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2
3 **MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”) EXECUTIVE/**
4 **BUDGET/AUDIT COMMITTEE MEETING HELD ELECTRONICALLY ON MONDAY,**
5 **MAY 16, 2022, AT 3:30 P.M.**
6

7 **Present:** Chris Robinson, Chair
8 Mayor Jeff Silvestrini
9 Mayor Erin Mendenhall
10 Ralph Becker, Executive Director - Ex-Officio
11 Will McCarvill, 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 **OPENING**
22

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

27 Chair Robinson called the meeting to order at 3:30 p.m.
28

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

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

1 **2. (Action) The Executive/Budget/Audit (“EBA”) Committee Will Consider Approving**
2 **the Minutes of the April 18, 2022, Meeting.**
3

4 **MOTION:** Mayor Mendenhall moved to APPROVE the April 18, 2022 Executive/Budget/Audit
5 Committee Minutes. Mayor Silvestrini seconded the motion. The motion passed with the
6 unanimous consent of the Committee.
7

8 **BUDGET AND AUDIT INFORMATIONAL ITEMS**
9

10 **1. Commissioner Silvestrini will Provide an Update on Any Budget Changes.**
11

12 **a. A Public Hearing for the 2022/2023 Fiscal Year Budget will be Open May 17**
13 **through May 31, 2022.**
14

15 Mayor Silvestrini reported that he met with CWC Staff to discuss revisions to the Fiscal Year
16 2022/2023 budget, given the announcement that Sandy City would cut its contribution to the CWC
17 in half. That was something that would merit additional discussion but be believed the budget
18 could accommodate that reduced contribution. It would require the CWC to put off the addition
19 of the sixth element data from the Visitor Use Study into the Environmental Dashboard. He hoped
20 the item could be added in mid-year if the organization was able to secure funding.
21

22 CWC Deputy Director, Blake Perez explained that Staff was asked to find some savings earlier in
23 the year due to some reduced member contributions. That had been done and the organization was
24 now able to address some additional deferred maintenance, which would balance this fiscal year
25 and the next fiscal year. Mayor Silvestrini stated that \$43,000 of the payment to the University of
26 Utah would be pulled to the current year. That did not require a budget amendment. The remaining
27 \$12,000 to cover the revenue losses would come from the grant disbursement from the Legislature.
28 Chair Robinson reported that the reduction was from \$90,000 down to \$45,000 from Sandy.
29 Mayor Mendenhall wondered if the reduced contribution would impact future participation.
30 Mayor Silvestrini noted that the member contributions were generally based on population and
31 interest. There had been previous discussions about formalizing the contribution amounts and he
32 suggested that the next CWC Board Retreat focuses on that.
33

34 Mayor Silvestrini wanted Sandy City to continue to contribute and be a full partner. However,
35 there should be discussion about what the organization would do in the future if a member decides
36 to drastically cut their contribution. For instance, should that member continue to have a full voice.
37 It was something that the CWC needed to address moving forward. Mayor Mendenhall wondered
38 if cities should be given a grace period of one year. That would allow the city to come back to a
39 full contribution level before any actions related to their ability to vote and participate fully were
40 taken. Chair Robinson liked the comments shared by Mayor Mendenhall. He acknowledged that
41 Summit County had ebbed and flowed with their contribution as well. For now, it made sense for
42 the budget to eliminate the addition of the sixth element.
43

44 Office Administrator, Kaye Mickelson explained that Fiscal Year 2021/2022 deferred two
45 payments to the University of Utah, which totaled \$43,000. Since the CWC was able to save
46 \$100,000, plus an additional \$50,000, those deferred payments had been moved back into the

1 current fiscal year. That reduced the expenses for Fiscal Year 2022/2023 to \$18,000 for simple
2 maintenance from the University of Utah. The Environmental Dashboard would be paid for within
3 the current fiscal year. Ms. Mickelson noted that based upon the historic contributions, Sandy City
4 was meant to contribute \$100,000. The \$45,000 anticipated to be received was a reduction of
5 \$55,000. Chair Robinson asked about the sixth element addition to the Environmental Dashboard.
6 Mayor Silvestrini explained that it was not funded. The hope was to find a way to fund it by mid-
7 year, but it was not currently funded within the Fiscal Year 2022/2023 budget.

8
9 CWC Executive Director, Ralph Becker noted that the \$45,000 contribution from Sandy City was
10 representative of the recommendation made by Mayor Zoltanski. The Council had not yet taken
11 action on that recommendation. It was possible there could be a change based on the Sandy City
12 Council discussions. Mayor Mendenhall asked CWC Staff to draft a letter from the
13 Executive/Budget/Audit Committee to the Sandy City Council. The letter could encourage their
14 continued and full participation while recognizing the proposal made by the Mayor. Mayor
15 Silvestrini noted that it was important to be mindful of how Mayor Zoltanski would react to that
16 type of letter. He wondered if it would be beneficial to have a conversation with Mayor Zoltanski
17 first. Mayor Mendenhall noted that the letter could be addressed to the Mayor as well. She felt
18 that Sandy was a critical partner for the organization and that full membership should continue.
19 Mayor Silvestrini agreed that it would be worthwhile to communicate with both the Mayor and
20 the Sandy City Council. Even if Mayor Zoltanski was not able or willing to change her
21 recommendation, he hoped that she would be on board with reconsidering the contribution level.

