

UTAH TELECOMMUNICATION OPEN INFRASTRUCTURE AGENCY (UTOPIA)

BOARD MEETING MINUTES

December 9, 2024

7:00 PM

UTOPIA FIBER OFFICES
5858 SOUTH 900 EAST
MURRAY, UTAH 84121

Board Members Present:

Board Members Joining Electronically:

Alex Jensen – Chair, Layton City
Adam Cowie – First Vice Chair, Lindon City
Councilmember Jeff Lambson – Second Vice Chair, Orem City
Matt Dahl – Third Vice Chair, Midvale City
Doug Hill – Fourth Vice Chair, Murray City
Mayor DJ Bott – Brigham City
Bill Cobabe – Tremonton City
Ifo Pili – West Valley City
Bob Barnhill – Perry City
Jason Sant – Alternate, Payson City
Mayor Denise Anderson – Cedar Hills, *Non-Pledging*

Board Members Absent:

Councilmember Robyn Mecham – Centerville City
Councilmember Brett Christensen – Payson City

Officers Present:

Christa Evans – UTOPIA Secretary
Nicole Cottle – UTOPIA Government Affairs Director
Jeff Erwin – UTOPIA Chief Operating Officer
Aaron Leach – UTOPIA Chief Technology Officer
Blaine Clegg – UTOPIA IT Manager

Officers Joining Electronically:

Roger Timmerman – UTOPIA Executive Director
Jason Roberts – UTOPIA Chief Financial Officer

Others Joining Electronically:

Laura Lewis – Financial Advisor, Lewis Robertson & Burningham
Derek Oyler – City Administrator, Brigham City / UIA Chair

1. WELCOME AND INTRODUCTIONS

The UTOPIA Board of Directors held a board meeting on December 9, 2024. The meeting was live streamed to allow public viewing. UTOPIA Chair, Alex Jensen (Layton City), called the meeting to order at 10:04 AM and welcomed all attendees.

UTOPIA Total Votes Present: 446
UTOPIA Majority Vote: 279
UTOPIA 2/3 Vote: 371

Financial Decision Votes Present: 435
Financial Decision Total Votes: 452
Financial Decision 2/3 Vote: 301

December 9, 2024

2. APPROVAL OF MINUTES – AUGUST 12, 2024

- [LINK: Substance of matters proposed, discussed or decided](#)
- There were no corrections to the minutes

ACTION: Matt Dahl (Midvale City) MOVED to approve the minutes from the UTOPIA Board Meeting held August 12, 2024. Jeff Lambson (Orem City) SECONDED the motion. A voice vote was taken - vote was unanimous.

3. CONSIDER APPROVAL OF RESOLUTION UT 24-05: APPOINTMENT OF NICOLE COTTLE AS DEPUTY DIRECTOR

- [LINK: Substance of matters proposed, discussed or decided](#)
- Mr. Roger Timmerman, UTOPIA Executive Director, presented this item
- Expressed appreciation for Kim McKinley who previously served as Deputy Director
- Ms. Cottle has had extensive involvement with UTOPIA for many years and there is great confidence in her ability to fill this role

ACTION: Adam Cowie (Lindon City) MOVED to approve Resolution UT 24-05 appointing Nicole Cottle as Deputy Director. DJ Bott (Brigham City) SECONDED the motion. A roll call vote was taken - vote was unanimous.

4. 2025 BOARD MEETING SCHEDULE

- [LINK: Substance of matters proposed, discussed or decided](#)
- Mr. Timmerman presented this item
- Regular meetings are scheduled every other month on the second Monday of each month
- October is an exception due to Columbus Day

ACTION: DJ Bott (Brigham City) MOVED to approve the 2025 Board Meeting Schedule. Adam Cowie (Lindon City) SECONDED the motion. A voice vote was taken - vote was unanimous.

5. DISCUSSION OF UTOPIA'S FRAUD RISK ASSESSMENT

- [LINK: Substance of matters proposed, discussed or decided](#)
- Item presented by Mr. Jason Roberts, UTOPIA Chief Financial Officer
- Required to be done each year by State Auditor's Office
- UTOPIA's end score is 340, putting the entity in the low-risk category
- If Board Members and employees sign a statement committing to conduct themselves with ethical behavior, it would move UTOPIA into the very low-risk category; Mr. Roberts intends to do this before the end of the first quarter of 2025
- Written policies that can be added to increase the score as well:
 - Reporting Fraud & Abuse Policy
 - Credit & Purchasing Card Policy

December 9, 2024

- Cash Receipting & Deposits

6. OPEN & PUBLIC MEETINGS ACT TRAINING

- [LINK: Substance of matters proposed, discussed or decided](#)
- Ms. Nicole Cottle, UIA General Counsel, presented this item
- Training video from State Auditor was shown
 - Small change from last year relating to chance meetings

7. UTOPIA FINANCIAL UPDATE

- [LINK: Substance of matters proposed, discussed or decided](#)
- Item presented by Mr. Jason Roberts, UTOPIA Chief Financial Officer
- Projected budget vs. adopted budget as of October 31, 2024
 - Fee increase is reflected in revenue; most service providers passed the increase on to their customers
 - An update on the Bountiful project was discussed
- Financial charts
 - 10 Year Monthly Recurring Revenue (Combined UIA & UTOPIA)
 - UIA Revenue v. Bond Obligation

8. UTOPIA NETWORK UPDATE

- [LINK: Substance of matters proposed, discussed or decided](#)
- Item presented by Mr. Roger Timmerman, UTOPIA Executive Director
- Reviewed subscriber report
 - Milestone 70,000 subscribers passed across all systems and partnerships

9. ADJOURN

- [LINK: Substance of matters proposed, discussed or decided](#)

There being no further business of the UTOPIA Board of Directors, the meeting on Monday, December 9, 2024, was adjourned at 10:50 AM.

I hereby certify the foregoing to be a true and accurate record of the proceedings of this meeting of the UTOPIA Board of Directors.

Christa Evans, UTOPIA Secretary

Approved this 10th day of February, 2025