

1 **MINUTES OF THE CENTRAL WASATCH COMMISSION EXECUTIVE COMMITTEE**
2 **MEETING HELD MONDAY, SEPTEMBER 21, 2020 AT 3:30 P.M. THE MEETING WAS**
3 **CONDUCTED ELECTRONICALLY WITHOUT A PHYSICAL LOCATION, AS**
4 **AUTHORIZED BY THE GOVERNOR’S EXECUTIVE ORDER DATED MARCH 18, 2020.**

5
6 **Present:** Chair Chris Robinson, Mayor Erin Mendenhall, Mayor Mike Peterson, Mayor
7 Jeff Silvestrini, Laura Briefer, Holly Lopez, Patrick Nelson, Mike Reberg
8 (representing Mayor Wilson)
9

10 **Staff:** CWC Executive Director Ralph Becker, CWC Deputy Director Blake Perez,
11 Communications Director Lindsey Nielsen, Office Administrator Kaye
12 Mickelson, CWC Attorney Shane Topham
13

14 **1. OPENING**

- 15
16 a. **The Meeting will be Called to Order by the Chair of the Board Christopher F.**
17 **Robinson will Read the Letter of Determination Statement.**
18

19 Chair Chris Robinson called the meeting to order via Zoom at approximately 3:35 p.m.
20

21 **2. October 5, 2020, CWC Board Meeting DRAFT Agenda (Blake/Ralph)**

- 22
23 a. **2019-2020 Audit Presentation: Greg Ogden/Auditor.**
24

25 Mayor Silvestrini informed the Central Wasatch Commission (“CWC”) Executive Committee that he
26 would be unable to attend the Board Meeting on October 5, 2020. There was an item on the agenda
27 that he was scheduled to discuss. Mayor Silvestrini suggested that either Commissioner Jim Bradley
28 or Mayor Harris Sondak speak about the Fraud Risk Assessment Report instead. It was noted that it
29 was discussed at the last CWC Budget/Finance Committee Meeting. Auditor Greg Ogden will make
30 a report to the Board as well. Mayor Silvestrini reported that the CWC Budget/Finance Committee
31 would comply with all requirements and complete the Fraud Risk Assessment Report as quickly as
32 possible. Chair Robinson suggested that Mayor Sondak take over for Mayor Silvestrini at the October
33 5, 2020 Board Meeting.
34

35 CWC Deputy Director, Blake Perez discussed the Mountain Transportation System (“MTS”) Virtual
36 Summit. The approved budget had a portion set aside for a contract with a professional facilitator.
37 CWC staff developed a request for proposal (“RFP”) that was published on the Utah Procurement
38 page for approximately two weeks. Staff received proposals, handled evaluations and score sheets,
39 conducted interviews and checked references. Julianna Christie from Crafted Leadership, LLC was
40 selected, and a contract was being finalized. Ms. Christie would conduct research, hold stakeholder
41 interviews, facilitate the Mountain Transportation System Virtual Summit on November 13, 2020,
42 and November 14, 2020, and provide a written report. The budgeted cost was approximately \$14,500.
43

44 CWC Executive Director, Ralph Becker reported that Ms. Christie would be available for the
45 Commission Meeting on December 5, 2020. Staff had explained to Ms. Christie that an agreement
46 could be tentatively approved but was subject to ratification from the Board. Mayor Peterson
47 commented that he reviewed the proposal and looked over both the price and timeline. He felt it was
48 in order and supported proceeding.

1
2 Chair Robinson asked about an upcoming presentation by Forest Supervisor for the USDA Forest
3 Service, Dave Whittekiend. Mr. Becker believed Mr. Whittekiend had requested to be on the agenda
4 but was unsure whether it was to discuss a specific item or provide a general update. Mr. Becker
5 thought it might have to do with the Great American Outdoors Act and how that could affect the
6 canyons.

7
8 **b. 2019-2020 Annual Report: Staff.**

9
10 Mr. Becker reported that an Annual Staff Report was required by the CWC charter and bylaws. A
11 lot of time had been spent with staff to prepare a full report. It would be a summary of activities and
12 be inclusive of the last year.

13
14 **c. 2019-2020 Annual Report: Stakeholders Council.**

15
16 Mr. Becker reported that Greg Summerhays resigned from the Stakeholders Council. It was a possible
17 action item for the Board to appoint a New Chair during the Board Meeting on October 5, 2020.
18 There had been discussions with Vice-Chair Kelly Bricker about working through the shift in
19 leadership. Mr. Becker noted that the issue would be discussed later in the meeting. There were also
20 membership concerns as the Stakeholders Council currently has approximately 28 members. The
21 Interlocal Agreement calls for the Council to have 28 to 35 members. Mr. Becker reported that it
22 would soon be necessary to begin the process of appointing new members.

