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3 **MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”) EXECUTIVE/**
4 **BUDGET/AUDIT COMMITTEE (“EBAC”) MEETING HELD ON MONDAY, MARCH**
5 **16, 2026, AT 3:30 P.M. THE MEETING WAS CONDUCTED WITH A VIRTUAL OPTION**
6 **AT THE CWC OFFICES LOCATED IN THE BRIGHTON BANK BUILDING, 311**
7 **SOUTH STATE STREET, SUITE 330, SALT LAKE CITY, UTAH.**
8

9 **Present:** Mayor Roger Bourke, Co-Chair
10 Christopher Robinson
11 Maura Hahnenberger
12 Mayor Monica Zoltanski
13

14 **CWC Staff:** Lindsey Nielsen, Executive Director
15 Sam Kilpack, Director of Operations
16 Will McKay, Communications Director
17

18 **Opening**
19

20 1. **Chair Erin Mendenhall will Open the Public Meeting as Chair of the**
21 **Executive/Budget/Audit Committee of the Central Wasatch Commission.**
22

23 In the absence of Chair Erin Mendenhall, Co-Chair Roger Bourke called the
24 Executive/Budget/Audit Committee Meeting to order at 3:30 p.m. and welcomed those present.
25

26 2. **Review and Approval of the Minutes of the January 29, 2026, Meeting.**
27

28 **MOTION:** Monica Zoltanski moved to APPROVE the January 29, 2026, Executive/Budget/Audit
29 Committee Meeting Minutes. Christopher Robinson seconded the motion. The motion passed
30 with the unanimous consent of the Committee.
31

32 **Funding Committee Update and Member Contribution Discussion**
33

34 1. **Commissioner Monica Zoltanski will Present the Recent Activities of the Funding**
35 **Committee.**
36

37 Mayor Monica Zoltanski shared information about the recent Funding Committee discussions.
38 She reported that there have been two meetings of the newly formed Committee held so far. The
39 goal was to understand whether the membership contributions are appropriate and members are
40 contributing an amount that is commensurate with the sustainability of the Central Wasatch
41 Commission (“CWC”). The Committee discussed a quantitative and qualitative membership dues

1 analysis. There have been robust discussions at the Committee level and certain criteria were
2 identified. Some examples of quantitative criteria include population size and historic
3 contributions. Examples of qualitative criteria include interest in environmental issues and
4 proximity to the canyons. A matrix has been created, which includes funding recommendations.
5 Mayor Zoltanski explained that the matrix makes it possible for there to be a sustainable year-to-
6 year outlook. This will create ease and predictability for CWC Staff and the CWC as a whole.

7
8 Executive Director, Lindsey Nielsen, shared the 2026 Proposed Member Contribution Criteria and
9 Calculations Memo. One of the catalysts for creating the Funding Committee was the financial
10 situation the organization found itself in at this time last year. At that time, approximately half of
11 the usual State appropriation was received. She also noted that member contribution levels have
12 not increased since the inception of the organization. In an effort to balance the fiscal year budget,
13 there were cuts made to a number of projects, and CWC Staff did not receive salary increases.

14
15 Ms. Nielsen reported that Mayor Zoltanski, Mayor Scotty John, and Commissioner Bev Uipi
16 formed the Funding Committee to discuss possibilities. The outcome was the matrix included in
17 the memo. She explained that the matrix takes into account a number of quantitative and
18 qualitative factors. CWC Staff and the Funding Committee believe those factors are important
19 when it comes to membership dues. For the quantitative contribution calculation, population for
20 each of the individual member jurisdictions was taken into account, as well as sales tax and
21 property tax. Additionally, the Mountain Accord or first member contribution was taken into
22 consideration.

23
24 In addition to the quantitative components, there were qualitative components looked at for each
25 of the member jurisdictions. This includes the stake in the Central Wasatch National Conservation
26 and Recreation Area Act (“CWNCR”), the quality of life that the Central Wasatch affords each
27 member jurisdiction, and the placemaking value of a healthy Wasatch. Many of the scores in this
28 section are identical across member jurisdictions, but the stake in the Legislation varies slightly.

