

High Valley Transit District  
Board of Trustees Minutes  
**Monday, September 26, 2022**  
Virtual Meeting via Zoom  
Meeting ID: 971 7818 7766  
Sheldon Richins Building, Room 133  
1885 W. Ute Blvd.  
Park City, Utah



Members of the Board of Trustees, presenters, and members of the public could attend by electronic means using Zoom (phone or video).

BOARD OF TRUSTEES PRESENT:

**Kim Carson**, Chair

**David Geffen**, Vice Chair

**Roger Armstrong**, Board Member

**Chris Robinson**, Board Member (via Zoom)

**Malena Stevens**, Board Member (via Zoom)

ABSENT:

None

STAFF PRESENT:

**Caroline Rodriguez**, Executive Director

**Stacy Carpenter**, Finance Director

INVITED ATTENDING GUESTS:

**Janna Young**, Deputy County Manager

PUBLIC MEETING

Chair Carson called the meeting to order at 1:00 pm

Work Session

**Ridership and performance**

Presented by Caroline Rodriguez

**Transit facility**

Presented by Caroline Rodriguez

**Fleet update**

Presented by Caroline Rodriguez

**Winter transit planning**

Presented by Caroline Rodriguez

### **Budget process planning**

Presented by Caroline Rodriguez

#### CONSIDERATION OF APPROVAL

##### **Approval of minutes**

Vice Chair Geffen motioned to approve minutes on 09/06/22

Second: Board Member Stevens

In favor:

Board Chair Carson

Vice Chair Geffen

Board Member Robinson

Board Member Stevens

Board Member Armstrong

Absent:

None

##### **Discussion and possible amendment to High Valley Transit's Administrative Policies and Procedures**

Board Member Armstrong motioned to amend High Valley Transit's Administrative Policies and Procedures to allow to change the compensation structure per meeting compensation structure to a \$5,000 per year flat fixed annual stipend payable on a quarterly basis and within 15 days following the close of each quarter. Also, to amend the Policies and Procedures to allow independent members of the Board of Trustees to be able to opt into health insurance offered to staff members of HVT with the cost of such health insurance to apply against and reduce the annual stipend and, if it exceeds the annual stipend it be paid for out of pocket by the participating Board of Trustees.

Second: Board Member Stevens

In favor:

Board Chair Carson

Board Member Geffen

Board Member Stevens

Board Member Armstrong

Board Member Robinson

Absent:

None

Discussion and possible approval of Ordinance 2022-02, Amendment to the Snyderville Basin Public Transit District Governing Structure and By-Laws as recommended to allow for an annual stipend payment

No discussion, skipped agenda item.

Discussion and possible approval of a purchase order between High Valley Transit and Complete Coach for the purchase of three 40-foot transit buses

No discussion  
skipped agenda item.

Board Comments

Staff Comments

### Motion to adjourn

Motion to adjourn: Board member Armstrong  
Second: Board Member Geffen

In favor:

Board Chair Carson  
Board Member Geffen  
Board Member Stevens  
Board Member Armstrong  
Board Member Robinson

Absent:

None

The Board meeting adjourned at 3:15 pm

Minutes transcribed by Kamberly McNeil.



6/1/2023

Kim Carson, *Chair*