Utah Transit Authority

Board of Trustees

MEETING MINUTES - Final

669 West 200 South
Salt Lake City, UT 84101

Wednesday, October 8, 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

(Note: There was a technical issue with UTA's streaming service that prevented a full and complete video recording of the meeting. The video for this meeting is divided between files which must be accessed though different means. The video for the first half of the meeting (agenda items 1 - 6. d.) is provided in a file listed under the "Attachments" portion of the meeting details on UTA's Public Meeting Portal posting and does not offer links to individual items. The second half of the meeting and begins during the discussion of agenda item 7.a. and runs through the end of the meeting. Video for the first half of the meeting is available as a separate attachment. The audio for the meeting is complete and available on both the UTA and Utah Public Notice websites.)

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

Andres Colman, UTA Chief Operations Officer, delivered a brief safety message.

4. Public Comment

In Person/Virtual Comment
No in person or virtual comment was given.

Online Comment
Online comments received were distributed to the board for review prior to the meeting and are included in Appendix A to these minutes.

5. Consent

a. Approval of September 24, 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

- **UTA Recognition - Lifesaver Award for James Sidwell and Gabe Jacquez**

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

Glenn recognized Gabe Jacquez and James Sidwell for actions taken to assist a UTA operator experiencing a significant medical event.

b. Strategic Plan Minute: Quality of Life - LED Lighting Implementation

Jay Fox highlighted UTA's efforts to implement LED lighting upgrades across UTA facilities. The move is part of a concerted effort to reduce the agency's environmental footprint.

c. Financial Report - August 2025

Viola Miller, UTA Chief Financial Officer, was joined by 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 state of good repair project impacts on ridership, Box Elder County sales tax revenue, and accounts payable improvement efforts were posed by the board and answered by staff.

d. Discretionary Grants Report

Gregg Larsen, UTA Manager of Grant Services, reported on proposed grant applications and grants awaiting selection. As part of his report, Larsen highlighted the grant application for Depot District and Meadowbrook vehicle chargers and related benefits.

Discussion ensued. A question on the local match for the Depot District electric bus charging project was posed by the board and answered by Larsen.

7. Resolutions

a. R2025-10-01 - Resolution Adopting the Amended 2025-2029 Five-Year Service Plan for the Years 2026-2029

Jaron Robertson, UTA Director of Planning, summarized the resolution, which adopts the amended 2025-2029 Five-Year Service Plan for the years 2026-2029. The primary adjustments to the service plan include:

- Advancing implementation of the Midvalley Express (MVX) route from 2027 to April 2026
- Discontinuing route 667
- Postponing implementation of new service to time periods that will be determined in the next 2027-2031 Five-Year Service Plan

Discussion ensued. Trustee Holbrook requested including annual totals of new service miles in future presentations.

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. R2025-10-02 - Resolution Adopting the Authority's Tentative 2026 Budget and Setting a Public Hearing on the Tentative 2026 Budget

Viola Miller summarized the resolution, which adopts the authority's tentative 2026 budget and sets a public hearing on the tentative 2026 budget.

Miller then presented the overall budget overview and an operating budget summary. The operating budget was discussed in the context of expenses by mode, expenses by office, expenses by category, FTE summary by office, and FTE summary by mode. Miller concluded by outlining the next steps in the budget approval process.

Discussion ensued. Questions on debt service were posed by the board and answered by Miller.

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. R2025-10-03 - Resolution Authorizing Execution of a Collective Bargaining Agreement with International Brotherhood of Teamsters Local Union No. 222

Ann Green-Barton, UTA Chief People Officer, was joined by Joseph Della Cerra, UTA Labor Relations Program Manager.

Green-Barton summarized the resolution, which authorizes execution of a collective bargaining agreement (CBA) with the International Brotherhood of Teamsters Local Union No. 222.

Green-Barton highlighted provisions in the CBA related to employee compensation and benefits, transition of healthcare benefits, and other key items.

Discussion ensued. A clarifying question on bargaining unit employee healthcare benefits was posed by the board and answered by Green-Barton.

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: Bus Purchase through Washington State Contract Assignment of Options (Gillig, LLC)

Kyle Stockley, UTA Director of Capital Vehicles, requested the board approve a $33,772,251 contract with Gillig, LLC through options available on the Washington State contract for the purchase of twenty-one (21) 40-foot clean diesel transit buses in 2026, seventeen (17) 40-foot clean diesel transit buses in 2027, and five (5) 35-foot canyon service buses in 2027.

Discussion ensued. A question on how long UTA can anticipate using the Washington State contract was posed by the board and answered by Stockley.

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: Memorandum of Understanding - S-Line Extension (Dee's, Inc.)

David Osborn, UTA Acting Director of Capital Design & Construction, was joined by Ethan Ray, UTA Project Manager II.

