

**MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”) EXECUTIVE/ BUDGET/AUDIT COMMITTEE MEETING HELD ON THURSDAY, JULY 27, 2023, AT 1:00 P.M. THE MEETING WAS CONDUCTED WITH A VIRTUAL OPTION AT THE CWC OFFICES LOCATED AT 41 NORTH RIO GRANDE STREET, SUITE 102, SALT LAKE CITY, UTAH.**

**Present:**  Chris Robinson, Chair

Mayor Jeff Silvestrini

Mayor Erin Mendenhall

Laura Briefer

John Knoblock

**CWC Staff:**  Lindsey Nielsen, CWC Executive Director

Mia McNeil, CWC Community Engagement Intern

**Open Executive/Budget/Audit Committee Meeting**

1. **Chair Christopher F. Robinson will Call the Meeting to Order and Welcome Committee Members and the Public.**

Chair Robinson called the Executive/Budget/Audit Committee Meeting to order at 1:00 p.m.

1. **The Committee will Approve Minutes from the 6/26 Meeting.**

**MOTION:** Mayor Silvestrini moved to APPROVE the June 26, 2023, Executive/Budget/Audit Committee Meeting Minutes. Chair Robinson seconded the motion. The motion passed with the unanimous consent of the Committee.

1. **Staff Announcements.**
2. **The CWC will Open a Call for Applications for the Youth Council the Last Week in August.**
3. **Staff will provide the EBAC with Official Youth Council Mission, Vision, and Goals Document During the August 7th Board Meeting.**

It was noted that the Mission, Vision, and Goals Document that was created for the Youth Council would be presented to the CWC Board during the August 7, 2023, CWC Board Meeting.

1. **Staff Sent 2023/2024 Invoices to Jurisdictional Members this Month.**

Chair Robinson reported that the 2023/2024 invoices were sent to jurisdictional members. He noted that CWC Executive Director, Lindsey Nielsen, sent an email to each member jurisdiction with a reminder that the contributions are due in addition to the invoice.

Mayor Silvestrini noted that the CWC received communication from Sandy City indicating that they intend to cut their contribution in half. Instead of $45,000, it will be $22,500. Chair Robinson, Mayor Silvestrini, and Ms. Nielsen met with Mayor Monica Zoltanski and the City Administrator for Sandy City recently. It was confirmed at that time that Mayor Zoltanski would try to augment that contribution during a mid-year budget adjustment, which might be in November. Mayor Silvestrini expressed concerns about Sandy City reducing its contribution, especially given the discussions that took place at the CWC Board Retreat about the need for stable funding. Mayor Zoltanski indicated that the move was made by her Council. Mayor Silvestrini was hopeful that the contribution would increase back to the $45,000 level.

Chair Robinson reported that Mayor Zoltanski encouraged the CWC to schedule a meeting with the Sandy City Council and to participate in the Heritage Festival in mid-September. There would be an opportunity to have a booth at the festival and share the work of the organization. Mayor Zoltanski indicated that the reduction in the membership contribution was not her decision.

Mayor Mendenhall asked what the rationale was from the Sandy City Council. Mayor Silvestrini explained that there had been some difficult discussions about the budget. Ultimately, there was a 15% proposed tax increase, and some cuts needed to be made. He had heard some slightly different things from Mayor Zoltanski and Marci Houseman but the explanation was that there was a desire to trim some budget items. The contribution was something several Council Members believed could be reduced. However, he pointed out to Mayor Zoltanski that the CWC contributed to the bus bypass program. That was something that was a benefit to both the Sandy City Police Department as well as the Sandy City residents. It was only appropriate that Sandy City pay more than what was currently being suggested. He pointed out that Sandy City barely pays more than Brighton, which he felt was problematic. Chair Robinson felt it was likely that the full funding would be restored with the mid-year adjustment.

