



WASATCH FRONT REGIONAL COUNCIL

**Budget Committee
Meeting of May 11, 2017**

AGENDA

There will be a meeting of the Budget Committee on **Thursday, May 11, 2017 at 10:00 a.m. in the WFRC offices located at 295 North Jimmy Doolittle Road, Salt Lake City, Utah.** The agenda for the meeting will be as follows:

1. **Call to Order and ACTION on the Minutes of March 9, April 19, and April 20, 2017**
(Mayor Tom Dolan, Chair)
2. **Public Comment**
3. **Budget Committee Actions**
 - a. ACTION: Approve Draft FY18 Budget and Unified Planning Work Program (UPWP)
4. **Closed Session, pursuant to the Utah Open and Public Meetings Act, Sections 52-4-204, 52-4-205 and 52-4-206**

“(d) strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares, if public discussion of the transaction would:

 - (i) disclose the appraisal or estimated value of the property under consideration; or*
 - (ii) prevent the public body from completing the transaction on the best possible terms;*

(e) strategy sessions to discuss the sale of real property, including any form of a water right or water shares, if:

 - (i) public discussion of the transaction would:*
 - (A) disclose the appraisal or estimated value of the property under consideration; or*
 - (B) prevent the public body from completing the transaction on the best possible terms;*
 - (ii) the public body previously gave public notice that the property would be offered for sale; and*
 - (iii) the terms of the sale are publicly disclosed before the public body approves the sale”*
5. **ACTION on any items discussed in the Closed Session**
6. **Executive Director’s Report**
7. **Other Business**

Upcoming events:

- **WFRC Council meeting Thursday, May 25, 2017, 2-4pm**

NOTE: Informational material can be located at www.wfrc.org.

Public participation is solicited without regard to age, sex, disability, race, color or national origin. Persons who require translation for a meeting should contact the WFRC’s Title VI Administrator at 801-363-4250 or sam@wfrc.org at least 72 hours in advance.

Se solicita la participación del público, sin importar la edad, el sexo, la discapacidad, la raza, color o nacionalidad. Personas que requieren servicios de traducción deben contactar a WFRC’s Administrador de Título VI al teléfono 801-363-4250 o sam@wfrc.org por lo menos 72 horas antes de la reunión.

Mike Caldwell, Chair
Mayor, Ogden

Bret Millburn, Vice Chair
Commissioner, Davis County

Mark Allen
Mayor, Washington Terrace

Bill Applegarth
Mayor, Riverton

Len Arave
Mayor, North Salt Lake

John Barber
Councilman, Morgan County

Jackie Biskupski
Mayor, Salt Lake City

Don Carroll
Mayor, Fruit Heights

Karen Cronin
Mayor, Perry

Kelvyn Cullimore
Mayor, Cottonwood Heights

Tom Dolan
Mayor, Sandy

James Ebert
Commissioner, Weber County

Kerry Gibson
Commissioner, Weber County

Michael Jensen
Councilman, Salt Lake County

Ben McAdams
Mayor, Salt Lake County

Brad Pratt
Councilman, Tooele City

JoAnn Seghini
Mayor, Midvale

Bob Stevenson
Mayor, Layton

Derk Timothy
Mayor, Bluffdale

Senator Stuart Adams
Utah State Senate

Representative Mike Schultz
Utah House of Representatives

Jerry Benson
Utah Transit Authority

Carlos Braceras
Utah Department of Transportation

Beth Holbrook
Utah League of Cities & Towns

Jim Smith
Utah Association of Counties

Robert Grow
Envision Utah

Evan Curtis
State Planning Coordinator

Andrew Gruber
Executive Director



WFRC BUDGET COMMITTEE

Minutes of Meeting held March 9, 2017

2017 BUDGET COMMITTEE	IN ATTENDANCE
DAVIS COUNTY	
Commissioner Bret Millburn (Vice Chair)	Yes
MORGAN COUNTY	
Commissioner John Barber	Yes
SALT LAKE COUNTY	
Councilmember Michael Jensen	Yes
Mayor Tom Dolan (Chair)	Yes
TOOELE COUNTY	
Councilmember Brad Pratt	No
Alternate: Commissioner Shawn Milne	Yes
WEBER COUNTY	
Mayor Mike Caldwell	No
Alternate: Commissioner Kerry Gibson	Yes
BOX ELDER COUNTY	
Mayor Karen Cronin	Yes
Others in Attendance	
Andrew Gruber, WFRC	Wayne Bennion, WFRC
Loveit Baumgardner, WFRC	Andrea Pearson, WFRC

1. Call to Order and Introductions [00:00:01]

Andrew Gruber, WFRC, provided introductions of the attendees. Mayor Tom Dolan, Chair, called the meeting to order by asking that the Committee take action on the minutes of the last meeting.

ACTION on Minutes of meeting held on October 13, 2016 [00:02:01]

Councilmember Michael Jensen made a motion to approve and the motion was seconded by Commissioner Bret Millburn. The affirmative vote was unanimous.

2. Opportunity for Public Comment [00:02:20]

Mayor Dolan opened the meeting for public comments. There were none.

3. Budget Committee

a. ACTION: Amend FY17 Budget [00:04:20]

Andrew Gruber, WFRC, and Loveit Baumgardner, WFRC, presented following two issues for consideration requiring amendment to the FY17 Budget.

Point of the Mountain - In collaboration with the Point of the Mountain Commission, WFRC, the Utah Department of Transportation (UDOT), the Utah Transit Authority (UTA) and the Mountainland Association of Governments (MAG) have agreed to work together to address transportation within the study area and make recommendations regarding transportation, infrastructure and development needs. WFRC will act as the lead for the project using \$80,000 in funds from the Transportation and Land Use Connection program for staff support and consultant assistance. UDOT, UTA and MAG will provide \$40,000 each in support of the project for a total of \$120,000 in additional funding. This additional funding and associated expenditures needs to be added to the FY17 budget.

Retirement of the debt on the office building – At the Council's direction staff has been preparing for the sale of the current office building. It has been suggested by the Davis County Municipal Building Authority that the process of selling our building would be simplified if WFRC could retire the remaining debt and receive a free and clear deed to the property prior to sale. Staff has identified a way to do this using: \$94,393 in restricted funds held by Zion's Bank in connection with the bonds; \$124,914 in funds currently assigned to pay future

unemployment claims; and \$80,693 in funds currently budgeted in FY17 for rent. At the fund level the assigned unemployment claim funds and FY17 rent funds are included in the Special Projects Fund and the restricted funds are included in the General Fund. In order to pay off the bonds the Council needs to do the following: Un-assign the unemployment funds, transfer \$205,607 from the Special Projects Fund to the General Fund, and increase expenditure on the debt service by \$300,000. The WFRC Budget Committee and staff recommend that the Council take action to amend the WFRC FY17 Budget to increase revenue and expenditures by \$120,000 for the Point of the Mountain project, un-assign funds for future unemployment claims, transfer \$205,607 from Special Projects Fund to General Fund, and authorize additional expenditure of \$300,000 from the General Fund for debt service.

