

1 **MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”)**
2 **BUDGET/FINANCE COMMITTEE MEETING HELD MONDAY, APRIL 13, 2020 AT**
3 **4:00 P.M. VIA UBER CONFERENCE**
4

5 **Present:** Chair Jeff Silvestrini, Chris Robinson Commissioner Jim Bradley, Mayor
6 Harris Sondak, Mayor Erin Mendenhall, Ralph Becker (ex officio member)
7

8 **CWC Staff:** Deputy Director Blake Perez, Communications Director Lindsey Nielsen,
9 Office Administrator Manager Kaye Mickelson
10

11 **1. OPENING - Meeting will be Called to Order by Mayor Jeff Silvestrini.**
12

13 Mayor Jeff Silvestrini called the meeting to order at approximately 3:55 p.m.
14

15 **2. SHORT-TERM PROJECTS RECOMMENDATIONS.**
16

17 Commissioner Jim Bradley reported that on April 3 a request for proposals was issued with 35
18 projects submitted. The submissions were narrowed down to seven candidates who were asked to
19 expound on their ideas. The Short-Term Committee would review them and pass them on to the
20 Board. The recommendations will be driven by funding.
21

22 There was discussion about the Bonneville Shoreline Trail acquisition. It is a lands-driven
23 initiative with Friends of Alta, the Wasatch Mountain Club, and the City of Cottonwood Heights
24 involved as community partners. The total cost was estimated at \$3 million with a contribution of
25 \$20,000 to go toward the \$3 million. The 26-acre property is significant and is located at the base
26 of Little Cottonwood Canyon. Commissioner Bradley explained that there are current efforts to
27 develop an 11 to 13-lot subdivision.
28

29 Chris Robinson asked if \$20,000 was allocated if it would result in land being purchased in 2020
30 or go toward the larger fundraising goal. Commissioner Bradley responded that over the next six
31 to 12 months, full acquisition will occur.
32

33 Commissioner Bradley next addressed the grid for the Desolation Trail reroute, which is a U.S.
34 Forest Service project. The estimated cost is \$2,000 and was expected to take one year to complete.
35

36 The next project was described as the Lone Peak Wilderness Kiosk and Continuity Project to be
37 located at the Jacobs Ladder Trailhead adjacent to the Lone Peak Wilderness Area boundary. The
38 request was submitted by Save Our Canyons. The community partners were identified as the U.S.
39 Forest Service, the Salt Lake Ranger District, Salt Lake Climbers Alliance, and Draper City. The
40 requested amount was not specified. The project was ongoing until the funds are exhausted.
41 Communications Director, Lindsey Nielsen reported that the applicant mentioned that the funding
42 amount would be \$1,000 for one year’s worth of maintenance. The kiosk at Jacobs Ladder had
43 already been installed.
44

45 Commissioner Bradley introduced the next project submitted by Salt Lake Climbers. He
46 commented on the thoroughness of the application. The community partners were identified as

1 the Church of Jesus Christ of Latter-day Saints and several private donors including the Eccles
2 Foundation, the Recreational Trails Program, and the Utah Office of Outdoor Recreation. The
3 cost was estimated at \$71,000 with \$21,000 requested. Completion was expected to take nine
4 weeks with work to commence the fall of 2022. Commissioner Bradley commented that this
5 project would have the least impact on a large number of people.

6
7 The next project was identified as a trail from Circle Ridge to Millcreek's Dog Lake submitted by
8 John Knoblock. The community partners were identified as Utah Wasatch Mountains Club and
9 the U.S. Forest Service. \$16,000 was requested with the project expected to take one year to
10 complete. Commissioner Bradley stated that the trail from the ridge to Millcreek is urgent. The
11 Dog Lake route needs maintenance and the Forest Service does not have the resources to dedicate
12 crews to it. As a result, they were seeking help.

