

1 **Regular Board Meeting Minutes**
2 **Cache Valley Transit District**
3 **Wednesday, June 26, 2024**
4 **5:30 pm**
5 **Logan Library**
6 **285 North Main Street, Logan, Utah**
7 **Community Room A**

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10 *Present:* Patrick Jenkins, David Geary, Flor Estrada, Lieren Hansen, Mike Arnold, Glen
11 Schmidt, and Jeff Turley

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13 *Excused:* Shaun Bushman and Ron Bushman

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

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17 **Regular Meeting Agenda**

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19 1. *Call to order:* Board Chair Patrick Jenkins
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21 2. Pledge of Allegiance lead by Dave Geary
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23 3. Consent Agenda: Patrick Jenkins asked for a motion to approve the consent agenda.
24 Dave Geary moved; Jeff Turley seconded. Vote unanimous.
25 A. Approval of Agenda
26 B. Acceptance of Minutes – May 22, 2024
27 C. Next Board Meeting – August 28, 2024 (July 17 canceled)
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29 4. Public comments: No questions or comments.

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31 **Board Business**

32 **5. Board Business:**

- 33 A. Home travel survey results – Jeff Gilbert, Executive Director of Cache
34 Metropolitan Planning Organization (CMPO): The CMPO covers 10 cities from
35 Smithfield to Hyrum and is tasked with long range planning in regard to
36 transportation. Multiple agencies partnered together on Utah's 2023 Statewide
37 Household Travel Survey to get better data and to reach more of Utah. A
38 Household Travel Survey collects the who, where, why, and how of day-to-day
39 travel among residents in a region. There were three core parts to 2023's overall
40 survey: a demographics survey (household characteristics, travel options, etc.); a
41 travel log (a 1–7-day log for all trips made by selected survey takers); and follow-
42 up surveys that included long distance trips and transportation related attitudinal

Approved 08/28/2024

questions. There were a lot of questions about public transit, so there is an opportunity for transit agencies to mine this data. There was also statistical weighting to ensure representation and to correct for reporting biases (if a demographic was not represented). The information for Cache County is statistically valid and includes USU students. In the survey, any leg of a trip constituted a separate trip (i.e., Trip 1 – dropping kids off at school, Trip 2 – drive to work, etc.). A trip by any mode is reflected (car, walking, biking, carpooling, busing, etc.). In Cache, the average household makes 14 trips a day, which is the highest in the state; this number is up 13 percent compared to the data collected in 2012. The number of trips taken is affected by household size. The household trip rate in Cache County uses public transit more than anyone else in the state; this is affected in part by a zero fare and a university. The survey spanned the warmer months, but also included cold months. Cache County had the second highest number of trips taken by those without a car (after Wasatch Front). Most of the trips in Cache County are less than 5 miles (nearly 80%); this bodes well for public transit because the trip lengths are shorter than in other locations. Telecommuting has really changed assumptions (36% of respondents in Cache County telecommute at least occasionally). Those surveyed were also asked if they had 100 dollars where they would spend it on transportation; they answered 43 dollars on roadways, 30 dollars on active transportation, and 27 dollars on public transit. People in the state want multimodal transportation and are willing to pay for it. When asked if they wanted a more reliable commute time or a faster commute time with occasional delays – 79 percent wanted a reliable commute vs 21 percent who wanted a faster commute. Those who use public transit at least one or more days a week were mostly in the lower income category (under \$25,000), but there was an interesting spike of ridership amongst those who make \$200,000 or more. The lower income demographic likely needs the service, while the upper income levels may want to lower their carbon footprint. When those in Cache were asked what would encourage them to use public transit to travel to work, the top three that were named were closer transit stops (closer to home/work), more frequent transit service, and faster arrival at their destination. Discussion about recommendations. Overall, this reaffirms what steps are being taken by the District. Another key takeaway is that people are willing to pay for better transportation; people are generally self-serving – which is why they want to fund roads more – but they want all modes addressed. Discussion about future steps. Researchers and others are being encouraged to use the data while it's fresh. Overall, the data is reflective of where priorities have been.

- B. Consideration of update to CEO Compensation Policy – Patrick Jenkins, Board Chair: Four years ago, the Board wanted to create a process around how we do annual compensation adjustments at every level, but especially at the CEO level. The CEO's salary is adjusted inside the budget, but then approved by the

Executive Committee. Four years ago, the Board adopted a process of taking salary averages from Logan City, Cache County, and the State of Utah to make sure we're in line for CEO compensation. Part of the process is to also do a salary survey every 5 years to make sure we're still in the middle of the market and appropriately compensating. This policy is just to formalize that process. Discussion about the policy. One revision is using the term salary adjustment instead of COLA, as it is outdated (and hard to get information on anymore because of how compensation has changed). Essentially, we're trying to keep up with the market, inflation, performance, and occupation. Discussion about organizational compensation. For most of the positions within the organization, salary.com is used as a source of information because staff can use it to write up what the job is and match it to different job descriptions (percentages can be applied to the jobs that have mixtures). Salary.com also has Ogden/Cache as one of their data sets. Patrick Jenkins asked for a motion to approve the CEO Compensation Policy. Dave Geary moved; Mike Arnold seconded. Vote unanimous.

6. Management Report:

- A. Hosting Congressional Staff – Todd Beutler, CEO: There were a couple of members from Senator Romney's staff who visited. They toured the facility and had an opportunity to drive a bus around the yard. Visits like this are a great opportunity to build relationships. We are expecting to host congressional staff in July as well.
- B. Employee BBQ – Todd Beutler, CEO: A reminder to the board about the Employee BBQ.

7. Board Chair Report:

- A. Recognition of employee anniversaries – Patrick Jenkins, Board Chair: Employee anniversaries include 5 years for Josh Jackman, 8 years for John Cherry, 10 years for Rick Rose, and 19 years for Leah Atkins.

8. Public comments: No questions or comments.

9. Adjourn: Board Chair Patrick Jenkins adjourned the meeting.