



MINUTES
 Wasatch Front Regional Council
 Meeting of October 26, 2017

Mayor Mike Caldwell, Council Chair, called the meeting of the Wasatch Front Regional Council to order at 2:06 p.m. in the offices of the Wasatch Front Regional Council located at 295 North Jimmy Doolittle Road, Salt Lake City, Utah.

2017 WFRC MEMBERS		IN ATTENDANCE
BOX ELDER COUNTY		
Member - Karen Cronin	Perry	yes
DAVIS COUNTY MEMBERS		
Len Arave	North Salt Lake	yes
Bret Millburn	Davis County	yes
Don Carroll	Fruit Heights	no
Bob Stevenson	Layton	yes
DAVIS COUNTY ALTERNATES		
Tamara Long	South Weber	yes
MORGAN COUNTY		
Member - John Barber	Morgan County	no
SALT LAKE COUNTY MEMBERS		
Ben McAdams	Salt Lake County	no
Jackie Biskupski	Salt Lake City	no
Tom Dolan	Sandy	yes
Michael Jensen	Salt Lake County	no
Kelvyn Cullimore	Cottonwood Heights	yes
JoAnn Seghini	Midvale	yes
Bill Applegarth	Riverton	yes
Derk Timothy	Bluffdale	yes
SALT LAKE COUNTY ALTERNATES		
Carmen Freeman	Herriman	yes
Dirk Burton	W.Jordan City Council	yes
Jeff Silvestrini	Millcreek	yes
TOOELE COUNTY		
Member - Brad Pratt	Tooele City	no
Alternate - Shawn Milne	Tooele County	yes
WEBER COUNTY MEMBERS		
James Ebert	Weber County	no
Kerry Gibson	Weber County	yes
Mark Allen	Washington Terrace	yes
Mike Caldwell	Ogden	yes
WEBER COUNTY ALTERNATES		
UDOT & UTA		
Member - Carlos Braceras	UDOT	yes
Member - Jerry Benson	UTA	yes

NON-VOTING MEMBERS		
Jim Smith	Utah Association of Counties	yes
Beth Holbrook	Utah League of Cities & Towns	yes
WFRC Appointments from other organizations:		
Robert Grow	Envision Utah	no
Stuart Adams	State Senate	no
Mike Schultz	State House of Representatives	no
Evan Curtis	State Planning Coordinator	yes
OTHERS IN ATTENDANCE		
Tina Cannon, Morgan County	Devon Murphy, Representative Rob Bishop	
Stephen Lyon, Morgan County	Brooke Stewart, Weber EDP	
Robert Hale, Midvale City Mayoral candidate	Ivan Marrero, FHWA	
Steve Call, FHWA	Cameron Diehl, ULCT	
John Hiskey, ULCT	Russell Weeks, SLC Council Staff	
Nathan Lee, UDOT	Tim Rees, KHSA	
Matt Sibul, Utah Transit Authority	Scott Hess, WFRC	
Andrew Gruber, WFRC	Alex Roy, WFRC	
Loveit Baumgardner, WFRC	Jory Johner, WFRC	
Wayne Bennion, WFRC	Christy Dahlberg, WFRC	
Kip Billings, WFRC	Ted Knowlton, WFRC	
Rob Jolley, WFRC	Callie New, WFRC	
Julie Bjornstad, WFRC	Heather McLaughlin-Kolb, WFRC	
LaNiece Davenport, WFRC	Ben Wuthrich, WFRC	
Ned Hacker, WFRC	Muriel Xochimitl, WFRC	
Andrea Pearson, WFRC		

Welcome [00:00:20]

Mayor Mike Caldwell welcomed Wasatch Front Regional Council members and guests. Mayor Caldwell also reminded the group that, in working to reduce paper waste, only a few packets were printed and encouraged the use of personal electronic devices to access the meeting materials. Introductions were made. Cameron Diehl was recognized as the newly appointed Executive Director of Utah League of Cities and Towns.

