

43 trying to accomplish; section two sets boundaries for the CEO/general manager and
44 staff; section three outlines the board’s business; and section four delegates the
45 responsibility to run CVTD to the CEO/general manager. Ron Natali added that the
46 policy manual builds the “not box”; Todd Beutler’s interpretations of the policy tell
47 the board how he will function in the “not box,” with the monitoring reports showing
48 the results. The board will be reviewing section three in more detail, going over such
49 things as encouraging diversity of opinion but speaking with one voice; board
50 business vs operational business; outward vision rather than inward vision; tabling
51 issues; and etc. Ron Natali added that an issue can be tabled to give staff time to come
52 back with answers to questions, or an issue can be tabled to be examined by a
53 committee as to whether or not it is a board issue. Roger Jones asked if there were
54 any questions. Patrick Jenkins asked if this process was creating a second policy
55 manual and if it violated the Open Public Meeting Act. Board members discussed
56 whether this was an issue. Roger Jones said that the board could direct Todd Beutler
57 to get legal opinion related to this. Patrick Jenkins moved that the board instruct Todd
58 to contact legal counsel to see if they were violating the Open Public Meeting Act and
59 if they were creating a second policy manual with the interpretations. Jeannie
60 Simmonds seconded. Roger Jones asked for a vote; Rodger Pond objected. Majority
61 voted in favor; motion passed.

62
63 8. Consideration for adoption General Manager’s interpretation of policy 2.5 – Craig
64 Wright, Board Member: Craig Wright moved to adopt the interpretation of the 2.5
65 policy as it stands (with the addition of the Quarterly Financial Report to the 2.5.2
66 supporting documents as suggested by the PEP Committee). Cecelia Benson
67 seconded. Opened to the board for discussion. Holly Broome-Hyer asked if there was
68 a particular reason why there was a board member asking for another audit in the
69 comments from the survey. Rodger Pond said that if there are concerns about
70 processes or policy then the board can invite someone to look at it, but the board has
71 not identified the need nor justified the expense. Roger Jones asked if there was a
72 board member who wanted to raise a specific concern for the board to consider any
73 special audit; Roger pointed out that there have been various monitoring and audits
74 regularly and they’ve been spotless. Erik Ashcroft said that it was his comment and
75 that a constituent had brought this up to him. He talked about how UTA had done the
76 same required audits, but when they did legislative and performance audits they were
77 found out. He said that it serves two purposes, if CVTD goes through an audit like
78 that and passes it that’s a good feather in the cap. Holly asked so there was no specific
79 reason for that comment. Erik replied that no, there was no specific reason; that it
80 would just be an occasion for more truth telling (not that there’s anything sinister
81 here). Roger Jones stated that he didn’t hear any specific concerns being raised here,
82 only that it would be a feather in the cap. Roger pointed out that audits consume a lot
83 of staff time, it would possibly be a waste of resources, and it could be bad public
84 relations to have an unnecessary audit; also, from what he’s seen, there is adequate

85 monitoring and audits. Cecelia Benson asked where those audits are available to
86 constituents; Todd Beutler answered that they can get them from the state auditor’s
87 website or from CVTD’s administration office. Cecelia said that if that constituent is
88 concerned that would be a good place to guide them. The board voted to end the
89 discussion. Vote unanimous. Roger moved to vote on the motion on the table. Vote
90 unanimous.

91
92 9. Consideration for adoption new Board Member information – Shaun Bushman, Board
93 Member: The executive committee has been discussing putting together a short
94 introduction for new board members. Shaun Bushman asked that board members send
95 him their corrections and comments on this introduction; he also wants to hear the
96 perspective of the operations staff as well. Roger Jones asked that the board members
97 who attended the Arbinger training share a little bit about the experience. Patrick
98 Jenkins said that it was a great training in interpersonal communication and conflict
99 resolution. Cecelia Benson told about how there was an individual in the class with
100 them (who worked in utilities in Ogden) who told her how grateful they were to
101 CVTD for the impact it had made in their lives. They have a special needs son who
102 can function here on his own because of the bus, which has made a big difference for
103 the entire family.

