



# Utah Transit Authority

## Board of Trustees

### MEETING MINUTES - Final

669 West 200 South  
Salt Lake City, UT 84101

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**Wednesday, August 13, 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**

Nichol Bourdeaux, UTA Chief Planning & Engagement Officer, 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/379>.)

**In Person/Virtual Comment**

In person comment was given by Michael Kroll.

Kroll suggested improvements to the S-Line and route 21 schedules and spoke in support of extending the S-Line farther east.

**Online Comment**

No online comment was received.

**5. Consent**

- a. **Approval of July 23, 2025, Board Meeting Minutes**
- b. **Quarterly Disbursement Report - Non-Inventory Vendors - Q2 2025**
- c. **Quarterly Disbursement Report - Vehicle Parts Inventory Vendors - YTD Q2 2025**

**d. Disbursement: Payment for Worker's Compensation Claim #WC-0082650-01**

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 Memorial - Elizabeth Strasburg**
- **UTA Recognition - 50 Years of Service**

**UTA Memorial - Elizabeth Strasburg**

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

Glenn memorialized the contributions of Elizabeth Strasburg, a UTA employee who recently passed away.

**UTA Recognition - 50 Years of Service**

Jay Fox recognized Bob Winkel, UTA Parts Clerk, who has worked with the agency for 50 years.

**b. Strategic Plan Minute: Quality of Life - Electrification Optimization**

Jay Fox highlighted UTA's efforts to develop and implement strategies to optimize its electric vehicle fleet.

**c. Financial Report - June 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 on topics including the cost of subsidizing roads, traffic congestion mitigation, and FTEs in operations.

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

Brian Reeves, UTA Associate Chief Financial Officer, summarized the general economic outlook and then reviewed U.S. Treasury yield trends and UTA investment yields. Overall, portfolio returns for the second quarter of 2025 averaged 4.16% annualized.

Discussion ensued on topics including the overall economic outlook, factors contributing to inflation, and bond portfolio outlook.

**e. Capital Program Report - Second Quarter 2025**

Jared Scarbrough, UTA Acting Chief Capital Services Officer, was joined by Daniel Hofer, UTA Director of Capital Programming & Support.

Staff reviewed progress on the capital program during the second quarter (Q2) of 2025, including program summary statistics, top five project spend, 2023-2025 Q2 spending comparisons, significant milestones, major project deliverable status, deliverable goals, Q2 challenges and opportunities, and 2025 outlook.

Discussion ensued on topics including Midvalley Express (MVX) costs and grade crossing shutdown timelines.

**f. Committee on Accessible Transportation (CAT) - Annual Report**

Kenya Fail, UTA Manager of Civil Rights Compliance, was joined by Amanda Salmon, UTA Civil Rights Compliance Officer - ADA.

Staff reviewed the CAT objectives, significant contributions, initiatives, feedback, and future plans.

Discussion ensued. A question on budgeting for facilities improvements was posed by the board and answered by staff.

**7. Budget and Other Approvals****a. TBA2025-08-01 - Technical Budget Adjustment - 2025 Operating Budget**

Viola Miller was joined by Brad Armstrong and Daniel Hofer.

Miller summarized the technical budget adjustment, which authorizes the addition of 0.5 FTE to the planning and engagement office and moves ticket vending machine maintenance from the finance office to the operations office.

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.

**b. TBA2025-08-02 - Technical Budget Adjustment - 2025 Capital Program**

Viola Miller was joined by Brad Armstrong and Daniel Hofer.

Hofer summarized the technical budget adjustment, which authorizes the transfer of \$1,879,000 between various capital projects to aid in project delivery.

Discussion ensued. A question on the transit signal priority procurement was 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 a unanimous vote.

Chair Christensen called for a recess at 10:24 a.m.

The meeting reconvened at 10:35 a.m.

**8. Contracts, Disbursements and Grants****a. Contract: Master Task Ordering Agreement - Bond Underwriting Services Pool (Goldman Sachs & Co. LLC)**

Brian Reeves requested the board approve a contract with Goldman Sachs & Co. LLC 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 on the vendor's finance services 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 a unanimous vote.

**b. Contract: Master Task Ordering Agreement - Bond Underwriting Services Pool (Morgan Stanley)**

Brian Reeves requested the board approve a contract with Morgan Stanley 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 on the size of the vendor pool was posed by the board and answered by Reeves.

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

**c. Contract: Jordan River Building 2 Furniture (Workspace Elements)**

David Osborn, UTA Acting Director of Capital Design & Construction, requested the board approve a \$264,429.20 contract with Workspace Elements to provide and install

office, conference room, break room, and lobby furniture in Jordan River Building 2.

