



# Utah Transit Authority

## Board of Trustees

### MEETING MINUTES - Draft

669 West 200 South  
Salt Lake City, UT 84101

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**Wednesday, July 23, 2025**

**9:00 AM**

**FrontLines Headquarters**

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**Present:** Chair Carlton Christensen  
Trustee Beth Holbrook  
Trustee Jeff Acerson

Also attending were UTA staff and interested community members.

**1. Call to Order and Opening Remarks**

Chair Carlton Christensen welcomed attendees and called the meeting to order at 9:02 a.m.

**2. Pledge of Allegiance**

Attendees recited the Pledge of Allegiance.

**3. Safety First Minute**

Jay Fox, UTA Executive Director, delivered a brief safety message.

**4. Public Comment**

(To view public comment in its entirety, see the meeting video located at <https://rideuta.granicus.com/player/clip/377>.)

**In Person/Virtual Comment**

In person comment was given by Michael Kroll and online comment was given by Alex Keller.

Kroll spoke about transit connections and requested Sunday FrontRunner and late-night service to support transit use when traveling to and from local airports.

Keller spoke in support of better transit options to airports, specifically the Provo airport, as well as extended service hours and increased frequency on all UTA modes.

**Online Comment**

No online comment was received.

**5. Consent****a. Approval of July 9, 2025, Board Meeting Minutes**

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, to approve the consent agenda. The motion carried by a unanimous vote.

**6. Reports****a. Executive Director Report**

- **Update on Bond Sale**
- **UTA Commendation - Operator Patrick Randall**

**Update on Bond Sale**

Jay Fox was joined by Viola Miller, UTA Chief Financial Officer.

Miller reported on UTA's recent bond-related transaction results, which include the following:

- Tendering: \$221 million
- Issuance: \$128 million to support new projects
- Refunding: \$188 million in debt (net present value savings of \$18 million)

Miller noted UTA showed good standing in the market with stable, positive rating, and will provide a complete report in September.

**UTA Commendation - Operator Patrick Randall**

Jay Fox was joined by Camille Glenn, UTA Regional General Manager - Salt Lake and Mt. Ogden Service Units.

Glenn recognized Patrick Randall, UTA Operator, for his actions to ensure public safety following an active shooter incident that occurred during a recent "No Kings" protest.

**b. Strategic Plan Minute: Exceeding Customer Expectations - Launch Qualtrics**

Jay Fox reported on the launch of Qualtrics as UTA's primary survey and analytics tool. The tool will be used to obtain and evaluate data from internal and external sources.

**c. Discretionary Grants Report**

Tracy Young, UTA Grants Director, reviewed proposed grant applications, which include:

- FFY25 Federal Transit Administration (FTA) Bus and Bus Facilities: 25 Diesel Vehicles and Workforce Training
- FFY25 FTA Low and No Emission: 24 Compressed Natural Gas Vehicles and Workforce Training
- Davis County FY2025 3rd Quarter Funds: Davis-Salt Lake Community Connector

Discussion ensued. Questions on alignment between grant applications and fleet management plan were posed by the board and answered by Young.

## 7. Resolutions

- a. R2025-07-02 - Resolution Authorizing Execution of Addendum 9 to the Salt Lake City Transit Master Plan, Interlocal Agreement for 2025-2026 Frequent Transit Network Routes

Nichol Bourdeaux, UTA Chief Planning & Engagement Officer, was joined by Jaron Robertson, UTA Director of Planning.

Robertson summarized the resolution, which authorizes execution of Addendum 9 to the Salt Lake City Transit Master Plan Interlocal Agreement. The addendum specifies funding from Salt Lake City in the amount of \$6,277.036.60 to support frequent transit network (FTN) routes for 2025-2026.

Discussion ensued. Questions on the transit propensity on the FTN routes, cost annualization, future route plans, and National Transit Database (NTD) information utilization were posed by the board and answered by staff.

Chair Christensen suggested correlating information on growth patterns in Salt Lake City and transit corridors.

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, that this resolution be approved. The motion carried by the following vote:

Aye: Chair Christensen, Trustee Holbrook, and Trustee Acerson

## 8. Contracts, Disbursements and Grants

- a. **Contract: Low Voltage Power Supply Kits (KB Rail Canada Inc.)**

Kyle Stockley, UTA Director of Capital Vehicles, requested the board approve a \$276,500 contract with KB Rail Canada Inc. for 20 low voltage power supply unit replacements for light rail vehicles.

