

**MINUTES OF THE CENTRAL WASATCH COMMISSION (“CWC”) EXECUTIVE/ BUDGET/AUDIT COMMITTEE MEETING HELD ON MONDAY, FEBRUARY 13, 2023, AT 3:30 P.M. THE MEETING WAS CONDUCTED BOTH IN-PERSON AND VIRTUALLY VIA ZOOM. THE ANCHOR LOCATION WAS THE CWC OFFICES LOCATED AT GATEWAY AT 41 NORTH RIO GRANDE STREET, SUITE 102, SALT LAKE CITY, UTAH.**

**Present:**  Chris Robinson, Chair

 Mayor Jeff Silvestrini

 Mayor Dan Knopp

**CWC Staff:**  Blake Perez, CWC Executive Director of Policy

 Lindsey Nielsen, CWC Executive Director of Administration

**Others:**  Barbara Cameron

 Will McCarvill

**Open Executive/Budget/Audit Committee Meeting**

1. **Chair Christopher F. Robinson Will Call the Meeting to Order and Welcome Committee Members and the Public.**

Chair Robinson called the meeting to order at 3:42 p.m. and welcomed those present.

1. **Committee Will Approve Minutes from the December 19, 2022, Meeting.**

**MOTION:** Mayor Silvestrini moved to APPROVE the December 19, 2022, Executive/Budget/Audit Committee Minutes. Chair Robinson seconded the motion. The motion passed with the unanimous consent of the Committee.

1. **Committee Will Tentatively Approve the Employee Agreement with Ella Warnick.**

CWC Executive Director of Administration, Lindsey Nielsen reported that the CWC hired a new Intern by the name of Ella Warnick. She is a sophomore at the University of Utah. Ms. Warnick will be in attendance at the March 2023 CWC Board Meeting to meet the full CWC Board. Ms. Warnick will be taking care of outreach, communications, and miscellaneous tasks. CWC Executive Director of Policy, Blake Perez reported that an Employee Agreement was sent out as part of the packet. It followed the standard protocol and processes. It was the same Employee Agreement that had been utilized in the past. As a result, it was possible for the Executive/Budget/Audit Committee to tentatively approve the agreement. The Employee Agreement could be formally approved at the March 2023 CWC Board Meeting.

**MOTION:** Mayor Silvestrini moved that the Executive/Budget/Audit Committee recommend APPROVAL of the Employee Agreement to the full CWC Board. Chair Robinson seconded the motion. The motion passed with the unanimous consent of the Committee.

**Legislative and Land Tenure Committee Update**

1. **Mayor Mendenhall will Provide a Brief Update on Legislation.**

Ms. Nielsen reported that Mayor Mendenhall had a commitment and was not present at tonight’s meeting. She would share a brief update instead. Ms. Nielsen reported that she would be working with the U.S. Forest Service to update the maps associated with the Central Wasatch National Conservation and Recreation Area Act (“CWNCRA”). The Bonneville Shoreline Advancement Act passed and was signed into law. As a result, she was working with Zinnia Wilson at the Forest Service to resolve any overlap in the maps where the two pieces of Legislation coincide.

Chair Robinson asked about the disputes in Cardiff Fork, which involved the lapse of the Forest Service Special Use Permit, the Cardiff Fork property owners, and the public. Mayor Knopp explained that the discussions were ongoing and there was currently no resolution. The property owners had become a little more aggressive recently. He had heard second-hand reports that the owners were carrying firearms and telling members of the public that the area was closed. Will McCarvill recommended to the Wasatch Mountain Club that winter activities not take place in Cardiff. The landowners erected their own barrier but it was on Forest Service land rather than the private lane. The Forest Service was removing that particular barrier.

**Transportation Committee Update**

1. **Mayor Knopp, Chair of the Transportation Committee, and Staff will Brief the EBAC on Outline of Comments for WFRC RTP and any BCC MAP Updates.**

Mayor Knopp reported that there was a desire to write a memo requesting funding for year-round local bus service and transit centers. That comment would be submitted as part of the Wasatch Front Regional Council (“WFRC”) Regional Transportation Plan (“RTP”) process. He believed there would be some direction from the consultants on how to best draft that, but the intention was to have that memo finished within the next week. It would be submitted on February 24, 2023. There was a desire to look for funding and move forward with transportation work.

