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**MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”) EXECUTIVE/
BUDGET/AUDIT COMMITTEE MEETING HELD ON MONDAY, MARCH 18, 2024, 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:** Mayor Jeff Silvestrini, Chair
Mayor Erin Mendenhall
Christopher Robinson
Laura Briefer
John Knoblock
- CWC Staff:** Lindsey Nielsen, Executive Director
Sam Kilpack, Director of Operations

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 3:37 p.m. and welcomed those present. He noted there is a quorum.

2. **Review and Approval of the Minutes from the February 23, 2024, Meeting.**

MOTION: Chris Robinson moved to APPROVE the February 23, 2024, Executive/Budget/Audit Committee Meeting Minutes. Jeff Silvestrini seconded the motion. The motion passed with the unanimous consent of the Committee.

Staff Updates

1. **Staff will Provide an Update on the Short-Term Projects Grant Cycle.**

Executive Director, Lindsey Nielsen, shared information about the Short-Term Projects Grant Program. The fifth cycle of the program is now open and project idea proposals are currently being accepted. The application date closes on March 25, 2024. The Short-Term Projects Committee will meet in April to deliberate and make recommendations for the funds. The CWC Board will then review the recommendations and make the final decisions in May 2024.

1 **2. We Have Signed the Lease for Our New Office Space, and Staff has Begun**
2 **Preparations for the Move.**
3

4 Ms. Nielsen reported that the CWC wrote a letter of support for the U.S. Forest Service last week.
5 The letter was in support of a grant application for some State funding for the construction of trails
6 in Millcreek Canyon. She also noted that the CWC has signed the lease for the new office space,
7 which was previously discussed. CWC Staff will start the moving process in one month.
8

9 **3. Staff has Begun Planning the Central Wasatch Symposium, Scheduled for January**
10 **2025.**
11

12 Ms. Nielsen shared information about the future Central Wasatch Symposium. She explained that
13 the idea originally came from a previous CWC Staff Member, Blake Perez. The hope is that a
14 preliminary outline will be presented to the Executive/Budget/Audit Committee in April 2024.
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16 **Stakeholders Council Discussion**
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18 **1. The Chair and Co-Chair of the Stakeholders Council will Discuss with the Committee**
19 **the Recent Activities of the Stakeholders Council.**
20

21 Chair of the Stakeholders Council, John Knoblock, shared updates related to the Stakeholders
22 Council. He reported that there will be a Stakeholders Council Meeting this week and information
23 will be shared from each of the Systems Committees. There is a desire to have a discussion topic
24 at each Stakeholders Council Meeting. At the next meeting, the discussion topic will be the
25 Mountain Accord agreed-upon actions. Mr. Knoblock discussed the Transportation Systems
26 Committee and explained that there was disappointment about the fact that Phase 1 of the Little
27 Cottonwood Canyon work is on hold. There were conversations about the Big Cottonwood
28 Canyon Mobility Action Plan (“BCC MAP”) and the potential for a Millcreek Canyon shuttle.
29

30 The Recreation Systems Committee had a brief presentation from Ed Marshall about potentially
31 broadening the definition of recreation to include dining. The Draft Tri-Canyon Trails Master Plan
32 was released recently and there were some discussions about that. The Environment Systems
33 Committee discussed conservation leasing versus private land purchases. Additionally, there were
34 discussions about improvements to the Environmental Dashboard and the human impacts. The
35 Economy Systems Committee discussed the SHRED Act and dining as a form of recreation.
36

37 The Millcreek Canyon Committee met recently and talked about the trail and trailhead
38 improvements that might come with the Tri-Canyon Trails Master Plan and the Federal Lands
39 Access Program (“FLAP”) grant. The Forest Service has applied for funding to supplement FLAP
40 grant funds and make some trail and trailhead improvements in Millcreek Canyon. There were
41 also discussions about the lack of a bicycle lane above Elbow Fork. Mr. Knoblock informed those
42 present that the Environmental Assessment for the FLAP grant has been released. Due to the
43 timing of the Environmental Assessment, there will not be time for the Millcreek Canyon
44 Committee to forward a comment to the Stakeholders Council and then CWC Board. As a result,
45 Committee Members have been encouraged to make individual comments on the Environmental
46 Assessment. He noted that the fee station in Millcreek Canyon was also discussed recently.

