

## **CVTD BOARD MEETING AGENDA**

### **November 19, 2025**

Notice is hereby given that the Cache Valley Transit District (dba Connect Transit) will hold its regular meeting beginning at: 5:30 pm on Wednesday, November 19, 2025. The meeting will be at the Connect Transit Board Room, 3021 N. 300 W. North Logan, Utah. The public may view the meeting via the link below. Public comments can be made at the anchor location.

Estimated time of  
consideration

**5:30 PM      BOARD MEETING AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Consent agenda
  - a - approval of agenda
  - b - approval of minutes - October 22, 2025
  - c - next meeting -December 10, 2025**
4. Public comments

**5:35 PM      5. Board Business**

- A. Presentation of 3rd quarter financial report - Curtis Roberts, Administration Director
- B. Presentation of FY2026 tentative budget - Curtis Roberts, Administration Director
- C. Presentation of capital plan - Curtis Roberts, Administration Director
- D. Consideration of FY2026 tentative budget - Curtis Roberts, Administration Director

**6:15 PM      6. Board Chair Report**

- A. Recognition of employee anniversaries
7. Public comments

**6:30 PM      8. Adjourn**

Board meetings are streamed live on the Connect Transit YouTube channel at: <https://www.youtube.com/@connecttransit>

1                                   **Regular Board Meeting Minutes**  
2                                   **Cache Valley Transit District**  
3                                   **DBA Connect Transit**  
4                                   **Wednesday, October 22, 2025**  
5                                   **5:30 pm**  
6                                   **Connect Administration**  
7                                   **3021 North 300 West, North Logan, Utah**  
8                                   **Connect Transit Boardroom**  
9

10  
11       *Present:* Lieren Hansen, Flor Estrada, Glen Schmidt, Emily Fletcher, Ron Bushman,  
12       Mike Arnold, and Shaun Bushman  
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14       *Excused:* Jeff Turley and David Geary  
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16       *Others:* Todd Beutler, Curtis Roberts, Mindy Spackman, Jody Kimball, Brad Nelson, and  
17       Charise VanDyke  
18

19       **Regular Meeting Agenda**  
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- 21       1. *Call to order:* Board Chair Lieren Hansen  
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23       2. Pledge of Allegiance  
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25       3. Consent Agenda: Lieren Hansen asked for a motion to approve the consent agenda.  
26       Small change to agenda adding item 6A (DC report). Shaun Bushman moved; Flor  
27       Estrada seconded. Vote unanimous.  
28       A. Approval of Agenda  
29       B. Acceptance of Minutes – October 8, 2025  
30       C. Next Board Meeting – November 19, 2025  
31  
32       4. Public comments: No comments or questions.  
33

34       **Board Business**

35       **5. Board Business:**

- 36       A. Discuss the FY 2026 draft budget – Curtis Roberts, Administration Director: The  
37       draft budget currently reflects only minor adjustments since the previous meeting.  
38       A \$30,000 item originally budgeted for this year was moved forward, resulting in  
39       a reduction to operating expenses. Additional adjustments include updated  
40       estimates for facility improvements and approximately \$2,000 for new signage  
41       (totaling approximately \$6,000 in changes). A formula error on the salary side of  
42       the budget was identified and corrected. Discussion about the property sale. The

sale of the old facility is scheduled to close tomorrow; this will be reflected in the next update to the draft budget (including the interest on proceeds from the sale). Discussion about the capital projects plan (FY 2027–2031). This plan was presented last year and has been updated. A system-wide study is planned for next year; part of this evaluation is to determine what a north and south transfer center would look like (the transfer centers need to be done – it is more of a question of how to do it). The dollar amount for the transfer centers is soft – it could go way up or down. Additionally, the results of this study will inform future service expansion and vehicle procurement. Some capital projects are funded in part with federal dollars, which subjects them to Buy America and Davis-Bacon wage requirements. These requirements, along with additional federal reporting, contribute to higher overall project costs (reflected in the amount estimated to build the training course). We don't want to low-ball these numbers. For reference, the drainage work at the current facility cost approximately \$500,000. All these figures remain preliminary and will continue to be refined. Discussion about vehicle procurement. Vehicle prices have risen significantly since the pandemic. Most vehicle contracts will include escalation clauses to allow for cost adjustments (some are known, fixed-price increases and others are tied to the Consumer Price Index). Discussion about the new type of bus that was purchased for paratransit service. The new buses are ADA-accessible, low-floor buses, which make boarding faster and safer for both riders and operators. Low-floor buses reduce passenger boarding time from roughly 10 minutes to about 3 minutes, improve accessibility, and reduce the maintenance costs associated with lifts. Though the upfront cost for a bus is higher, these savings are expected to offset the additional cost over the life of the vehicle. Two of these buses have been purchased to evaluate performance and cost benefits.

