



# Utah Transit Authority

## Board of Trustees

### MEETING MINUTES - Final

669 West 200 South  
Salt Lake City, UT 84101

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**Wednesday, May 14, 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**

Trustee Jeff Acerson 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/365?view\\_id=1&redirect=true](https://rideuta.granicus.com/player/clip/365?view_id=1&redirect=true)>.)

**In Person/Virtual Comment**

In person comment was given by Imelda Piep, Richard Jung, Natalie Dunwoodie, Shonta Welsh, Bryant Barker, Anthony Sickler, and Adam Turner. No virtual comment was given.

Piep, a UTA Operator, expressed frustration with operator working conditions.

Jung, a UTA Operator, expressed concern about deteriorating morale among operators.

Dunwoodie, a UTA Operator, shared the negative effects of split shifts.

Welsh, a UTA Operator, expressed opposition to recent hiring decisions and negative culture.

Barker, a UTA Operator, expressed opposition to using supplemental service providers and reducing overtime possibilities.

Sickler, a UTA Operator, expressed the need for higher wages for operators and more overtime opportunities.

Turner, a UTA Extraboard Operator, also expressed the need for higher operator wages and overtime opportunities.

**Online Comment**

Online public comment was received via email and the text is included as Appendix A to these minutes.

**5. Consent**

- a. Approval of April 23, 2025, Board Meeting Minutes**
- b. Quarterly Disbursement Report - Vehicle Parts Inventory Vendors - Q1 2025**
- c. Quarterly Disbursement Report - Non-Inventory Vendors - Q1 2025**

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**
  - Shingo Rising Star Award Recipient - Alisha Garrett**

Note: This agenda item was delayed and presented after item 6.b.

Jay Fox, UTA Executive Director, announced that Alisha Garrett, Chief Enterprise Strategy Officer, received the Shingo Rising Star Award and Garrett commented on the achievement.

- b. Strategic Plan Minute: Moving Utahns to a Better Quality of Life - Operate 5-Year Service Plan**

Note: This agenda item was presented out of order, before item 6.a.

Jay Fox reported that as of April Change Day 2025, UTA has reached the strategic initiative target to provide all day service access to 54% of the population of Utah. Service additions made in April contributed to the achievement of this service access target.

- c. Financial Report - March 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
- Sales tax growth and passenger revenues
- Full-time equivalent (FTE) staffing
- Operating financial results
- Capital funding sources
- Accounts payable, procurement, and fares metrics
- Accounting adjustments affecting prior month reports

Discussion ensued. Questions regarding the cause of sales tax slow-down, overtime needs, and staffing levels were posed by the board and answered by staff.

**d. Investment Report - First Quarter 2025**

Brian Reeves, UTA Associate Chief Financial Officer, summarized the general economic outlook, including tariff and labor market considerations, and then reviewed U.S. Treasury yield trends and UTA investment yields. Portfolio returns for quarter one of 2025 had an average rate of 4.29% overall, which fell just below the benchmark rate of 4.33%.

Discussion ensued. Questions on UTA's investment stability (specifically short and long-term considerations) were posed by the board and answered by staff.

**7. Resolutions**

**a. R2025-05-01 - Resolution Authorizing Execution of an Interlocal Cooperation Agreement with Salt Lake County for Contributions to the UTA TRAX Ambassador Program**

Nichol Bourdeaux, UTA Chief Planning & Engagement Officer, was joined by Megan Waters, UTA Community Engagement Director. Bourdeaux summarized the partnership with Salt Lake County outlined in the resolution, which authorizes execution of an interlocal cooperation agreement with Salt Lake County for contributions up to \$50,000 to support the UTA TRAX ambassador program. Waters emphasized the success of the TRAX Ambassador program.

Discussion ensued. Questions on requirements for reports to the county were posed by the board and answered by staff. The trustees expressed gratitude to Salt Lake County for their support of the program.

