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3 **MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”) EXECUTIVE/**
4 **BUDGET/AUDIT COMMITTEE MEETING HELD ELECTRONICALLY ON MONDAY,**
5 **APRIL 18, 2022, AT 3:30 P.M.**
6

7 **Present:** Chris Robinson, Chair
8 Mayor Jeff Silvestrini
9 Ralph Becker, Executive Director-Ex-Officio
10 Will McCarvill, Stakeholders Leader-Ex-Officio
11 Barbara Cameron, Stakeholders Leader-Ex-Officio
12

13 **CWC Staff:** Blake Perez, Deputy Director
14 Lindsey Nielsen, Communications Director
15 Kaye Mickelson, Office Administrator
16

17 **Others:** Laura Briefer
18 Steve Van Maren
19 Patrick Shea
20

21 **Excused:** Mayor Erin Mendenhall
22

23 **OPENING**
24

25 **1. Chair of the Board, Christopher F. Robinson, will Open the CWC**
26 **Executive/Budget/Audit Committee Meeting Plus Comment on the Electronic**
27 **Meeting, No Anchor Location, as Noted Above.**
28

29 Chair Christopher Robinson called the meeting to order at 3:30 p.m.
30

31 The Legislature, pursuant to Section 52-4-207(4), required the Committee to make a
32 determination, which was as follows:
33

34 ‘I, as the Chair of the Board of Commissioners (the “Board”) of the Central Wasatch
35 Commission (“CWC”), hereby determine that conducting Board or Committee meetings
36 at any time during the next 30 days at an anchor location presents a substantial risk to the
37 health and safety of those who may be present at the anchor location. The COVID-19
38 pandemic remains and the recent rise of more infectious variants of the virus merits
39 continued vigilance to avoid another surge in cases, which could again threaten to
40 overwhelm Utah’s healthcare system.’
41

1 **2. (Action) The Executive/Budget/Audit (“EBA”) Committee Will Consider Approving**
2 **the Minutes of the March 21, 2022, Meeting.**
3

4 **MOTION:** Mayor Silvestrini moved to APPROVE the March 21, 2022 Executive/Budget/Audit
5 Committee Minutes. Chair Robinson seconded the motion. The motion passed with the
6 unanimous consent of the Committee.
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8 **CENTRAL WASATCH STRATEGIC PLAN CHANGES: RESTATEMENT DOCUMENT**
9

10 **1. The EBA Committee will Review and Discuss the Changes to the Central Wasatch**
11 **Commission Strategic Plan/Restatement and Recommitment Document as Updated**
12 **from 4/4/22 Board Minutes by CWC Staff.**
13

14 CWC Deputy Director, Blake Perez shared the redline version of the Central Wasatch Strategic
15 Plan and the Restatement and Recommitment to the Values and Principles of the Mountain Accord
16 document. He reported that there were pending edits for both documents based on the April 4,
17 2022, CWC Board Meeting discussions. The Executive/Budget/Audit Committee reviewed the
18 redline changes. Chair Robinson noted that the Restatement and Recommitment to the Values and
19 Principles of the Mountain Accord document was not approved at the last CWC Board Meeting
20 and asked that the date listed be changed to May 2, 2022. CWC Office Administrator, Kaye
21 Mickelson clarified that the document was adopted at the previous meeting, pending the discussed
22 changes. As a result, the approved date was April 4, 2022.
23

24 The Central Wasatch Strategic Plan was discussed and reviewed. Mr. Perez reported that it was
25 approved, pending minor edits. Several adjustments were made, including voting by consensus,
26 unless two CWC Board Members requested a majority vote or a majority vote was determined by
27 the Executive/Budget/Audit Committee. Chair Robinson wondered if it would be best to have a
28 clean version of the Central Wasatch Strategic Plan rather than include the various
29 recommendations from Common Ground Institute (“CGI”), the Executive/Budget/Audit
30 Committee, and CWC Board. He asked if the Committee would rather see a clean document or if
31 the Central Wasatch Strategic Plan should show the evolution of the decision-making process.
32 Laura Briefer felt that the Meeting Minutes would show the evolution and the document itself
33 should be clean. Mayor Jeff Silvestrini agreed. Chair Robinson asked that the document state:
34

- 35 • There is a default standard of consensus. If the Executive/Budget/Audit Committee
36 believes an item requires a majority vote, that will be noted on the agenda. During a
37 meeting, any two CWC Board Members can move and second to shift a vote to majority.
38

39 Ms. Briefer suggested that CWC Staff review the document and convert the decision-making
40 process to plain language. Chair Robinson felt that made sense and asked that the language state:
41

- 42 • On April 4, 2022, the CWC Board approved the Restatement and Recommitment to the
43 Values and Principles of the Mountain Accord document, attached as Appendix A.
44

45 Chair Robinson reviewed the Specific Commitments and Negotiated Actions section. The
46 document could address the status and mention that work on the Central Wasatch Compact was

1 delayed. Ms. Mickelson noted that there were four new CWC Board Members and it may be
2 beneficial to include history in the document for reference. CWC Executive Director, Ralph
3 Becker reported that CWC Staff could move the decision-making and background information to
4 the Appendix instead. The final version of the plan would be far more condensed.

