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Regular Board Meeting Minutes
Cache Valley Transit District
Wednesday, April 18, 2018
5:45 pm
Bridgerland Technical College
1301 North 600 West, Logan, Utah
Room 806/808

Present: Roger Jones, Holly Broome-Hyer, Rodger Pond, Dean Quayle, Jeff Turley, Norman Larsen, Cecelia Benson, Craig Wright, Sue Sorensen, Glen Schmidt, Erik Ashcroft, Lyle Lundberg, Heidi Harper, Jeannie Simmonds, and Shaun Bushman

Excused: Ron Natali, Patrick Jenkins, Lloyd Berentzen, and Amber Sleight

Others: Todd Beutler, Curtis Roberts, and Charise VanDyke

Regular Meeting Agenda

1. *Call to order:* Board Chair Roger Jones
2. *Acceptance of Minutes:* Roger Jones deferred the acceptance of the March minutes until next board meeting.
3. *Approval of Agenda:* Roger Jones asked for a motion to approve the agenda. Dean Quayle moved; Holly Broome-Hyer seconded. Vote was unanimous.
4. Next Board Meeting: May 23, 2018 at 5:45 pm at Bridgerland Technical College
5. Questions and Comments for Management and Board (3 minutes or less): No comments.

Board Business

6. Presentation on Local Option Transportation Sales Tax - Josh Runhaar, Development Services Director: There are currently five available options, or “quarters,” for Transportation Sales Tax. “Quarter” refers to a quarter cent (i.e. 0.25%) versus a timeframe. The 1st Quarter and 3rd Quarter have been enacted. The 2nd Quarter has not been enacted because it is used for arterial roads—10th west is currently the only arterial road; most of the roads in the area are considered collective. There is also a 5th Quarter option, but the other four quarters are required to be enacted first. The 4th Quarter is the one under consideration by the County (S.B. 136). It’s also the most open source of money of the other quarters. The 4th Quarter makes funding available

Approved 05/23/2018

43 for: Class B/C Roads, city roads, active transportation, streetlights, and active
44 transportation facilities. How the funding is allocated: 40% goes to the cities, 40%
45 goes to transit, and 20% goes to the county. There are two funding allocation models:
46 one is a whole pot sales tax and the other is a 50-50 split between population and the
47 point-of-sale. Josh Runhaar went over projections of how much money that could
48 mean for the cities, county, and CVTD; he also mentioned what counties in Utah have
49 participated so far. When SB136 passed, it removed the requirement to put it on the
50 ballot; instead it can be adopted by county ordinance. With this change, most counties
51 will likely adopt the tax. The tax collected until July 2019 will go solely to the
52 County; after that it will go into normal distribution. If a county doesn't enact the 4th
53 Quarter tax option by mid-2020, individual cities can adopt it. In theory, if the county
54 doesn't adopt it then Logan City would take the lion's share (not confirmed). The
55 portion that goes to transit can be reduced from 40% to 10% with a ballot measure for
56 3rd through 6th class counties. Cache County is projected to move to a 2nd class
57 county in 2019. Josh Runhaar laid out two CVTD Transit options. Option A, CVTD
58 creates a grant pool via an interlocal agreement, where one third of the CVTD portion
59 is put into a grant pool (or about a 13% chunk of the total monies). The primary focus
60 of this grant pool would be for first and last mile connections, sidewalk connections,
61 ADA accessibility, and bike/pedestrian facilities. Monies cannot be used for
62 pavement. The grant money would only be eligible to cities within the CVTD service
63 area and require a community match. The interlocal agreement would be between the
64 County and CVTD; it would utilize the existing trails planner to oversee
65 administration with the Cache Technical Advisory Committee (CTAC) to help sort
66 and rank projects (same group that CCCOG uses). Then CCCOG would make sure
67 it's viable and buildable and give it a thumbs up or down for funding; then it would
68 have to go back to CVTD for disbursement. An arrangement would have to be
69 worked out, as well as a ranking function (do they connect with CVTD, etc.). The
70 second CVTD Transit option, Option B, is to readdress allocation options. The county
71 could go back to the legislature and tinker with how the money is allocated by
72 reducing transit funding from 40% to 10% and to attempt to run legislative action in
73 2019. The one thing that is consistently left out in funding is the connection points
74 between CVTD's funds and the County's funds—and so the thought is, if we can
75 build this pool of active transportation and inter mobile connections, we can start to
76 link all of our transportation systems together. The initial look from the county is that,
77 yes, they could stand to make more money under Option B, but they're still trying to
78 make Option A work. And that's kind of where they're at. There is broad support for
79 the tax and they're going to move forward with the tax, regardless of this discussion,
80 on May 8.