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: Vendor Managed Inventory Supply Services (The Aftermarket Parts Company, LLC)**

Todd Mills, UTA Director of Supply Chain, requested the board approve a contract with The Aftermarket Parts Company, LLC for vendor-managed inventory (VMI) supply services for bus parts. The contract has a not-to-exceed value of \$5,300,000 over a five-year period, which consists of a three-year base agreement with two one-year options.

Discussion ensued. A question on the type of vehicles supported by this contract was posed by the board and answered by Mills.

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

**b. Contract: Paratransit Vehicles for Special Services (Model 1)**

Kyle Stockley, UTA Director of Capital Vehicles, requested the board approve a \$5,783,362 contract with Model 1 via the State of Arizona for the purchase of 26 low-floor paratransit buses.

Discussion ensued. Questions on the use of the State of Arizona's contract, vehicle style, and the use of lower floor vehicles were posed by the board and answered by Stockley. Trustee Holbrook requested a photo of the new buses.

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

**c. Contract: Jordan River Rail Service Center Wheel Truing Machine (NSH USA Corporation)**

Bryan Sawyer, UTA Director of Fleet Engineering, requested the board approve a \$5,282,074 contract with NSH USA Corporation for a wheel truing machine at the Jordan River Rail Service Center.

Discussion ensued. A question on whether UTA provides wheel truing services for other agencies, was posed by the board and answered by Sawyer.

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

**d. Contract: Light Rail Vehicle Repair Services (Siemens Mobility Inc.)**

Bryan Sawyer requested the board approve a \$2,245,974 contract with Siemens Mobility Inc. for repairs to light rail vehicle 1122.

Discussion ensued. A question on the cause of the accident was posed by the board and answered by Sawyer.

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

**e. Contract: Midvale Rail Service Center Flooring Restoration (CDC Restoration and Construction, L.C.)**

Bryan Sawyer requested the board approve a \$1,516,436.13 contract with CDC Restoration and Construction, L.C. for flooring restoration at the Midvale Rail Service Center.

Discussion ensued. Questions on timing and coordination required to keep the facility operational during the restoration were posed by the board and answered by Sawyer. A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, that this contract be approved. The motion carried by unanimous vote.

**f. Contract: Master Task Ordering Agreement - Bond Underwriting Services Pool (Stifel, Nicolaus & Company, Incorporated)**

Brian Reeves requested the board approve a contract with Stifel, Nicolaus & Company, Incorporated for bond underwriting services. The contract is part of a five-year master task ordering agreement that has total not-to-exceed value of \$7,500,000 for the entire vendor pool.

Discussion ensued. A question regarding the number of vendors in the contract pool was posed by the board and answered by Reeves.

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

**g. Change Order: Mid-Valley Express Bus Rapid Transit (MVX) Construction Change Order 15 - 4700 South Mill and Overlay (Stacy & Witbeck, Inc.)**

Jared Scarbrough, UTA Director of Capital Design & Construction, requested the board approve a \$1,182,177.21 change order to the MVX construction contract with Stacy & Witbeck, Inc. for a mill and asphalt overlay along 4700 South from Redwood Road to Riverboat Road. The total contract value, including the change order, is \$55,365,154.62.

Discussion ensued. Questions on the location of the project and coordination with UDOT were posed by the board and answered by Scarbrough.

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

**h. Change Order: Construction Services Agreement for Jordan River Bldg #2 Remodel Change Order 14 - Secure Walls and Bracing (Paulsen Construction, LLC)**

Jared Scarbrough was joined by David Osborn, UTA Project Manager III, and requested the board approve a \$905,674.98 change order to the contract with Paulsen Construction, LLC for wall securement and bracing in the Jordan River Building 2 remodel. The total contract value, including the change order, is \$8,969,262.94.

