

1 **Regular Board Meeting Minutes**
2 **Cache Valley Transit District**
3 **Wednesday, April 22, 2020**
4 **5:45 pm**
5 **CVTD Administration Building**
6 **754 West 600 North, Logan, Utah**
7 **Electronic**

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10 *Present:* Holly Broome-Hyer, Glen Schmidt, Mike Arnold, David Geary, Lieren Hansen,
11 Gregory Shannon, Sue Sorenson, Ron Natali, Jeff Turley, Cecelia Benson, Elaine
12 Thatcher, Jeannie Simmonds, Shaun Bushman, Patrick Jenkins, Abraham Verdoes, and
13 Craig Wright

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15 *Excused:* Lloyd Berentzen, Paul James, Lyle Lundberg

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17 *Others:* Todd Beutler, Charise VanDyke, and Curtis Roberts

18
19 **Regular Meeting Agenda**

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21 1. *Call to order:* Board Chair Holly Broome-Hyer
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23 2. *Acceptance of Minutes:* Holly Broome-Hyer asked for a motion to approve the
24 March and April 1 minutes and the agenda. Cecelia Benson moved; David Geary
25 seconded. Vote was unanimous.
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27 3. *Approval of Agenda:* Holly Broome-Hyer moved the approval of the agenda with the
28 minutes. Vote was unanimous.
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30 4. Next Board Meeting: May 27, 2020

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32 **Board Business**

33 **5. Board Business:**

- 34 A. Quarterly Service Report – Todd Beutler, CEO/General Manager: Ridership
35 numbers started to see a significant impact at the end of the quarter (in March)
36 because of COVID-19. Late trips are now anything later than right on time.
37 Tracking the number of wheelchairs loaded help to track for impacts on the
38 schedule and to see how many individuals with disabilities are out there. This also
39 give the District the opportunity to make sure stops are accessible to individuals
40 in wheelchairs. Missed passenger trips indicate those who were not able to make
41 their connection. Vehicle miles can be impacted by the number of operating days,
42 so longer months will have more operating miles.

Approved 05/27/2020

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B. Ridership Trend Analysis – Todd Beutler, CEO/General Manager: COVID-19 has given the District good data to examine and an opportunity to do some ridership analysis. Other tools to analyze this data include the voter survey (last conducted in September 2019), as well as data from factors that affect ridership such as unemployment rates and fuel prices. COVID-19 has allowed the District to see usage from different segments of the population. It has also allowed the District to see the baseline usage of the system. Passengers have been encouraged not to ride unless it is for essential trips; those in the risk category have been encouraged to stay home. Only those who are transit dependent are using the system during the pandemic. So, the total of transit dependent trips have been about 1,000 trips. Building out a bell curve of ridership (with the transit dependent at the top of the curve), there are about 3,000 trips that originate from USU and schools. Following this, there are about 1,000 trips from those that are environmentally conscious or want to save some money on transportation costs. Following this on the bell curve, there are a variable number of trips by those who ride because they've been affected by external factors, such as unemployment or high fuel prices. At the bottom of the curve are those who are not likely to use public transportation. Individuals at the top of the curve have less transportation choices; those further down on the curve have more transportation choices. The investment to pull people out of their car gets higher with fewer results as you go down the curve. Additionally, with how much COVID-19 is changing society, the question becomes how does transit look in the future after the pandemic. There are indications that teleworking will continue to grow and other factors that indicate that demand for transit might be different in the future. Because of this, the District is looking at other service delivery methods besides fixed-route service, in other words how to adjust for future service. Because of the new service backbone provided by the LOOP, it gives the District the opportunity to design service a little differently. The LOOP provides service within .25 miles of 10,000 jobs. The service has the potential to become more of a demand type service that connects riders to the backbone service. Because of how much smartphone technology has advanced, running smaller buses where people can schedule their ride becomes more viable.

C. Transit Apps and Website – Colton Fulmer, Network Administrator: Apps are created by third-party developers using the District's data; all of the available apps are shown on the website on the Bus Tracker page. With the Transit app, the District partnered more closely with the developers. The developers did not make it for the District; the app works for multiple transit systems nationwide. It's strongest feature is planning a trip. It predicts how long trips will take, pinpoints where you're at, lists multiple options for a trip, provides notifications, and breaks down the steps in the trip. Another tool available for passengers through the

85 District website is the Ride Planner, which is powered by google maps. There is
86 also Next Bus, where a passenger at a bus stop can put in the route number and
87 the stop to find out when the next bus is coming. Discussion about passenger
88 tools. The District has advertised these tools on the website, on signs with a QR
89 code on all bus stops, on the printed maps, and on ads in the buses. The Transit
90 app and Google are faster for things like pulling detour information, but directions
91 from a passenger who knows the transit system really well can possibly find short
92 cuts that aren't apparent to these tools. The Transit app helps passengers catch the
93 bus on the fly and gives the passenger instructions on where to go.
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95 **6. General Manager/Staff Reports:**

96 A. Update on Covid-19 – Todd Beutler, CEO/General Manager: The District
97 received 5.3 million dollars in CARES funding for costs related to COVID-19 and
98 lost revenue from the economy on pause. The District is working with the FTA on
99 using those funds. The COVID-19 situation is fluid and with the health order in
100 place, service is still reduced. Discussion about the CARES funding. The CARES
101 funding was given to transit across the country (the District did not apply for the
102 funding). It's almost a year's worth of operating funds. Funds do not have to be
103 paid back because it was part of the stimulus package.
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105 B. Update on Facility Grant Application – Todd Beutler, CEO/General Manager:
106 The District submitted a grant application to ask for funds for a new facility. The
107 current facility is beyond capacity; whatever the service looks like in the future,
108 the District is going to need more space to deliver new service. Property for a new
109 facility was purchased in 2010 as part of a board strategy for a new facility. The
110 Board has been setting aside match for this project for the last ten years (there is
111 20 percent match required to get 80 percent federal funding). The grant is
112 competed for nationally; the funds total 450 million dollars in bus and bus facility
113 money. The deadline for the application was extended because of COVID-19. It's
114 uncertain when the District will be notified about the funding. Discussion about a
115 new facility. The District has gotten great letters of support from multiple local
116 agencies and elected leaders. The grant is for federal funds that can only be used
117 for transit (so it's not taking money away from other parts of the community).
118 There's also local precedence for storing vehicles inside to improve reliability.
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120 **7. Board Chair Report:**

121 A. No report.
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123 **8. Adjourn:** Board Chair Holly Broome-Hyer adjourned the meeting.