

1 **Regular Board Meeting Minutes**  
2 **Cache Valley Transit District**  
3 **Wednesday, December 11, 2024**  
4 **5:30 pm**  
5 **Bridgerland Technical College**  
6 **1301 North 600 West, Logan, Utah**  
7 **Room 840**

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9  
10 *Present:* Patrick Jenkins, Lieren Hansen, Ron Bushman, Flor Estrada, Mike Arnold, Glen  
11 Schmidt, Jeff Turley, David Geary, and Shaun Bushman

12  
13 *Excused:*

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15 *Others:* Todd Beutler, Mindy Spackman, and Charise VanDyke

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17 **Regular Meeting Agenda**

- 18  
19 1. *Call to order:* Board Chair Patrick Jenkins  
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21 2. Pledge of Allegiance lead by Patrick Jenkins  
22  
23 3. Consent Agenda: Patrick Jenkins asked for a motion to approve the consent agenda.  
24 Jeff Turley moved; Mike Arnold seconded. Vote unanimous. Curtis Roberts was  
25 unable to make it to the meeting, so Mindy Spackman and Todd Beutler will be  
26 presenting on his behalf.  
27 A. Approval of Agenda  
28 B. Acceptance of Minutes – November 20, 2024  
29 C. Next Board Meeting – January 22, 2025  
30  
31 4. Public comments: No comments or questions.  
32

33 **Board Business**

- 34 5. **Board Business:**  
35 A. Presentation of FY2025 budget - Curtis Roberts, Administration Director: There  
36 have been no changes or updates to the numbers since the tentative budget. A  
37 couple things to note. The FY2025 budget includes the increase in frequency to  
38 Routes 12 and 15. The projections for revenue are pretty conservative for 2025 (in  
39 line with the governor's office projections).  
40  
41 B. Public hearing of FY2025 budget - Patrick Jenkins, Board Chair: The budget was  
42 opened for discussion. No comments. Patrick Jenkins asked for a motion to close

Approved 01/22/2025

43 the public hearing on the budget. Dave Geary motioned; Glen Schmidt seconded.  
44 Vote unanimous.

45  
46 C. Consideration of FY2025 budget - Patrick Jenkins, Board Chair: This is a  
47 culmination of multiple months of work. Patrick Jenkins asked for a motion to  
48 adopt the FY2025 budget. Glen Schmidt motioned; Dave Geary seconded. No  
49 questions or further discussion. Vote unanimous.

50  
51 D. Consideration of retirement plan update - Curtis Roberts, Administration Director:  
52 Two changes to the retirement plans are being proposed. The first proposed  
53 change is to make a Roth option available (employees can choose this option, it is  
54 not required). The second proposed change is to have auto-enrollment for new  
55 employees, so that if the employee hasn't made a choice on their investments or  
56 contribution they're auto-enrolled in a set investment at a 6 percent contribution  
57 to get the match (which can then be changed later). Discussion about investment  
58 options. The District works with an investment partner and they have a variety of  
59 options, from mild to more aggressive (around 15 to 18 different options in total).  
60 The investment partner also offers training and in-person appointments to  
61 employees twice a year. Discussion about social security. The District doesn't  
62 participate in social security so a social security equivalent of 7.5 percent needs to  
63 be provided; the District also offers up to a 6 percent match to employees.  
64 Employees can transfer this to another retirement plan if they leave. Benefits have  
65 helped the District with employee retention. Patrick Jenkins asked for a motion to  
66 accept the changes to the retirement plan. Dave Geary motioned; Jeff Turley  
67 seconded. No further discussion. Vote unanimous.

68  
69 E. Election of 2025 Chair and Vice Chair – Patrick Jenkins, Board Chair: Elections  
70 take place every 2 years for chair and vice chair (2-year term). With the change to  
71 the board structure, it's no longer written to have the vice chair automatically  
72 become the board chair. Opened to nominations for board chair. Dave Geary  
73 nominated Lieren Hansen for board chair. No other nominations. Vote  
74 unanimous. Opened for nominations for board vice chair. Glen Schmidt  
75 nominated Dave Geary. No other nominations. Vote unanimous.

76  
77 **6. Management Report:**

78 A. One quick update. The date for the ribbon cutting may need to change because of  
79 conflicts with congressional calendars. If the date needs to change, staff will help  
80 distribute that information.

81  
82 **7. Board Chair Report:**

83 A. Recognition of employee anniversaries - Patrick Jenkins, Board Chair: Employee  
84 anniversaries include 14 years for Reed Shoop (driver).

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8. Public comments: No comments or questions.

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9. **Adjourn:** Board Chair Patrick Jenkins adjourned the meeting.