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that this contract be approved. The motion carried by a unanimous vote.

- b. **Contract: Hand-Held Radios (Motorola Solutions, Inc.)**

Jason Petersen, UTA Police Captain, requested the board approve a \$375,909.46 contract with Motorola Solutions, Inc. for police handheld radios.

Discussion ensued. A question on the radio system utilized by the State of Utah was posed by the board and answered by Petersen.

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, that this contract be approved. The motion carried by a unanimous vote.

c.

Ann Green-Barton, UTA Chief People Officer, was joined by JD Tazoi, UTA Director of Total Rewards.

Tazoi requested the board approve a not-to-exceed \$468,600 contract with Nottingham Trust for retirement plan pension payroll and tax services. The contract has a three-year and four-month base term with two additional option years. The total contract value includes both the base and option years.

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that this contract be approved. The motion carried by a unanimous vote.

d. **Change Order: Cooperative Agreement for Installation, Maintenance, and Operation of a Connected Vehicle System (CVS) for Bus Operations - Third Order (UDOT)**

Hal Johnson, UTA Director of Innovative Mobility Solutions, was joined by Shaina Quinn, UTA Program Manager - Innovative Mobility Solutions.

Staff requested the board approve a \$644,160 change order to the cooperative agreement with the Utah Department of Transportation (UDOT) for the installation, maintenance, and operation of a CVS for bus operations. The total contract value, including the change order, is \$1,572,260.

Discussion ensued. Questions on the supply chain for the CVS were posed by the board and answered by staff.

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, that this change order be approved. The motion carried by a unanimous vote.

e. **Disbursement: Settlement of Claim for Bair Creek Culvert Repair (Union Pacific Railroad Company)**

Jared Scarbrough, UTA Acting Chief Capital Services Officer, was joined by Viola Miller.

Staff requested the board approve a \$924,593.63 disbursement to the Union Pacific Railroad Company (UP) for repair of the track drainage culvert at Bair Creek in Kaysville. The disbursement is in accordance with the terms of the operations and maintenance agreement between UP and UTA.

Discussion ensued. Questions on the work completion date, impacts of the repair on rail service, liability split between UP and UTA, and settlement claim fund were posed by the board and answered by staff.

Staff committed to provide more information to the board on the settlement claim fund.

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that this disbursement be approved. The motion carried by a unanimous vote.

**9. Service and Fare Approvals**

**a. Fare Agreement: Education Pass Agreement (Salt Lake Community College)**

Viola Miller was joined by Jordan Eves, UTA Manager of Fare Strategy.

Staff requested the board approve a two-year education pass agreement with Salt Lake Community College. The contract value is \$746,000.

Discussion ensued. Questions on utilization were posed by the board and answered by staff.

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, that this education pass agreement be approved. The motion carried by a unanimous vote.

**b. Fare Agreement: Education Pass Agreement (Westminster University)**

Viola Miller was joined by Jordan Eves.

Staff requested the board approve a one-year education pass agreement with Westminster University. The contract has an estimated value of \$25,000.

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that this education pass agreement be approved. The motion carried by a unanimous vote.

**c. Fare Agreement: Education Pass Agreement (Charter School Consortium)**

Viola Miller was joined by Jordan Eves.

Staff requested the board approve a one-year education pass agreement with the Charter School Consortium. The contract value is \$278,496.

Discussion ensued. A question on the geographical distribution of the passes was posed by the board and answered by staff.

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, that this education pass agreement be approved. The motion carried by a unanimous vote.

**d. Fare Agreement: Education Pass Agreement Modification No. 3 (Salt Lake School District and Salt Lake Education Foundation)**

Viola Miller was joined by Jordan Eves.

Staff requested the board approve Modification No. 3 to the education pass agreement with the Salt Lake School District and the Salt Lake Education Foundation. The modification, which is valued at \$296,149, extends the existing education pass

agreement for one year. The total contract value, including the modification, is \$1,133,149.

Discussion ensued. A question on the Salt Lake School District bus fleet was posed by the board and answered by staff.

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that this modification be approved. The motion carried by a unanimous vote.

**e. Fare Agreement: Funding for Salt Lake School District Passes - 2025-2026 (Salt Lake City Corporation)**

Viola Miller was joined by Jordan Eves.

