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3 **MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”) EXECUTIVE/**  
4 **BUDGET/AUDIT COMMITTEE MEETING HELD ON MONDAY, MAY 15, 2023, AT**  
5 **3:30 P.M. THE MEETING WAS CONDUCTED WITH A VIRTUAL OPTION AT THE**  
6 **CWC OFFICES, LOCATED AT 41 NORTH RIO GRANDE STREET, SUITE 102, SALT**  
7 **LAKE CITY, UTAH.**  
8

9 **Present:** Chris Robinson, Chair  
10 Mayor Jeff Silvestrini  
11 Mayor Erin Mendenhall  
12 Mayor Roger Bourke  
13 Laura Briefer  
14 Will McCarvill  
15 Barbara Cameron  
16

17 **CWC Staff:** Blake Perez, CWC Executive Director of Administration  
18 Lindsey Nielsen, CWC Executive Director of Policy  
19

20 **Open Executive/Budget/Audit Committee Meeting**  
21

22 1. **Chair Christopher F. Robinson will Call the Meeting to Order and Welcome**  
23 **Committee Members and Public.**  
24

25 Chair Robinson called the meeting to order at approximately 5:08 p.m.  
26

27 2. **Committee will Approve Minutes from 4/17/23 Meeting.**  
28

29 **MOTION:** Mayor Silvestrini moved to APPROVE the April 17, 2023, Executive/Budget/Audit  
30 Committee Meeting Minutes. Mayor Mendenhall seconded the motion. The motion passed with  
31 the unanimous consent of the Committee.  
32

33 **Closed Session.**  
34

35 1. **Chair of the Board Christopher F. Robinson will Begin a Closed Session for the**  
36 **Purposes of Discussing the Character, Professional Competence, or Physical or**  
37 **Mental Health of an Individual as Authorized by Utah Code Ann. §52-4-205(1)(a).**  
38

39 Chair Robinson noted that there would be a Closed Session for Committee Members. Executive  
40 Director of Policy, Lindsey Nielsen explained that there was a separate Zoom link for the Closed  
41 Session. Chair Robinson asked Laura Briefer to join in on the Closed Session as well.

1  
2 **MOTION:** Mayor Silvestrini moved to go into CLOSED SESSION for the purposes of discussing  
3 the character, professional competence, or physical or mental health of an individual as authorized  
4 by Utah Code Ann. §52-4-205(1)(a). Mayor Mendenhall seconded the motion. Vote on Motion:  
5 Mayor Silvestrini-Aye; Mayor Mendenhall-Aye; Mayor Bourke-Aye; Chair Robinson-Aye. The  
6 motion passed with the unanimous consent of the Committee.  
7

8 **Closed Session Ends**  
9

- 10 1. **Chair of the Board Christopher F. Robinson will End the Closed Session for the**  
11 **Purposes of Discussing the Character, Professional Competence, or Physical or**  
12 **Mental Health of an Individual as Authorized by Utah Code Ann. §52-4-205(1)(a) and**  
13 **Re-Open the Central Wasatch Commission Board Meeting.**  
14

15 The Closed Session ended.  
16

17 **Board Meeting Re-Opens**  
18

- 19 1. **Chair of the Board Christopher F. Robinson will Re-Open the CWC**  
20 **Executive/Budget/Audit Committee Meeting following the Closed Session.**  
21

22 Chair Robinson reopened the Executive/Budget/Audit Committee Meeting.  
23

24 **Stakeholders Council Update**  
25

- 26 1. **The Stakeholders Council (“SHC”) Co-Chairs, William McCarvill and Barbara**  
27 **Cameron, will Present the List of Recommended New SHC Members and the List of**  
28 **Reappointed Members.**  
29

30 Stakeholders Council Co-Chairs, William McCarvill and Barbara Cameron, presented the list of  
31 recommended Stakeholders Council Members to the Executive/Budget/Audit Committee.  
32 Ms. Cameron reported that on May 5, 2023, there was a meeting to select new Stakeholders  
33 Council Members. There were also some current Stakeholders Council Members who wanted to  
34 continue to serve on the Council. The Selection Committee sent out requests for new applicants  
35 in April 2023 and several were received. She noted that the Selection Committee consists of  
36 Stakeholders Council leadership, CWC Staff, and Annalee Munsey. There were six members with  
37 tenures ending on June 30, 2023, who had decided not to return. This included Mr. McCarvill, Jan  
38 Striefel, Brian Hutchinson, Troy Morgan, Mike Maughan, and Don Despain. Those members  
39 would not be returning and possible replacements were selected including:  
40

- 41 • Caitlin Curry (Wasatch Backcountry Hunters and Anglers);  
42 • Dan Zalles (The League of Women Voters);  
43 • Rusty Vetter (Salt Lake City Resident);  
44 • Morgan Mingle (Park City Chamber of Commerce);  
45 • Ian Hartley (Mountain Trails Foundation); and  
46 • Linda Johnson (Salt Lake City Resident).