22
23 Patrick Shea left a question in the Zoom chat box about whether the sixth element could be funded
24 with private monies. Mayor Silvestrini explained that it could be. The social component of the
25 Visitor Use Study was what could be incorporated into the Environmental Dashboard. Mr. Perez
26 reported that \$32,313 was the total amount needed to add the sixth element. Mr. Becker stated
27 that CWC Staff would prepare a draft letter from the Executive/Budget/Audit Committee to Mayor
28 Zoltanski and the Sandy City Council. It could be shared with Committee Members before being
29 sent out. Marci Houseman was the Chair of the Sandy City Council and had represented Sandy
30 City on the CWC Board for several years. It might be worthwhile to speak with her as well.

31
32 **2. Staff Financial Memo.**

33
34 **a. Commissioner Silvestrini will Present the Profit and Loss Year to Date/End of**
35 **4th Quarter Projections.**

36
37 No additional information was shared.

38
39 **3. Fiscal Year 2022/2023 Budget will Be Sent to the Full Commission for Approval**
40 **During June 6 Meeting.**

41
42 The Fiscal Year 2022/2023 budget would be shared with the CWC Board ahead of the June 6,
43 2022, CWC Board Meeting. It would be considered for approval at that time.

1 **INFORMATIONAL ITEMS**

2
3 **1. Organizational Chart.**

- 4
5 • **Included in Meeting Materials.**

6
7 Chair Robinson noted that there was an Organizational Chart included in the Meeting Materials
8 Packet. It showed that the Legislative/Land Tenure Committee was unstaffed, but the other three
9 Committees were fully staffed. He believed the chart laid out the CWC structure well. Mayor
10 Mendenhall believed that the Organizational Chart looked good and was clear. Laura Briefer
11 asked whether Mayor Wilson was the previous Chair of the Legislative/Land Tenure Committee.
12 This was confirmed. Chair Robinson explained that the Committee became somewhat inactive,
13 but there was a desire to reactivate it at some level. Mr. Becker noted that the outcome of the
14 election would have some influence on the desire or willingness of the Congressional Delegation
15 to focus on the Legislation. There were some options related to lands protection outside of the
16 Legislation, such as conservation easements. That would fall to the Legislative/Land Tenure
17 Committee to discuss further. The membership of the Committee could be determined.
18 Mr. Becker added that he would continue to work on the Legislation to ensure it was in as complete
19 and final a form as possible before he left the organization on June 30, 2022.

20
21 Chair Robinson asked for membership suggestions for the Legislative/Land Tenure Committee.
22 Ms. Briefer believed the Committee was important and she was willing to assist there if desired.
23 Mr. Shea believed Ms. Briefer would be a good choice for the Chair of that Committee. Mayor
24 Mendenhall agreed due to her knowledge and experience. She would also be happy to be involved
25 with the Committee. Chair Robinson suggested that Mayor Mendenhall be the Chair of the
26 Committee and Ms. Briefer be a participant. Mayor Mendenhall was in support of this. She also
27 noted that Mayor Worel would be beneficial from a geographic standpoint, as both the Wasatch
28 Front and Wasatch Back would be represented. Chair Robinson stated that membership could be
29 added as an agenda item at the next CWC Board Meeting.

30
31 Communications Director, Lindsey Nielsen shared a chart that outlined the division of tasks. It
32 showed everything that was required to keep the CWC functioning as an organization as well as
33 the assignment of individual tasks to either herself or Mr. Perez. The chart could be updated if
34 any items were missed. She discussed the chart and shared some examples. For instance, the
35 Visitor Use Study was a long-term project that had been assigned to the Executive/Budget/Audit
36 Committee for consideration and direction. Mr. Perez would communicate with the
37 Executive/Budget/Audit Committee when issues related to the Visitor Use Study arose. Chair
38 Robinson suggested that a separate legend be created to illustrate the reporting of duties. He also
39 believed it would be beneficial to edit the chart so the two Executive Directors funneled up through
40 the Executive/Budget/Audit Committee. He asked that the chart be edited accordingly and
41 returned back to the Executive/Budget/Audit Committee for final review.

