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**MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”) TRANSPORTATION COMMITTEE MEETING HELD, THURSDAY, JUNE 30, 2022, AT 1:00 P.M. THE MEETING WAS CONDUCTED ELECTRONICALLY VIA ZOOM.**

**Present:**  Mayor Dan Knopp, Chair

Mayor Mike Weichers, Co-Chair

**Staff:** Ralph Becker, Executive Director

Blake Perez, Deputy Director

Lindsey Nielsen, Communications Director

Kaye Mickelson, Office Administrator

Madeline Pettit, Intern

**Others:** Barbara Cameron

Alex Schmidt

Amber Broadaway

Grant Farnsworth

Kara John

Megan Yuill

Mike Marker

Patrick Shea

Mike Doyle

Jane Martain

Serena Yau

Claire Parsons

Angie Bauer-Fellows

Ben Kraja

**OPEN TRANSPORTATION COMMITTEE MEETING**

1. **Chair Dan Knopp will Call Meeting to Order and Welcome.**

Chair Dan Knopp called the meeting to order at 1:00 p.m.

1. **The Transportation Committee will Consider Approving the Minutes of the May 18, 2022, Meeting.**

**MOTION:** Co-Chair Mike Weichers moved to APPROVE the Meeting Minutes from the May 18, 2022, Transportation Committee Meeting. Chair Dan Knopp seconded the motion. The motion passed with the unanimous consent of the Committee.

**BIG COTTONWOOD CANYON MOBILITY ACTION PLAN RFP DISCUSSION**

1. **Committee will Discuss the RFP and Make a Recommendation to Proceed with Issuing RFP.**

Chair Knopp wondered if there were any outstanding questions related to the Central Wasatch Commission (“CWC”) Big Cottonwood Canyon Mobility Action Plan Request for Proposal (“RFP”). Co-Chair Mike Weichers complimented Deputy Director, Blake Perez for his work on the RFP. He felt that the document was strong. Chair Knopp explained that the intention was to present the RFP to the Executive Committee next month. Once it was approved by the Executive Committee, it would move forward to the full CWC Board for approval and then be released. Chair Knopp explained that there was a desire to smooth the way for the U.S. Forest Service and Utah Department of Transportation (“UDOT”) in their National Environmental Policy Act (“NEPA”) processes. The intention was to get some of that groundwork done.

Mr. Perez reported that a lot of direction was received during the May 18, 2022, Transportation Committee Meeting. It was incorporated into the RFP. He reported that the CWC Big Cottonwood Canyon Mobility Action Plan would include a gaps analysis for transit and mobility. There was a request to identify sites for mobility hubs or transit centers and create a clear plan for near, mid, and long-term investments for policy, service, and infrastructure. Mr. Perez explained that the RFP document had been sent out to a few different people for review. Based on feedback from the Forest Service, the recommendations would identify the level of NEPA and outline how the work could integrate into the Forest Service and UDOT purview of the NEPA analysis. The Big Cottonwood Canyon Mobility Action Plan should be helpful to both agencies. He had started to incorporate the feedback from the Forest Service in the latest draft of the RFP.

Chair Knopp clarified that the work will not circumvent any entity or process. The intention of the Big Cottonwood Canyon Mobility Action Plan was to start the process. While there were a lot of long-term discussions related to Big Cottonwood Canyon, there was nothing really in the works. Chair Knopp reported that the Big Cottonwood Canyon Mobility Action Plan Request was being done with the assistance of UDOT. Grant Farnsworth reported that he had submitted a few suggested changes to the RFP document, which had already been incorporated. He explained that these types of completed action plans were often included in the Wasatch Front Regional Council (“WRFC”) Regional Transportation Plan. That plan was currently being updated. WFRC liked to update its plan by pointing to a specific analysis that had been done. As a result, the Big Cottonwood Canyon Mobility Action Plan would likely be beneficial.

Chair Knopp felt the Big Cottonwood Canyon Mobility Action Plan went hand in hand with the UDOT Little Cottonwood Canyon Environmental Impact Statement (“EIS”). He noted that Big Cottonwood Canyon, especially in the top half of the canyon, had some issues. The hope was that there could be a bus lane in the upper portion of the canyon, two lanes around Brighton Circle, and two multi-use mobility hubs. Chair Knopp explained that there was no intention to try to tackle design, but there was a desire to work with partners to flesh out the basic ideas. He explained that addressing the issues in Big Cottonwood Canyon would be substantially less complicated than addressing the transit and mobility issues within Little Cottonwood Canyon.