B. Consideration of FY2026 employee benefit package – Curtis Roberts, Administration Director: Management is looking for approval on the FY2026 employee benefit package in order to sign the insurance contract (this has to be done annually). Management is proposing to keep the benefit package the same as it currently is. There was about an 8.1 percent increase in the insurance cost, but there is sufficient money within the budget to cover this increase. Discussion about the increased insurance cost. The cost usually goes up every year, and an 8 percent increase is within the typical range. Flor Estrada motioned to approve the FY2026 employee benefit package. Mike Arnold seconded. Vote unanimous.

C. Consideration of FY2026 additional full-time positions – Todd Beutler, CEO/General Manager: This was talked about in the previous meeting. A brief summary is that management is seeking to create 2 new positions to handle additional organizational needs, particularly those created by the larger facility. The two positions are a facilities supervisor position and a maintenance manager

position (with Jody Kimball to fill this position). Discussion about the new positions. Staff have looked at all of the ways to cover the organization's additional needs before coming to this conclusion. Additionally, since 2020, there's been a 47 percent increase in service. Lieren asked for a motion to approve the addition of these two full-time positions. Glen Schmidt moved. Flor Estrada seconded. Vote unanimous.

- D. Consideration of Resolution 2025-03 authorization for disposal of property – Todd Beutler, CEO/General Manager: Connect's old facility is set to be sold; after working with a real estate agent, the property is scheduled to close the day after board meeting. The property was appraised at 2.5 million dollars and is selling for 3.4 million (so above the appraised price); the net after commissions is 3.24 million dollars. Management already has a concurrence letter giving the organization permission to keep the proceeds from the sale; the current plan is to use these funds to build the new training course (the sale money needs to be used on capital projects). Lieren Hansen asked for a motion to pass Resolution 2025-03 giving authorization to staff to sell the property. Shaun Bushman moved. Mike Arnold seconded. Vote unanimous.

## 6. Management Report:

- A. DC report – Tim Stewart, Bennett-Capitol Group: Washington, D.C. has been unusually chaotic over the past 10 months. The new administration issued more than 200 executive orders in its first month, largely aimed at rolling back regulations. The reconciliation process has been extremely difficult and the federal government is in an extended shutdown. A potential shutdown resolution may come by Thanksgiving. Back pay for federal workers is expected, but may be delayed. The region has had trouble getting their funding; Curtis (Connect Administration Director) avoided reimbursement issues by strategically pulling funding early. In D.C., they're trying to pass a short, three-page continuing resolution to end the shutdown. Tariffs are affecting everything, but to different degrees; energy costs are down, food costs are up, and there will be creep in costs everywhere. Connect has been affected, particularly by the rising costs to the vehicle industry (vehicles and vehicle parts). Some companies are trying to reshore manufacturing in the U.S., but tariffs on robotics and other needed equipment are making it difficult. Some businesses have chosen to move what manufacturing they have offshore, so they only have to pay tariffs (instead of having to pay costs both ways).
- B. Update procurement process – Mindy Spackman, Procurement Officer: The procurement process ensures compliance and responsible use of funds, emphasizing open and fair competition and adherence to both internal policy and federal regulations. The goal is obtaining the best overall value, not simply