13
14 Ms. Nielsen stated that applicants were invited to progress through the process and provide
15 additional details on their requests. They were asked to expound on the initial applications that
16 began as project ideas. They should provide worksheets, give a brief introduction of the project,
17 and provide a Letter of Support from the Project Land Manager. She explained that the land
18 acquisition and the maintenance submission do not require a Letter of Support. The Forest Service
19 was alerted and ready to move forward. The finalist proposals would be returned in time for the
20 Short-Term Projects Committee to consider the full proposals at their upcoming meeting on April
21 29.

22
23 Commissioner Bradley commented on the geo-sign replacement and stated that the request was
24 for \$4,000 to replace three signs in Big Cottonwood Canyon.

25
26 Commissioner Bradley next reported on a graffiti removal project to serve the Little Cottonwood
27 Canyon and extend to the Salt Lake Valley and other areas of Utah. The request was submitted
28 by the Cottonwood Canyon Foundation, the Granite Community Council, Pleasant Grove, the U.S.
29 Forest Service, the Utah Division of State History, PacifiCorp, and others. The request was for
30 \$6,000 for cleaner and \$26,000 to clean the Cottonwood Canyons. The work was to begin this
31 spring and continue through November 20.

32
33 Ms. Nielsen described two projects and stated that they are building out a proposal for the Short-
34 Term Projects Committee to consider including a CWC hosted Chipper Day to remove fuel
35 materials in the Tri-Canyon area. Ms. Nielsen had been in contact with Forest Service
36 representatives and the cost was estimated at \$5,000. Further details were to be presented at the
37 April 29 meeting.

38
39 Ms. Nielsen reported that resorts such as Snowbird have entered into partnerships with the Forest
40 Service to sponsor trailhead backroom facility maintenance, which means that Snowbird and other
41 ski resorts will pay to maintain and clean the restrooms. The CWC could enter into a similar
42 partnership with the Forest Service to provide a CWC sponsored bathroom somewhere in the Tri-
43 Canyon area. Ranger Bekee Hotze estimated that one year's worth of maintenance will cost
44 approximately \$10,000.

1 The cost of the projects presented was \$116,000. The Short-Term Projects Committee will
2 determine which to fund. Commissioner Bradley pointed out that that amount far exceeds what
3 the CWC can fund. He pointed out that even the proposed \$60,000 may be in jeopardy.
4

5 **3. 2020/2021 BUDGET DISCUSSION.**

6

7 An Excel spreadsheet was provided showing contributions. Mayor Mendenhall expressed interest
8 as it shows the historical contributions made by the various entities. Going forward, Mayor
9 Peterson indicated that he would have difficulty contributing 50% of what Cottonwood Heights
10 has in the past. Millcreek City was in the process of determining its contribution as well. It was
11 noted that proposals were put forward by staff showing that they could function without member
12 contributions. Mayor Silvestrini commented that they could utilize reserve funds going forward
13 if desired by the Board.
14

15 Mayor Sondak reported that the Budget Committee met earlier in the day and was contemplating
16 funding at the 100% level as they have in the past; however, if other entities decrease their
17 contribution, the Alta Town Council will likely consider a proportionate decrease. Past and future
18 contributions from the various member entities were discussed.
19

20 Commissioner Robinson commented on Summit County's potential contribution and stated that
21 they are cutting \$3 million from their 2020 budget with more cuts to follow. He stated that they
22 have been hampered by sales tax and fee revenue reductions. He had had a difficult time getting
23 a commitment from this Commission in this regard. He was hopeful, however, that if Mayor
24 Beerman can resolve the issue on his end, that it would be helpful.
25

26 CWC Executive Director, Ralph Becker had been in communication with Mayor Beerman who
27 was hopeful that he could get his Council to contribute \$50,000. Mr. Becker provided Mayor
28 Beerman with a profit and loss statement from the CWC including audit information dating back
29 to 2017.
30

31 Mayor Sondak pointed out that the spreadsheet does not reflect Alta's contribution toward
32 enhanced bus service. Office Administrator, Kaye Mickelson thanked him for the contribution
33 and stated that the funds were very recently deposited.
34

35 It was noted that the CWC is over budget on salaries as a result of hiring Blake Perez and
36 Ms. Mickelson.
37

38 Mayor Silvestrini stated that he would push for a \$75,000 contribution from Millcreek. He
39 commented that the work the CWC does is important and he would not want to deplete the
40 reserves. He acknowledged, however, that a revenue decrease was anticipated.
41

42 Mayor Silvestrini was excused from the remainder of the meeting. Chris Robinson assumed the
43 Chair.
44

45 A potential overpayment by the City of Cottonwood Heights was discussed. Ms. Mickelson
46 suggested they consult with CWC Accountant, Dave Sanderson.