5
6 **BUDGET AND AUDIT INFORMATIONAL ITEMS**

7
8 **1. Mayor Silvestrini will Reference Action Items for the May 2, 2022, CWC Board**
9 **Meeting.**

10
11 Chair Robinson asked about the legality of moving into a Closed Session when one was not
12 included on the Executive/Budget/Audit Committee Meeting agenda. Ms. Mickelson explained
13 that it was at the discretion of the Committee to move into a Closed Session. Mayor Silvestrini
14 noted that there were some personnel issues to discuss and it would be appropriate to move into
15 Closed Session, but he suggested that Ms. Briefer be present to be able to report back to Mayor
16 Erin Mendenhall. Chair Robinson asked that a Closed Session take place at the end of the
17 Executive/Budget/Audit Committee Meeting to discuss personnel.

18
19 Mayor Silvestrini reported that he met with CWC Staff to discuss the budget. There were still
20 unanswered questions related to staffing that needed to be addressed. The budget currently
21 anticipated the revenues from the previous year, but without the membership contribution from
22 Salt Lake County. That resulted in a total of \$505,000 for membership contributions. There was
23 also a State appropriation and contributions from the Utah Transit Authority and the Metropolitan
24 Water District of Salt Lake and Sandy. Additionally, there were some donations and interest. He
25 hoped the revenue numbers would be stable, but the number assumed all members would
26 contribute at the same level as before. Until that was confirmed, there were some uncertainties.

27
28 CWC Staff salaries were still to be determined. In terms of expenses, those would be fairly
29 straightforward and based on what had been paid before or was previously discussed. The CWC
30 Board would need to approve Resolutions for some new contracts, which included the Attorney,
31 Accountant, Transcriber, and Auditor. Professional development for staff members had been
32 added back into the budget. Government relations had to do with an agreement with Casey Hill.
33 Mayor Silvestrini noted that the contract with Mr. Hill had paid for itself thanks to the
34 appropriation that was received. He felt that that resulted in a good return on investment. Other
35 expenses related to noticing, travel, and rent. There were also line items related to short-term
36 projects, the Environmental Dashboard, the Visitor Use Study, and the Stakeholders Council.

37
38 Chair Robinson noted that the short-term projects were listed as \$95,000. In the memo circulated
39 by CWC Staff, \$51,000 was listed in recommended projects and there was a \$50,000 budget.
40 Mr. Perez clarified that those amounts were from the current fiscal year and the \$95,000 was for
41 the next fiscal year. Ms. Mickelson reported that the cost of the Environmental Dashboard listed
42 in the budget included the differed payment, plus an appropriation of \$30,000, and also reflected
43 the maintenance and the addition of a sixth element. Chair Robinson pointed out that there was a
44 spelling error on line 55(B). Discussions were had about the numbers listed in the draft budget.
45 Ms. Mickelson clarified that it currently included everything except for salaries and benefits.

1 Mayor Silvestrini reported that revenues are currently \$210,000 over expenses, which may or may
2 not be adequate for what still needed to be accounted for. Chair Robinson noted that there would
3 be an opportunity to discuss staffing and fill in that portion of the budget shortly. He referenced
4 the numbers associated with the Visitor Use Study and the Environmental Dashboard. He
5 explained that those were large expenditures that had been accounted for.

6
7 Chair Robinson felt it was important to discuss what would be done after the lease expires in the
8 next year and a half. It may be possible to find borrowed space that would not cost as much.
9 Mayor Silvestrini explained that there was a notice requirement associated with the lease, so it was
10 important that the organization gave an appropriate amount of notice. Ms. Mickelson reminded
11 the Committee that the CWC needs to budget \$20,000 for contingency.

12
13 **INFORMATIONAL ITEM**

14
15 **1. Information Regarding Stakeholders Council Members.**

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17 Chair Robinson wanted Stakeholders Council Co-Chairs, Will McCarvill and Barbara Cameron to
18 participate in Executive/Budget/Audit Committee Meetings moving forward. He wondered if it
19 would be appropriate for Mr. McCarvill and Ms. Cameron to participate in the Closed Session.
20 Ms. Briefer felt it should be limited to Committee Members until all of the personnel issues had
21 been finalized. Discussions were had about how to move into a Closed Session.

22
23 **MOTION:** Mayor Silvestrini moved that the Executive/Budget/Audit Committee go into Closed
24 Session, pursuant to Utah Code Annotated 52-4-205(1)(a) to discuss personnel matters. Chair
25 Robinson seconded the motion. The motion passed with the unanimous consent of the Committee.

