



Report of the Finance & Audit Review Committee Meeting  
of the Board of Trustees of the Utah Transit Authority (UTA)  
Wednesday, June 13, 2018  
10:30-12:30 p.m.  
FrontLines Headquarters, 669 West 200 South, Salt Lake City, UT

**Attending:**

Jeff Acerson, Committee Chair  
Cort Ashton  
Dannie McConkie

**Not Attending:**

Gina Chamness (excused)

**1. Audit Review Committee**

Chair Acerson called the meeting to order at 10:35 a.m.

Chair Acerson yielded the floor to Dave Goeres, UTA Chief Safety & Security and Technology Officer, for a brief safety message.

**2. Oath of Office**

This item was deferred to a later meeting.

**3. Item(s) for Consent**

Items for consent consisted of the following:

- Approval of May 9, 2018 Finance & Audit Meeting Report

A motion to approve the item for consent was made by Trustee McConkie and seconded by Trustee Acerson. The meeting report was accepted by unanimous consent.

**4. April Financial Report and Dashboard**

An overview of UTA Financial Report and Dashboard was presented by Bob Biles. Trustee Ashton posed a question about recent ridership decreases. Discussion ensued.

A motion to accept report and move it forward to the full board was made by Trustee McConkie and seconded by Trustee Ashton. The motion carried by unanimous consent.

**5. Comprehensive Annual Financial Report**

Steve Rowley with Keddington and Christenson presented the audit report. Mr. Rowley commended UTA staff for their compliance and hard work on this audit. Keddington and Christensen gave a clean opinion for this report.

A motion to accept report and move it forward to the full board was made by Trustee Ashton, and seconded by Trustee McConkie. The motion carried by unanimous consent.

**6. Pension Audit Report**

Mr. Rowley presented the Pension Audit Report to the committee.

A motion to forward the report to the full board was made by Trustee McConkie and seconded by Trustee Ashton. The motion carried by unanimous consent.

**7. Internal Audit Quarterly Report**

Riana De Villiers, Chief Internal Auditor for UTA presented the UTA Internal Audit Quarterly Report.

A motion to accept the internal audit report was made by Trustee McConkie and seconded by Trustee Ashton. The motion carried by unanimous consent.

**8. Contacts, Disbursements and Change Order Review**

**a. Contract for Approval: Provo-Orem BRT Signage**

This contract is for TV screens signage that will show where transit vehicles are on the alignment.

A motion to forward the contract to the consent agenda for the full board was made by Trustee Ashton and seconded by Trustee McConkie.

Roll call vote:

Trustee McConkie	Aye
Trustee Ashton	Aye
Trustee Acerson	Aye

**b. Contracts for Approval: 5310 Grant Funds**

The four contracts are for transit services for the elderly and disabled groups. Federal funds will pay for these vehicles.

A motion to move these four contracts to the consent agenda for the full board was made by Trustee Ashton and seconded by Trustee McConkie.

Roll call vote:

Trustee McConkie	Aye
Trustee Ashton	Aye
Trustee Acerson	Aye

**c. Change Order for Approval – TIGER Project: Farmington Sidewalks and TIGER Capital Project Approval**

Staff requested a resolution designating this a capital project.

A motion to forward this item to the full board was made by Trustee Ashton and seconded by Trustee McConkie.

Roll call vote:

Trustee McConkie	Aye
Trustee Ashton	Aye
Trustee Acerson	Aye

**d. Change Order for Approval – Provo-Orem BRT Lighting**

Staff requested a resolution designating this a capital project.

A motion to forward the change order to the full board was made by Trustee Ashton and seconded by Trustee McConkie.

Roll call vote:

Trustee McConkie	Aye
Trustee Ashton	Aye
Trustee Acerson	Aye

**e. Data 911 Extension Contract**

A motion to forward the contract to the full board was made by Trustee McConkie and seconded by Trustee Ashton.

Roll call vote:

Trustee McConkie	Aye
Trustee Ashton	Aye
Trustee Acerson	Aye

**9. Capital Project Review**

This item was addressed under 8c.

**10. Real Estate Review**

**a. Right of Way Contract for Provo-Orem TRIP**

This contract is for acquisition of property as well as an easement. The Federal Transit Administration has reviewed and approved the transaction. A motion to forward this contract to the full board was made by Trustee Ashton and seconded by Trustee McConkie.

Roll call vote:

Trustee McConkie	Aye
Trustee Ashton	Aye
Trustee Acerson	Aye

**11. Solicitation Review**

**a. Bus Lifts for Meadowbrook**

The lifts used to repair UTA buses are deteriorating and need to be replaced. The cost is estimated to be approximately \$210,000.

**b. Applicant Tracking System**

This project is for improved integration and is needed to do regular business for the Human Resources Department. The solicitation will be for a one-year contract with four one-year options.

**c. Depot District Clean Fuels Technology Center**

Funding for 80% of the project is in place. The capacity for this facility is 250 buses.

**12. Other Business**

No other business was discussed.

**13. Adjourn**

A motion to adjourn was made by Trustee McConkie and was seconded by Trustee Ashton. The meeting adjourned at 12:00 p.m.

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*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/469169.html> for entire content.*

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