23
24 **d. Board Housekeeping Items (these items will be sent to the Board following 10.5).**

25
26 Chair Robinson reported that Mayor Peterson asked to be excused as Chair of the CWC
27 Transportation Committee. He recommended that Mayor Dan Knopp take his place. Mayor Andy
28 Beerman also wanted to see Mayor Knopp serve as Chair of the Transportation Committee. The
29 matter would be discussed further, and a decision made at the October 5, 2020 Board Meeting.

30
31 Mr. Becker noted that depending on discussions at the Executive Committee Meeting, additional
32 items may need to be added to the agenda related to the lease and personnel matters. Office
33 Administrator, Kaye Mickelson reported that a closed session was scheduled for the October 5, 2020
34 Board Meeting to discuss both issues.

35
36 **3. Operational Items (Discussion).**

37
38 **a. CWC Employee Handbook: Reflects Changes Made – Discussion and Action.**

39
40 Mr. Perez reported that CWC Employee Handbook updates were shared with the Executive
41 Committee over the course of the year. The following two items had been edited:

- 42
43
- 44 • The number of hours worked per week was changed from 35 hours to 40 hours; and
 - 45 • The allotted amount of Paid Time Off (“PTO”) was distributed to employees at the beginning
46 of the fiscal year and must be used by the end of the fiscal year.

1 Mayor Peterson noted that in the CWC Employee Handbook draft that was sent to the Executive
2 Committee referred to 35 hours per week under the Definition of Terms section. Mr. Perez noted that
3 the appropriate change would be made.

4
5 **b. Fraud Risk Assessment Discussion and Action (Jeff).**

6
7 Chair Robinson reported that the Fraud Risk Assessment was discussed earlier in the meeting.

8
9 **4. Committee Update: Discuss and Move Actions to Board: 10/5/2020**

10
11 **a. Budget/Finance/Audit Committee: Discuss and Ratify Actions (Jeff).**

12
13 Mayor Silvestrini reported that the Budget/Finance Committee had a presentation from the auditor,
14 Mr. Ogden. The audit was clean except for the Fraud Risk Assessment. The assessment was a review
15 of whether there were adequate financial safeguards in place. Mayor Silvestrini stated that there had
16 been an issue about having a Certified Public Accountant (“CPA”) review information. This was
17 something the Budget/Finance Committee needed to work on. Mayor Silvestrini reported that Board
18 Members needed to sign disclosure forms about any conflicts of interest and document whether they
19 had completed mandatory Open and Public Meetings Act Training. The paperwork was sent out to
20 Board Members. Mayor Silvestrini hoped that these documents would be completed by the October
21 5, 2020 Board Meeting.

22
23 **b. Legislative Land Tenure Committee.**

24
25 Mike Reberg reported that a Legislative Land Tenure Committee Meeting was scheduled for
26 October 1, 2020. An update would be given to the Committee on October 5, 2020.

27
28 **c. Short-Term Projects Committee: Discuss and Ratify Actions (Jeff).**

29
30 Ms. Nielsen reported that the Short-Term Projects Committee met on September 14, 2020, to discuss
31 a strategy for budgeted projects funding for the 2020-2021 fiscal year budget. Originally, \$50,000
32 was allocated for the new fiscal year. The Short-Term Projects Committee had since allocated
33 \$20,000 of the funding to the Salt Lake Climbers Alliance project. That project includes trails
34 maintenance and an anchor replacement project. It was submitted through the call for project ideas
35 that the Committee opened during the Spring season. Ms. Nielsen noted that when the Committee
36 was initially reviewing submitted projects during last year’s fiscal year budget, there was not enough
37 to fully fund all the projects that had merit. The Committee opted to delay the funding to the Salt
38 Lake Climbers Alliance project until the new fiscal year.

39
40 The Short-Term Projects Committee now has \$30,000 remaining. The Committee convened to
41 consider options, including opening another call for ideas, refunding, or continuing to fund projects
42 that were funded during the last fiscal year, or waiting to see if more pressing projects came up.
43 During the meeting, there was also discussion relative to the specific needs of Alta. There may be
44 short-term projects needed for the area as the winter recreation season begins, such as trailhead
45 bathrooms. The outcome of the Short-Term Projects Committee Meeting indicated that Committee
46 Members wanted more research done on potential projects that Alta and other impacted areas may
47 need. Mr. Becker noted that Mayor Sondak made a lengthy presentation to the Short-Term Projects

1 Committee. The Town of Alta, Brighton, and all the communities at the mouths of the canyons will
2 be affected this winter season. The Committee felt there needed to be some type of coordination.

