



MINUTES

Wasatch Front Regional Council
March 26, 2020

Commissioner Bob Stevenson, Chair, called the meeting of the Wasatch Front Regional Council to order at 2:04 p.m. on Thursday, March 26, 2020. 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	Mitch Adams, Clinton City Mayor	
Alternate – Tyler Vincent	no	Jo Sjoblom, South Weber City Mayor	
DAVIS COUNTY MEMBERS		Joy Petro, Layton City Mayor	
Len Arave	yes	Robert Hale, Midvale City Mayor	
Mark Shepherd	yes	Shayne Scott, ULCT alternate	
Randy Lewis	yes	Steve Call, FHWA	
Bob Stevenson	yes	Jeannie Lambert, Penna Powers/WFRC	
MORGAN COUNTY		Andrew Gruber, WFRC	
Member - Tina Cannon	yes	Ned Hacker, WFRC	
Alternate - Robert Kilmer	no	Ben Wuthrich, WFRC	
Alternate - Mike Newton	no	Jory Johner, WFRC	
SALT LAKE COUNTY MEMBERS		Julie Bjornstad, WFRC	
Jenny Wilson	no	Christy Dahlberg, WFRC	
Erin Mendenhall	no	Loveit Baumgardner, WFRC	
Troy Walker	yes	Ted Knowlton, WFRC	
Michael Jensen	no	Katie Gerard, WFRC	
Jeff Silvestrini	yes	Rosie Hernandez, WFRC	
Robert Dahle	yes	LaNiece Davenport, WFRC	
Ron Bigelow	no	Megan Townsend, WFRC	
Derk Timothy	yes	Wayne Bennion, WFRC	
TOOELE COUNTY		Nicole Proulx, WFRC	
Member - Shawn Milne	yes	Matthew Silski, WFRC	
Alternate – Debbie Winn	yes	Amber Gonzales, WFRC	
WEBER COUNTY MEMBERS		Bert Granberg, WFRC	
Scott Jenkins	yes	Hugh Van Wagenen, WFRC	
Jim Harvey	yes	Josh Reynolds, WFRC	
Mark Allen	yes	Suzie Swim, WFRC	
Mike Caldwell	yes	Chad Worthen, 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
		Mike Schultz, State House of Reps	yes
		Evan Curtis – Utah State Planning	yes

Welcome [00:00:01]

Commissioner Bob Stevenson welcomed Wasatch Front Regional Council members and guests and introductions were made via roll call.

1. Consent Agenda [00:08:48]

1a. ACTION: Minutes

Commissioner Bob Stevenson made a motion to approve the minutes of the WFRC meeting held January 23, 2020, and Mayor Derk Timothy seconded the motion. The minutes were accepted unanimously.

1b. ACTION: Financial Statements

Commissioner Bob Stevenson made a motion to approve the Financial Statements and Check Registers for December 2019 and January 2020, and the current Budget/Expenditure Report. Mayor Mark Shepherd seconded the motion and the financial statements were accepted unanimously.

2. Chair's Report [00:10:21]

2a. ACTION: WFRC's Participation in Electronic Meetings

Andrew Gruber, WFRC, stated that, following the declaration of a state of emergency due to the global COVID-19 pandemic, Governor Gary Herbert issued an Executive Order authorizing public entities to hold electronic meetings, waiving compliance with several requirements of the Open and Public Meetings Act (OPMA) that would otherwise require in-person participation (such as having a physical anchor location). The Order also authorized public bodies to adopt an electronic meeting policy, and provided that such policy could itself be adopted at an electronic meeting. **[00:12:57]** Commissioner Bob Stevenson made a motion to adopt the electronic meetings policy as presented. Mayor Randy Lewis seconded the motion and the affirmative vote was unanimous.

2b. ACTION: Approve Revised WFRC Bylaws, Personnel Policy, and Accounting and Administrative Policy [00:13:20]

Mr. Gruber then explained that, in response to the COVID-19 national emergency WFRC employees are now working remotely. As a result, staff members have been reviewing the bylaws and policies and are recommending appropriate revisions that will enable us to continue the work of WFRC as efficiently and effectively as possible, while maintaining all established levels of oversight and internal control as required. All three documents can be found on WFRC's website. **[00:15:08]** Commissioner Bob Stevenson made a motion that the Council take action to amend the WFRC Bylaws, Personnel Policy, and Accounting and Administrative Policy as presented. Mayor Mitch Adams seconded the motion and the affirmative vote was unanimous.

3. Public Comment [00:15:37]

Commissioner Bob Stevenson opened the meeting for public comment. There were no comments.

4. Regional Growth Committee (RGC) [00:15:55]

Mayor Dawn Ramsey, RGC Chair, briefly reviewed the outcomes of the Regional Growth Committee (RGC) meeting held on March 19, 2020.

4a. Wasatch Choice Regional Vision implementation [00:16:52]

Ted Knowlton, WFRC, discussed the plans for WFRC member local governments along with partner agencies including UDOT, UTA, ULCT, and UAC, to continue to develop resources to help communities as they seek to implement their visions, as embodied in the Wasatch Choice Regional Vision, and to address statutory requirements in their General Plans from SB34 (2019, housing, transportation and land use).

