

CEDAR AREA TRANSPORTATION ADVISORY BOARD MEETING
JULY 15, 2025

A regular meeting of the Cedar Area Transportation Advisory Board was held on Tuesday, July 15, 2025, at 4:00 PM in the Cedar City Conference room located at 10 North Main, Cedar City, Utah.

PRESENT:

Carmen Alldredge, Chairperson
James Jetton, Member
Kol Gibson, Member
Ryan Marshall, Public Works Director
Jill Smuda, CATS Manager/Dispatcher
Anna Hernandez, PW Executive Assistant
Randall McUne, City Attorney

EXCUSED/ABSENT

Kathy Long, Member
Carter Wilkey, Council

Alldredge welcomed everyone and called the meeting to order.

Marshall started off the meeting by discussing the re-appointment of board members by the mayor and city council. James Jetton was asked to continue on by the mayor whereas Brody Johnson was released after many years of serving. Kathy Heer was appointed and will come on as a new member of the board.

ACTION ITEM:

Hernandez is to follow up with Natasha Nava, informing her that Jetton has agreed to stay as a member per Mayor's request, filling in the seventh position. As well as getting K. Heer's information. Ryan will have to re-appoint him at city council. On 7/15/25 Nava was notified, and her response was Jetton was re-appointed by Mayor.

1. STAFF REPORT

- a. Annual Ethics training – Randall McUne city attorney gave a presentation on the annual ethics training. There is some dispute about whether certain boards are required to follow all the ethics training, some boards have certain amounts of authority, and some do not. Everyone is told to follow them so there is no question. The following is an overview of the training and important points to follow.

The basic goal in this training is public participation, for all to see and to ensure what is done for the public is done in public as much as possible. Where they can see and participate, and if they cannot make it, meetings are recorded, and minutes are taken; they can look up as to why decisions were made. This board is about making recommendations; however, the public still wants to know the basis of the decisions.

Conflict of interests' basic examples. Each member for the purpose of this statute is appointed officer at 10%.

The biggest one is if anyone hears anything because of their position with the city, something that is not public yet; they are not allowed to use it for their benefit. That is illegal. If it goes public, then that is fine.

As well as trying to use this position at all to get anything better, and anything that comes along the lines that looks like a bribe.

Anytime there is a quorum, for example there are seven members on the board. If there are four or more members together it forms a quorum. There cannot be any discussion about city business unless it has been properly published, it is being recorded, or minutes being taken.

The purpose for a "Closed meeting" session, there is no public attendance. Any closed session scheduled must include the city attorney (McUne) and needs to be published. There are strict procedures in place that need to be followed.

- b. Approval of meeting minutes – Jetton moved motion to approve, Gibson seconded, and all I's were in favor that the minutes from July 30th, 2024, meeting be approved

Gibson moved motion to approve, Jetton seconded, and all I's were in favor that the minutes from January 14th, 2025, meeting be approved.

- c. Ridership review – The ridership graph was distributed amongst the members. Marshall mentioned that the ridership seems to be slowly trending up but still not back to the pre-covid numbers from 2018 and 2019. The monthly comparison for this year, shows that every month has been above the last two years' figures. They are starting to recover where people are confident now about traveling and using the system regularly than when covid hit.
- d. Budget – There has been a recent budgeting cycle for the city. The city budget period is from July 1st to June 31st. Last year's budget was just completed in June and July 1st started a new budget year.

The budgeting process started in January, preparing the budget and proposing it. They must be approved by City Council before the new budget season starts. It is a long process because it has to go through about two months of voting via council meetings, that is why it has to start four to five months earlier to try to get the budget through.

The budget that is approved this year is much like last year's. There is an increase in there for raises for all the drivers and dispatch/manager. They are getting

the same percentage rate as the city's full-time employees. The city is starting to include part-timers as well so they can keep them and attract other part-timers for positions.

All the operating costs are about equal to what was proposed last year.

The revenues are running the same, getting about twenty-nine thousand dollars in passenger fare revenues per year. The rest is highly subsidized through the FTA grants that are passed down through UDOT. CATS works with UDOT division and FTA public transit division. There is an amount of funds that is decided how to divide it out throughout the state. They try to be fair by spreading the funds out, trying to keep the services going. Giving enough to continue to operate the services. There are about four agencies that are competing for those funds. They have been good as far as getting CATS those grants to cover the operational costs. As well as covering the capital expenses like buses and bus stops.

Operational CATS is spending around two hundred and fifty to two hundred and seventy thousand a year.

2. NEW BUSINESS

- a. Red curbs – Per City Council, it was requested to refresh all the red curbs around the city. Part of that is in front of the bus stops. The Streets department has it on the list for next time the contractor comes out to start painting. They will go around and repaint all the red curbs, including bus stops.
- b. Weeding – Smuda has gone out several times and done some weeding. When drivers have an extended period of time with no one of their schedule, Smuda sends them out to the stops to pull weeds and sometime use a weed whacker. Try to keep up with it and keep them clear in that regard.
- c. New Shirts – For a minimum cost, polo shirts were purchased for the drivers to provide some sort of uniform to identify them.
- d. New Bus shelters – There is another group within the city that has a board. They went in and put in money for funding for some bus stop shelters. CATS was able to purchase three (3) bus stop shelters and they are on their way. They will arrive as a kit dissembled, and the city's Street crew will go out there and put them up. Placement/location of the shelters to be determined after the transit study is completed. Once they arrive, they will be stored in the Public Works yard.
- e. New CATS vehicles – A new bus was delivered two weeks ago. It will replace one of the ageing buses that has quite a few miles on it. However, they are not getting rid of the old buses because in the study they say that it may be a temporary way to get

additional services out by using the older buses that are still operational.

There are also two vans to arrive next month to replace them with some of the old paratransit vans that are being used. They will be more comfortable with easy accessibility to the back seat for the older passengers as well as for wheelchair loading.

Allredge questioned the visually impaired passengers, it is difficult for them to use the fixed bus route.

Smuda stated she would highly encourage them to use the Paratransit Dial-A-Ride services, so that they would not have to worry where the bus stops are located and how to get there. As for the fixed bus routes, the drivers are aware of the visually impaired passengers that ride the bus and they make it a point to watch out for them, guide them and make sure that they are safe. They make an effort to call out stops as well.

3. OLD BUSINESS

- a. Transit study update – With some of the members involved, they have been working on this for several months now. It is to the point where they have collected all the data, they have made some proposals as to different combinations of routes that can be done. Putting out another survey that everyone can provide feedback on. They are in the process of collecting that information, choosing which ones would be the best routes.

The next steps, they are supposed to propose to the city what routes were most popular to service that would serve the city the best, how to fund the routes and how much they think that would serve the community better. That is the next output of this study and that is what they are working on right now.

The survey closed at the end of June, they are now taking all the data and trying to put it together into what they are going to propose.

Enoch and Brian Head were included as options; however, the routing will be determining if they want to financially participate. If they choose not to then they will not be included.

Smuda asked if both Enoch and Brian Head had been approached before.

Marshall answered that there was a study about twelve years ago that was proposed to have a commuter bus up to Brian Head going through Parawon. At that time, they did not want to participate.

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4. NEXT MEETING DATE

It was agreed to schedule the next meeting for January 13th, 2026, at 4:00 PM.

5. ADJOURNMENT

As there was nothing further, the meeting was adjourned at 4:40 PM.