



Utah Transit Authority

Board of Trustees

MEETING MINUTES - Draft

669 West 200 South
Salt Lake City, UT 84101

Wednesday, September 24, 2025

9:00 AM

FrontLines Headquarters

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 9:00 a.m.

2. Pledge of Allegiance

Attendees recited the Pledge of Allegiance.

3. Safety First Minute

Ann Green-Barton, UTA Chief People Officer, delivered a brief safety message.

4. Public Comment

In Person/Virtual Comment

No in person or virtual comment was given.

Online Comment

No online comment was received.

5. Consent

a. Approval of September 10, 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

- APTA Award - UTA 2025 Outstanding Public Transportation System Achievement

Jay Fox, UTA Executive Director, spoke about UTA receiving the APTA Award for 2025 Outstanding Public Transportation System Achievement, which was presented during the APTA conference last week in Boston, MA.

b. Strategic Plan Minute: Generating Critical Economic Value - Economic Value Campaign

Fox delivered a report focusing on key milestones achieved thus far in 2025.

c. Pension Committee Report

Trustee Jeff Acerson is Chair of the Pension Committee and provided an update from the September 11, 2025, meeting.

7. Resolutions

a. R2025-09-05 - Resolution Approving the First Amendment to the Authority's 2025-2029 Five-Year Capital Plan

Viola Miller, UTA Chief Financial Officer, was joined by Daniel Hofer, UTA Director of Capital Programming and Support. This proposed Amendment modifies the existing 2025-2029 Five-Year Capital Plan by adding \$39,894,000.

This Amendment will affect two projects:

- SD100/SD160 Light Rail Vehicle Replacement
- Mt Ogden Admin Building Expansion

This increase in expenses will be offset by an equal increase in bond funds. Discussion followed and staff answered any questions.

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

b. R2025-09-06 - Resolution Approving the First Amendment to the Authority's 2025 Capital Budget

Viola Miller was joined by Daniel Hofer to propose a budget amendment to the existing 2025 capital budget. This addition will affect the SD100/SD160 Light Rail Vehicle Replacement project. This proposed Budget Amendment will add \$67,000,000 to the overall 2025 Capital Budget. Discussion followed and staff answered any questions.

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

Aye: Chair Christensen, Trustee Holbrook, and Trustee Acerson

c. R2025-09-07 - Resolution Accepting the Conveyance of Real Property Interests Associated with the FrontRunner 2X and FrontRunner Point Improvements Projects

Jared Scarbrough, UTA, Acting Chief Capital Services Officer and Paul Drake, UTA, Director of Real Estate and TOD explained that UTA and UDOT have agreed that land parcels be purchased directly in UTA's name to avoid duplicating cost, time, effort, and documentation. It also ensures that UTA receives the properties in a timely manner and is covered under title insurance. That process also simplifies ownership, access rights, and maintenance responsibilities. Questions about the procurement process of individual homes, length of time, and the individual impact of current homeowners were posed by the board and answered by staff.

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. **Change Order: Outside Legal Services Modification to Increase Not-To-Exceed Amount for Outside Legal Services Pool (Chapman and Cutter; Fabian VanCott; Gilmore Bell; Jackson Lewis PC; Kaplan, Kirsch, & Rockwell LLP; Kutak Rock LLP; Nossamon LLP; Parsons, Behle, & Latimer PLC; Spencer Fane LLP; Venable LLP)**

David Wilkins, Assistant Attorney General, Director Transit Section, explained that several legal issues have arisen that were not anticipated when the Legal Services Pool was approved in June 2024. This increase of \$500,000 to \$2,000,000 in the overall Not-to-Exceed (NTE) amount is necessary to cover expenses through the end of the contract period ending July 1, 2029 (including two (2) one-year options). Discussion followed and staff answered any questions.