3
4 **d. Transportation Committee: Discuss and Ratify Actions (Peterson).**

5
6 Mr. Perez believed the only actions for the Transportation Committee were related to the approval of
7 Ms. Christie's contract. Chair Robinson asked the Committee to discuss the recent Mountain
8 Transportation System Expert Panel.

9
10 Mayor Peterson noted that a tremendous amount of knowledge was shared by the panel experts. The
11 challenge had been the time limitations. Mayor Peterson felt that the panel had barely scratched the
12 surface and the discussion had been more of an introduction. Mayor Silvestrini felt it had been a good
13 discussion but wondered about the current timeline. He noted that it would be difficult to reach a
14 consensus. Many questions raised had a narrow focus and did not look at the larger picture of the
15 transportation alternatives. Chair Robinson asked if any course correction needed to be made relative
16 to the schedule. He believed the plan was to vote on Mountain Transportation System blueprint or
17 concept at the December 5, 2020 meeting. Mayor Peterson believed that was correct but noted that
18 it would be a difficult task due to various opinions and biases. He felt it was important to trust the
19 process that was implemented and continue to move forward.

20
21 Mayor Silvestrini suggested the possibility of another panel with different experts to discuss the
22 various transportation alternatives. Chair Robinson felt it was an interesting suggestion. He
23 wondered if Mayor Silvestrini was suggesting that the leaders from stakeholder categories form a
24 panel to share their opinions or respond to questions. Mayor Silvestrini felt it would be a good idea
25 and would diffuse two issues: that there had not been a broad enough spectrum of experts and force
26 those with single-minded visions to address some of the potential problems related to their preferred
27 solutions.

28
29 Mayor Mendenhall referenced teaching that had been done several years ago that could showcase the
30 reality of the decision-making process. She felt these strategies could be used to turn a productive
31 question format back to the public. Mayor Mendenhall suggested using Survey Monkey to put four
32 or five context-infused questions online. Ms. Mickelson believed the Design Your Transit tool may
33 tackle some of that suggestion. Mayor Peterson noted that the Design Your Transit tool had some
34 value, but it was one small piece. He was unsure whether asking stakeholders or the public questions
35 would provide the CWC with additional information beyond what the public comments would reveal.
36 Once the public comments had been received and the Mountain Transportation System Virtual
37 Summit occurred, it would be possible to channel all that input in a positive direction. He believed
38 that if a consensus had not been reached at that time, an extra step may need to be added afterward.
39 Mayor Peterson did not believe course correction was necessary now.

40
41 Chair Robinson felt it was important to give the stakeholders a forum to respond to the Mountain
42 Transportation System Virtual Summit. He noted that the resort community, conservation
43 community, and dispersed recreation community had not been given much of a forum to discuss their
44 concerns.

45
46 Mr. Becker believed the Design Your Transit tool would give users a sense of what the tradeoffs
47 would be among the various transportation options. He noted that there was a Stakeholders Council
48 Meeting scheduled on October 21, 2020 and suggested breaking the Council up into smaller groups

1 to facilitate a discussion about the issues. Chair Robinson, Mayor Peterson, and Mayor Silvestrini
2 believed this would be beneficial as it would involve the Stakeholders Council in the planning
3 process. Mr. Perez asked how this would impact the Mountain Transportation System Virtual
4 Summit. He stated that if the Board Members and Stakeholders Council were gathering for the
5 meeting, it would essentially be a pre-summit. He noted that Ms. Christie was scheduled to attend
6 the Stakeholders Council Meeting on October 21, 2020, as well.

7
8 Chair Robinson explained that the difference would be that the Commissioners would not be
9 deliberating at the Stakeholders Council Meeting and would instead be observers. The Summit would
10 allow the Board Members to deliberate. Chair Robinson suggested that a review of the Mountain
11 Transportation System alternatives and feedback on the Design Your Transit tool could take place at
12 the October 21, 2020 Stakeholders Council Meeting. Mr. Becker felt it may be helpful for the
13 members of the Stakeholders Council to hear from one another prior to the Summit. He also believed
14 it would be beneficial for the Commissioners and Ms. Christie to understand the current perspectives.
15 Mr. Becker stated that staff could come up with written ideas for the Stakeholders Council Meeting
16 and bring it back to the Executive Committee via email.

17
18 Mayor Peterson wondered if the Commissioners needed to be at the Stakeholders Meeting. Mayor
19 Silvestrini believed it was important to be there. He noted that to feel good about making a final
20 decision, it was necessary to listen to all voices and viewpoints. Chair Robinson suggested that staff
21 prepare a framework for the October 21, 2020 meeting.

