

1 **Regular Board Meeting Minutes**  
2 **Cache Valley Transit District**  
3 **Wednesday, August 28, 2019**  
4 **5:45 pm**  
5 **Bridgerland Technical College**  
6 **1301 North 600 West, Logan, Utah**  
7 **Room 806/808**

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9  
10 *Present:* Holly Broome-Hyer, Craig Wright, Glen Schmidt, Lieren Hansen, Jeannie  
11 Simmonds, Shaun Bushman, Gregory Shannon, Roger Jones, Dean Quayle, Rodger  
12 Pond, Patrick Jenkins, Sue Sorenson, Lloyd Berentzen, and Lyle Lundberg

13  
14 *Excused:* Heidi Harper, Cecelia Benson, Ron Natali, and Jeff Turley

15  
16 *Others:* Todd Beutler, Charise VanDyke, Kari Thomas, Nicole Tuttle, and Curtis Roberts

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18 **Regular Meeting Agenda**

- 19  
20 1. *Call to order:* Board Chair Holly Broome-Hyer  
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22 2. *Acceptance of Minutes:* Holly Broome-Hyer asked for a motion to approve the  
23 minutes. Agenda item eight moved to next month. Craig Wright moved; Roger Jones  
24 seconded. Vote was unanimous.  
25  
26 3. *Approval of Agenda:* Holly Broome-Hyer moved the approval of the agenda with the  
27 minutes. Vote was unanimous.  
28  
29 4. Next Board Meeting: September 25, 2019  
30  
31 5. Questions and Comments for Management and Board (3 minutes or less): No  
32 questions or comments.  
33

34 **Board Business**

- 35 6. Meet CVTD Operations Supervisor – Spencer Green: Spencer introduced himself and  
36 gave a little background on where he is from and how long he has been with CVTD.  
37 He then gave an overview of how the service for the Box Elder County Fair went.  
38 CVTD had two Paratransit buses that provided service from a parking lot to the fair  
39 entrance for Thursday, Friday, and Saturday. Ridership over all was not very large but  
40 several comments were made that people were glad that the service was offered.  
41 There were also a few comments made about a lack of advertising for the service.  
42 Jeannie then asked how many hours were put in at the Box Elder Fair. Service was

Approved 9/25/2019

43 offered from 6 PM – 11 PM each day. The question of overall cost was also asked,  
44 according to Curtis Roberts it cost between 5,000 to 6,000 dollars. Todd Beutler  
45 commented that if the service is offered next year, more effort can be made to  
46 advertise it; there were positive comments made by those who did use the service.  
47

- 48 7. Presentation on Box Elder County Transit Study – Jon Nepstad, Fehr and Peers: In  
49 2007, Box Elder county residents approved a 0.25% tax to go to rail. In 2018, a Front  
50 Runner study completed found that rail was not feasible at the time, due to a lack of  
51 controls. Because of this study, UTA is now working on corridor preservation in the  
52 area rather than putting in a rail system. Overall, residents in Box Elder County feel  
53 that the current transit service is ok, but not great. Right now, they have CVTD  
54 through Cache Valley, UTA vanpools to Hill Air Force Base (HAFB), and Salt Lake  
55 Express. Route 630 is used mostly for Brigham City to Ogden and back. There is  
56 demand for service to Brigham City and Tremonton. The future conditions—it is not  
57 going to help looking at a major rail project for the area right now. Outreach efforts  
58 were conducted through mobile pop-up events throughout the summer (Golden Spike,  
59 Brigham City Arts Festival, and Summerfest), through online surveys, targeted  
60 stakeholder outreach, and partnership coordination, to see what people wanted for  
61 Box Elder as far as transit goes. The results: more frequent and complete regional  
62 connections, Brigham City and Tremonton want to see express transit to Ogden,  
63 Cache Valley residents want a reliable and affordable connection to the Wasatch  
64 Front, and hourly frequency on Route 630 is inconvenient and inadequate. The  
65 questions become should what is currently offered be enhanced, should they utilize  
66 the preserved corridor, should small-scale micro-mobility be considered, should new  
67 partnerships be considered, and/or should pilot projects be considered. Several  
68 options and scenarios are being considered: improve frequency of UTA bus between  
69 Brigham City and Ogden, improve frequently used stops, improved marketing of  
70 UTA’s vanpool program, and developing a pilot bus project between Cache, Brigham  
71 City, and Ogden. The Pilot program between Cache, Brigham, and Ogden is being  
72 seriously considered. Discussion about the various aspects of this study and ideas  
73 ensued. There is not a lot of destination study data, but they know that most people  
74 want to go to a Park and Ride, transit point, or Ogden. The large amount of hiring at  
75 HAFB may affect the study, so they were going to add the numbers in and see if it  
76 makes any changes, but it’s hard to know if they’re going to be coming from  
77 Brigham, Logan, or elsewhere so it is difficult to measure impact. Levi Roberts, from  
78 UTA, commented that UTA has dozens of vanpools that go to HAFB each day; UTA  
79 tried transit service previously but it did not work well at HAFB because of security  
80 checkpoints. Discussion between Shaun Bushman, Roger Jones, Craig Wright, and  
81 Holly Broome-Hyer about the time it takes to commute with transit. Levi Roberts  
82 commented that it’s hard to find the occasional versus regular riders. The commuter  
83 market is actually not that large. It is hard to measure commuters; Levi Roberts added  
84 that UTA looks at census data and statewide travel surveys for samples of daily trips

85 to work with. Because it is a society of convenience there needs to be a concentration  
86 of locations that people are going to; individuals would rather drive then have to  
87 transfer two or three times. Jeannie Simmonds added that part of the challenge in  
88 Utah is that it is made up of a lot of independent towns and communities, which  
89 makes for a lack of destinations. Craig Wright asked about the challenges of a pilot  
90 program. Todd Beutler responded that it needs to last at least a year and have lots of  
91 advertising; the District conducted a pilot project to Inovar that worked when  
92 employees were incentivized, but failed after they weren't. One option is to offer  
93 monthly reports to cities and explain that certain criteria has to be met to continue  
94 service. Or having employers tied into the project to help with interest in the pilot  
95 program. Discussion about train vs bus reliability for a moment. Todd Beutler  
96 mentioned that rails are reliable (and can't be moved like a bus route), so they can  
97 easily be built around; however, if they put in rail will they come?  
98

- 99 8. Consider for adoption Board Policy Manual Update – Ron Natali, Public Engagement  
100 and Policy Chair: Ron Natali was unable to come. Item to be discussed in next  
101 meeting.  
102
- 103 9. Board Chair's Report: Discussed the upcoming budget and went over various  
104 methods of how the board could oversee the budget process. Budget goals will be  
105 outlined by the General Manager. Extra committee meetings would be available to  
106 discuss the budget in more depth, if board members want to attend. The benefit  
107 package will be presented in October for review and approval. November a tentative  
108 budget is passed with the final budget in December.  
109
- 110 10. General Manager's Report: Todd Beutler reminded board members of the  
111 congressional bus rodeo the next day. The extended county routes have been started;  
112 there have been several positive comments so far. The new pedestrian light/control  
113 project that the District worked with USU on has been finished; buses now use GPS  
114 to prompt light changes at the crosswalk to allow the buses to go through. Todd  
115 talked about the new app, its features, and how it can be used; the app has only cost  
116 the District advertising dollars. Board members encouraged to try it out.  
117
- 118 11. **Adjourn:** Board Chair Holly Broome-Hyer adjourned the meeting.