1. Consent Agenda [00:03:39]

1a. ACTION: Approve Minutes from previous meeting

Mayor Tom Dolan moved to approve the minutes of the WFRC meeting held August 24, 2017 and Mayor Kelvyn Cullimore seconded the motion. The minutes were accepted unanimously.

1b. ACTION: Approve Financial Statements [00:03:58]

Mayor Tom Dolan moved to approve the Financial Statements and Check Registers for August and September and Budget/Expenditure Report as of September 30, 2017. Commissioner Bret Millburn seconded the motion and they were accepted unanimously.

2. Chairman's Report [00:04:15]

2a. Community Spotlight – Morgan County / Ogden Valley Rural Planning Organization

Councilmember Tina Cannon, Morgan County, shared information about the RPO and the area it is intended to serve. In September 2017 Morgan City, Huntsville Township, Morgan County, Weber County and WFRC signed an interlocal agreement establishing the Morgan County – Ogden Valley Rural Planning Organization (RPO) in order to cooperatively plan transportation system improvements and priorities. UDOT is initially providing most of the funding for the work by WFRC staff to assist these local jurisdictions in developing plans and priorities.

2b. Transportation Governance and Funding Task Force update [00:15:22]

Muriel Xochimitl, WFRC, provided an update on the ongoing work of the Task Force, which represents an opportunity to build on Utah's success in collaborative transportation planning. The

Task Force is evaluating best practices for integrating transportation and land use decisions to promote economic development and enhance overall quality of life. The working groups have provided preliminary recommendations to the Task Force for their consideration. The Funding Working Group's top recommendation is to maintain and enhance the state's commitment to transportation infrastructure investment while increasing flexibility in the use of those funds. The Economic Development and Land Use Working Group's recommendations include an enhanced focus on integrating transportation investment, land use decisions, and economic development considerations. The Governance Working Group is considering whether there should be a greater role for the state in funding and delivering transit projects. It is anticipated that the Legislature will consider potential legislation that incorporates elements of the Task Force recommendations. It is anticipated that the Legislature will consider potential legislation that incorporates elements of the Task Force recommendations.

2c. WFRC Programs for Local Governments [00:41:50]

LaNiece Davenport and Wayne Bennion, both with WFRC, briefly discussed the STP, CMAQ, TAP, and TLC programs and reminded the Council that letters of intent are due October 30, 2017. WFRC will award approximately \$35 million in funding and technical assistance to recipients, through six programs that provide resources for local governments. These programs include:

- Surface Transportation Program (STP)
- Congestion Mitigation-Air Quality (CMAQ)
- Transportation Alternatives Program (TAP)
- Transportation and Land Use Connection (TLC)
- Community Development Block Grant (CDBG)
- Wasatch Front Economic Development District (WFEDD)

[00:43:11] Mayor Caldwell gave special recognition to two long serving Council members who will be leaving public office at the end of 2017. Mayor JoAnn Seghini has been involved with WFRC for 20 years, and Mayor Kelvyn Cullimore, for seven years.

3. Public Comment [00:50:22]

Mayor Caldwell opened the meeting up to public comment. Cameron Diehl, ULCT, commented on the Transportation Governance and Funding Task Force and data gathered during the survey. ULCT has members on all three Working Groups and has been supportive of the dialog in each group. Mr. Diehl mentioned that ULCT has some concerns, and will continue to discuss and collaborate on these concerns in upcoming Task Force work.

4. Budget Committee Report [00:53:52]

Mayor Tom Dolan, WFRC Budget Committee chair, reported that the committee met on October 12, 2017 and discussed several items that were recommended to come before the Council.