1
2 Potential funding of the Environmental Dashboard was discussed. Mr. Becker stated that further
3 research was needed. He recalled that an additional \$85,000 would be needed over the next two
4 years if desired by the Board.

5
6 Ms. Mickelson reported that staff was tasked with cutting expenses by 20% going forward. A
7 document with the proposed amendments was emailed to the Committee Members the previous
8 week that reflected the 2017-2018 fiscal year budget as well as the current year. The budget
9 request was also included for fiscal year 2020-2021.

10
11 Mr. Perez explained that the figures reflect revenue that has been billed but not collected. The
12 difference between what was billed and collected was discussed.

13
14 Commissioner Robinson commented on other costs such as legal fees, accounting fees,
15 transcription services, etc. Operating expenses totaled \$575,000. Ways to reduce costs further
16 were addressed. He stated that they can justify a \$67,700 expenditure budget. They can see where
17 the revenues come in and if they are short they can utilize reserves. Potential costs related to
18 GRAMA requests were discussed.

19
20 Ms. Mickelson received confirmation from Mr. Sanderson that they have collected member
21 contributions this year in the amount of \$79,000. He would provide her with the breakdown. Staff
22 reviewed the budget in detail in an effort to be as efficient as possible going forward. The Retreat
23 was determined to be of value with the cost being reduced by two-thirds. The costs associated
24 with the Environmental Dashboard were cut in half.

25
26 Mr. Becker commented that they are to the point that they are seeing projects of value being
27 proposed that cost \$20,000 or less. Those costs were expected to primarily come out of reserves.
28 He pointed out that there is a gap between the operational costs and reserves. Currently,
29 approximately \$1.1 million is available in the reserve account. The intent would be to maintain a
30 budget and utilize some reserves. The issue now was whether the member entities will be able to
31 contribute going forward. The focus at this point was on projects that will provide immediate
32 results.

33
34 Mayor Sondak asked about the Retreat and ways to reduce costs by eliminating or reducing lodging
35 expenses. He felt that a great deal of value resulted from enhanced bus service this season.

36
37 Chair Robinson liked the idea of utilizing reserves for special projects rather than deplete the
38 reserves. If the right projects are chosen, they will provide a needed boost. He preferred that to
39 an open-ended expenditure. He pointed out that \$40,000 was proposed for the Mountain
40 Transportation System, which is a priority. He considered it to be crucial in getting support for
41 the federal designation.

42
43 Mr. Becker commented that the goal of the Commission this year was to reach a consensus on the
44 Mountain Transportation System proposal as it serves as the foundation for getting the support of
45 their delegation and the Governor. To move forward with the Mountain Transportation System as
46 it is envisioned and budgeted there are two steps that will likely be costly. He did not want to

1 dismiss other possibilities but explained that the key is to resolve the regional transportation issue.
2 It is necessary to provide expertise to the public that is hopeful and intelligible. To do so may have
3 an associated cost to retain potential panelists and experts. The goal was to arrive at a consensus
4 and an agreed-upon approach. He appreciated Mayor Mendenhall's suggestion that they eliminate
5 or dramatically reduce the cost of the Retreat. It could be held in house and an outside facilitator
6 used to move the process forward.

7
8 Chair Robinson reported that \$40,000 was budgeted for the Mountain Transportation System and
9 \$5,000 for the Retreat.

10
11 Mayor Mendenhall had concerns about the actual revenue. Commissioner Robinson pointed out
12 that in the end, they cannot cover the current projects including half of the Environmental
13 Dashboard with \$20,000 and \$6,000 and short-term projects. He suggested they utilize a small
14 amount of reserves for special projects.

