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**MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”) EXECUTIVE/
BUDGET/AUDIT COMMITTEE MEETING HELD ON MONDAY, MAY 20, 2024, AT
3:30 P.M. THE MEETING WAS CONDUCTED WITH A VIRTUAL OPTION AT THE
CWC OFFICES LOCATED AT 311 SOUTH STATE STREET, SUITE 330, SALT LAKE
CITY, UTAH.**

Present: Mayor Jeff Silvestrini, Chair
Christopher Robinson
Laura Briefer
John Knoblock

CWC Staff: Lindsey Nielsen, Executive Director
Sam Kilpack, Director of Operations
Mia McNeil, Community Engagement Coordinator

Opening

- 1. Chair Jeff Silvestrini will Open the Public Meeting as Chair of the Executive/Budget/Audit Committee of the Central Wasatch Commission.**

Chair Jeff Silvestrini called the Central Wasatch Commission (“CWC”) Executive/Budget/Audit Committee Meeting to order at approximately 3:30 p.m. and welcomed those present.

- 2. Review and Approval of the Minutes from the April 15, 2024, Meeting.**

MOTION: Chris Robinson moved to APPROVE the April 15, 2024, Executive/Budget/Audit Committee Meeting Minutes. Jeff Silvestrini seconded the motion. The motion passed with the unanimous consent of the Committee.

Closed Session

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

Discussions were had about the Closed Session. Commissioner Chris Robinson thought it made sense for Laura Briefer to join the Closed Session with himself and Chair Silvestrini. A separate meeting link was emailed out. No members of CWC Staff were present for the Closed Session.

1 **MOTION:** Chris Robinson moved to go into CLOSED SESSION for the Purposes of Discussing
2 the Character, Professional Competence, or Physical or Mental Health of an Individual, as
3 Authorized by Utah Code Ann. 52-4-205(1)(a). Jeff Silvestrini seconded the motion. Vote on
4 Motion: Jeff Silvestrini-Aye; Chris Robinson-Aye. The motion passed with the unanimous
5 consent of the Committee.

6
7 **Closed Session Ends**

- 8
9 1. **Chair of the Board, Jeff Silvestrini, will End the Closed Session for the Purpose of**
10 **Discussing the Character, Professional Competence, or Physical or Mental Health of**
11 **an Individual as Authorized by UTAH CODE ANN. 52-4-205(1)(a) and Re-open the**
12 **Central Wasatch Commission Executive/Budget/Audit Committee Meeting.**

13
14 The Closed Session ended and the Executive/Budget/Audit Committee resumed.

15
16 **Staff Updates**

- 17
18 1. **June Board Meeting Agenda and Action Items:**

- 19
20 a. **Budget Approval.**

21
22 The meeting agenda for the CWC Board Meeting in June was reviewed. Based on the discussions
23 during the Closed Session, Chair Silvestrini asked CWC Staff to modify the budget that will come
24 before the CWC Board to reflect a 5% cost of living adjustment (“COLA”) for CWC Staff and to
25 preserve the increase to the HSA contribution. Chair Silvestrini wanted to confirm the total
26 revenue number in the budget. He wondered whether that amount reflects the lower contributions
27 that Sandy and Cottonwood Heights indicated they will contribute. Executive Director, Lindsey
28 Nielsen, explained that the draft budget presented to the CWC Board at the last meeting does not
29 include that, but it has since been updated to reflect the lower membership contributions.

30
31 Commissioner Robinson clarified that during the Closed Session, it was determined that there will
32 be a 5% COLA increase and no merit with the \$200 per year increase in HSA. Chair Silvestrini
33 confirmed this. Commissioner Robinson explained that they did not believe it made sense to split
34 the amount between COLA and merit when the 5% is more in keeping with what is seen elsewhere.
35 Chair Silvestrini confirmed that the 5% was based on what other municipalities are doing for their
36 employees. The lack of merit is not a reflection of the work that is being done, but it comes down
37 to the budget needs, especially given that some member contributions will be lower this year.

