



## MINUTES

Wasatch Front Regional Council  
Meeting of October 22, 2015

Mayor Tom Dolan, Chairman, called the meeting of the Wasatch Front Regional Council to order at 2:05 p.m. in the offices of the Wasatch Front Regional Council located at 295 North Jimmy Doolittle Road, Salt Lake City, Utah.

### Members Present

Mark Allen	Mayor, Washington Terrace City
Bill Applegarth	Mayor, Riverton City
Len Arave	Mayor, North Salt Lake
Jerry Benson	Utah Transit Authority
Mike Caldwell	Mayor, Ogden City
Karen Cronin	Mayor, Perry City
Evan Curtis	Governor's Office of Management & Budget
Tom Dolan	Mayor, Sandy City
Michael Jensen	Councilman, Salt Lake County
Bret Millburn	Commissioner, Davis County
JoAnn Seghini	Mayor, Midvale City
Bob Stevenson	Mayor, Layton City
Logan Wilde	Councilman, Morgan County

### Alternate Members Present

Ron Bigelow	Mayor, West Valley City
Wade Bitner	Commissioner, Tooele County
Bruce Kartchner	Bluffdale City (for Mayor Derk Timothy)
Carmen Freeman	Mayor, Herriman City
Tammy Long	Mayor, South Weber City
Beverly MacFarlane	Mayor, Sunset City
Cory Pope	Utah Department of Transportation
Kim Rolfe	Mayor, West Jordan City
Matt Sibul	Utah Transit Authority
Jim Smith	Commissioner, Davis County

### Others Present

Jordan Giles	Rep. Chris Stewart's Office
Mark Freeman	Stanley Consulting
Shane Greenwood	South Jordan City (check this name in database)
John Hiskey	Sandy City
Ahmad Jaber	Stanley Consulting
Hal Johnson	Utah Transit Authority
Linda Johnson	Breathe Utah
Brad Klavano	South Jordan City
Kane Loader	Midvale City
Brigitte Mandel	Federal Highway Administration
Barry McLerran	Congresswoman Mia Love's Office
Mark R. Palesh	West Jordan City
Kris Peterson	Utah Department of Transportation
Tim Rees	Karren Hendrix Stagg & Allen
Patrick Reimmerr	Salt Lake County

Wilf Sommerkorn	Salt Lake County
David Schwartz	Utah Department of Transportation
Lisa Zundel	Utah Department of Transportation
Loveit Baumgardner	WFRC
Wayne Bennion	WFRC
Renae Bodily	WFRC
Julia Collins	WFRC
Andrew Gruber	WFRC
Ned Hacker	WFRC
Scott Hess	WFRC
Pam Jorgensen	WFRC
Sam Klemm	WFRC
Ted Knowlton	WFRC
Jon Larsen	WFRC
Callie New	WFRC
Suzie Swim	WFRC
Ben Wuthrich	WFRC
Muriel Xochimitl	WFRC

Mayor Ralph Becker, Mayor Kelvyn Cullimore, Mayor Brent Marshall, Commissioner John Petroff, Mayor Derk Timothy, and Carlos Braceras were excused from the meeting.

### **Welcome**

Mayor Tom Dolan welcomed Council members and guests and introductions were made.

### **Consent Agenda**

**ACTION:** Councilman Michael Jensen moved to approve the minutes of the WFRC meeting held August 27, 2015 and the Financial Statements and Check Registers for August and September 2015. Mayor JoAnn Seghini seconded the motion and it passed unanimously.

### **Chairman's Report**

#### **Information: Service Awards**

Kip Billings, Senior Transportation Engineer and Air Quality Analyst, was recognized and presented with a certificate for his twenty years of dedicated service.

#### **ACTION: WFRC Mission Statement and Roles**

The WFRC Executive Committee, which includes the WFRC Chairman, Vice Chairman and the Committee chairs along with staff, have drafted an update to the WFRC Mission Statement and a high-level description of the organization's roles in our region.

Andrew Gruber discussed the documents (included in Councilmember packets) with the entire membership. The documents do not reflect a substantial departure from the current WFRC efforts in the region, but do emphasize two elements that have become increasingly important over the past few years: 1) The interrelationship between transportation, WFRC's core role, and other systems, including land use and economic development, and 2) The implementation of plans – supporting local governments in their efforts to put visions and plans into action. Councilman Michael Jensen made a motion to adopt the revised WFRC Mission Statement noting that it is a living document to which changes can be made. Mayor Mike Caldwell seconded the motion and the motion passed unanimously.

***ACTION: Mountain Accord Phase II Interlocal Agreement***

Mayor Tom Dolan reported that the Mountain Accord has been underway for the past two years. The first phase of the project culminated on August 3, 2015 with the signing of the Mountain Accord agreement (the 'Accord'). This Agreement represents the commitment of more than 20 organizations who, through a voluntary multi-year, public, consensus-based planning process have agreed to proceed with a suite of actions designed to ensure that future generations can enjoy all the activities we do today, while preserving our watershed and natural environment.

