

SALT LAKE CITY  
TRANSPORTATION ADVISORY BOARD  
Minutes of the May 7, 2012 Meeting

Present from the Transportation Advisory Board were Jonathan Springmeyer, Cheryl Heying, Joel Ban, Robin Hutcheson, Alama Ulu'ave, Lamar Ewell and Rachel Otto via telephone.

Also present were, Kevin Young, Cheri Coffey, Dan Bergenthal, Becka Roof & Hal Johnson

The meeting held at the Transportation Division Office, 349 South 200 East, Salt Lake City, Utah, was called to order at 4:07 p.m. by Chairman Jonathan Springmeyer.

Cheri Coffey introduced herself and gave a presentation on the role of boards in Salt Lake City. She said the City is made up of 10 different departments and there are 25 different boards and commissions that function with those departments. There are three types of boards and commissions. There are advisory boards that have no authority to make formal decisions but act as advocacy groups on behalf of specific interests and make recommendations to the City. There are regulatory boards that are judicial groups governed by City ordinance who make decisions on different types of applications received by the City. There are Supervisory Boards that make their own rules, policies and procedures. They are appointed by the Mayor and the Council but the Mayor and Council do not get involved unless there are issues that are not being addressed. These boards and commissions purpose is to help the city govern and give citizens a resource to help address issues. There are also 20 different citizen boards wherein the Mayor appoints them and the City Council ratifies them. She said that one problem with Boards and Commissions is how the City is looking for new members. The boards and commissions need regular attendance and a quorum to be able to complete their business. She suggested that the TAB ordinance be clarified by a TAB policies and procedures handbook. The ordinance currently tells the board what they can do but not how to do it. A policies and procedures handbook could outline what the best practices in Transportation are, how they go about making motions, sending recommendations or removing members that have not been active. Robin said she e-mailed the Transportation Master plan, Bicycle Master Plan and the Downtown in Motion Plan to the TAB members. She said these are the guiding documents for Transportation and would be a good start for content material for a TAB handbook. Cheri gave the board ideas of ways to get noticed by the public therefore increasing awareness of their availability, the good things that they do for the public and reaching out to potential new members. She suggested e-newsletters, periodic articles, updating their website, and annual goal setting. Robin asked the board whether they thought a policies and procedures manual would be helpful. Jonathan said it would be appropriate to formalize how their meetings are ran, how they meet a quorum and what actions are needed to add and remove members. He said he would really like to see

this online rather than in hardcopy format. Alama Ulu'ave said he would like to see more specificity about rules. He would also like for TAB to be more meaningful to each member and then members will be more willing to stay for the duration. Robin said that they are in the process of overhauling their website and creating clearinghouses of information and documents so that they are always available for current and new members. The TAB ordinance is in the process of being re-written now. It would be a good time to look at the removal procedure as we are having a little bit of an attendance problem. They are also working on changing the ordinance to diversify TAB membership so they're represented by both geography and topic area. Every member has something to offer. Cheryl Heying asked if there were policies and procedures from other boards that they could model theirs after. Cheri said there were several they could use and tailor to their board.