Four examples of resources/assistance that are available are:

1. Technical assistance: providing staff and consultant assistance in updating general plans, zoning, or market analyses, through the Transportation and Land Use Connection program.
2. Public engagement: encouraging community engagement and innovative communications strategies after a large project has been proposed within a city.
3. Communications: for example, creating videos that highlight regional quality of life.
4. Information and analyses: providing support and deeper-dive discussions around the economic and fiscal impacts of various growth patterns.

4b. ACTION: Modification to the Regional Transportation Plan amendment process [00:22:13]

Jory Johner, WFRC, introduced proposed modifications to the Regional Transportation Plan amendment process and asked for the WFRC Regional Council to approve these modifications. [00:26:47] Mayor Dawn Ramsey made a motion to approve the proposed modifications to the amendment process as outlined. Commissioner Bob Stevenson seconded the motion and it was unanimously approved.

5. Transportation Coordinating Committee (Trans Com) [00:27:10]

Commissioner Jeff Scott, Trans Com Chair, informed the Council of the items that were discussed in the Trans Com meeting held on February 20, 2020.

5a. 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.

5b. ACTION: Board Modifications to 2020-2025 TIP [00:28:09]

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 two projects. [00:34:07] Commissioner Jeff Scott made a motion to approve the resolution to modify the 2020-2025 TIP as requested. Commissioner Bob Stevenson seconded the motion and the voting was unanimous in the affirmative.

5c. Obligations of Federal Transportation Funds during FY2019 [00:37:20]

Commissioner Jeff Scott continued, by discussing the amount of federal funds obligated statewide, for FY19. Overall the amount obligated exceeded \$438 million with more than \$267 million being obligated within the WFRC area. Commissioner Scott stated that if there were any questions on this information, Ben Wuthrich, with WFRC, would be willing to discuss, so feel free to reach out to him.

6. Budget Committee [00:37:55]

Commissioner Shawn Milne, WFRC Budget Committee Chair, discussed with the Council the items that were reviewed in the Budget Committee meeting held on March 12, 2020.

6a. ACTION: Release for public comment – WFRC draft FY21 Goals, draft Budget and draft Unified Planning Work Program (UPWP) [00:39:23]

Andrew Gruber, WFRC, presented three draft documents: potential agency goals, FY21 proposed budget and the Unified Planning Work Program (UPWP), which describes the activities that WFRC plans to undertake in fiscal year 2021. Mr. Gruber briefly outlined each document.

The proposed WFRC FY21 goals are as follows:

1. Collaboratively advance the Wasatch Choice regional vision as a framework for integrating transportation, land use, and economic development, to best address growth-related opportunities and challenges
2. Effectively administer ongoing plans and programs
3. Provide subject-matter expertise to federal, state, and local officials and policymakers
4. Strive for organizational excellence

[00:42:20] Mr. Gruber reviewed the proposed FY21 Budget, which shows a 12% overall decrease in expenditures from FY20. The major expenditure is for staff salary/benefits. Consultant contracts represent the second largest expenditure in the budget. In FY19, WFRC completed the move to a new office space in a location more easily accessed by all modes of transportation. The FY20 and FY21 budgets include a full year of lease payments for that space; the rent is full service including all costs of tenant improvements, operating costs, and common areas. The move to the new office was planned, budgeted, and paid for with specific new funding. All other expenditures were estimated based on past experience and anticipated changes. Federal transportation funds continue to be WFRC's main source of revenue and are expected to increase modestly in FY21.

[00:45:07] Mr. Gruber then presented the draft 2021 Unified Planning Work Program document. The UPWP outlines the work tasks that the WFRC will pursue during fiscal year 2021 in collaboration with cities, counties, UDOT, UTA, and other partners. **[00:46:00]** Commissioner Shawn Milne made a motion that the Council release for review and public comment the draft Goals, budget and UPWP for fiscal year 2021. Commissioner Bob Stevenson seconded the motion and the vote was unanimous in the affirmative.

7. Reports [00:46:31]

Mayor Jo Sjoblom, Chair of the Active Transportation Committee, reported that the group adopted 2020 goals at the last meeting of the ATC, held on March 11, 2020. Mayor Sjoblom reminded everyone that May is Bike Month and emphasized the importance of outside activities for our wellbeing, while following all established safety guidelines.

[00:48:20] Christy Dahlberg, WFRC, announced that the WFRC Community Development Block Grant (CDBG) Regional Rating and Ranking Committee made several CDBG Awards for 2020. The awarded projects list is at <https://wfr.org/programs/community-development-block-grant/>

[00:50:30] LaNiece Davenport, WFRC, provided a brief review of two pertinent bills related to issues impacting the Wasatch Front Region, that were discussed in the 2020 Legislative Session. <https://wfr.org/billtracker/>

[00:54:13] Andrew Gruber, WFRC, invited Carlton Christensen, UTA Board of Trustees, to give an update on changes that are occurring in UTA service offerings due to the COVID-19 safety restrictions.

8. Other Business [00:57:57]

Commissioner Bob Stevenson reminded the group that the next Council meeting will be on May 28, 2020 and asked if there were any other items to discuss. As there were no other items brought forward, Commissioner Stevenson made a motion to adjourn the meeting and Mayor Mike Caldwell seconded. The vote was unanimous in the affirmative, and the meeting adjourned at 3:02pm