

1 **Regular Board Meeting Minutes**  
2 **Cache Valley Transit District**  
3 **Wednesday, September 27, 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, Shaun Bushman, Allen Livingston, Sue Sorenson, Lieren  
11 Hansen, Mike Arnold, Glen Schmidt, David Geary, Gregory Shannon, Ron Bushman,  
12 Holly Broome-Hyer, Jeff Turley, Paul James, and Jeannie Simmonds

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14 *Excused:* Mary Barrus, Bob Christensen, and Lyle Lundberg

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16 *Others:* Todd Beutler, Curtis Roberts, and Kari Thomas

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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 Dave Geary moved; Holly Broome-Hyer seconded. Vote unanimous.  
26 A. Approval of Agenda  
27 B. Acceptance of Minutes – August 23, 2023  
28 C. Next Board Meeting – October 25, 2023  
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30 4. Public comments: No questions or comments.

31  
32 **Board Business**

- 33 5. **Board Business:**  
34 A. Swearing in of new board member – Curtis Roberts, Administration Director:  
35 Curtis Roberts completed the swearing in of new board member, Allen  
36 Livingston.  
37  
38 B. Public hearing on proposed budget amendment – Patrick Jenkins, Board Chair:  
39 Curtis Roberts discussed bus replacement and the time frame it takes to complete  
40 a procurement for new buses. He then discussed the amendment to the budget to  
41 authorize the release of the funds to purchase buses this year so that they can be  
42 purchased for \$50,000 less per bus (or savings of \$300,000 in total). Patrick

Approved 10/25/2023

43 explained the process for the approval of Resolution 2023-01 (public hearing,  
44 board discussion, then board vote). No public comment. Paul James moved to  
45 close the public hearing; Gregory Shannon seconded. Vote unanimous.

46  
47 C. Consideration of Resolution 2023-01 FY2023 budget amendment – Patrick  
48 Jenkins, Board Chair: Several questions were asked during the board discussion  
49 portion; most questions pertained to where the money that has been saved on the  
50 bus purchase would be going. Curtis Roberts explained that it would be sent to  
51 savings. Glen Schmidt moved to accept Resolution 2023-01 FY2023 budget  
52 amendment. Dave Geary seconded. Vote unanimous.

53  
54 D. Consideration of FY2024 Budget Priorities – Curtis Roberts, Administration  
55 Director: Discussion about the amended budget priorities (updated according to  
56 the discussion in the last meeting). Key points were that the overall budget would  
57 be consistent and similar to previous years to maintain the existing service. The  
58 operating expenses also do not exceed revenues (as found in the operating  
59 revenues exceed operating expenses line). Also offering competitive wages to  
60 help the District to maintain existing services (found under the salaries and  
61 benefits lines in the budget). Another priority is to continue the construction of the  
62 facility (found in capital outlay). Safe service and safety programs were also  
63 discussed (found under the salaries and benefits lines in the budget). The priority  
64 to continue to do outreach and education with the public can be found under the  
65 Professional Services line (including the rebranding). The FTA is asking transit  
66 agencies to have an electric vehicle plan, so getting a plan done is a proposed  
67 priority to meet that request (professional services). Additionally, getting a plan  
68 done to examine the District’s economic impact on the local economy  
69 (professional services). Shaun Bushman moved to adopt the FY2024 Budget  
70 Priorities. Jeff Turley seconded. Vote unanimous.

71  
72 **6. General Manager/Staff Reports:**

73 A. Presentation on CVTD re-branding – Todd Beutler, CEO and RUMOR  
74 Advertising: Todd Beutler spoke of why RUMOR is who we are working with  
75 citing that they listen and truly want to understand CVTD. Andres Ramos and  
76 Lindsey Teuscher presented the ideas for the rebrand or “brand revolution.” They  
77 went over the process used to come up with ideas for CVTD. Four words came up  
78 often: connection, responsibility, community, and self-reliance; the rebrand is  
79 based on these key words. A lot of the community didn’t know what “CVTD”  
80 stood for, so that was kept in mind for the new logo, which is Connect. Discussion  
81 about the new brand. The name doesn’t anchor it to one specific location (more  
82 flexible for service expansion in the future). The legal entity of Cache Valley  
83 Transit District doesn’t change. It’s a rebrand not just a name change.

- 85           7. **Board Chair Report:**  
86            A. The meeting with the county went well; they discussed the board changing to nine  
87            members with them. Cities have been receptive, the next step will be  
88            appointments (and possible length of terms). The Board acknowledged the  
89            District employees with work anniversaries. Board members were reminded that  
90            budget workshops will be in October.  
91  
92           8. Public comments: No questions or comments.  
93  
94           9. **Adjourn:** Board Chair Patrick Jenkins adjourned the meeting.