



**MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”) EXECUTIVE/
BUDGET/AUDIT COMMITTEE MEETING HELD ON WEDESDAY, MAY 28, 2025, AT
9:00 AM. THE MEETING WAS CONDUCTED WITH A VIRTUAL OPTION AT THE
CWC OFFICES LOCATED IN THE BRIGHTON BANK BUILDING, 311 SOUTH STATE
STREET, SUITE 330, SALT LAKE CITY, UTAH.**

Present: Mayor Jeff Silvestrini, Chair
Christopher Robinson
Laura Briefer

CWC Staff: Lindsey Nielsen, Executive Director
Samantha Kilpack, Director of Operations
Mia McNeil, Community Engagement Coordinator
Ben Kilbourne, Communications Director

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 9:02 a.m. and welcomed those present.

2. **Review and Approval of the Minutes of the April 21, 2025 Meeting.**

MOTION: Christopher Robinson moved to APPROVE the April 21, 2025, Executive/Budget/Audit Committee Meeting Minutes. Jeff Silvestrini seconded the motion. The motion passed with the unanimous consent of the Committee.

2024-2025 Short-Term Projects Discussion

1. **The Committee will Determine the Use of Funds that have been Granted for Short-Term Projects that have been Delayed Past the Implementation Deadline.**

Director of Operations, Samantha Kilpack, reported that three of the projects that were funded during the last Short-Term Projects Grant Program cycle have run into delays. She asked whether the Executive/Budget/Audit Committee is comfortable with the recipients holding onto those funds in order to complete the projects a little bit later than anticipated. The projects should be completed in the fall. Executive Director, Lindsey Nielsen, explained that the grant language states a project

1 must be completed 12 months from the date the funding is received from the CWC. If that cannot
2 happen, the funding must be returned. Since three projects awarded in the last fiscal year have
3 been delayed, the options are to stay true to the stipulations of the grant and request the funding
4 back or allow the three grantees a little extra time to complete the short-term projects.

5
6 Commissioner Christopher Robinson asked whether the funds are always released in advance,
7 which was confirmed. Chair Silvestrini wanted to know if the grant agreement needs to be redone
8 given the requirements that were listed. Ms. Nielsen does not believe that is necessary. If there is
9 a desire to allow the additional time, there would simply be an exception made. This is the first
10 time something like this has happened in the six years that the Short-Term Projects Grant Program
11 has run. In the past, the CWC has received funding back from a grantee who did not need the full
12 amount awarded. If the Executive/Budget/Audit Committee decides to allow the additional time,
13 it will be an exception. However, she recommends staying true to the Short-Term Projects Grant
14 Program guidelines. Chair Silvestrini pointed out that there could be circumstances where a
15 project is short-term but might take more than a year to complete. He does not necessarily have a
16 problem with that, but the projects do need to be short-term. If there are solid reasons for the
17 project delays, then it might make sense to allow an exception to be made to the timeline.

18
19 Chair Silvestrini is inclined to support exceptions for the three short-term projects described. That
20 being said, he wants to make sure that the grant agreement does not need to be amended. He
21 offered to review the agreement following the Executive/Budget/Audit Committee Meeting.
22 Commissioner Robinson agreed with Chair Silvestrini. If the grant agreement has clear language
23 about the 12-month timeline, then there should be an addendum that extends it by six months.

24
25 Ms. Nielsen asked whether the Executive/Budget/Audit Committee wants the Short-Term Projects
26 Grant Program timeline to remain at 12 months or be extended to 18 months. Chair Silvestrini
27 pointed out that this is the first time this issue has occurred. He suggested that the timeline remain
28 at 12 months. In the grant cycle application, there could be language added to state that if a project
29 cannot be completed within the 12-month timeframe, then this must be communicated to the CWC
30 so the longer timeline can be considered. In general, he feels that 12 months makes sense.