There was discussion on the retirement of debt on the office building. The Budget Committee determined that it would be in WFRC's best interest to have an alternate resource for paying unemployment compensation, should the need arise. It was the recommendation of the Committee that WFRC staff investigate the purchase and implementation of unemployment insurance. **[00:41:23]** With that added recommendation, Councilmember Jensen made a motion to approve, which was seconded by Commissioner Millburn. The vote was unanimous.

b. ACTION: Release for review and comment: Draft FY18 Budget and Work Program [00:43:25]

WFRC staff has prepared a draft budget and Unified Planning Work Program (UPWP) that outlines the activities that WFRC plans to undertake in fiscal year 2018.

[00:44:45] Wayne Bennion, WFRC, pointed out highlights of the UPWP to the Committee. The UPWP outlines the work tasks that WFRC will pursue during fiscal year 2018 in collaboration with cities, counties, UDOT, UTA, and other partners.

[00:45:50] Andrew Gruber, WFRC, reviewed the FY18 proposed budget with the Committee. The draft budget shows an overall decrease of 19% from FY17 to FY18. This is due to the completion of several projects that include the Mountain Accord Program Management and Transportation Analysis, the Oquirrh Connection study, and the Gardner Policy Institute Demographic Data work. Mr. Gruber also discussed Local Contributions with the Committee, noting how the projected adjustments, based on the Consumer Price Index (CPI), would affect the counties in fiscal year 2019. During the discussion among the group, it was determined that the projected adjustments could be absorbed by the counties and implemented in their FY18 budgets, to ensure the fiscal stability of Wasatch Front Regional Council.

The WFRC Budget Committee and WFRC staff recommend that the Council take action to make the draft UPWP and draft budget for fiscal year 2018 available for review and comment. **[01:16:01]** Commissioner Shawn Milne motioned for the action, it was seconded by Councilmember Jensen.

c. ACTION: Amend Accounting and Administrative Policy and Procedure [01:16:28]

Andrew Gruber, WFRC requested updated guidance from the Budget Committee regarding the ability of Council staff to adjust line items within the budget that do not increase or decrease the overall budget. It is the consensus of the Budget Committee that Council staff can adjust line items as long as the change does not create on-going additional payroll expenses or impact debt service, and that any such changes shall be reported to the Council in the regularly provided financial reports. The exhibit provided in the packet materials is a 'red line' version of the Accounting and Administrative Policy and Procedure document showing proposed changes.

The WFRC Budget Committee and staff recommend that the Council take action to amend the WFRC Accounting and Administrative Policy and Procedure document as proposed. **[01:20:27]** Commissioner Millburn motioned for the action, and Councilmember Jensen seconded the motion. Voting was unanimous in the affirmative.

4. Executive Director's Report [01:20:41]

Andrew Gruber, WFRC, asked Wayne Bennion, WFRC, for a comment on the upcoming Planning Certification Review. Mr. Bennion stated that FHWA and FTA will be conducting their quadrennial certification review of WFRC's regional transportation planning process during their on-site review on August 22-24, 2017.

5. Other Business [01:21:34]

Mayor Dolan asked if there were other business items to discuss. Since none were presented, the Mayor then asked for a motion to adjourn. Commissioner Millburn made the motion and it was seconded by Councilmember Jensen. Voting was unanimous in the affirmative.



WFRC BUDGET COMMITTEE

Minutes of Meeting held April 19, 2017 – 10:30am

2017 BUDGET COMMITTEE	IN ATTENDANCE
DAVIS COUNTY	
Commissioner Bret Millburn (Vice Chair)	Yes
MORGAN COUNTY	
Commissioner John Barber	No
SALT LAKE COUNTY	
Councilmember Michael Jensen	Yes
Mayor Tom Dolan (Chair)	Yes
TOOELE COUNTY	
Councilmember Brad Pratt	No
Alternate: Commissioner Shawn Milne	Yes
WEBER COUNTY	
Mayor Mike Caldwell	Yes
Alternate: Commissioner Kerry Gibson	No
BOX ELDER COUNTY	
Mayor Karen Cronin	Yes
Others in Attendance	
Andrew Gruber	WFRC
Loveit Baumgardner	WFRC
Ned Hacker	WFRC
Andrea Pearson	WFRC
Tim Anker, Broker	Cushman & Wakefield

1. Call to Order by Mayor Tom Dolan and Introductions

2. Closed Session, pursuant to the Utah Open and Public Meetings Act Sections 52-4-204 and 52-4-205

(d) strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares, if public discussion of the transaction would:

- (i) disclose the appraisal or estimated value of the property under consideration; or*
- (ii) prevent the public body from completing the transaction on the best possible terms;*

(e) strategy sessions to discuss the sale of real property, including any form of a water right or water shares, if:

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 - (A) disclose the appraisal or estimated value of the property under consideration; or*
 - (B) prevent the public body from completing the transaction on the best possible terms;*
- (ii) the public body previously gave public notice that the property would be offered for sale; and*
- (iii) the terms of the sale are publicly disclosed before the public body approves the sale*

Mayor Tom Dolan motioned that the Committee move into Closed Session, for the purpose of discussing the status of the relocation of WFRC’s office. The motion was seconded by Commissioner Bret Millburn and unanimously approved.

After some discussion, it was decided that the group would reconvene on April 20, 2017 at 1:45pm in order to take action on the items reviewed in the Closed Session.

Commissioner Shawn Milne motioned for the Closed Session to be concluded. The motion was seconded by Mayor Karen Cronin and unanimously approved.

Commissioner Bret Millburn motioned to adjourn the meeting. The motion was seconded by Mayor Karen Cronin and unanimously approved.

A recording of this meeting will be made available upon request in accordance with the Utah Open and Public Meetings Act. More information about Wasatch Front Regional Council may be found on the WFRC website at www.wfrc.org



WFRC BUDGET COMMITTEE

Minutes of Meeting held April 20, 2017 – 1:45pm

2017 BUDGET COMMITTEE	IN ATTENDANCE
DAVIS COUNTY	
Commissioner Bret Millburn (Vice Chair)	Yes
MORGAN COUNTY	
Commissioner John Barber	No
SALT LAKE COUNTY	
Councilmember Michael Jensen	No
Mayor Tom Dolan (Chair)	No
TOOELE COUNTY	
Councilmember Brad Pratt	No
Alternate: Commissioner Shawn Milne	Yes
WEBER COUNTY	
Mayor Mike Caldwell	No
Alternate: Commissioner Kerry Gibson	Yes
BOX ELDER COUNTY	
Mayor Karen Cronin	Yes
Others in Attendance	
Andrew Gruber	WFRC
Loveit Baumgardner	WFRC
Ned Hacker	WFRC
Andrea Pearson	WFRC
Tim Anker, Broker	Cushman & Wakefield

1. Call to Order by Commissioner Bret Millburn and Introductions

2. Closed Session, pursuant to the Utah Open and Public Meetings Act Sections 52-4-204 and 52-4-205

“(d) strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares, if public discussion of the transaction would:

(i) disclose the appraisal or estimated value of the property under consideration; or

(ii) prevent the public body from completing the transaction on the best possible terms;

(e) strategy sessions to discuss the sale of real property, including any form of a water right or water shares, if:

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(A) disclose the appraisal or estimated value of the property under consideration; or

(B) prevent the public body from completing the transaction on the best possible terms;

(ii) the public body previously gave public notice that the property would be offered for sale; and

(iii) the terms of the sale are publicly disclosed before the public body approves the sale”

Commissioner Bret Millburn asked if the Committee would like to move into Closed Session, for the purpose of further discussing the status of the relocation of WFRC’s office. It was determined by consensus that further discussion was not necessary.