29
30 The quantitative and qualitative components were put through a series of formula calculations to
31 determine a total score. This finalized the score for both the quantitative and qualitative
32 contributions. Ms. Nielsen reported that what is highlighted in yellow is the total calculated
33 contribution following this exercise. She explained that these calculations are defensible and
34 standardized across each jurisdiction. Co-Chair Bourke asked if these are voluntary contributions,
35 which was confirmed. He expressed support for the matrix and the way it was weighted.

36
37 Commissioner Christopher Robinson does not dispute that a lot of thought has gone into this
38 matrix, but he expressed concerns about convincing Summit County to increase the contribution
39 by the amount shown. While there is a large tax base, there is not necessarily equal footing when
40 it comes to the value proposition. Ms. Nielsen explained that the matrix does not account for
41 everything, which includes the value proposition. It is possible to talk about the value of the CWC
42 work to Summit County and Park City, more specifically, in the future. Commissioner Robinson
43 noted that there has been some level of difficulty addressing member contributions in the past.

44
45 Ms. Nielsen understands that the calculated contribution numbers show an increase for some
46 members. However, the membership dues have not increased since the inception of the

1 organization. There was not previously an exercise like this one conducted, where both the
2 quantitative and qualitative factors were considered. Ms. Nielsen believes this is what the CWC
3 needs in order to be effective. She acknowledged the concerns that have been raised, but reiterated
4 this is what is needed in order for the organization to operate at the level it needs to be at. This
5 will allow the organization to avoid being vulnerable to varying State appropriations. It also means
6 the organization will not have to draw on reserves to make it through a future fiscal year.

7
8 Co-Chair Bourke stated that the process is admirable, but it might create some sticker shock. He
9 noted that this kind of increase in revenue could be concerning to some. Ms. Nielsen explained
10 that if the full amount in the matrix was contributed, it would result in a 29% increase. The 29%
11 increase is in line with the rate of inflation from the inception of the organization to now. She
12 understands the sticker shock, but if there were gradual increases each year for membership
13 contributions, the increase would not appear as significant. There can be nominal increases each
14 year to address inflation moving forward so this issue does not occur again in the future.
15 Commissioner Robinson appreciated the effort that went into creating the matrix, but suggested
16 that there be a broader discussion about the proposal with the CWC Board at the next meeting.

17
18 Mayor Zoltanski noted that if Executive/Budget/Audit Committee Members think of other
19 suggestions before the CWC Board Meeting in April, those can be communicated to CWC Staff.
20 She stressed the importance of protecting the environmental health, economic opportunities, and
21 sense of place. It can be difficult to translate that into a dollar amount, but that is what this matrix
22 attempts to do. Mayor Zoltanski explained that there is value in having a comprehensive approach
23 to membership dues, especially when it is time to speak to her City Council about budget priorities.
24 A framework and universal approach will make it possible to secure long-term membership dues.

25 Closed Session

26 27 28 **1. The Committee will Call for a Closed Session for the Purpose of Discussing the** 29 **Character, Professional Competence, or Physical or Mental Health of an Individual,** 30 **as Authorized by UTAH CODE ANN. 52-4-205(1)(a).**

31
32 **MOTION:** Christopher Robinson moved to go into CLOSED SESSION for the Purpose of
33 Discussing the Character, Professional Competence, or Physical or Mental Health of an Individual,
34 as Authorized by Utah Code Ann. 52-4-205(1)(a). Monica Zoltanski seconded the motion. The
35 motion passed with the unanimous consent of the Committee.

36
37 The Executive/Budget/Audit Committee was in Closed Session from 3:57 p.m. to 4:22 p.m.

38 Closed Session Ends, Meeting Reconvenes

39
40
41 Following the Closed Session, the Executive/Budget/Audit Committee discussions resumed.

