

CONNECT TRANSIT BOARD MEETING AGENDA

October 14, 2026

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, October 14, 2026. 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 - next meeting - October 28, 2026
4. Public comments

5:35 PM 5. **Board Business**

- A. Discuss the FY 2027 budget - Curtis Roberts, Administration Director

6:20 PM 6. **Management Report**

- A. Questions for management

6:30 PM 7. **Adjourn**

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

Budget Timeline

- **August 26**
 - Budget priorities set by management
- **September 23**
 - Preliminary budget presented to Board
- **October 14***
 - Detailed budget discussion
- **October 28**
 - Budget discussion
 - Approval of benefit package
 - Quorum needed for a Board vote
- **November 18***
 - Adopt tentative budget
 - Quorum needed for a Board vote
- **December 9***
 - Adopt final budget
 - Quorum needed for a Board vote

***Note: these board meeting dates differ from the regular 4th Wednesday of the month**

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

	2026 Budget	Not Ready Yet	2027 Proposed Budget	Dollar Increase over 2026 Budget	Percentage Increase over 2026 Budget
Revenues:					
Sales tax	8,665,000	8,948,000	9,217,000	552,000	6.37%
Federal and state grants	4,692,000	2,749,000	4,550,000	(142,000)	-3.03%
Charges for services	128,000	121,000	133,000	5,000	3.91%
Interest income	500,000	625,000	560,000	60,000	12.00%
Other	6,000	53,000	5,000	(1,000)	-16.67%
Total operating revenues	13,991,000	12,496,000	14,465,000	474,000	3.39%
Expenditures:					
Operations:					
Salaries and benefits	7,978,000	6,693,000	7,885,000	(93,000)	-1.17%
Professional fees	688,000	542,000	587,000	(101,000)	-14.68%
Insurance	292,000	261,000	322,000	30,000	10.27%
Public outreach/Community engagement	37,000	29,000	38,000	1,000	2.70%
Subscriptions and memberships	33,000	32,000	33,000	-	0.00%
Software	356,000	203,000	270,000	(86,000)	-24.16%
Supplies	71,000	56,000	83,000	12,000	16.90%
Fuel	922,000	710,000	1,208,000	286,000	31.02%
Tires	166,000	138,000	151,000	(15,000)	-9.04%
Training and travel	104,000	52,000	82,000	(22,000)	-21.15%
Utilities	279,000	281,000	255,000	(24,000)	-8.60%
Equipment purchases <\$20,000	382,000	616,000	655,000	273,000	71.47%
Total operations	11,308,000	9,613,000	11,569,000	261,000	2.31%
Preventative maintenance					
Salaries and benefits	915,000	728,000	1,145,000	230,000	25.14%
Professional fees	12,000	8,000	15,000	3,000	25.00%
Parts and operating costs	522,000	423,000	597,000	75,000	14.37%
Other maintenance costs	23,000	34,000	39,000	16,000	69.57%
Total preventative maintenance	1,472,000	1,193,000	1,796,000	324,000	22.01%
Facility maintenance					
Salaries and benefits	384,000	149,000	354,000	(30,000)	-7.81%
Contracted services	161,000	133,000	251,000	90,000	55.90%
Other maintenance costs	97,000	282,000	111,000	14,000	14.43%
Total facility maintenance	642,000	564,000	716,000	74,000	11.53%
Total operating expenses	13,422,000	11,370,000	14,081,000	659,000	4.91%
Operating revenues less expenses	569,000	1,126,000	384,000		
Capital Activities					
Capital grants revenue/asset sale	207,000	3,834,000	968,000		
Capital outlay					
Bus purchases	1,650,000	506,000	-		
Equipment	155,000	373,000	325,000		
Land and improvements	1,100,000	3,066,000	2,500,000		
Net capital outlay	(2,698,000)	(111,000)	(1,857,000)		
Net income (loss)	(2,129,000)	1,015,000	(1,473,000)		
Planned use of fund balance for capital outlay	2,129,000		-		
Net change to equity after planned uses	-		(1,473,000)		

Initial Budget—Key Considerations

The following summarizes the significant management recommendations incorporated into the preliminary budget.

Budget Item	Key Consideration
1. Wages and Market Adjustments	The preliminary budget includes compensation adjustments to reflect current market conditions, including a \$0.75-per-hour increase in driver base pay , to support competitive recruitment and retention.
2. Health Insurance	The preliminary budget reflects a 9.9% increase in health insurance costs based on the projected renewal. Initial evaluation indicates that the rates appear competitive in the market.
3. Vehicle Maintenance Staffing	A new full-time vehicle maintenance position is included to address increased fleet mileage and the resulting increase in repair and routine-maintenance requirements.
4. Diesel Fuel	The preliminary budget increases the diesel fuel estimate from \$3.20 to \$4.30 per gallon . This estimate remains subject to revision as market conditions are volatile. Each \$0.10 change affects the budget by approximately \$28,000.
5. Intelligent Transportation System (ITS)	The ITS contract requires a competitive bid process and will need to be bid next year. The preliminary budget includes funding for small equipment, software, and implementation/setup costs .