3. ACTION on items discussed in the Closed Session on April 19, 2017

Mayor Karen Cronin moved “to authorize the WFRC Chairman, in consultation with the WFRC Budget Committee and WFRC staff, to negotiate and execute documentation related to the sale of WFRC's offices and purchase or lease of new offices, in furtherance of the goals adopted by the WFRC Council.” Commissioner Shawn Milne seconded the motion and the affirmative vote was unanimous.

Commissioner Bret Millburn motioned to adjourn the meeting. The motion was seconded by Mayor Karen Cronin and unanimously approved.

A recording of this meeting will be made available upon request in accordance with the Utah Open and Public Meetings Act. More information about Wasatch Front Regional Council may be found on the WFRC website at www.wfrc.org

FOR BUDGET COMMITTEE REVIEW

DATE: March 23, 2017
AGENDA ITEM: 3a
SUBJECT: **ACTION:** Approve the FY18 Budget and Work Program (UPWP)
PREPARED BY: Loveit Baumgardner and Wayne Bennion

BACKGROUND:

At its meeting on March 23, 2017, the Council discussed and then voted unanimously to release for comment a draft FY18 WFRC Budget and Unified Planning Work Program (UPWP) summary. That Budget and UPWP summary were made available to the public and provided to the Councils of Governments for their review and comment. No comments were received by Council staff.

The budget presented here for approval is substantially the same as the draft previously provided, with (1) additions to revenue and expenditures to include local match for the Transportation and Land Use Connection Program (TLC) awarded projects and (2) the addition of a new model development employee.

During the month of April 2017, TLC planning projects were awarded. Funding for the projects comes from Federal Surface Transportation Planning (STP) funds, the Utah Department of Transportation, the Utah Transit Authority, Salt Lake County (for projects within Salt Lake County), and local matching funds. The draft budget provided in March 2017 included an estimate for local matching funds. Subsequently, the projects were awarded and the actual amount of the matching funds became known. This updated budget reflects the actual match commitments for the awarded projects and an adjustment to the corresponding contractual expense for the projects.

In partnership with Mountainland Association of Governments (MAG) and the Utah Department of Transportation (UDOT), for the purpose to increase our modeling and forecasting capabilities, we are creating an additional full-time transportation modeling position. Currently, WFRC budgets \$90,000 and MAG provides \$55,000, for a combined \$145,000, all of which goes toward hiring consultants to assist in the ongoing development and improvement of our Travel Demand Model and Real Estate Market Model. It is proposed that we increase this amount by \$112,000 to \$257,000, which would enable us to hire an additional senior-level modeler while maintaining a reduced budget for consultant assistance. The \$112,000 increase would be funded as follows: \$72,000 from UDOT, \$20,000 from MAG, and an additional \$20,000 in funds from WFRC. This will enable us to enhance our modeling capabilities, efficiency, and coordination.

The WFRC Budget Committee reviewed the updated draft budget and UPWP on May 11, 2017. Below is a discussion of the UPWP and some specific aspects of the budget.

Unified Planning Work Program

The UPWP outlines the work tasks that the WFRC will pursue during fiscal year 2018 in collaboration with cities, counties, UDOT, UTA, and other partners. Among the primary tasks are assisting local communities with growth, transportation and planning issues; developing a preferred 2050 scenario for the Regional Transportation Plan and Utah Unified Transportation Plan; continuing efforts to update the Transportation Improvement Program; assisting in the development of air quality plans and promoting transportation strategies to improve air quality; and providing outreach to the public and local, state, and federal officials.

Budget Overview

Expenditures:

The draft budget shows an overall decrease of 17% from FY17 to FY18. This is due to the completion of several projects that include the Mountain Accord Program Management and Transportation Analysis, the Oquirrh Connection study, and the Gardner Policy Institute Demographic Data work.

The major expenditure in the budget is for staff salary/benefits. The budget includes funding: to maintain the current full-time staff of 27; for one new full-time position to work on the Transportation and Land Use Connection (TLC) program; and for one new full-time position to work on model development. The new TLC position will be paid for with additional dedicated funding from UDOT and UTA. The new model development position will be paid for with additional dedicated funding from UDOT, MAG and WFRC Consolidated Planning Grant funds. The budget includes an overall increase of five percent for salaries and benefits, including any health insurance cost increases.

Anticipated consultant contracts represent the second largest expenditure in the budget. The majority of consulting expenditures are for planning and technical assistance on TLC projects. The footnotes to the budget provide detail of anticipated consulting contracts.

All other expenditures were estimated based on past experience and anticipated changes. The footnotes to the budget provides additional detail on these costs.

Funding Sources:

Federal transportation funds continue to be WFRC's main source of revenue and are expected to remain at approximately the same level as FY17.

The budget includes continuing funding from the Small Cities CDBG program at \$50,000 a year and from the Economic Development Administration at \$70,000 a year.

For WFRC FY18 the local county contributions remain the same as they were in FY17. For WFRC fiscal year 2019 and beyond staff is projecting the local county contribution to increase by a factor representative of the change in the Consumer Price Index (CPI) averaged over the prior three completed WFRC fiscal years. This projected increase supports the ongoing financial stability of the Council. For illustration, the "Local Contributions" page of the budget tables included in this packet shows the effect of a 1% increase in local county contributions for FY19. This amount reflects the three-year average change in CPI for the period of July 1, 2013 through June 30, 2016. Updated information for the three-year period ending June 30, 2017 will be provided to the members at a later date so that it can be considered in their FY18 budgets.

The state contribution remains level at \$140,000.

EXHIBITS:

Draft budget for fiscal year 2018 and footnotes

Draft UPWP Summary

RECOMMENDATIONS:

The WFRC Budget Committee and WFRC staff recommend that the Council take action "to approve the draft UPWP and budget for fiscal year 2018."