31
32 Laura Briefer noted that a lot of the high elevation work can take some time to move forward.
33 There is a limited timeframe to do the actual work due to the snowpack. As a result, there might
34 be short-term projects that would fit in better with an 18-month timeline. She worries that some
35 short-term project applications are not being submitted because of the 12-month limitation. Chair
36 Silvestrini added that some items might be weather-dependent. In one year, it might be possible
37 to complete the project work in 12 months, but in another year, it might not be possible. He
38 suggested taking this matter to the CWC Board to see whether there is a desire to extend the Short-
39 Term Projects Grant Program timeline to 18 months rather than the current 12 months.

40
41 Commissioner Robinson asked whether the CWC Board needs to approve the extension of the
42 three projects. In order to be expedient, he is fine with the Executive/Budget/Audit Committee
43 approving the extensions but feels the policy discussion about the future timeline should take place
44 with the full CWC Board. Chair Silvestrini asked that the matter be added to the next agenda. The
45 CWC Board can be informed that the Executive/Budget/Audit Committee recommends an
46 extension for the three projects. Ms. Nielsen reported that the memo that was written for this

1 meeting will be included in the Meeting Materials Packet for the next CWC Board Meeting. It
2 will be amended to include the recommendations from the Committee and the discussion items.

3 4 **June 23, 2025, CWC Board Meeting Agenda Review**

5 6 **1. The Committee will Review the Draft Agenda for the June 23 CWC Board Meeting.**

7
8 Chair Silvestrini does not want the Executive/Budget/Audit Committee to discuss everything that
9 will be reviewed during the CWC Board Meeting. It does not make sense to duplicate the
10 information shared. Sometimes, it is difficult for him to separate what has been discussed during
11 the Executive/Budget/Audit Committee Meeting from the CWC Board Meeting and recognize that
12 some CWC Board Members have not participated in a particular discussion. There are certain
13 matters that should be discussed at a CWC Board level rather than a Committee level. The
14 Executive/Budget/Audit Committee is for budget and auditing items as well as items that might
15 arise between a CWC Board Meeting. Something like the Stakeholders Council Report should
16 take place at the CWC Board Meeting only rather than both the CWC Board Meeting and
17 Executive/Budget/Audit Committee Meeting. The Committee should set the agenda for the CWC
18 Board Meeting, formulate the budget, and make recommendations related to the budget.

19
20 Commissioner Robinson suggested that the Executive/Budget/Audit Committee Meetings also
21 allow CWC Staff to discuss issues, ask questions, and present information. If something is going
22 to be covered during a CWC Board Meeting, it does not necessarily need to be heard by the
23 Committee other than to make sure it is on the CWC Board Meeting agenda that is drafted. Chair
24 Silvestrini does not have an issue with CWC Staff coming to the Executive/Budget/Audit
25 Committee with issues such as membership contributions or payments. It might be worthwhile to
26 discuss how to frame the information and receive some Committee Member feedback. Ms. Briefer
27 believes the Executive/Budget/Audit Committee is available for CWC Staff to discuss various
28 issues with. Ms. Nielsen thanked Committee Members for providing additional clarification.

29
30 Ms. Nielsen asked whether monthly Executive/Budget/Audit Committee Meetings are still
31 necessary with CWC Board Meetings held every other month. Chair Silvestrini believes there
32 should be Executive/Budget/Audit Committee Meetings scheduled when there is a reason to meet.
33 Commissioner Robinson noted that the Executive/Budget/Audit Committee does not have a lot of
34 attendees, so it is possible to be fluid when it comes to the meeting time. He suggested leaving
35 the Executive/Budget/Audit Committee schedule as it is written and make adjustments as needed.
36 Ms. Briefer suggested that there be notice provided at least a week in advance. Commissioner
37 Robinson stated that the schedule can remain and notice can be provided at least one week ahead.

