



## WFRC BUDGET COMMITTEE

Minutes of Meeting held October 11, 2018 at 11:14 am  
 295 N Jimmy Doolittle Rd, Salt Lake City, UT 84116

2017 BUDGET COMMITTEE		IN ATTENDANCE
<b>DAVIS COUNTY</b>		
Commissioner Bret Millburn (Chair)		Yes
<b>MORGAN COUNTY</b>		
Councilmember John Barber		Yes
<b>SALT LAKE COUNTY</b>		
Councilmember Michael Jensen		Yes
<b>TOOELE COUNTY</b>		
Commissioner Shawn Milne		Yes
<b>WEBER COUNTY</b>		
Mayor Mike Caldwell		Yes
<b>BOX ELDER COUNTY</b>		
Commissioner Jeff Scott		Yes
<b>Others in Attendance</b>		
Andrew Gruber	WFRC	
Wayne Bennion	WFRC	
Ned Hacker	WFRC	
Loveit Baumgardner	WFRC	
Andrea Pearson	WFRC	
Tim Rees	Karren Hendrix Stagg & Allen	
Stephen Capson	Karren Hendrix Stagg & Allen	

### 1. Welcome and Introductions

Commissioner Bret Millburn, Chair, called the meeting to order and introductions were made.

### 2. ACTION on Minutes of June 28, 2018 [00:01:24]

Commissioner Millburn brought attention to the action for approval of the minutes. Councilmember John Barber motioned to approve the minutes for June 28, 2018. The motion was seconded by Councilmember Michael Jensen and the voting was unanimous in the affirmative.

### 3. Opportunity for Public Comment [00:02:05]

Commissioner Millburn opened the meeting for public comments. There were none.

### 4. ACTION: Recommend for approval - FY19 Budget Amendments [00:02:15]

Andrew Gruber, WFRC, reviewed the final expenditures for FY18, noting that actual spending came in lower than budgeted by \$1,424,654. This resulted mainly from spending on some contractual items that occurred more slowly than was anticipated or from items that were added to the FY18 budget in the later months but did not begin work until FY19. As a result, the amount of funds that carried forward from FY18 into FY19 was higher than was anticipated, resulting in an increase in the FY19 budget as some spending shifts from FY18 to FY19. The majority of the funds and projects carried forward from FY18 to FY19 are for Transportation and Land Use Connection projects. The adjustments described, along with a few minor changes in estimated

expenditures are reflected in the line items on the Expenditure by Function page included in the packet materials. The adjustments also impact the projected carry-forward into FY20, again reflecting on-going programs or multi-year projects that bridge the FY19 and FY20 years.

Mr. Gruber continued by providing an update on WFRC's office move, and how it impacts the FY19 budget. In FY18, the Council set aside \$250,000 to pay for furniture and equipment for the new office space. Those funds were not spent in FY18 and are carried forward to be spent in FY19. In this budget those funds are shown in the General Fund section of the budget as capital outlay. Capital outlay is recognized as an expense at the fund level at the time of purchase and is recovered over a period of 3-5 years through depreciation expense charged to the programs. The rent costs reflect the final, full service lease costs.

Mr. Gruber then presented a proposal to increase the annual contribution of WFRC funds to the Transportation and Land Use Connection Program (TLC) in a phased approach. This would require approval by the WFRC Budget Committee, with a recommendation to forward to the Council for its approval as well, to add \$150,000 to the budget for TLC in FY19, with the intent to increase that amount to \$300,000 in FY20 and grow the amount by CPI thereafter. The increase in TLC is funded through increased federal STP funding for our region. With this increase, approximately 3% of our region's STP funding would be allocated to TLC. Funding in future years would be established through the regular WFRC Budget process.

WFRC staff requests that the Budget Committee recommend to the Council that it take action to amend the WFRC FY19 Budget, and approve the Transportation and Land Use Connection (TLC) Program Funding for fiscal year 2019, as proposed. [00:19:56] Mayor Mike Caldwell motioned to recommend the items discussed to the WFRC Council for approval. The motion was seconded by Councilmember Michael Jensen and the voting was unanimous.

#### **5. ACTION: Acceptance of WFRC Audit Report for FY18 [00:20:56]**

Loveit Baumgardner, WFRC, introduced Tim Rees, with Karren, Hendrix, Stagg, Allen & Company, who provided information regarding WFRC's FY18 Audit Report. Mr. Rees stated that overall, it was a positive report. There were no material misstatements or discrepancies. There were no findings of non-compliance related to financial statements. [00:23:55] Councilmember Michael Jensen motioned to accept the WFRC Audit Report for FY18 and recommend that it be presented to the WFRC Council. Councilmember John Barber seconded the motion for acceptance and recommendation. The voting was unanimous.

#### **5. Executive Director's Report [00:24:30]**

Andrew Gruber, WFRC, echoed appreciation for Ms. Baumgardner and the audit team for all the work on preparing the budget report.

#### **6. Other Business [00:25:20]**

Commissioner Bret Millburn asked if there were any other business items to discuss. There were none. Commissioner Jeff Scott motioned to adjourn the meeting. The motion was seconded by Mayor Mike Caldwell and the voting was unanimous. The meeting ended at 11:40 am.