127 selecting the lowest cost. Purchases fall into three procurement categories: micro-  
128 purchases are under \$10,000 (no quotes are required but costs must be  
129 reasonable), small purchases between \$10,000 and \$250,000 (requires 2–3  
130 quotes), and formal procurements over \$250,000 (requires a full RFP process).  
131 This year has been unusually busy due to multiple expiring 3- and 5-year  
132 contracts, as well as procurements for the new facility. When federal funds are  
133 used, additional rules such as Davis-Bacon apply to projects over \$150,000,  
134 including certified payrolls. Additional requirements include vendors having to  
135 use eligible certifications and not being debarred. Buy America is another federal  
136 requirement (applies to rolling stock, steel, and construction materials). There are  
137 30 other possible federal clauses to comply with depending on the project. The  
138 steps and depth to a procurement are determined by what is being purchased and  
139 the overall cost. The steps to procurement are to define the need/develop the  
140 scope, solicit bids or proposals, evaluate & select vendor, award contract, and  
141 monitor & administer the contract. Effective contract administration is essential to  
142 ensure that pricing, products, and services match what was agreed upon. Failure  
143 to follow FTA procurement rules can result in a loss of funding, audit findings,  
144 and reputational harm. Discussion on compliance and oversight. Connect has had  
145 strong results in federal triennial reviews, including one cycle where there was  
146 zero procurement findings—which is rare. This strengthened Connect’s  
147 credibility with regional oversight and has contributed to Connect’s strong track  
148 record. Staff noted that sometimes the lowest bid is not selected, so justification is  
149 required, and occasionally bids are withdrawn and reissued if competition isn’t  
150 sufficient. Procurement is complex, evolving, and critical in reducing  
151 organizational risk.

152  
153 **7. Board Chair Report:**

154 A. Recognition of employee anniversaries – Lieren Hansen, Board Chair: Employee  
155 anniversaries include 7 years for Trevor Silva (dispatcher), 6 years for Jared Hall  
156 (technician), and 6 years for Brad Nelson (IT).

157  
158 B. Board Social: The Board is going to have a social on December 17.

159  
160 8. Public comments: No questions or comments.

161  
162 9. **Adjourn:** Board Chair Lieren Hansen adjourned the meeting.

# Cache Valley Transit District

## Budget vs. Actual

Through September 30, 2025

	Actual	Budget	Variance	Percent of year Lapsed = 75.00%
<b>Income</b>				
Sales tax	6,190,692.16	8,362,000.00	(2,171,307.84)	74.03%
Charges for services	82,355.76	108,000.00	(25,644.24)	76.26%
Interest income	463,233.72	510,000.00	(46,766.28)	90.83%
Federal and state grants	6,525,036.20	7,712,000.00	(1,186,963.80)	84.61%
Other	47,908.56	12,000.00	35,908.56	399.24%
<b>Total Income</b>	<b>13,309,226.40</b>	<b>16,704,000.00</b>	<b>(3,394,773.60)</b>	
<b>Expense</b>				
<b>Operations</b>				
Payroll and benefits	4,842,461.59	7,460,000.00	2,617,538.41	64.91%
Professional and technical	419,050.80	765,000.00	345,949.20	54.78%
Insurance and surety bonds	189,135.71	250,000.00	60,864.29	75.65%
Public outreach/community engagement	19,444.41	35,000.00	15,555.59	55.56%
Subscriptions and memberships	25,166.15	36,000.00	10,833.85	69.91%
Software	122,178.88	218,000.00	95,821.12	56.05%
Supplies	37,951.81	68,000.00	30,048.19	55.81%
Fuel	479,488.84	960,000.00	480,511.16	49.95%
Tires	45,407.27	141,000.00	95,592.73	32.20%
Training and travel	44,067.02	84,000.00	39,932.98	52.46%
Utilities	229,570.56	352,000.00	122,429.44	65.22%
Equipment purchases <\$5,000	589,644.88	721,000.00	131,355.12	81.78%
<b>Total Operational expenses</b>	<b>7,043,567.92</b>	<b>11,090,000.00</b>	<b>4,046,432.08</b>	<b>63.51%</b>
<b>Preventative Maintenance</b>				
Payroll and benefits	522,752.76	744,000.00	221,247.24	70.26%
Professional services	4,631.69	11,000.00	6,368.31	42.11%
Parts and other operating costs	315,079.18	446,000.00	130,920.82	70.65%
Other maintenance costs	26,535.90	38,000.00	11,464.10	69.83%
<b>Total Preventative Maintenance</b>	<b>868,999.53</b>	<b>1,239,000.00</b>	<b>370,000.47</b>	<b>70.14%</b>
<b>Facilities Maintenance</b>				
Payroll and benefits	120,982.97	170,000.00	49,017.03	71.17%
Professional services	96,663.79	148,000.00	51,336.21	65.31%
Other maintenance costs	166,326.26	310,000.00	143,673.74	53.65%
<b>Total facilities maintenance</b>	<b>383,973.02</b>	<b>628,000.00</b>	<b>244,026.98</b>	<b>61.14%</b>
<b>Capital Outlay</b>				
Bus purchases	454,326.00	525,000.00	70,674.00	86.54%
Equipment purchases	168,828.52	378,000.00	209,171.48	44.66%
Real property	2,302,528.81	3,476,000.00	1,173,471.19	66.24%
<b>Total Capital Outlay</b>	<b>2,925,683.33</b>	<b>4,379,000.00</b>	<b>1,453,316.67</b>	<b>66.81%</b>
<b>Total Expense</b>	<b>11,222,223.80</b>	<b>17,336,000.00</b>	<b>6,113,776.20</b>	<b>64.73%</b>
<b>Net Income (loss)</b>	<b>2,087,002.60</b>	<b>(632,000.00)</b>	<b>2,719,002.60</b>	

