



Utah Transit Authority

Board of Trustees

MEETING MINUTES - Draft

669 West 200 South
Salt Lake City, UT 84101

Wednesday, October 22, 2025

9:00 AM

FrontLines Headquarters

Present: Chair Carlton Christensen
Trustee Jeff Acerson

Excused: Trustee Beth Holbrook

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 9:01 a.m.

2. Pledge of Allegiance

Attendees recited the Pledge of Allegiance.

3. Safety First Minute

Viola Miller, UTA Chief Financial Officer, delivered a brief safety message.

4. Public Comment, Part 1

Note: The public comment period was taken out of order from the agenda, taking place between the Executive Director Report (Item 6. a.) and the Strategic Plan Minute (Item 6. b).

5. Consent

a. Approval of October 8, 2025, Board Meeting Minutes

b. UTA Policy - UTA.02.02 Contracting Authority Policy

It was noted that the October 8, 2025 minutes were modified from what was originally submitted to provide updated information on how to access video recordings of the meeting through the UTA website.

A motion was made by Trustee Acerson, and seconded by Chair Christensen, to approve the modified minutes and remainder of the consent agenda. The motion carried by a unanimous vote.

6. Reports, Part 1

a. Executive Director Report

- UTA Recognition - Bus Operations & Maintenance Rodeo Winners

Jay Fox, UTA Executive Director, was joined by Andres Colman, UTA Chief Operations

Officer, to recognize winners from the recent Roadeo.

4. **Public Comment, Part 2**

Note: Out of order - see above. The call for public comment took place after the Executive Director's Report at 9:14 a.m.

In Person/Virtual Comment

No in person or virtual comment was given.

Online Comment

No online comment was received.

6. **Reports, Part 2**

b. Strategic Plan Minute: Building Community Support - Community Advocacy Plan

Jay Fox reported about key milestones completed so far in 2025. He also mentioned how the UTA social media presence has really grown. The number of followers has increased significantly.

c. Capital Program Report - Third Quarter 2025

Jared Scarbrough, UTA Acting Chief Capital Services Officer, was joined by Daniel Hofer, UTA Director of Capital Programming and Support, to give an update on the 2025 Capital Program through quarter three. Chair Christensen asked about updates to specific projects including the 5600 West vehicle procurement, grade crossing replacements, and bus stop construction. Staff answered accordingly.

7. **Resolutions**

a. R2025-10-04 - Resolution Granting 2025 Expenditure and Disbursement Authority to Non-Inventory Vendors

Robert Lamph, UTA Comptroller, and Eric Barrett, UTA Deputy Comptroller, requested the Board's authorization for an increase to the 2025 not-to-exceed amount for certain vendors. Discussion followed.

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

Aye: Chair Christensen, and Trustee Acerson

Excused: Trustee Holbrook

8. **Contracts, Disbursements and Grants**

a. Change Order: Light Rail Vehicles Change Order 1 - Notice to Proceed in Exercising Option to Purchase 20 Vehicles (Stadler US)

Kyle Stockley, UTA Director of Capital Vehicles, explained the advantages of proceeding with purchasing 20 vehicles from Stadler US. There will be procurement savings from

exercising the option now. The contract amendment amount is \$121,511,694 which brings the total contract value to \$250,811,888.

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

b. Change Order: Northern ADA Complementary Paratransit and Route Deviation Provider Services Modification 2 - Rate Modifications (MV Transportation, INC.)

Andres Colman, UTA Chief Operations Officer, and Ryan Taylor, UTA Special Services General Manager explained that this change order has been in negotiation for nearly two years. This reflects UTA's commitment to continuous improvement. Questions were asked about whether there is budget for this increase request. Discussion followed. The amendment amount is \$339,045, which brings the total contract value to \$25,373,599.

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

c. Change Order: S-Line Extension Phase 1 Pre-Construction Design Services Change Order 4 - Systems and Pre-Curved Rail Procurement (Kiewit Infrastructure West Co.)

Jared Scarbrough described the project extending the streetcar line in Sugar House. To stay on schedule, the contractor, Kiewit will purchase equipment in UTA's name so it can be transferred to UTA should the agency decide to pursue a different contractor for construction, now that 90% of the design has been completed. The Board asked for an update on Highland Drive and Scarbrough committed to providing additional information on Salt Lake City's plans to reconstruct Highland Drive. The amendment amount is \$3,907,664.00 which brings the total contract value to \$8,923,166.11.

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

d. Change Order: Federal External Relations - Administration - Modification 3 - Contract Extension (Cardinal Infrastructure, LLC)

Annette Royle, UTA Chief of Board Strategy and Governance, described the relationship between UTA and Cardinal Infrastructure, LLC, who provides government relations consulting services with federal agencies. To maintain consistency, a two-year extension to the contract with Cardinal was requested. The amendment amount is \$354,000 which brings the total contract value to \$1,146,000.

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

e. Change Order: Federal External Relations - Congressional - Modification 3 - Contract Extension (Barker Leavitt, PLLC)

Annette Royle described the relationship between UTA and Barker Leavitt, PLLC who provides government relations consulting services with Utah's Congressional delegation. To maintain consistency, a two-year contract extension was requested. The amendment amount is \$323,535.12 which brings the total contract value to \$1,091,314.39

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

9. Discussion Items

a. UTA Policy - UTA.02.01 Spending Authority Policy

Viola Miller was joined by Todd Mills, UTA Director of Supply Chain, to discuss amendments to the UTA Spending Authority Policy, including increases to the allowed transaction limits. Discussion followed about increasing the micro-purchase and small-purchase limit and strategies to ensure optimal pricing. Staff commented that this process should improve efficiency and help reduce workload. The board asked about requirements to adhere to state and federal procurement policies.

10. Other Business

a. Next Meeting: Wednesday, November 12, 2025 at 9:00 a.m.

11. Adjourn

A motion was made by Trustee Acerson, and seconded by Chair Christensen, to adjourn the meeting. The motion carried by a unanimous vote and the meeting adjourned at 9:56 a.m.

Transcribed by Cherilyn Bradford
Executive Assistant to the Board
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/pmnn/sitemap/notice/1031143.html> for entire content. Meeting materials, along with a time-stamped video recording, are also accessible at <https://rideuta.granicus.com/player/clip/410>.

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

Approved Date:

Carlton J. Christensen
Chair, Board of Trustees