

**MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”) EXECUTIVE/ BUDGET/AUDIT COMMITTEE MEETING HELD ON MONDAY, SEPTEMBER 18, 2023, AT 3:30 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

 Laura Briefer

 Carl Fisher

 John Knoblock

 Patrick Shea

**Staff:**  Lindsey Nielsen, Executive Director

 Samantha Kilpack, Director of Operations

**Opening**

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

Chair Chris Robinson called the Executive/Budget/Audit Committee Meeting to order at 3:30 p.m.

1. **Chair Christopher F. Robinson will Call for a Motion to Approve the Minutes from the July 27, 2023, Meeting.**

**MOTION:** Mayor Silvestrini moved to APPROVE the July 27, 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. **Samantha Kilpack has been Hired as the Director of Operations and Mia McNeil has been Hired as the Community Engagement Coordinator.**

Executive Director, Lindsey Nielsen, reported that the hiring process spanned approximately two months. Several applications were received for the open positions within the CWC, which included the newly formed Director of Operations position and the Community Engagement Coordinator position. Due to the efforts of the Selection Committee, an offer was made to Samantha Kilpack for the Director of Operations position. Mia McNeil previously served as the Community Engagement Intern and applied for the Community Engagement Coordinator position. She expressed enthusiasm for the organization and was chosen to fulfill that role.

Ms. Kilpack introduced herself and reported that she spent much of her career in the grocery industry but sustainability was something that she cares deeply about. As a result, she went back to school to earn her MBA and ultimately applied for the position. She was thrilled to be part of the organization to assist in the protection and care of the Central Wasatch. The Committee Members welcomed Ms. Kilpack to the organization.

1. **The Youth Council Application Period is Now through September 28.**

Ms. Nielsen reported that Youth Council applications could be submitted until September 28, 2023. Applications can be found on the CWC website as well as on various social media platforms. Anyone who meets the criteria can apply to join the Youth Council. She explained that the criteria state that all applicants must be between the ages of 16 and 30 and have an interest in the CWC organization as well as an interest in conserving the Central Wasatch. Additionally, applicants must have a desire to be involved in issues pertaining to transportation and the economy.

1. **Stakeholders Council Update.**
2. **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.**
3. **Stakeholders Council Leadership will Discuss What they Intend to Present to the Board on October 2, 2023, with the Executive/Budget/Audit Committee.**

Stakeholders Council leadership, John Knoblock, and Carl Fisher were present to share information about the Stakeholders Council. Mr. Fisher shared information about the Systems Committees and explained that at the July 2023 Stakeholders Council Meeting, the Council voted to have Systems Committees related to the economy, environment, recreation, and transportation. The intention was to get back to the Systems Groups established by the Mountain Accord. They had been working with CWC Staff to create a Systems Committee survey and Mountain Accord survey. It went out to all Stakeholders Council Members. The survey would make it possible to break Council Members into those groups. Leadership for the Committees would be established during the next Stakeholders Council Meeting. There has been a good level of survey engagement thus far, with 27 responses out of the 35 Stakeholders Council Members. He expressed concerns that the ski areas had not participated in the survey. He wondered if it would be possible for the CWC Board to encourage participation from the ski areas.

In the survey, there were questions about the Mountain Accord. Stakeholders Council leadership wanted to know if the Council Members believed the document was still relevant to the Stakeholders Council. Mr. Fisher reported that most Council Members believe the Mountain Accord is still important and relevant. A question was raised regarding whether there were things that needed to be updated within the Mountain Accord. Recommendations were made and he expected those to impact much of the work of the Systems Committees. Those notes and recommendations will be brought forward to the CWC Board at the next meeting.

Mr. Knoblock reported that there would be a hybrid type of system where there would still be other Stakeholders Council subcommittees that do not fall into the Systems Committee categories. For example, the Millcreek Canyon Committee has done a lot of beneficial work. He reported that a lot is happening in Millcreek Canyon, including the Federal Lands Access Program (“FLAP”) Grant work and the proposed shuttle program. Ms. Nielsen prepared a Feasibility Proposal for the U.S. Forest Service to outline how a shuttle in Millcreek Canyon might operate. At this point, the Forest Service had concerns about parking and associated costs. Some of the details needed to be further refined to potentially move that work forward.