4a. ACTION: Approve WFRC Personnel Policy [00:54:08]

Andrew Gruber, WFRC, reviewed two modifications to WFRC's Personnel Policy as outlined in the memo and document included in the packet. Proposed modifications are (1) the Funeral Leave policy being modified to allow for "compassionate leave" and, (2) eliminating the current waiting period, to provide a new benefit of up to 80 hours (i.e., two weeks) at 2/3 pay for any FMLA-qualifying event. There was discussion regarding these changes, and it was recommended that the vote be bifurcated. **[01:03:59] ACTION** on the compassionate leave modification: Mayor Tom Dolan motioned to approve and Mayor JoAnn Seghini seconded the motion. The vote was unanimous. **[01:04:22] ACTION** on the modification to eliminate the waiting period for FMLA-qualifying event: Mayor Tom Dolan motioned to approve and Mayor Derk Timothy seconded the motion. Although there were some members that do not support the modification to enhance this benefit, the majority was affirmative. **[01:05:00] ACTION** to approve the overall WFRC Personnel Policy as presented: Mayor Bob Stevenson motioned to approve and Commissioner Bret Millburn seconded the motion. The vote was unanimous.

4b. ACTION: Approve WFRC Accounting and Administrative Policy [01:05:11]

Andrew Gruber, WFRC, informed the Council of proposed changes to WFRC's Accounting and Administrative Policy as outlined in the memo and document included in the packet. The four proposed changes are (1) Appointment of a Treasurer and a Clerk, (2) Addition of Records Management and Retention policy, (3) Appointment of a staff person to act as a Compliance Administrator and, (4) Addition of a statement on Ethics. [01:08:35] Mayor Tom Dolan motioned to approve the Accounting and Administrative Policy as presented, and Mayor Derk Timothy seconded the motion. The vote was unanimous.

4c. PUBLIC HEARING AND ACTION: Approve FY'18 Budget and Unified Planning Work Program (UPWP) Amendments [01:08:48]

Mayor Tom Dolan motioned to open the public hearing on the FY'18 Budget and UPWP. Mayor Karen Cronin seconded the motion and the vote was unanimous. Andrew Gruber, WFRC, informed the Council of the proposed amendments to the draft budget as outlined in the memo and documents included in the packet. After the explanation, there was no discussion nor any public comment. [01:15:07] Mayor Tom Dolan motioned to close the public hearing on the FY'18 Budget and UPWP. Mayor Carmen Freeman seconded the motion and the vote was unanimous. [01:15:56] Mayor Tom Dolan then motioned to amend the WFRC FY'18 Budget and Unified Planning Work Program as proposed. Mayor Derk Timothy seconded the motion and the vote was unanimous.

4d. ACTION: Acceptance of the FY'17 Audit Report [01:16:14]

Tim Rees from the auditing firm of Karren Hendrix Stagg & Allen, performed the annual audit of the Council's financial records. The auditors have issued an unqualified opinion with no findings. A summary of the audit results may be found on page 44 of the report. [01:16:52] Mayor Tom Dolan motioned that the Council take action to accept the WFRC FY'17 Audit Report as presented. The motion was seconded by Mayor Carmen Freeman and the affirmative vote was unanimous.

5. Regional Growth Committee (RGC) Report [01:17:35]

5a. Wasatch Choice 2050 Preferred Scenario update

Ted Knowlton, WFRC, presented information about Wasatch Choice 2050. In collaboration with member communities and transportation partners, WFRC is developing the Wasatch Front's Regional Vision, known as Wasatch Choice 2050 (WC2050). WC2050 creates a vision for coordinated transportation infrastructure, land development, and economic development. One element of WC2050 is the 2019-2050 Regional Transportation Plan (RTP) - the formal long-range plan for regional roads, transit, and active transportation.

6. Transportation Committee (Trans Com) Report [01:22:29]

Mayor Karen Cronin, Trans Com chair, informed the group that staff has proposed some modifications to the evaluation criteria used for the Surface Transportation Program (STP). The changes are to improve consideration of access to opportunity and economic development in the evaluation process, and to ensure that the criteria fully align with the WC2050 goals adopted last year by the Council. Trans Com will be reviewing and acting on these modifications during the meeting to be held on November 9, 2017.