Mayor Knopp noted that conditions had been worse this year. The canyon had actually been closed several times because it was full. There was not enough space to allow even one more vehicle. That was a challenge and there would be a meeting with the Utah Department of Transportation (“UDOT”) and the Unified Police Department (“UPD”) to make refinements. He explained that every time Little Cottonwood Canyon closes, Big Cottonwood Canyon gets overwhelmed. UDOT has done a good job of clearing the banks back but visitation levels are too high.

Mr. Perez wondered if it would be appropriate for the CWC to submit comments related to Big Cottonwood Canyon as part of the RTP process. Mayor Silvestrini explained that WFRC was a metropolitan planning organization that had the RTP. During the last meeting, there was a vote and it was determined that the RTP would receive public comment. In draft form, the RTP included a reference to the UDOT Little Cottonwood Canyon Environmental Impact Statement (“EIS”) and reflected the recommendations of the UDOT Little Cottonwood Canyon Final EIS. It mentioned three phases including buses in phase one, tolling and construction of snow sheds in phase two, and a gondola in phase three. A number of CWC members moved to eliminate the reference to the UDOT Little Cottonwood Canyon EIS from the RTP. That motion failed and the Council voted to put the draft version of the RTP out for public comment. The comment period ran until February 27, 2023. WFRC would continue discussions at the March and May 2023 meetings. It was scheduled to be adopted at the May 2023 meeting. He was not sure whether the RTP would eliminate the reference to the gondola or the UDOT Little Cottonwood Canyon EIS.

Mayor Silvestrini explained that lawyers were looking into what it would mean if the RTP removed the references to the gondola and the UDOT Little Cottonwood Canyon EIS. The Federal Highway Administration (“FHWA”) was concerned about transparency since it was publicly known that the gondola was the UDOT Little Cottonwood Canyon EIS preferred alternative. He was not sure what the outcome would be but it was appropriate for members of the public and the CWC to submit a public comment on the WFRC RTP. It was important to recognize that the motion made by Mayor Wilson during the WFRC meeting, which was to eliminate the reference to the UDOT Little Cottonwood Canyon EIS from the RTP, would also impact the phased approach that started with buses and tolling. Mayor Silvestrini noted that the decision to move forward with a gondola would not be made by the WFRC but by the Governor of the State of Utah.

Chair Robinson wondered if it would have been better to postpone amending the RTP. There seemed to be a lot of division around the gondola reference. Mayor Silvestrini noted that under Federal law, the Metropolitan Planning Organization (“MPO”) needs to adopt an RTP. The FHWA funding was dependent upon that process. There would be better legal clarification shortly about the proper role of an MPO. Mayor Silvestrini explained that the MPO did make some decisions about transportation project funding, but that was generally done outside of the context of an EIS. He noted that the EIS process was far more involved. It was not possible to wait for the dust to settle on the UDOT Little Cottonwood Canyon EIS because action was needed.

Mayor Knopp shared information related to the Big Cottonwood Canyon Mobility Action Plan (“BCC MAP”). He explained that there would be a presentation from the consultants next week related to some of the options. The desire was to move forward with a memo to WFRC in the meantime. Chair Robinson asked about the issues in Little Cottonwood Canyon that had shifted to Big Cottonwood Canyon. Mayor Knopp explained that Little Cottonwood Canyon had experienced a notable snow year and there were road closures related to control work. That shifted the use over to Big Cottonwood Canyon and created issues in that canyon instead. Mr. Perez confirmed that a draft memo would be prepared and brought to the CWC Board.

**Short-Term Projects Update**

1. **Staff will Give an Update and Timeline for Short-Term Projects.**

Ms. Nielsen shared information about short-term projects. She reported that the CWC was quickly approaching the commencement of the fourth cycle of the short-term projects grant program. The timeline was shared with those present. The call for proposals for the 2023 cycle would open on March 6, 2023, and would close on April 3, 2023. That was consistent with past timelines. In April 2023, CWC Staff and the Short-Term Projects Committee would review the proposals and make recommendations about which proposals to fund. At the May 1, 2023, CWC Board Meeting, the Short-Term Projects Committee would share their recommendations with the CWC Board for review and consideration. CWC Staff would allocate and disperse funds to the recommended projects in June 2023 before the end of the current fiscal year.

Ms. Nielsen spoke with District Ranger, Bekee Hotze who approved the timeline for the fiscal year. However, during the CWC Board Retreat in 2022, she expressed concerns about the timeline and how it fits in with the Forest Service scope of work. For this year, the current timeline worked for both the Forest Service and the CWC. For subsequent short-term project program cycles, the dates would be reworked. CWC Staff would discuss that further in the future.