Mayor Dolan stated that now as the Project moves into the second phase the Mountain Accord Executive Board has recognized the need to procure a Program Director to manage and coordinate the multi-faceted project. The Wasatch Front Regional Council, as an active member of the Mountain Accord, has been requested by the Executive Board to be the contracting agent for the Mountain Accord Phase II Program Director.

This provides an opportunity for WFRC staff to continue its role to assist in the collaboration of our communities and broad range of partners to identify and evaluate solutions to the rising uses of and impacts and opportunities to the Central Wasatch Mountains.

Councilman Michael Jensen made a motion to authorize the Wasatch Front Regional Council to be a Party to the Mountain Accord Phase II Interlocal Agreement. Mayor Bill Applegarth seconded the motion and the motion passed unanimously.

**Budget Committee**

***ACTION: Administrative and Accounting Policies and Procedures***

Councilman Michael Jensen, Budget Committee Chairman, reported that during the 2014 Utah Legislative session amendments (HB 251) were made to the Interlocal Act which took effect in 2015. HB 251 enacts language related to fiscal procedures for interlocal entities, including uniform accounting requirements, budgetary procedures, operating and capital budgets, procurement policy and audit requirements. Also, the Federal Circulars that govern administrative and cost principles for federal fund recipients were recently updated and included several clarifications regarding procurement and administrative policy. He noted that WFRC has been doing many of them, however, staff has prepared an updated Administrative and Accounting Policies and Procedures document designed to comply with Federal and State rules and regulations. A copy of the draft document was included in Councilmember packets.

Councilman Michael Jensen moved to adopt the Administrative and Accounting Policies and Procedures as presented. Commissioner Bret Millburn seconded the motion and the motion passed unanimously.

***Information: Review Audit Report FY2015***

The annual audit of the Council's financial records was performed and a final draft of the report was included in Council member packets. The Budget Committee met with Tim Rees from the auditing firm of Karren Hendrix Stagg & Allen on October 13, 2015 to review the final draft report.

Mr. Tim Rees reported that the auditors issued an unqualified opinion on the financial statements, an unqualified opinions on the State compliance, the Government compliance, and compliance with the Grant programs. There were no questions or comments from Council regarding the audit.

Councilman Jensen made a motion to accept the audit as presented. Commissioner Millburn seconded the motion and the motion passed unanimously.

***PUBLIC HEARING AND ACTION: Amend FY2016 Budget and Unified Planning Work Program***

Councilman Jensen reported that as WFRC completed Fiscal Year 2015 and reviewed the final expenditures, actual spending came in lower than budgeted. This resulted mainly from spending on some contractual items occurring more slowly than was anticipated, or from items that were added to the FY 2015 budget in the later months but did not begin work until FY 2016. He then discussed the new funding sources reflected in the proposed amended FY 2016 budget that were included in detail in Council member packets and asked for any questions Council members may have on the budget amendment or changes to the Unified Planning Work Program.

Councilman Jensen said that WFRC is required to receive public comment and made a motion to open the Public Hearing portion of the meeting to provide opportunity for public input on the WFRC budgeting processes. Since there were no public comments, Councilman Jensen moved to close the Public Hearing. Commissioner Bret Millburn seconded the motion.

Councilman Jensen made a motion to amend the Wasatch Front Regional Council Fiscal Year 2016 Budget and Unified Planning Work Program as proposed. The motion was seconded by Commissioner Bret Millburn and passed unanimously.

**Regional Growth Committee**

***ACTION: Release for Public Comment 2015-2040 RTP Amendments***

The Wasatch Front Regional Council adopted the current Regional Transportation Plan (RTP) in May 2015. While the RTP receives considerable review before being formally adopted, the identification of new funding sources, the determination of final environmental impact statements, or the rapid development of certain projects, may warrant a change to the RTP.

Recently, the Wasatch Front Regional Council received requests from the Utah Department of Transportation (UDOT), the Utah Transit Authority (UTA), and Layton City to amend the 2015-2050 Regional Transportation Plan. Staff has analyzed the potential financial implications of including these projects in Phase 1 and determined that there are adequate resources available and potential cost savings from a reprioritization of projects. WFRC is reviewing the air quality impacts to ensure that all applicable air quality conformity requirements are met.

Mr. Ted Knowlton, WFRC, then reviewed each of the proposed projects included in the amendment for Council member. He noted the action for the Council in the meeting is to release the amendment for public comment. Mr. Knowlton said the formal public comment period will take place from November 2 through December 1, 2015. The WFRC staff, UDOT, UTA, and Layton City representatives will present these amendments to the RGC Ogden-Layton area Technical Advisory Committee and the Salt Lake County Plan TAC on December 16.

Mayor Karen Cronin made a motion to release for public comment the proposed 2015-2040 Regional Transportation Amendments as presented. Councilman Logan Wilde seconded the motion and the motion passed unanimously.

***Information: Overview of 2019-2050 RTP Development Process***

Ted Knowlton reported that the Regional Transportation Plan is a core activity of the Wasatch Front Regional Council and the region's shared blueprint for regional transportation. The

process to develop the RTP spans four years and is a collaborative effort of communities, stakeholders, and transportation agencies (among others) that is convened and technically supported by the Wasatch Front Regional Council. The 2019-2050 RTP will extend a decade beyond the current plan.