1  
2 Ms. Cameron hoped that the Executive/Budget/Audit Committee would confirm the new  
3 Stakeholders Council appointments and make a recommendation to the full CWC Board. The  
4 Stakeholders Council Members who requested reappointment included:

- 5
- 6 • Amber Broadaway, Solitude Mountain Resort and Deer Valley (term expiring 2023);
- 7 • Barbara Cameron, Vice-Chair of Stakeholders Council, and Big Cottonwood Community
- 8 Council Chair, Brighton Resident (term expiring 2023);
- 9 • Mike Doyle, Brighton Ski Resort (term expiring 2023);
- 10 • Del Draper, Salt Lake City Resident (term expiring 2023);
- 11 • Jennifer Eden, Salt Lake City Resident (term expiring 2023);
- 12 • Kurt Hegmann, Mill D Cabin Owners Association (term expiring 2023);
- 13 • Ed Marshall, Log Haven Restaurant (term expiring 2023); and
- 14 • Nathan Rafferty, Ski Utah (term expiring 2023).
- 15

16 Ms. Cameron asked that the Executive/Budget/Audit Committee confirm the requests for the  
17 Stakeholders Council and present the names to the CWC Board at the next meeting. She stated  
18 that the Rules and Procedures allow the Stakeholders Council to have 28 to 35 members. The new  
19 appointments and reappointments would result in 35 members. Mayor Mendenhall thanked the  
20 Stakeholders Council Members for their dedicated service. Mayor Silvestrini appreciated the work  
21 Mr. McCarvill has done over the years. He thanked him for being so engaging and giving of his  
22 time. Chair Robinson echoed those comments.

23  
24 **MOTION:** Mayor Silvestrini moved to ACCEPT the list of recommended New Stakeholders  
25 Council Members and the list of reappointed Stakeholders Council Members and forward a  
26 positive recommendation to the full CWC Board for consideration. Mayor Mendenhall seconded  
27 the motion. The motion passed with the unanimous consent of the Committee.

28  
29 **2. Co-Chairs will Brief the Committee on the Timeline and Process for Appointing New**  
30 **Stakeholders Council Leadership.**

31  
32 Ms. Cameron reported that the Stakeholders Council leadership tenure will end on June 30, 2023.  
33 A Stakeholders Council Meeting was scheduled for May 22, 2023. Chair Robinson asked that the  
34 recommended Stakeholders Council Members be asked to attend that meeting as non-voting  
35 members. Executive Director of Administration, Blake Perez reported that CWC Staff reached  
36 out to the recommended members already, but could also invite them to the May 22, 2023,  
37 Stakeholders Council Meeting. He noted that there will be a special June 21, 2023, Stakeholders  
38 Council Meeting where formal introductions will be made. There will also be housekeeping and  
39 administrative information shared during that special meeting.

40  
41 Mr. McCarvill explained that there will be new Stakeholders Council leadership after June 30,  
42 2023. Over the next six weeks, the current Stakeholders Council leadership and CWC Staff will  
43 look into the Stakeholders Council Members who are interested in assuming those roles. An  
44 election will be held at the June 21, 2023, Stakeholders Council Meeting. Co-Chairs will be  
45 selected. Chair Robinson suggested that the new members begin on June 21, 2023, and the old

1 members leave on June 21, 2023. Mr. McCarvill noted that this is contrary to the current bylaws  
2 of the Stakeholders Council. It was determined that the June 30, 2023, term date would remain.

3  
4 When the Council votes on June 21, 2023, a recommendation would be made to the CWC Board  
5 to appoint the Co-Chairs. Mr. Perez noted that the election results could be considered at the July  
6 2023 Executive/Budget/Audit Committee Meeting. It would then be voted on by the full CWC  
7 Board at the August CWC Board Meeting. The new Co-Chairs would still be able to begin serving  
8 in their role on July 1, 2023, with the positions ratified by the Executive/Budget/Audit Committee  
9 in July 2023 and then the full CWC Board in August 2023.

10  
11 Mr. McCarvill reported that the Consultant from the goal-setting workshop shared excellent  
12 recommendations with Stakeholders Council leadership. Based on the feedback collected, Avenue  
13 Consultants suggested the following goals for the Stakeholders Council:

- 14  
15 1. Work together as a diverse group to protect the canyons for everyone.
- 16  
17 2. Establish clear and effective communication within the Stakeholders Council and  
18 between the Stakeholders Council and the CWC Board.
- 19  
20 3. Add value and influence to the decisions made in the Wasatch Canyons.
- 21  
22 4. Collect and provide input to inform decision makers and legislation. Additionally,  
23 prioritize passing the legislation.
- 24  
25 5. Have clear and balanced interest groups represented in the Stakeholders Council.