Discussion ensued. Questions on seismic ratings and survivability outcomes 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 unanimous vote.
- i. **Change Order: On-Call Infrastructure Maintenance Contract Task Order #25-002 - 450 East Interlocking Construction (Stacy and Witbeck, Inc.)**

Jared Scarbrough requested the board approve a \$4,073,652 change order to the on-call contract with Stacy & Witbeck, Inc. for removal and replacement of the 450 East interlocking on the TRAX alignment.

Discussion ensued. Questions on the rail design, associated utility work, and the timing of expenditures within the overall contract value were posed by the board and answered by Scarbrough.

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

- j. **Change Order: On-Call Infrastructure Maintenance Contract Task Order #25-014 - U-Line Welded to Bolted Connections (Stacy and Witbeck, Inc.)**

Jared Scarbrough requested the board approve a \$652,168 change order to the on-call contract with Stacy & Witbeck, Inc. for welded connections that will allow handheld tools to be utilized during negative return cable-to-rail connection repairs.

The total on-call contract value, including both change orders addressed in this meeting, is \$17,957,734.

Discussion ensued. Questions on the function of the U-line connections, number of sites needing to be upgraded, and the timing of the upgrades 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 unanimous vote.

- k. **Pre-Procurements**

- **Arctic Bearing Repair Kits**
- **Maintenance of Way Positive Train Control Training and Certification**
- **Organizational Excellence Support Services**
- **Locomotive Electric Wiper Upgrade**

Todd Mills indicated the agency intends to procure the goods and/or services listed on the meeting agenda.

Discussion ensued. Questions on the number of expected bidders for the wiper upgrade contract, the anticipated cost for the sole source contract with SISU Consulting, and the number of employees to receive Positive Train Control training were posed by the board and answered by .

Chair Christensen called for a recess at 10:36 a.m. and the meeting resumed at 10:44 a.m.

## 9. Service and Fare Approvals

**a. Fare Agreement: Special Events Agreement for Salt Lake Twilight & Kilby Court Concert Series (Sartain and Saunders, LLC)**

Monica Howe, UTA Fares Director, requested approval of a special events agreement with Sartain and Saunders, LLC for the Salt Lake Twilight and Kilby Court Concert Series, which will take place over several days during the summer. The value of the contract is \$32,832 and will provide transit access to over 100,000 ticket holders.

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

**b. Fare Agreement: Special Events Agreement for Western Stampede Rodeo (City of West Jordan)**

Monica Howe requested approval of a special events agreement with the City of West Jordan for the Western Stampede Rodeo. The value of the contract is \$5,625 and will provide transit access rodeo and carnival ticket holders over a three day period in July.

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

**10. Budget and Other Approvals**

**a. TBA2025-05-01 - Technical Budget Adjustments**

- 2025 Capital Budget
- 2025 Operating Budget

Viola Miller was joined by Brad Armstrong to request approval of a technical budget adjustment. TBA2025-05-01 includes both a capital and operating component. The capital request includes the transfer of \$16,363,000 between various projects within the 2025 capital budget. The operating adjustment request includes the addition of .5 full time equivalent (FTE) in the Board Office and 2.0 FTE in the Chief Enterprise Strategy Office.

Discussion ensued. Questions on inflation considerations and long term plans for the new system administrator positions were posed by the board and answered by staff.

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

**11. Discussion Items**

**a. Paratransit Forward Study**

Nichol Bourdeaux was joined by Alex Beim, UTA Manager of Long-Range Strategic Planning. Bourdeaux introduced the study on paratransit service conducted to analyze and improve paratransit service in the UTA service area. The study was conducted with support of a Areas of Persistent Poverty grant, the University of Utah, and Via Mobility. Beim presented the highlights of the study including existing paratransit service performance, stakeholder and community engagement, and alternatives analysis including considerations for improvement.

Alternatives to be considered for improving paratransit service include: integration

with transport network companies (TNCs); coverage expansion; commingling paratransit with UTA On Demand; off-peak fare adjustments; expanding eligibility centers; rider app and web portal.

