

**MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”) EXECUTIVE AND BUDGET/FINANCE/AUDIT COMMITTEE MEETING HELD ELECTRONICALLY ON MONDAY, JANUARY 24, 2022, AT 3:30 P.M.**

**Present:**  Chris Robinson, Chair

Mayor Jeff Silvestrini

 Mayor Erin Mendenhall

**CWC Staff:** Ralph Becker, Executive Director

 Blake Perez, Deputy Director

 Lindsey Nielsen, Communications Director

 Kaye Mickelson, Office Administrator

**Others:** Laura Briefer

Steve Van Maren

 Onno Wieringa

 Giles Florence

 Patrick Shea

**OPENING**

1. **Chair of the Board, Christopher F. Robinson, will Open the CWC Executive Committee Meeting, Plus Comment on the Electronic Meeting, No Anchor Location, as Noted Above.**

Chair Chris Robinson called the meeting to order at 3:30 p.m. He reported that there were three members of the Central Wasatch Commission (“CWC”) Executive and Budget/Finance/Audit Committee, which included himself, Mayor Jeff Silvestrini, and Mayor Erin Mendenhall.

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

‘I, as the Chair of the Board of Commissioners (the “Board”) of the Central Wasatch Commission (“CWC”), hereby determine that conducting Board or Committee Meetings at any time during the next 30 days at an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location. Although the overall instances of COVID-19 cases have diminished somewhat over the past several months, the COVID-19 pandemic remains and the recent rise of more infectious variants of the virus merits continued vigilance to avoid another surge in cases, which could again threaten to overwhelm Utah’s healthcare system.’

**FY 2022/2023 BUDGET DISCUSSION**

1. **Commissioner Silvestrini will Present on the CWC’s 2021-2022 Fiscal Year Budget.**
2. **A Budget Worksheet will be Shared.**

Mayor Silvestrini reported that the purpose of the meeting was not to discuss the Fiscal Year 2022/2023 budget. There still needed to be additional conversations with Staff about the future budget as well as discussions with the CWC Board. The current Executive and Budget/Finance/Audit Committee Meeting was focused on the budget for Fiscal Year 2021-2022. Mayor Silvestrini noted that budget alignments were needed due to the decision of Salt Lake County to withdraw from the CWC. Salt Lake County decided to fund half of their annual appropriation to the CWC, which meant the appropriation was $100,000 instead of the $200,000 that was contemplated in the 2021-2022 adopted budget. Budget alignments need to be made to accommodate the $100,000 loss of funding.

Mayor Silvestrini shared the Budget Worksheet with the Committee. He reported that Column M on the spreadsheet showed the removal of $100,000. The CWC would receive $15,000 from the Metropolitan Water District of Salt Lake and Sandy in the future, which would offset that amount slightly. Additionally, some decreases could be implemented. For instance, there is not currently an Intern, and the organization could save $5,000 by not hiring one this year. There was also $5,000 budgeted for professional development that had not been utilized as well as $5,000 reserved for travel that could be eliminated. Mayor Silvestrini reported that $5,000 was also allocated for outreach and communication that could be cut. All of those cuts would result in approximately $15,000 to $20,000 in savings for the organization.

It was also noted that the CWC has the ability to pay $57,000 for the Visitor Use Study in Fiscal Year 2022/2023 instead of Fiscal Year 2021/2022. That would allow for significant savings in the current year. Similarly, the payment for the Environmental Dashboard for $31,000 could be deferred to the next fiscal year. Mayor Silvestrini reported that there was also a savings of $3,000 since the Board Retreat was done virtually. In total, there could be savings of $121,269. Since the budget would be decreased and line items moved around, a budget amendment was not needed. Mayor Silvestrini explained that the realignments would address the loss of revenue and maintain all the programs and operations the CWC was involved in.

Communications Director, Lindsey Nielsen explained that the budget adjustments protected the $50,000 that was set aside for short-term projects. Deputy Director, Blake Perez reported that both Utah State University and the University of Utah contracting departments agreed to the payment schedule for the Visitor Use Study and Environmental Dashboard. Chair Robinson noted that there may be time to investigate appropriations for those projects. He asked if the budget information would be shared at the CWC Board Meeting in February. Mr. Perez stated that no formal action was needed from the CWC Board, but the information could be included in the packet. There was discussion regarding whether a motion was needed. Mayor Mendenhall believed the budget realignments were appropriate and it made sense to take action.

**MOTION:** Mayor Silvestrini moved that the Executive and Budget/Finance/Audit Committee recommend the budget realignments as presented to the CWC Board. Mayor Mendenhall seconded the motion. The motion passed with the unanimous consent of the Committee.

Chair Robinson shared additional updates with the committee. He reported that the Common Ground Institute (“CGI”) began work on the CWC Situational Assessment. Ben McAdams had spoken to many CWC Board Members. In addition, he sent a draft survey to Chair Robinson that would soon be distributed for responses. Chair Robinson also stated that CWC Staff had been working with Lobbyist, Casey Hill. Executive Director, Ralph Becker reported that there had been meetings with Mr. Hill to review a State Legislation appropriation request that could include a number of different items. The intention was to have Representative Robert Spendlove and Senator Kirk Cullimore carry the appropriation request. Mr. Becker reported that there were a number of items for consideration, such as the Visitor Use Study, Environmental Dashboard, and special projects.

Pat Shea asked if Mr. Hill would follow any transportation appropriations. Mr. Becker explained that the CWC was not involved in any appropriations that involved transportation, with the exception of the bus bypass service. Funding had been received last year related to that. Mr. Becker appreciated that the Committee had taken action on the budget realignments but pointed out that the item was listed on the agenda as a discussion item and not an action item. It was important to note that the motion made was a recommendation and not an action item.

Mr. Perez noted that the next Executive and Budget/Finance/Audit Committee Meeting was scheduled for February 21, 2022. It was an observed holiday and he wondered if it would be possible to reschedule the meeting to February 28, 2022. It would still take place at 3:30 p.m. The Committee Members believed that date would work.

**ADJOURN COMMITTEE MEETING**

1. **Chair of the Board, Christopher F. Robinson, will Close the CWC Executive Committee Meeting.**

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

The Central Wasatch Commission Executive and Budget/Finance/Audit Committee Meeting adjourned at approximately 3:50 p.m.

***I hereby certify that the foregoing represents a true, accurate, and complete record of the Central Wasatch Commission Executive and Budget/Finance/Audit Committee Meeting held Monday, January 24, 2022.***

Teri Forbes

Teri Forbes

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Minutes Secretary

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