

1 **Regular Board Meeting Minutes**
2 **Cache Valley Transit District**
3 **DBA Connect Transit**
4 **Wednesday, May 27, 2026**
5 **5:30 pm**
6 **Connect Administration**
7 **3021 North 300 West, North Logan, Utah**
8 **Connect Transit Boardroom**
9

10
11 *Present:* Lieren Hansen, Glen Schmidt, Emily Fletcher, Flor Estrada, John Zsiray, Paul
12 Mortenson, Ron Bushman, Mike Arnold, and Shaun Bushman

13
14 *Excused:*

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16 *Others:* Todd Beutler, Curtis Roberts, Mindy Spackman, Gillian Crozier, Colton Fullmer,
17 and Charise VanDyke

18
19 **Regular Meeting Agenda**

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21 1. *Call to order:* Board Chair Lieren Hansen
22
23 2. Pledge of Allegiance
24
25 3. Consent Agenda: Lieren Hansen asked for a motion to approve the consent agenda.
26 Glen Schmidt moved; John Zsiray seconded. Vote unanimous.
27 A. Approval of Agenda
28 B. Acceptance of Minutes – April 22, 2026
29 C. Next Board Meeting – June 24, 2026
30
31 4. Public comments: Mary Gillmore thanked the Board for the service Connect Transit
32 provides. She is a part-time caregiver for her mother in Lewiston and recently lost her
33 car due to financial hardship. But the bus service has allowed her to continue caring
34 for her mother and work full-time, despite losing her car.
35
36 5. **Board Business:**
37 A. Consideration of FY2025 Audit – Glen Schmidt, Audit Committee Chair: Trae
38 Johansson from Squire and Company talked about the financial audit. Connect
39 Transit received an unmodified opinion, or “clean opinion,” which means that the
40 financial statements can be relied upon to get an accurate picture of Connect
41 Transit’s finances. The audit reviewed three overall areas. One was the audit of
42 basic financial statements according to accepted auditing standards (or making

Approved 06/24/2026

43 sure that things are recorded properly for the correct period and the correct
44 amount). The auditors also examine whether the staff is following their financial
45 policies. Out of all of Squire’s clients, Connect Transit is one of the most well
46 documented. The second area that is examined is an audit of federal programs;
47 Connect Transit receives federal dollars, so the auditors conduct compliance tests
48 to provide reasonable assurance that the money is being used for what it is marked
49 for. The last area that the auditors examine is state compliance. The State of Utah
50 issues a compliance guide of items for the auditors to look through each year; the
51 areas tested include budgetary compliance, fund balance, restricted taxes and
52 other related restricted revenue, fraud risk assessment, and cash management. All
53 three areas received an unmodified, or “clean,” opinion, which is a testament to
54 Connect’s accounting team.

55
56 B. Presentation of FY2026 first quarter financial report – Glen Schmidt, Budget
57 Committee Chair: Everything is running as expected, except in fuel prices. The
58 fuel prices have spiked, so it is an area of concern. There might be a budget
59 adjustment if needed, but there might be savings elsewhere in the budget to cover
60 the increase. Discussion about fuel. Connect was under budget for the first part of
61 the quarter, but for the last part of the quarter the prices really skyrocketed. The
62 budget was \$3.20 a gallon and the price is now \$4.56 a gallon (even for bulk
63 fuel). Fuel is purchased every 3 weeks. We have fund balance to cover the extra
64 cost on a short-term basis if needed. Discussion about accident insurance
65 recovery. One of the other biggest differences in the budget is that there were a
66 couple of accidents and then the recovery with insurance to do the repairs, which
67 is required to be reflected in the budget. The money is only used to fix buses.