15
16 Mayor Mendenhall identified two different concerns. The first pertained to accounting and the
17 fact that the budget was based on what she termed "inaccurate accounting". The second was a
18 concern about COVID-19 and the impact it will have on the economy. She questioned whether
19 there was enough confidence in the recovery to warrant utilizing reserves.

20
21 Chair Robinson was not overly concerned about the accounting and stated that at this point they
22 do not know what revenues will be. What can be addressed today are expenses. He explained that
23 hypothetically the budget is at \$670,000. The next step is to cover what has already been sent out.
24 Once the contributions to be paid by the member entities are determined they can utilize reserves
25 to cover the shortfall.

26
27 Commissioner Bradley remarked that budget adjustments will need to be made. He was confident
28 that they can prepare a reasonable budget based on what they believe revenues will be with the
29 difference being covered by reserves. Chair Robinson stated that 50 to 60 percent of the budget is
30 personnel. The determination had already been made that no pay increases would be granted.
31 Possible options were to make salary reductions or layoffs.

32
33 Mayor Sondak suggested they focus on the Environmental Dashboard and the Mountain
34 Transportation System, which is \$120,000 of the non-overhead costs and will demonstrate the
35 importance of the organization. Commissioner Bradley pointed out that that does not include
36 short-term projects. Mayor Sondak questioned whether it will have the desired effect.

37
38 It was recommended that the member entities be approached to increase the contribution figure.
39 Commissioner Robinson suggested that Mr. Becker add a line item for contingency and add
40 \$23,000 so that there is an even \$70,000.

41
42 Laura Briefer from Salt Lake City Public Utilities offered an alternative perspective and asked
43 what kind of benefits they are seeking. She wanted to ensure that they were not forgetting some
44 of the water-related benefits of Mountain Accord on CWC projects. It was acknowledged that Salt
45 Lake City represents 25% of the budget, which is significant.

1 Chair Robinson liked the idea of focusing on items that are permanent such as restrooms. He was
2 less fond of funding operations for things that go away after one year with nothing concrete to
3 show.

4
5 Mayor Sondak assessed the short-term projects and stated that they should reflect their core values.
6

7 The consensus of the Committee was to put forward the \$70,000 base expanded budget and try to
8 convince their constituent members to approve the contributions made in the past with the shortfall
9 being made up by reserves. An email would be sent to the Board Members informing them of the
10 Budget/Finance Committee's recommendation.

11
12 The anticipated member contributions were as follows:

13
14 \$50,000 from Cottonwood Heights,
15 \$200,000 from Salt Lake City,
16 \$200,000 from Salt Lake County,
17 \$25,000 from Summit County,
18 \$50,000 from Park City,
19 \$99,000 from Sandy City,
20 \$75,000 from Millcreek,
21 \$15,000 from Alta, and
22 \$15,000 from Brighton
23

24 Ms. Mickelson indicated that she prepared a budget reducing the income by 10 to 20 percent,
25 which was how she arrived at the \$75,000 budget. Potential contribution decreases were discussed.
26

27 With projected 10% decreases the proposed member contributions were as follows:

28
29 \$45,000 from Millcreek,
30 \$180,000 from Salt Lake City,
31 \$200,000 from Salt Lake County,
32 \$45,000 from Summit County,
33 \$45,000 from Park City,
34 \$90,000 from Sandy City,
35 \$67,000 from Millcreek,
36 \$13,000 from Alta, and
37 \$13,000 from Brighton
38

39 The anticipated UTA contribution was \$50,000.
40

41 **4. ADJOURNMENT.**

42
43 The Central Wasatch Commission Meeting adjourned at approximately [REDACTED] p.m.

1 *I hereby certify that the foregoing represents a true, accurate and complete record of the Central*
2 *Wasatch Commission Budget/Finance Committee Meeting held Monday, April 13, 2020.*

3

4 *Teri Forbes*

5 Teri Forbes

6 T Forbes Group

7 Minutes Secretary

8

9 Minutes Approved: _____