# Cache Valley Transit District

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## Budget Change Explanations: 3rd Quarter – Expenditures FY2025

### Operations

#### Professional and Technical

2025 Budget	765,000.00
3 <sup>rd</sup> Quarter Amount	419,050.80
Percentage used	54.78%

Explanation: The budget contains \$228,000 for planning fees in this line item. This project is taking place currently at a significantly lower scope of work and, correspondingly, less expense.

#### Software

2025 Budget	218,000.00
3 <sup>rd</sup> Quarter Amount	122,178.88
Percentage used	56.05%

Explanation: There were two significant software applications that came in lower than budgeted. We anticipate that this line will finish below budget.

#### Fuel

2025 Budget	960,000.00
3 <sup>rd</sup> Quarter Amount	480,511.16
Percentage used	49.95%

Explanation: Fuel prices remained relatively low throughout the third quarter. The average price per gallon for the year-to-date was \$2.55 and we budgeted \$3.50. The highest price we have paid this year was \$2.87 per gallon.

#### Tires

2025 Budget	141,000.00
2 <sup>nd</sup> Quarter Amount	45,407.27
Percentage used	32.20%

Explanation: As in prior years, we plan to replace the tires in the 4<sup>th</sup> quarter in preparation for the winter driving season. There were some tires replaced in the 3<sup>rd</sup> quarter.

### **Equipment Purchases >\$5,000**

2025 Budget	721,000.00
3 <sup>rd</sup> Quarter Amount	589,644.88
Percentage used	81.78%

Explanation: The expenditures represent electronic equipment, security equipment and furniture purchased for the new facility. We are currently below budget for those planned expenditures.

### **Facility Maintenance**

#### **Other Maintenance Costs**

2025 Budget	310,000.00
3 <sup>rd</sup> Quarter Amount	166,326.26
Percentage used	53.65%

Explanation: As previously reported, we have purchased numerous items for the new facility including column bollards, appliances for breakrooms, cleaning materials, etc. The budget was modified for interior design items (pictures, wall coverings, etc.). The interior design project is still on-going.

### **Capital Outlay**

#### **Total Capital Outlay**

2025 Budget	4,379,000.00
3 <sup>rd</sup> Quarter Amount	2,925,683.33
Percentage used	66.81%

Explanation: The buses have been purchased as planned. There are still some modifications that were made on-site in October that will add to the cost. The Equipment budget was amended. We have some expenses planned for the 4<sup>th</sup> quarter but some of the budget will not be spent. We will not use the funds for the design of the training course this year. Also, there are still expenditures to be recorded for construction on the new facility when all the retainage is paid.



## Budget Change Explanations: Third Quarter – Revenue FY2025

### **Sales Tax**

Explanation: Sales tax from January to August compared to the same months in the prior year has been very flat, but there was a recent uptick so that we are approximately 3% higher.

