

**ARCHES HOTSPOT REGION COORDINATING COMMITTEE  
REGULAR MEETING MINUTES  
MAY 13, 2020**

The Arches Hotspot Region Coordinating Committee held its Regular Meeting on the above date. Per Executive Order 2020-5 issued by Governor Gary R. Herbert on March 18, 2020, this meeting was conducted electronically. An anchor location was not provided. An audio recording of the meeting is archived at <http://www.utah.gov/pmn/index.html>. A video recording is archived at <https://www.youtube.com/watch?v=6wzOGEPOqjM>.

**Regular Meeting—Call to Order and Attendance:** Committee Chair Wells called the Regular Meeting to order at 2:05 PM. Participating remotely were Committee Members Wes Shannon, Mike Duncan, Karen Guzman-Newton, Curtis Wells, Kalen Jones, Jaylyn Hawks, and Evan Clapper. City staff participating remotely were City Manager Joel Linares, Assistant City Manager Carly Castle, City Engineer Chuck Williams, Communications and Engagement Manager Lisa Church, and City Recorder Sommar Johnson. County staff participating remotely was Community and Economic Development Director Zacharia Levine. UDOT staff participating remotely were Region Planning Manager Jeff Sanders, District Engineer Jared Beard, Region 4 Traffic Operations Engineer Robert Dowell, and Region 4 Deputy Director Monte Aldridge.

**Approval of Minutes: April 29, 2020**

**Motion:** Committee Member Duncan moved to approve the minutes from April 29, 2020. Committee Member Guzman-Newton seconded the motion.

**Vote:** The motion passed 6-0 with Committee Members Hawks, Guzman-Newton, Shannon, Jones, Wells, and Duncan voting aye. Committee Member Clapper was not present for this vote.

**Citizens to be Heard:**

There were no Citizens to be Heard.

**Committee Member Reports: Downtown Main Street Alliance**

**Discussion:** Committee Member Shannon disclosed that he had ex-parte communication with Downtown Alliance Members and Committee Members Clapper and Guzman-Newton. He said they took photos of the downtown area and brainstormed ideas. He said there are 52 businesses that are part of the Alliance, and the membership is an attachment to this agenda item. He said the Alliance's goals are: reducing the speed limit downtown, retaining Main Street parking, developing side street parking, developing consistent downtown right-of-way aesthetics, development with a future transit system in mind, and increasing economic opportunity by expanding the pedestrian-friendly zone. He shared examples regarding inconsistencies in side street rights-of-way. He said the food service delivery truck drivers are adaptable, and the downtown designs do not need to accommodate for those services.

Committee Member Duncan inquired if expansion of pedestrian friendly zones includes landscaping or dispersed parking lots. Committee Member Shannon said the Downtown Alliance wants both pedestrian safety prioritized and dispersed parking options.

Committee Member Duncan said dispersed parking is difficult to achieve when it involves private property owners. Committee Member Shannon said that dispersed parking needs re-scoped to encompass side street parking. He said side streets are wide enough to accommodate more parking.

Community and Economic Development Director Levine inquired if the Alliance has discussed utilization of alleyways behind Main Street businesses. Committee Member Shannon said there has not been discussion on that topic yet. Committee Member Guzman-Newton said business owners have expressed concern regarding using back doors as additional entrances for businesses.

Committee Member Clapper said some businesses expressed interest in flow studies. He said it would assist in providing effective on-street parking for the side streets. He agreed with Committee Member Shannon regarding the inconsistencies in the downtown rights of way. He said downtown business owners came up with ideas for additional side street parking. He said people will drive further to find a shady parking spot when the temperature rises.

***Committee Member Reports: Mike Duncan Report***

***Discussion:*** Committee Member Duncan reviewed the options for decreasing congestion. He said the most straightforward solution is a bypass which is not feasible with this funding. He said the idea to dynamically time stoplights would be difficult to effectively achieve. He said more downtown parking will create more congestion. He said transit can alleviate congestion, but it would need to be utilized by a significant number of visitors. He said the time limited/metered downtown parking would be ineffective and upset tourists.

***Committee Member Reports: Framework Update***

***Discussion:*** Committee Chair Wells reviewed the framework for the Hotspot funding process. He requested that committee members send Assistant City Manager Castle, Community and Economic Development Director Levine, and himself an email if something needs added to the framework.

***Discussion to Further Define and Evaluate Proposed Transportation Projects:  
Discussion of Potential Sub-Criteria for Refined Project Evaluation***

***Discussion:*** Committee Chair Wells reviewed the Hotspot program criteria: reduce congestion, support economic development, and increase recreation & tourism opportunity. He said these criteria will be used to grade the potential projects.

UDOT Region 4 Deputy Director Aldridge reviewed the sub-criteria for the Hotspot funding. He said the main criteria are set by legislation, but the sub-criteria can be modified by the Committee, if there is a valid reason. He said the congestion reduction should be the primary focus. Committee Member Hawks said the sub-criteria to "increase number of year-round transportation options" might need replaced, because the winter months do not have the same level of recreation and tourism. Committee Member Guzman-Newton said the sub-criteria do not need modified. Committee Member Jones expressed approval of the current criteria.

Community and Economic Development Director Levine suggested weighting the criteria to assist in ranking the projects. He said the sub-criteria should have their own weighting. Aldridge said the Decision Lens software can process weighted criteria.

