



MINUTES

Wasatch Front Regional Council
August 27, 2020

Mayor Jeff Silvestrini, Vice-chair, called the meeting of the Wasatch Front Regional Council to order at 2:04 p.m. The meeting was held via remote connection, due to the safety restrictions put in place by the Utah Governor’s Office, in response to COVID-19 concerns, in Salt Lake City, Utah.

The following were present:

WFRC COUNCIL MEMBERS - 2020			
BOX ELDER COUNTY	Yes/No	Alternates / Others in attendance:	
Member - Jeff Scott	yes	Robert Hale, Midvale City Mayor	
Alternate – Tyler Vincent	no	Jo Sjoblom, South Weber City Mayor	
DAVIS COUNTY MEMBERS		Ivan Marrero, Steve Call, both with FHWA	
Len Arave	yes	Rob Wight, Lisa Wilson, both with UDOT	
Mark Shepherd	no	Clint Smith, Herriman City Council	
Randy Lewis	no	Dirk Burton, West Jordan City Mayor	
Bob Stevenson	no	Ryan Perry, Helen Peters, both with SL Co	
MORGAN COUNTY		Ryan Beck, Envision Utah	
Member - Tina Cannon	yes	Ben Huot, UDOT	
Alternate - Robert Kilmer	no	Victoria Ashby, ULCT	
Alternate - Mike Newton	no	Shule Bishop, UTA	
SALT LAKE COUNTY MEMBERS		Kyler Brower	
Jenny Wilson	yes	David Dobbins	
Erin Mendenhall	yes	Brett Hullinger	
Troy Walker	yes	Steve Van Maren	
Michael Jensen	no	WFRC Staff: Ben Wuthrich, Jory Johner,	
Jeff Silvestrini	yes	Rosie Hernandez, Christy Dahlberg,	
Robert Dahle	yes	LaNiece Davenport, Ted Knowlton,	
Ron Bigelow	yes	Megan Townsend, Loveit Baumgardner,	
Derk Timothy	yes	Wayne Bennion, Andrew Gruber,	
TOOELE COUNTY		Nicole Proulx, Bert Granberg, Suzie Swim,	
Member - Shawn Milne	yes	Josh Reynolds, Chad Worthen, Katie Gerard	
Alternate – Debbie Winn	yes	Hugh Van Wagenen, Alex Roy, Nikki Navio,	
WEBER COUNTY MEMBERS		Lauren Victor, Scott Hess, Ned Hacker	
Scott Jenkins	yes	Julie Bjornstad, Bill Hereth, Kip Billings,	
Jim Harvey	yes	Andrea Pearson	
Mark Allen	yes	Justin Smart, Penna Powers/WFRC	
Mike Caldwell	yes	Jeannie Lambert, Penna Powers/WFRC	
UDOT & UTA		NON-VOTING MEMBERS	
Member - Carlos Braceras, UDOT	yes	Lorene Kamalu, UAC	yes
Alternate - Teri Newell, UDOT	no	Dawn Ramsey, ULCT	yes
Member - Carlton Christensen, UTA Board of Trustees	yes	Ari Bruening, Envision Utah	yes
Alternate - Beth Holbrook, UTA Board of Trustees	yes	Gregg Buxton, State Senate	yes
Alternate - Kent Millington, UTA Board of Trustees	no	Mike Schultz, State House of Reps	no
		Evan Curtis – Utah State Planning	no

Welcome [00:00:29]

Mayor Jeff Silvestrini welcomed Wasatch Front Regional Council members and guests and introductions were made via roll call.

1. Consent Agenda [00:02:23]

1a. ACTION: Minutes

Carlton Christensen, UTA Board Trustee, made a motion to approve the minutes of the WFRC meeting held May 28, 2020, and Mayor Dirk Burton seconded the motion. The minutes were accepted unanimously.

1b. ACTION: Financial Statements

Councilmember Clint Smith made a motion to approve the Financial Statements and Check Registers for May and June 2020, and the current Budget/Expenditure Report. Commissioner Shawn Milne seconded the motion and the financial statements were accepted unanimously.