### **Interest Income**

Explanation: The interest rate that we have been earning was over 4.4% and we budgeted 3.5%. Cash balances are also higher than estimated. The budget was amended.

### **Federal and State Grants**

Explanation: The budget was amended for grants that were delayed from being recognized in the prior year. The grant revenue budget will not be met because of delays in the training course and other expenses.

### **Other**

Explanation: The other category captures a few miscellaneous items which include insurance reimbursements for accident costs. Insurance recoveries for the year are just over \$30,000. In addition, we had proceeds from selling furniture and fixtures from the old facility for approximately \$10,000. The sale of the facility will be reported in the fourth quarter for approximately \$3.2 million. Approximately 80% of the facility sale proceeds are restricted for a future capital project per FTA regulations. Management recommend that the entire sale proceeds be assigned/restricted for the training course project.

Cache Valley Transit District  
Comparative Presentation with TENTATIVE **PROPOSED BUDGET**

	2025 Budget	2025 Projected to Year-end	2026 Proposed Budget	Dollar Increase over 2025 Budget	Percentage Increase over 2025 Budget
Revenues:					
Sales tax	8,362,000	8,665,000	<b>8,665,000</b>	303,000	3.62%
Federal and state grants	3,912,000	2,749,000	<b>4,692,000</b>	780,000	19.94%
Charges for services	108,000	121,000	<b>128,000</b>	20,000	18.52%
Interest income	510,000	625,000	<b>500,000</b>	(10,000)	-1.96%
Other	12,000	53,000	<b>6,000</b>	(6,000)	-50.00%
<b>Total operating revenues</b>	<b>12,904,000</b>	<b>12,213,000</b>	<b>13,991,000</b>	1,087,000	8.42%
Expenditures:					
<b>Operations:</b>					
Salaries and benefits	7,460,000	6,693,000	<b>7,978,000</b>	518,000	6.94%
Professional fees	765,000	542,000	<b>688,000</b>	(77,000)	-10.07%
Insurance	250,000	261,000	<b>292,000</b>	42,000	16.80%
Public outreach/Community engagement	35,000	29,000	<b>37,000</b>	2,000	5.71%
Subscriptions and memberships	36,000	32,000	<b>33,000</b>	(3,000)	-8.33%
Software	218,000	203,000	<b>356,000</b>	138,000	63.30%
Supplies	68,000	56,000	<b>71,000</b>	3,000	4.41%
Fuel	960,000	710,000	<b>922,000</b>	(38,000)	-3.96%
Tires	141,000	138,000	<b>166,000</b>	25,000	17.73%
Training and travel	84,000	52,000	<b>104,000</b>	20,000	23.81%
Utilities	352,000	281,000	<b>279,000</b>	(73,000)	-20.74%
Equipment purchases <\$5,000	721,000	616,000	<b>382,000</b>	(339,000)	-47.02%
<b>Total operations</b>	<b>11,090,000</b>	<b>9,613,000</b>	<b>11,308,000</b>	218,000	1.97%
<b>Preventative maintenance</b>					
Salaries and benefits	744,000	728,000	<b>915,000</b>	171,000	22.98%
Professional fees	11,000	8,000	<b>12,000</b>	1,000	9.09%
Parts and operating costs	446,000	423,000	<b>522,000</b>	76,000	17.04%
Other maintenance costs	38,000	34,000	<b>23,000</b>	(15,000)	-39.47%
<b>Total preventative maintenance</b>	<b>1,239,000</b>	<b>1,193,000</b>	<b>1,472,000</b>	233,000	18.81%
<b>Facility maintenance</b>					
Salaries and benefits	170,000	149,000	<b>384,000</b>	214,000	125.88%
Contracted services	148,000	133,000	<b>161,000</b>	13,000	8.78%
Other maintenance costs	310,000	282,000	<b>97,000</b>	(213,000)	-68.71%
<b>Total facility maintenance</b>	<b>628,000</b>	<b>564,000</b>	<b>642,000</b>	14,000	2.23%
<b>Total operating expenses</b>	<b>12,957,000</b>	<b>11,370,000</b>	<b>13,422,000</b>	465,000	3.59%
<b>Operating revenues less expenses</b>	<b>(53,000)</b>	<b>843,000</b>	<b>569,000</b>		
Capital Activities					
<b>Capital grants revenue/asset sale</b>	<b>3,800,000</b>	<b>3,834,000</b>	<b>207,000</b>		
<b>Capital outlay</b>					
Bus purchases	525,000	506,000	<b>1,650,000</b>		
Equipment	378,000	373,000	<b>155,000</b>		
Land and improvements	3,476,000	3,066,000	<b>1,100,000</b>		
<b>Net capital outlay</b>	<b>(579,000)</b>	<b>(111,000)</b>	<b>(2,698,000)</b>		
<b>Net income (loss)</b>	<b>(632,000)</b>	<b>732,000</b>	<b>(2,129,000)</b>		
Planned use of fund balance for capital outlay	632,000		<b>2,129,000</b>		
Net change to equity after planned uses	-		-		

