



**PUBLIC NOTICE OF  
Utah Communications Authority Governing Board  
Friday, September 26, 2025 9:00 am  
\*Electronic Meeting only\***

**APPROVED MEETING MINUTES**

**Board Members present via teams:**

Lance Davenport	Scott Jenkins
Randy Swalberg	Craig Dearden
Clint Topham	Mara Brown

**Board Members not present:**

Tammy Pearson	Kevin VanTassell
Shawn Guzman	

1. **Welcome;** Chairman Lance Davenport welcomed all to the meeting.
2. **Roll call;** Chairman Davenport asked for a verbal confirmation of attendance from each member of the Board. The non-voting members were not invited as this is going to be a closed session. It was ensured that there were enough members for a quorum.
3. **General Public Comments:** Chairman Davenport asked for comments from the general public. There were none.
4. **Motion to close the meeting for the purpose of discussing information provided during the procurement process under Title 63G, Chapter 6a;**

**Motion:** Craig Dearden motioned to close the meeting for the above-mentioned discussion.

**Second:** Randy Swalberg offered a second to the motion.

**Vote:** Motion **passed** with a roll call vote of all in favor.

5. **Motion(s) based on the discussion held in the closed portion of the meeting;**

Scott Jenkins motioned pursuant to the Utah Procurement Code and the solicitation, I move that the board authorize the executive director to enter negotiations with the highest rank architectural firm identified through the procurement process to establish a contract for architectural services consisting with the Utah Procurement Code and the scope presented. If the executive director determines in consultation with legal procurement staff that the negotiations with the highest rank firm have reached an impasse or are otherwise successful, the executive director is authorized to determine to terminate negotiations and proceed subsequently to the next highest rank firm consistent with the procurement and solicitation terms and to report the outcome of negotiations to the board.

**Motion:** Scott Jenkins motioned as stated above.

**Second:** Clint Topham offered a second to the motion.

**Vote:** Motion **passed** with all in favor. Meeting adjourned.

6. **Motion to adjourn.** The next meeting is on November 5, 2025, in St. George, Utah.

**Motion:** Scott Jenkins motioned to for the meeting to adjourn.

**Second:** Craig Dearden offered a second to the motion.

**Vote:** Motion **passed** with all in favor. Meeting adjourned.