

**MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”) BOARD MEETING HELD MONDAY, MAY 2, 2022, AT 3:30 P.M. THE MEETING WAS CONDUCTED BOTH IN-PERSON AND VIRTUALLY VIA ZOOM. THE ANCHOR LOCATION WAS MILLCREEK CITY HALL – 3330 SOUTH 1300 EAST – MILLCREEK, UTAH, 84106.**

**Board Members:** Chair Christopher F. Robinson

 Mayor Jeff Silvestrini

 Mayor Erin Mendenhall (participated virtually)

 Mayor Dan Knopp

 Mayor Roger Bourke (participated virtually)

 Mayor Mike Weichers

 Commissioner Annalee Munsey, Ex-Officio Member (participated virtually)

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

 Blake Perez, CWC Deputy Director

 Lindsey Nielsen, CWC Communications Director

 Kaye Mickelson, CWC Office Administrator

 Shane Topham, Legal Counsel

**Excused:** Mayor Monica Zoltanski

 Mayor Nann Worel

 Commissioner Carlton Christensen, Ex-Officio Member

**Others (all virtual):** Laura Briefer

 Steve Van Maren

 Danny Richardson

 Mimi Levitt

 Jacob Minas

 Carolyn Keigley

 Chris Cawley

 Serena Yau

 Evelyn Everton

 Mike Marker

 Patrick Shea

 Sandy Wingert

 Randy Doyle

 Patrick Nelson

 Barbara Cameron

 Josh Van Jura

 Ned Hacker

 Bob Kollar

 Chris Adams

 Dennis Goreham

 Will McCarvill

 925-849-7768

**OPENING**

1. **Chair of the Board Christopher F. Robinson will Open the CWC Board Meeting.**

Chair Chris Robinson called the meeting to order at 3:30 p.m. He reported that the Central Wasatch Commission (“CWC”) Board Meeting was being held at Millcreek City Hall.

1. **(Action) The Board will Consider Approving the Minutes of the April 4, 2022, Board Meeting.**

**MOTION:** Mayor Silvestrini moved to APPROVE the Minutes of the April 4, 2022, Board Meeting. Mayor Knopp seconded the motion. The motion passed with the unanimous consent of the Board.

1. **(Action) Consideration of Resolution 2022-19 Expressing Gratitude to Council Member Max Doilney for His Work and Service to the Central Wasatch Commission.**

Chair Robinson reported that the Resolution thanks Max Doilney for his work on the CWC. Mayor Jeff Silvestrini read Resolution 2022-19 into the record. He noted that he had spoken to Mr. Doilney at the Spring Utah League of Cities and Towns (“ULCT”) Convention and was able to express his appreciation to him in person at that time. Mr. Doilney stated that he would miss the CWC work but felt strongly that it was best if the Mayor of Park City, Nann Worel, participates in the organization. Mayor Silvestrini agreed but noted that he would miss Mr. Doilney.

**MOTION:** Mayor Silvestrini moved to APPROVE Resolution 2022-19 – Expressing Gratitude to Council Member Max Doilney for his work and service to the Central Wasatch Commission. Mayor Knopp seconded the motion. The motion passed with the unanimous consent of the Board.

**CLOSED SESSION**

1. **Chair Robinson will Invite the Board to Commence a Closed Session to Discuss the Character, Professional Competence, or Physical or Mental Health of an Individual, Authorized by Utah Code Annotated 52-4-205-(1)(a).**

Chair Robinson reported that there was a need for a Closed Session. The meeting would take place across the hall in the Promise Training Room and those attending via Zoom would use a new link.

**MOTION:** Mayor Knopp moved that the CWC Board go into Closed Session to Discuss the Character, Professional Competence or Physical or Mental Health of an Individual, Authorized by Utah Code Annotated 52-4-205(1)(a). Mayor Weichers seconded the motion. Vote on motion: Mayor Knopp-Aye; Mayor Silvestrini-Aye; Mayor Weichers-Aye; Mayor Mendenhall-Aye; Mayor Bourke-Aye; Chair Robinson-Aye. The motion passed unanimously.