# Cache Valley Transit District

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## Budget Change Explanations: Original vs Tentative – Expenditures

FY2026

### Operations

#### **Salaries and Benefits**

2026 Budget Tentative	7,978,000
2026 Budget Original	7,981,000
Difference	3,000

Explanation: Error found in formulas. Overstated salaries.

#### **Equipment Purchases Less Than \$5,00**

2026 Budget Tentative	382,000
2026 Budget Original	373,000
Difference	9,000

Explanation: There was equipment in the capital activities that did not meet the capitalization limit.

### Facility Maintenance

#### **Other Maintenance Costs**

2026 Budget Tentative	97,000
2026 Budget Original	89,000
Difference	8,000

Explanation: The project to provide a “history” wall in the public entrance was delayed to better represent the concepts and input from the Board. This provides funds to complete the project in 2026.

### Capital Activities

#### **Land and Improvements**

2026 Budget Tentative	1,100,000
2026 Budget Original	850,000
Difference	250,000

Explanation: Based on work with the design team, we anticipate more will be spent on the design of the facility and other related costs that previously anticipated.

**Capital Activities (continued)**

**Equipment**

2026 Budget Tentative	155,000
2026 Budget Original	172,000
Difference	17,000

Explanation: Adjustment for equipment that does not meet the capitalization limit.

**Budget Change Explanations: Original vs Tentative – Revenue FY2026**

**Sales Tax**

2026 Budget Tentative	8,665,000
2026 Budget Original	8,570,000
Difference	95,000

Explanation: The sales tax we received in October (for August) was higher than planned. This change reflects the higher amount.

**Interest Income**

2026 Budget Tentative	500,000
2026 Budget Original	385,000
Difference	115,000

Explanation: The original budget did not include the proceeds from the sale of the old facility in the interest income calculation.

Cache Valley Transit District  
**Board Detail Budget by Line**  
For the year ending December 31, 2026

<b>Account</b>	<b>Account Number</b>	<b>Fiscal Year 2026 Budget</b>	<b>FY26 Category Budget</b>	<b>FY 2025 Budget</b>
<b>Operations</b>				
Professional Services				
Map design	502100	-		-
Audit fees	502200	20,000		16,000
Legal fees	502300	60,000		40,000
Planning fees	502350	200,000		228,000
IT Professional fees	502400	8,000		14,000
Marketing/PR fees	502450	200,000		250,000
Background and drug tests	502500	25,000		20,000
Retirement plan fees	502600	9,000		10,000
Uniform cleaning	502700	1,000		1,000
Government relation services	502800	55,000		45,000
Other professional fees	502900	47,000		83,000
Security professionals	602100	63,000		58,000
			<b>688,000</b>	<b>765,000</b>
Insurance				
Fidelity insurance	503100	-		-
Errors and ommission	503200	-		-
Property insurance	503300	66,000		57,000.00
Auto Insurance	503400	100,000		51,000.00
General liability insurance	503500	55,000		76,000.00
Worker's Comp insurance	503600	50,000		45,000.00
Long Term Disability	503800	20,000		20,000.00
Other insurance	503900	-		-
Claims and Deductibles	603300	1,000		1,000
			<b>292,000</b>	<b>250,000</b>
Public Outreach/Community Engagement				
Marketing and Publicity	504100	-		-
Public notices	504110	1,000		1,000.00
Print advertising	504120	-		-
Radio and TV advertising	504125	-		-
TV advertising	504126	-		-
Internet advertising	504130	-		1,000.00
Graphic advertising	504135	25,000		28,000.00
Other advertising	504140	3,000		3,000.00
Promotional supplies	504150	8,000		2,000.00
Ridership awards	504155	-		-
			<b>37,000</b>	<b>35,000</b>
Subscriptions and memberships				
Rent and occupancy costs	504300	1,000		2,000
Subscriptions and memberships	504400	32,000		34,000
			<b>33,000</b>	<b>36,000</b>
Software				
Employee Management Software	504610	38,000		35,000
Transit Software	504620	241,000		123,000
Bus Software	504630	24,000		16,000
IT Software	504640	33,000		35,000
Software Tools	504650	20,000		9,000
			<b>356,000</b>	<b>218,000</b>

