

# Cache Metropolitan Planning Organization Meeting

July 26, 2021

## In-person and Zoom Meeting

Cache County Events Center, 490 S. 500 W. Logan Utah

Approved Aug 30, 2021

**Attendees:** Todd Rasmussen, John Drew, David Zook, Todd Beutler, Tom Jensen, Jeff Barnes, Damon Cann, Holly Daines, Rhonda Menlove, Charles Wheeler, David Hair, Shawn Dustin, Chris Wilson, Stephanie Miller

**CMPO Staff:** Jeff Gilbert, Jim Gass

**Other Attendees:** Kamilla Schultz, Alan Luce, Bill Young, Ryan Snow, Jesse Mott, Justin Maughan, Johnny Budge, Ryan Snow, Paul Lindhart, Matt Phillips, Christopher Chesnut, Shawn Milne.

### 1. Welcome and introductions.

Mayor Damon Cann welcomed everyone and called the meeting to order. Rhonda Menlove and Chris Wilson were introduced as new board members. Senator Wilson provided an update on a meeting earlier in the day with UDOT Region 1 leadership and provided some background on his transportation related committee assignments in the Utah Legislature.

### 2. Approval of May 24th Meeting Minutes

Mayor Drew identified a few typo corrections.

**Motion to approve minutes made by Drew                      2nd Daines**  
**All present voted in favor.**

### 3. Approval of Expenses/Bills

**Motion to approve from Dustin      2nd Daines**

**All present voted in favor.** Mayor Drew inquired about the amount listed for the “Great Harvest” item that was missing. Gilbert acknowledged that was an oversight mistake. Mayor Cann suggested that item be listed on the next meeting report.

### 4. Receive CMPO federal aid funding recommendation from the Cache Technical Advisory Committee (CTAC)

Mayor Cann and Jeff Gilbert gave an overview of the CMPO’s process for prioritizing projects for federal aid funding. The Executive Council has policies that task the CTAC with developing a funding recommendation to the Executive Council (based on the process approved by the Council). The CTAC has completed this process for Congestion Mitigation Air Quality (CMAQ), Transportation Alternatives (TA) and Surface Transportation Program (STP) funds. The funding recommendation developed by the CTAC would fund all the projects that applied (based on available funding). Gilbert mentioned that after consultation with Brett Slater (UDOT Region 1 Program Manager), he became concerned that project applications were not showing adequate funding for the categories of preliminary engineering (PE) or construction engineering (CE). After reviewing the CE & PE amounts for previous similar federal aid projects, the funding for all the projects were adjusted higher. This increased the federal aid amount (and proportionally the local match amounts). Gilbert suggested that if funding falls short for the PE & CE categories it could stall or make projects not able to move forward to completion. Gass pointed out that this approach (and the revised amounts) was pushed out to applicants for feedback. CMPO staff did not receive any objections. Using an online map, Gilbert described and reviewed the substance of each of the five projects. Project applicants provided additional information.

**5. Discuss Draft 2022-2027 Transportation Improvement Program (TIP) and Air Quality Memorandum #2022TIP-1**

Gilbert presented the Draft TIP. Gilbert described the purpose and background for the TIP. The five projects discussed in the previous agenda item are shown in draft form in the FY 2022 TIP document (along with other projects, including transit). Gilbert reviewed the project tables (including the transit projects). Gilbert indicated the board will consider approval of this document at the next meeting. Gilbert indicated that some of these numbers are likely to change. The document has been put out for public comment that will end August 9, 2021. To-date no public comments have been received. Gass also pointed out the removal (strikeout of the Nibley 2600 south project). Dustin discussed the status of the 4400 south project on the south end of the valley. Gilbert gave a status update of the project and indicated it was still in the planning stages and does not have funding identified that would allow it to be included in the TIP. Senator Wilson suggested that in their meeting with UDOT region leadership they were supportive of trying to move the project forward and discussing an approach to funding.

**6. Consider approving CTAC funding recommendation for the use of CMPO Federal Aid exchange funds**

Mayor Cann reminded the board of the decision made at the last council meeting to request the Cache Technical Advisory Committee (CTAC) weigh in on recommending for use of the federal aid funds exchanged for state funds. Mayor Cann reviewed a summary of the recommendation. He updated the board on a prior commitment on the part of the CMPO board to help with any funding gap on the 3200 south & Hwy 89/91 project. This commitment has now been locked in at \$400,000. Gilbert reviewed the CTAC funding recommendation. Gilbert described the CTAC's efforts to evaluate the project. He mentioned that the CTAC did not feel additional project analysis was necessary as these projects have fairly evident value and were sufficiently evaluated as part of the Regional Transportation Plan (RTP) process. Drew asked about the status of the exchange funds. Gilbert responded the funds are now in the CMPO's bank account and earning interests. The projects could begin to move forward if the Executive Council approves the CTAC funding recommendation. Gilbert also highlighted three draft interlocal agreements between the CMPO and the respective cities. Gilbert would hope the board could approve the framework of these agreements (realizing their may be some wording changes from the cities) and empower the chair to sign.

**Motion to approve the CTAC funding recommendation for the use of CMPO federal aid exchange funds as well as the framework of the interlocal agreements with empowering the chair to sign the agreements with minor wording changes Dustin 2nd Barnes  
All present voted in favor**

Gilbert made the council aware that the funding recommendation approved by the CTAC was based on a scaled back road cross section that would not build curb & gutter but would be limited to the pavement section and shared use path.

**7. Discuss amending CMPO Public Involvement Plan**

Gilbert provided background to the CMPO Public Involvement Plan. He mentioned that the CVTD piggybacks with the CMPO's public involvement processes for their planning and necessary federal aid approvals. In a recent review conducted by the Federal Transit Administration (FTA) some suggested changes were made. This amendment attempts to incorporate some of those recommendations. Gilbert noted the revisions are out to public comment and the council is not being asked to approve the amendment at this time. Beutler reinforced that most of this consistent with what the CMPO already does. He spoke to

the value of having the CMPO and CVTD coordinate their planning process and public involvement. Dustin suggested a wording change on the last paragraph, second to last sentence to read the visualization and other communication elements be changed from “will be available” to “may be available”. This would be in an effort to make clear that every minor change will not require this level of visualization (just major projects).

Mayor Cann asked Gilbert to give an update on website updates. Gilbert indicated he is working to upgrade the website. Gilbert mentioned it is a challenge to keep it updated but committed to do better. The board discussed various ways to make improvements. Drew expressed concern about the website content being outdated. Mayor Drew requested an update on this item at the next meeting. Gilbert said he would.

Elden Bingham (UDOT Air Quality Manager), inquired about the Air Quality Conformity Analysis memo that will accompany the TIP. Gilbert apologized for not covering this with the TIP agenda item. Gilbert described the purpose and intent of Air Quality Memorandum #2022TIP-1. This too has been put out to public comment and along with the TIP will be part of the approval request at the next meeting.

## **8. Meeting Adjourned**