**Joint Highway Committee (JHC) Small Urban Roads (SUR) Sub-Committee Meeting Minutes**

February 15, 2023, Wednesday

UDOT Calvin Rampton Complex

4501 South 2700 West SLC, Utah

10:00 AM – 3:00 PM

**Welcome**

Chair Paul Hansen welcomed the group to the meeting.

**Roll Call**

A roll call was made by Paul Hansen. The following committee members were in attendance: Jonathan Stathis, Bryan Kimball, Gabriel Shields, Seth Atkinson, Matthew Shipp, Miles Nelson, Ryan Clayburn, Paul Hansen, and Chris Potter.

**Review / Approve February 24th, 2022, Meeting Minutes**

The February 24th, 2022 meeting was held virtually due to COVID and the meeting was recorded and is available upon request.

**Review Program Financials for STP Small Urban and TAP Programs**

Chris Potter reviewed the program financial for all 3 funds under this sub-committee. Chris explained that the new Transportation Bill, covering years FY2022-2026, has an increase of funding of approximately 20% in the JHC Programs. Due to this fact, there was an unusually large amount of money to program because we had already programmed years 2022-2025 at the levels of the old bill so we had 20% of funding for years 2022-2025 to add to year 2026 that we were currently programming.

Chris explained that there is a new funding source called Carbon Reduction as part of the new transportation bill. This fund is targeted at reducing carbon emissions within the transportation system. In rural areas, the only real eligible activity for the carbon reduction funding is trail building so this fund will be combined with the TAP Programs which will significantly increase available TAP funds to program.

As a result of the funding increases mentioned above, all projects that applied for STP Small Urban, TAP Small Urban & TAP Non-Urban this cycle were funded. Chris explained that this is the first time in his 9 years working with the JHC we were able to fund all of the projects that applied for the SUR programs. This will not likely occur again anytime soon as this was only possible due to the surpluses of funding explained above.

**Review List of Project Applications; followed by presentations**

Applications and presentations for the following projects were considered for STP SUR Funds.

All 6 projects presented were funded as follows.



**Motion #1: Paul Hansen made a motion to fund all 6 projects which will leave only about $400k in contingency. The JHC has made commitments to fund past projects awarded the $1M limit to the new limit of $1.5M upon request. If there is not enough contingency due to these commitments, then the Wasatch County Project would be bumped to the 2027 funded year as it was in last place in the rankings.**

**Bryan Kimball seconded the motion.**

**The motion passed with a unanimous vote.**

Applications and presentations for the following projects were considered for TAP SURB Funds. All 3 projects presented were funded.



**Motion #2: Bryan Kimball made the motion to fund all 3 projects in the TAP Small Urban Program. It was proposed that the Naples Trail project move up from 2026 to 2025 funded year which Naples Town supported.**

**Matt Shipp seconded the motion.**

Applications and presentations for the following projects were considered for TAP NURB Funds. All 6 projects presented were funded.



**Motion #3: Bryan Kimball made the motion to fund all 6 projects in the TAP Non-Urban Program. It was proposed that the Boulder Town project move up from 2026 to 2025 funded year which Boulder Town supported.**

**Miles Nelson seconded the motion.**

**The motion passed with a unanimous vote.**

After the project selection portion of the meeting was completed, the sub-committee members met for about an hour to discuss the new hybrid meeting format. It was proposed that everyone compile a list of the criteria that they use to rank the projects and send to Chris. Chris will then include all the various criteria in next years’ instructions for your consideration in ranking projects. It was expressed that we don’t want the process to be too rigid that we can’t equitable distribute funds throughout the state as long as projects are eligible and meet the objectives of the committee; it was expressed that we want to maintain the individuality with which we participate in the ranking process.

Overall everyone liked the new hybrid meeting wherein members rank projects prior to the meeting and then we meet in-person for project applicants to introduce their projects and answer committee member’s questions. Adjustments to rankings are allowed, if desired, after all questions are answered before the final rankings are revealed.

Allowing a virtual option to this meeting was decided against as it would deter participation in-person and would add to the complexity and distract from administering the in-person meeting.

**Motion #4:**

**Bryan Kimball called for a motion to adjourn the SUR meeting.**

**Bryan Kimball made the motion to adjourn.**

**Seth Atkinson seconded the motion.**

**The motion was put before the committee and passed unanimously.**

**Meeting Adjourned 2:15 PM**