

**MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”) BUDGET/ FINANCE/AUDIT COMMITTEE MEETING HELD ELECTRONICALLY ON WEDNESDAY, OCTOBER 20, 2021, AT 9:00 A.M.**

**Present:**  Chair Jeff Silvestrini, Councilor Jim Bradley

**CWC Staff:** Executive Director Ralph Becker, Deputy Director Blake Perez, Communications Director Lindsey Nielsen, Office Administrator/Manager Kaye Mickelson

**Others:** Phoebe McNeally

**Excused:** Mayor Harris Sondak

**OPENING**

1. **Mayor Jeff Silvestrini will Conduct the Meeting as Chair of the Budget/Finance/Audit Committee.**

Chair Jeff Silvestrini called the meeting to order at 9:04 a.m. and welcomed those present.

The Legislature, pursuant to Section 52-4-207(4), required the Committee to make a determination, which was as follows:

‘Notice is hereby given that the Central Wasatch Commission will hold a Budget/Finance/Audit Committee Meeting at approximately 9:00 a.m., or soon thereafter, on Wednesday, October 20, 2021. In view of the current COVID-19 pandemic, this committee meeting will occur electronically, without a physical anchor location, as authorized by Utah Code Ann. 52-4-207(4). The public may remotely hear the open portions of the meeting through live broadcast at the following link. Once registered, attendees will receive an email with a personal meeting access link.’

**1ST QUARTER FINANCIALS FISCAL YEAR 2021-2022**

1. **Committee will Review First Quarter Financials with Comments.**

This information was received by committee members previously: no discussion.

**REQUEST 2021-2022 FISCAL YEAR BUDGET AMENDMENT**

1. **Budget Amendment Total - $63,651. Information Provided in Packet.**

Chair Silvestrini reported that the 2021-2022 Fiscal Year Budget Amendment related to the Environmental Dashboard and the Visitor Use Study. Deputy Director, Blake Perez reported that Resolution 2021-09 was included in the packet for review. One piece of the budget amendment was to bring $50,000 over from reserves to fund Phase II of the Visitor Use Study. That $50,000 was originally budgeted for Phase I of the Visitor Use Study but was put back into reserves after obtaining State appropriations. The request was to take that $50,000 out of reserves to begin to fund the second phase of the study. The second portion of the budget amendment is $13,651 for the Environmental Dashboard. Mr. Perez stated that there was a gap in the new work plan and the money would cover that. The total budget amendment is $63,651.

If the Budget/Finance/Audit Committee moved forward with a positive recommendation to the CWC Board, a public hearing would be opened and official action would take place during the November 1, 2021, CWC Board Meeting. Councilor Jim Bradley felt the direction was appropriate.

**MOTION:** Councilor Bradley moved to forward a positive recommendation to the CWC Board for Resolution 2021-09 Approving the 2021-2022 Fiscal Year Budget Amendment, $50,000 for the Visitor Use Study, and $13,651 for the Environmental Dashboard. Chair Silvestrini seconded the motion. The motion passed with the unanimous consent of the Committee.

**METROPOLITAN WATER DISTRICT OF SALT LAKE AND SANDY: 2022 EX-OFFICIO CENTRAL WASATCH COMMISSION MEMBER**

1. **The Budget/Finance/Audit Committee will Discuss the Metropolitan Water District of Salt Lake and Sandy Joining the Central Wasatch Commission as a 2022 Ex-Officio Member.**
2. **December 6, 2021, CWC Board Meeting Action Item.**

Chair Silvestrini reported that the Metropolitan Water District of Salt Lake and Sandy was interested in joining the CWC as an Ex-Officio Member. Executive Director, Ralph Becker explained that the Metropolitan Water District of Salt Lake and Sandy has a vital interest in the Wasatch Mountains and were actively involved in Mountain Accord. The Metropolitan Water District of Salt Lake and Sandy has also been heavily involved in the Stakeholders Council through the participation of Annalee Munsey.

Mr. Becker reported that a few months earlier the Metropolitan Water District of Salt Lake and Sandy approached the CWC about contributing financially to the Visitor Use Study. Those discussions led to the Metropolitan Water District of Salt Lake and Sandy potentially becoming an Ex-Officio Member of the CWC Board. They had settled on a $15,000 contribution that could serve as an initial membership dues fee. Mr. Becker reported that he and CWC Chair, Chris Robinson had a meeting scheduled with Michael DeVries and Ms. Munsey to discuss the idea in detail.

If this was something that was considered desirable by the CWC Board, staff would explore what that Ex-Officio membership might look like as well as an appropriate contribution rate. Mr. Becker believed that the Metropolitan Water District of Salt Lake and Sandy’s expertise and involvement may be of value. Since there were budget implications to this decision, it was important that the Budget/Finance/Audit Committee Members weigh in on the idea. This item is tentatively scheduled on the December 2021 CWC Board Meeting agenda.

Councilor Bradley asked for further details about the Metropolitan Water District of Salt Lake and Sandy. Mr. Becker explained that it is a separate entity that was formed with the creation of Deer Creek Reservoir to provide an outside source of water for the valley. Chair Silvestrini reported that it used to be the Metropolitan Water District of Salt Lake, but Sandy joined later. Mr. Becker stated that Sandy had water in Parleys Canyon and Little Cottonwood Canyon and so the district combined the resources of Salt Lake City and Sandy into one place.

