CVTD BOARD MEETING AGENDA
September 11, 2024

Notice is hereby given that the Cache Valley Transit District will hold its regular meeting beginning at: 5:30 pm on Wednesday, September 11, 2024. The meeting will be at the Logan Library, 285 N. Main St., Logan, Utah, Community Room A. The public may also participate via the link below.

Estimated time of consideration

5:30 PM **BOARD MEETING AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Public comments

5:35 PM 4. Board Business

A. Presentation of FY 2024 budget accomplishments - Curtis Roberts, Administration Director

B. Discussion of FY 2025 budget priorities - Glen Schmidt, Budget Committee Chair

6:15 PM 5. Adjourn

The public may join the meeting by calling: 1-669-900-9128 and using the following meeting ID and passcode. Meeting ID: 872 9557 7350 Passcode: 156388

The public may join the meeting by pasting the meeting Link below into their browser:
https://us02web.zoom.us/j/87295577350?pwd=knjMMHXRcPZbquwIyH2wLu74rJraUr.1

Key Budget Priorities

Connect passengers to the people and places that matter most

- Maintain existing services levels (overall budget)
- Operating expenses do not exceed revenues (operating revenues exceed operating expenses)
- Maintain adequate staffing levels by providing competitive wages and benefits based on the local market (Salaries and Benefits)

Capital and service plan

- Continue construction on the new maintenance/administration facility, completion scheduled for 2024 (Capital Outlay)

Maintain a safety first culture

- Maintain programs that reward and acknowledge safe behavior performance (Salaries and Benefits)

Focus on public education and outreach

- Continue the public education campaign (Professional Services)
- Continue the re-branding campaign (Professional Services, Supplies, Facility Maintenance)

Planning Activities

- Research and develop an Electric Vehicle strategic master plan (Professional Services)
- Perform research and prepare a report on the economic impact of CVTD on the local economy (Professional Services)

Key Budget Accomplishments

Transit Operations

- Maintained existing transit service (Fixed route & LOOP, Call-A-Ride, POOL)
- Continued to see ridership growth that is exceeding pre-COVID numbers
    - Providing over 7,000 trips daily
- Maintained staffing levels necessary to operate all service

Capital and service plan

- Continued construction on new facility
    - The construction is currently under budget and on schedule
- In the process of procuring a replacement plow truck

Focus on public education and outreach

- Re-branded the agency from Cache Valley Transit to Connect Public Transit
    - Successfully launched the new brand
    - Launched new social media platforms with the re-brand
- Continue to educate the public about the benefits of Connect Public Transit

Planning Activities

- Re-aligned routes 6,7 and 8 to increase reliability, safety and serve new development
    - Published proposed route changes for public input
    - The public overwhelmingly supported the changes
    - The changes have accomplished the stated objectives
- In the process of conducting a study of Low/No emission vehicles
    - Study is gathering updated market information
    - Study is gathering peer agencies real world experience is
    - Results of the study presented to the Board in December Board Meeting
- Present to the Board a long-range list of potential new service and projected costs
    - The list will aid the Board in prioritizing new service
    - The list will allow the public to see what potential projects are being considered

Key Budget Priorities

Transit Operations

- Continue to maintain transit service (Fixed route & LOOP, Call-A-Ride, POOL)
- Implement Facility Transition Plan:
    - Training
        - Drivers, Maintenance, Service Workers, Facilities, Dispatch
    - Address staffing adjustments
    - Revise preventative maintenance inspection processes
    - Relocate to new facility
    - Decommission current facility

Financial Planning

- Operating expenses do not exceed revenues (operating revenues exceed operating expenses)
    - One-time costs vs. ongoing
    - Federal share of operating expenses

Capital Improvements

- Finish construction on the new maintenance/administration facility, completion scheduled for January 2025 (Capital Outlay)
- Design a Training Course
- Evaluate and acquire property for transfer stations
- Replace bus that was totaled
- Replace support vehicle
- Equipment needs for new facility:
    - Forklift
    - Copy machine
    - Floor scrubber

Focus on public education and outreach

- Continue the public education campaign (Professional Services)

Planning Activities

- Perform a study for service during low-demand times
- Perform research and prepare a report on the economic impact of Connect on the local economy (Professional Services)