



# Utah Transit Authority

## Board of Trustees

### MEETING MINUTES - Draft

669 West 200 South  
Salt Lake City, UT 84101

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**Wednesday, January 14, 2026**

**9:00 AM**

**FrontLines Headquarters**

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

Trustee Holbrook attended the meeting electronically.

Also attending were UTA staff and interested community members.

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

**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/425?meta\\_id=71651](https://rideuta.granicus.com/player/clip/425?meta_id=71651).)

**In Person/Virtual Comment**

In person comment was given by Michael Kroll.

Kroll expressed support for Salt Lake City's WE Connect Study and spoke against UTA's grant applications, particularly the grant application related to the Salt Lake Central Station redevelopment.

**Online Comment**

No online comment was received.

**5. Consent**

**a. Approval of the December 17, 2025 Board of Trustees Meeting Minutes**

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

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

- **UTA Recognition - Video Security Team | UTAPD**
- **Continuous Improvement Excellence Award - Fares Strategy Team**

**In Memoriam - Julie Harrison**

Jay Fox memorialized the life of Julie Harrison, a UTA employee who passed away on New Year's Day.

**UTA Recognition - Video Security Team | UTAPD**

Jay Fox was joined by Dalan Taylor, UTA Chief of Police & Public Safety Manager, and Travis King, UTA Director of Safety & Security.

Taylor and King recognized the UTA police department and video security team for lifesaving actions taken to assist an individual experiencing a mental health crisis.

**Continuous Improvement Excellence Award - Fares Strategy Team**

Jay Fox was joined by Alisha Garrett, UTA Chief Enterprise Officer, and Susan Scadden, UTA Acting Manager of Organizational Excellence.

Scadden presented the UTA Continuous Improvement Excellence Award to the fares strategy team for their work in streamlining the agency's renewal process with its Eco Pass partners.

**b. Strategic Plan Minute: Quality of Life - Finalize & Deploy UTA Sustainability Plan**

Jay Fox highlighted milestones achieved in the finalization and deployment of the UTA Sustainability Plan.

**c. Financial Report - November 2025**

Viola Miller, UTA Chief Financial Officer, was joined by Ann Green-Barton, UTA Chief People Officer, and Brad Armstrong, UTA Director of Budget & Financial Strategy.

Staff reviewed the following:

- Financial dashboard
- Sales tax revenue
- Sales tax collections by county
- Passenger revenues
- Full-time equivalent (FTE) staffing
- Operating financial results
- Capital spending by chief office
- Actual versus forecast spend year-to-date on capital expenses
- Capital funding sources
- Accounts payable, procurement, and fares metrics

Discussion ensued. Questions on employee vacancies and ridership were posed by the board and answered by staff.

Green-Barton committed to provide information to the board on the nature of employee vacancies.

**d. Discretionary Grants Report**

Tracy Young, UTA Grants Director, provided an update on discretionary grants, including proposed grant applications and grant applications awaiting selection.

Discussion ensued. A question on Amtrak's support for the Federal Railroad Administration (FRA) National Railroad Partnership Program grant was posed by the board and answered by staff.

**7. Resolutions**

**a. R2026-01-01 - Resolution Approving Amendment Four to the Terms and Conditions of Employment for Executive Director Jay Fox**

Chair Christensen summarized the resolution, which approves a fourth amendment to the employment agreement with Jay Fox. The amendment establishes a new base period of employment from January 1, 2026, through December 31, 2028, with an option period from January 1, 2029, through December 31, 2030. It also authorizes compensation and supplemental benefits given from 2026-2030, including:

- Annual merit increases equal to the amount set for administrative merit increases
- 457 Plan employer match of 5% (pending a plan amendment in 2026)
- 10 executive vacation days per year, requiring an exception to UTA Policy UTA.05.02
- Signing bonus of \$5,000

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 Acerson, and Trustee Holbrook

**8. Contracts, Disbursements and Grants**

**a. Contract: Real Estate Purchase Contract for Box Elder County Right of Way Parcel BOX-1001 (Woodland Zito, LLC)**

Spencer Burgoyne, UTA Manager of Property Administration, was joined by Ethan Ray, UTA Project Manager II.

Burgoyne requested the board approve a \$492,200 contract (\$489,300 plus closing costs) with Woodland Zito, LLC for the purchase of Parcel BOX-1001 in unincorporated

Box Elder County for corridor preservation.