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2 Chair Silvestrini reported that he would attend a portion of the Stakeholders Council Meeting. He
3 offered to address the fee station in Millcreek Canyon at that time. There have been some
4 conversations between Millcreek City and Salt Lake County about the fee station as the fee station
5 is in the Millcreek City boundary. There is a desire to work with the County to improve that
6 facility so there is at least another lane. This would result in less traffic in the area. He is not sure
7 when that will happen or how it will be funded, but those kinds of conversations are ongoing.
8

9 Ms. Nielsen stated that a Stakeholders Council Retreat will take place in May. There will be more
10 information for the Executive/Budget/Audit Committee to consider and review in April. Chair
11 Silvestrini noted that previous conversations with Stakeholders Council leadership indicated that
12 there was appreciation for the last Stakeholders Council Retreat, so he is glad there will be another.
13

14 **Budget Items**

16 **1. The Committee will Continue to Discuss 2024-2025 Budget-Building.**

17
18 Additional discussions were had about the 2024-2025 budget for the organization.
19

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

21
22 Ms. Nielsen reported that the Meeting Materials Packet includes a budget memo that maps out the
23 three tiers for membership contributions. This was discussed during the last
24 Executive/Budget/Audit Committee Meeting. There is also a proposal for consideration that can
25 be shared with each of the Commissioners during the scheduled one-on-one conversations.
26

27 The memo includes information about the tiers. There is also a request that member jurisdictions
28 make one lump sum contribution for every year that the representing Commissioner has in their
29 term of office. For example, if a Commissioner in the tier one contribution level has just won re-
30 election for a four-year term, there would be a bill for four times the tier amount. The next time
31 that jurisdiction was billed would be at the time of the next election. Ms. Nielsen discussed the
32 reasoning behind this proposal. It would allow the CWC to make longer-term plans, it would take
33 advantage of the high interest rate in the Public Treasurer's Investment Fund ("PTIF"), and would
34 also provide additional stability to the organization. Ms. Nielsen understood that this was a bold
35 proposal, but wanted to include it so the Committee could discuss that possibility.
36

37 Chair Silvestrini did not believe there would be support for the full-term approach. It would be
38 difficult for communities to be able to budget for the full amount in one year. He understands the
39 desire to have more stability within the organization but is not sure that the idea is feasible. Laura
40 Briefer appreciates that the bulk amount will create more reliability, but it would be extremely
41 difficult in terms of budgeting. Mayor Erin Mendenhall echoed the comments that were shared.
42 She believed it was important to highlight what the benefits were so communities would be willing
43 to contribute. She wanted to see Salt Lake County return to the CWC and wanted to see the Central
44 Wasatch National Conservation and Recreation Area ("CWNCRA") Act move ahead. Moving
45 that forward is one way the CWC can show others the importance of the work being done.
46 Commissioner Chris Robinson agreed with the comments shared by other Committee Members.

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2 Based on this feedback, it was determined that the multi-year contribution will not be proposed to
3 member jurisdictions. Ms. Nielsen still believed that moving to a three-tier contribution system
4 warrants one-on-one meetings with Commissioners. During the CWC Board Meeting in March,
5 Mayor Monica Zoltanski suggested that ranges be included for each tier, so some ranges were
6 included in the memo. The one-on-one meetings could be scheduled with member jurisdictions
7 this month. Chair Silvestrini was supportive of the one-on-one meetings. He asked if any feedback
8 had been received since the last CWC Board Meeting. Ms. Nielsen denied this and explained that
9 no Commissioners have reached out since the March meeting. However, during the CWC Board
10 Meeting in March, Mayor Dan Knopp felt it was something that seemed manageable.

11
12 Discussions were had about the previous contribution amount from Sandy City. Mayor Silvestrini
13 noted that what was proposed would be an increase for them compared to what they have
14 contributed more recently. Mayor Zoltanski has stated that she recognizes the value of the
15 organization, but he believes there will need to be a conversation with her about the actual amount.