**CLOSED SESSION ENDS**

The Closed Session ended.

**CWC BOARD MEETING RECONVENES**

The CWC Board reconvened following the Closed Session.

**CENTRAL WASATCH COMMISSION LEADERSHIP AND COMPENSATION.**

1. **Chair Robinson will Lead the Board in a Discussion Regarding Leadership of the Central Wasatch Commission in Light of the Pending June 30, 2022, Retirement of Current Executive Director, Ralph Becker.**

Chair Robinson reported that the current Executive Director, Ralph Becker, would retire effective June 30, 2022, at the end of the fiscal year. Office Administrator, Kaye Mickelson would retire at that time. There had been discussions about what to do moving forward. The Executive/Budget/Audit Committee and a few others interviewed Deputy Director, Blake Perez and Communications Director, Lindsey Nielsen. The proposal was for Mr. Perez and Ms. Nielsen to serve as Executive Directors. The exact titles would be discussed further but the intention was to have an Executive Director oversee the administration and another oversee policy.

The current compensation for Mr. Perez and Ms. Nielsen is $87,000 plus benefits. It was important to determine compensation for their new roles. The rates of compensation would be added to the tentative budget. The budget would be adopted at the June 6, 2022, CWC Board Meeting. The level of compensation being discussed was $100,000 plus benefits. Employment Agreements would be drafted and brought back at the next meeting. The agreements would be for one year but were automatically renewable unless terminated with written notice.

Ms. Nielsen thanked the CWC Board for their consideration. Both she and Mr. Perez were excited to work together and continue the mission of the organization. She looked forward to taking on her new role. Mr. Perez echoed the comments shared and thanked the CWC Board. Chair Robinson stated that Ms. Nielsen and Mr. Perez are loyal, dedicated, smart, and passionate staff members, who are committed to the Central Wasatch. He felt that this was the best path forward.

**STAKEHOLDERS COUNCIL UPDATE.**

1. **Stakeholders Council Leadership will Provide a Monthly Update to the Board.**

Chair Robinson reported that at the last CWC Board Meeting, it was determined that there would be participation from Stakeholders Council leadership. Will McCarvill and Barbara Cameron were present to share comments. Ms. Cameron overviewed the names of those voted in as Stakeholders Council subcommittee members at the April 20, 2022, Stakeholders Council Meeting. Normally, the appointments are reviewed in January, but they were pushed back due to the CWC Situational Assessment with Common Ground Institute (“CGI”). The Stakeholders Council has a broad range of individuals, agencies, and non-profits. There are both voting and non-voting members on the Stakeholders Council subcommittees. The subcommittees included the following:

* Millcreek Canyon Committee;
* Trails Committee;
* Preservation Committee.

Ms. Cameron reported that the subcommittees are important for outreach, engagement, and policy decisions. Mr. McCarvill reported that there was increased interest and participation on the Stakeholders Council subcommittees. He felt comfortable knowing that there would be yearly approval for the Chair, Vice-Chair, and Voting Member positions. There may be additional opportunities for participation, such as the travel plan for Big Cottonwood Canyon. Local planning was important, and he wondered if it was possible to move forward with something like that.

Resolution 2022-25 – A Resolution Releasing and Appointing Members of the Stakeholders Council was shared. It stated that Carolyn Wawra, Erin Bragg, Annalee Munsey, and Nate Furman would be released from the Stakeholders Council, and Jennifer Eden, Danny Richardson, Joanna Wheelton, and Serena Yau would be added to the Stakeholders Council. Ms. Yau introduced herself to the CWC Board. It was noted that she attended the last Stakeholders Council Meeting. She represents the Salt Lake Climbers Alliance and was interested in dispersed recreation use. Mr. Richardson explained that he has a long-term background in the Utah ski industry and was excited to be part of the Stakeholders Council. Ms. Cameron informed the CWC Board that the next Stakeholders Council Meeting was a special meeting related to the Visitor Use Study.