26
27 The Executive/Budget/Audit Committee was in Closed Session from 4:05 p.m. to 4:15 p.m.

28
29 Chair Robinson asked Mr. McCarvill and Ms. Cameron to share information about the
30 Stakeholders Council. He noted that a memo was received that stated that 16 people were
31 interviewed and there were four Stakeholders Council Member nominees. Mr. McCarvill reported
32 that there was a Stakeholders Council Meeting scheduled for April 20, 2022. The meeting would
33 be focused on the Environmental Dashboard. CWC Staff sent out materials in advance for
34 Stakeholders Council Members to review. The Stakeholders Council would also be asked to
35 approve the recommended Chairs for each of the subcommittees at the next meeting.

36
37 Ms. Cameron reported that in the future, Committee Chairs and Committee Members would be
38 announced during the Stakeholders Council Meeting in January. She informed those present that
39 the Millcreek Canyon Committee had grown significantly and was the largest subcommittee.
40 There were also many non-voting members. Chair Robinson asked Ms. Cameron to put together
41 an organizational chart outlining the Stakeholders Council as well as the members of the different
42 subcommittees. It could be included in the Meeting Materials Packet for the May 2, 2022, CWC
43 Board Meeting. Ms. Mickelson offered to assist Ms. Cameron with that task. Chair Robinson
44 asked that the next CWC Board Meeting agenda include time for Mr. McCarvill and Ms. Cameron
45 to share Stakeholders Council updates.

1 Chair Robinson explained that the Executive/Budget/Audit Committee would tentatively approve
2 the four Stakeholders Council nominees so they could participate at the next Stakeholders Council
3 Meeting. That would be ratified at the May 2, 2022, CWC Board Meeting.
4

5 **MOTION:** Mayor Silvestrini moved to TENTATIVELY APPROVE the four new members of
6 the Stakeholders Council, which included Joanna Wheelton, Serena Yau, Jennifer Eden, and
7 Danny Richardson, with terms ending on June 30, 2025 (Joanna Wheelton, Serena Yau, and Danny
8 Richardson) and June 30, 2023 (Jennifer Eden). Chair Robinson seconded the motion. The motion
9 passed with the unanimous consent of the Committee.
10

11 CWC Office Administrator, Lindsey Nielsen reported that the Short-Term Projects Committee met
12 on April 14, 2022. The Committee included several new CWC Board Members. The Chair was
13 Nann Worel and Committee Members included Roger Bourke and Mayor Weichers. All of the
14 finalist projects were reviewed and the meeting resulted in nine projects being either partially or
15 fully funded. There was \$50,000 in the current fiscal year budget allocated for short-term projects.
16 However, the Short-Term Projects Committee recommended that \$51,250 be allocated to short-
17 term projects for the year. Ms. Nielsen overviewed the nine project recommendations:
18

- 19 • Save Our Canyons: Wasatch Wilderness Stewardship and Education Project;
- 20 • Private Citizen: Rattlesnake Trailhead Bicycle Parking;
- 21 • Friends of Alta: Friends of Alta Junior Ranger Activity Book;
- 22 • Utah Open Lands: Bonanza Flat Trailhead Transit to Trails;
- 23 • Private Citizen: Restoration of Riparian and Beaver Habitat to Willow Heights Pond;
- 24 • Trails Utah: Big Cottonwood Canyon to Ferguson Bonneville Shoreline Trail Completion;
- 25 • Wasatch Backcountry Alliance: Wasatch Backcountry Alliance Shuttle;
- 26 • Cottonwood Canyons Foundation: 2022 Tri-Canyon Trail Deferred Maintenance and
27 Invasive Weed Control Project; and
- 28 • Salt Lake Climbers Alliance: Jacob's Ladder Trail Reroute to Lone Peak Cirque.
29

30 If the Short-Term Projects Committee recommendations were approved, there would be a new
31 budget line item to accommodate the additional \$1,250 that had been requested. The funds would
32 need to be allocated prior to the end of the current fiscal year.
33

34 **ADJOURN COMMITTEE MEETING**

- 35
- 36 1. **Chair of the Board Christopher F. Robinson will Close the CWC**
37 **Executive/Budget/Audit Committee Meeting.**
38

39 **MOTION:** Mayor Silvestrini moved to ADJOURN the Executive/Budget/Audit Committee
40 Meeting. Chair Robinson seconded the motion. The motion passed unanimously.
41

42 The Central Wasatch Commission Executive/Budget/Audit Committee Meeting adjourned at
43 approximately 4:30 p.m.

1 *I hereby certify that the foregoing represents a true, accurate, and complete record of the Central*
2 *Wasatch Commission Executive/Budget/Audit Committee Meeting held Monday, April 18, 2022.*

3

4 Teri Forbes

5 Teri Forbes

6 T Forbes Group

7 Minutes Secretary

8

9 Minutes Approved: _____