Councilor Bradley wondered it would just be one member brought onto the CWC Board, which was confirmed. Chair Silvestrini noted that the Metropolitan Water District of Salt Lake and Sandy is a special district and an independent taxing entity. Chair Silvestrini felt that watershed protection was one of the main principles of the Mountain Accord and a priority for the CWC. As a result, it made sense for watershed interests to be represented. The only other Ex-Officio Member currently on the Board is from Utah Transit Authority (“UTA”). His only concern was that other interest groups, like ski resorts or property owners, may object to the fact that watershed protection may be elevated with an Ex-Officio Member being part of the CWC discussions. Chair Silvestrini had no objection to the Metropolitan Water District of Salt Lake and Sandy being an Ex-Officio Member, but it was something to be discussed at the Board level. Councilor Bradley agreed and had no problem with them coming on board.

Mr. Becker noted that when the Stakeholders Council was formed, one of the defining differences between Stakeholders Council membership and the CWC as a whole, was governmental and non-governmental. Since Metropolitan Water District of Salt Lake and Sandy has an important influence and stake in what happens in the mountains, an exception was made for their membership in the Stakeholders Council even though they are a governmental jurisdiction. Mr. Becker added that when the Stakeholders Council recently looked at new Chair and Vice-Chair positions, Ms. Munsey was universally supported but there was an issue because she is a jurisdictional representative. In many ways, the Ex-Officio status would clean up the Council.

Chair Silvestrini wondered if the Metropolitan Water District of Salt Lake and Sandy would remain a member of the Stakeholders Council. Mr. Becker anticipated that they would leave the Stakeholders Council but there had only been preliminary discussions with Ms. Munsey related to that. Chair Silvestrini suggested that the Budget/Finance/Audit Committee make a recommendation to the CWC Board and that more robust discussions take place at that level.

**MOTION:** Chair Silvestrini moved to forward a positive recommendation to the CWC Board for the Ex-Officio Status of the Metropolitan Water District of Salt Lake and Sandy. Councilor Bradley seconded the motion. The motion passed with the unanimous consent of the Committee.

**CONTINGENCY FUND ALLOCATION**

1. **The Budget/Finance/Audit Committee will Discuss Approving Funding for the Short-Term Project Beaver Dam Analog Project (Action).**
2. **$1,500**

Communications Director, Lindsey Nielsen reported that the Short-Term Projects Committee consists of Councilor Bradley, Councilor Max Doilney, and Councilor Marci Houseman. The Committee met in April 2021 to review the short-term project finalists. The Beaver Dam Analog Project at Willow Heights Lake was amongst the finalist projects that the Committee was excited about. Ultimately, the project was not chosen to be funded because the project lead did not have the work permit necessary to begin the work at the time of the application submittal. As a result, it was unclear whether the project would be completed within the defined timeline.

A few weeks earlier, the project lead reached out to the CWC and mentioned some new developments for the project. Ms. Nielsen reported that the permit had been procured and the cost of project materials was heavily discounted. CWC Staff contacted all of the Short-Term Projects Committee Members about the update and asked if they felt the $1,500 project should be approved. All Short-Term Projects Committee Members expressed their support. If approved and allocated, the $1,500 would allow the project to be completed within the working year. Ms. Nielsen explained that the funding would come out of the contingency fund. Office Administrator/Manager, Kaye Mickelson explained that taking the money from contingency would leave $50,000 in the Short-Term Project Fund for the next round of projects in the spring.

**MOTION:** Councilor Bradley moved to forward a positive recommendation to the CWC Board for the Short-Term Project Beaver Dam Analog Project, $1,500. Chair Silvestrini seconded the motion. The motion passed with the unanimous consent of the Committee.

**ENVIRONMENTAL DASHBOARD UPDATE**

1. **Lindsey Nielsen will Provide the Committee with a Brief Update on the Status of the Environmental Dashboard.**

Ms. Nielsen explained that the previously discussed budget amendment included $13,651 for the Environmental Dashboard. That funding is to cover a gap in the new work plan that was received from the project team at the University of Utah. Ms. Nielsen reported that the project continued to move forward. She recently sat in on the final element data group session, where the project team met with experts in the field of wildlife and ecology for the Wasatch Mountains.

Another major development was that the project team and CWC Staff had considered bringing the outward-facing dashboard, or the interface, in-house. Ms. Nielsen reminded Committee Members that the CWC considered contracting with ESRI to host the Environmental Dashboard. There had been a lot of consideration and the idea was to bring the development in-house, which would streamline the process of maintenance and hosting. She noted that there would be a more robust update shared during the November 1, 2021, CWC Board Meeting.

Ms. Mickelson explained that a Resolution had been passed that would have involved a $10,700 payment to ESRI in May 2022. That would be canceled. Ms. Nielsen stated that the ESRI payment would have been an ongoing annual fee for the hosting of the dashboard through the ESRI platform. By bringing the development and hosting in-house, the ongoing hosting fee would be eliminated and the Environmental Dashboard would be part of the CWC website. The initial payment would be similar, but afterward, there would be no need for the hosting fee.

**ADJOURN MEETING**

1. **Adjourn Board Meeting**

**MOTION:** Councilor Bradley moved to adjourn. Chair Silvestrini seconded the motion. The motion passed with the unanimous consent of the Committee.

The Central Wasatch Commission Budget/Finance/Audit Committee Meeting adjourned at approximately 9:34 a.m.

***I hereby certify that the foregoing represents a true, accurate, and complete record of the Central Wasatch Commission Budget/Finance/Audit Committee Meeting held Wednesday, October 20, 2021.***

Teri Forbes

Teri Forbes

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Minutes Secretary

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