1 **2. Updated Strategic Plan.**

2
3 • **Included in Meeting Materials.**

4
5 Mr. Perez reported that the CWC Staff had reviewed the Strategic Plan. Chair Robinson previously
6 requested that the document be streamlined to focus on the status of each suggestion or
7 recommendation. That was reflected in the Updated Strategic Plan. It was included in the Meeting
8 Materials Packet for review. Chair Robinson wondered whether the history or evolution of the
9 document was shown in an Appendix. Mr. Perez explained that it was not shown in an Appendix,
10 but the original copy of the Strategic Plan remained and could be referenced. Chair Robinson
11 liked the idea of not having an Appendix, because it may cause confusion. If someone wanted to
12 study the history of the Strategic Plan, there was a clear record to review. Will McCarvill liked
13 the document and asked that it be shared with the Stakeholders Council.
14

15 Chair Robinson wondered if it would be worthwhile to visit some of the relevant Boards and
16 Commissions to talk about what the CWC work entailed. It may be beneficial to meet with various
17 member jurisdictions after the Utah Department of Transportation (“UDOT”) Little Cottonwood
18 Canyon Environmental Impact Statement (“EIS”) Record of Decision was shared. Mr. Perez
19 explained that the external engagement referred to in the Updated Strategic Plan was in regard to
20 external entities outside of the member jurisdictions. However, those types of discussions and
21 presentations could take place, if desired. Chair Robinson asked that the Updated Strategic Plan
22 be shared with the full CWC Board at the June 6, 2022, CWC Board Meeting.
23

24 **3. Forest Service Presentation During the June 6 Board Meeting.**

25 • **As Directed in the Strategic Plan.**

26
27
28 CWC Staff requested that the U.S. Forest Service join the June 6, 2022, CWC Board Meeting. As
29 part of the Strategic Plan, there was a tentative agreement in place to have formal presentations
30 from the Forest Service twice a year at CWC Board Meetings. There would be presentations in
31 January and June moving forward. He wondered if there was anything in particular that the
32 organization wanted to hear about. Ms. Briefer suggested that there be discussions about the
33 Shared Stewardship project with the State. That was directly related to wildfire issues and
34 watershed issues. She felt this might be a timely conversation to have.
35

36 Mayor Silvestrini reported that at the Salt Lake County Council of Governments Meeting on May
37 19, 2022, UDOT would provide a brief update on the UDOT Little Cottonwood Canyon EIS. He
38 hoped there would be some information shared about the Record of Decision release. It may also
39 be possible for CWC Staff to reach out to UDOT and ask about a presentation for the CWC. Mayor
40 Silvestrini noted that updates related to the work between Millcreek, Salt Lake County, and the
41 Federal Delegation in terms of improvements to Millcreek Canyon could be shared. Mayor
42 Mendenhall suggested that in the future, the updated Salt Lake County Watershed Management
43 Plan be added as a CWC Board Meeting agenda item. Discussions were had about the future
44 meeting schedule. Mr. Perez stated that there would not be a CWC Board Meeting in July 2022.
45 Chair Robinson wondered how full the CWC Board Meeting agenda was for June 6, 2022. Mr.
46 Perez noted that the current meeting agenda was very full.

1
2 **STAKEHOLDERS COUNCIL LEADERSHIP REPORT**

3
4 1. **William McCarvill and Barbara Cameron will Provide the EBAC with Updates from**
5 **the Last Stakeholders Council Meeting and Its Activities.**

6
7 Mr. McCarvill shared updates related to the Stakeholders Council. He noted that last month, there
8 was a presentation about the Environmental Dashboard. The event was worthwhile and there had
9 been a lot of discussions. Many of the Stakeholders Council Members wanted to focus on outreach
10 so the Environmental Dashboard could be used by as many people as possible. They wondered
11 whether there was something specific that could be done to further this goal. Mr. McCarvill
12 reported that this month, the Visitor Use Study would be reviewed and discussed.

13
14 **CLOSED SESSION**

15
16 1. **Chair of the Board Christopher F. Robinson will Begin a Closed Session for the**
17 **Purposes of Discussing the Character, Professional Competence, or Physical or**
18 **Mental Health of an Individual as Authorized by UTAH CODE ANN. 52-4-205(1)(a).**

19
20 **ADJOURN COMMITTEE MEETING**

21
22 **MOTION:** Mayor Mendenhall moved that the Executive/Budget/Audit Committee go into
23 Closed Session, Pursuant to Utah Code Annotated 52-4-205(1)(a) for the Purpose of Discussing
24 the Character, Professional Competence, or Physical or Mental Health of an Individual. Mayor
25 Silvestrini seconded the motion. Vote on motion: Mayor Mendenhall-Aye; Mayor Silvestrini-
26 Aye; Chair Robinson-Aye. The motion passed with the unanimous consent of the Committee.

27
28 **COMMITTEE MEETING REOPENS**

29
30 The Budget/Finance/Audit Committee Meeting was reopened.

31
32 **ADJOURN COMMITTEE MEETING**

33
34 1. **Chair of the Board Christopher F. Robinson will Close the CWC**
35 **Executive/Budget/Audit Committee Meeting.**

36
37 **MOTION:** Mayor Mendenhall moved to ADJOURN the Executive/Budget/Audit Committee
38 Meeting. Chair Robinson seconded the motion. The motion passed unanimously.

39
40 The Central Wasatch Commission Budget/Finance/Audit Committee Meeting adjourned at
41 approximately [REDACTED] 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 16, 2022.*

3

4 Teri Forbes

5 Teri Forbes

6 T Forbes Group

7 Minutes Secretary

8

9 Minutes Approved: _____