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3 **MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”)**  
4 **BUDGET/FINANCE/AUDIT COMMITTEE MEETING HELD THURSDAY,**  
5 **OCTOBER 29, 2020 AT 3:30 P.M. VIA ZOOM**  
6

7 **Present:** Chair Jeff Silvestrini, Mayor Erin Mendenhall, Mayor Harris Sondak,  
8 Councilman Jim Bradley, Laura Briefer, Steve Van Maren  
9

10 **CWC Staff:** Executive Director Ralph Becker, Deputy Director Blake Perez,  
11 Communications Director Lindsey Nielsen, Office Administrator Manager  
12 Kaye Mickelson  
13

14 • **OPENING**

15  
16 1. **Commissioner Jeff Silvestrini, as Chair of the Budget/Finance Committee will Call**  
17 **the Meeting to Order.**  
18

19 Mayor Jeff Silvestrini called the meeting to order at approximately 3:30 p.m.  
20

21 2. **Request for Approval: September 16, 2020 Meeting Draft Minutes.**  
22

23 **MOTION:** Mayor Sondak moved to approve the minutes of September 16, 2020. Councilman  
24 Bradley seconded the motion. The motion passed with the unanimous consent of the Committee.  
25

26 3. **Committee will Complete the Fraud Assessment Questionnaire and Recommend**  
27 **Certification on November 2, 2020, CWC Board Meeting Agenda.** The Committee  
28 discussed the outstanding item on the Fraud Risk Assessment and determined all items as  
29 checked were correct, total level being 355: low risk. I was moved by Mayor Sondak and  
30 seconded by Councilor Bradley to recommend CWC Board approve and certify Fraud Risk  
31 Management assessment at the November 2, 2020 meeting.  
32

33 4. **Treasurer Designation Changes.** Mayor Silvestrini discussed items from the Executive  
34 Committee regarding Mayor Erin Mendenhall would remain a member of the Executive  
35 Committee and Mayor Silvestrini would assume role of Treasurer; action will occur on this  
36 item at the November 2, 2020 CWC Board Meeting. Moved by Mayor Sondak to support  
37 this change and seconded by Mayor Erin Mendenhall.  
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39 5. **2020-2021 Fiscal Year First Quarter Financials.** The September, first quarter financials  
40 have previously been made available to committee members, no action on this item.  
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2 **6. Staff Recommendation: Use of Reserve Funds.**  
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4 Executive Director, Ralph Becker shared the staff recommendations for the use of Reserve Funds.  
5 He explained that the funds will go toward the completion of the Environmental Dashboard and  
6 the Visitor Use Study. Mr. Becker reported that the Visitor Use Study was originally called the  
7 Visitor Use Management Study. The U.S. Forest Service was uncomfortable with the word  
8 “management” and the wording was altered. The basic objectives were the same but the new name  
9 relieved a lot of concerns from the Forest Service.  
10

11 Mr. Becker noted that the U.S. Forest Service was overwhelmed from dealing with fires, visitors  
12 and maintenance. Their concerns about the Visitor Use Study had to do with the implementation  
13 of the data. Staff reassured the U.S. Forest Service that they would not be forced to do anything  
14 with the information. It was a way to better understand the uses and the impacts of those uses.  
15 Framing the discussions in that way helped make the U.S. Forest Service more comfortable.  
16

17 Councilman Bradley worried that the proposal would be ignored by the U.S. Forest Service. Chair  
18 Silvestrini shared the same concerns. Salt Lake City Department of Public Utilities Director, Laura  
19 Briefer noted that the Visitor Use Study would be valuable for Public Utilities. They were in the  
20 process of updating the Watershed Management Plan. Ms. Briefer believed the data from the  
21 Visitor Use Study would be beneficial in the way some of the visitor use challenges were  
22 approached. Mayor Harris Sondak shared that at least two members from the Alta Town Council  
23 would appreciate the completion of the Visitor Use Study as well.  
24

25 Chair Silvestrini felt it would be appropriate for the Budget/Finance Committee to make a  
26 recommendation to the CWC Board with respect to staff recommendations on Reserve Funds.  
27

28 Mr. Becker mentioned that when there were projects involving other jurisdictions, often a  
29 Commission Member worked as a liaison to better understand the discussions and help work  
30 through any issues. He recommended that someone from the Budget/Finance Committee take on  
31 this role. Mr. Becker felt it would be beneficial for the Committee as a whole if someone with an  
32 interest in the Visitor Use Study was involved in the staff discussions with the U.S. Forest Service.  
33

34 Chair Silvestrini noted that the U.S. Forest Service had been overwhelmed by the fire season as  
35 well as managing the canyons without additional resources. He stated that Salt Lake District  
36 Ranger, Bekee Hotze was concerned about introducing additional visitors to the canyon through a  
37 possible shuttle service. She felt that the bathrooms were not adequate and the road was in a state  
38 of disrepair. Chair Silvestrini offered to act as a liaison for the Budget/Finance Committee. He  
39 felt this role would complement his work with the U.S. Forest Service on the Millcreek Canyon  
40 FLAP grant.  
41

42 Councilman Bradley noted that the U.S. Forest Service needs to remember that a Visitor Use Study  
43 was a partnership. The county, cities, and other resources would be available to help with  
44 implementation. Councilman Bradley asked about the amount needed for the Visitor Use Study.  
45 Office Administrator Manager, Kaye Mickelson reported that the amount needed for the Visitor  
46 Use Study was \$50,000. She wondered if Mayor Sondak wanted to be involved with the Visitor

1 Use Study. Mayor Sondak noted that he had a good rapport with Ms. Hotze but felt comfortable  
2 with Chair Silvestrini acting as the liaison. Chair Silvestrini noted that he would reach out to  
3 Mayor Sondak if there were any issues specifically related to the Town of Alta.

4  
5 Mr. Becker reported that \$50,000 was needed for the Visitor Use Study and \$96,308 was needed  
6 for the Environmental Dashboard. Chair Silvestrini noted that there would still be enough in  
7 reserves to pay for one year of expenses. If money was received from Sandy City, it would almost  
8 even out the funds from the Environmental Dashboard. Mr. Becker stated that this would leave  
9 \$200,000 above the operational budget for the year.

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11 **MOTION:** Councilman Bradley moved that the Budget/Finance Committee forward a  
12 recommendation of approval to the CWC Board to appropriate \$96,308 toward the completion of  
13 the Environmental Dashboard and \$50,000 toward the Visitor Use Study. Mayor Mendenhall  
14 seconded the motion. The motion passed with the unanimous consent of the Committee.

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16 Mayor Sondak mentioned the potential conflict with the Visitor Use Study and the Stakeholders  
17 Council Chair as it relates to a Request for Proposals (“RFP”).

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19 **7. Adjournment.**

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21 The Central Wasatch Commission Budget/Finance Committee Meeting adjourned at  
22 approximately 4:25 p.m.

1 *I hereby certify that the foregoing represents a true, accurate, and complete record of the Central*  
2 *Wasatch Commission Budget/Finance/Audit Committee Meeting held Thursday, October 29, 2020.*  
3

4 *Teri Forbes*

5 Teri Forbes

6 T Forbes Group

7 Minutes Secretary

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