

1 **Regular Board Meeting Minutes**  
2 **Cache Valley Transit District**  
3 **Wednesday, May 25, 2022**  
4 **5:45 pm**  
5 **Logan City Hall**  
6 **290 North 100 West, Logan, Utah**  
7 **City Hall Conference Room**

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10 *Present:* Patrick Jenkins, Cecelia Benson, Holly Broome-Hyer, Terrie Wierenga, Paul  
11 James, Glen Schmidt, Abraham Verdoes, Mike Arnold, Gregory Shannon, Bob  
12 Christensen, Mary Barrus, Lieren Hansen, Jeff Turley, Sue Sorenson, and Lyle Lundberg

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14 *Excused:* Shaun Bushman, Ron Bushman, David Geary, and Jeannie Simmonds

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16 *Others:* Todd Beutler, Charise VanDyke, and Curtis Roberts

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18 **Regular Meeting Agenda**

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20 1. *Call to order:* Board Chair Patrick Jenkins  
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22 2. Pledge of Allegiance  
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24 3. Consent Agenda: Patrick Jenkins moved item 5C on the agenda to next month  
25 (update on new facility). Patrick asked for a motion to approve the agenda with this  
26 change. Paul James moved; Sue Sorenson seconded. Vote unanimous. Patrick asked  
27 for a motion to approve the March 23 and April 27 minutes. Bob Christensen moved;  
28 Cecelia Benson seconded. Vote unanimous.  
29 A. Approval of Agenda  
30 B. Acceptance of Minutes (March 23 and April 27)  
31 C. Next Board Meeting: June 22, 2022  
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33 4. Public comments: No comments or questions.  
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35 **Board Business**

36 **5. Board Business:**

- 37 A. Presentation on various mobility projects, Carly Lansche, Cache County Regional  
38 Trail & Active Transportation Coordinator: The purpose of Trails Cache is to  
39 promote active transportation and trails stewardship in Cache Valley. Two  
40 committees help guide the program to implement the plan the county adopted in  
41 2018. The Cache County Trails committee is made up of the forest service, trail  
42 crew, multiple cities, and planning commissioners. CMPO Bicycle and Pedestrian

Approved 06/22/2022

43 Advisory Committee (BPAC) is an advisory committee that makes  
44 recommendations to planning efforts and advocates for good structure in active  
45 transportation. The Trail and Active Transportation program offers technical  
46 services such as grant writing, map development, volunteer coordination, project  
47 support, jurisdiction coordination, conceptual design, community outreach, plan  
48 development, stakeholder facilitation, easement coordination, graphic  
49 communication, and media strategy. Trails Cache has worked and coordinated  
50 with multiple organizations on multiple projects including the adopt-a-trail  
51 program, Hyde Park Canyon Loop Trail, trails count program, trail feasibility  
52 study, and active transportation and/or trails master plans for three different cities  
53 (Wellsville, Richmond, North Logan). The recent First Mile, Last Mile study  
54 looked at micro mobility. The study examined how to connect with transit by  
55 foot, bike, or micro mobility device. It also looked at accessibility and  
56 walkability. Various micro mobility companies want to come into this market  
57 (especially with USU in the community); devices (bikes, etc.) could be parked at  
58 bus stops or corral zones. Transit can play a role in the conversation about micro  
59 mobility.

- 60  
61 B. Presentation of first quarter financials – Glen Schmidt, Budget Committee Chair:  
62 First quarter financials don't generally have much going on, as not much time has  
63 passed. The cost of fuel has gone up; there might need to be a budget amendment  
64 for that later. Discussion about fuel. The two factors that influence fuel the most is  
65 weather and geo political events (usually it's the Middle East and now it's  
66 Russia). The price could come back down or stay that high for the remainder of  
67 the year.

68  
69 **6. General Manager/Staff Reports:**

- 70 A. Update on technology on buses – Colton Fullmer, CVTD Network Administrator:  
71 Things are moving forward; the planning, import of the CVTD system, and  
72 hardware installation have been completed. Preliminary training has also been  
73 completed. BETA testing will continue until the app goes out. They've hit a snag  
74 with Apple and Android about acceptance, so the release has been pushed to July  
75 1. On the website (still in BETA), passengers can look at each stop and see when  
76 the next bus arrives and what other routes serve it. The app will have our  
77 branding. The refresh rate for the bus tracking is quick (about every one to two  
78 seconds), but it also depends on the internet connection so it's usually 5 to 7  
79 seconds. Discussion about the app. The app uses the GMV system. The other apps  
80 will use the real time data once it goes live. The GMV app will be our app with  
81 our logo. This app is separate from the app for paratransit (they are provided by  
82 different companies). This new app (provided by GMV) will be for fixed route.  
83 Ecolane will be doing the apps for paratransit and micro transit service. If a

84 passenger doesn't have access to a phone or other technology, they can call  
85 dispatch.

86  
87 B. Update on micro-transit: There is a vehicle shortage, so getting vehicles for the  
88 new service is a concern. Staff are still hoping to launch service in October, but  
89 that is dependent on finding vehicles and drivers. Staff continues to work on  
90 locating stops and working with Ecolane to get the apps up and running.

91  
92 C. Employee BBQ – June 16, 2022: Patrick encouraged board members to attend  
93 and cook at the Employee BBQ. It is a good opportunity to connect with those  
94 who make this system great.

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96 7. **Board Chair Report:**

97 A. There is a new page on the website about the economic impact of the District.  
98 There are many great resources to use with constituents, including an FAQ. It's  
99 also a good way to demonstrate the value that the District is providing.

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101 8. Public comments: No comments or questions.

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