

1 **Regular Board Meeting Minutes**
2 **Cache Valley Transit District**
3 **Wednesday, March 22, 2023**
4 **5:30 pm**
5 **Logan City Hall**
6 **290 North 100 West, Logan, Utah**
7 **City Hall Conference Room**
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9

10 *Present:* Cecelia Benson, Shaun Bushman, Terrie Wierenga, Bob Christensen, Mary
11 Barrus, Sue Sorenson, Holly Broome-Hyer, Lieren Hansen, Ron Bushman, Mike Arnold,
12 Glen Schmidt, Paul James, Gregory Shannon, David Geary, Jeff Turley, and Jeannie
13 Simmonds

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15 *Excused:* Patrick Jenkins and Lyle Lundberg

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17 *Others:* Todd Beutler, Curtis Roberts, and Charise VanDyke
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19 **Regular Meeting Agenda**

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21 1. *Call to order:* Board Vice Chair Cecelia Benson
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23 2. Pledge of Allegiance
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25 3. Consent Agenda: Cecelia Benson asked for a motion to approve the consent agenda.
26 Dave Geary moved; Bob Christensen seconded. Vote unanimous.
27 A. Approval of Agenda
28 B. Acceptance of Minutes – February 22, 2023
29 C. Next Board Meeting – April 26, 2023
30
31 4. Public comments: No comments or questions.
32

33 **Board Business**

- 34 5. **Board Business:**
35 A. Board Training on Open Meetings – Dallin Peterson, Associate at Olson &
36 Hoggan: Dallin Peterson conducted the OPMA training that board members are
37 required to complete annually.
38
39 B. Consideration to modify allowed trips for the voucher program – Cecelia Benson,
40 Board Vice Chair: There's been a change in allowed trips. Previously, only
41 medical and critical nutrition were the allowed trips. The change will allow for
42 trips to be made for critical community services and for employment. The

Approved 04/26/2023

43 qualifications for the program remain the same. There is no change to the
44 District's budgeted amount. BRAG (who is running the program) was able to get
45 matching funds for the voucher program. Discussion about critical community
46 services. A critical community service would be for services like the heat
47 assistance BRAG offers. Discussion about BRAG. The reason why the District
48 paired with BRAG is because they already do programs like this (with an intake,
49 eligibility process, etc.). Individuals might already be using one of BRAG's
50 services and that's how they find the voucher program.

51
52 C. Present year-end financial report for FY 2022 – Glen Schmidt, Budget Committee
53 Chair: Nothing unexpected happened. What was reported in the 3rd quarter that
54 was expected to happen, happened. For 2023, the sales tax is being monitored. It
55 is in line with the budget so far, but things could change. The funding for the
56 facility was not approved at the legislature; staff is looking at other options. With
57 the additional funds budgeted for hiring, the goal to get more qualified applicants
58 was met.

59
60 D. Consideration of fund balance assignment – Glen Schmidt, Budget Committee
61 Chair: The recommendation is to assign 13.3 million dollars from the fund
62 balance for capital projects. Once it is assigned it's not restricted, so it can be
63 revisited and changed if needed. Dave Geary motioned to assign 13.3 million
64 dollars of the fund balance to capital projects. Gregory Shannon seconded. Vote
65 unanimous.

66
67 **6. General Manager/Staff Reports:**

68 A. Legislative update – Todd Beutler, CEO/General Manger: The District didn't get
69 the appropriation request that we asked for. There was a lot of effort put into it,
70 but that is the way it goes sometimes. There was also a bill that will affect board
71 structure, which Cecelia will talk more about in the board chair report.

72
73 B. Update on new facility funding – Todd Beutler, CEO/General Manager: Staff is
74 examining a few different options for funding. The board will be kept updated.
75 The project is not in jeopardy.

76
77 C. Update on meeting with FTA staff – Curtis Roberts, Administration Director:
78 After the groundbreaking, staff was able to meet with the FTA administrator and
79 two of her staffers. They wanted to understand more about the District and see the
80 facilities. They also wanted to meet with the Cache Metropolitan Planning
81 Organization (CMPO) and see how they interact with us. The District has a good
82 relationship with them. They'll use things we've provided as examples for other
83 agencies to use or refer them to the District to talk about how we're doing things.
84 They are impressed with the District's plans for oversight for the facility

85 construction; it was done in accordance with their standards. It was a great
86 meeting overall.

87
88 **7. Board Chair Report:**

89 A. Report on groundbreaking – Cecelia Benson, Board Vice Chair: The
90 groundbreaking went well. It couldn't have gone better. The bill which will
91 require the District to reduce the size of the board is expected to be signed. It will
92 require that the board reduce its size to between 5 to 9 members. Discussion about
93 the process. Committee meetings will be pulled together so that board members
94 can start to brainstorm approaches and have some initial discussions. Discussion
95 about the Pool service. The service is evolving as passengers are learning. The
96 app has an initial learning curve; if a passenger has difficulties, they can call the
97 District for training on the app or to book their rides.

98
99 8. Public comments: No comments or questions.

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101 9. **Adjourn:** Board Vice Chair Cecelia Benson adjourned the meeting.