Jonathan Springmeyer began the discussion of TAB strengths and weaknesses. He is less interested in promoting the history and accolades of what they have done and more interested in getting the City to utilize them as a resource. In the last 5 years that he's been on the board they've only had three or four real substantive issues that they've been asked to look at. They are not experts and all have their own narrow focus whether geographic or interest based and they need more time to be educated before acting on issues. Robin asks how far they would like their advice to extend throughout the city and what their thoughts are on how they'd like to interact with other departments or divisions. Joel said they really don't know what else is going on and would like to get updates. Jonathan said transportation affects more than just roads and streetlights. It is planning and economic development and sustainability yet TAB is generally only asked about Transportation Division items. He would really like to see the board do more with the City Redevelopment Agency. Joel said specific plans or ideas should be asked so something more substantive can come from the board rather than approving plans that are already in motion. The board could be asked to resolve conflicts prior to plans being finalized. Hal Johnson asked if the Salt Lake City master plan is up to date. Robin said it is from 1996 and while they are a fairly built out city so it still works for them it needs to be updated. Hal said the MPO's look at regional travel and they don't really get down to local level issues with their planning process so if the City's master plan is that old it is too old. The MPO's are on a 4 year cycle for updating. Transportation at a local level is really critical versus the regional. Robin said they have a request from the consultant working on the UTA network study to present to the board. They should be asking her to bring the top three challenges for Salt Lake City from that study and give the TAB a chance to look at those and bring her back in to present their ideas. Hal suggested that Salt Lake City do trip generation studies of new developments. Jonathan said the board would like to see trip generation studies and Hal suggested they be posted online. Cheri said that they are starting up their Downtown Master plan (Plan Salt Lake) and that the TAB could help with this plan. Robin said some of the new proposals for the MBAC from the MBAC are to form a Bicycle Advisory board for the city separate from the TAB. Cheryl said when she thinks bicycles she thinks transportation and doesn't see the dichotomy. She would be hesitant to set a precedent where you start pulling out separate groups for each type of transportation and then you may not get the representation that you want. Joel said he

thinks it would be good and that bicycles should be emphasized and nurtured just not as much as cars. He supports a separate committee for bicycles. Hal said there is a cultural issue and a technical issue and that there are many ways you can cast bicycles. Culturally there is a big advocacy behind bicycles but not cars. How do you work with together? Jonathan was at the last MBAC meeting where they were told by David Everitt that the board was not working as is and that they will no longer have staffing until such time as significant changes were made. They no longer had top down participation and therefore began to sound more like a demand group. Tab would like to be included in the conversation regarding MBAC's future. He feels that TAB is currently ill suited to absorb MBAC but could expand in the future to include this. He feels that Becka Roolf's presence has changed the city role regarding cycling issues and it makes more sense for TAB to do other things right now. Robin said Transportation has a strong preference that an advisory committee advise up through the TAB so that there are both functions (an advisory committee for bicycles and the formal TAB). It would be a parallel board and we don't want to dilute the multi model function of our group of having our focus being about all modes to being divided between bikes and other modes of transportation. We want to be on an integrated transportation network. Hal suggested that the MBAC could go to the Wasatch Front Regional council to further themselves.

Under general updates/other business, Robin invited the TAB to the Sugarhouse Streetcar groundbreaking on Wednesday May at 2 p.m. with USDOT Secretary Ray LaHood, Ray LaHood will also be doing a special presentation at the Women's Transportation Seminar on Friday May and she will e-mail invitations to the board. She would also like to remind everyone of the Mayor's bike to work day on Tuesday May at 7:30 a.m. beginning at Liberty Park and she will have Colin e-mail information on this. The next thing she would like the board to be aware of is on Friday May . It is a bikeways media tour during which they will look at the TOUCAN light at Liberty Park, the Cycle Tracks on 300 East and the cube bike turn box. She would love to have the board's presence and participation but it is not mandatory.

In Future Meeting Agenda Items Jonathan suggested that they annually receive a report from the SLCPD regarding traffic accident problem areas. He would like to see citywide data indicating which roads are UDOT and which are City owned within that report. Lt. Ewell said he can provide that information at a future meeting. Robin said the TAB was requested to review the network study from UTA to optimize the transit network. Hal would like to add the UKAT study to future agenda items. Robin would like to have TAB discuss the Mayor's livability agenda and the Council's statement on Transportation. She would like TAB to help prepare a set of statements that need to be molded regarding transportation for Plan Salt Lake at their July meeting and would like to project the website and work through it with TAB including a roll out of BikeSLC.com.

Jonathan Springmeyer asked for approval of the minutes of the April 2, 2012 meeting.

**Motion:** Cheryl Heying moved to approve the minutes of the April 2, 2012, meeting. Joel Ban seconded the motion. The motion passed unanimously.

The next meeting of the Board was scheduled for Monday, June 4, 2012. Tentative agenda items include: Mayor's livability agenda, Transportation website including bikeslc.com, review of the network study from UTA

The meeting was adjourned at 5:35 p.m.

(A recording of the meeting will be available for one year)