Chair Robinson asked how much money would be allocated toward short-term projects during the upcoming project cycle. Ms. Nielsen reported that there was $50,000 in the current budget. That was the lowest amount of money to date for short-term project allocation. She noted that the reason the current timeline works well for the CWC is because it is at the end of the fiscal year. That means the CWC had historically been able to look elsewhere in the budget for leftover or additional funds if there was a desire to allocate funds in surplus of what was budgeted.

**Stakeholders Council Update**

1. **Stakeholders Council Co-Chairs Will McCarvill and Barbara Cameron will Provide an Overview of Recent Stakeholders Council Activity.**

Stakeholders Council Co-Chairs, Will McCarvill and Barbara Cameron were present to share updates related to the Stakeholders Council. Ms. Cameron reported that there had been a good meeting with Dr. Jordan Smith from Utah State University during the recent Trails Committee Meeting. There had been a deep dive into the trails-related portion of the Visitor Use Study. According to Dr. Smith, the average hike time was approximately 49 minutes. That meant most of the hikes were fairly short. He believed the use could be concentrated at the ski resort areas or at the bottom of the canyon where there are already amenities. Dr. Smith also felt it was important to harden the most-used trails and make the amenities available for visitors. There would be additional information shared about the economic impacts of recreation in the Wasatch in the future. During the Trails Committee Meeting, there had also been discussions about the Tri-Canyon Trails Master Plan. The outreach for that would finish on February 22, 2023.

Ms. Cameron reported that there would be a goal-setting event with a consultant during the April 27, 2023 Stakeholders Council Meeting. During the next meeting on February 27, 2023, there would be a presentation related to the BCC MAP. Additionally, there would be discussions about short-term projects and the annual timeline for new Stakeholders Council Members. Mr. McCarvill explained that there were 14 Stakeholders Council Members whose memberships were set to expire in June 2023. There was a process and timeline laid out. Should any replacement members be needed, those recommendations would be brought to the Executive/Budget/Audit Committee in May 2023 so the CWC Board could make those approvals at the June 2023 meeting.

Mr. McCarvill further discussed the goal-setting event. He reported that there was a tentative date scheduled for April 27, 2023. The scope of work was sent out to a number of consultants and proposals were being received. The recommendations would be brought to the March 2023 Executive/Budget/Audit Committee Meeting for approval. There was a short timeline for this but he was excited about the event. There would be some prep time with the consultant, who would lead a two-hour or four-hour retreat for Stakeholders Council Members. Mr. Perez clarified that there was a budget line item for that work. He added that there was a desire to have a CWC Board Member participate on the Selection Committee for the new Stakeholders Council Members. That could be discussed further during the March 2023 CWC Board Meeting.

Mr. Perez shared additional details about the latest Trails Committee Meeting. Dr. Smith met with the Committee last week. There would be a brief synopsis of that presentation shared during the next Stakeholders Council Meeting. That meant both the CWC Board and Stakeholders Council would have the opportunity to review the trails-related portion of the Visitor Use Study.

**Budget Discussion**

1. **Recommended Budget Adjustments for 6th Element and Ski Bus Bypass.**

Mayor Silvestrini reported that the CWC needs to move some funding around in the budget. The costs associated with the ski bus bypass service were higher than anticipated, but this was likely due to the amount of snow there had been. Additional funds were needed in order for the service to continue for the rest of the season. Thankfully, there was some money that could be moved around to accommodate that need. He explained that there would likely be a surplus in the Visitor Use Study line item, but there would need to be a discussion with the full CWC Board about adjusting the budget. The reallocation of funds merited a CWC Board discussion. Chair Robinson wondered whether it would be possible to have a budget amendment closer to the end of the fiscal year. Mayor Silvestrini believed it was important to discuss the matter in the near future.

Mr. Perez clarified that a budget amendment was not needed. This was a budget adjustment. The funds were already in the budget but were being moved around to accommodate a specific need. He asked that the Executive/Budget/Audit Committee approve the budget adjustment. The information could then be brought to the CWC Board in March 2023. He reiterated that no budget amendment was required as the funds were already in the budget. However, approval was needed from the Executive/Budget/Audit Committee to adjust the budget and cover the costs.