Discussion ensued. Questions on ergonomic considerations were posed by the board and answered by Osborn.

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

**d. Contract: Federal Railroad Administration (FRA) Crash Memory Modules (Dell Marketing)**

Travis King, UTA Director of Safety & Security, was joined by Cody Steffensen, UTA Video Security Supervisor.

Steffensen requested the board approve a not-to-exceed \$346,250.25 contract with Dell Marketing for the installation of crash memory hardware on commuter rail vehicles to meet FRA requirements.

Discussion ensued. A question on the technology features was posed by the board and answered by Steffensen.

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

**e. Contract: Secondary Data Site (Tonaquint Data Centers, LLC DBA ValorC3 Data Centers)**

Alisha Garrett, Chief Enterprise Strategy Officer, was joined by Tom Smith, IT Network Support Manager.

Smith requested the board approve a not-to-exceed \$326,531.67 contract with Tonaquint Data Centers, LLC DBA ValorC3 Data Centers for secondary data center services. The contract has a five-year term.

Discussion ensued. Questions on the location and reliability of the data center were posed by the board and answered by Smith.

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

**f. Contract: MVX Network Equipment (CVE Technologies Group, Inc.)**

Alisha Garrett was joined by Tom Smith.

Smith requested the board approve a not-to-exceed \$319,296.26 contract with CVE Technologies Group, Inc. for the purchase of network equipment for Midvalley Express (MVX) platforms.

Discussion ensued. A question on how signage on the platforms accommodates

disability community needs was posed by the board and answered by staff. Chair Christensen recommended creating social media content highlighting the inclusive aspects of the signage.

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

**g. Contract: Granicus/Legistar - Board Meeting Management Software (Carahsoft Technology Corporation)**

Alisha Garrett was joined by Tom Smith.

Smith requested the board approve a not-to-exceed \$421,455.63 contract with Carahsoft Technology Corporation for board meeting management software. The contract has a five-year term.

Discussion ensued. A question on software costs was 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.

**h. Contract: FrontRunner (FR2X) Second Cooperative Agreement (Utah Department of Transportation)**

Jared Scarbrough was joined by Janelle Robertson, UTA Project Manager III.

Robertson requested the board approve a cooperative agreement with the Utah Department of Transportation (UDOT) that defines roles and responsibilities for the construction phase of the FrontRunner strategic double tracking project.

Discussion ensued. Questions on impacts to The Point development and professional services contract management were posed by the board and answered by staff.

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

**i. Revenue Contract: Transit Transportation Investment Program Funds (TTIF) Cooperative Funding Agreement for Davis-Salt Lake City Community Connector Project (Utah Department of Transportation)**

This agenda item was postponed to a later date.

**j. Change Order: Construction Design Services for S-Line Extension Phase 1 Pre-Construction Change Order 2 - Special Trackwork & Switch Machines (Kiewit Infrastructure West Co.)**

Jared Scarbrough requested the board approve a \$1,960,259 contract with Kiewit Infrastructure West Co. for procurement of construction materials for the S-Line extension. The total contract value, including the change order, is \$5,015,502.11. It was

noted the execution of the contract is contingent on approval of funding by the Utah Transportation Commission.

Discussion ensued. Questions on the Transportation Commission approval 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 contingent upon approval of funding by the Utah Transportation Commission. The motion carried by a unanimous vote.

**k. Change Order: TRAX and FrontRunner Rail Platform Real Time Digital Signage Equipment Modification 1 - Additional LED Signs (International Display Systems, Inc.)**

Alisha Garrett was joined by Tom Smith.

Smith requested the board approve a \$754,479 change order to the contract with International Display Systems, Inc. for real-time digital signage equipment. The total contract value, including the change order, is \$2,884,865.96.

Discussion ensued. A question on the ability to utilize the signs for future expansions was posed by the board and answered by staff.

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.

**l. Change Order: Supplemental Transportation Services Contract Service Order No. 3 - 2025-2026 Ski Service (Innovative Transportation Solutions, Inc., DBA The Driver Provider)**

Hal Johnson, UTA Director of Innovative Mobility Solutions, was joined by Shaina Quinn, UTA Program Manager - Innovative Mobility Solutions.

Johnson requested the board approve a not-to-exceed \$1,914,347 contract with Innovative Transportation Solutions, Inc., DBA The Driver Provider for 2025-2026 supplemental ski service. The total contract value, including the change order, is \$5,122,314.