38
39 Ms. Nielsen explained that the Staff Updates section is intended to let the Executive/Budget/Audit
40 Committee know what is anticipated to be on the next CWC Board Meeting agenda. There will
41 be a more detailed discussion about the budget later in the Committee Meeting. At the June 3,
42 2024, meeting, there will be a budget hearing. The meeting will start at 3:30 p.m.

- 43
44 b. **Restroom Maintenance Contract Renewals.**
45 c. **Government Relations Contract Renewal.**
46 d. **Central Wasatch Symposium Event Planner Contract Approval.**

- e. **Consideration of Stakeholders Council Request.**
- f. **Review Annual Fraud Risk Assessment.**

Other action items on the CWC Board Meeting agenda include restroom maintenance contract renewals and government relations contract renewals. There will be a Resolution to consider approval of a contract with an event planner for the Central Wasatch Symposium. There is also a recommendation from the Stakeholders Council that was forwarded to the CWC Board during the last Stakeholders Council Meeting. Lastly, there will be a review of the Fraud Risk Assessment.

Chair Silvestrini reported that he attended the Stakeholders Council Retreat. The Stakeholders Council wants the CWC Board to consider posing some questions to the Utah Department of Transportation (“UDOT”) with respect to buses. The questions were as follows:

- Who has the authority to purchase additional buses for the Tri-Canyon areas - Little Cottonwood Canyon, Big Cottonwood Canyon, and Mill Creek Canyon?
- What is the present time frame for ordering additional buses to relieve the traffic congestion in the Tri-Canyons areas?

There is also a desire to understand whether it is possible to consider electric buses. Chair Silvestrini noted that there can be a discussion about those questions during the CWC Board Meeting. During the Stakeholders Council Retreat, he was asked to weigh in on the questions, but he did not want to do so at that time. He was at the retreat to listen rather than actively participate. However, who has the authority to purchase additional buses may not be the right question. He thought about who will purchase buses and when might be a more appropriate question to ask. The Stakeholders Council essentially wants to know when there will be action on Phase I implementation, but UDOT might not move forward until there is more clarity about the lawsuits.

Chair of the Stakeholders Council, John Knoblock, noted that based on past conversations with Carlton Christensen from UTA, it seems the focus is improved service through stacked buses rather than adding frequency. Commissioner Robinson asked about a potential Special Transit District. Mr. Knoblock clarified that Mr. Christensen did not specifically state that there was no support for a Special Transit District, but he did state that UTA will resume the 953 bus and was planning to have stacked buses at the ski bus stops so no one was left standing at the bus stops waiting.

2. Youth Council Updates.

Ms. Nielsen shared information about the CWC Youth Council. The Youth Council was awarded two Short-Term Project grants, one to the Outdoor Access Committee and one to the Events and Outreach Committee. One grant is for a youth-centered film screening, which will be held in either late summer or early autumn. The other grant is for a community gear shed in partnership with the Gear Fund Collective and the Mobile Moon Co-Op on the west side of Salt Lake City.

Community Engagement Coordinator, Mia McNeil, reported that the Youth Council has one new member. It has been exciting to see more people get involved and apply to join the Council.

1 **3. Transit Map Review.**

2
3 Ms. McNeil reported that at the previous meeting, there was a discussion about the Transit Map.
4 She was asked to put it into a dynamic form and was able to do so. Ms. McNeil reminded
5 Committee Members that the purpose of the Transit Map is to provide residents and visitors the
6 opportunity to find and use various public transit methods. There are multiple components to the
7 map. It shows boundaries as well as Utah Transit Authority (“UTA”) and High Valley Transit
8 routes and stops. She has been working with Park City Transit to get more of their route
9 information. They recently sent her more data and that will all be added to the Transit Map shortly.

10
11 Chair Silvestrini asked what the difference is between the red and the pink shown on the Transit
12 Map. Ms. McNeil explained that the data was classified by jurisdiction and county. It is possible
13 to turn off the jurisdictional data on the map and look by county instead. With the UTA
14 information, each route is different, so those routes were color-coded. This makes it easier to
15 determine the different transit types available. Ms. Nielsen reported that the goal is to incorporate
16 additional data received from Park City Transit into the map before the CWC Board Meeting in
17 June. Additionally, CWC Staff is trying to determine how to best display the Ski Bus Priority
18 Access Program on the map. There is also a desire to include shuttle routes. The Transit Map is
19 a work in progress, but Committee Members were asked to review and share comments.