22
23 Mayor Mendenhall wondered if it would be appropriate to ask the Stakeholders Council how the
24 Board Members could best listen and engage during the meeting. Mr. Becker noted that all
25 Stakeholder Council Meetings are public. Mayor Mendenhall noted that it was important to respect
26 the stakeholder's autonomy and ask how they would prefer Board Members participate. Mr. Becker
27 stated that staff could approach the members of the Stakeholders Council, mention that the Mountain
28 Transportation System is a major item of discussion, get input about how the discussion might be
29 framed, and determine what kind of role they would like the Commissioners to play at the October 21,
30 2020 meeting.

31 32 **5. Stakeholders Council Membership and Leadership.**

33
34 Mr. Perez reported that the Chair position on the Stakeholders Council is currently vacant. The Chair
35 term will expire in June 2021. The bylaws call for the Vice-Chair to fill the term until the end of the
36 Chair term. Mr. Perez stated that he had spoken to Vice-Chair Bricker and she was concerned about
37 her ability to apply for a potential RFP. Action would take place in October to appoint either Vice-
38 Chair Bricker to fill the role of Chair or fill the Chair role until the end of the term next year.

39
40 Mr. Becker reported that when the Stakeholders Council was established, the Executive Committee
41 took the lead on selecting the Chair, Vice-Chair, and members. Over 100 applications were filtered
42 based on specific criteria before the Executive Committee met, they discussed the applications, and
43 made decisions. The CWC Board and Chair were responsible for appointing the Chair and Vice-
44 Chair of the Stakeholders Council. The Chair and Vice-Chair could not be associated with an interest
45 group or have a specific interest in mind for the outcome of the canyons. To add new members or for
46 new Chair considerations, the process of applications could begin again or since it is mid-term, the
47 Executive Committee could look at making a recommendation to the Board for the Chair or Vice-
48 Chair if there were any specific recommendations.

1
2 Chair Robinson was concerned about the schedule and felt it would be beneficial to have a closed
3 session for discussions on possible recommendations. He wondered if a short Executive Committee
4 Meeting for personnel discussions could be scheduled before October 5, 2020. Mr. Becker believed
5 there were enough stakeholder applications to make recommendations for a Chair, Vice-Chair, and
6 stakeholder members. Staff could bring something back to the Executive Committee.
7

8 Chair Robinson suggested there be discussion at the next Executive Committee Meeting on
9 November 2, 2020, instead. This would be in preparation for the meeting on December 5, 2020. For
10 now, the Stakeholders Council could remain with the Vice-Chair. CWC Attorney, Shane Topham
11 believed the Vice-Chair could serve as the Chair of the Stakeholders Council on an interim basis.
12 Chair Robinson stated that the Executive Committee would still have a closed session on personnel
13 at the next meeting. From that meeting, recommendations for Chair, Vice-Chair, and additional
14 membership could be made in preparation for the November 2, 2020 meeting.
15

16 Mayor Peterson asked if Vice-Chair Bricker was willing to continue to serve on the Stakeholders
17 Council. Mr. Perez confirmed that she was but needed clarification regarding her ability to apply for
18 an RFP. Mayor Peterson supported having a Chair and Vice-Chair that were not tied to a specific
19 group. He felt that would keep the Stakeholders Council genuine and focused.
20

21 Chair Robinson asked that at the next Executive Committee Meeting, a list of current stakeholders
22 and stakeholder candidates be provided by Staff as well as any specific recommendations.
23 Ms. Mickelson stated that a spreadsheet had already been prepared in relation to the current
24 membership. There are two and four-year terms for stakeholders and the spreadsheet would give the
25 Executive Committee an opportunity to see which terms will expire the following year. She noted
26 that there are term limits for officers but not for stakeholders.
27

28 **6. Adjourn Executive Committee Business Meeting.**
29

30 **MOTION:** Mayor Mendenhall moved to adjourn the Executive Committee Meeting and go into a
31 Closed Meeting. Mayor Peterson seconded the motion. The motion passed with the unanimous
32 consent of the Committee.
33

34 **7. Closed Meeting to Discuss the Character, Professional Competence, or Physical or**
35 **Mental Health of an Individual Pursuant to Utah Code Annotated 52-4-205(1)(a).**
36

37 The Executive Committee was in Closed Session from 4:41 p.m. to 5:15 p.m.
38

39 **8. Adjournment of Closed Meeting.**
40

41 **MOTION:** Mayor Silvestrini moved to adjourn. Mayor Mendenhall seconded the motion. The
42 motion passed with the unanimous consent of the Committee.
43

44 The Central Wasatch Commission Meeting adjourned at approximately 5:18 p.m.

1 *I hereby certify that the foregoing represents a true, accurate, and complete record of the Central*
2 *Wasatch Commission Executive Committee Meeting held Monday, September 21, 2020.*

3

4 Teri Forbes

5 Teri Forbes

6 T Forbes Group

7 Minutes Secretary

8

9 Minutes Approved: _____