26  
27 Mr. Perez explained that the CWC Board will see the results of the Stakeholders Council goal-  
28 setting workshop ahead of the June 2023 CWC Board Meeting. It would be included in the  
29 Meeting Materials Packet for review and discussed during the meeting.

### 30 31 **Youth Council Update**

#### 32 33 **1. Staff will Provide a Brief Update on the Status of the Youth Council.**

34  
35 Ms. Nielsen reported that CWC Staff previously presented the idea of a Youth Council to the  
36 CWC. The intention was to provide a voice for young people aged 16 to 30. Since the  
37 Executive/Budget/Audit Committee was receptive to the idea, that work had started to move  
38 forward. Between May and August, there will be outreach with schools in the study area, at both  
39 the high school and university level. There was already a working relationship with student groups  
40 at the University of Utah and Westminster College, so those were good places to start. She noted  
41 that new relationships would also need to be established with the high schools. The timeline was  
42 reviewed. There would be a call for applications in mid-August. Applications could be submitted  
43 until mid-September. At the end of September, the Selection Committee would meet. The  
44 intention was to convene the first Youth Council Meeting in October 2023.

1 **2022/2023 Budget Briefing**

2  
3 **1. Staff Will Brief the EBAC on the Current Budget and End of Year Projections.**

4  
5 Mr. Perez reported that the organization is approximately six weeks away from the end of the fiscal  
6 year. As a result, now was a good time to look at the current budget and the end of year projections.  
7 He sent a Financial Report to Executive/Budget/Audit Committee Members last week. A memo  
8 was also included in the Meeting Materials Packet that highlighted revenues and potential unspent  
9 budget areas. In terms of revenue, all of the budgeted revenue had been collected. Most recently,  
10 the last portion of the State appropriations had been deposited, which was \$20,000. The Public  
11 Treasurer’s Investment Fund (“PTIF”) interest rate had been high and the budget was exceeded by  
12 approximately \$31,000. The salary, benefits, and interns amount had an anticipated unspent  
13 budget of between \$5,000 and \$7,000 from interns. As for operational costs, there were anticipated  
14 savings from professional development, Government Records Access and Management Act  
15 (“GRAMA”), attorney costs, accounting, transcription, travel, and software. The anticipated  
16 savings in those areas were between \$20,000 and \$23,000.

17  
18 The projects were reviewed. Mr. Perez reported that all of the projects seem to be on track. The  
19 major projects that have been funded pertained to the Big Cottonwood Canyon Mobility Action  
20 Plan (“BCC MAP”), Mountain Transportation System (“MTS”), Graffiti Busters, Government  
21 Relations, Environmental Dashboard, and Stakeholders Council Development.

22  
23 The Executive/Budget/Audit Committee was briefed on the bus bypass service and the Visitor Use  
24 Study. With the bus bypass service, there was a record year thanks to all of the snowfall. The bus  
25 bypass service was used nearly 40 times this year, compared to the year before, when it was only  
26 used three times. Currently, there was \$45,000 budgeted in the bus bypass service. This included  
27 the \$25,000 that was carried over from the Visitor Use Study. Mr. Perez explained that the funding  
28 was from the State appropriations from the previous year. During the previous fiscal year, 25  
29 times were budgeted, but only three were used, so that funding had carried over.

30  
31 As of April 26, 2023, the CWC has paid approximately \$31,000 to Sandy City, with \$14,000  
32 remaining. The March invoice was paid but the April invoice still needed to be paid. It was  
33 anticipated that a total of \$71,000 would be spent on ski bus bypass service in the current year.  
34 With \$45,000 already budgeted, there was a need to find an additional \$26,000. There was a  
35 remaining \$17,000 in the Visitor Use Study from previous years that could be applied. That would  
36 reduce the amount to \$9,000 that needed to be found. Mr. Perez explained that the \$9,000 could  
37 be covered through unspent budget items, such as the ones outlined previously. There was enough  
38 money in the current budget to cover the extra costs for the bus bypass service for the year.

39  
40 Mayor Silvestrini asked about the additional \$7,000 needed to fund the short-term projects.  
41 Mr. Perez explained that the short-term projects were budgeted for through other line items.  
42 \$10,000 from the Environmental Dashboard was pulled for that use. He clarified that the CWC  
43 was awarded State appropriations for the sixth element of the Environmental Dashboard.  
44 Additional funding was pulled from the grants dispersed line item and the Board Retreat line item  
45 to cover the additionally requested short-term projects funding. He did not believe a budget  
46 amendment was needed for unanticipated revenue, but a budget amendment would need to be done

1 if there were unanticipated expenses. There was enough available to make line item expense  
2 adjustments to cover the additional bus bypass amount that was previously discussed.

