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3 **MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”) EXECUTIVE**
4 **COMMITTEE MEETING HELD MONDAY, OCTOBER 18, 2021, AT 3:30 P.M. VIA ZOOM**
5

6 **Present:** Chair Chris Robinson
7 Mayor Erin Mendenhall
8 Mayor Mike Peterson
9

10 **Staff:** CWC Executive Director, Ralph Becker
11 CWC Deputy Director, Blake Perez
12 Communications Director, Lindsey Nielsen
13 Office Administrator, Kaye Mickelson
14

15 **Excused:** Mayor Jenny Wilson
16

17 **Others:** Mike Marker
18 Carl Fisher
19 Joshua Van Jura
20 Mimi Levitt
21 Patrick Shea
22 Steve Van Maren
23 Lisa Hartman
24 Alex Schmidt
25

26 **1. Opening.**
27

28 **A. Chair of the Board Christopher F. Robinson will Open the CWC Executive**
29 **Committee Meeting Plus Comment on the Electronic Meeting, No Anchor**
30 **Location, as Noted Above.**
31

32 Chair Chris Robinson called the meeting to order via Zoom at 3:43 p.m.
33

34 The Legislature, pursuant to Section 52-4-207(4), required the Committee to make a determination,
35 which was as follows:
36

37 ‘I, as the Chair of the Board of Commissioners (the “Board”) of the Central Wasatch
38 Commission (“CWC”), hereby determine that conducting Board or Committee meetings at
39 any time during the next 30 days at an anchor location presents a substantial risk to the health
40 and safety of those who may be present at the anchor location. Although the overall incidence
41 of COVID-19 cases has diminished over the past several months, the pandemic remains and

1 the recent rise of more infectious variants of the virus merits continued vigilance to avoid
2 another surge in cases which could again threaten to overwhelm Utah’s healthcare system.’
3

4 **2. Budget Amendment Discussion.**
5

6 **A. Chair of the Board Christopher F. Robinson will Review Time Frame for the**
7 **2021-2022 Fiscal Year Budget Amendment. Information Provided by Staff in**
8 **Executive Committee Packet.**
9

10 Chair Robinson noted that a Budget/Finance/Audit Committee Meeting is scheduled for October 20,
11 2021. CWC Deputy Director, Blake Perez explained that the 2021-2022 fiscal year budget
12 amendment was included in the packet. The Budget/Finance/Audit Committee would review the
13 budget amendment and make a recommendation to the CWC Board at the November 1, 2021, CWC
14 Board Meeting.
15

16 Mr. Perez explained that the budget amendment was related to the Environmental Dashboard and
17 Phase II of the Visitor Use Study. Both of those expenses had been highlighted in the memo.
18 Following proper procedures and protocol, there would be a public hearing leading up to the meeting
19 as well as an open public meeting half an hour prior to the CWC Board Meeting. Mr. Perez reported
20 that the \$50,000 for Phase II of the Visitor Use Study had been approved last fiscal year however
21 returned to reserve during the regular budget building process, and the Environmental Dashboard
22 costs were related to refined work plans from the University of Utah. Mayor Mike Peterson noted that
23 both items had been high priorities for the CWC and expressed his support for the amendment.
24

25 **3. Environmental Dashboard Status Update.**
26

27 **A. As the Executive Committee Provides Oversight to Long-Term CWC Projects,**
28 **including the Environmental Dashboard, Lindsey Nielsen will Provide a Brief**
29 **Presentation on the Environmental Dashboard and the Updated Workplan.**
30 **Reference Presentation Slides Included in the Packet.**
31

32 Communications Director, Lindsey Nielsen, shared project scope changes related to the
33 Environmental Dashboard. The University of Utah proposed moving away from utilizing ESRI
34 services to develop the interface for the Environmental Dashboard because it was possible to build
35 the dashboard and interface in-house. This would simplify the ongoing maintenance process and
36 could be handled by the team at the University of Utah and the CWC. The updated work plan included
37 a schedule and timeline. The intention was to have the Environmental Dashboard up and running
38 June 1, 2022.
39

40 Chair Robinson felt there was a plan in place that would work and looked forward to completion of
41 the Environmental Dashboard. CWC Executive Director, Ralph Becker explained that the
42 Environmental Dashboard was a byproduct of the work done through the Mountain Accord. He stated
43 that the Environmental Dashboard would assemble all of the environmental information from every
44 conceivable source into one location. The information would be accessible to those doing high-level
45 research as well as to the general public. Though it was frustrating to see the timeline continue to
46 shift and change, the actual dashboard would be an exciting and useful tool for all.
47

1 Mayor Peterson wondered if there would be ongoing annual maintenance costs for the Environmental
2 Dashboard. Mr. Becker explained that if ESRI provided the host structure for the site, there would
3 have been a substantial cost. The intention was that the CWC would be able to integrate new
4 information into the dashboard themselves. There would be limited ongoing work, but the proposed
5 structure meant that a lot of that work would be handled in-house. Staff has yet to determine ongoing
6 maintenance and upkeep costs, will do so for the next fiscal year budget building process.

