

1 **Regular Board Meeting Minutes**
2 **Cache Valley Transit District**
3 **Wednesday, June 28, 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:* Patrick Jenkins, Cecelia Benson, Shaun Bushman, Terrie Wierenga, Bob
11 Christensen, Mary Barrus, Sue Sorenson, Holly Broome-Hyer, Lieren Hansen, Mike
12 Arnold, Glen Schmidt, Paul James, Gregory Shannon, and Jeff Turley

13
14 *Excused:* Ron Bushman, David Geary, Lyle Lundberg, and Jeannie Simmonds

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

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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 asked for a motion to approve the consent agenda.
25 Gregory Shannon moved; Bob Christensen seconded. Vote unanimous.
26 A. Approval of Agenda
27 B. Acceptance of Minutes – May 24, 2023
28 C. Next Board Meeting – July 26, 2023
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30 4. Public comments: No questions or comments.

31
32 **Board Business**

- 33 5. **Board Business:**
34 A. Consideration of service request in Amalga – Patrick Jenkins, Board Chair: In
35 April, the Lundahls came and made a request for a closer CAR pickup location to
36 their house. Discussion about the request. Their house is out of the service
37 location, but the District provided a reasonable accommodation of a pickup
38 location located within the service area. Patrick asked for a motion to deny the
39 service modification request. Paul James motioned to approve the denial of a
40 service modification request. Bob Christensen seconded. Vote unanimous.

42 B. Presentation of FY 2023 first quarter financials – Glen Schmidt, Finance
43 Committee Chair: The District received a couple of the small buses, which will be
44 reflected in the bus purchases part of the budget. Before the end of the year, the
45 District might purchase an additional six large buses that were not budgeted for.
46 The reason for this exception is that the District would receive a significant
47 discount of tens of thousands of dollars to get the buses before the end of the year.
48 The District didn't anticipate doing these bus purchases this year, so if this is the
49 case there will be a budget amendment. Fuel is continuing to be monitored. The
50 sales tax has also been surprisingly good, so far.

51
52 C. New facility update – David Geary, Facility Committee Chair: Dave Geary was
53 excused from the meeting; Curtis Roberts presented in his stead. They've dug the
54 footings for the building. They ran into ground water. When the geology tech
55 report was done, the report said that water was 9 feet down. However, because
56 this last year was really wet, it was only 5 feet down. Because of this, they had to
57 over excavate in some areas. To remedy the problem, they used compactable
58 material encased in special casing to form "burritos" to improve footing. There
59 were costs associated with remedying the problem, so they are having to use
60 funding from the contingencies portion of the budget. Right now there is not a
61 projected delay because Big D has identified areas where they can make up time;
62 completion is still scheduled for December 2024.

63
64 D. Consideration of Board Structure – Patrick Jenkins, Board Chair: There's been a
65 lot of great conversation on this issue. The first part to figure out is the structure
66 of the new board. What is being presented for consideration is the 9-member
67 board structure presented last month. Discussion about a couple of refinements to
68 the recommended city groupings. Final structure decided to be 1 representative
69 for North Logan & Hyde Park; 1 representative for Smithfield & Richmond &
70 Lewiston; 1 representative for Providence & River Heights & Nibley; 1
71 representative for Hyrum & Millville; 1 representative for Cache County; and 4
72 representatives for Logan (9 total members). Patrick asked for a motion to
73 approve the board recommendation for the 9-member board structure. Shaun
74 Bushman moved to accept the structure as proposed. Cecelia Benson seconded.
75 Vote unanimous. Discussion about next steps. The General Manager, Todd
76 Beutler, given the assignment to meet with the mayors of the cities within the
77 District to discuss the recommended board structure, provide a resolution for the
78 cities to adopt, and discuss board member appointments.

79

80 6. General Manager/Staff Reports:

81 A. UDOT signal priority project – Todd Beutler, CEO/General Manager: Signal
82 priority is used when the bus is running behind schedule. It works by using
83 technology on the bus to communicate with a smart light to cue the light to

84 change to green or to hold green (when the bus is running behind schedule).
85 UDOT got a grant for this technology and will be partnering with Logan City and
86 the District on a project to outfit the lights and buses. UDOT will be able to test
87 emergency systems and transit's use of the technology, so they can learn about
88 what implementation takes for statewide planning. Logan is an ideal place to
89 experiment as it is off the Wasatch front, has a bus system, and is an urban area.
90 UDOT will be maintaining the project for 2 years and then turning it over for the
91 entities here to maintain going forward. They expect to start the project in the
92 Fall. UDOT is paying for all project costs.

93
94 B. Funding opportunity – Todd Beutler, CEO/General Manager: It's the early stages
95 of a potential funding opportunity with the state. There may be grant opportunities
96 to use towards innovating to increase ridership.

97
98 **7. Board Chair Report:**

99 A. CVTD branding – Patrick Jenkins, Board Chair: One of the four strategic
100 objectives that the Executive Committee has been working on is branding for the
101 District. As part of this process, a survey will be going out to community
102 members.

103
104 8. Public comments: No questions or comments.

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