Osborn requested the board approve a memorandum of understanding (MOU) with Dee's, Inc. (Dee's) for the S-Line extension project. The MOU sets terms for extending the S-Line onto the Dee's property. The extension will include construction of a station at the site.

Key terms of the MOU include:

- An understanding that Dee's will provide a 50-year ground lease for UTA to operate the S-Line station
- An understanding that UTA will pay Dee's $2,300,000 for impacts to parking and for an operator break facility, which will be built into the Dee's development
- An agreement that UTA and Dee's will work jointly on the design of both the station and operator break facility

The MOU will serve as a basis from which to construct a lease agreement and other agreements necessary for the project.

Discussion ensued. Questions on the 50-year ground lease term were posed by the board and answered by staff.

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

c. Contract: Betterment Agreement - Wayside Signal Design (Utah Department of Transportation)

David Osborn was joined by Dean Hansen, UTA Manager of Systems Engineering.

Osborn requested the board approve a $4,399,570.38 betterment agreement with the Utah Department of Transportation (UDOT) for completion of the wayside signal design on the FrontRunner 2X project. (Note: The cost is estimated and UTA will be responsible for actual costs associated with the betterment items.)

Discussion ensued. Questions on the wayside signaling purpose and betterments lifespan were posed by the board and answered by staff.

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

d. Change Order: On-Call Systems Maintenance Contract Task Order #25-020 - Shepard Lane Fiber Upgrades (Rocky Mountain System Services)

David Osborn was joined by Mike Bell, Assistant Attorney General.

Bell explained adjustments to the Disadvantaged Business Enterprise (DBE) program at the federal level and indicated the adjustments affect a portion of the language in this change order. He recommended the board approve the change order with an exclusion of the DBE portion.

Osborn requested the board approve a $301,727 change order to the on-call contract with Rocky Mountain System Services for fiber upgrades at Shepard Lane in Farmington. The total contract value, including the change order, is $15,004,669.57.

Discussion ensued. Trustee Holbrook recommended staff connect with UDOT to determine whether the reference to Shepard Lane should be changed to the North Station Park Exit.

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, that this change order be approved as amended in accordance with the DBE program changes. The motion carried by a unanimous vote.

e. Change Order: FrontRunner Double Track Project Funding and Reimbursement Agreement - Amendment 1 (Utah Department of Transportation)

Jared Scarbrough, UTA Acting Chief Capital Services Officer, was joined by Janelle Robertson, UTA Project Manager III.

Robertson requested the board approve Amendment 1 to the FrontRunner Double Track Project Funding and Reimbursement Agreement with UDOT. Key changes and additions include:

- Expanding the project definition to include all improvements, including the Point of the Mountain station and the new diesel multiple unit (DMU) maintenance facility
- Adjusting UTA costs to reflect the additional scope
- Extending the expense timeframe through the end of December 2027
- Modifying invoice requirements and UDOT's cost allocations
- Clarifying the agreement's connections to related agreements and plans

The amendment has a value of $19,181,329. The total agreement value, including the amendment, is $24,945,070 in revenue to UTA.

Discussion ensued. Questions on the division of work between UDOT and UTA and early project development expenses were posed by the board and answered by staff.

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

f. Pre-Procurements

- **Snow Removal Service**

Todd Mills, UTA Director of Supply Chain, indicated the agency intends to procure the services outlined on the meeting agenda.

Discussion ensued. A question on the bidding process was posed by the board and answered by Mills.

9. Other Business

a. Next Meeting: Wednesday, October 22, 2025 at 9:00 a.m.

10. Adjourn

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, to adjourn the meeting. The motion carried by a unanimous vote and the meeting adjourned at 10:18 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/1027561.html for entire content. Meeting materials, along with a time-stamped video recording, are also accessible at https://rideuta.granicus.com/player/clip/391.

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

Approved Date: October 22, 2025

DocuSigned by:
Carlton J. Christensen
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Carlton J. Christensen
Chair, Board of Trustees

Appendix A
Online Public Comment

(Note: Online public comment was received via email and the text is copied as submitted.)

From Philip Sauvageau:

For this week's meeting there is an item R2025-10-01 Amending the 2025 - 2029 Five-Year Service Plan

I can see that there are adjustments to what was planned to happen on 2026 change day. I am guessing this is because of staffing uncertainty and waiting for more information on how long it will take to implement the Route 470X, Davis-SLC Connector.

One item I noticed that may cause problems if changed would be:
Route 667, Station Park Trolley: Discontinued - Implement - 2026

I don't know when the Park Lane pedestrian bridges will be complete. Also, I have not seen any progress on providing pedestrian infrastructure on Lagoon Drive or pedestrian access from the Park Lane Lagoon entrance. Without these other options available, access to Lagoon will be difficult.