1. **Staff is Working on a 2025 Millcreek Canyon Shuttle Program Feasibility Proposal for the Uinta-Wasatch-Cache National Forest, as Requested by District Ranger Hotze. A Millcreek Canyon Shuttle was an Action Item in the Mountain Accord. The Feasibility Proposal Deadline is 8 August 2023. Staff will present the Proposal During the August 7th CWC Board Meeting.**

Ms. Nielsen reported that the Federal Lands Access Program (“FLAP”) grant was awarded to Salt Lake County and Millcreek City. The work was well underway and there had been numerous comment periods related to the plans for construction. Construction was slated to begin in 2025 within the upper portion of Millcreek Canyon. Due to that construction and the timeline, District Ranger, Bekee Hotze, from the U.S. Forest Service approached CWC Staff to work together to develop a Feasibility Proposal that would be delivered to the Forest Service. It could then be examined and the Forest Service could determine if a shuttle would be feasible.

The shuttle would service the lower portion of the canyon while the upper portion of the canyon was closed off due to construction. The proposal examined the potential costs, the potential locations, and parking needs. Ms. Nielsen explained that the Feasibility Proposal was due back to the Forest Service on August 8, 2023. That date was pushed back to allow CWC Staff to present the Feasibility Proposal to the CWC Board at the August 7, 2023, CWC Board Meeting. Once the Feasibility Proposal is delivered to the Forest Service, the Forest Service will determine whether the shuttle was possible. If it was determined that a shuttle in Millcreek Canyon was feasible, the Forest Service would ask the CWC to work with third parties to contract for National Environmental Policy Act (“NEPA”) and examine potential environmental impacts.

Mayor Mendenhall wondered if the shuttle would only be in place for the duration of the construction. Ms. Nielsen asked the same question to Ms. Hotze. Phase 1 of the shuttle program would only service the lower portion of the canyon during construction of the upper portion. However, if that works well and sustainable funding sources are identified, the Forest Service was amenable to a shuttle service program for the entire canyon for the entire year. Mayor Mendenhall thought there might be some Federal funds that could be obtained. She suggested asking the Forest Service about the potential of exploring that. Ms. Nielsen confirmed that she would ask. An internal meeting was scheduled for August 4, 2023, and she would share that suggestion then. Mayor Silvestrini stated that he would reach out to the Granite School District to find out if it was possible to secure some parking at the base of the canyon. It might not be year-round, but it could be available during the summer.

Ms. Nielsen reminded those present that the idea of a Millcreek Canyon shuttle program was not new. The County worked it into its Regional Transportation Plan back in 2012. The main issue facing a potential shuttle was parking as there were difficulties locating potential parking spaces. Any assistance on that matter would be helpful in terms of increasing the feasibility. Mayor Silvestrini explained that the whole point of the FLAP grant that the County and Millcreek applied for was to facilitate a shuttle. He noted that in previous conversations with the Forest Service, there was opposition to implementing a shuttle program until there are improvements made to the road in the upper canyon. When construction is done, he hoped the shuttle service would be extended to the upper portion of the canyon as well. At some point, there would be an application for a FLAP grant to address the needs in the lower portion of the canyon.

1. **The Hiring Process for the Director of Operations, as well as the Community Engagement Coordinator, is Well Underway.**

Ms. Nielsen reported that the hiring process was well underway for the Director of Operations and the Community Engagement Coordinator. The call for applications opened on July 5, 2023, and closed on July 26, 2023. Many qualified applicants applied and she was excited to form a Selection Committee with interested Board Members and make the decisions.

Chair Robinson asked how many applications had been received for each position. Ms. Nielsen reported that there were 31 applications for the Director of Operations position and nine applications for the Community Engagement Coordinator position. She was very pleased about the number of applicants as well as the qualifications. Chair Robinson asked what the plan was when it came to forming the Selection Committee. Ms. Nielsen explained that the matter would be discussed further during the Closed Session. She would reach out to CWC Board Members to determine their level of interest in participating on the Selection Committee. She hoped to schedule interviews for the week of July 31, 2023, and August 7, 2023. The Selection Committee would be present for the interviews and deliberate afterward. From there, a decision would be made.