38
39 The Executive/Budget/Audit Committee reviewed the CWC Board Meeting agenda. Chair
40 Silvestrini noted that the Action Items have traditionally been handled after public comments and
41 discussions. However, having all of the Action Items at the end can make it difficult as far as
42 maintaining a quorum. It might be better to have the discussion and then vote on the item.

43
44 Commissioner Robinson wondered whether it would be best to move the public comment period
45 to the beginning of the meeting so those comments can be heard before the agenda items are
46 discussed. If there is a lot of public comment, the agenda could be reordered during the meeting.

1 Chair Silvestrini expressed support for this approach. If there are a lot of public comments
2 anticipated, then the public comment period could be moved to the end of the agenda as needed.
3 He noted that there are some Councils that have a rule that public comment can only last for one
4 hour. After that time, it is possible to terminate public comments to focus on the agenda. It is
5 possible to discuss some different scenarios with CWC Legal Counsel. At future CWC Board
6 Meetings, the public comment period can be first with action taken after the discussion for each
7 item. It was suggested that the Executive/Budget/Audit Committee Updates section be retitled.

8
9 Ms. Nielsen reported that during the June 23, 2025, CWC Board Meeting, there will be the
10 provisional addition of Caroline Rodriguez from High Valley Transit as an Ex-Officio Member
11 and Emily Gray from the City Council of Holladay as a CWC Board Member. Chair Silvestrini
12 asked about the presentation of a letter from the Stakeholders Council at the next CWC Board
13 Meeting. Ms. Kilpack explained that this was mentioned following the creation of the draft
14 agenda. She made a note to potentially add that to the Stakeholders Council discussion item but
15 pointed out that the letter needs to pass at the Stakeholders Council level before it is added. The
16 letter is related to the proposed parking lot from Solitude Mountain Resort. Chair Silvestrini noted
17 that there is a Special Advisor on the CWC Board who is connected to that project while there are
18 other CWC Board Members who oppose the construction of the parking lot. It might be a difficult
19 conversation. The CWC Board will have to determine whether or not to take a position.

20
21 There was discussion about the proposed parking lot. Ms. Briefer reported that the development
22 review process with the Salt Lake County Municipal Services District has stalled. The
23 development application from Solitude has been declined because Solitude does not have
24 permitted access to reach the parking lot. There are some unknowns about the next steps in this
25 process. The property that needs to be crossed to reach the parking lot is owned by her department
26 and is watershed land. She has received a lot of feedback from members of the public already.
27 Chair Silvestrini believes the discussion should happen at a CWC Board level rather than the
28 Executive/Budget/Audit Committee, assuming the Stakeholders Council recommends the letter.

29
30 Ms. Nielsen noted that at the CWC Board Meeting in June, there can be a discussion about the
31 Member Fee Committee and when that should be created. Chair Silvestrini believes the best way
32 to handle that matter is to turn it over to a Committee and let the discussions happen at that level.
33 A recommendation can then be brought forward in the future. Chair Silvestrini reported that he
34 will not be able to attend the next CWC Board Meeting. Commissioner Robinson believed that
35 Mayor Erin Mendenhall would also be unable to attend the next CWC Board Meeting. As a result,
36 he felt the agenda should be limited to the essential items that need to be considered or are timely.

37
38 Commissioner Robinson asked about the agenda item for the Wasatch Back Discussion.
39 Ms. Nielsen explained that this is a new idea proposed for inclusion on future CWC Board Meeting
40 agendas. She wanted to create a specific timeslot for CWC Board Members from the Wasatch
41 Back to share information with CWC Board Members from the Wasatch Front. There can be
42 discussions about opportunities for collaborative efforts between different Board Members.

43
44 Commissioner Robinson wanted to know what the removal of Mayor Mike Weichers meant on
45 the CWC Board Meeting Agenda. Ms. Nielsen explained that Mayor Weichers is resigning as the

1 representative from Cottonwood Heights on the CWC. Council Member Ellen Birrell from
2 Cottonwood Heights will take his place and represent Cottonwood Heights on the CWC Board.