Discussion ensued. Questions on transportation to eligibility centers, method for identifying potential riders, integration with TNCs, time frame for choosing and implementing alternatives, and unexpected outcomes of the study were posed by the board and answered by staff. Chair Christensen expressed interest in letting the market direct some of the next steps in the program.

**b. Transit-Oriented Communities (TOC) Planning and Design Principles**

Paul Drake, UTA Director of Real Estate & Transit-Oriented Development, was joined by Valerie Williams, TOC Project Specialist I. Drake outlined the objective and framework for the TOC Planning and Design Principles. Drake expounded on guidelines and standards such as: connectivity, land use, site and architectural design, safe and thriving communities, and management. Drake stated that following feedback on the draft principles, the final principles would be presented to the board for approval.

Discussion ensued. Questions on the importance of building orientation, human scale, and thoughtful big box retail development were posed by the board and answered by Drake. Trustee Holbrook commented on transit being a key factor for developers.

**c. State of Good Repair (SGR) Public Information Update**

Heather Barnum, UTA Chief Communications Officer, was joined by Megan Waters. Waters and Barnum highlighted the public information and communications strategies involved in keeping the public informed about the state of good repair projects that will be completed in the current construction season. Efforts to help riders navigate the schedule and route changes affected by construction were also presented.

Discussion ensued. Questions on communication with hotel and convention entities affected by construction-related disruptions, engagement with the hospitality and convention industry, and challenges for disabled riders were posed by the board and answered by staff.

**12. Closed Session**

**a. Strategy Session to Discuss:**

- **The Purchase, exchange, or lease of Real Property (Utah Code 52-4-205 (1) (d))**
- **The Sale of Real Property (Utah Code 52-4-205 (1) (e))**

Chair Christensen indicated there were matters to be discussed in closed session relating to the purchase, exchange or lease of real property and the sale of real property.

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, to move



to closed session. The motion carried by unanimous vote and the board moved to closed session at 11:41 a.m.

**13. Open Session**

The board returned to open session at 12:07 p.m.

**14. Other Business**

- a. Next Meeting: Wednesday, May 28, 2025 at 9:00 a.m.

**15. Adjourn**

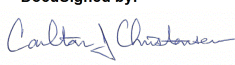
A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, to adjourn the meeting. The motion carried by unanimous vote and the meeting adjourned at 12:09 p.m.

Transcribed by Jana Ostler  
Director of Board Governance  
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/993451.html> for entire content. Meeting materials, along with a time-stamped video recording, are also accessible at <https://rideuta.legistar.com/MeetingDetail.aspx?ID=1288468&GUID=E7FBEC5D-0DC5-4F16-93C0-ABF9F2C852A4&Options=info|notes|&Search=> .

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

Approved Date: May 28, 2025

DocuSigned by:  
  
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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 Yevgeniy Tolmachov:

Good day.

I would like to raise the following questions for discussion:

1. Why do operators receive different wages? This is understandable when an operator is undergoing training or a probationary period, but when these stages are completed, paying new operators less than experienced operators is clear discrimination. Both new and old operators do the same job and should receive the same wages.
2. Why don't operators who came to the company from the ESL program receive a \$2,000 bonus upon employment, like other new operators do? I also consider this discrimination, since in fact, operators who came from the ESL program put in much more effort to get into the company and be useful to it, and accordingly are more committed to UTA.
3. Why, when operators are on a report schedule, can't they use the sleeping rooms or the gym? This is simply necessary for safety reasons, sometimes an operator just needs a break to rest and this will only have a better effect on work efficiency.
4. Why can't employees use the services of the UTA polyclinic if they don't pay for insurance? In fact, the operator's salary is not so high that it would be possible to pay for health insurance. For example, I have a choice between paying for housing or for health insurance, I think I'm not the only one. At the same time, the UTA polyclinics are still working and doctors are getting paid, why not give the opportunity to use their services to operators and their families? This could be a huge additional bonus for employees, without causing an additional financial burden for the company.