CONTACT INFORMATION:

Loveit Baumgardner, (801) 363-4230 x 1102

Wayne Bennion, (801) 363-4230 x 1112

FOR BUDGET COMMITTEE REVIEW
Draft
Wasatch Front Regional Council FY 2018 Budget

Source of Funds

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Budget	
Federal Sources:				
Federal Highway Administration - PL	1,391,785	2,105,586	2,138,261	2% 1
Federal Highway Administration - STP	1,311,763	1,656,505	1,600,000	-3% 2
Federal Transit Administration	641,118	646,023	646,026	0%
Dept. of Housing and Urban Development	48,854	50,000	50,000	0%
Economic Development Administration	60,000	66,000	70,000	6% 3
Total Federal Sources	3,453,520	4,524,114	4,504,287	0%
State Sources:				
Utah GOMB (CPG match)	140,000	140,000	140,000	0%
Mountain Accord	718,925	1,281,076	0	-100% 4
Community Impact Board	252,000	2,000	2,000	0% 5
UDOT - Tooele Valley RTP	5,002	3,197	0	-100% 4
UDOT - TLC	0	0	300,000	6
UDOT - Model Development	0	0	72,000	
UDOT - Joint Planning Studies	12,458	31,302	0	-100% 4
UDOT - Corridor Preservation SL County	12,849	25,628	25,000	-2%
Total State Sources	1,141,234	1,483,203	539,000	-64%
Local Sources:				
Dedicated Project Funds	618,548	900,674	709,515	-21% 7
UTA - TLC	0	0	100,000	6
UTA - Transit Sales Tax	172,634	121,147	139,615	15%
Local Contribution	181,004	537,622	308,014	-43% 8
Total Local Sources	972,186	1,559,443	1,257,144	-19%
TOTAL SOURCES	5,566,940	7,566,759	6,300,432	-17%

FOR BUDGET COMMITTEE REVIEW
Draft
Wasatch Front Regional Council FY 2018 Budget

Expenditure by Function

Expenditure	FY 2016	FY 2017	FY 2018	
	Actual	Estimated	Budget	
Salaries/Employee Benefits	2,972,784	3,407,606	3,789,224	11% 9
Contractual	2,102,268	3,062,784	1,800,877	-41% 10
Equipment Maintenance	25,337	15,800	16,100	2%
Equipment Depreciation	31,986	31,021	30,100	-3%
Rent	61,403	64,000	250,000	291% 11
Building Operation/R & M	49,070	70,000	90,000	29% 11
Travel	59,107	68,222	70,050	3%
Training	30,104	40,500	42,000	4%
Printing and Publication	3,359	3,475	3,650	5%
Supplies/Software & Licenses	153,252	86,500	90,900	5% 12
Telephone/Data	31,917	33,600	35,300	5%
Audit and Accounting	15,755	16,000	16,000	0%
Dues & Subscriptions	12,207	16,500	23,505	42% 13
Insurance	12,051	14,000	14,000	0%
Legal	6,340	5,000	5,000	0%
Total Expenditures	5,566,940	6,935,008	6,276,705	-9%
Amounts expected to carry into next FY		631,751	23,726	-96%
TOTAL BUDGET	5,566,940	7,566,759	6,300,432	-17%

FOR BUDGET COMMITTEE REVIEW
Draft
Wasatch Front Regional Council FY 2018 Budget

Expenditure by Program

Program	FY 2016	FY 2017	FY 2018	
	Actual	Estimated	Budget	
Consolidated Transportation Planning Grant	3,083,572	3,929,768	3,941,100	0%
Transportation & Land Use Connection	918,925	1,236,878	1,601,500	29% 14
Economic Development	120,000	132,000	140,000	6% 3
Local Government Service	11,884	328,522	104,260	-68% 15
UTA Project Support	92,575	93,088	96,557	4%
Salt Lake County Council of Governments	57,258	71,000	73,015	3%
Model Development	53,355	55,000	147,000	167%
Utah State Legislative Consultant	50,000	50,000	50,000	0%
CDBG - Tooele	45,135	50,000	50,000	0%
Corridor Preservation - Salt Lake County	12,849	25,628	25,000	-2%
Mobility Management	5,095	10,000	10,000	0%
Tooele Valley RPO	0	10,000	10,000	0%
Community Impact Board	252,000	2,000	2,000	0%
Mountain Accord	718,925	1,281,076	0	-100% 4
WC2050 Consortium	90,707	0	50,000	16
Joint Planning Studies - Street Design Tool	11,760	0	0	
Tooele Valley RTP Update	5,002	3,197	0	-100% 4
GPI Decision Support	200	49,300	0	-100% 7
Oquirrh Connection	0	200,000	0	-100% 7
Joint Planning Studies - Street Connectivity	32,698	39,302	0	-100% 4
Joint Planning Studies - Performance Measures	5,000	0	0	
TOTAL EXPENDITURES	5,566,940	7,566,759	6,300,432	-17%

FOR BUDGET COMMITTEE REVIEW
Draft
Wasatch Front Regional Council FY 2018 Budget

Local Contributions

County	FY 2016	FY 2017	FY 2018		FY 2019
	Actual	Estimated	Budget		Projected
Box Elder, 1 voting member	12,533	12,533	12,533	0%	12,658 1%
Davis, 4 voting members	66,842	66,842	66,842	0%	67,510 1%
Morgan, 1 voting member	12,533	12,533	12,533	0%	12,658 1%
Salt Lake, 8 voting members	133,682	133,682	133,682	0%	135,019 1%
Tooele, 1 voting member	12,533	12,533	12,533	0%	12,658 1%
Weber, 4 voting members	66,842	66,842	66,842	0%	67,510 1%
TOTAL	304,965	304,965	304,965	0%	308,015 1% 17

FOR BUDGET COMMITTEE REVIEW

Draft FY 2018 Budget Footnotes

- 1) The increase in Federal Highway Administration PL funds from FY16 to FY17 is due to consulting contracts that were in process but not completed by the end of FY16 and were carried forward to FY17. The decrease from FY17 to FY18 reflects projects carried forward from FY16 that are expected to be completed in FY17.
- 2) The increase in Federal Highway Administration STP funds from FY16 to FY17 and from FY17 to FY18 reflects a change in the mix of PL and STP funds used for WFRC's transportation planning work. Additional STP funds were used to offset less PL funds as part of our long-term financial stability strategy. The increase also reflects an expansion of the Transportation and Land Use Connection (TLC) program that provides planning assistance and funding for local member communities.
- 3) The Economic Development Administration has increased funding to support the Wasatch Front Economic Development District. Matching funds are provided from member contributions.
- 4) Staff anticipates that projects including Mountain Accord Program Management and Transportation Analysis, Tooele Valley RTP update, and several Joint Planning Studies will be completed by the end of FY17.
- 5) The decrease in Community Impact Board funds from FY16 to FY17 reflects completion of the Regional Resource Management Planning project.
- 6) UDOT (\$300,000) and UTA (\$100,000) are partnering with WFRC to provide additional funding for the Transportation and Land Use Connection Program. These funds will be used to support one additional staff member to assist with planning and program administration and for additional consultant assistance to communities.
- 7) FY18 Dedicated Project Funds include:
 - a. \$10,000 – Tooele Valley RPO
 - b. \$50,000 – Wasatch Choice 2050 Consortium sponsorships
 - c. \$75,000 – MAG Model Development
 - d. \$73,015 – Salt Lake County Council of Governments
 - e. \$200,000 – Salt Lake County for TLC program
 - f. \$301,500 – Local match for TLC awarded projects

The increase from FY16 to FY17 reflects additional local match for TLC awarded projects, the Gardner Policy Institute (GPI) Demographic Data project and the Oquirrh Connection study. The GPI Demographic Data project and the Oquirrh Connection study are anticipated to be completed by the end of FY17 resulting in a decrease in Dedicated Project Funds in FY18.
- 8) In FY18 the actual local contributions remain the same as FY17, however the increase from FY16 to FY17 reflects local contributions for projects not completed in FY16 that were carried forward to FY17.