7
8 Ms. Nielsen clarified that the benefit of moving the hosting in-house was that there would be no
9 additional hosting costs associated with the project. Had the CWC stayed with ESRI, there would
10 have been ongoing hosting and maintenance costs of approximately \$10,000 to \$20,000 per year.
11 Ms. Nielsen reminded the Committee Members that the Environmental Dashboard was originally
12 conceived to be a static paper report. However, the project had shifted to an online, updatable product
13 instead. That meant when there was new data, the CWC would need to factor in costs to add that data
14 to the dashboard. Those are the costs yet to be determined. She noted that they would be discussed
15 with the University of Utah team. Ms. Nielsen explained that if any additional elements needed to be
16 added to the Environmental Dashboard, such as the Visitor Use Study data, there would be costs
17 associated with those additions.

18 19 **4. Visitor Use Study Update.**

20 21 **A. The Visitor Use Study Status, the Second Long-Term CWC Project Given** 22 **Oversight by the Executive Committee, will be Updated. Reference Memo** 23 **Contained in EC Packet.** 24

25 Mr. Perez discussed the Visitor Use Study status. The memo included in the packet explained that
26 Dr. Jordan Smith from Utah State University would present findings related to Phase I of the Visitor
27 Use Study at the November 1, 2021, CWC Board Meeting. The presentation would focus on the
28 following questions:

- 29
- 30 • What are the key indicators to pay attention to and what data related to recreation use in the
- 31 canyons currently exists?
- 32 • What are the most appropriate ecological, physical and social indicators for each of the
- 33 recreational settings within the canyons?
- 34 • How should those indicators be prioritized in Phase II of the Visitor Use Study?
- 35

36 Mr. Perez explained that most of the discussions at the CWC Board Meeting would relate to Phase I
37 of the Visitor Use Study, but Dr. Smith would also touch on the work that had begun for Phase II.
38 Dr. Smith would also present his work to the Stakeholders Council on October 20, 2021. However,
39 that would largely involve Stakeholders Council conversations rather than a full report on the key
40 findings. The latter would take place at the CWC Board Meeting.

41
42 Mr. Becker reported that the Environmental Dashboard and Visitor Use Study were both projects
43 without a specific sub-committee of the Board that focused on the work. The Executive Committee
44 was the ideal place to obtain preliminary direction on both items. Office Administrator, Kaye
45 Mickelson discussed the distribution of responsibilities across the Committee structure. It had been
46 determined that the Executive Committee would handle discussions on long-term CWC projects.

1 **5. Stakeholders Council Meeting Discussion.**

2
3 **A. Chair of the Board Christopher F. Robinson will Provide Information about the**
4 **Upcoming Stakeholders Council Meeting. Reference the Agenda in Packet.**
5

6 Chair Robinson noted that the Stakeholders Council will meet on October 20, 2021, at 3:00 p.m. He
7 noted that the Stakeholders Council had been asked to prepare an annual report. William McCarvill
8 and Barbara Cameron would share the report during the CWC Board Retreat. Chair Robinson
9 explained that in addition to the report, they would present information on short-term projects and
10 would share interview results. Mr. Becker noted that when Mr. McCarvill and Ms. Cameron came
11 on as Co-Chairs of the Stakeholders Council, they interviewed all of the Stakeholders Council
12 Members and sent out a survey to get a better understanding of how the Stakeholders felt the Council
13 was running and what they wanted to see moving forward. A lot of time had been spent reviewing
14 those results and doing follow-up work. Mr. McCarvill and Ms. Cameron would share the results of
15 those interviews during the CWC Board Retreat.
16

17 **6. CWC Board Retreat Agenda Discussion.**
18

19 Chair Robinson explained that since the last Executive Committee Meeting, it was determined that
20 the CWC Board Retreat would be virtual. Some concerns were expressed by CWC Legal Counsel,
21 Shane Topham about the Retreat, and some CWC Board Members were concerned about the in-
22 person meeting. It was determined that it made more sense to compress the duration of the Retreat.
23 It would be no more than five hours and be conducted via Zoom.
24

25 **7. CWC Board Retreat.**
26

27 **A. Chair of the Board Christopher F. Robinson will Lead a Brief Review of the Final**
28 **CWC Board Retreat Agenda Scheduled for Friday, November 5, 2021. Agenda**
29 **included in the Packet.**
30