**Stakeholders Council Update**

1. **Executive/Budget/Audit Committee Ex-Officio Members, and Stakeholders Council Leadership, John Knoblock and Carl Fisher will Provide an Update on the Activities of the Stakeholders Council for the Executive/Budget/Audit Committee.**

Chair of the Stakeholders Council, John Knoblock, shared updates with the Executive/Budget/Audit Committee. He reported that there are two active subcommittees within the Stakeholders Council. The first was the Trails Committee, which resulted in Salt Lake County and the Forest Service undertaking the Tri-Canyon Trails Master Plan. The other subcommittee was the Millcreek Canyon Committee, from which the Millcreek FLAP grant came. There had been a lot of success with those subcommittees and things were working well. Earlier in the year, there was a Mini Stakeholders Council Retreat held with a consultant. The intention was to determine what was working, and not working, and what could be changed. Avenue Consultants collected data and shared a report with the findings. The takeaways were as follows:

* Stakeholders Council Members wanted to prioritize the Mountain Accord; and
* Stakeholders Council Members wanted a closer connection with the CWC Board.

Mr. Knoblock explained that there had been discussions with previous Stakeholders Council leadership, Will McCarvill and Barbara Cameron, about better integrating with the CWC Board. Council Members were willing to take directives from the CWC Board and take on various tasks as that was one of the purposes of the Stakeholders Council. For example, the Council could research, collect data, and provide information to the CWC Board. However, it seemed Council Members were creating subcommittees to move items up the chain. There was a desire to implement the Mountain Accord and be of assistance to the CWC Board. Mr. Knoblock asked for feedback from the Committee about the connection between the Council and the Board.

Chair Robinson wondered if the question was whether the CWC Board should provide directives to the Stakeholders Council or if the Stakeholders Council should share suggestions with the CWC Board for consideration. Mr. Knoblock confirmed this. Chair Robinson wondered what more interaction with the CWC Board would look like. He was open to suggestions. Mr. Knoblock noted that Council Members did not feel that the CWC Board was utilizing the Stakeholders Council fully. If the CWC Board wanted more data or information on something, it would be possible to ask the Stakeholders Council to look into that. Hearing nothing from the CWC Board on a regular basis made some of the Council feel less important to the process.

Chair Robinson asked about the representation on the Council in terms of recreation, economy, transportation, and environment. Mr. Knoblock reported that Mike Maughan with Alta Ski Area had pulled away from the Council. Dave Fields with Snowbird was willing to hold on for a few more months but was likely to drop away also. Chair Robinson felt it was important for there to be representation in all areas. Mr. Knoblock noted that the Co-Chair of the Stakeholders Council, Carl Fisher, had suggested that there be standing subcommittees for each of those areas: environment, recreation, economy, and transportation. Based on those subcommittees, it would be possible to determine whether there was enough representation in each of the specific areas.

Mayor Mendenhall liked what had been suggested about the level of representation and additional communication with the CWC Board. As for a potential “top-down” approach, it was good to know that the Stakeholders Council was open to receiving requests from the CWC Board. She normally assumed that CWC Staff would provide the technical data, but agreed that the Stakeholders Council could provide that kind of information. She wanted the Stakeholders Council to feel empowered to generate ideas and contribute in a variety of different ways. Mayor Silvestrini agreed with the comments that had been shared. He believed it was important that the Stakeholders Council felt that it was appropriate to raise issues with the CWC Board when there were concerns. Part of the role of the Stakeholders Council was to address potential blind spots. He hoped that the relationship between the Board and Council would be more interactive.

Chair Robinson referenced the Mountain Accord. He wondered how Stakeholders Council Members felt about that document. Mr. Knoblock noted that CWC Staff had previously created a Mountain Accord Scorecard to track the intended outcomes of the Mountain Accord. The scorecard made it possible to track what had been done so far. It was a useful tool to determine where the gaps were. That might serve as a catalyst for the Stakeholders Council subcommittees. For example, one of the goals was to identify and acquire private property from willing sellers within the canyons. That was not something that had been pushed forward in recent years. Chair Robinson believed the suggestions from Stakeholders Council leadership were encouraging. He looked forward to additional discussions during the August 7, 2023, CWC Board Meeting.