20
21 Laura Briefer believed the primary purpose of the Transit Map is to encourage people to utilize
22 public transit. Ms. Nielsen clarified that the goal is similar to the Environmental Dashboard. It
23 amasses all of the available information into one place. That means people can see all of the
24 available options if they choose to use transit to visit the study area. This may be useful to both
25 locals and visitors. Ms. Briefer asked if there will be a press release. Ms. Nielsen reminded those
26 present that the ski bus recently wrapped up at the end of April and the final dataset was received
27 from UTA. The week of the CWC Board Meeting in June, there will be a press release to talk
28 about another successful year of the Ski Bus Priority Access Program and the release of the Transit
29 Map. She hoped member jurisdictions and others will share the Transit Map at that time.

30
31 Ms. Nielsen reported that the more updated version of the Transit Map will be reviewed during
32 the CWC Board Meeting in June. Ms. McNeil has worked hard since the last meeting to get the
33 Transit Map online and running for the most part. She reiterated that some updates will be made.

34
35 **4. Housekeeping.**

36
37 Ms. Nielsen reported that the Fraud Risk Assessment and Annual Disclosure Forms are due by the
38 end of the fiscal year. Reminders will be shared with CWC Board Members about the forms.

39
40 **Stakeholders Council Discussion**

41
42 **1. The Chair and Co-Chair of the Stakeholders Council will Discuss with the Committee**
43 **the Recent Activities of the Stakeholders Council.**

44
45 **2. The Chair and Co-Chair will Recap the Stakeholders Council Retreat, which Took**
46 **Place on May 16th, 2024.**

1
2 **3. Staff will Discuss Offering Facilitation Training to the Stakeholders Council Chair**
3 **and Co-Chair.**
4

5 Mr. Knoblock reported that the Stakeholders Council Retreat went well. Unfortunately, people
6 felt a little rushed to come up with deliverables in the time allotted. That being said, it was good
7 to get everyone together and work through some of the issues. One of the overarching messages
8 was that as volunteers, it is difficult for some Council Members to commit enough time to keep
9 up with everything happening in the organization. Even taking the time to read all of the Meeting
10 Minutes is a commitment. Chair Silvestrini noted that during the Stakeholders Council Retreat,
11 there were breakout sessions where the subcommittees discussed different issues. There was also
12 a breakout session with a mixture of Council Members from various subcommittees.
13

14 The Environment Systems Committee talked about the Environmental Dashboard and the desire
15 to add to the Human Element. Mr. Knoblock reported that some of the data in the Visitor Use
16 Study needs to be refined because some of the ski resort visitation numbers were underreported.
17 Chair Silvestrini noted that based on conversations with CWC Staff, there have been some issues
18 with Dr. Jordan Smith being responsive to emails. CWC Staff may need to be a little firmer in the
19 future. Commissioner Robinson stated that Dr. Smith has generally been responsive in the past.
20

21 Ms. Nielsen reported that the updated data will be received at some point. As has been mentioned,
22 she has not been able to get a firm adherence to a deadline as to when the update will be provided
23 to the CWC. However, she reiterated that the data will be received. As for a potential list of issues,
24 that has been drafted already by Mr. Knoblock and can be shared with Committee Members.
25

26 Mr. Knoblock noted that the Environment Systems Committee also spoke about land acquisitions.
27 As for the Transportation Systems Committee, there were discussions about vehicle readiness.
28 Commissioner Robinson referenced “The Red Snake Letter.” Chair Silvestrini explained that it
29 addressed the merge of traffic out of Snowbird and Alta and stated that Alta did not have priority.
30 It was more of a resort-specific message than canyon specific. Mr. Knoblock had a similar take.
31

32 The Recreation Systems Committee stated that comments are due for the U.S. Forest Service Tri-
33 Canyon Trails Master Plan at the end of the month. Mr. Knoblock noted that any interested
34 Committee Members can submit comments as well. He reported that there will be a social
35 gathering between the Stakeholders Council and CWC Youth Council. That will create some
36 informal dialogue between the Councils. Chair Silvestrini expressed support for the social event.
37