3  
4 Mr. Perez shared additional information about the bus bypass service. It had been extremely  
5 successful as the service improved headways by 46%. It was a worthwhile service. He noted that  
6 there was a change in scope mid-year with the Sandy City Police Department. That would be  
7 discussed over the summer in preparation for the services next year. Sandy City changed the traffic  
8 flow and moved all of the cars off of 9400 South onto Wasatch Boulevard. There would be  
9 additional discussions about that change to determine how that would impact the CWC work.

10  
11 Mayor Silvestrini believed that if extra revenue had come in from interest or another source, the  
12 budget should be amended to recognize that income. Mr. Perez offered to look into the matter and  
13 obtain additional clarification. If the amendment was needed, it would be done at the CWC Board  
14 Meeting in June 2023. Mayor Silvestrini thanked him for looking into the matter further.

15  
16 Mr. Perez shared information about the Visitor Use Study. It was originally anticipated that the  
17 Visitor Use Study would be done at the end of the current fiscal year. However, there had been a  
18 delay in receiving data and it was not anticipated that the Visitor Use Study would be done until  
19 the summer. That meant some State appropriation dollars would need to roll over to the budget  
20 for the next fiscal year. That was reflected in the 2023-2024 Tentative Budget. It was anticipated  
21 that approximately \$71,000 would roll over from the current fiscal year into the next fiscal year.

## 22 23 **CWC 2023-2024 Tentative Budget**

### 24 25 **1. Staff will Brief the EBAC on the Tri-Canyons Restroom Contract and Funding** 26 **Partner MOU.**

27  
28 Mr. Perez reported that the CWC Board approved the Tentative Budget. There were two  
29 outstanding items that he had spoken to CWC Legal Counsel, Shane Topham about since then.  
30 The first was the ability to roll over the State appropriations. The second related to the tri-canyons  
31 restroom contract. Both were reflected in the updated budget. A decision was made to move  
32 forward with Ecobrite Services for the restroom contract. \$62,000 had been budgeted for that,  
33 which included a bit of contingency for travel and snow removal. Those numbers were reflected  
34 in the Updated Tentative 2023/2024 Budget.

### 35 36 **2. Staff will Present Updated Tentative 2023/2024 Budget.**

37  
38 Mr. Perez reported that there would be a public hearing on the budget prior to the CWC Board  
39 Meeting in June. The CWC Board could formally approve the budget for next fiscal year at that  
40 time. He noted that there was a memo that outlined the updates to the 2023/2024 budget included  
41 in the Meeting Materials Packet. The only changes shown had to do with the State appropriations  
42 and the restroom contract. Mayor Silvestrini thanked CWC Staff for their work on the budget.

43  
44 Ms. Briefer asked about the tri-canyons restroom contract. She understood that the Watershed  
45 Manager, Patrick Nelson, reached out to state that some funding might be committed to that  
46 contract. She wondered whether that was reflected in the updated budget. Mr. Perez explained

1 that the potential funding partners were still being finalized. The revenue reflected was the  
2 anticipated revenue coming from funding partners, which included Salt Lake City Public Utilities,  
3 U.S. Forest Service, and the Town of Brighton. He clarified that the Memorandum of  
4 Understanding (“MOU”) needed to be finalized before the restroom contract starts.

5  
6 The Tentative 2023/2024 Budget would be presented to the Stakeholders Council next week. The  
7 Council would have time to review the budget and share comments at that time.

8  
9 **Public Comment**

10  
11 Chair Robinson opened the public comment period.

12  
13 *Ralph Becker* left a comment in the Zoom chat box. He congratulated the CWC on the budget.

14  
15 There were no further comments. The public comment period was closed.

16  
17 **Adjourn Executive/Budget/Audit Committee Meeting**

18  
19 **1. Following a Motion and Affirmative Vote, Chair Christopher F. Robinson will Close**  
20 **the Public Meeting.**

21  
22 **MOTION:** Mayor Silvestrini moved to ADJOURN. Mayor Mendenhall seconded the motion.  
23 The motion passed with the unanimous consent of the Committee.

24  
25 The Central Wasatch Commission Executive/Budget/Audit Committee Meeting adjourned at  
26 approximately 5:50 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, May 15, 2023.*

3

4 Teri Forbes

5 Teri Forbes

6 T Forbes Group

7 Minutes Secretary

8

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