[01:23:15] ACTION: Board Modifications to the 2018-2023 Transportation Improvement Program (TIP)

Ben Wuthrich, WFRC, reported that WFRC has received a request to modify the current 2018-2023 Transportation Improvement Program (TIP). The modification requires action from the Transportation Commission and Wasatch Front Regional Council. He briefly explained each modification and referred members to the packet for detailed information. [01:29:00] Mayor Karen Cronin motioned to approve the attached resolution to modify the 2018-2023 TIP as requested. The motion was seconded by Mayor Bob Stevenson, and the vote was unanimous.

7. Active Transportation Committee (ATC) Report [01:30:54]

Mayor Bill Applegarth presented information on the Active Transportation Committee goals and the accomplishments for 2017. Mayor Applegarth also shared slides of the Mobile Active Transportation Tour (MATT) that several staff attended in September 2017, in Minneapolis, MN. It was a very informative way to learn about the active transportation infrastructures in other locations, to help improve the active transportation planning and implementation along the Wasatch Front. Mayor Applegarth also encouraged cities that would like to sponsor a MATT in 2018 to get in touch with WFRC staff. Mayor Applegarth then informed the group of the upcoming Golden Spoke Trail celebration that will occur in May 2018. More information will be forthcoming.

8. Air Quality Committee (AQC) Report [01:47:47]

Mayor JoAnn Seghini, Air Quality Committee chair, informed the Council that it has been recommended that the WFRC Air Quality Committee be suspended and that air quality matters be communicated regularly to the Council and its committees as needed or requested.

8a. Local Government Air Quality Strategies [01:48:41]

Kip Billings, WFRC, presented a brief review of air quality trends for the Wasatch Front Region, followed by some suggestions for air quality improvement strategies that can be implemented at the local government level. Mr. Billings highlighted the "Provo Clean Air Toolkit," which was developed with a grant from Utah Clean Air (UCAIR). Provo City worked with Envision Utah and Alta Planning to develop this user-friendly public website – www.provocleanair.org. It contains numerous strategies for improving air quality that can be applied at various levels by local government, businesses, or residents.

8b. Air Quality Committee direction [02:00:35]

Andrew Gruber, WFRC, requested that action be taken by the Council in order to acknowledge the suspension of the AQC. This action is intended to allow WFRC staff to work with groups such as Utah Clean Air Partnership (UCAIR) and Governor's Clean Air Action Team (CAAT), to communicate more broadly and comprehensively to a larger audience, rather than duplicate efforts. Mayor JoAnne Seghini motioned to support the suspension of the AQC. The motion was seconded by Mayor Mark Allen and the vote was unanimous.

9. Executive Director's Report [02:01:42]

Andrew Gruber, WFRC, updated the Council on the following items:

- (1) WFRC's review from the US DOT regarding our planning processes was positive and WFRC again received certification.
- (2) Utah Communications Authority is now required to implement a Regional Advisory Committee. Mr. Gruber brought attention to the application included in the packet and asked the Council to recommend appointees for this committee.
- (3) Mr. Gruber acknowledged the departure of Muriel Xochimitl and Jon Larsen, who are both moving on to different opportunities, and thanked them for their significant contributions to WFRC. The Council was invited to share the job descriptions for these open positions, Government Affairs Director and Modeling, Forecasting and Information Services Manager, with potential candidates.
- (4) Mr. Gruber then mentioned the draft 2018 WFRC Meeting Schedule that was included in the packet and asked the members to advise WFRC staff if they see any potential conflicts.

10. Other Business [02:03:42]

Mayor Mike Caldwell asked if there were any other items to discuss. With no further business, Mayor Caldwell moved that the meeting be adjourned at 4:10pm. Commissioner Bret Millburn seconded the motion and the voting was unanimous.