2. Chair's Report [00:04:35]

2a. WFRC FY20 Activities and Accomplishments Report

WFRC Executive Director Andrew Gruber presented the FY20 Activities & Accomplishments Report. In August 2019, the Wasatch Front Regional Council adopted goals and priorities for FY20 that provided direction for the agency regarding areas of focus for the upcoming year. The FY20 Activities & Accomplishments Report provides an overview of how WFRC met those goals. **[00:19:05]** Mr. Gruber also acknowledged several WFRC staff members for their employment milestones: Julie Bjornstad with 5 Years, Scott Hess with 5 Years, Kip Billings with 25 Years, Loveit Baumgardner with 25 Years, and himself with 10 Years.

2b. WFRC Funding Opportunities for Local Governments [00:25:12]

WFRC administers six programs that provide resources for local governments. A presentation, describing these competitive programs, was given by Megan Townsend, WFRC. Submittal timelines were discussed, and members of the Council were encouraged to coordinate with their local entities to complete letters of intent requesting these program funds. The programs include:

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

3. Public Comment [00:40:07]

Mayor Silvestrini opened the meeting for public comment. There were no public comments.

4. Transportation Coordinating Committee (Trans Com) [00:40:45]

Commissioner Jeff Scott, Trans Com Chair, informed the Council of the items that were discussed in the Trans Com meeting held on June 18, 2020.

4a. Report on Board Modifications to the 2020-2025 Transportation Improvement Program (TIP)

Ben Wuthrich, WFRC, presented information regarding requests to modify the current 2020-2025 TIP. The modification required action from Trans Com (since WFRC was not meeting) and the UDOT Transportation Commission but did not require a new air quality conformity analysis or a 30-day public comment period. The modification and approved resolution have been included in the meeting materials.

4b. ACTION: Board Modifications to 2020-2025 TIP [00:43:13]

Mr. Wuthrich reported that WFRC has received a request to modify the current 2020-2025 TIP

with the list of projects included in the meeting materials. Mr. Wuthrich briefly discussed the projects. [00:52:04] Commissioner Jim Harvey made a motion to approve the resolution to modify the 2020-2025 TIP as requested. Mayor Robert Hale seconded the motion and the voting was unanimous in the affirmative.

4c. ACTION: Approve 2021-2026 TIP [00:52:42]

Mr. Wuthrich presented information regarding the 2021-2026 Transportation Improvement Program (TIP) for approval. A draft 2021-2026 TIP was reviewed by Trans Com in June (as delegated by the Regional Council) and made available for public review. An analysis of the TIP completed by WFRC staff shows that the 2021-2026 TIP conforms to the state air quality plans. The public comment period extended from June 27 through August 8, 2020. A list of all the comments and respective responses has been compiled, and a summary of the comments and responses is included in the meeting materials. [01:00:22] Commissioner Jeff Scott moved to approve the resolution to recommend the 2021-2026 TIP as requested. Mayor Mike Caldwell seconded the motion and the voting was unanimous in the affirmative.

4d. ACTION: Self-Certification of Planning Process [01:01:01]

Wayne Bennion, WFRC, directed attention to the draft Resolution for the Urban Transportation Planning Process Certification exhibit information. Mr. Bennion stated that each year when the Regional Council approves the Transportation Improvement Program, WFRC and UDOT also need to certify that the transportation planning process meets all federal planning requirements. The staff at WFRC, UDOT, and UTA have worked together to confirm that the federal requirements are being met. [01:02:57] Commissioner Jeff Scott made a motion that the resolution be approved as presented. Beth Holbrook, UTA Board Trustee, seconded the motion and the voting was unanimous in the affirmative.

5. Regional Growth Committee (RGC) [01:03:56]

Mayor Dawn Ramsey, RGC Chair, briefly reviewed the outcomes of the Regional Growth Committee (RGC) meeting held on August 20, 2020.