**COMMITTEES AND PROJECTS.**

1. **Executive/Budget/Audit Committee – CWC Treasurer/Secretary Jeff Silvestrini will Update the Board on the Tentative Budget for FY 22/23 (Copy Included in the Meeting Materials Packet) for Action at the End of the Meeting.**

Mayor Silvestrini presented the Tentative Budget for the Fiscal Year 2022/2023. There were some blanks to fill in, which included the salaries for employees. The tentative budget could now be updated to include $100,000 for the Executive Directors and a stipend for an Intern. Mayor Silvestrini explained that the budget work began in March 2022. Work had been done with CWC Staff and there had been discussions with the Executive/Budget/Audit Committee. The tentative budget assumed revenues from each of the member jurisdictions at the same levels as in past years, with the exception of Salt Lake County, which was no longer part of the CWC. The budget contained revenue from appropriations and contributions. The expenditures included continued expenses related to the Visitor Use Study, Environmental Dashboard, and short-term projects. He noted that the budget assumed there would be a slight reduction in the reserves, but it would not be dramatic.

Mayor Silvestrini reported that the tentative budget had total revenue of $869,001 with total expenses for operations at $474,276. The total expenses for projects were presented as $394,517. As a result, the total expenses the budget reflected were $368,793.11. There was one item that still needed to be discussed. However, after speaking to CWC Staff, it was determined that there could be a budget amendment later on. He explained that it would be beneficial to add the sixth element to the Environmental Dashboard, which would incorporate the information from the Visitor Use Study. The estimate for that work was approximately $32,300. Arrangements would need to be made to fund that in the future. At the current time, that money was not included in the budget.

**PUBLIC COMMENT**

Chair Robinson opened the public comment period.

*Mr. McCarvill* was in support of adding the sixth element to the Environmental Dashboard. He was grateful that the organization recognized that humans also impacted the Central Wasatch.

There were no further comments. The public comment period was closed.

**COMMISSIONER COMMENT**

Mayor Roger Bourke asked that the next CWC Board Meeting include a progress report related to the Visitor Use Study. Mr. Perez noted that there was a full agenda for the June 6, 2022, CWC Board Meeting. There would be a rollout of the Environmental Dashboard and a presentation from the U.S. Forest Service. However, he could ask Dr. Jordan Smith from Utah State University about potential dates. He explained that there would be a briefing on the Visitor Use Study at the May 18, 2022, Stakeholders Council Meeting. The meeting would take place from 3:00 p.m. to 5:00 p.m. The meeting information or meeting recording could be distributed to CWC Board Members.

Mayor Dan Knopp was happy that the Transportation Committee had been reconstituted. The discussions would be largely focused on Big Cottonwood Canyon. He reported that there would be a meeting with the Utah Department of Transportation (“UDOT”) on May 5, 2022. He believed UDOT wanted the Committee to work through their program and as a result, he would propose that the Transportation Committee work with Wasatch Front Regional Council (“WFRC”) and UDOT and stay within their program. He felt there would be more of a result with that approach.

Mayor Mike Weichers believed the leadership of Mr. Perez and Ms. Nielsen was needed. He was grateful that they were both willing to collaborate, work together, and move the organization forward. Mayor Silvestrini noted that he had not participated in the Committee that formally interviewed Mr. Perez and Ms. Nielsen, but he did meet with them individually. He supported hiring from within and looked forward to working with them both as they stepped into their new roles. Mayor Silvestrini added that Ms. Mickelson had been a wonderful resource and was grateful for her work.

Chair Robinson asked that the Stakeholders Council membership and subcommittee chart be shared. The chart also outlined the CWC Committees, such as the Transportation Committee, Short-Term Projects Committee, Legislative Committee, and Executive/Budget/Audit Committee. He asked that the organizational chart be modified to incorporate the Executive Directors and the respective division of labor. The organizational chart would be ready ahead of the June 6, 2022, CWC Board Meeting.