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

- b. **Change Order: On-Call Infrastructure Maintenance Contract Task Order #25-043 - Maintenance Of Way Training Yard Construction (Stacy and Witbeck, Inc.)**

David Osborn, UTA Acting Director of Capital Construction and Design, described that this training yard will allow UTA Maintenance of Way (MOW), employees to become proficient in the systems they maintain in a safe environment that does not affect revenue trains. Employees will be able to improve their maintenance response times, knowledge base, and overall confidence when troubleshooting mainline system components. Discussion followed and staff answered any questions.

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.

- c. **Change Order: State and Local External Relations Services (ASG Consulting, LLC)**

Annette Royle, UTA Chief of Board Strategy and Governance recounted that ASG Consulting has provided valuable support and representation of UTA's priorities through the 2023, 2024, and 2025 legislative sessions. Change Order 2 extends their work through the 2026 session. A future change order could be contracted to continue

support services into 2027.

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

9. Budget and Other Approvals

a. TBA2025-09-03 - Technical Budget Adjustment - 2025 Operating Budget

Viola Miller, was joined by Brad Armstrong, UTA Director of Budget & Financial Strategy to propose to add 11 Full-Time Equivalent (FTE) to Operations to support the start-up of the MVX bus service slated to begin in April of 2026. Discussion followed and staff answered any questions.

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

10. Discussion Items

a. Next Generation Fare Collection System Update

Monica Howe, UTA Fares Director and Brian Reeves, UTA Associate Chief Financial Officer, gave an update on the next generation fare collection replacement project. UTA is currently operating in Phase 2, Phase 3, and Phase 4. Project completion is estimated to be in the first quarter of 2027. Discussion followed and staff answered any questions.

b. 2025-2026 UTA Insurance Program and Renewals

Brian Reeves reported that UTA completed its annual insurance renewals. Cyber and terrorism coverage saw lower premiums, most other areas remained stable, while railroad liability, excess coverage, and excess workers' compensation premiums rose due to higher market risk. Discussion followed and staff answered any questions.

c. Summary of the Series 2025 Bond Issuance

Viola Miller, Brian Reeves, and Brian Baker, Zions Bank Public Finance Municipal Advisor, gave an informational report on the final outcome of UTA's bond tendering, refunding and issuance to fund system improvements, repurchase tendered bonds and refund taxable bonds. Discussion followed and staff answered any questions.

Chair Christensen called for a recess at 10:32 a.m.

Meeting reconvened at 10:42 a.m.

d. Revised 2026-2030 Five-Year Capital Plan Overview

Jared Scarbrough, UTA Acting Chief Capital Services Officer and Daniel Hofer presented

the 5-year Capital Plan for 2026-2030 and highlighted 2026 specifically. Information included feedback and changes incorporated since the Board Budget Work Sessions. Discussion followed and staff answered any questions.

e. Tentative 2026 Operating and Capital Budget

Viola Miller, Brad Armstrong, and Daniel Hofer, were joined by Kim Shanklin, UTA Chief of Staff, Nichol Bourdeaux, UTA Chief Planning & Engagement Officer, and Andres Colman, UTA Chief Operations Officer to discuss how the organization has built on the base budget with a selection of prioritized initiatives focused on UTA strategic objectives: Quality of Life, Customer Experience, Organizational Excellence, Community Support, and Economic Return.

Nichol Bourdeaux clarified that funds allocated for "planning studies" in the capital budget would be used for the following:

- Bus Optimization
- Mapping Design Request study
- Freeway study
- Micro Mobility Accommodations Infrastructure study
- Park and Ride Utilization study
- Innovative Mobility Solutions study

Discussion followed and staff has committed to providing the tentative budget to the board for review in advance of approval.

11. Other Business

- a. Next Meeting: Wednesday, October 8, 2025 at 9:00 a.m.

12. 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 12:00 p.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/pmn/sitemap/publicbody/940.html> for entire content. Meeting materials, along with a time-stamped video recording, are also accessible at https://rideuta.granicus.com/player/clip/389?view_id=1&redirect=true.

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

Approved Date:

Carlton J. Christensen
Chair, Board of Trustees