9) FY18 Salaries/Benefits includes 19.5 person-months of interns, the addition of a new, funded TLC employee, the addition of a new, funded model development employee, and an overall 5% increase in payroll and benefits (including health care) costs. The additional new, funded TLC employee is paid for with new funding dedicated to this program (see also footnote 6). The new, funded model development employee is paid for with new funding from Utah Department of Transportation (\$72,000), Mountainland Association of Governments (\$20,000), WFRC CPG funds (\$20,000) and a reduction in the amount previously budgeted for model development consultant assistance. The decrease in Salaries/Benefits from FY16 to FY17 reflect several vacant positions that were unfilled during the majority of FY16.

10) FY18 Contractual includes:

- a. \$30,000 – Unified Transportation Plan Financial Model update
- b. \$30,000 – Fiscal Impacts of Growth Model
- c. \$40,000 – Parking Best Practices Analysis
- d. \$50,000 – Envision Tomorrow+ (ET+) development
- e. \$50,000 – Access to Opportunity application development
- f. \$77,000 – Travel Demand Model development
- g. \$50,000 – Communication and public outreach
- h. \$50,000 – Wasatch Choice 2050 Consortium event
- i. \$50,000 – Legislative consulting
- j. \$24,000 – Economic development data & graphical interface
- k. \$115,750 – Planning Studies undesignated
- l. \$1,234,127 – Transportation and Land Use Connection

The decrease in contractual expense from FY17 to FY18 is due to the completion of Mountain Accord Program Management and Transportation Analysis work, Oquirrh Connection Study and the Gardner Policy Institute Demographic Data project.

11) At the Council's direction staff is taking steps to sell the current office building and secure office space in a central location accessible by all modes of transportation. The amount included for rent in the FY18 budget presumes that WFRC relocates their offices early in the fiscal year. Rent is estimated to be 10,000 square feet at \$25 per square foot. Building Repair and Maintenance includes \$25,000 for moving and start-up costs for office relocation.

12) The decrease in Supplies and software from FY16 to FY17 is due to expenses for the Wasatch Choices 2050 Consortium that was held in June 2016. Sponsorships for this event covered these expenses at 100% and were included in Dedicated Project Funds (FY16) on the Source of Funds page of the budget. For FY18 expenses anticipated for a Wasatch Choice 2050 Consortium event have been moved to the contractual line item (see also footnote 10).

13) Dues and subscriptions includes:

- a. \$7,700 – National Association of Regional Councils
- b. \$6,127 – Association of Metropolitan Planning Organizations
- c. \$5,000 - Western Regional Alliance
- d. \$3,500 - Utah Foundation
- e. \$1,178 - Other

- 14) The increase in Transportation and Land Use Connection program reflects additional funding from UDOT and UTA. It also includes a 3% increase in federal STP funds consistent with additional STP funds included in the FAST ACT.
- 15) The change in Local Government Service funds from FY16 to FY17 reflects projects not completed in FY16 and carried forward to FY17. It is anticipated that these funds will be expended in FY17 and not carried forward to FY18.
- 16) Funds to support the next planned Wasatch Choice 2050 Consortium event are anticipated to come from sponsorships as they did in FY16.
- 17) The 1% increase in local contributions for FY19 shown here is for illustration and is based on the average annual change in the Consumer Price Index (CPI) over a three-year period from July 1, 2013 through June 30, 2016.

**SUMMARY OF
DRAFT FY 2018 UNIFIED PLANNING WORK PROGRAM
Ogden-Layton and Salt Lake-West Valley Urbanized Areas**

A. ADMINISTRATION AND COORDINATION

A.1 WASATCH FRONT REGIONAL COUNCIL

OBJECTIVES:

To provide work program and personnel management, interagency coordination, and financial management and control.

To provide administrative support.

ANTICIPATED PRODUCTS:

- Self-certification of the Transportation Planning Process
- Regular meetings of the Wasatch Front Regional Council (WFRC) and its advisory committees and documentation of those meetings
- Coordination with partner agencies, including Mountainland Association of Governments, Utah Transit Authority (UTA), Utah Department of Transportation (UDOT), State Division of Air Quality (DAQ), other MPOs, Utah League of Cities and Towns, Utah Association of Counties, Chambers of Commerce, Envision Utah, Governor's Office of Management and Budget, and others
- Monthly Financial Reports
- Annual Audit
- Annual Contract between WFRC and UDOT, WFRC and UTA
- End of year Unified Planning Work Program (UPWP) completion report
- FY 2018 UPWP and budget amendments
- FY 2019 Unified Planning Work Program and budget

A.2 UTAH DEPARTMENT OF TRANSPORTATION

OBJECTIVE:

To coordinate with the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), DAQ, UTA, and WFRC in managing the Salt Lake-West Valley and Ogden-Layton Area transportation planning process.

ANTICIPATED PRODUCTS:

- Review of the Regional Transportation Plan (RTP) and the Transportation Improvement Program (TIP) developed by the WFRC to provide coordination with statewide transportation plans and programs
- Monitoring of expenditures by WFRC of Planning (PL), Surface Transportation Program (STP) and FTA Section 5303 funds, which are deposited into the Consolidated Planning Grant (CPG). Administration of CPG
- Participation in Technical Advisory Committee, Trans Com and Regional Growth Committee meetings
- Assistance to the WFRC in developing the FY 2019 UPWP
- Assistance to WFRC in interpreting and complying with updated air quality rules and regulations
- Review of requests to revise the Functionally Classified Highway System and update the Functional Classification maps
- Assistance to WFRC in completing special studies within the planning area. These studies may include coordinating travel demand modeling, joint corridor planning, preparing air quality studies or reports, economic development planning, Geographic Information Systems (GIS) analysis, performance measures, and others.
- Coordination of the completion of the Congestion Mitigation Air Quality (CMAQ) annual reporting to FHWA.

A.3 UTAH TRANSIT AUTHORITY

OBJECTIVE:

To coordinate transit planning with the Wasatch Front Regional Council, UDOT, cities, counties, FTA, FHWA, DAQ and other stakeholders throughout the Utah Transit Authority service area.

ANTICIPATED PRODUCTS:

- Annual Grants Status Report
- Interlocal Cooperative Agreements
- Grant Applications
- Grants Management Committee Recommendations
- FTA 5310 Program Management Plan
- Documentation for Audits
- FTA Annual Certifications and Assurances
- Title VI Report
- Project Concept Reports for CMAQ, STP and TAP
- Dissemination of Grant Opportunities Information
- Collection and Distribution of Grants Financial Information
- Participation in Technical and Other Planning Meetings
- National Transit Database (NTD) Data Collection and Reports

B. TRANSIT PLANNING

B.1 UTA TRANSIT PLANNING

OBJECTIVES:

To provide effective transit services within available resources.

To actively participate in transportation studies, community developments and master plan efforts to incorporate transit elements.

To improve intermodal transportation options for the region in cooperation with WFRC, UDOT, airports and other stakeholders.

To promote and implement technology that will enhance transit service.

To plan and implement safety and security measures to increase comfort levels of current and future customers.

