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3 **MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”)**
4 **BUDGET/FINANCE/AUDIT COMMITTEE MEETING HELD WEDNESDAY, MAY 26,**
5 **2021 AT 9:00 A.M. VIA ZOOM**
6

7 **Committee Members Present:** Chair Jeff Silvestrini, Mayor Harris Sondak, Councilor Jim
8 Bradley

9 **Others:** Pat Shea

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11 **CWC Staff:** Executive Director Ralph Becker, Deputy Director Blake Perez, Associate
12 Director Lindsey Nielsen, Office Administrator Kaye Mickelson
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17 **1. Opening**
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19 **A. Meeting will be Called to Order by Chair Jeff Silvestrini. Chair Silvestrini**
20 **will Read the Letter of Determination Regarding Electronic Meetings.**
21

22 Chair Jeff Silvestrini called the meeting to order at approximately 9:00 a.m. Discussion occurred
23 about future meetings. Mayor Silvestrini felt the Zoom meetings were convenient however, future
24 meetings could take place at an anchor location or through a hybrid method. Mayor Sondak noted
25 that the electronic meetings were more convenient however he was flexible, and it depends on
26 what the Central Wasatch Commission (“CWC”) Budget/Finance/Audit Committee Members
27 want.
28

29 Mayor Sondak believed that the technology would likely need to be upgraded in the anchor
30 location. Chair Silvestrini noted the remote meetings were well set up. He attended some hybrid
31 meetings, and they were less successful due to sound issues. He commented that Committee
32 Members could see what the Commission wanted to do about future meetings.
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34 **B. Minutes of the Previous Meeting will be Reviewed for Approval.**
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36 **MOTION:** Mayor Sondak moved to approve the previous Budget/Finance/Audit Committee
37 Meeting Minutes. Councilor Bradley seconded the motion. The motion passed with the
38 unanimous consent of the Committee.
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2 **2. Update: Environmental Dashboard**
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- 4 **A. University of Utah: Scope of Work Changes – Cost Increase.**
5 **B. ESRI Donation Reflected on Financials/Quote Signed by Chair Robinson.**
6 **C. Resolutions for U of U and ESRI will be on the June 7, 2021, Board Agenda.**
7

8 Associate Director, Lindsey Nielsen reported that the Budget/Finance/Audit Committee Members
9 were given an updated scope of work and budget outline. She explained the reason for the updates.
10 CWC Staff is now under the impression that ESRI could no longer perform the professional
11 services they had previously offered to provide. As a result, the project team at the University of
12 Utah needed to rescope the project to include those additional components. However, Ms. Nielsen
13 and Executive Director, Ralph Becker have spoken to a different senior team member at ESRI the
14 previous afternoon. It seems it may be possible to get back on track with what originally was
15 going to be provided by ESRI. For instance, training, data population, and storyboarding for the
16 Environmental Dashboard. Staff is anticipating further conversations with ESRI to iron out the
17 details. Staff noted the University of Utah was not responsible for the additional time necessary to
18 complete the dashboard, ESRI's action necessitated the change.
19

20 Chair Silvestrini wondered if the Budget/Finance/Audit Committee should consider
21 recommending an expenditure of \$62,311 from reserves to cover the updated scope of work.
22 Ms. Nielsen confirmed this. She believed that approach would likely be the safest. While she felt
23 optimistic after the recent discussions with ESRI, there was nothing currently set in stone.
24

25 Chair Silvestrini believed the Committee should make a recommendation to the CWC Board.
26 Then at the June 7, 2021, CWC Board Meeting, there is scheduled to be a public hearing on the
27 budget as well as an explanation about the Environmental Dashboard. An amendment could be
28 made to the budget before it is adopted by the full CWC Board. Office Administrator, Kaye
29 Mickelson noted that Chair Silvestrini outlined the process correctly. However, another option
30 was to move some funds by line item to cover the \$62,311 and do a budget amendment after the
31 first quarter or in the middle of the second quarter. Chair Silvestrini commented that both were
32 good options. He felt it may be more transparent to reserve and budget the \$62,311 for the
33 Environmental Dashboard. If that were not needed, there could be a budget amendment to reduce
34 the amount.
35

36 Mayor Sondak asked about the numbers on the updated scope of work document. He believed
37 there was a \$47,000 difference and not a \$62,311 difference. Ms. Mickelson clarified that the
38 University of Utah increase was \$47,311 and the extra \$15,000 was for ESRI, payable in May
39 2022 the fiscal year currently having budget approval. Mayor Sondak wondered why the ESRI
40 costs had increased. Ms. Mickelson reported that ESRI was providing one year of free software.
41 After that, they would bill the CWC (in May 2022) for the software as well as the maintenance
42 and training that went along with it.
43