Mr. Knowlton presented the draft High Level Process for the 2019-2050 Regional Transportation Plan (RTP), which was included in Council member packets. He discussed each of the following key process goals:

- 1) Engage communities, partner agencies, stakeholders, and public in the planning process.
- 2) Coordinate regional transportation with local land use considerations.
- 3) Enhance planning for active transportation and integrate it with road and transit planning.
- 4) Utilize a performance-based approach to planning, including a focus on economic performance.

Mr. Knowlton noted that comments and suggestions were welcome as staff continues to develop the 2019-2050 RTP process.

### **Transportation Committee (Trans Com)**

#### ***ACTION: Board Modifications to the 2016-2021 Transportation Improvement Program***

The Wasatch Front Regional Council received requests to modify the current 2016-2021 Transportation Improvement Program (Amendment One). A copy of the Resolution and a list of projects were included in Council member packets. This modification requires action from the Regional Council and the Transportation Commission but does not require a new conformity analysis or a 30-day public comment period. Ben Wuthrich, WFRC, reviewed the modifications in Amendment One for Council members.

Mayor Bill Applegarth moved to approve the Resolution to modify the 2016-2021 Transportation Improvement Program as requested. Councilman Michael Jensen seconded the motion. The motion passed unanimously. A copy of the Resolution is available in the Council offices.

### **Air Quality Committee Report**

Mayor JoAnn Seghini, Air Quality Committee Chairman, reported that members of the Air Quality Committee, as well as other invited guests interested in improving air quality in Utah, toured the Tesoro Refinery on October 15. The Committee learned more about the oil refining process and the challenges and benefits of providing Tier3 (low sulfur) gasoline to the Salt Lake market.

Mayor Seghini also noted that on October 1, 2015 the Environmental Protection Agency (EPA) change the National Ambient Air Quality Standard for ozone from 75 ppb to 70 ppb. If the new ozone standard was in effect today, the Wasatch Front and other counties in Utah would be in violation of this standard. The official ozone non-attainment designations will not be made by EPA until 2017 based on 2014-2016 data.

### **Active Transportation Committee Report**

Mayor Mike Caldwell, Chair of the Active Transportation Committee, report included:

- ATC October 14 Meeting Review:
  - During the October 14 ATC meeting, the Committee reviewed 2014-2015 project successes and 2016 priorities for the ATC moving forward into the new year.

- A list of ongoing priorities such as: Regionalization of GREENbike; including Performance Measures into our activities; focusing on the benefits of AT; and maximizing funding sources to build as many improvements as possible.
- Implementation of AT projects was a strong focus of the Committee conversation.
- Active Transportation Health Summit was held September 8 with over 150 participants. Mayor Mick Cornett from Oklahoma City was the Keynote Speaker.
- Mobile Active Transportation Tours (MATTs) concluded with a tour in Riverdale on October 7. There were six tours in 2015 with each event averaging 30-50 participants. UTA, UDOT, and WFRC staff are currently in the process of planning the 2016 tours. A schedule will be provided when the tours are finalized. Council members and their staffs were encouraged to participate in the upcoming tours.
- Reminder - Letters of Intent are due to WFRC on October 29, 2015 – all were invited to apply for bike and pedestrian improvements in their communities to implement AT.

### **Executive Director's Report**

Andrew Gruber's report included four items:

- A reminder that WFRC administers six programs that can provide funding and technical assistance to the communities around the region. The Letters of Intent are due in the WFRC offices on October 29. Details of how to apply and information regarding the Programs have been emailed but may also be viewed on the WFRC website. Entities were encouraged to become familiar and apply for funding assistance.
- What's happening in Washington – the Senate passed a new six-year reauthorization bill and the House has released its version of a six-year bill. Both of the bills would provide modest increases in funding that essentially maintain current levels of spending when adjusted for inflation. However, the Senate was only able to find enough money to pay for three years of expenditures. MAP-21 expires on October 29 and the Highway Trust Fund (the main federal account that pays for transportation needs) is now projected to remain solvent through at least spring of next year.
- Each year WFRC partners in USDOT from FHWA and FTA, do a review of all the transportation planning agencies and processes that we use together. They have approved WFRC processes in a letter which says: *"The process by which the last three rounds of transportation plans have been developed in Utah has been collaborative and comprehensive, demonstrating the principle that collaboration brings superior results. It serves as a best practice nationally..."* This is our Utah's Unified Transportation Plan.
- Through a coordinated and collaborative effort with the other agencies around the State – the 2015-2040 Utah's Unified Transportation Plan document is anticipated to be completed by mid-November. More and more people are accessing information over the internet and WFRC staff, UDOT, UTA and all the transportation planning agencies are collaborating are to make available to anyone, an Interactive Unified Plan map of the entire State.

### **Other Business**

With no further business, the meeting adjourned at 3:30 p.m.

Next meeting: January 28, 2016