<b>Account</b>	<b>Account Number</b>	<b>Fiscal Year 2026 Budget</b>	<b>Category Budget</b>	<b>FY 2025 Budget</b>
Supplies				
Postage and mail	504210	4,000		4,000
Printing and copying	504220	6,000		5,000
Board meals	504510	2,000		3,000
Other meals	504520	11,000		10,000
Safety Meeting food	504580	-		1,000
Office supplies	505100	5,000		6,000
Clothing purchases	505300	24,000		20,000
Other supplies	505900	15,000		15,000
Other operational supplies	605900	4,000		4,000
			<b>71,000</b>	<b>68,000</b>
Fuel				
Diesel fuel	605510	781,000		825,000
Gasoline for buses	605520	126,000		130,000
Fuel for other vehicles	605530	15,000		5,000
			<b>922,000</b>	<b>960,000</b>
Tires				
Tires - large buses	605610	145,000		122,000
Tires - paratransit buses	605620	15,000		13,000
Tires - other vehicles	605630	6,000		6,000
			<b>166,000</b>	<b>141,000</b>
Travel and trainings				
Travel costs - non-training	506100	17,000		20,000
Travel costs	506210	50,000		38,000
Registration costs	506220	37,000		26,000
Other training costs	506230	-		-
			<b>104,000</b>	<b>84,000</b>
Utilities				
Gas/heat	507100	68,000		87,000
Telephone/internet	507200	110,000		85,000
Water, sewer and power	507300	101,000		180,000
			<b>279,000</b>	<b>352,000</b>
Small equipment				
Computer equipment	508100	34,000		227,000
Office equipment	508200	5,000		351,000
Software purchases	508300	-		-
Security Equipment	508800	335,000		134,000
Other equipment or furniture	508900	8,000		9,000
			<b>382,000</b>	<b>721,000</b>
<b>Total Operations expenses</b>		<b>3,330,000</b>	<b>3,330,000</b>	<b>3,630,000</b>

<b>Account</b>	<b>Account Number</b>	<b>Fiscal Year 2026 Budget</b>	<b>Category Budget</b>	<b>FY 2025 Budget</b>
<b>Preventative maintenance</b>				
Professional fees				
Uniform cleaning	702100	5,000		5,000
Cleaning Services	702110	7,000		6,000
			<b>12,000</b>	<b>11,000</b>
Parts and operating costs				
Parts - large buses	704110	360,000		312,000
Parts - paratransit buses	704120	55,000		33,000
Parts - other vehicles	704130	16,000		14,000
Supplies for vehicles	704210	8,000		8,000
Oil, fluids, etc.	704220	70,000		70,000
Towing	704300	3,000		3,000
Security equipment for buses	704500	8,000		5,000
Other operating costs	704900	2,000		1,000
			<b>522,000</b>	<b>446,000</b>
Other maintenance costs				
Cleaning supplies for shop	705100	12,000		12,000
Reimbursable items for employee	705200	7,000		9,000
Small tools	708100	4,000		4,000
Shop equipment	708200	-		11,000
Other equipment	708900	-		2,000
			<b>23,000</b>	<b>38,000</b>
<b>Total Preventative Maintenance expenses</b>		<b>557,000</b>	<b>557,000</b>	<b>495,000</b>
<b>Facility maintenance</b>				
Contracted services				
Cleaning services	802110	53,000		66,000
Grounds and perimeter	802115	17,000		25,000
Other professional services	802900	91,000		72,000
			<b>161,000</b>	<b>163,000</b>
Other maintenance costs				
Cleaning supplies	805100	34,000		25,000
Replacement parts	805200	18,000		13,000
Signs	805300	4,000		6,000
Other supplies	805900	-		18,000
Small tools	808100	6,000		1,000
Other small equipment	808900	35,000		47,000
			<b>97,000</b>	<b>110,000</b>
<b>Total Facility Maintenance expenses</b>		<b>258,000</b>	<b>258,000</b>	<b>273,000</b>