5a. COVID19 impacts on transportation and communities

Ted Knowlton, WFRC described some of the challenges that communities may face in planning during a time of rapid growth, and COVID-19 has, of course, added new challenges. Within the context of both rapid growth and COVID-19, the Wasatch Choice Partner organizations have been working to develop resources to assist in implementation of the Wasatch Choice Regional Vision. The pandemic is affecting communities in significant ways including how people live, work, play and travel. Utah and the U.S. are also facing other disruptions to communities.

Categories of disruptions WFRC is exploring:

- shifts in lifestyle stemming from COVID-19
- automation
- shared mobility
- e-living

As WFRC begins development of the upcoming 2023-2050 Regional Transportation Plan (RTP), the focus will be on 1) what modifications to the RTP might improve the resiliency and quality of projected outcomes in the face of these disruptions, and 2) what strategies local governments could explore to prepare for and make the most of these disruptions.

6. Budget Committee [01:13:18]

Commissioner Shawn Milne, WFRC Budget Committee Chair, discussed with the Council the items that were reviewed in the Budget Committee meeting held on August 8, 2020.

6a. ACTION: Report on WFRC Fraud Risk Assessment and approve updates to WFRC Accounting and Administrative Policy

Commissioner Milne reported that WFRC was required to conduct a Fraud Risk Assessment before June 30, 2020, along with all other Utah local governments with a fiscal year ending on June 30. The self-assessment was completed, and the results were emailed to the WFRC Council.

The Fraud Risk Assessment is a scored questionnaire generated by the Office of the Utah State Auditor designed to evaluate existing policies, procedures, and personnel and determine a risk level to the entity for potential fraud. Based on that assessment, overall WFRC is in the “low risk” category with a score of 335. The Fraud Risk Assessment and the email that was provided previously to the Council is included with the meeting material. One of the measures an entity can take to guard against potential fraud is the establishment of an Audit Committee. That committee provides oversight of the entity’s finances and accounting processes. The WFRC Budget Committee has traditionally filled this role for the Council. Staff regularly consults with and reports to the Budget Committee and relies on the Committee’s input. It is appropriate to clarify and codify that the WFRC Budget Committee also serves the function of overseeing the agency’s internal and external audit functions. Therefore, it is recommended that Wasatch Front Regional Council’s Accounting and Administrative Policy be amended to further establish and define that role. Included in the meeting material is the proposed revised policy. **[01:17:38]** Commissioner Shawn Milne made a motion that the WFRC Council take action to amend the WFRC Accounting and Administrative Policy as presented. Mayor Mike Caldwell seconded the motion and the vote was unanimous in the affirmative.

7. Active Transportation Committee (ATC) report [01:18:04]

Mayor Jo Sjoblom, Chair of the Active Transportation Committee, reported on the outcomes of the last meeting of the ATC. Nicole Proulx, WFRC, presented the WFRC Active Transportation interactive map, that can be found on WFRC’s website at <https://wfr.org/maps-data/>

8. Executive Director Report [01:26:20]

Andrew Gruber, WFRC, commented that the work that the Active Transportation Committee is doing is more important now than ever. Mr. Gruber then introduced the new Region Directors for UDOT: Rob Wight, Region One; and Lisa Wilson, Region Two. Mr. Gruber also reiterated WFRC’s commitment to equity in the administration of its programs.

9. Other Business

[00:00:37] Mayor Silvestrini noted that WFRC will be executing an extension to the declaration that an agency does not need to have an anchor location for meetings, based on the guidelines set in place regarding Covid19 safety requirements. *Per HB 5002, Council Chair Bob Stevenson has made a determination that meeting together would create a substantial risk to the health and safety of the members, other attendees and staff. Therefore, the Council and other WFRC committees will continue to hold electronic meetings without an anchor location.* **[01:33:32]** Mayor Silvestrini reminded the group that the next Council meeting will be on Thursday, October 22, 2020 and asked if there were any other items to discuss.

11. Adjournment [01:33:40]

As there were no other items brought forward, Mayor Silvestrini requested a motion to adjourn. Mayor Mike Caldwell made a motion to adjourn the meeting and Commissioner Scott Jenkins seconded. The vote was unanimous in the affirmative, and the meeting adjourned at 3:38pm