1. **Membership Contributions Framework for FY 23/24.**

Mayor Silvestrini reported explained that there had been discussions following the CWC Board Retreat related to funding for the organization. After the Retreat, there was a desire to stabilize the funding and make it predictable, but that was difficult to do. That being said, there was a commitment from most membership jurisdictions to meet or exceed the contributions made last year. Brighton had agreed to increase the amount slightly. Sandy would come down and only provide $45,000. There may be additional discussions there, but he was not sure that Sandy would increase the contribution amount. Most members recognized the value of the organization and were willing to contribute. There was a lot of support for the CWC. Though there was a desire to switch to a formula that calculated membership contribution amounts, that had not occurred.

Mr. Perez noted that the majority of CWC Board Members that CWC Staff had spoken to were comfortable with the current membership contributions and were also comfortable maintaining that for the next two years. It was not possible to commit future councils, mayors, and budgets. That being said, the current CWC Board Members were willing to include the CWC membership contribution in their budgets for their councils to approve. Mayor Silvestrini felt that was fair.

1. **Appropriations Update.**

Mr. Perez wondered if there was tentative approval to make the budget adjustments that were discussed earlier. This was confirmed. As for appropriations, there was an appropriations request for $193,000, which included Visitor Use Study implementation, Environmental Dashboard, Graffiti Busters, and ski bus bypass. CWC Staff and Representative Robert Spendlove presented to the Business, Economic Development, and Labor Appropriations Subcommittee a few weeks ago. The subcommittee made its priority list available to the Executive Appropriations Committee. Lobbyist, Casey Hill believed the CWC was in a good position.

**Strategic Plan and CGI Report**

1. **Staff will Present a Consolidated Strategic Plan Combining Outcomes from Retreat and the 2022 CGI Report.**

CWC Staff discussed how to move forward from the Common Ground Institute (“CGI”) Situational Assessment and subsequent Strategic Plan. Following the CWC Board Retreat, it was decided that the CGI Situational Assessment would be the 2022 Strategic Plan. The recommendation was to consolidate the information and close out the document. Approximately 35 specific actions came out of the CGI report. 23 of those had been completed. CWC Staff recommended that six items be carried over. Four items had a lot of similarities between the CGI report and the CWC Board Retreat Strategic Plan. Two items had been placed on hold. It was recommended that the CGI report be consolidated and closed, with the six items carried over for further discussion and incorporation into the 2023 Strategic Plan.

The six carryover items were reviewed. They included the Central Wasatch Compact; continuing to implement the work of the Mountain Accord action items; further refining the vision, mission, and purpose statement; engaging with the State and the County; creating a development plan; Staff participation by formal invitation on relevant Boards and Commissions. Chair Robinson liked the idea of consolidating and closing the items from the CGI Report. Mayors Silvestrini and Knopp expressed their support for the approach. Mr. Perez reported that this would be presented to the full CWC Board at the March 2023 CWC Board Meeting.

There was discussion regarding a presentation scheduled for February 22, 2023, between 9:00 a.m. and 12:00 p.m. at the Utah Transit Authority (“UTA”) Board of Trustees Meeting. Chair Robinson wondered if this presentation was the same as the one that had been shared with other member jurisdictions. This was confirmed. Chair Robinson asked that the presentation time be further defined. The closer it was to noon the more likely it was that there would be a conflict as that was the date of the County Council Meeting. Mayor Silvestrini noted that he had a Board Meeting between 12:00 p.m. and 1:00 p.m. on that date. Ms. Nielsen would reach out for a more refined agenda. This would determine when the presentation would actually take place. Chair Robinson noted that UTA had been a good partner to the CWC. Mr. Perez reported that the CWC presentation would be between 10:00 a.m. and 11:30 a.m.

Chair Robinson reported that on March 6, 2023, he would be in Orlando at a conference. He would be able to join the scheduled meeting via Zoom but would not be present in person. He could still conduct the meeting as planned. CWC Staff confirmed that this was acceptable.

**Adjourn Executive/Budget/Audit Committee Meeting**

1. **Following a Motion and Affirmative Vote, Chair Christopher F. Robinson will Close the Public Meeting.**

**MOTION:** Mayor Silvestrini moved to ADJOURN. Chair Robinson seconded the motion. The motion passed with the unanimous consent of the Committee.

The Central Wasatch Commission Executive/Budget/Audit Committee Meeting adjourned at approximately 4:30 p.m.

***I hereby certify that the foregoing represents a true, accurate, and complete record of the Central Wasatch Commission Executive/Budget/Audit Committee Meeting held Monday, February 13, 2023.***

Teri Forbes

Teri Forbes

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Minutes Secretary

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