To work with key agencies for more effective use of transportation resources that will serve persons with disabilities and other transportation disadvantaged persons in the service area.

To promote ridesharing, telecommuting, flextime, bicycling, walking and discount programs to encourage more efficient use of the transportation system.

To encourage and work with stakeholders on transit oriented developments and more effective transit land use options.

ANTICIPATED PRODUCTS:

- Strategic Planning
- Service Standards
- Transit Development Financial Plan (TDP)/Equity Analysis
- Bus Stop Master Plan
- Intelligent Transportation Systems (ITS)/Technology Plan
- Transit Oriented Development (TOD)/Station Area Planning
- Active Transportation Planning
- Emergency Preparedness Planning
- Safety Planning
- Rideshare Program Planning
- Special Services/American Disability Act (ADA) Planning
- Regional Air Quality Initiatives
- Asset Management Planning for State of Good Repair Initiatives
- GREENBike Regionalization
- Environmental Sustainability
- Travel Demand and TBEST Modeling

B.2 MOBILITY MANAGEMENT

OBJECTIVES:

To identify opportunities for and increase coordination of transportation services for transportation disadvantaged populations in order to increase efficiency and equity.

To actively engage in outreach to persons who are at a transportation disadvantage including seniors, persons with disabilities, persons with low income, and veterans, and to those agencies that perform work on their behalf.

To identify and promote methods of reducing environmental barriers including increasing path and road network connectivity and the quality of connections between modes.

To increase coordination between human service transportation providers through technology and policy initiatives in order to maximize the transportation options available to transportation disadvantaged populations.

ANTICIPATED PRODUCTS:

- Sustainable and active Mobility Councils in Davis, Morgan, Salt Lake, Utah, and Weber counties to improve outreach and provide guidance on implementing local projects
- Expanded Regional Centralized Resource Directory with user-friendly public interface for wasatchsharedmobility.com
- Expanded use of UtahRideLink, the regional One Call – One Click trip scheduling website
- Expanded Volunteer Driver Programs in Weber, Davis and Utah counties
- Expanded functionality and deployment of RidePilot, the no-cost scheduling, dispatch, and grant reporting software for regional human services transportation providers
- Coordination with Bear River Association of Governments mobility management in Box Elder County
- Ongoing outreach to underrepresented populations
- Integration of the updated Local Human Services Coordinated Transportation Plans (Wasatch Mobility Plan) for Davis, Morgan, Salt Lake, Tooele, Utah, and Weber counties into the Regional Transportation Plans.

C. LONG RANGE PLANNING

C.1 REGIONAL TRANSPORTATION PLAN

OBJECTIVES:

To continue to cooperate and coordinate with Utah's other three MPOs, FHWA, FTA, UDOT, UTA, local governments, and other interested agencies and stakeholders for the development of the Wasatch Choice 2050 (WC2050) and the WFRC Regional Transportation Plan: 2019-2050 (2019-2050 RTP) and Utah's Unified Transportation Plan 2019-2050.

To continue to develop and refine the WFRC's regional transportation planning process to ensure that the Wasatch Choice Vision is incorporated into the overall 2019-2050 RTP process.

To use identified RTP performance measures to evaluate how well planned improvements in the 2019-2050 RTP are meeting the adopted WC2050 Regional Goals.

To plan for transportation while understanding the effects of and impacts upon development patterns.

To review, discuss, and incorporate all existing and new federal requirements found in national surface transportation authorization legislation (MAP-21 and FAST Act).

To refine three transportation and land use scenarios into a preferred scenario for the 2019-2050 RTP based on local community, transportation partners, and stakeholder input.

To increase active transportation emphasis in the 2019-2050 RTP.

To be responsive to local community and transportation partner requests for amendments to the 2015-2040 RTP.

ANTICIPATED PRODUCTS:

- An adopted preferred scenario including transportation and land use for the 2019-2050 RTP.
- Amendments to the 2015-2040 RTP
- Online documentation of the development of the 2019-2050 RTP
- Development of a statewide financial model

C.2 GROWTH PLANNING

OBJECTIVES:

To identify, evaluate, and address issues and concerns associated with growth throughout the Wasatch Front Region.

To provide greater integration, cooperation, and coordination between municipal and county comprehensive land use and economic development planning efforts and the WFRC transportation planning process.

To continue to promote awareness of regional and long-term issues and solutions, related to the WFRC adopted Regional Goals and the Wasatch Choice 2050 Vision.

To reduce growth in transportation demand by enabling and encouraging growth patterns that have lower per capita transportation demands.

To identify priority transportation corridors for which corridor preservation activities are needed, participate in UDOT's (Revolving Loan Fund) Corridor Preservation Advisory Council and Local Corridor Preservation Fund processes, and assist local governments with corridor preservation tools and implementation of corridor preservation measures.

ANTICIPATED PRODUCTS:

- Incorporation of overall growth concerns into the region's transportation planning and programming processes
- Coordination of local growth plans with regional infrastructure in the Wasatch Choice 2050 Vision
- Assistance to local governments in preserving transportation corridors
- Incorporation of the green infrastructure plan, *(Re)Connect*, and related concepts into the Wasatch Choice for 2050 Vision, the 2019 – 2050 Regional Transportation Plan and other long range plans

C.3 LOCAL GOVERNMENT PLANNING SUPPORT

OBJECTIVES:

To provide support to cities, counties and other planning agencies as they consider incorporating the Regional Growth Principles and the Wasatch Choice for 2040 Vision into their plans.

To support local planning efforts that shape development encouraging alternative modes of transportation, producing less travel demand, and furthering the Wasatch Choice for 2040 Growth Principles.

To support utilization of implementation planning tools, such as ET+, for local governments, other planning agencies, and the development community by which they can improve growth planning.

To provide assistance to local governments in the areas of general planning and specialized planning studies.

ANTICIPATED PRODUCTS:

- The Transportation and Land Use Connection, a program developed to support local governments in creating desired and livable communities, and in coordinating their land use plans with existing or planned regional transportation
- Planning assistance and coordination

D. SHORT RANGE PLANNING AND PROGRAMMING

D.1 TRANSPORTATION MANAGEMENT SYSTEMS

OBJECTIVES:

To develop, maintain and improve a congestion management process for the Salt Lake-West Valley and Ogden-Layton Urbanized Areas that is integrated with the urban transportation planning process.

To continue partnerships with UDOT, UTA, cities and counties regarding expansion of both transportation demand management and transportation system management programs including Intelligent Transportation Systems (ITS) technologies. Part of this effort will include working with the TravelWise and UTA Rideshare programs.

To incorporate safety into the urban transportation planning process through emphasis at all levels of planning and programming.

ANTICIPATED PRODUCTS:

- A Congestion Management Process (CMP)
- Annual CMP Report
- Promotion of Transportation Demand Management (TDM) and Transportation System Management (TSM) strategies
- Incorporation of UDOT's Pavement and Bridge Management System results in the Transportation Improvement Program (TIP)
- Incorporation of Safety Improvements in the TIP

D.2 PLAN REFINEMENT AND SPECIAL STUDIES

OBJECTIVES:

To analyze and recommend long-term policies and short to medium range actions for implementation of the Regional Transportation Plan.