1 **Budget Surplus Discussion**

2
3 **1. The Committee will Discuss the Budget Surplus for 2025-2026 and Where to Allocate**
4 **the Surplus.**

5
6 Ms. Nielsen reported that there was a deficit in the budget last year when CWC Staff was planning
7 for the current fiscal year. There were several projects canceled as a result. CWC Staff has focused
8 on not overspending and there is now a budget surplus in the current fiscal year of approximately
9 \$100,000. CWC Staff has some ideas the Executive/Budget/Audit Committee can consider for
10 the surplus. She clarified that CWC Staff was overly cautious with the funds given the deficit last
11 year. The proposal is now a \$25,000 allocation for the CWC website to be redone. Currently, the
12 website is outdated, slow, and could be improved. There is also a desire to allocate \$50,000 to the
13 Short-Term Project Grant Program in this fiscal year. Typically, there is \$100,000 allocated to
14 that grant program for the Short-Term Projects Committee to disperse. This year, that amount was
15 reduced to \$50,000. As a result, the proposal is for an additional \$50,000 to be added. The
16 remaining amount of the budget surplus is proposed to be added into the savings account.

17
18 **Review of Draft Tentative Budget**

19
20 **1. The Committee will Review a Draft Tentative Budget for the 2026-2027 Fiscal Year.**

21
22 Director of Operations, Sam Kilpack, shared the Draft Tentative Budget document with the
23 Executive/Budget/Audit Committee. She reported that this budget is similar to the last fiscal year
24 budget. For member contributions, there is \$530,000 budgeted, which does not account for
25 potential increases in membership dues. It assumes the standard level of contribution that has been
26 seen historically, as well as an additional \$10,000 in Ex-Officio Membership contribution. The
27 same interest projection is shown for next year, and the restroom contract remains the same as
28 well.

29
30 There is slightly less budgeted in the Central Wasatch Symposium proceeds. It was noted that the
31 State appropriation was \$250,000. The budget includes a 6% increase across the board for CWC
32 Staff salaries and benefits. The professional service costs have stayed largely the same, but the
33 transcription costs will likely be smaller due to the reduced number of meetings scheduled.

34
35 Ms. Kilpack reported that website design was incorporated into the Draft Tentative Budget
36 document. It is increasingly likely that some additional changes will need to be made to the
37 website to comply with Utah ADA laws. Communications Director, Will McKay, explained that
38 Utah has a law that mandates municipalities above 50,000 and State agencies come into alignment
39 by April 1, 2026. Municipalities and special districts must come into alignment by April 1, 2027.
40 To come into compliance, screen readers need be able to read the website appropriately. There
41 have been discussions with CWC Legal Counsel and the Wasatch Front Regional Council
42 (“WFRC”) and it appears the CWC has another calendar year to come into compliance.

43
44 Ms. Kilpack continued to review the Draft Tentative Budget document. She reported that the audit
45 costs will be slightly more than last year, per the contract. The operational expenses are close to
46 the same, but there was a small increase included for office supplies as well as outreach and

1 communications. It is anticipated that there will be extra communications when there is a new
2 version of the CWNCRA prepared. The project expenses were reviewed and Ms. Kilpack reported
3 that the Stakeholders Council and CWC Youth Council amounts have remained the same. There
4 is no enhancement budget for the Central Wasatch Dashboard included in the budget this year, but
5 there is the standard maintenance amount, which is approximately \$18,500 per year.

6
7 There is graffiti abatement budgeted for in this document, as this has been funded for the last
8 several years. The amount for the Short-Term Projects Grant Program has returned back to
9 \$100,000. There is an increase in the Central Wasatch Symposium line item, because there will
10 be a different venue considered. Ms. Kilpack explained that the intention is to encourage new
11 attendees to participate. In addition, a new venue will make it easier for Wasatch Back attendees.

12
13 Commissioner Robinson asked about the other request for funding during the Legislative Session.
14 Ms. Nielsen reported that she will send out an updated email following the
15 Executive/Budget/Audit Committee Meeting. The CWC was not successful in receiving the
16 Millcreek Canyon shuttle pilot program funding, but there was \$250,000 in State appropriations
17 received for the organization.

