the agreements' length of term was posed by the committee and answered by staff. A motion to forward this item to the full board made by Trustee Ashton and seconded by Trustee McConkie. The motion carried unanimously.

5. Access to the Utah Public Treasurer's Investment Fund Accounts – Bob Biles

A change to the authorized signers for the Utah Public Treasurer's Investment Fund is required following the retirement of Richard Swenson, UTA Deputy Treasurer. A motion to forward this item to the full board was made by Trustee McConkie and seconded by Trustee Chamness. The motion carried unanimously.

6. General Contracts, Change Orders & Disbursements

a. Board Consent Approval

1. Contract: 5310 (Kostopolus Dream Foundation) – Ryan Taylor
Ryan Taylor, UTA Coordinated Mobility Manager, noted that UTA administers 5310 program funds. This grant covers replacement of five vehicles for the Kostopolus Dream Foundation through the 5310 program. A motion to approve this item and forward it to the board consent agenda was made by Trustee Ashton and seconded by Trustee Chamness. The motion carried unanimously.

Roll call vote:

Trustee McConkie	Aye
Trustee Ashton	Aye
Trustee Chamness	Aye
Trustee Acerson	Aye

2. Contract: Employee Holiday Gift Cards (Harmons) – Steve Meyer
Mr. Meyer stated that this contract authorizes provision of holiday gift cards to UTA’s 2,600 employees. Discussion ensued. A motion to approve this item and forward it to the board consent agenda was made by Trustee Ashton and seconded by Trustee McConkie. The motion carried unanimously.

Roll call vote:

Trustee McConkie	Aye
Trustee Ashton	Aye
Trustee Chamness	Aye
Trustee Acerson	Aye

b. For Board Review and Resolution

1. Contract: Onsite Wellness Agreement (Care ATC) – Kim Ulibarri
2. Contract: Engine Oil (Crus Oil) – Todd Mills
This is a normal procurement.
3. Contract: Springville Sharp/Tintic Railroad Construction (UDOT) – Mary DeLoretto
This is a revenue contract.

Mr. Meyer explained that these three contracts would be addressed in detail during the full board meeting and requested the committee forward them to the board agenda for consideration. A motion to forward the three contracts to the board agenda was made by Trustee McConkie and seconded by Trustee Chamness. The motion carried unanimously.

c. Pre-Procurement Update – Steve Meyer

Mr. Meyer shared UTA’s intention to procure a consultant on the Davis-Salt Lake City Community Connector project and a consultant to complete final design on the Ogden-Weber State University project.

7. Other Business – Jeff Acerson

It was noted that due to changes in board governance, this would be the last Finance and Audit Committee meeting. A motion to circulate and approve the meeting minutes via e-mail was made by Trustee Chamness and seconded by Trustee Ashton. The motion carried unanimously.

8. Adjourn

Mr. Meyer thanked the committee members for their service. A motion to adjourn made by Trustee Ashton and seconded by Trustee McConkie. The motion carried unanimously and the meeting adjourned at 12:30 p.m.

Transcribed by Teri Black
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This document along with the digital recording constitute the official minutes of this meeting.