**ACTION ITEMS**

1. **Consideration of Resolution 2022-20 Approving Entry into Independent Contractor Agreements for Legal, Financial, Auditing, Lobbying, and Transcription Services.**

Chair Robinson explained that Resolution 2022-20 would approve entry into an Agreement for Services with Lobbyist, Casey Hill; Legal Counsel, Shane Topham; Auditor, Greg Ogden; Accountant, Dave Sanderson; and Transcriptionist, Teri Forbes. Mayor Silvestrini noted that the Executive/Budget/Audit Committee had discussed the functions. All of the providers had delivered excellent service to the organization. There were some increases, based on requests and negotiations, but the agreements were all essentially the same. He explained these were critical services.

**MOTION:** Mayor Knopp moved to APPROVE Resolution 2022-20 - Approving Entry into Independent Contractor Agreements for Legal, Financial, Auditing, Lobbying, and Transcription Services. Mayor Weichers seconded the motion. The motion passed with the unanimous consent of the Board.

1. **Consideration of Resolution 2022-21 Approving Entry into the Third Amendment to an Interlocal Cooperation Agreement with Utah State University for a Visitor Use Study for Big and Little Cottonwood Canyons.**

Chair Robinson reported that Resolution 2022-21 was an amendment to the Interlocal Agreement with Utah State University for the Visitor Use Study. CWC Staff recommended that action be postponed until the end of the calendar year. Mr. Perez explained that this had been referenced earlier by Mayor Silvestrini and the amendment related to the sixth element.

**MOTION:** Mayor Silvestrini moved to TABLE Resolution 2022-21 – Approving Entry into the Third Amendment to an Interlocal Cooperation Agreement with Utah State University for a Visitor Use Study for Big and Little Cottonwood Canyon. Mayor Knopp seconded the motion. The motion passed with the unanimous consent of the Board.

1. **Consideration of Resolution 2022-22 Approving Entry into the Fourth Amendment to an Interlocal Cooperation Agreement with the University of Utah for the Environmental Dashboard.**

Chair Robinson reported that Resolution 2022-22 was an amendment to the Interlocal Cooperation Agreement with the University of Utah for the Environmental Dashboard. It had to do with ongoing maintenance for the Environmental Dashboard. The total amount was $18,480.

**MOTION:** Mayor Knopp moved to APPROVE Resolution 2022-22 – Approving Entry into the Fourth Amendment to an Interlocal Cooperation Agreement with the University of Utah for the Environmental Dashboard. Mayor Silvestrini seconded the motion. The motion passed with the unanimous consent of the Board.

1. **Consideration of Resolution 2022-23 Tentatively Adopting a Tentative Budget for the Period of 1 July 2022 through 30 June 2023; Providing for Public Inspection of Such Budget; Establishing the Time and Place of Public Hearing to Consider Adoption of Such Budget; and Providing for Publication of Such Public Hearing.**

Chair Robinson reported that Resolution 2022-23 related to the adoption of the tentative budget.

**MOTION:** Mayor Silvestrini moved to APPROVE Resolution 2022-23 – Tentatively Adopting a Tentative Budget for the Period of 1 July 2022 through 30 June 2023; Providing for Public Inspection of Such Budget; Establishing the Time and Place of Public Hearing to Consider Adoption of Such Budget; and Providing for Publication of Such Public Hearing. Mayor Weichers seconded the motion. The motion passed with the unanimous consent of the Board.

1. **Consideration of Resolution 2022-24 Approving Execution and Delivery of a “Public Entity Resolution” to the Office of the Utah State Treasurer.**

Chair Robinson explained that Resolution 2022-24 related to a Public Entity Resolution to the Office of the Utah State Treasurer. This would allow the organization to continue to invest funds in the Public Treasurers’ Investment Fund (“PTIF”). He recommended approval of the Resolution.