68
69 C. Review of planning study – Peter Soderberg, Nelson/Nygaard: The first phase of
70 engagement is about listening to the community and identifying needs. We want
71 to hear from riders what their experience has been and how to improve service,
72 and from non-riders to see what changes could be made to attract new riders. It’s
73 also about engaging with community leaders and stakeholder groups. There has
74 been a combination of virtual and in-person engagement. In this phase, we’re
75 generally asking what is working well and what is not working well, as well as
76 identifying how we can improve. The focus of the board member one-on-ones
77 was getting the Board’s perspectives on strengths and opportunities. During the
78 one-on-ones, there was generally a lot of agreement; meeting with each individual
79 helped to understand the unique perspectives and get a sense for the community in
80 general. Agency strengths include strong trust and support from the community,
81 financial responsibility (as evidenced by the audit), and staff recruitment and
82 retention. Possible improvement priorities include service to new destinations
83 (Brigham City, Wellsville, trails and recreation access), improved service span
84 (later evenings, earlier mornings, more Saturday service, add Sunday service),

85 interest in exploring new service models and ideas, and finding ways to attract
86 new riders to the system in this growing area. The online survey has been open
87 since April and will close at the end of May. There was targeted advertising
88 promoting the survey through Connect Transit and municipal partners' social
89 media accounts, Utah State University student email, and flyers on-board buses,
90 in shelters, and at the transit center. There are nearly 550 responses to date (82
91 percent of respondents so far are current transit riders). The results aren't
92 finalized, but we can share some initial results. Overall, there's a lot of support for
93 Connect Transit with 91 percent saying that they view Connect Transit service as
94 very or somewhat valuable and 85 percent of respondents have a favorable view
95 of Connect Transit. Even those who don't use the transit service see it as valuable.
96 The highest priority improvements include later evening service (49 percent of
97 respondents), more Saturday service (44 percent), more frequent service (42
98 percent), and adding Sunday service (38 percent). This is indicative of a growing
99 community with more diverse and expanding travel needs; this is something we
100 see with agencies of this size. These priorities will be reflected in the draft service
101 scenarios. Last week we (the consultants) were on-site for four hours for the
102 Operator Engagement meeting (they spoke with about 40 individuals in total).
103 These are some of the most valuable engagements because they're day in and day
104 out seeing what is happening on the routes. The common themes included:
105 worsening traffic congestion (Main Street and near the Walmarts), challenges
106 with alignment and schedule on Routes 7 and 11, exceeding capacity on the Green
107 Loop during morning peaks, opportunities for bus stop consolidation, and
108 expanding Pool service into Nibley. The Stakeholder engagement meetings were
109 split into two sessions with about 20 total participants (municipal partners and
110 advocacy groups). We wanted to know where they see service going and what the
111 priorities are for the stakeholders. The vision and priorities for service: fast,
112 convenient, and efficient; attract new riders to the system; earlier morning and
113 later evening service; improve bus stop amenities; add frequency; and improve
114 travel times (more competitive with driving). The pop-up engagement events at
115 the Transit Center engaged about 150 people over two days (also encouraging
116 them to take the survey). The common themes: Connect Transit is working well;
117 there is a lot of support for Connect Transit in the community; later evening
118 service and Sunday service would help people get to and from work more easily;
119 and new service to Wellsville or Brigham City. Some key findings from Phase 1.
120 Connect Transit is serving the community well and has built a lot of support from
121 riders and non-riders. Later evening service, more weekend service, and more
122 frequent service are the most requested improvements. Overall, there are
123 opportunities to improve efficiency and effectiveness: route realignments,
124 exploring alternative service models (like multi-hub), expanding Pool service, and
125 expanding to new destinations. The next step is transfer point analysis (June –
126 July). Basically, where are the potential transfer locations outside of downtown

127 Logan? And how could these change how service is provided? Then comes the
128 prioritization framework (July – August); this is in depth board engagement
129 asking what are the top priorities for service changes? And how do we balance the
130 tradeoffs? Following this are the service recommendations (August – October) or
131 two to three alternative network scenarios designed to test tradeoffs. This kicks
132 off Phase 2 of the public engagement. We want to know what are the best and
133 worst features of each scenario? Then those strongest elements will be combined
134 into a single preferred alternative. The planned completion of the study is early
135 2027. The preliminary recommendations will be made in time for the budget
136 process in Fall 2026. Discussion about Phase 1. For an agency the size of
137 Connect, we’ve had better engagement than usual. Wellsville has been
138 approached in the past; the survey showed a 50-50 split on if people wanted
139 service, so the mayor was not ready to put it on the ballot.
140