Millcreek Canyon Committee Members suggested potential parking locations, including north of where the glass recycling area was. Mr. Knoblock wondered if there was support from Millcreek to look into those possibilities. Mayor Silvestrini was willing to help look into the parking locations and assist in engaging the Granite School District with respect to parking at either Eastwood Elementary or Skyline High School. On weekends and during the summer months, he believed it was appropriate to utilize the space that was not being used.

Mr. Knoblock reported that there is an 18-acre parcel at the base of Millcreek Canyon that was being sold for approximately $2.3 million. There could potentially be three large homes built on the property. The property is located near the fee booth on the north side of the road. Mr. Knoblock wanted to somehow see that parcel move into public hands rather than be developed into homes at the base of Millcreek Canyon. He asked Mayor Silvestrini for assistance looking into that further. There was a desire to find out whether utilities were available to determine if the land is developable. That would make the difference between the parcel being worth somewhere in the low $200,000s or the $2 million range.

Mayor Silvestrini stated that there has already been communication with the realtor about the developability of the property with respect to Millcreek ordinances and slope issues. He offered to assist and look into the matter further. Both Salt Lake County and Millcreek had an interest in protecting the site around the fee booth, so there would be a lot of engagement. Mr. Knoblock reported that the Committee spoke to Wendy Fisher from Utah Open Lands.

Mr. Knoblock informed the Executive/Budget/Audit Committee that there was a desire to pursue a Conservation Easement at Camp Tracy. There was concern that the Boy Scouts might sell off the property to developers in the future. Chair Robinson offered to assist with that. As for the ski resorts not being involved in the Systems Committees, he wanted to speak to Stakeholders Council leadership at some point to better understand the dynamic. Mayor Silvestrini added that he might be able to assist with the Boy Scouts matter as well since Camp Tracy has been used for some city camping events and programming. He believed it would be possible to reach out.

1. **Discussion of Scheduled Sandy City Council Presentation.**
2. **CWC Staff and Chair Robinson are Planning to Present to the Sandy City Council on September 26.**
3. **The Executive/Budget/Audit Committee will Discuss the Goals of that Presentation, and who from the Board will Accompany Staff.**

Chair Robinson and Mayor Silvestrini would accompany Ms. Nielsen at the Sandy City Council Meeting on September 26, 2023. It was noted that Mayor Silvestrini had spoken to Marci Houseman already. In addition, Mayor Zoltanski supported the CWC request. Mayor Silvestrini believed Ms. Houseman would be an advocate for the organization at the meeting and was confident that Mayor Zoltanski would be as well. In terms of concerns about divisions on the Sandy City Council, he felt Ms. Houseman would be a strong ally there.

Ms. Nielsen identified what Mayor Zoltanski requested be addressed during the presentation. There needed to be specific information about how the CWC benefits Sandy City. She requested that the presentation cover the shuttle program that the CWC funded through the Short-Term Projects Grant Program with Wasatch Backcountry Alliance as well as the bus bypass service. The bus bypass service has been extremely successful in the two years that it has operated. She still needed to obtain the specific numbers to illustrate how travel times on the ski bus had been reduced as a result of the bypass service. Mayor Zoltanski also requested an overview of the feedback Ms. McNeil received at the Heritage Festival. The presentation would close with a request for the Sandy City Council to fund the budgeted Sandy City contribution.

Chair Robinson asked that Ms. Nielsen lead the presentation. He could fill in gaps or share additional context with the City Council. He asked about the feedback received during the Heritage Festival. Ms. Kilpack noted that according to Ms. McNeil, it was a fairly small event. There were only three sign-ups for the newsletter because there were not a lot of attendees.

1. **Discussion of a Potential Budget Amendment.**
2. **CWC Staff will Present the Current and Approved 2023/2024 Budget for the Executive/Budget/Audit Committee to Review and Discuss the Possible Need for a Budget Amendment.**

Chair Robinson suggested that a potential budget amendment be discussed in early October. He wanted to see what the results of the presentation to the Sandy City Council would be before making any final decisions. He reported that there were some adjustments Ms. Nielsen thought needed to be made where money would be shifted among different categories. Ms. Nielsen reported that the currently approved Fiscal Year budget was written with other staffing expectations in mind. The CWC is not over budget, but the organization is operating differently than what was specifically called for in the budget. Chair Robinson and Mayor Silvestrini could decide whether the budget should be amended.