44 Mayor Sondak expressed frustration with ESRI and the fact that many things are now unclear.
45 Mr. Becker understood those frustrations. He explained that he had spoken to the person at ESRI
46 that the original offer had been worked out with. Mr. Becker let him know what had been

1 happening. That person set up the call that Mr. Becker and Ms. Nielsen participated in the previous
2 afternoon. Additionally, his understanding of the services to be provided pro bono was consistent
3 with that of the CWC. Further discussions with ESRI will take place. Mr. Becker believed those
4 discussions could happen before the budget adoption but may take longer than that.
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8 Chair Silvestrini posed several questions to the Budget/Finance/Audit Committee:
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- 10 • Since there is some uncertainty, is it better to wait and then do a budget amendment?
- 11 • Is it better to anticipate the additional costs now?

12 Mayor Sondak believed it would be better to put the \$62,311 into the budget. Chair Silvestrini
13 made note of an earlier suggestion from Ms. Mickelson about moving funds to cover the \$62,311.
14 He preferred not to touch the \$50,000 allocated for short-term projects. Mayor Sondak noted that
15 short-term projects were the most visible achievement of the CWC. Councilor Bradley agreed
16 with that statement. Chair Silvestrini believed there was consensus that the Budget/Finance Audit
17 Committee make a recommendation to the CWC Board that the funds be taken from reserves. He
18 noted that the public would be informed about the Environmental Dashboard before the public
19 hearing, so they were able to comment.
20

21 **MOTION:** Chair Silvestrini moved that the Budget/Finance/Audit Committee recommend to the
22 CWC Board that the sum of \$62,311 be taken from reserves to budget for additional costs related
23 to the Environmental Dashboard. Additionally, that the public will be notified of that action in
24 advance of the public hearing, the public hearing will be conducted and then the tentative budget
25 will be amended to reflect that change. Mayor Sondak seconded the motion. The motion passed
26 with the unanimous consent of the Committee.
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28 **3. Update: Visitor Use Study Phase II Proposal**

- 29 **A. Recommendation from Visitor Use Work Group.**
- 30 **B. Discussion Regarding Funding Strategies.**
- 31 **C. Recommendation to Be Made to CWC Board on June 7, 2021.**
- 32
- 33

34 Chair Silvestrini reported that he and Mayor Sondak participated in the Visitor Use Study Working
35 Group to further discuss the Visitor Use Study. Additionally, they attended a work group meeting
36 and were able to speak with Utah State University. What came out of that meeting was the idea
37 to extend the timeframe of the Visitor Use Study so it would cover a full year of use in the canyons
38 and examine Little Cottonwood Canyon, Big Cottonwood Canyon, and Millcreek Canyon. This
39 would decouple the Visitor Use Study from the Utah Department of Transportation (“UDOT”)
40 Little Cottonwood Canyon Environmental Impact Statement (“EIS”).
41

42 Ms. Mickelson explained that what CWC Staff wished to hear from the CWC Board was whether
43 to move in the direction of an expedited study or to focus on a study that would be a year in length
44 and would include an expanded study area. Chair Silvestrini felt that would be an important
45 discussion to have with the full CWC Board at the next meeting.
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1 Deputy Director, Blake Perez, reported that per the Contract Agreement with Utah State
2 University, staff had asked them to develop a proposal for Phase II. Based on feedback from
3 Commissioners, there had been discussions about an expedited study that would be completed by
4 November 2021. Utah State University compiled and put together a Phase II proposal with that
5 timeline in mind and it has been shared with the Visitor Use Study Working Group. Dr. Jordan
6 Smith from Utah State University shared an updated Phase II proposal based on more recent
7 discussions.

8
9 Chair Silvestrini reported that the members of the Visitor Use Study Working Group include:

- 10 • Will McCarvill.
- 11 • Helen Peters.
- 12 • Carl Fisher.
- 13 • Patrick Nelson.
- 14 • Annalee Munsey.
- 15 • Jan Striefel.
- 16 • Harris Sondak; and
- 17 • Jeff Silvestrini.

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19
20 Chair Silvestrini wondered if the CWC wanted the Visitor Use Study to be more comprehensive
21 and look at the other canyons or if the CWC wanted the Visitor Use Study to be a tool that could
22 be used to evaluate and analyze the UDOT Little Cottonwood Canyon EIS. He believed it would
23 be better if the study were more comprehensive.