141 **6. Management Report:**

- 142 A. Vehicle procurement update – Curtis Roberts, Administration Director: The
143 increases in frequency to bus service has added enough mileage that it’s created a
144 need to accelerate bus purchase from 2029 to 2028. Because the timeline for
145 ordering buses is now 2 years, we’ve started the process for those bus
146 replacements. So, we will be replacing 6 of the large buses (40 foot). Discussion
147 about the bus purchase process. Piggybacking on another contract (which is what
148 we did) is faster than the bidding process and prices are competitive on larger
149 contracts. The base price will be fixed after it gets through the design, but it will
150 not be finalized until the prebuild 8 months before delivery. The timeline has
151 steadily increased over the last ten years; ten years ago, it was 12 to 14 months
152 and now it’s 2 years. Buses are now about ¾ of a million dollars (used to be \$200
153 to \$300 thousand per bus).
154
- 155 B. Update on Transportation Transit Investment Fund – Todd Beutler, CEO: The
156 Transportation Transit Investment Fund or TTIF was set up by the Utah
157 Legislature about 6 years ago. Historically, TTIF has primarily funded projects in
158 the Wasatch front area. This past legislative session, the Legislature carved off 3
159 million dollars of that funding for use in bus replacement. Connect has been
160 working with Senator Wilson and Senator Harper to demonstrate the need for
161 TTIF funds in other parts of the state; Connect wants to demonstrate the need to
162 make the change ongoing instead of a one-time thing. The funds will be used over
163 the next three years and we’re working cooperatively with UDOT, who has the
164 responsibility of establishing a prioritization process to determine how the
165 funding is allocated across the state.
166
- 167 C. Update on Transportation and Infrastructure Committee Bill – Todd Beutler,
168 CEO: Every five or so years at the national/federal level there is a transportation

169 bill reauthorization; the current bill expires in September. The process starts in the
170 House in the Transportation Infrastructure Committee with the draft; the House
171 has released the draft language and from there the Senate will do their version of
172 the bill. The House and Senate then reconcile the differences. Todd sits on a
173 national transit board, so he's been involved in the process; several of the things
174 they asked for are in the draft – good indicators that they are listening to transit
175 needs and hearing us. But it's early in the process, so the final version could be
176 very different.

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178 D. Employee BBQ June 23rd – Todd Beutler, CEO: A reminder about the employee
179 BBQ; board members can cook or eat with the employees. It helps build rapport.

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181 E. Questions for management: No questions.

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183 7. **Board Chair Report:**

184 A. Recognition of Employee Anniversaries: Employee anniversaries include 28 years
185 for Travis Mitchell (driver), 21 years for Fred Behm (operations supervisor), 18
186 years for Clark Winward (facility technician), 12 years for Stacey Corbridge
187 (dispatcher), 7 years for Peter Storper (driver), 5 years for Clayton Jensen (vehicle
188 maintenance technician), and 5 years for Darrell Knowles (driver).

189

190 B. Report on City Council Reports: Board members chatted with two city council
191 members (one from Hyde Park and one from North Logan) at the stakeholder
192 input event for the planning study. Lieren went and presented to Millville in
193 April.

194

195 C. Report on DC trip: The trip to Washington DC went well. They met with
196 Congressional staff and leaders. Representative Burgess Owens mentioned that
197 they like to see cooperative efforts within states like what Connect has been doing
198 with the TTIF.

199

200 8. Public comments: No comments or questions.

201

202 9. **Adjourn:** Board Chair Lieren Hansen adjourned the meeting.