



WFRC BUDGET COMMITTEE
Minutes
May 3, 2021 2pm

A meeting was held on Monday May 3, 2021, via remote connection, due to the safety restrictions put in place by the Utah Governor’s Office, in response to COVID-19 concerns, in Salt Lake City, Utah. The following were present:

| 2021 BUDGET COMMITTEE | IN ATTENDANCE |
|------------------------------|-----------------------|
| DAVIS COUNTY | |
| Commissioner Bob Stevenson | Yes |
| MORGAN COUNTY | |
| Commissioner Mike Newton | No / Excused |
| SALT LAKE COUNTY | |
| Mayor Jenny Wilson | Yes |
| Mayor Jeff Silvestrini | Yes |
| TOOELE COUNTY | |
| Councilmember Scott Wardle | Yes |
| WEBER COUNTY | |
| Mayor Mike Caldwell | Yes |
| BOX ELDER COUNTY | |
| Commissioner Jeff Scott | Yes |
| Others in Attendance | |
| Andrew Gruber, WFRC | Wayne Bennion, WFRC |
| Ned Hacker, WFRC | Andrea Pearson, WFRC |
| Loveit Baumgardner, WFRC | Rosie Hernandez, WFRC |
| Kurt Mower, WFRC | |

1. Welcome and Introductions [00:00:13]

Mayor Mike Caldwell, Chair, and called the meeting to order at 2:02pm. Introductions were made by individual members of the committee. Kurt Mower, WFRC, introduced himself and was welcomed as the incoming Comptroller, upon Loveit Baumgardner’s retirement in October 2021.

a. ACTION: Minutes of March 11, 2021 [00:12:10]

Mayor Caldwell brought attention to the minutes of the meeting held on March 11, 2021. Commissioner Bob Stevenson made a motion to approve the minutes. The motion was seconded by Commissioner Jeff Scott. The affirmative vote was unanimous.

b. ACTION: Financial statements/check registers for February and March 2021 and Budget/expenditure reports to date. [00:12:38]

Commissioner Bob Stevenson made a motion to approve the financial statements as presented. The motion was seconded by Councilmember Scott Wardle. The affirmative vote was unanimous.

2. ACTION: Recommend approval of WFRC's FY22 Budget, Unified Planning Work Program (UPWP), and Goals [00:13:24]

Andrew Gruber, WFRC, reiterated that this information was presented to this body and the WFRC Council in March 2021, and was recommended to be made available for review by the public and by the County Councils of Governments (COGs). There have been no comments received from members of the COGs, nor the public, on any of the items. The goals, budget and UPWP presented for approval are the same as the draft previously provided and reviewed in March. Mr. Gruber emphasized that if anyone has any questions, they are welcome to reach out to WFRC staff. [00:20:12] Commissioner Bob Stevenson made a motion to recommend that the Council approve the draft Goals, budget and UPWP for fiscal year 2022. Commissioner Jeff Scott seconded the motion and the vote was unanimous in the affirmative.

3. ACTION: Approve Resolution to change signature on the PTIF account [00:21:01]

Loveit Baumgardner, WFRC, noted that Wasatch Front Regional Council uses two Public Treasurer Investment Fund (PTIF) accounts for short-term investing of funds not immediately needed for operations (Special Projects Fund) and capital acquisition (Building Fund). The authorized individuals on those PTIF accounts are the WFRC Chair, the Budget Committee Chair, and the Executive Director who are responsible for authorizing new users or making other administrative changes to the accounts (e.g. address changes). Designating these authorized individuals requires the adoption of a resolution by the WFRC Budget Committee. Authorization of individuals by resolution needs to be done each time there is a change in the WFRC Chair, Budget Committee Chair or Executive Director. [00:23:00] Mayor Jenny Wilson made a motion to adopt and authorize its Chair to certify a resolution naming Jeff Silvestrini, Mike Caldwell and Andrew Gruber as authorized individuals on our PTIP accounts. Commissioner Jeff Scott seconded the motion and the vote was unanimous in the affirmative.

4. Fraud Risk Assessment FY21 [00:23:39]

Kurt Mower, WFRC, reminded the Budget Committee that the Wasatch Front Regional Council, along with all other Utah local governments, is required by the Utah State Auditor to conduct a Fraud Risk Assessment and present it to their governing leadership by the end of each fiscal year. This assessment is a self-scored questionnaire designed to evaluate existing policies, procedures, and personnel to determine a risk level to the entity for potential fraud. In 2021, as in 2020, the Fraud Risk Assessment presented to the Council gave WFRC a score of 355 which put the agency in a "low risk" category.

5. Executive Director's Report [00:30:35]

Ned Hacker, WFRC, mentioned the two Requests For Qualifications that have been submitted: one for an Internal Auditor and one for completing a Performance and Compensation Survey. Andrew Gruber, WFRC, discussed each request in more detail.

6. Other Business [00:33:33]

The next meeting of the Budget Committee is tentatively set for August 12, 2021. Commissioner Jeff Silvestrini made a motion to adjourn the WFRC Budget Committee meeting. The motion was seconded by Mayor Mike Caldwell, and the affirmative vote was unanimous. The meeting adjourned at 2:36pm.