Discussion ensued. A question on cost comparisons between the 2024-2025 and 2025-2026 ski seasons was 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 a unanimous vote.

**m. Change Order: On-Call Systems Maintenance Contract Task Order #25-015 - State of Good Repair Grade Crossing Gate Rehab (Rocky Mountain System Services)**

David Osborn requested the board approve a \$1,830,640 change order to the on-call contract with Rocky Mountain System Services for replacement of 41 grade crossing mechanisms.

Discussion ensued. Questions on grade crossing replacement locations and gate arm replacements were posed by the board and answered by Osborn.

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.

n. **Change Order: On-Call Systems Maintenance Contract Task Order #25-016 - Signal Design for Six Interlockings (Rocky Mountain System Services)**

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

Osborn requested the board approve a \$1,668,333 change order to the on-call contract with Rocky Mountain System Services for signal design for six interlockings.

The total contract value, including both change orders addressed in this meeting, is \$14,250,719.48.

Discussion ensued. Questions on the technology purpose and installation locations 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 a unanimous vote.

o. **Change Order: On-Call Infrastructure Maintenance Contract Task Order #25-009 - Interlocking Procurement (Stacy and Witbeck, Inc.)**

David Osborn requested the board approve a \$3,297,977 change order to the on-call contract with Stacy and Witbeck, Inc. to procure ten turnouts to be installed at various locations along the TRAX alignment.

Discussion ensued. Questions on the relation of this procurement to other procurements and the procurement lead time were posed by the board and answered by Osborn.

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.

p. **Change Order: On-Call Infrastructure Maintenance Contract Task Order #25-023 - Fireclay Ave. TRAX Grade Crossing Replacement (Stacy and Witbeck, Inc.)**

David Osborn requested the board approve a \$283,745 change order to the on-call contract with Stacy and Witbeck, Inc. for a grade crossing replacement on the TRAX alignment at Fireclay Avenue in Murray.

The total contract value, including both change orders addressed in this meeting, is \$21,845,970.

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.
- q. **Pre-Procurements**

- **Financial Auditing Firm for 2026-2030 Financial Audits**
- **Private Transportation Provider for UTA's Mobility Zones**

Todd Mills, UTA Director of Supply Chain, was joined by Hal Johnson and Shaina Quinn. Mills indicated the agency intends to procure the services outlined on the meeting agenda.

Discussion ensued. Questions on Transit app integration for mobility zone service and private transportation provider app transition were posed by the board and answered by staff.

## 9. **Service and Fare Approvals**

### a. **Fare Agreement: Education Pass (University of Utah)**

Monica Howe, UTA Fares Director, requested the board approve a \$12,380,314 education pass agreement with the University of Utah. The contract has a three-year term.

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

### b. **Fare Agreement: Special Events Agreement (University of Utah)**

Monica Howe requested the board approve a \$1,060,500 special events agreement with the University of Utah. The contract has a three-year term.

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

## 10. **Other Business**

- a. Next Budget Work Session: Thursday, August 14, 2025 at 9:00 a.m.
- b. Next Regular Board Meeting: Wednesday, September 10, 2025 at 9:00 a.m.

## 11. **Closed Session**

### a. **Strategy Session to Discuss Topics as Defined in Utah Code 52-4-205 (1):**

- **Collective Bargaining**
- **Pending or Reasonably Imminent Litigation**

Chair Christensen indicated there were matters to be discussed in closed session related to collective bargaining and pending or reasonably imminent litigation. A motion was made by Trustee Holbrook, and seconded by Trustee Acerson, for a closed session. The motion carried by a unanimous vote and closed session convened at 11:42 a.m.

**12. Open Session**

A motion was made by Trustee Acerson, and seconded by Trustee Holbrook, to return to open session. The motion carried by a unanimous vote.

Trustee Acerson left the meeting at 12:10 p.m. immediately following closed session.

The meeting reconvened in open session at 12:10 p.m.

**13. Adjourn**

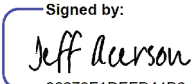
A motion was made by Trustee Holbrook, and seconded by Chair Christensen, to adjourn the meeting. The motion carried by a unanimous vote and the meeting adjourned at 12:10 p.m.

Transcribed by Cathie Griffiths  
Executive Assistant to the Board Chair  
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/1014659.html> for entire content. Meeting materials, along with a time-stamped video recording, are also accessible at <https://rideuta.granicus.com/player/clip/379>.

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

Approved On: September 10, 2025

Signed by:  
  
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Jeff Acerson  
Chair Pro Tempore, Board of Trustees