16
17 Ms. Nielsen reminded those present that Mayor Zoltanski previously stated she would be
18 comfortable contributing at the \$90,000 level because Sandy directly benefits from CWC-
19 sponsored projects, such as the ski bus priority access program in partnership with the Sandy City
20 Police Department and others. \$100,000 was what the original Sandy City contribution was in the
21 first two years of the CWC. It was reduced to \$90,000 when the 10% discount was offered in the
22 wake of the pandemic. That was the reason the proposed number for Sandy City was shown as
23 \$100,000 on the memo. She noted that it is possible to reduce that number to \$90,000 if desired
24 by the Committee. Chair Silvestrini thought it was worth having a conversation with the Mayor.

25
26 Ms. Briefer wondered whether the tiers should be called Tier 1, Tier 2, and Tier 3, instead of Small,
27 Medium, and Large. There was support for making that change to the names of the tiers.

28
29 **3. The Committee will Discuss the Use of this Fiscal Year’s Budgeted Professional**
30 **Development and Travel Funds.**

31
32 Ms. Nielsen reported that each year, the CWC budgets some funds for professional development.
33 This fiscal year, some of the funds are intended to be used for various classes for the three CWC
34 Staff Members. Community Engagement Coordinator, Mia McNeil, will be taking a podcast boot
35 camp through the University of Utah to support her efforts to start a CWC podcast. Director of
36 Operations, Sam Kilpack, has been taking some public engagement courses. Ms. Nielsen has
37 signed up for trainings from the Udall Foundation, which is a conflict resolution institute. The
38 training is specifically focused on communicating with Native Nations. Additionally, both Ms.
39 Nielsen and Ms. Kilpack signed up to take a mediation course through the University of Utah.

40
41 **4. The Committee will Continue to Discuss an NEPA for a Millcreek Canyon Shuttle**
42 **Service and the Use of this Fiscal Year’s Mountain Transportation Budget.**
43

44 Ms. Nielsen explained that there is some funding that there is no stated use for in the current fiscal
45 year. She explained that it is in the Mountain Transportation line item. There is potential to do
46 the National Environmental Policy Act (“NEPA”) analysis necessary for a Millcreek Canyon

1 shuttle. That work can start with the unused Mountain Transportation budget funds. She wanted
2 to see if there was a desire to pursue this. Chair Silvestrini asked Mr. Knoblock to share
3 information about the position of the Forest Service. Mr. Knoblock reported that the Forest Service
4 is not overly supportive of a shuttle system in Millcreek Canyon at the current time. There is a
5 belief that areas where shuttles have been implemented experience negative consequences, such
6 as environmental degradation from dropping off too many visitors in one place at one time. He
7 thought it was important to have the support of the Forest Service before the NEPA was done.
8

9 Chair Silvestrini agreed that it is necessary to speak with the Forest Service before committing
10 funds to the NEPA work. That being said, it makes sense to reserve the surplus in the budget for
11 this purpose. If there is a partnership with the Forest Service, it is something that can be pursued.
12 Mr. Knoblock explained that the Millcreek Canyon Committee wanted to collect data from other
13 places around the country with shuttle bus systems in place. Some Committee Members are
14 looking into this currently. Chair Silvestrini thought that was a good approach for the Committee.
15

16 Ms. Nielsen reported that she has monthly meetings with members of the Forest Service. This is
17 a topic of continuous discussion with them. The Forest Service has indeed started to cool on the
18 idea of a Millcreek Canyon shuttle. The Forest Service has concerns about potential degradation
19 to the lands with visitors embarking on certain trailheads all at once. There are also concerns about
20 the operational costs of a shuttle. She pointed out that there has not been a hard no from the Forest
21 Service related to a potential Millcreek Canyon shuttle. In any case, an Environmental Analysis
22 for a shuttle program is necessary. At this point, capital cost funding, parking, and operational
23 funding need to be determined as well as the Environmental Analysis. Mr. Knoblock pointed out
24 that the Forest Service currently receives a substantial amount of money from the fees that vehicles
25 pay. If the number of vehicles in the canyon is reduced, the amount of money that the Forest
26 Service receives could be reduced. He wondered if that was a factor.
27