104
105 10. Consideration for approval of FY 2019 budget goals: Every year the staff establishes
106 budget goals—what the priorities should be for that year. These goals help them deal
107 with tough questions because they ask, “What will help achieve these goals?” The
108 board can decide if they adopt or change these goals. Curtis Roberts went through
109 each of the goals. One goal is to make sure that there is adequate match for federal
110 grants, as failure to do so would lose those grants. Another goal is to budget funding
111 for the District to comply with FAST-ACT, applicable state laws, and other
112 applicable legislation. Such things include meeting the requirements for “state of
113 good repair” and having adequate funding to comply with records management and
114 other laws. Another goal is to carry over an appropriate amount of federal grant
115 dollars for future needs. The District retains a year’s worth of grants, so that funding
116 is ready for the next year; it’s also a protective measure, so that if funding went south
117 one year it wouldn’t impact the District immediately—instead, service could be
118 tapered down, as needed, to lessen impact on citizens. Another budget goal is to
119 comply with board policies by making sure that operating revenues exceed operating
120 expenditures and designate an appropriate fund balance for future capital needs.
121 Another goal is to allocate resources for the following: replacing 4 large and 4 small
122 buses; implementing a marketing plan to increase ridership; implementing
123 appropriate technology investments; implementing wage and benefit adjustments to
124 stay competitive (complying with the board’s compensation policy); updating a new
125 facility design and phasing (because there could be congressional funding in the next
126 2 to 3 years); a safety program; preparation for the triennial review; updating voter

127 survey information (if decide on by the board); and providing opportunities to partner
128 with other entities consistent with the District’s mission and values. Lastly, a budget
129 goal is to provide various options for service recommendations to be implemented
130 during the fiscal year. Some discussion. Roger Jones asked for a motion. Patrick
131 Jenkins moved that the board adopt the budget goals for 2019. Roger Pond seconded.
132 No further discussion. Vote unanimous.

133

134 11. Board Chair’s Report: No report.

135

136 12. General Manager’s Report: Todd Beutler went over the quarterly ridership report. A
137 number of things can affect ridership such as unemployment rates, fuel prices, car
138 loan prices, if the bus is going to be crowded, if there are weird/unpleasant
139 passengers, etc. No questions. Todd Beutler went over the quarterly meals report. No
140 questions. The crosswalk project with USU will not be done this year; USU wanted to
141 study the area further and are working with a consultant. No questions. Todd Beutler
142 reminded the board that some members need to finish the Open Public Meetings Act
143 training; the state auditor tracks this. Reminders will be sent out to board member to
144 complete this. Some board members need to complete Board Member training as
145 well—it needs to be done every four years. Todd talked about a tour that staff had
146 done of the transit organization in Flagstaff, AZ. They are similar to CVTD in several
147 respects, so they make a good peer comparison. There were several interesting
148 comparisons, but one that was shocking was that they have nearly twice the staff that
149 CVTD does and about a third more drivers. Jeff Turley asked about the differences
150 between theirs being a fare system and ours being a zero-fare system. Curtis Roberts
151 talked about how they get funds from four sponsoring agencies (such as their
152 university) who pay according to use. Erik Ashcroft asked what impact charging a
153 fare would have on CVTD. Todd Beutler said that because Erik is familiar with the
154 other studies, they could look at in from an opposite perspective. Missoula went zero-
155 fare because of CVTD. They have air quality issues that they wanted to address; their
156 ridership went up 80 percent after they went zero-fare. If CVTD charged a fare, we’d
157 lose 30 to 50 percent of our ridership.

158

159 13. **Adjourn:** Board Chair Roger Jones asked for a motion to adjourn. Shaun Bushman
160 moved. Meeting adjourned.