

1                                   **Regular Board Meeting Minutes**  
2                                   **Cache Valley Transit District**  
3                                   **Wednesday, May 26, 2021**  
4                                   **5:45 pm**  
5                                   **Logan City Hall**  
6                                   **290 North 100 West, Logan, Utah**  
7                                   **City Hall Conference Room**

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10       *Present:* Holly Broome-Hyer, Lieren Hansen, Cecelia Benson, Jeannie Simmonds, Shaun  
11       Bushman, Patrick Jenkins, Terrie Wierenga, Gregory Shannon, Abraham Verdoes, Mary  
12       Barrus, Jeff Turley, Glen Schmidt, and Craig Wright

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14       *Excused:* Mike Arnold, Ron Bushman, David Geary, Paul James, Lyle Lundberg, and  
15       Sue Sorenson

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

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19       **Regular Meeting Agenda**

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21       1. *Call to order:* Board Chair Craig Wright  
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23       2. *Acceptance of Minutes:* Craig Wright asked for a motion to approve the April  
24       minutes and agenda. Jeannie Simmonds moved; Terrie Wierenga seconded. Vote was  
25       unanimous.  
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27       3. *Approval of Agenda:* Craig Wright moved the approval of the agenda with the  
28       minutes. Vote was unanimous.  
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30       4. Next Board Meeting: June 23, 2021  
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32       5. Questions or comments from the public: Shaun Bushman commented that he'd  
33       received some feedback from a few riders. They are non-routine riders (under the age  
34       of 30), who were confused by changes and delays to routes (caused by construction  
35       and etc.). Shaun suggested that a map might help or getting changes out there quicker.  
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37       **Board Business**

38       6. **Board Business:**

- 39       A. Consideration of developing a bus location app – Abraham Verdoes, Board  
40       Member: The timeline before the new location hardware and software is  
41       implemented is January; because it is a gap of more than six months, maybe there  
42       should be a gap measure in place. He and staff have been corresponding with one

Approved 6/23/2021

of the app developers, who created their app pro bono, to compensate them to improve their app as a bridge measure until the new infrastructure is in place. Discussion about funding. A specific funding amount hasn't been negotiated because this hasn't been approved by the board yet (because it was not budgeted for). If the amount is more than 10,000 dollars, it has to go out to bid. Jeannie Simmonds commented that if the amount is reasonable, staff should go ahead and do it; this could be important to ridership coming out of COVID. Terrie Wierenga commented that she'd be more comfortable if there was a cap of 6,000 or 6,500 dollars to do the project. Discussion about if there should be a cap. Because of the requirements to go out to bid, there is already a 10,000-dollar cap. Because it was not budgeted for, if the budget gets tight at the end of the year, a budget amendment might need to be passed. Jeannie Simmonds made a motion to update the app (that was created pro bono) to get it onboard as a gap measure until the new technology is in place. Jeff Turley seconded. Terrie Wierenga opposed. All others in favor. Motion passed.

B. Discussion of CVTD Bus Rodeo – Patrick Jenkins, Board Vice-Chair: This event is a culmination of outreach efforts. The event will take place August 18. It will be an opportunity to talk and learn about the communities the District serves. There will be food and an opportunity for individuals to drive a bus. So far, they've reached out to forty percent of the cities in the District. In the meetings, they've talked about four things: asking them if they know anyone who rides the bus, reduction to traffic congestion, reduction to air pollution, and accessibility. Attendance to this event has been poor in the past, so board members need to reach out to elected officials and invite them. It would be ideal to have elected officials and staff from every city (and the county). Board members also need to come to the event.

C. Consideration of CEO Compensation – Shaun Bushman, Executive Committee: A proposal to solidify an approach to compensation will be brought to the board meeting to vote on next month. It will be based on what was talked about in the ad hoc compensation committee last fall. Solidifying an approach will make it so the board doesn't have to revisit this issue every year because a plan will be in place.

**7. General Manager/Staff Reports:**

A. Update on Service Reduction – Todd Beutler, CEO: The first few days there were a lot of questions and some complaints, but overall the service reduction has gone well. The largest impact to service is to frequency. Between anecdotal and the numbers from the last twelve days, ridership is down between four and eight percent and Saturday was down thirty percent. Ridership does fluctuate and it's been a short amount of time. No questions about the service reduction. A quick reminder that when board members come to any of the District properties to wear

a mask (the federal mask mandate for transit lasts until September). The cost of installing the bus stop on 400 north (behind the USU business building) went up from initial projections. It was put out to bid and they came in significantly higher than the initial projection (bids were a 91 percent plus increase). It is still a critical bus stop (for the Loop especially). Discussion about the bus stop. Because of the location, it has to be done to UDOT standards (needs to be widened and lengthened amongst other improvements that need to be done). Discussion about the costs and timing. If the project is delayed a year, maybe costs will come down. But, costs could also go up. It would be good to talk with USU to see if they can wait a year (this might be dependent on what could happen to their funding). Because the information on this bus stop wasn't available until today, action on this will be taken in the June board meeting. Staffing remains an issue. With the press that it has gotten, there have been more applicants, which was helpful. However, wage has more frequently become an issue. Wages might need to be adjusted to be competitive (most employers are having to adjust wages right now). Nicole Tuttle will be presenting on this issue in the June board meeting.

8. **Board Chair Report:**

A. Craig Wright, Board Chair: It is important that board members reach out to invite those who have an active role in their community (such as elected officials, planning/zoning committee members, etc.) to the bus rodeo.

9. **Adjourn:** Board Chair Craig Wright adjourned the meeting.