

1 **Regular Board Meeting Minutes**  
2 **Cache Valley Transit District**  
3 **Wednesday, February 22, 2023**  
4 **5:30 pm**  
5 **Logan City Hall**  
6 **290 North 100 West, Logan, Utah**  
7 **City Hall Conference Room**

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10 *Present:* Patrick Jenkins, Cecelia Benson, Shaun Bushman, Terrie Wierenga, Bob  
11 Christensen, Mary Barrus, Sue Sorenson, Holly Broome-Hyer, Lieren Hansen, Ron  
12 Bushman, Mike Arnold, Glen Schmidt, and Jeannie Simmonds

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14 *Excused:* Paul James, Gregory Shannon, David Geary, Jeff Turley, and Lyle Lundberg

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

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18 **Regular Meeting Agenda**

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20 1. *Call to order:* Board Chair Patrick Jenkins  
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22 2. Pledge of Allegiance  
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24 3. Consent Agenda: Patrick Jenkins asked for a motion to approve the consent agenda.  
25 Bob Christensen moved; Cecelia Benson seconded. Vote unanimous.  
26 A. Approval of Agenda  
27 B. Acceptance of Minutes – January 25, 2023  
28 C. Next Board Meeting – March 22, 2023  
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30 4. Public comments: No comments or questions.

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32 **Board Business**

- 33 5. **Board Business:**  
34 A. Report on city council presentations – Cecelia Benson, Board Vice Chair: Board  
35 members discussed the presentations that had been done to city councils. The  
36 Logan representatives took turns in the presentation to their city council. Overall,  
37 presentations have gone well with good discussion and questions.  
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39 B. Discussion of long range plan priorities – Lieren Hansen, Planning Committee  
40 Chair: Lieren introduced Jessica Choi from Kimley-Horn who presented on the  
41 long range plan currently in process. Cache Metropolitan Planning Organization  
42 (CMPO) is undergoing an update of its 2050 Regional Transportation Plan (RTP).

Approved 03/22/2023

43 The US Department of Transportation relies on the CMPO and the RTP to help  
44 determine highway and transit projects that leverage federal funding. The  
45 planning area includes the urbanized area (i.e. Smithfield, Hyde Park, North  
46 Logan, Logan, River Heights, Providence, Millville, Nibley, Hyrum, and  
47 Wellsville as well as portions of Cache County). The RTP considers all modes of  
48 transportation including roadway, bicycle, pedestrian, freight, and transit. The  
49 CMPO asked CVTD to lead the development of the transit component of the  
50 RTP. The process starts with the study of previous plans, data analysis, and  
51 stakeholder/public input. It's also important to understand the local and  
52 state/federal funding. There are a few key questions for the process. What and  
53 where are our transit needs? This is done by a technical analysis to understand  
54 people, jobs, places, travel patterns, etc. Another question is how do we serve  
55 these needs? This question helps to identify a project list that fulfills all potential  
56 needs (an aspirational list). And given limited funding, how do we prioritize  
57 needs? This question requires an understanding of CVTD's and CMPO's  
58 priorities and a vetting by the public/stakeholders. This helps to form the fiscally  
59 constrained priority project list. The first question has been answered and the  
60 other two are ongoing. The Long-Range Plan includes all CVTD transit needs,  
61 which is made up of the existing service and the aspirational projects. Then this is  
62 narrowed by what is actually fiscally feasible. The discussion activity tonight  
63 involves ordering a list of priorities one through six. The priorities that are being  
64 ordered: access for seniors/low income population, getting people to local jobs,  
65 getting people to rest of region, making existing service even better, everyone  
66 having access to transit no matter where they live, and make taking transit  
67 competitive with driving. The top priorities (after they are finalized) can help  
68 determine what projects will be funded when funding is limited. Discussion about  
69 transit as an economic tool and what role that should play in the priorities. Transit  
70 is a part of economic development by getting people to areas to make and spend  
71 money. If economic development was one of the listed priorities, how would  
72 projects be evaluated? All of the priorities currently listed support economic  
73 development, so it doesn't necessarily need to be separate. Discussion about the  
74 top 3 priorities (from the exercise): access for seniors and low-income population,  
75 getting people to local jobs, and making existing service even better. It is  
76 important to serve the population that have no other options (seniors and low-  
77 income). With getting people to local jobs, the questions that need to be answered  
78 are where are the jobs? and where are the jobs that CVTD isn't serving? In  
79 regards to making the existing service even better, there's already a constant  
80 analysis of how people are using the bus, how to make it more accessible and  
81 timely, and how to address the employment centers that are growing or changing,  
82 before anything else. There's some overlap in these priorities because improving  
83 any of the areas would improve the existing service. Discussion about other  
84 priorities. Making transit competitive with driving, and everyone having access to

85 transit no matter where they live, are both resource intensive. Funding would go  
86 further invested in other priorities. Looked at from a different perspective,  
87 “competitive to driving” could mean making it more of a viable alternative. Like  
88 with bus rapid transit (where there is a dedicated traffic lane), it makes it more  
89 competitive to taking a car. Overall, it’s important to look at all of the needs and  
90 how much money is needed. Conversations about this will be ongoing.

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92 C. Discuss new facility groundbreaking – Patrick Jenkins, Board Chair: At the  
93 groundbreaking, there will be a short program after which all of the attendees will  
94 be given the opportunity to break the ground and get their photo taken. There will  
95 be opportunities for attendees to network.

96  
97 **6. General Manager/Staff Reports:**

98 A. Update on Logan Main Street study – Todd Beutler, CEO: The Logan Main Street  
99 study is underway. They are discussing how zones will be planned, like whether  
100 areas will become housing or employment centers. They are also gathering  
101 feedback from stakeholders on priorities. CVTD is very much involved and one  
102 of the primary stakeholders.

103  
104 B. Update on POOL service – Todd Beutler, CEO: It’s only a couple of weeks into  
105 the new service. It’s already meeting the expectation originally set, which was to  
106 provide access to those who were using the service before; it has ridership  
107 numbers similar to the previous fixed-route service. Staff is gathering information  
108 about how the service is going and can be improved in the future.

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110 **7. Board Chair Report:**

111 A. There is a bill in the legislature right now that would change the configuration of  
112 the board (as part of state code). It would change the allocation of board  
113 members; the current model is based on service miles (why the board has gotten  
114 so large). No update on funding from the legislature yet. Board members invited  
115 to the Cache County presentation (accountability report) that will be given the end  
116 of February. The parking lot (regularly used for board meetings) will be closed  
117 from March through May.

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119 8. Public comments: No questions or comments.

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