Mayor Silvestrini explained that the requirements for a budget amendment only come into play if there is an increase or decrease in revenue that is material. If the Sandy City contribution is not what was budgeted for, that reduction in revenue would be the appropriate subject of a budget amendment. He did not believe a budget amendment was legally necessary for what was described by Ms. Nielsen. However, it was worth explaining the situation to the full CWC Board.

Laura Briefer asked for additional clarity about what Ms. Nielsen described. Ms. Nielsen reported that there was a line item that referenced an Intern. During this fiscal year, it was not anticipated that an Intern would be hired. The description of where the money was going could be changed from Intern to Community Engagement Coordinator. As for the CWC Staff salaries, those were currently lower than previously anticipated. The benefits would change slightly as well based on the change in the salaries. Mayor Silvestrini suggested adding transparency by breaking the CWC Staff salaries out and making the amounts clear. There were expenses involved with a budget amendment, in terms of publishing notices. He did not think it was necessary to spend money on an administrative amendment since it was not required and the organization is currently under budget. He stressed the desire for transparency. Chair Robinson stated that the matter could be shared during the CWC Board Meeting. Ms. Briefer noted that if a budget amendment is required to accommodate revenue changes, it would make sense to address the administrative changes at that time as well. Ms. Nielsen reiterated that CWC Staff salaries are under budget. It would be mentioned during the Executive Director Report.

1. **2023 CWC Board Retreat Scheduling.**
2. **CWC Staff will Present Two Proposed Dates for a December Annual Board Retreat for Committee Consideration.**

Chair Robinson reported that there had been conversations about holding the CWC Board Retreat in December. This would also be discussed during the CWC Board Meeting. Ms. Nielsen reported that a few different dates had been considered. It was possible to cancel the CWC Board Meeting in December to hold a CWC Board Retreat. However, that was not the preferred option because it was the last time before the start of the new year that business could be done.

Since there was a desire to hold the December 4, 2023, CWC Board Meeting, it was suggested that the CWC Board Retreat be held on December 14 or December 15 instead. Ms. Nielsen checked with the Silver Fork Lodge and either of those dates would be fine with them to host the Retreat. She wondered if there was a preference between those two dates. Mayor Silvestrini reported that a Salt Lake County Conference of Mayors Meeting is scheduled for December 14, 2023. He would not be available on that date. It seemed that December 15, 2023, would be better. Chair Robinson was hopeful that the CWC Board Retreat could take place in the morning. On the afternoon of December 15, 2023, he has a meeting with the Utah Local Governments Trust. He suggested that the CWC Board Retreat be from 8:30 a.m. to 1:00 p.m. Ms. Briefer did not know Mayor Mendenhall’s schedule for those dates but it tends to be very full and the commute to Brighton is time-consuming. She wondered if there would be better participation in a more central location.

Mayor Silvestrini noted that Millcreek City Hall would be open by that date. There is a meeting room on the top floor of that building that could be used by the CWC. Ms. Briefer thought that would be easier for many CWC Board Members as well as interested members of the public. She pointed out that the CWC Board Retreat is a bit more difficult to do virtually. Chair Robinson wanted to see the New Millcreek City Hall offices. There was a preference to look into that option and potentially hold the CWC Board Retreat on December 15, 2023, in the morning.

Ms. Nielsen stated that another potential date for the CWC Board Retreat was December 8, 2023. Chair Robinson was available in the morning and afternoon on that date. Ms. Nielsen pointed out that if the December 8, 2023, date was preferred, there would be two CWC Meetings in one week, which might be a lot for CWC Board Members. Chair Robinson asked that a poll be sent out to CWC Board Members to determine which date was preferred for the Retreat. Ms. Briefer suggested that the regular CWC Board Meeting work be conducted at the end of the Retreat. This could be done on December 8, 2023, instead of the regular December 4, 2023, date.

