

1                                   **Regular Board Meeting Minutes**  
2                                   **Cache Valley Transit District**  
3                                   **Wednesday, November 17, 2021**  
4                                   **5:45 pm**  
5                                   **Logan City Hall**  
6                                   **290 North 100 West, Logan, Utah**  
7                                   **City Hall Conference Room**

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10       *Present:* Craig Wright, Patrick Jenkins, Holly Broome-Hyer, Cecelia Benson, Lieren  
11       Hansen, Shaun Bushman, Terrie Wierenga, Mike Arnold, Sue Sorenson, Ron Bushman,  
12       Paul James, Glen Schmidt, Jeff Turley, Jeannie Simmonds, Gregory Shannon, and Lyle  
13       Lundberg

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15       *Excused:* Mary Barrus, David Geary, and Abraham Verdoes

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17       *Others:* Todd Beutler, Charise VanDyke, and Curtis Roberts

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19       **Regular Meeting Agenda**

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21       1. *Call to order:* Board Chair Craig Wright  
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23       2. Pledge of Allegiance  
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25       3. *Acceptance of Minutes:* Craig Wright asked for a motion to approve the October  
26       minutes and agenda. Patrick Jenkins moved; Holly Broome-Hyer seconded. Vote was  
27       unanimous.  
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29       4. *Approval of Agenda:* Craig Wright moved the approval of the agenda with the  
30       minutes. Vote was unanimous.  
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32       5. Next Board Meeting: December 15, 2021  
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34       6. Questions or comments from public: No questions or comments.  
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36       **Board Business**

37       7. **Board Business:**

- 38           A. Consideration of third quarter financials – Glen Schmidt, Budget Committee  
39           Chair: Things are normal and running as expected. A few items are running lower  
40           on expenses because of some supply chain issues. By the end of the year, the  
41           District should still be in great shape. Jeannie Simmonds moved to accept the

Approved 12/15/2021

third quarter financials; Cecelia Benson seconded. No questions or comments.  
Vote unanimous.

B. Consideration for adoption tentative FY2022 budget – Curtis Roberts, Administration Director: The budget packet is similar to the packet last month; a few things were tweaked. The amounts for insurance and wages became clearer. The facility is on track for construction next year and is the largest variable in the budget that is still open. The bidding for insurance (liability and workers compensation) came in lower than was expected. Budget items were reviewed in detail in October and there were few changes. The Board can choose to go through each item again or ask questions on parts they'd like additional clarity. Discussion about capital projects. There is 12.5 million dollars set aside for the new facility and 10,000 dollars for the cement replacement at base (it's a tripping hazard). Additionally, eight large buses and two paratransit buses will be replaced. The contract is in place for the new ITS technology (passenger counting, voice enunciation, etc.); some of the funds came out of this budget, but most will be in FY2022. The last capital project listed are contingent funds for items that are critical to replace if they break. Discussion about interest income. The interest income is anticipated to be higher for FY2022 since the overall balance is higher because of the new facility funds. Discussion about equipment. Between 70 to 75 percent of computers need to be replaced. Some of those computer replacements were delayed because of chip shortages (most computers are between 6-8 years old). Replacements used to be staggered, but got stacked up. A tentative budget needs to be approved in order to post and publish it for the public as a tentative budget; in December, a public hearing will be held before the final budget is passed. The final budget needs to be adopted by the end of the year. Paul James motioned to adopt the tentative budget; Glen Schmidt seconded. No additional discussion. Vote unanimous.

C. Consideration of resolution 21-04 ULGT Board Member Compensation – Craig Wright, Board Chair: Todd Beutler serves on the board for Utah Local Governments Trust. He receives compensation for this; as such, this board needs to approve of this via a resolution. No questions. Patrick Jenkins moved that they approve resolution 2021-04; Ron Bushman seconded. Vote was unanimous.

D. Consideration of nominees for Board Vice-Chair – Craig Wright, Board Chair: Craig Wright's time as board chair will be ending this year. As such, a new vice chair will need to be elected. Opened for nominations. Shaun Bushman nominated Cecelia Benson; Sue Sorenson seconded. No other nominations. Jeannie Simmonds moved that they nominate Cecelia Benson by acclamation. Paul James seconded. Vote was unanimous. Patrick Jenkins thanked Craig for his service. Craig will also be leaving the Board at the end of the year. Craig Wright thanked

84 the Board and staff for being great to work with. Craig has been impressed with  
85 the District staff because of how they take care of the details, plan well ahead, and  
86 look for opportunities.

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88 **8. Board Chair Report:**

89 A. Nothing to report.

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91 **9. Adjourn:** Board Chair Craig Wright adjourned the meeting.