Cache Valley Transit District  
Planned Capital Projects  
Fiscal Year 2026

Project Name	Project Budget	Quarter for Project Start	Quarter for Project End
Mow strip expansion at North Logan facility	\$25,000	2nd	3rd
Transit Center window replacement and repairs	\$75,000	2nd	3rd
Design for training course and building	\$1,000,000	Ongoing	Ongoing
Purchase 6 demand response buses (4 replacement, 2 expand)	\$1,650,000	1st	3rd
Purchase new facility maintenance truck	\$80,000	1st	1st
Purchase snow removal tractor	\$75,000	1st	1st
Total capital outlay	<u>\$2,905,000</u>		

Capital project definition:

Cost of \$20,000

Has a useful life of more than 1 year or extends the life of an asset by more than 1 year

Will result in a capital asset meeting the above 2 criteria



## Cache Valley Transit District - Capital Projects Plan

As of November 2025

Description	2027	2028	2029	2030	2031	2031 to 2040	Concept Only
Replace 2 support vehicles	120,000.00						
Replace 2 paratransit vehicles		540,000.00					
Replace 3 on-demand (Pool) vehicles		810,000.00					
Replace 1 support vehicle		65,000.00					
Replace 6 large buses			4,200,000.00				
Replace 3 support vehicles (shop truck)			280,000.00				
Replace 4 paratransit vehicles				1,200,000.00			
Replace 6 paratransit vehicles					1,920,000.00		
Replace 4 large buses (2033)						3,000,000.00	
Replace 2 paratransit vehicles (2033)						680,000.00	
Replace 3 on-demand (Pool) vehicles (2033)						1,020,000.00	
Replace 4 large buses (2035)						3,120,000.00	
Replace 4 paratransit vehicles						1,440,000.00	
Replace 2 support vehicles (2035)						110,000.00	
Replace 8 large buses (2036)						6,400,000.00	
Replace 6 paratransit vehicles (2036)						2,280,000.00	
Replace 6 large buses (2037)						4,920,000.00	
Replace 2 paratransit vehicles (2038)						800,000.00	
Replace 3 on-demand (Pool) vehicles (2038)						1,200,000.00	
Replace 1 support vehicle						75,000.00	
Replace 4 paratransit vehicles (2040)						1,680,000.00	
Training course (design and construct)	7,000,000.00	4,000,000.00					
Training simulators		2,000,000.00					
Training support equipment		30,000.00					
Landscape improvements - south of parking lot	1,000,000.00						
Canopies for support vehicles (shop and other)	1,000,000.00						
Transfer centers		2,000,000.00					
Bus shelters							
Replace ITC boilers						180,000.00	
Replace floor scrubber						130,000.00	
Remodel transit center (ITC)		1,000,000.00	4,000,000.00				
North and south satellite facility							40,000,000.00
Service expansion vehicles						5,100,000.00	
<b>Total costs</b>	<b>9,120,000.00</b>	<b>10,445,000.00</b>	<b>8,480,000.00</b>	<b>1,200,000.00</b>	<b>1,920,000.00</b>	<b>32,135,000.00</b>	<b>40,000,000.00</b>
Potential grants to offset costs	6,400,000.00	3,200,000.00	6,300,000.00	-	-	18,000,000.00	32,000,000.00
<b>Net cost to Connect Transit</b>	<b>2,720,000.00</b>	<b>7,245,000.00</b>	<b>2,180,000.00</b>	<b>1,200,000.00</b>	<b>1,920,000.00</b>	<b>14,135,000.00</b>	<b>8,000,000.00</b>