18
19 Commissioner Robinson mentioned the previous deficit and the Fund Balance appropriation that
20 was used. He suggested that the full CWC Board discuss what to do with the budget surplus. Ms.
21 Nielsen reported that the next CWC Board Meeting is scheduled to take place on April 13, 2026.

22 23 **Review of Board Meeting Draft Agenda**

24 25 **1. The Executive/Budget/Audit Committee will Review the Draft Agenda for the April** 26 **13th, 2026, CWC Board Meeting.**

27
28 Ms. Nielsen reported that the Meeting Materials Packet includes a draft agenda for the CWC Board
29 Meeting in April 2026. There will be a short presentation from Dr. Phoebe McNeally at the DIGIT
30 Lab related to the Central Wasatch Dashboard. There have been significant changes made to the
31 landing page of the Central Wasatch Dashboard to make it more user-friendly. During the CWC
32 Board Meeting, there will also be Funding Committee updates shared. There is a Budget
33 Discussion planned as well. It is possible to add a Closed Session to the agenda, if desired.

34
35 The CWC Board Meeting agenda includes a CWNCRA Overview and Updates section.
36 Ms. Nielsen reported that some meetings have been hosted to talk about the CWNCRA, so there
37 will be an update shared and a discussion about next steps. The Capacity Study Discussion on the
38 agenda has to do with a request made by Chair Mendenhall. After that discussion, there will be a
39 Stakeholders Council Discussion, where Stakeholders Council Chair, Maura Hahnenberger, will
40 share information about the recent Stakeholders Council activities. There is also a Resolution
41 appointing new Stakeholders Council Members and releasing some previous members. Ed
42 Marshall and his partner recently sold Log Haven in Millcreek Canyon, so he will be replaced by
43 someone else from Log Haven. This will ensure that representation continues on to the Council.

44
45 At the next meeting, there will be a Legislative Session Update shared as well as CWC Youth
46 Council Updates and Staff Announcements. There will also be time provided for Other Business

1 and Commissioner Comments. She asked if there is anything else Committee Members would
2 like to see on the CWC Board Meeting agenda, which was denied. Since there are now quarterly
3 meetings held for the CWC Board, there is a lot that needs to be covered during each meeting.
4

5 Commissioner Robinson asked if there are any decisions the CWC Board is being requested to
6 make. Ms. Nielsen reported that the agenda is light in terms of action items, as the only action
7 items relate to the Stakeholders Council appointments and the previous Meeting Minutes.
8 However, there is a lot of discussion that is scheduled during the next CWC Board Meeting.
9

10 Commissioner Robinson thought it would be best for the meeting to be scheduled for two hours.
11 Co-Chair Bourke noted that there could be a Closed Session held at the end of the two-hour
12 meeting. Discussions were had about when the Closed Session should be held during the meeting.
13 Ms. Nielsen suggested that Dr. McNeally share her update with the CWC Board about the Central
14 Wasatch Dashboard before the CWC Board moves into Closed Session. There was support for
15 this approach. Commissioner Robinson stated that the CWC Board Meeting will be two and a half
16 hours in total between the regular meeting agenda items and the Closed Session discussion.
17

18 **Other Items**

19
20 There were no additional discussions.
21

22 **Closing**

23 24 1. **Chair Mendenhall will Call for a Motion to Adjourn the Executive/Budget/Audit** 25 **Committee Meeting.**

26
27 **MOTION:** Roger Bourke moved to ADJOURN the Executive/Budget/Audit Committee
28 Meeting. Christopher Robinson seconded the motion. The motion passed with the unanimous
29 consent of the Committee.
30

31 The Central Wasatch Commission Executive/Budget/Audit Committee Meeting adjourned at
32 approximately 4:47 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 16, 2026.*
3

4 Teri Forbes

5 Teri Forbes

6 T Forbes Group

7 Minutes Secretary

8

9 Minutes Approved: _____