24
25 However, he did appreciate the fact that the study could help the Commission reach some sort of
26 decision about a Mountain Transportation System (“MTS”). Mayor Sondak noted that the CWC
27 would not be able to get ahead of the UDOT Little Cottonwood Canyon EIS, even with an
28 expedited process. It seemed unwise to try to expedite the Visitor Use Study and lose the
29 opportunity to expand the focus.

30
31 Ms. Mickelson noted that the CWC Board would be provided with two proposals: one with an
32 expedited timeline and one with an expanded timeline and scope. Mayor Sondak did not want to
33 forward a recommendation about either proposal to the CWC Board. He noted he had some
34 concerns about them. Chair Silvestrini commented that the Budget/Finance/Audit Committee
35 could discuss how Phase II of the Visitor Use Study would be funded. He did not believe the
36 Committee should make a recommendation related to the scope of the project. Ms. Mickelson
37 clarified staff was not asking for a recommendation. Both proposals will be presented to the CWC
38 Board for further discussion.

39
40 Committee Members talked about funding strategies. Mayor Sondak wondered whether the
41 Budget/Finance/Audit Committee should weigh in on a potential funding strategy at the current
42 time or discuss it in the future. Chair Silvestrini felt those discussions should wait until a decision
43 had been made. Mr. Perez reported that there had been several potential funding strategies
44 presented to the Visitor Use Study Working Group. Those could be discussed at the CWC Board
45 Meeting. Ultimately, the Budget/Finance/Audit Committee would make a recommendation on

1 funding. Ms. Mickelson suggested that after the June 7, 2021, CWC Board Meeting that there be
2 a Budget/Finance/Audit Committee Meeting that would look at the different funding strategies.

3
4 Chair Silvestrini stated that Phase II may need to be a budget amendment. There could be a
5 decision made at the June 7, 2021, CWC Board Meeting related to the Visitor Use Study proposal.
6 Pricing would then need to be confirmed and funding strategies would need to be discussed. He
7 felt it made sense to move forward with the tentative budget as written and then amend the budget
8 if the Visitor Use Study proposal required an amendment. Mayor Sondak agreed.

9
10 Ms. Mickelson reiterated the fact that the next CWC Board Meeting would include the presentation
11 of both Visitor Use Study Phase II proposals. Chair Silvestrini suggested that the Board Meeting
12 Agenda state that there would be a discussion related to the Visitor Use Study options. The
13 Commissioners would also provide additional direction to CWC Staff.

14
15 Mayor Sondak asked about Funding Strategy 3, which was outlined in the Visitor Use Study
16 Working Group documents. The strategy was to approach the Legislature and potentially expand
17 the dollar amount provided in the appropriation. Discussions were had about the special session.
18 Mr. Becker reported that the special session revolved around how to spend the additional money
19 that had come in. Part of that money had already been spent. He believed the rest of the money
20 was reserved until later in the year. There could potentially be another special session to determine
21 how to spend the remainder. Chair Silvestrini pointed out that there was still a lot of uncertainty.

22
23 For information, Ms. Mickelson added that CWC Staff was in the process of completing and
24 preparing the payments for the approved short-term projects, to be completed by the end of the
25 fiscal year 6.30.2021.

26
27 **4. Tentative Budget Approved for Fiscal Year 2021-2022.**

- 28
29 **A. Comment on Process and Public Hearing.**
30 **B. Changes to Budget**

31
32 Chair Silvestrini reported that the tentative budget would be presented during the public hearing
33 on June 7, 2021. The Budget/Finance/Audit Committee would make an announcement that they
34 were recommending that the CWC fund the Environmental Dashboard from the fund balance.
35 There would then be a public hearing and a move to adopt the budget with that change.

36
37 **5. Current 2020-2021 Budget Information**

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39 Ms. Mickelson reported current 2020-2021 budget information had been posted.

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41 **6. Public Comment**

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43 *Pat Shea* commented that it was a good idea to expand the scope of the Visitor Use Study. He had
44 heard that UDOT would release the UDOT Little Cottonwood Canyon Draft EIS by mid-June.

45
46 **7. Adjournment**

- 1 The Central Wasatch Commission Budget/Finance/Audit Committee Meeting adjourned at
- 2 approximately 9:45 a.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 Wednesday, May 26, 2021.*
3

4 Teri Forbes

5 Teri Forbes

6 T Forbes Group

7 Minutes Secretary

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9 Minutes Approved: _____