81
82 7. Questions by the CVTD Board: Norman Larsen asked if board members needed to
83 talk with their mayors and councils about this issue. Roger Jones invited the two
84 mayors in attendance to comment. Josh Runhaar commented that there was a meeting

85 with the NPO board of mayors (about half attended) and then an email sent out to all
86 mayors inviting them to comment. Mayor John Drew expressed his concerns about
87 the tax. Mayor David Hair expressed his concerns about the tax. Board members
88 asked other general questions. Josh Runhaar spoke more on the politics around the
89 transportation tax. Todd Beutler spoke about the issues that Salt Lake County is
90 facing with their roads—they are finding that public transit has to be a part of the
91 solution. Todd remarked that we should figure out how to get along and co-exist; this
92 agreement is a good opportunity to find a way to do that. Roger Jones agreed with
93 Todd’s remark and commented that this can be helpful both to the roads and
94 expanding transit services. There was a brief discussion on active transportation
95 versus recreation and putting dollars where there is the biggest bang for the buck.
96 Jeannie Simmonds mentioned both installation and maintenance should be
97 considered.

- 98
- 99 8. Consider for adoption a letter of support for Local Option Transportation Sale Tax -
100 Roger Jones, Board Chair: Roger Jones presented a letter, which said that, CVTD
101 board members and staff are supportive of the local transportation tax; it also
102 expresses a willingness to work cooperatively with the County in providing funding
103 for active transportation options. The letter doesn’t lay out specifics, as those will
104 come later as the issue is discussed further. Norman Larsen felt like the letter is too
105 loose. Jeannie Simmonds made a motion to approve the letter; Dean Quayle
106 seconded. Roger Jones asked if there was any discussion on the letter. Josh Runhaar
107 expressed that he is good with the letter and doesn’t expect all the details to be
108 hammered out in a week, or even a month; there is time to have a discussion. Jeannie
109 Simmonds said that this gives the board the opportunity to think it through carefully.
110 Roger Jones asked for a vote; Norman Larsen objected and Erik Ashcroft abstained.
111 Majority voted in favor; motion passed.
- 112
- 113 9. Update on changes to paratransit rider's guide - Todd Beutler, General Manager:
114 Every three years, CVTD has a triennial review. They assess various areas looking
115 for deficiencies and best practices. The FTA reviewer recommended most of the
116 changes made to the paratransit rider’s guide. Two of the changes were clarifications
117 suggested by CVTD staff. One example was the clarification that all busses are ADA
118 accessible, but not all of the bus stops are ADA accessible. Once the new ADA
119 expansion is implemented (recently passed by the board), the applicable areas in the
120 paratransit rider’s guide will be updated as well. Todd Beutler did a brief overview of
121 the changes and then asked if there were any questions. No questions. Roger Jones
122 talked about a letter that he received from the FTA administration in which they
123 commended Todd Beutler, Curtis Roberts, and staff for excellent work and said that
124 they truly feel CVTD is a model recipient and steward of Federal funds.
- 125

- 126 10. Update on governance process - Ron Natali: Craig Wright presented as Ron Natali
127 was out of town. The board will be going over multiple interpretations next board
128 meeting, beginning with Section 2.2 and then Section 2.3. Reviewing Section 2.2
129 should go fast and Section 2.3 will take a little longer.
130
- 131 11. Board Chair's report: Nothing to report except a thank you to board members for
132 participating in the discussion about the transportation tax. Norman Larsen, Erik
133 Ashcroft, and Shaun Bushman each asked questions.
134
- 135 12. General Manager's report: Nothing to report.
136
- 137 13. **Adjourn:** Board Chair Roger Jones adjourned the meeting.