Staff requested the board approve a one-year fare agreement with Salt Lake City Corporation to fund its portion of passes for the Salt Lake School District (related to agenda item 9.d.). The contract value is \$214,209.

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, that this funding agreement be approved. The motion carried by a unanimous vote.

**10. Discussion Items**

**a. Proposed Capital Plan and Budget Amendments**

- **2025-2029 Five-Year Capital Plan First Amendment**
- **2025 Capital Budget First Amendment**

Viola Miller was joined by Daniel Hofer, UTA Director of Capital Programming & Support.

Staff reviewed proposed amendments to incorporate UTA's recent bond issuance funds into the 2025-2029 five-year capital plan and the 2025 capital budget. The affected projects include the SD100/SD160 light rail vehicle replacements and the Mt. Ogden administration building expansion.

Discussion ensued. Questions on potential changes to the timing of future bonding, canopy replacement at the Mt. Ogden administration building, and Mt. Ogden administration building funding were posed by the board and answered by staff.

**b. Safety and Security Report - Utah State Safety Oversight Program**

Travis King, UTA Director of Safety & Security, was joined by Peter Jager, State Safety Oversight Program Manager with UDOT.

Jager provided an overview of the state safety oversight (SSO) program and discussed SSO work on 2024-2025 capital projects and other initiatives. He concluded with a review of planned activities for the remainder of 2025.

Chair Christensen called for a recess at 10:37 a.m.

The meeting was reconvened at 10:47 a.m.

Jay Fox noted a misstatement that was made during the discussion on agenda item 8.e. and clarified 50 percent of the cost of the Bair Creek repair was borne by UTA and 50 percent was borne by UP.

**c. 5600 W Old Bingham Highway Station Area Plan**

Paul Drake, UTA Director of Real Estate & Transit-Oriented Development, was joined by Valarie Williams, UTA Transit-Oriented Communities Project Specialist I, and Tayler Jensen, Senior Planner with West Jordan City.

Drake provided an overview of the Station Area Plan (SAP) process.

Jensen reviewed the project goals, plan vision, and UTA property considerations related to the 5600 West Old Bingham Highway SAP.

Discussion ensued. Questions on large industrial use, regional park, data, and UTA property uses were posed by the board and answered by staff.

**d. Draper Town Center Station Area Plan**

Paul Drake was joined by Valarie Williams and Jennifer Jastremsky, Community Development Director with Draper City.

Jastremsky reviewed the project vision, and UTA property considerations related to the Draper Town Center SAP.

Discussion ensued. A question on zoning timelines was posed by the board and answered by staff.

**e. Roy Station Area Plan**

Paul Drake was joined by Valarie Williams and Steve Parkinson, City Planner with Roy City.

Parkinson reviewed the stakeholder engagement process, plan vision, and UTA property considerations related to the Roy SAP.

Discussion ensued. Questions on property considerations were posed by the board and answered by staff.

**f. Sandy Station Area Plans**

Paul Drake was joined by Valarie Williams and Jake Warner, Long Range Planning Manager with Sandy City.

Warner reviewed the key strategies, plan vision and goals, plan elements, and UTA property considerations related to the Historic Sandy, Sandy Expo Center, Sandy Civic Center, South Jordan FrontRunner, and Crescent View SAPs.

Discussion ensued on topics including canyon access, city code update timeline, and development opportunities.

**11. Other Business**

- a. Next Meeting: Wednesday, August 13, 2025 at 9:00 a.m.

**12. Closed Session**

- a. **Strategy Session to Discuss Topics as Defined in Utah Code 52-4-205 (1):**
  - **Collective bargaining**

No closed session was held.

**13. Open Session**

The entirety of the meeting was held in open session.

**14. Adjourn**

A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, to adjourn the meeting. The motion carried by a unanimous vote and the meeting adjourned at 11:39 a.m.

Transcribed by Cathie Griffiths  
Executive Assistant to the Board Chair  
Utah Transit Authority

This document is not intended to serve as a full transcript as additional discussion may have taken place; please refer to the meeting materials or audio located at <https://www.utah.gov/pmn/sitemap/notice/1010773.html> for entire content. Meeting materials, along with a time-stamped video recording, are also accessible at [https://rideuta.granicus.com/player/clip/377?view\\_id=1&redirect=true](https://rideuta.granicus.com/player/clip/377?view_id=1&redirect=true).

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

Approved Date:

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Carlton J. Christensen  
Chair, Board of Trustees