To conduct special studies of highway and transit systems as they relate to the Regional Transportation Plan and UTA, UDOT or local plans and projects.

To develop complete street standards and tools so that future road projects more fully consider non-auto modes and plans in their design.

ANTICIPATED PRODUCTS:

- Point of the Mountain Study
- Ogden/Weber State University BRT Corridor –Transit Oriented Development Study
- Redwood Road Corridor Study
- 5 Year Bus Service Plan/Core Transit Route Study

- Future of Commuter Rail Study
- Mountain View/ 5600 West Corridor Study
- Fiscal Impacts Tool Development
- Parking Best Practices
- Other Planning Studies

D.3 TRANSPORTATION IMPROVEMENT PROGRAM

OBJECTIVES:

To develop a financially constrained Transportation Improvement Program (TIP) that covers a broad range of transportation improvements and conforms with the State Implementation Plan for air quality (SIP).

To prepare and maintain the urban Surface Transportation Program, the Congestion Mitigation Air Quality Program, and the Transportation Alternatives Program for the Salt Lake/ West Valley and the Ogden/ Layton Urbanized Areas.

ANTICIPATED PRODUCTS:

- An evaluation process that will help coordinate the implementation of the Regional Transportation Plan (RTP) for highways, transit, and bicycles, meet the short range needs of the area, and provide for the maintenance of the existing transportation system
- Surface Transportation Program (STP), Congestion Mitigation/ Air Quality (CMAQ) program, and Transportation Alternatives Program (TAP)
- A six-year Transportation Improvement Program containing highway, transit, and other modal projects programmed for the region
- Status reports of STP, CMAQ, and TAP projects
- Support for project implementation and completion
- Listings of obligations of federal highway and transit funds for fiscal year 2017

E. PROJECT COORDINATION AND SUPPORT

E.1 UDOT ENVIRONMENTAL STUDIES

OBJECTIVES:

To accomplish environmental analysis requirements for federal approval of regional high-way facilities.

To provide technical support to environmental studies and ensure that planning work is considered in them. WFRC will also provide general support to these projects through other elements of the UPWP.

ANTICIPATED PRODUCTS:

- West Davis Corridor Environmental Impact Statement (EIS)
- Other environmental studies

E.2 UTA ENVIRONMENTAL STUDIES

OBJECTIVES:

To accomplish environmental analysis requirements for federal approval of regional transit facilities.

To provide technical support to environmental studies and ensure that planning work is considered in them. WFRC will also provide general support to these projects through other elements of the UPWP.

ANTICIPATED PRODUCTS:

- Ogden - Weber State Transit Corridor Environmental Study Report (ESR)
- South Davis – Salt Lake City Community Connector EA or CatEx

F. TRAVEL FORECASTING

OBJECTIVES:

To develop and maintain a Regional Travel Demand Model (TDM) and networks capable of analyzing a full range of transportation options and strategies.

To apply and assist users in applying the TDM to studies and projects throughout the region.

To continue developing, refining, and applying the Real Estate Market Model (REMM) for the regional planning process. This model has previously been referred to as the land use model.

To continue development of the TDM, model application standards and networks using the best practices and data available.

ANTICIPATED PRODUCTS:

- Recalibrated TDM, with validation to 2015 observed conditions
- Refinements to regional highway and transit networks
- Refinement and enhancement of REMM based on lessons learned from initial applications in FY2017
- Improved capability of REMM to provide forecasts based on a single, regional control total, to provide insights into the development of county control totals
- Improvements to freight model in the TDM
- Tooele Valley travel demand model update
- Enhanced walk/bike forecasting capabilities
- Continued automation of model outputs for mapping and performance measures
- Model application and technical support for various transportation projects

G. TECHNICAL SUPPORT AND SERVICES

G.1 AIR QUALITY ANALYSIS AND COORDINATION

OBJECTIVES:

To coordinate transportation plans at the system and project level with the goals, policies, and specific actions of the Statewide Implementation Plan (SIP) for air quality.

To identify and help implement strategies for improving air quality in the region.

ANTICIPATED PRODUCTS:

- Conformity determination for the TIP, RTP, and any amendments
- Technical support for air quality analysis
- Coordination with DAQ and UDOT regarding air quality issues
- Air quality performance measures and reporting
- Support to DAQ for PM_{2.5} SIP Development
- Transportation Control Measures as needed
- Transportation Related Air Quality Strategies

G.2 SOCIOECONOMIC AND TRANSPORTATION DATA

OBJECTIVES:

To develop, verify and maintain socioeconomic estimates at the county, place, and TAZ levels.

To develop, review, and finalize socioeconomic projections to 2050 for use in Wasatch Choice 2050 and the Regional Transportation Plan.

To collect data useful in developing and refining the regional travel and land use models.

To maintain various other databases that support the Regional Travel Model, Regional Land Use Model, and studies/ plans prepared by WFRC and others, including, but not limited to, existing and historical socioeconomic and transportation data.

To provide data and analysis that support refinement of the Wasatch Choice 2050 Vision and development of the Regional Transportation Plan.

To provide assistance in anticipation of the 2020 US Census.

ANTICIPATED PRODUCTS:

- Analysis of American Community Survey data
- Annual socioeconomic estimates
- Analysis of socioeconomic data and forecasts

- Input to short and long-range planning studies
- Speed data and analysis
- Traffic volume data, including but not limited to, annual statistics, containing adjusted counts from permanent recorders and coverage stations
- Transit ridership, park and ride lot usage, and other data
- Finalized socioeconomic projections to 2050
- Development of Census Tracts for Census 2020

G.3 GIS AND DATABASE MANAGEMENT

OBJECTIVES:

To expand the database and mapping capabilities of the agency to better accommodate the collection, use, and presentation of spatial data and information in transportation planning.

To maintain an up-to-date inventory of relevant spatial datasets, thereby reducing internal data redundancy.

To empower GIS users to more easily retrieve data and create maps for analysis and decision-making support.

To transfer data into enterprise geodatabases for ease in retrieving data and presenting it in web maps.

ANTICIPATED PRODUCTS:

- Geospatial datasets and maps with accurate and current data
- Presentation products and analysis that derive information from these datasets
- Updated environmental, informational, and other layers for the next Regional Transportation Plan (RTP)
- Geospatial databases and maps in support of the Wasatch Choice Vision
- Maps and supporting analyses for CDBG, EDD, TLC, TIP, special studies, and other purposes
- Updated GIS inventory with the data catalogued into geodatabases
- Symbol templates (layer files) and map templates
- Interactive internal and external web maps
- Technical documentation/metadata for spatial datasets

G.4 TECHNICAL SUPPORT TO LOCAL GOVERNMENTS

OBJECTIVES:

To provide assistance to state and local agencies, as well as the public in developing projects, plans, and programs which are part of or relate to the transportation system.

ANTICIPATED PRODUCTS:

- Assistance and information to local governments and others

G.5 TOOELE VALLEY RURAL PLANNING ORGANIZATION**OBJECTIVES:**

To work with local governments, UDOT and UTA to provide a structured transportation planning process for the Tooele Valley.