3 4 **2025-2026 Budget Discussion**

5 6 **1. The Committee will Review Changes to the Tentative 2025-2026 Fiscal Year Budget.**

7
8 Ms. Kilpack reviewed the changes made to the Tentative 2025-2026 Fiscal Year Budget. The
9 membership contribution from Sandy City has been updated as well as the Fund Balance
10 appropriation. The Staff Salaries without the raises have decreased by \$13,000. If the
11 Executive/Budget/Audit Committee anticipates significant meetings of the Legislative and Land
12 Tenure Committee, then it might be worthwhile to budget those costs in the Transcription line
13 item. Chair Silvestrini thought it was appropriate to add a little extra to that portion of the budget.

14
15 Ms. Nielsen reported that a scheduling poll has been released for the CWC Board Retreat. It is
16 clear that it is hard to schedule everyone for a mid-November or early December retreat. She
17 wondered whether it might not be necessary to hold a CWC Board Retreat in 2025. Her reasoning
18 is that CWC Staff and the CWC Board are aware of the direction received. It might be possible to
19 reallocate the time that would normally be focused on retreat to meetings that are specific to the
20 Central Wasatch National Conservation and Recreation Area Act ("CWNCRA"). Chair Silvestrini
21 believes that if a CWC Board Retreat was held in the next fiscal year, there would likely be the
22 same conclusions reached as in the last retreat. As a result, it makes sense not to have the retreat
23 this year and instead focus more on the CWNCRA discussions. Ms. Briefer agreed and felt the
24 time would be best spent on the continuation of some of the CWNCRA negotiations.

25
26 The last change listed in the Tentative 2025-2026 Fiscal Year Budget relates to a Restroom
27 Contract. Ms. Kilpack reported that the U.S. Forest Service has been trying to find a way to pump
28 the vault toilets in the tri-canyons. It is possible for the CWC to partner with them on that. There
29 is already a restroom contract to manage the maintenance of the flush toilets, but because of the
30 changes that the Forest Service is encountering this year, there could be a dire need for community
31 assistance to pump the vault toilets at the trailheads in the CWC study area. The Forest Service
32 has reached out to the CWC to see if the CWC Board has any interest in assisting. Chair Silvestrini
33 expressed support and noted that there is \$5,000 listed in the Tentative Budget document. He
34 suggested taking this to the full CWC Board for additional discussion and consideration.

35 36 **2. The Budget Hearing is on June 23, 2025, at the Beginning of the Board Meeting.**

37
38 The hearing for the budget will take place at the CWC Board Meeting on June 23, 2025.

39 40 **Staff Announcements**

41 42 **1. Youth Council Updates.**

43
44 There were no CWC Youth Council updates shared.

1 **2. The Next EBAC Meeting is Scheduled for Monday, July 16, 2025, at 3:30 PM.**

2
3 The next Executive/Budget/Audit Committee Meeting is scheduled for July 16, 2025.
4

5 **3. The Next CWC Board Meeting is on June 23, 2025, at 3:30 PM.**

6
7 The next CWC Board Meeting will take place on June 23, 2025.
8

9 **Other Business**

10
11 It was noted that Community Engagement Coordinator, Mia McNeil, will leave on May 30, 2025.
12

13 **Closing**

14
15 **1. Chair Silvestrini will Call for a Motion to Adjourn the Executive/Budget/Audit**
16 **Committee Meeting.**

17
18 **MOTION:** Jeff Silvestrini moved to ADJOURN the Executive/Budget/Audit Committee
19 Meeting. Laura Briefer seconded the motion. The motion passed with the unanimous consent of
20 the Committee.
21

22 The Central Wasatch Commission Executive/Budget/Audit Committee Meeting adjourned at
23 approximately 9:44 a.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 Wednesday, May 28, 2025.*
3

4 Teri Forbes

5 Teri Forbes

6 T Forbes Group

7 Minutes Secretary

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9 Minutes Approved: _____