28 Commissioner Robinson noted that the surplus funds were only approximately 25% of the cost of
29 the NEPA analysis. He thought it was necessary to make sure the Forest Service was on board
30 and to ensure that there was a clear path toward funding the NEPA work. Chair Silvestrini felt it
31 made sense to think about the NEPA work as a potential budget item for the next fiscal year.
32 Mayor Mendenhall asked what would happen to the Mountain Transportation funds. It was
33 explained that if the money was not spent, it would return to the Fund Balance. It was determined
34 that the Millcreek Canyon Committee will start to obtain some relevant shuttle information and
35 Ms. Nielsen will continue to speak to the Forest Service about a Millcreek Canyon shuttle.
36

37 There was discussion about the FLAP grant work planned for Millcreek Canyon. Chair Silvestrini
38 added that Bekee Hotze with the Forest Service has been consistent with the shuttle concerns
39 expressed. Those concerns would need to be addressed in order to have an operational program.
40

41 **Potential Change to Bylaws**

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43 **1. Staff will Propose a Potential Change to the Bylaws for the Committee to Discuss.**

44

45 Ms. Nielsen reported that there is a memo included in the Meeting Materials Packet related to
46 Commissioner proxy appointments. As the bylaws are currently written, proxy votes are not

1 permitted. The proposal now before the Executive/Budget/Audit Committee is to rewrite Section
2 4.9 of the bylaws to allow a Commissioner to appoint one person to fill in as proxy and vote in
3 their absence during any meeting in which action is required or a quorum is required.

4
5 Chair Silvestrini had some questions about the wording of the language. He wanted to account for
6 the possibility that whoever the proxy was could leave the employment of the member entity. The
7 proxy needed to be able to be replaced in that type of situation. For continuity purposes, it makes
8 sense to designate one person. Chair Silvestrini wanted to ensure that Commissioners will still
9 attend meetings and not send a proxy instead. One of the strengths of the organization is that the
10 elected officials on the CWC Board make time for the discussions. Mayor Mendenhall suggested
11 adding a reference to municipal, city, or county staff to the language. Commissioner Robinson
12 thought there should be language to state that the authority of the designee ends when their
13 employment terminates with the entity. This would provide more clarity. It was noted that CWC
14 Legal Counsel will rewrite the language and put it into a Resolution. The matter can then be
15 discussed and voted on during the CWC Board Meeting scheduled in May.

16 **Legislative and Land Tenure Items**

17 **1. The Committee will Build Upon the Discussions of the March 8, 2024, Legislative and** 18 **Land Tenure Committee Meeting, if desired.**

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22 Chair Silvestrini reported that he broached the idea of the CWCNCRA with the Congressional
23 Delegation. The person who seemed to be most receptive was Representative John Curtis. Former
24 CWC Executive Director, Ralph Becker, apparently listened to a recording of the Legislative and
25 Land Tenure Committee Meeting and requested that Chair Silvestrini sit down with him and talk
26 about what was done in the past as far as a tour or site visit. He can speak with Mr. Becker, find
27 out what was done before, and then build on that moving forward. Chair Silvestrini tried to contact
28 Representative Doug Owens, but he was unable to do so. He would continue to follow up and
29 reach out to Representative Owens again. Chair Silvestrini informed those present that
30 Representative Robert Spendlove indicated that he may not be running again.

31 **Other Business**

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34 There was no other business discussed.

35 **Closing**

36 **1. Chair Silvestrini will Call for a Motion to Adjourn the Executive/Budget/Audit** 37 **Committee Meeting.**

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41 **MOTION:** Chris Robinson moved to ADJOURN the Executive/Budget/Audit Committee
42 Meeting. Erin Mendenhall seconded the motion. The motion passed with the unanimous consent
43 of the Committee.

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45 The Central Wasatch Commission Executive/Budget/Audit Committee Meeting adjourned at
46 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 Monday, March 18, 2024.*

3

4 Teri Forbes

5 Teri Forbes

6 T Forbes Group

7 Minutes Secretary

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9 Minutes Approved: _____