**Tree Farm LLC Open Air Mine Letter**

1. **Chair Robinson will Present the Parley’s Open Air Mine Letter to Committee Members for Consideration.**
2. **The Letter and an Affiliated Resolution will be Included for Board Consideration and Action During the August 7th CWC Board Meeting.**

Chair Robinson discussed the Tree Farm, LLC Open Air Mine letter. He explained that it had originally started as a letter but he later asked CWC Legal Counsel, Shane Topham, to draft it into a Resolution. The Resolution would be presented to the CWC Board at the next CWC Board Meeting. Mayor Silvestrini was supportive of the Resolution. However, he noted that the comment period on the air quality permit for the mine ended on July 27, 2023. Millcreek had filed an objection and he assumed that Salt Lake City had done that as well, which was confirmed. The Resolution would be too late to submit as part of the comment period, but it was beneficial. Ms. Nielsen reported that the Resolution would be an Action Item during the CWC Board Meeting.

**Approving Signer on Zions Bank Accounts**

1. **Lindsey Nielsen Needs to be Given “Signer” Permissions in the Zions Treasury Portal.**
2. **There will be an Affiliated Resolution for Board Consideration During the August 7th CWC Board Meeting.**

Ms. Nielsen reported that in order for Zions Bank to allow Ms. Nielsen to be added as a “signer,” which needed to be done to pay the CWC bills, the bank needed to read Meeting Minutes in a public meeting where the CWC discussed adding her as a “signer.” At the August 7, 2023, CWC Board Meeting, there would also be an official Resolution that would officially add her to that role. Mayor Mendenhall stated that the Executive/Budget/Audit Committee supported Ms. Nielsen becoming a “signer” on the CWC account. Mayor Silvestrini and Chair Robinson echoed that support. The Committee recommended to the Board that she be added as a signatory.

**Closed Session**

1. **Upon Affirmative Vote of the Executive/Budget/Audit Committee, Chair Christopher F. Robinson will Open a Closed Session for the Purposes of Discussing the Character, Professional Competence, or Physical or Mental Health of One or More Individuals as Authorized by UTAH CODE ANN. 52-4- 205(1)(a).**

**MOTION:** Mayor Silvestrini moved that the Executive/Budget/Audit Committee go into Closed Session for the Purpose 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). Mayor Mendenhall seconded the motion. Vote on Motion: Mayor Silvestrini-Aye; Mayor Mendenhall-Aye; Chair Robinson-Aye. The motion passed with the unanimous consent of the Committee.

**Closed Session Ends and Executive/Budget/Audit Committee Meeting Re-Opens**

1. **Upon Affirmative Vote of the Executive/Budget/Audit Committee, Chair Christopher F. Robinson will End the Closed Session and Re-Open the Executive/Budget/Audit Committee Meeting.**

Following the end of the Closed Session, the Executive/Budget/Audit Committee Meeting was reopened. Chair Robinson asked about the meeting schedule and pointed out that the first Monday in September is Labor Day. He wondered if the meeting would take place on September 11, 2023, instead of September 4, 2023. Ms. Nielsen reported that the next CWC Board Meeting is scheduled for August 7, 2023. After that, it is scheduled for October 2, 2023. The CWC Board will not convene in September. The Executive/Budget/Audit Committee Meeting was scheduled to take place on September 18, 2023, so there would not be a conflict with the date.

**Public Comment**

There were no public comments.

**Closing**

1. **Chair Robinson will Call for a Motion to Adjourn the Executive/Budget/Audit Committee Meeting.**

**MOTION:** Mayor Silvestrini moved to ADJOURN. Chair Robinson seconded the motion. The motion passed with the unanimous consent of the Committee.

The Central Wasatch Commission Executive/Budget/Audit Committee Meeting adjourned at approximately 2:00 p.m.

***I hereby certify that the foregoing represents a true, accurate, and complete record of the Central Wasatch Commission Executive/Budget/Audit Committee Meeting held Thursday, July 27, 2023.***

Teri Forbes

Teri Forbes

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Minutes Secretary

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