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Board of Directors Meeting Minutes February 10, 2025

Call to Order

Chairman Virginia Bodyfelt called the meeting to order at 5:00 p.m.

Roll Call

In attendance:

Virginia Bodyfelt, Chairman
Jeff Ramaj, Secretary/Treasurer
Steve Shea, Vice-Chairman- Excused Absence
Carla Hester-Croff, Board Member
Les Mauch, Board Member
County Commissioner Rob Slaughter, Board Liaison
Dwane Pacheco, Director
Mary Seppie, Bookkeeper

Amendment to February Agenda

Mr. Ramaj requested the February agenda be amended to include the discussion of alternative funding sources. Mr. Shea made a motion to amend the agenda to include the discussion of alternative funding sources under New Business. Mr. Mauch seconded the motion. All voted in favor. Motion carried.

Approval of February Agenda and January Minutes

Mr. Shea made a motion to approve the amended February agenda and the January minutes. Mr. Ramaj seconded the motion. All voted in favor. Motion carried.

Financial Report

Mr. Ramaj made a motion to accept A/P checks 14680-14700, 14702, void 14701, and all electronic fund transfers as listed on the transaction report. Mr. Shea second. All voted in favor. Motion carried. Ms. Hester-Croff made a motion to accept payroll checks 6565-6590 and transfers as listed on the transaction report. Mr. Mauch second. All voted in favor. Motion carried.

Director Update

Mr. Pacheco updated the Board on the following:

- STAR received the technical feasibility study proposal from Inberg-Miller Engineering (IME). The workgroup for this will meet to review the proposal so that a recommendation may be made to the Board at the next meeting in March.
- The SPARE rider app is moving forward, with the next step to be learning about the Stripe pay system and how it will integrate with the app.
- Mr. Pacheco met with YWCA and briefed Melinda Baas on STAR's services. She will pass on the information to clients and employees.
- Mr. Pacheco has reached out to Model Signs/WY Raised, CJ's Signs, and Pittsop for quotes for the window advertising slots.

- The funding request deadline for the City of Rock Springs is March 21st. The City of Rock Springs will hold a tentative budget workshop on April 23rd at 5:30 p.m. Any STAR Board member is welcome to attend.
- Mr. Pacheco attended the WYTrans Association meeting with AARP in Cheyenne.
- Ridership continues to increase. December ridership increased 692 riders over last year and January ridership increased by 638 riders over last year. The increase in staff and new buses has helped moving more people, as well as getting the word about STAR Transit and the service we provide.

Safety Training/General Information

The February safety training will be a cybersecurity training course provided to STAR by Sweetwater Technologies.

Old Business

Workshop Review

The workshop touched on the direction that the Board and Mr. Pacheco would like for STAR in the future and how to best spend some of the performance measure award money if STAR were to receive it again in future years. Currently there are many unknowns in the local funding that helps provide matching funds for STAR's federal funding requests. These unknowns are partly due to some proposed bills in the current Wyoming legislative session. More discussion will be needed after the legislative session is done.

New Business

FY 2026 Budget review and recommendations for March meeting

Ms. Seppie informed the Board that for the FY2026 budget, she and Mr. Pacheco decided it may be best to leave the requests for the City of Rock Springs, the City of Green River, and Sweetwater County at the same funding levels as last year. This is due to the uncertainty of the sales tax cuts that are being proposed by the legislature. If these cuts are approved, the cities and county will see a decrease in their own funding, which in turn will limit what they will be able to provide to other agencies in the community. Ms. Seppie stated that the FY2026 budget that is presented includes a 3% wage increase for all employees. The approximate amount of the FY2026 budget that will need to be funded by STAR's reserves is \$125,015. Ms. Seppie stated that if there are any revisions that need to be made to the budget, these can be done at the March meeting, which will still allow time for STAR to submit the funding request to the City of Rock Springs before the deadline. Mr. Mauch made a motion to tentatively approve the proposed FY2026 budget, pending further information. Ms. Hester-Croff second. All voted in favor. Motion carried.

Alternative Funding Sources

Mr. Ramaj told the Board that there was a memo sent out from the White House (based on one of President Trump's Executive Orders) on February 4th ordering a temporary pause on federal grants, loans, and other financial assistance programs. Mr. Ramaj is questioning whether this memo will affect the federal grants coming into STAR and how STAR will plan for this. Mr. Mauch stated that this memo was redacted. Now there are several agencies pausing their programs, but transportation is not affected at this point. Commissioner Slaughter said that STAR is wise to keep watching these decisions to see if STAR's funding will be affected. Ms. Seppie said that WYDOT did reach out to all of the public transportation agencies in Wyoming and stated that the payments at this time are not being affected. The Board, Mr. Pacheco, and Ms. Seppie will keep watching and listening to the news to see if any future memos/Executive Orders will affect STAR's federal funding.

Executive Session,

No Executive Session was needed.

Adjournment

Mr. Ramaj made a motion to adjourn the meeting. Ms. Hester-Croff second. Ms. Bodyfelt adjourned the meeting at 5:31 p.m.

Virginia Bodyfelt, Chairman

Jeff Ramaj, Secretary/Treasurer

Mary Seppie, Recording Secretary