38 Commissioner Robinson asked whether any of the resort representatives participated in the
39 Stakeholders Council Retreat. Mr. Knoblock reported that only Amber Broadway did. She
40 actually raised the issue that the ski resorts do not have enough of a voice considering the large
41 economic impact. She felt that perhaps the ski resorts should have a role at the CWC Board level,
42 like an Ex Officio Member. Commissioner Robinson had hoped that more of the resorts would
43 participate at the Stakeholders Council level. He wondered whether it is worth suggesting that the
44 ski resorts have a different role to the CWC Board. Chair Silvestrini explained that he was guarded
45 about that because there might be other groups who would also like that kind of treatment.
46

1 Chair Silvestrini noted that there are a few Ex Officio Members currently, so he is willing to
2 consider the idea, but the ramifications need to be thought through. Ski resort participation is
3 something that has concerned him in the past. If there is no participation from the ski resorts, it
4 will be difficult to get the State on board for items like the legislation. Commissioner Robinson
5 reported that the CWC is allowed to have four Ex Officio Members and there are three at the
6 moment. Ms. Briefer pointed out that the organization could consider a change to the bylaws to
7 elevate the interests of the ski areas and environmental interests. She agrees it is important to be
8 equitable in the platform given to the different interests. Ms. Briefer asked if ex-officio members
9 contribute to the budget revenue. Commissioner Robinson reported that some ex-officio Members
10 do make financial contributions while others do not contribute in that way.

11
12 Committee Members discussed whether this matter should be added to a future CWC Board
13 Meeting agenda. Commissioner Robinson was supportive of it being an agenda item. Chair
14 Silvestrini also thought it made sense to discuss. Mr. Knoblock suggested that Chair Silvestrini
15 reach out to Dave Fields and Ms. Broadaway to see what their feelings are about this matter.

16
17 Ms. Nielsen believed the resorts were involved in the organization because of the Central Wasatch
18 National Conservation and Recreation Area (“CWNCRA”) Act. There has been enough
19 management turnover at all of the resorts that it may be time to revisit the negotiations. She
20 reported that there were Working Group Sessions with the resorts and the environmental
21 community. While there were a lot of similar comments as the ones made by resort General
22 Managers six years ago, the conditions six years on are different. Ms. Nielsen suggested that some
23 time and effort be spent determining where the leverage points are with each of the ski resorts.

24
25 Mr. Knoblock reported that according to Ms. Broadaway, resolving the traffic and parking issues
26 is a significant part of her job. She will be working to address that with or without the CWC, so
27 she sees the CWC as an organization that can assist her with the work. Chair Silvestrini thought
28 that was encouraging. He offered to reach out and asked that this be on the next meeting agenda.
29 Ms. Briefer suggested Ex Officio Members that represent each of the four System Committees.

30 **Budget Items**

31 **1. The Committee will Discuss the 2024-2025 Tentative Budget.**

32 **2. The Committee will Continue Discussions Pertaining to Member Contributions.**

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34
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36
37 Additional discussions were had about the Draft Tentative Budget. Chair Silvestrini wanted to
38 make sure the revenue numbers were correct based on the member contributions that are expected.
39 Commissioner Robinson asked that the breakdown of the revenue be shared with the Committee.
40 It will be possible to recommend approval to the CWC Board with the adjustments previously
41 mentioned. Ms. Nielsen shared a breakout with the Committee and noted that the changes have
42 been highlighted. Cottonwood Heights, Sandy, and UTA changed, but everything else will stay
43 the same. Chair Silvestrini asked how much Sandy will be contributing. Ms. Nielsen offered to
44 check in with Mayor Monica Zoltanski about that, but the last number she heard was \$90,000.

1 Commissioner Robinson believed the Executive/Budget/Audit Committee could recommend
2 approval to the CWC with the condition that the previously discussed adjustments be made.

