

Utah Department of Transportation
Utah Transportation Commission
STAFF UPDATE MEETING

Thursday, September 26, 2024

Sunrise Resort, Moose Hollow Conference Room, 865 North Harbor Village East Drive, Garden City

Members of the Utah Transportation Commission, Utah Department of Transportation staff, and others, met on Thursday, September 26, 2024 at 1 p.m. for a Staff Update meeting, in the Moose Hollow Conference Room of Sunrise Resort, located at 865 North Harbor Village East Drive, Garden City.

Those in attendance included:

- Commissioners: Naghi Zeenati, Lew Cramer, Jim Evans, Kevin Van Tassell, Ronda Menlove, Brad Dee
- UDOT Staff: Carlos Braceras, Lisa Wilson, Heather Barthold, Ivan Hartle, Grant Potter, Bob Pelly, Jodi Howick, *Josh Van Jura, Kendall Draney, Kirk Thornock, Leif Elder, Lisa Zundel, Mitch Shaw, Nathan Peterson, Nathan Lee, Peter Asplund, Rick Pro, Rob Clayton, Robert Stewart, Ryan Halverson, Shara Hillier, Shelley Peterson, Tiffany Pocock
- Others: Brigitte Mandel, Eric Isom, Greg Curtis, Ivan Marrero

**indicates virtual participation*

POTENTIAL ROADWAY TRANSFERS

Nathan Peterson, UDOT Region One Deputy Director, reviewed Region One's proposal to shift SR-134 in Plain City by moving it east along 1975 North, just north of Fremont High School, moving north at 3600 West until connecting back to the current SR-134 at 2600 North.

Lisa Zundel, UDOT Region Two Deputy Director, reviewed the proposed transfer for SR-224 from approximate mileposts 0 to 6 to meet the community goals of making the corridor safer for all users and reduce vehicles and increase transit, maintaining access and reliable winter operations below the seasonal gate, and providing a safe route for the upper section, clearly define right of way, address seasonality of traffic and users and parking, and preserve the environment by creating sustainable use for all users above the seasonal gate.

FEDERAL DISCRETIONARY GRANT REVIEW

Ivan Hartle, UDOT Programming Director, reviewed the [Grant Dashboard](#) and items on the next day's Commission agenda that are contingent upon receiving grant awards.

PERMIT FEES AGENDA ITEM

Carlos Braceras, UDOT Executive Director, briefly reviewed the Permit Fees items on the next day's Commission agenda. Utah Code 63-J-I-504 requires any fee charged by a State agency that is proposed to be changed be presented at a public hearing before the start of the legislative session. UDOT maintains a fee schedule for a number of permit fees. In reviewing the agency's costs associated with administering permits, it was determined that the direct costs substantially exceed the revenue received from permits. The fees have not changed since before 2004, and costs during that time having continually increased. Based on the cost analysis, UDOT proposes increasing the following fees to cover costs:

- | | |
|----------------------------------|-----------------------------------|
| • Landscaping | • Excess impact |
| • Manhole access | • Type 1 |
| • Inspection (per hour) | • Type 2 |
| • Overtime inspection (per hour) | • Type 3 |
| • Low impact | • Type 4 |
| • Medium impact | • Access violation fine (per day) |
| • High impact | |

- Event coordination, inspection and monitoring (regular hours)
- Event coordination, inspection and monitoring (non-regular hours)
- Special event application review (single region)
- Special event application review (multi-region)
- Expedited review fee

2025 MEETING DATES AND LOCATIONS

Proposed 2025 Commission meeting dates and locations were presented and include:

- February 7 in West Valley City
- March 27-28 at the UDOT Complex
- May 8 - 9 at the UDOT Complex
- June 26-27 in Roy
- August 14-15 in Spanish Fork
- September 25-26 in Kanab
- November 13-24 in Moab
- December 12 at the UDOT Complex

OPMA TRAINING

Jodi Howick, Assistant Attorney General, conducted a training on the Open and Public Meetings Act, covering Commission-related matters. She reviewed recent statute changes, such as what constitutes a meeting. Per the new statute, a meeting is subject to open meeting laws when there is:

- a gathering of the public body
- with a quorum present (a simple majority of members)
- the meeting is convened by an authorized individual
- The purpose of the meeting is to receive public comment, deliberate, or taken action for matters within the Commission's authority

She reviewed requirements for when meetings occur, including:

- Commission meetings are open to the public unless closed in compliance with state code
- Notice is required: 24 hours notice of agenda, date, time and place, with notice of emergency meetings being best practicable
- Minutes are required and must be approved. Written minutes and a recording must be kept. Recording exception is tours where no action is taken

By resolution, all Commission meetings are conducted as electronic meetings, unless otherwise stated in the notice (except for tours). An anchor location and notice is required, and members must be told how to connect at least 24 hours in advance.

When conducting a Commission meeting, topics raised by the public may be discussed (whether or not on the noticed agenda) at the chair's discretion, but final action may only be taken on agenda item topics included in the notice. People may independently record the meeting if it doesn't interfere with conducting the meeting, and people who willfully disrupt the meeting to the extent that orderly conduct is seriously compromised may be removed. A quorum of members may not predetermine Commission actions by acting together outside of a meeting in a concerted and deliberate way.

Jodi reviewed Closed Commission Meetings, which may take place when topics are issues involving litigation, real property, loan applications, and security measures. Procedures include legal assistance; roll-call, two-thirds vote to close; no actions permitted; recording mandatory; vote to return; and announcements in open session.

The meeting ended at 1:56 p.m.



Heather Barthold, Commission Assistant