Discussion ensued. Questions on how much corridor is left to be acquired and the status of negotiations with property owners on additional parcels were posed by the board and answered by staff.

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

**b. Contract: Maintenance Uniforms and Facilities Essentials (ALSCO, Inc.)**

Andres Colman, UTA Operating Officer, was joined by Kayleigh Hammerschmid, UTA Manager of Light Rail Operations.

Hammerschmid requested the board approve a \$1,650,000 contract with ALSCO, Inc. for maintenance uniforms and facilities essentials. The contract has a term of five years.

Discussion ensued. A question on accessibility for obtaining uniforms was posed by the board and answered by Hammerschmid.

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. Change Order: On-Call Systems Services Contract Task Order #26-005 - Training Yard Construction (Rocky Mountain Systems Services)**

Jared Scarbrough, UTA Director of Capital Design & Construction, requested the board approve a \$2,248,411.84 change order to the on-call contract with Rocky Mountain Systems Services for signal construction in the maintenance of way training yard. The total contract value, including the change order, is \$19,439,137.41.

Discussion ensued. Questions on the project budget, adjacent building construction, and benefits of the training facility were posed by the board and answered by Scarbrough.

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.

**d. Pre-Procurements**

- Reloadable FAREPAY Cards
- Municipal Financial Advisor

Todd Mills, UTA Director of Supply Chain, was joined by Brian Reeves, UTA Associate Chief Financial Officer.

Mills indicated the agency intends to procure the goods and services outlined on the meeting agenda.

Discussion ensued. Questions on FAREPAY functional compatibility with existing UTA systems and the contract term for the municipal financial advisor were posed by the board and answered by staff.

## 9. Service and Fare Approvals

### a. Complimentary Fare: Passes for Utah Legislative Session Volunteers

Brian Reeves was joined by Monica Howe, UTA Fares Director.

Reeves requested the board approve the issuance of 20 complimentary fare passes for legislative volunteers to use during the 2026 legislative session.

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

## 10. Discussion Items

### a. Fare Rate Analysis

Brian Reeves was joined by Monica Howe.

Reeves and Howe began by reviewing the governance structure for fare rates. They then outlined components of the fare rate adjustment analysis, including elements of UTA fare rates and peer agency comparisons, and spoke about factors influencing fares. Staff concluded with a fare change recommendation to increase UTA's base fare from \$2.50 to \$3.00 by the agency's December 2026 Change Day.

(Note: Reeves mentioned an error on the "Fare Elasticity" slide in the presentation. The off-peak number under the column titled "Pham and Linsalata, 1991" should be -0.39 and the peak should be -0.18.)

Discussion ensued. Questions on subsidy per rider analysis by mode, impacts of fuel prices on ridership and fare revenue, and timing of fare change implementation were posed by the board and answered by staff.

Trustee Holbrook left the meeting at 10:21 a.m.

Chair Christensen called for a recess at 10:42 a.m.

The meeting reconvened at 10:48 a.m.

### b. 2024 Sustainability Report and Sustainability Plan

Jon Larsen, UTA Chief Capital Services Officer, was joined by Patti Garver, UTA Manager of Environmental Compliance & Sustainability, and Sarah Ross, UTA Environmental Stewardship Sustainability Specialist II.

Garver provided an update on the 2024 Sustainability Report and the 2024 Sustainability Plan and highlighted 2025 sustainability projects.

Discussion ensued. Questions on achievability of the UTA Strategic Plan sustainability target, ridership impacts on emissions totals, sustainability considerations in capital projects, and employee recycling acumen were posed by the board and answered by staff.

Chair Christensen suggested evaluating solutions such as motion sensor lighting as part of the energy management strategy. Trustee Acerson recommended staff evaluate UTA's return on investment when determining sustainability priorities.

#### **11. Other Business**

- a. Next Meeting: Wednesday, January 28, 2026 at 9:00 a.m.

#### **12. Adjourn**

A motion was made by Trustee Acerson, and seconded by Chair Christensen, to adjourn the meeting. The motion carried and the meeting adjourned at 11:13 a.m.

Transcribed by Cathie Griffiths  
Board Administration Manager  
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/1051541.html> for entire content. Meeting materials, along with a time-stamped video recording, are also accessible at <https://www.utah.gov/pmn/sitemap/notice/1051541.html>.

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