Cache Valley Transit District
Board Detail - Budget by Line
For the year ending December 31, 2027

<u>Account</u>	<u>Account Number</u>	<u>Fiscal Year 2027 Budget</u>	<u>FY27 Category Budget</u>	<u>FY 2026 Budget</u>
Operations				
Professional Services				
Map design	502100	-		-
Audit fees	502200	20,000		20,000
Legal fees	502300	65,000		60,000
Planning fees	502350	38,000		200,000
IT Professional fees	502400	14,000		8,000
Marketing/PR fees	502450	245,000		200,000
Background and drug tests	502500	24,000		25,000
Retirement plan fees	502600	8,000		9,000
Uniform cleaning	502700	1,000		1,000
Government relation services	502800	55,000		55,000
Other professional fees	502900	50,000		47,000
Security professionals	602100	67,000		63,000
			587,000	688,000
Insurance				
Fidelity insurance	503100	10,000		-
Errors and omission	503200	-		-
Property insurance	503300	65,000		66,000
Auto Insurance	503400	105,000		100,000
General liability insurance	503500	58,000		55,000
Worker's Comp insurance	503600	63,000		50,000
Long Term Disability	503800	20,000		20,000
Other insurance	503900	-		-
Claims and Deductibles	603300	1,000		1,000
			322,000	292,000
Public Outreach/Community Engagement				
Marketing and Publicity	504100	-		-
Public notices	504110	1,000		1,000
Print advertising	504120	-		-
Radio and TV advertising	504125	-		-
TV advertising	504126	-		-
Internet advertising	504130	-		-
Graphic advertising	504135	22,000		25,000
Other advertising	504140	3,000		3,000
Promotional supplies	504150	12,000		8,000
Ridership awards	504155	-		-
			38,000	37,000
Subscriptions and memberships				
Rent and occupancy costs	504300	1,000		1,000
Subscriptions and memberships	504400	32,000		32,000
			33,000	33,000
Software				
Employee Management Software	504610	41,000		38,000
IT Software	504640	47,000		33,000
Software Tools	504650	11,000		20,000
Transit Software	604610	171,000		241,000
			270,000	332,000

changed account #

Account	Account Number	Fiscal Year 2027 Budget	Category Budget	FY 2026 Budget
Supplies				
Postage and mail	504210	3,000		4,000
Printing and copying	504220	11,000		6,000
Board meals	504510	2,000		2,000
Other meals	504520	10,000		11,000
Safety Meeting food	504580	-		-
Office supplies	505100	4,000		5,000
Clothing purchases	505300	22,000		24,000
Other supplies	505900	27,000		15,000
Other operational supplies	605900	4,000		4,000
			83,000	71,000
Fuel				
Diesel fuel	605510	1,049,000		781,000
Gasoline for buses	605520	144,000		126,000
Fuel for other vehicles	605530	15,000		15,000
			1,208,000	922,000
Tires				
Tires - large buses	605610	129,000		145,000
Tires - paratransit buses	605620	14,000		15,000
Tires - other vehicles	605630	8,000		6,000
			151,000	166,000
Travel and trainings				
Travel costs - non-training	506100	12,000		17,000
Travel costs	506210	37,000		50,000
Registration costs	506220	33,000		37,000
Other training costs	506230	-		-
			82,000	104,000
Utilities				
Gas/heat	507100	56,000		68,000
Telephone/internet	507200	80,000		110,000
Water, sewer and power	507300	119,000		101,000
			255,000	279,000
Small equipment				
Computer equipment	508100	33,000		34,000
Office equipment	508200	1,000		5,000
Software purchases	508300	-		-
Security Equipment	508800	38,000		335,000
Other equipment or furniture	508900	583,000		8,000
			655,000	382,000
Total Operations expenses		3,684,000	3,684,000	3,306,000

<u>Account</u>	<u>Account Number</u>	<u>Fiscal Year 2027 Budget</u>	<u>Category Budget</u>	<u>FY 2026 Budget</u>
Preventative maintenance				
Professional fees				
Uniform cleaning	702100	8,000		5,000
Cleaning Services	702110	7,000		7,000
			15,000	12,000
Parts and operating costs				
Parts - large buses	704110	396,000		360,000
Parts - paratransit buses	704120	71,000		55,000
Parts - other vehicles	704130	19,000		16,000
Supplies for vehicles	704210	5,000		8,000
Oil, fluids, etc.	704220	70,000		70,000
Towing	704300	4,000		3,000
Security equipment for buses	704500	-		8,000
Software	704610	30,000		24,000
Other operating costs	704900	2,000		2,000
			597,000	546,000
Other maintenance costs				
Cleaning supplies for shop	705100	12,000		12,000
Reimbursable items for employee	705200	3,000		7,000
Small tools	708100	2,000		4,000
Shop equipment	708200	6,000		-
Other equipment	708900	16,000		-
			39,000	23,000
Total Preventative Maintenance expenses		651,000	651,000	581,000
Facility maintenance				
Contracted services				
Cleaning services	802110	53,000		53,000
Grounds and perimeter	802115	21,000		17,000
Other professional services	802900	167,000		91,000
Rental Equipment	804300	6,000		- new account
Software	804610	4,000		- new account
			251,000	161,000
Other maintenance costs				
Cleaning supplies	805100	35,000		34,000
Replacement parts	805200	41,000		18,000
Signs	805300	3,000		4,000
Other supplies	805900	13,000		-
Small tools	808100	4,000		6,000
Other small equipment	808900	15,000		35,000
			111,000	97,000
Total Facility Maintenance expenses		362,000	362,000	258,000

Cache Valley Transit District
Planned Capital Projects
Fiscal Year 2027

Project Name	Project Budget	Quarter for Project Start	Quarter for Project End
Construct canopy for maintenance equipment	\$300,000	1st	4th
Start design work on remodel at transit center	\$200,000	3rd	Ongoing
Design and begin construction on training course	\$2,000,000	Ongoing	Ongoing
Capital portion of intelligent transit system (ITS)	\$205,000	2nd	3rd
Replace 2 support vans - high capacity vans	\$120,000	1st	1st
Total capital outlay	<u>\$2,825,000</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