Committee Chair Wells reiterated that the criteria would be used to weigh the following projects: downtown improvements, South recreation parking, and the Spanish Valley multi-use path. He said the sub-criteria may need revision. Community and Economic Development Director Levine suggested adding time on the next agenda to refine the sub-criteria. Committee Chair Wells requested that everyone review the sub-criteria for discussion at the next meeting. UDOT District Engineer Beard said he would research how the sub-criteria were determined and weighted, and he would share the results with the Committee.

### ***Public Engagement Efforts***

**Discussion:** Communications and Engagement Manager Church reviewed navigating the Hotspot Committee page on the City website. She requested feedback to improve the web page. Committee Chair Wells thanked her for the communication efforts.

Committee Member Duncan said it is unfortunate that the citizen comments have declined drastically since the meetings are not in person. Assistant City Manager Castle said no comments have been received. She suggested using online surveys or virtual town halls to increase community engagement. Communications and Engagement Manager Church said two ads have run over the last month to remind the community about the Hotspot Committee and its potential projects. She said social media campaigns will be designed to improve community engagement.

Committee Member Guzman-Newton suggested having a town hall meeting at a physical location downtown with social distancing.

### ***Discussion to Further Define and Evaluate Proposed Transportation Projects: Shared-Use Path, Downtown Improvements, and South Recreation Parking***

#### ***Shared-Use Path***

**Discussion:** Community and Economic Development Director Levine said this project will moderately reduce congestion. He encouraged committee members to review the potential projects regarding the Hotspot criteria.

Committee Member Hawks asked if all the private property easements have been acquired, and where they are located. Community and Economic Development Director Levine said there are a few clusters of private property easements. He said they are not essential for completing the pathway, but they are desired.

Committee Member Guzman-Newton asked if there are issues before the four way stop by the Shell station. Community and Economic Development Director Levine said there might be, but he would need to verify.

Committee Member Jones inquired about the typical cross-section of the path. Community and Economic Development Director Levine said the ideal option is to have a couple feet of separation between the roadway and the path.

Committee Member Shannon said the Downtown Alliance will not be receptive of this project. Committee Member Guzman-Newton said Strava data shows that only 1,295 cyclists have ridden Spanish Valley Drive in 9 years. She said this project will be a hard one to sell to UDOT. Committee Member Duncan agreed. Committee Member Jones said none of these projects will make a dramatic difference alone.

Committee Member Wells asked if UDOT has any concerns regarding this potential project. Aldridge said it is debatable if there will be enough congestion relief to qualify for funding. He said if all the potential projects are combined, there would be a net benefit towards reducing congestion.

#### ***Downtown Improvements: Off-Main Street Parking and Urban Design Components***

**Discussion:** City Engineer Williams shared preliminary parking concepts. He said the curb to

curb width for the parking at the library is 87 feet total, which does not include the sidewalks. He said the right-of-way outside City Hall is 99 feet. He said the template for the parking at the library and City Hall was used to study other side streets. He added that it might not necessarily work for each street. He said the preliminary concepts would add 21 parking spaces. He said things to consider for side street parking are: delivery drivers parking elsewhere due to medians, removal of existing or limiting future bike lanes, crosswalk access, snow removal, O & M (operation and maintenance) costs, and if the design fits curb to curb.

Committee Chair Wells inquired about optimizing collective resources with the Downtown Business Alliance and the Engineering Department. City Engineer Williams said a key element is driveway access. He would like input from business owners and elected officials regarding right turns only to enter and exit the driveways. Committee Chair Wells requested a future workshop that reviews the challenges and opportunities for each block. He said the Committee will define the core area for off-Main Street improvements. Committee Member Shannon said there was a consensus with the Alliance that the right turn lane on side streets could be eliminated.

Committee Member Guzman-Newton inquired about the angled parking sizes between the Hoodoo and City Hall. City Engineer Williams said the parking at City Hall is the standard; the parking at the Hoodoo is a condition that was approved years ago and would not meet current Code. City Recorder Johnson said the stall size per City Code is 18 ½ feet by 9 feet.

Committee Member Clapper said this project applies to future economic development. He inquired regarding the order of operations for workshops. Committee Chair Wells said the workshop will take place in June. He reiterated that the first step is defining the blocks that are the downtown core area for potential parking. He said the congestion criteria needs met before urban design is considered.

### ***Downtown Improvements: Main Street Improvements***

**Discussion:** Aldridge said the document attached to this agenda item was created by UDOT staff. He said one requirement for Main Street improvements is that travel lanes cannot be compromised. He expressed appreciation for the efforts of City Engineer Williams to provide preliminary parking concepts in such a short timeframe.

Committee Chair Wells said this document will be reviewed and incorporated into the upcoming workshop, since it provides a sense of UDOT's stance regarding potential Main Street improvements.

### ***South Recreation Parking***

**Discussion:** Committee Chair Wells inquired if the location for the recreation parking is going to come from publicly-owned parcels or private property South of town. Committee Member Guzman-Newton expressed interest in using publicly-owned land. Committee Member Jones requested an evaluation of alternative uses for the land. Committee Member Clapper said planning for future shuttle services needs to be included. Committee Chair Wells said the County had an inventory taken of publicly-owned parcels that can be shared with the Committee.

Committee Member Clapper said this project could tie into the multi-use path project. Committee Member Duncan expressed concern regarding transporting visitors from the South recreation parking into downtown. He said this project is less effective without transit. Committee Member Jones inquired about commuter parking being added to this project.

***Scheduling the Next Meeting***

Committee Chair Wells said the plan is to have two meetings per month. He said the next meeting will focus on Main Street improvements. He confirmed that the next meeting will be on May 27 at 2 PM.

***Adjournment:*** Committee Chair Wells adjourned the meeting at 4:40 PM.