**MOTION:** Mayor Silvestrini moved to APPROVE Resolution 2022-23 – Approving Execution and Delivery of a “Public Entity Resolution” to the Office of the Utah State Treasurer. Mayor Knopp seconded the motion. The motion passed with the unanimous consent of the Board.

1. **Consideration of Resolution 2022-25 Releasing and Appointing Members of the Stakeholders Council.**

Chair Robinson reported that Resolution 2022-25 would release and appoint members of the Stakeholders Council. The information had been reviewed earlier in the CWC Board Meeting.

**MOTION:** Mayor Knopp moved to APPROVE Resolution 2022-25 Releasing and Appointing Members of the Stakeholders Council. Mayor Weichers seconded the motion. The motion passed with the unanimous consent of the Board.

1. **Consideration of Resolution 2022-26 Approving Short-Term Projects and Associated Funding.**

Chair Robinson reported that Resolution 2022-26 related to the approval of short-term projects. The Resolution would grant $51,250 to nine different short-term projects. There was $50,000 in the budget for short-term projects, but the CWC was able to make adjustments to allow for the additional $1,250. The list of awarded short-term projects was shared with those present. Ms. Nielsen explained that the short-term projects call for ideas was opened in early March and closed in early April. From that call for ideas, 17 submissions were received. CWC Staff along with staff from the Forest Service and Salt Lake City Public Utilities reviewed the initial list of submissions. After that review, the list was whittled down to 15 submissions. Those were then reviewed further by the Short-Term Projects Committee on April 14, 2022, which resulted in the following recommendations:

* Cottonwood Canyons Foundation, 2022 Tri-Canyon Trail Deferred Maintenance and Invasive Weed Control Project ($7,500);
* Salt Lake Climber's Alliance, Jacob's Ladder Trail Reroute to Lone Peak Cirque ($5,000);
* Wasatch Backcountry Alliance, Shuttle Program ($15,000);
* Utah Division of Wildlife Resources, Willow Heights Pond Beaver Reintroduction ($2,000);
* Trails Utah, BCC to Ferguson BST Completion ($4,000);
* Utah Open Lands, Bonanza Flat Trailhead Transit ($15,000);
* Friends of Alta, Friends of Alta Junior Ranger Activity Book ($750);
* Private Citizen, Rattlesnake Gulch Bicycle Parking ($1,000); and
* Save Our Canyons, Wasatch Wilderness Stewardship and Education Project ($1,000).

Mayor Weichers was appreciative of all the submissions and wished the CWC was able to completely fund them. He noted that the Short-Term Projects Committee did its best to determine where the funds could be best used. Mayor Bourke echoed those comments. The Short-Term Projects Committee Meeting had gone well, and it did not take long to agree on the recommendations.

**MOTION:** Mayor Knopp moved to APPROVE Resolution 2022-27 – Approving Short-Term Projects and Associated Funding. Mayor Weichers seconded the motion. The motion passed with the unanimous consent of the Board.

1. **Consideration of Resolution 2022-27 Approving Signers on Zions Bank Accounts.**

Chair Robinson reported that Resolution 2022-27 related to signers for the Zions Bank accounts. This would approve Chair Robinson, Mayor Silvestrini, and Mr. Perez as signers.

**MOTION:** Mayor Weichers moved to APPROVE Resolution 2022-27 – Approving Signers on Zions Bank Accounts. Mayor Knopp seconded the motion. The motion passed with the unanimous consent of the Board.

**ADJOURN BOARD MEETING**

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

**MOTION:** Mayor Knopp moved to ADJOURN the CWC Board Meeting. Mayor Mendenhall seconded the motion. The motion passed with the unanimous consent of the Board.

The meeting adjourned at 5:30 p.m.

***I hereby certify that the foregoing represents a true, accurate, and complete record of the Central Wasatch Commission Board Meeting held Monday, May 2, 2022.***

**Teri Forbes**

Teri Forbes

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Minutes Secretary

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