1	<b>Regular Board Meeting Minutes</b>
2	Cache Valley Transit District
3	Wednesday, November 16, 2022
4	5:30 pm
5	Logan City Hall
6	290 North 100 West, Logan, Utah
7	City Hall Conference Room
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9	
10	Present: Cecelia Benson, Shaun Bushman, Terrie Wierenga, Bob Christensen, Mary
11	Barrus, David Geary, Sue Sorenson, Holly Broome-Hyer, Ron Bushman, Lieren Hansen,
12	Gregory Shannon, Mike Arnold, Lyle Lundberg, Jeff Turley, Glen Schmidt, and Jeannie
13	Simmonds
14	
15	Excused: Patrick Jenkins and Paul James
16	
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: Vice Chair Cecelia Benson
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23	2. Pledge of Allegiance
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25	3. Consent Agenda: Cecelia Benson asked for a motion to approve the consent agenda.
26	Dave Geary moved; Gregory Shannon seconded. Vote unanimous.
27	A. Approval of Agenda
28	B. Acceptance of Minutes – October 26, 2022
29	C. Next Board Meeting – December 14, 2022
30	
31	4. Public comments: No comments or questions.
32	1
33	Board Business
34	5. Board Business:
35	A. Consideration of amendments to the retirement plans – Curtis Roberts,
36	Administration Director: By law, the District is required to have a plan to take
37	money from the employer (401a plan) and one that the employee can contribute to
38	(457b). These are the retirement plans currently offered. From time to time, these
39	plans are reviewed. These amendments to the retirement plan affect the part-time
40	employees and board members. Instead of the current retirement plans, part-time
41	employees and board members will earn social security credits instead. The
42	current retirement plans would apply to full-time employees only. These changes
	Approved 12/14/2022
	Approved 12/14/2022

43 44 45 46 47 48 49 50 51 52 53		would be effective January 1, 2023. This gives staff time to inform those that will be affected and to have a clean cut off for tax reporting. Those affected will be given the option to rollover the retirement balance to an IRA, another employer plan, or cash it out (the same options they'd have if they were no longer employed with the District). One of the things that was analyzed when this change was being considered was the past history. The vast majority (about 90 percent) of part-time workers who left employment with the District simply cashed out the balance, so it wasn't serving the purpose of retirement. Dave Geary moved that the two amendments to the retirement plan be adopted to take effect January 1. Holly Broome-Hyer seconded. Vote unanimous.
54	B.	Presentation of third quarter financials – Glen Schmidt, Budget Committee Chair:
55	2,	Most everything is in line. Fuel may run over budget as a line item, but the
56		operations budget itself should come under budget; as such there shouldn't need
57		to be an amendment. Looking at capital outlay, the new bus purchases are
58		dependent on when they come (if that is this year or next).
59		
60	C.	Consideration of tentative FY 2023 budget – Curtis Roberts, Administration
61		Director: The Board went through the budget in detail in October, so the focus
62		will be on the adjustments from last month. The numbers have been updated to
63		reflect the retirement plan change. Diesel has been back and forth, so the
64		budgeted amount has gone from \$4 per gallon to \$5 per gallon (based on recent
65		geo political events). There was a small adjustment to software (an additional
66		annual fee related to the micro transit software). The estimated revenue from sales
67		tax was increased to be in line with the Governor's Office projections and to
68		reflect the actual sales tax revenue received in October of this year. Discussion
69		about the operating revenues less expenses. The budget is still operating in the
70		positive, but closer than usual in terms of expected revenue to expected costs
71		(\$77,000 difference in the positive). Fuel has gone high, but it's expected to drop
72		in the next 6 to 12 months. After the District runs Pool (micro transit) this next
73		year, staff will have a better idea of running costs for the next year. For the new
74		building running cost estimates, there is a year plus to analyze nuances. Modeling
75		projections for the running costs for the new building can be refined now that
76		there is a solid building plan. There are multiple offsets anticipated with the new
77		building; in the winter, buses won't have to be plugged in nightly or idled for 15
78		to 20 minutes to warm them to run. The new building will also be more efficient.
79		The District has a track record of running as conservative as possible and looking for afficiencies. Cacalia Banson asked for a motion to approve the EV2023
80 81		for efficiencies. Cecelia Benson asked for a motion to approve the FY2023 tentative budget. Glen Schmidt moved; Bob Christensen seconded. Vote
81		unanimous.
82		unannious.
00		

84		D. Consideration of new facility budget – Dave Geary, Facility Committee Chair:
85		This was gone over in October's board meeting. The cost of the building has gone
86		up because of inflation and supply chain issues, leaving a shortfall of 8 million
87		dollars. Staff is working to find the funds to cover that shortfall. The best option
88		would be to get an appropriation from the State of Utah. The Board approved 40
89		million dollars for the project. This amount needs to be adjusted to reflect the
90		increased cost, from 40 million dollars to 48 million dollars, so staff can proceed
91		with contracts and negotiations. Discussion about a state appropriation. They
92		won't know until after the legislative session is over (not until March). It is on the
93		present legislature priority list from the Northern Utah Chamber Coalition.
94		Cecelia Benson called for a motion to increase the authorized amount from 40
95		million dollars to 48 million dollars. Gregory Shannon moved; Dave Geary
96		seconded. Vote unanimous.
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98	6.	General Manager/Staff Reports:
99		A. Report on Cache Summit: The Cache Summit brings together developers and
100		planners to talk about various issues the valley is facing. The transit corridor study
101		was presented on, which helped others to understand the planning involved with
102		transit. At the stakeholder meeting for the transit corridor study, there was about
103		30 to 35 people (city planners, mayors, etc.). Jeannie Simmonds, Shaun Bushman,
104		and Mary Barrus from the Board were also present. There was a lot of discussion
105		and input to identify corridors for higher levels of transit (including future
106		corridors out 10+ years). The next step is to narrow down those corridors. It's
107		exciting to have solutions and work with jurisdictions. The Long Range Plan
108		update was just started as well; staff is working with the Board service committee
109		on this. There is an extensive list of items for the consultants to look at (like
110		evening/weekend service, connection outside, etc.).
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112	7.	Board Chair Report:
113		A. Employee employment anniversaries: Dick Coats has been with the District for 20
114		years. He started as a vehicle cleaner part-time and had no intention of working
115		for the District in the long term. But, he eventually got a job as a technician and
116		now he works as the maintenance supervisor who runs the shop.
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118	8.	Public comments: No comments or questions.
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120	9.	Adjourn: Vice Chair Cecelia Benson adjourned the meeting.