31 Chair Robinson reviewed the Final CWC Board Retreat Agenda. He explained that the CWC Board
32 Retreat was scheduled to take place on November 5, 2021, via Zoom. Between 9:05 a.m. and
33 9:35 a.m., there was time set aside for a Closed Session to discuss personnel matters. Chair Robinson
34 noted that a lot was happening with the upcoming elections that would affect the organization. As a
35 result, it would be appropriate to start the CWC Board Retreat with a Closed Session.
36

37 The next part of the CWC Board Retreat would include a video providing an overview of the
38 Mountain Accord and the CWC. That video would be followed by a discussion on the future and
39 functions of the CWC. Chair Robinson believed this was an essential portion of the CWC Board
40 Retreat as the discussions would address the following questions:
41

- 42 • Why does the CWC exist?
- 43 • Is the CWC organized in the best way possible?
- 44 • What does the CWC want to accomplish?
- 45

46 Chair Robinson felt that the CWC had accomplished a lot since the last in-person Retreat, but it was
47 time to regroup and focus on the overall objectives. Following those discussions, there would be a
48 presentation from the Stakeholders Council Co-Chairs. Mayor Peterson supported the outline but

1 wondered if there was any information related to the future and functions of the CWC that could be
2 sent out ahead of the meeting. He felt that may help participants prepare for the discussions. Chair
3 Robinson stated that there would be a CWC Board Meeting on November 1, 2021, which was a few
4 days before the Retreat. During that meeting, that suggestion could be discussed further.
5

6 Chair Robinson explained that a fair amount of time had been spent in 2020 and 2021 looking at a
7 Mountain Transportation System (“MTS”) and trying to understand the Utah Department of
8 Transportation (“UDOT”) Little Cottonwood Canyon Draft Environmental Impact Statement
9 (“EIS”). The CWC had also arrived at a consensus on a response to the UDOT Little Cottonwood
10 Canyon Draft EIS, focused on short-term projects, focused on long-term projects like the
11 Environmental Dashboard and Visitor Use Study, and had worked on the Federal Legislation. It was
12 now time to determine what the CWC role would be in the future. There could also be discussions
13 during the CWC Board Retreat related to consensus voting and whether or not that should continue.
14

15 Mayor Peterson noted that another discussion item could be clarification on continued membership.
16 It was important to make sure that everyone was still on board. Every time there is an election,
17 different political entities reevaluated their position. He felt it might be beneficial to see that everyone
18 was still committed to the vision and focus of the Mountain Accord and CWC. Chair Robinson stated
19 that there will likely be a 30 to 40 percent membership shift in some capacity due to elections.
20

21 Mayor Erin Mendenhall was curious as to whether there would be a third-party facilitator during the
22 CWC Board Retreat. Chair Robinson commented that it was not too late to have a third-party
23 facilitator. He planned to act as the discussion lead but was open to other options. Mayor Mendenhall
24 stated that it is important to have a framework that would ensure the discussions were productive.
25 CWC Staff or CWC Board Members could share questions related to the future and functions portion
26 of the retreat. Mr. Becker agreed that there would need to be structure in place for the retreat. In the
27 past, there had been an outside facilitator for the MTS discussions, the Chair had performed the role
28 as discussion lead and CWC Staff had led some of the discussions. The CWC Board Retreat could
29 be done in any of those ways. He suggested that the process be fleshed out further and timelines
30 added to ensure the discussions remained productive.
31

32 Mayor Peterson felt that it would be beneficial to have certain questions built into the agenda in
33 advance. Chair Robinson stated that the future and functions section of the Retreat could have a
34 handful of questions listed. Participants could read those questions ahead of time, which may help
35 the discussions to be more focused and robust. Mayor Peterson liked that direction. He noted that as
36 he transitioned out of his role as Mayor, it was his responsibility to inform a new Mayor and City
37 Council about the role of the CWC. The retreat discussions would be helpful during that process.
38

39 Chair Robinson wondered how important it was to have a third-party facilitator. Mayor Peterson and
40 Mayor Mendenhall felt it was appropriate for Chair Robinson to lead the discussion. Chair Robinson
41 suggested that CWC Staff come up with a revised agenda that included specific questions to focus on
42 during the CWC Board Retreat. The revised agenda would be sent to the CWC Board and a segment
43 of the November 1, 2021, Board Meeting would be spent finalizing the agenda.
44

45 **8. Adjourn Board Meeting.**

46
47 **MOTION:** Mayor Peterson moved to adjourn. Mayor Mendenhall the motion. The motion passed
48 with the unanimous consent of the Committee.

- 1
- 2 The Central Wasatch Commission Meeting adjourned at 4:30 p.m.

1 *I hereby certify that the foregoing represents a true, accurate, and complete record of the Central*
2 *Wasatch Commission Executive Committee Meeting held Monday, October 18, 2021.*

3

4 Teri Forbes

5 Teri Forbes

6 T Forbes Group

7 Minutes Secretary

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9 Minutes Approved: _____