**BIG COTTONWOOD CANYON MOBILITY ACTION PLAN PROFESSIONAL SERVICES AGREEMENT DISCUSSION**

1. **Committee will Review and Discussion the Professional Services Agreement Associated with the BCC RFP.**

Chair Knopp reported that he received authorization from the Brighton Town Council to put $100,000 into the Big Cottonwood Canyon Mobility Action Plan. Co-Chair Weichers noted that the City of Cottonwood Heights could contribute $15,000. Mr. Perez pointed out that the CWC had a line item budget for the Mountain Transportation System (“MTS”) of $10,000. He stated that Sandy City was unable to make any financial contributions to the study. Chair Knopp asked the ski resorts about possible contributions. Mike Doyle noted that he did not have a definitive answer about the amount, but would report back to the Committee. Amber Broadaway stated that there would be a contribution, but she had a few questions. She wanted to understand whether the money would be given to the CWC and managed by Mr. Perez. Mr. Perez clarified that the Professional Services Agreement stated that the consultant would invoice the funding entities. CWC was the project manager and would report to all of the funding partners throughout the process.

Chair Knopp wondered if it would be easier for all of the funding partners to give the money to Brighton and then the town could pay the bill. That way, the vendor would not have to worry about collecting funds from several different partners. Mr. Perez explained that this may result in a budgeting process for new money coming in and new expenses coming in. The intention was to keep the process as simple and clean as possible. He had spoken to several consultants about the proposed arrangement to invoice the different funding partners and it had not been an issue. Chair Knopp explained that, if necessary, the Town of Brighton could administer the funds.

Ms. Broadaway was comfortable stating that Solitude would commit $10,000 or $15,000 to start and then determine if it was worthwhile to contribute more. After certain points of the project had been completed, there could be discussions about whether additional funding was needed. Chair Knopp asked that Brighton and Solitude do their best. Mr. Perez noted that he would think about the comments shared by Ms. Broadaway and come back with further information. Ms. Broadaway felt it would be beneficial for one person to manage the money. She wondered how quickly the Committee needed her to come back with a commitment. Additionally, she wanted to understand when the money would be needed after the commitment had been made. Chair Knopp asked whether there was an incremental pay schedule or if the money was paid upfront. Mr. Perez stated that there would be monthly invoices. It was currently a short contract, so there may only be two different payments, but there would be monthly invoices with deliverables.

The RFP and the Professional Services Agreement would go in front of the Executive Committee for recommendation on July 18, 2022. At the August 1, 2022, CWC Board Meeting, the RFP would be voted on and approved. It would then be posted on August 2, 2022. Having a firm idea of the commitment level before the end of July 2022 would be ideal.

**MOTION:** Co-Chair Mike Weichers moved to FORWARD a Positive Recommendation to the CWC Executive Committee for the CWC Big Cottonwood Canyon Mobility Action Plan RFP and Professional Services Agreement. Chair Dan Knopp seconded the motion. The motion passed with the unanimous consent of the Committee.

Patrick Shea asked Mr. Farnsworth when the UDOT Little Cottonwood EIS would be released. Mr. Farnsworth was not certain about the date. Co-Chair Weichers noted that he has monthly meetings with Josh Van Jura and he had indicated that it would be released in July 2022.

**CLOSE TRANSPORTATION COMMITTEE MEETING**

1. **Chair Dan Knopp will Close the Public Meeting as Chair of the Transportation Committee of the Central Wasatch Commission.**

**MOTION:** Co-Chair Mike Weichers moved to ADJOURN. Chair Dan Knopp seconded the motion. The motion passed with the unanimous consent of the Committee.

The Central Wasatch Commission Transportation Committee Meeting adjourned at 1:20 p.m.

***I hereby certify that the foregoing represents a true, accurate, and complete record of the Central Wasatch Commission Transportation Committee Meeting held Thursday, June 30, 2022.***

Teri Forbes

Teri Forbes

T Forbes Group

Minutes Secretary

Minutes Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_