To refine the Tooele Valley Regional Long Range Transportation Plan and advance transportation priorities for the Tooele Valley.

To provide a public involvement process.

ANTICIPATED PRODUCTS:

- Refinements to the Tooele Valley Regional Long Range Transportation Plan
- Updated priorities for consideration in the STIP
- A public involvement process

H. PUBLIC INVOLVEMENT

OBJECTIVES:

To provide early and on-going two-way communication with special interest groups, elected and appointed government officials, other government agencies and private citizens on all Regional Council projects, plans, studies, and processes.

To provide forums in which this communication takes place, through public events, written communication, web pages, social media, and other vehicles in coordination with UDOT, MAG, UTA, Envision Utah, and local government staff to ensure that the public is well informed about regional transportation plans, the Transportation Improvement Program (TIP), the Wasatch Choice 2050 Vision, the Transportation and Land Use Connection (TLC) program and other issues.

To comply with the public involvement provisions of the Fixing America's Surface Transportation (FAST) Act federal legislation and the requirements of Title VI for inclusionary efforts for the transportation disadvantaged and those with limited English proficiency.

ANTICIPATED PRODUCTS:

- Public Meetings, including:
 - Annual transportation fairs and online and in-person open houses
 - Regional Transportation Plan (RTP) and TIP processes
 - Project-specific public events, many of which will be held in conjunction with other public agencies such as UDOT, UTA, etc.
- WFRC email campaigns
- WFRC web pages
- Use of social media in public involvement
- Maintenance and use of a stakeholders list which currently has approximately 3,330 entries
- Speaking engagements at chambers of commerce, service clubs, high school and college classes, senior's groups, community groups, environmental groups, low income groups, minority groups, disabled rights groups, etc.
- Radio talk shows
- Briefings for the news media
- Publication of open houses and RTP and TIP availability in area newsletters and local public access cable channels in addition to regular newspaper ads.
- Visits with environmental justice and other special interest groups; natural resource agency meeting to receive input on RTP development
- Presentations to Legislature
- Distribution of the statewide Unified Plan
- Documentation of all public involvement efforts

I. COMMUNITY DEVELOPMENT

I.1 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

OBJECTIVES:

To provide data, planning, technical assistance, management, and other information and services for the purpose of providing low income housing, and other community and economic development activities

To improve and maintain infrastructure and low income housing stock through the Small Cities CDBG Program of the Wasatch Front Region within Morgan, Tooele, and Weber Counties

ANTICIPATED PRODUCTS:

Regionwide:

- Updated regional Consolidated Plan Annual Action Plan for the Wasatch Front Region
- Updated Rating and Ranking Criteria to comply with local and regional goals and priorities for funding
- Assistance to the Regional Review Committee for meetings, consolidated plan information and Rating and Ranking Criteria.
- Assistance to the State CDBG policy committee representative for the region in order to better facilitate representation of local interests with state agencies
- Assistance to the Councils of Governments from Morgan, Tooele and Weber Counties along with other local elected officials in order to familiarize and inform them of program requirements and responsibilities
- Technical assistance to any interested entity to ensure access and participation in the program. Assistance may be provided not only to municipalities, but also non-profit agencies, social service providers, local special service improvement districts, and other organizations
- Coordination between the State, as the program administrator, and each local entity (applicants) to ensure program awareness and compliance

Municipality:

- Assistance to jurisdictions in updating their capital improvement plans that prioritize needs and identify projects to help mitigate the needs
- Promotion of community and public service-related activities such as the Continuum of Care program, the State 's Plan to End Chronic Homelessness, planning for affordable housing, and the Quality Growth Program

I.2 ECONOMIC DEVELOPMENT

OBJECTIVES:

To continue to administer the Economic Development District (EDD) in order to better support the region and remain eligible for funding from the U.S. Economic Development Administration (EDA)

To annually update the region's Comprehensive Economic Development Strategy (CEDS), a study that brings together public and private sectors to create an economic roadmap that strengthens regional economies

To integrate economic development plans, programs, and activities with the WFRC including the transportation planning process and Wasatch Choice for 2050 Vision

ANTICIPATED PRODUCTS:

- A Comprehensive Economic Development Strategy (CEDS)

J. SALT LAKE COUNTY COUNCIL OF GOVERNMENTS

OBJECTIVES:

To support the Salt Lake County Council of Governments (COG) and the Salt Lake Valley Conference of Mayors (COM) in their discussions on issues of common interest and concern and in any desired follow up actions. There are ten areas of focus:

1. Intergovernmental relations
2. Human services and housing
3. Physical resources
4. Public works
5. Public safety
6. Arts and humanities
7. Education
8. Corridor Preservation
9. Transportation
10. Parks and Recreation

ANTICIPATED PRODUCTS:

- Monthly meetings with informational subjects presented to the Executive Committee of the COG and members of the COM
- Participation in a yearly meeting and discussion forum with Salt Lake County legislators to present issues of concern for consideration during the legislative session
- Annual COG General Assembly meeting with all city council members invited to include budget presentation and a completion report
- Informational meetings with the Association of Municipal Councils during the months the COG does not meet except July.
- Quarterly grants coordinating meetings with entitlement cities in Salt Lake County
- COG subcommittee meetings as needed to discuss issues pertinent to the areas listed above
- Public Works subcommittee review of corridor preservation applications for presentation to the full COG
- Participation in the Continuum of Care for the Homeless Committee

FOR BUDGET COMMITTEE REVIEW

DATE: May 25, 2017
AGENDA ITEMS: 4 and 5
SUBJECT: **ACTION:** Authorizations for actions related to moving WFRC offices
PREPARED BY: Loveit Baumgardner

BACKGROUND:

In furtherance of the goals adopted by the WFRC Council, staff has been working toward moving the Council's offices to a central location more accessible by all modes of transportation. During March of this year the current office building was listed for sale and is being marketed through the real estate broker Cushman Wakefield.

Pursuant to a FY17 budget amendment, the Council retired the outstanding bonds that were used to purchase the current building and WFRC now holds clear title to the property.

WFRC staff is in the process of identifying potential sites for relocation with the assistance of the real estate broker.

In the event that WFRC receives a legitimate offer to purchase the current office building and in the event WFRC staff finds suitable new space for purchase or lease, the Council needs to designate a representative to negotiate the terms of such transactions on its behalf. The Budget Committee and Council staff are recommending that the Council authorize the WFRC Chairman, in consultation with the WFRC Budget Committee and WFRC staff, to negotiate and execute documentation related to the sale of WFRC's offices and purchase or lease of new offices.

EXHIBITS:

None

RECOMMENDATIONS:

The WFRC Budget Committee and WFRC staff recommend that the Council take action to, "authorize the WFRC Chairman, in consultation with the WFRC Budget Committee and WFRC staff, to negotiate and execute documentation related to the sale of WFRC's offices and purchase or lease of new offices."

CONTACT INFORMATION:

Andrew Gruber, (801) 363-4250, ext. 1103
Loveit Baumgardner, (801) 363-4250 ext. 1102
Ned Hacker, (801) 363-4250, ext. 1120