Ms. Nielsen offered to send out a poll with different options, which included the morning of December 8, 2023, with a truncated CWC Board Meeting agenda at the end, and the morning of December 15, 2023. Chair Robinson thought it made sense to cancel the December 4, 2023, CWC Board Meeting and truncate the CWC Board Meeting agenda at the end of the Retreat.

1. **October Board Meeting Agenda Review.**
2. **CWC Staff will Present the Draft October CWC Board Meeting Agenda for Committee Review and Consideration.**

Chair Robinson reported that Ms. Nielsen had sent a draft of the October CWC Board Meeting agenda. He wanted some opinions from the Executive/Budget/Audit Committee on a few items. The draft agenda was reviewed, which included the Executive Director Report. Chair Robinson noted that a letter was drafted from the Stakeholders Council in opposition to the Parleys Canyon Mine. Legal Counsel, Shane Topham, put it in the form of a Resolution. Mayor Zoltanski asked that there be a presentation from the Division of Air Quality on the gravel pit.

Chair Robinson asked if the Committee Members were supportive of a presentation from the Division of Air Quality. Mayor Silvestrini noted that the approval authority sits with the Division of Air Quality and a preliminary finding stated that they would issue a permit for the mine. The public comment was opened and a number of organizations opposed the permit and provided reasons for why the analysis appeared to be flawed. He was not sure what the Division of Air Quality would state, other than that comments were being reviewed.

Mr. Fisher did not believe it would hurt to have the Division of Air Quality present their process as that could be informative for the public and the CWC Board. When the CWC Board previously received the request from the Stakeholders Council to engage, the public comment period had just elapsed. If the CWC was willing to send a letter to the Governor, Speaker, and Senate President about rules and laws related to gravel pits and other intensive activities, that would be a worthwhile pursuit. Mr. Fisher felt it needed to be clearly communicated to State lawmakers that it was important to improve the regulation of those types of activities.

It was necessary to determine whether the Executive/Audit/Budget Committee was supportive of a presentation from the Division of Air Quality at the next CWC Board Meeting. Additionally, there needed to be a discussion about the Resolution that was prepared. It could potentially be the subject of a letter to leadership. Alternatively, it would be possible to craft a new document. Ms. Briefer felt that some leadership communication would be beneficial. If the Division of Air Quality was willing to come to the meeting and talk about their process, she thought it made sense to allow that. It was determined that a representative from the Division of Air Quality would attend. As for the Resolution, there was support for that as it was well-written and balanced.

The next item on the CWC Board Meeting agenda related to the Visitor Use Study. Dr. Jordan Smith would present the data at that time. There would also be time for questions and answers. The final item before the Public Comment period was a review of the Stakeholders Council information. There were also Action Items listed, such as the Employment Agreements for the new members of CWC Staff. There was also a Resolution that would allow Ms. Kilpack to sign on the Zions Bank account. The Committee Members expressed support for the draft agenda.

Mr. Fisher shared additional comments about the Parleys Canyon Mine. He hoped that one of the CWC Board Members would ask if any of the comments received during the Division of Air Quality process might cause the Division of Air Quality to re-run some of their air quality models. Chair Robinson believed it would be possible to allow Stakeholders Council leadership to ask questions as well as CWC Board Members. Ms. Nielsen reported that there might be some additional Action Items on the meeting agenda related to the ski bus bypass service. Mr. Knoblock wondered if it would be possible to address the status of the Utah Department of Transportation (“UDOT”) Little Cottonwood Canyon Environmental Impact Statement (“EIS”), such as the Phase I implementation as well as the Utah Transit Authority (“UTA”) bus service. It might be possible to have a transportation-related item added to the meeting agenda. Chair Robinson noted that Ex ex-officio member Carlton Christensen could share an update about UTA. There was discussion about streamlining the draft agenda so all necessary discussions could occur.

1. **Public Comment.**

*Patrick Shea* believed UDOT would be the driving force on the buses. It might be worth finding out whether UDOT or UTA would be best to speak to about the bus services. Chair Robinson heard something similar, which was that UDOT would lead the primary charge unless it is delegated to others. It was a good time to have a conversation with those involved.

**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 4:30 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 Monday, September 18, 2023.***

Teri Forbes

Teri Forbes

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Minutes Secretary

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