3
4 **MOTION:** Chris Robinson moved to RECOMMEND APPROVAL of the Tentative Budget to
5 the CWC Board, subject to the confirmation of the contribution amount from Sandy City and
6 making adjustments to the salary and payroll line item. Jeff Silvestrini seconded the motion. The
7 motion passed with the unanimous consent of the Committee.

8 9 **Central Wasatch Symposium**

10 11 **1. Staff will Present Options for Event Management for the Central Wasatch** 12 **Symposium for Committee Review.**

13
14 Ms. Nielsen reported that at one of the recent Executive/Budget/Audit Committee Meetings, a
15 tentative schedule was introduced for the Central Wasatch Symposium. CWC Staff has reached
16 out to an event planner to provide a day of support and make sure CWC Staff is on track with the
17 way the event will be managed. She shared the proposals from the event coordinator being
18 considered. There is also a tentative proposal from the venue being considered, Westminster
19 University. There are two options, where Option A is more expensive and Option B is less
20 expensive. The latter comes with fewer amenities. She believes Option B makes sense.

21
22 Ms. Nielsen discussed the motivation for having an event coordinator for the day of support. This
23 is the first time that the event will take place. While she has a lot of event planning and
24 coordinating experience, it is always good to have an expert available to assist. She also wants to
25 make sure that CWC Staff can attend some of the breakout sessions during the day. Commissioner
26 Robinson asked about the proposed date for the symposium. Ms. Nielsen reported that it is
27 anticipated to take place in January. The idea is to host the symposium annually before the
28 Legislative Session.

29
30 Commissioner Robinson noted that if the organization bylaws are amended to provide more
31 representation for the working groups, it would be helpful to have a retreat with the ex-officio
32 Members or some kind of brainstorming session. That could contribute to a reset of sorts. Ms.
33 Nielsen liked the suggestion that the full CWC Board agrees with additional Ex Officio Members.

34
35 Additional discussions were had about the possible addition of Ex Officio Members. Ms. Nielsen
36 wondered whether the Metropolitan Water District of Salt Lake and Sandy was being considered
37 as the representative for the environmental interests. This was denied. Commissioner Robinson
38 asked if it made sense to evaluate all of the existing Ex Officio Members. Ms. Briefer thought it
39 made sense to review the value Ex Officio Members offer the organization. There are very specific
40 jurisdictional reasons why the current parties are there, whereas the ex-officio Members the
41 Committee is currently contemplating may not be someone with any kind of legal jurisdiction.

42
43 Ms. Nielsen shared the initial bid from Westminster University. There will be continued work to
44 finalize that number. Commissioner Robinson asked whether the venue at Westminster University
45 is a single large hall or if there are breakout rooms. Ms. Nielsen reported that there are both. There
46 will be a large hall used for the opening address and the film screening that will close out the

1 symposium. There will also be breakout sessions for the other workshops offered. Commissioner
2 Robinson wondered whether other facilities could serve this function. Ms. Nielsen stated that she
3 could see Millcreek City Hall working well for this kind of event, but it depends on whether there
4 would be support for the symposium taking over Millcreek City Hall for two days.

5
6 Possible dates for the symposium are the first Thursday and Friday in January or the second
7 Thursday and Friday in January. The Legislative Session starts on the third Monday of January.

8 9 **Legislative and Land Tenure Items**

10 11 **1. The Committee will Revisit the Discussion of the CWNCRRA and Land Tenure.**

12
13 It was noted that the CWNCRRA was discussed earlier in the meeting.

14 15 **Other Business**

16
17 There was no additional business discussed.

18 19 **Closing**

20 21 **1. Chair Silvestrini will Call for a Motion to Adjourn the Executive/Budget/Audit** 22 **Committee Meeting.**

23
24 **MOTION:** Chris Robinson moved to ADJOURN the Executive/Budget/Audit Committee
25 Meeting. Jeff Silvestrini seconded the motion. The motion passed with the unanimous consent of
26 the Committee.

27
28 The Central Wasatch Commission Executive/Budget/Audit Committee Meeting adjourned at
29 approximately 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/Budget/Audit Committee Meeting held on Monday, May 20, 2024.*
3

4 Teri Forbes

5 Teri Forbes

6 T Forbes Group

7 Minutes Secretary

8

9 Minutes Approved: _____