



Dawn Ramsey, Chair
Mayor, South Jordan

Bob Stevenson, Vice Chair
Commissioner, Davis County

Dirk Burton
Mayor, West Jordan

Mike Caldwell
Mayor, Ogden

Robert Dahle
Mayor, Holladay

Robert Dandoy
Mayor, Roy

Gage Froerer
Commissioner, Weber County

Jim Harvey
Commissioner, Weber County

Erin Mendenhall
Mayor, Salt Lake City

Mike Newton
Commissioner, Morgan County

Kristie Overson
Mayor, Taylorsville

Lee Perry
Commissioner, Box Elder County

Joy Petro
Mayor, Layton

Mark Shepherd
Mayor, Clearfield

Jeff Silvestrini
Mayor, Millcreek

Brandon Stanger
Mayor, Clinton

Scott Wardle
Councilmember, Tooele County

Jenny Wilson
Mayor, Salt Lake County

Aimee Winder Newton
Councilmember, Salt Lake County

Senator Wayne Harper
Utah State Senate

Representative Mike Schultz
Utah House of Representatives

Carlton Christensen
Utah Transit Authority

Carlos Bracerias
Utah Department of Transportation

Troy Walker
Utah League of Cities and Towns

Lorene Kamalu
Utah Association of Counties

Ari Bruening
Envision Utah

Laura Hanson
State Planning Coordinator

Andrew Gruber
Executive Director

WFRC Budget Committee Agenda

There will be a meeting of the WFRC Budget Committee on **Thursday, May 11, 2023, 1:00pm, via Zoom:**

<https://us02web.zoom.us/j/87182713363?pwd=UFhjdlo2QXI5amVuTVBNckNMWkxMQT09>

Meeting ID: 871 8271 3363 Passcode: 759010

One tap mobile +17193594580,,87182713363#

The agenda for the meeting will be as follows:

- Welcome and Introductions**
- ACTION:** Approval of the minutes from the meeting on March 6, 2023 and acceptance of Financial statements/check registers for February and March 2023 and Budget/expenditure report to date
- Public Comment**
- ACTION:** Recommend that WFRC Council approve the FY24 WFRC Goals, Budget, and Unified Planning Work Program (UPWP)
- Fraud Risk Assessment FY23**
- Executive Director's Report**
- Other Business and Adjournment**
Next meeting (tentative): August 10, 2023

Informational materials can be located on WFRC's website at www.wfrc.org.

Wasatch Front Regional Council is an Equal Opportunity program. Public participation is solicited without regard to age, sex, disability, race, color or national origin. Auxiliary aids or translation services are available upon request by contacting WFRC's Title VI Administrator. Call 801-363-4250 (hearing impaired individuals may use Relay Utah by dialing 711) or email apearson@wfrc.org at least 72 hours in advance.

Wasatch Front Regional Council is holding public meetings in-person in its office, with a virtual option. Interested attendees are encouraged to visit www.wfrc.org/committees for more information.

Wasatch Front Regional Council es una organización de Oportunidad Igual. Se solicita la participación del público, sin importar la edad, el sexo, la discapacidad, la raza, color o nacionalidad. Personas que requieren servicios de traducción deben contactar al Administrador de Título VI de WFRC por teléfono a 801-363-4250 (personas con discapacidad auditiva pueden llamar a Spanish Relay Utah - 1-888-346-3162) o por correo electrónico apearson@wfrc.org, por lo menos 72 horas antes de la reunión.

Wasatch Front Regional Council está teniendo las reuniones públicas en persona en la oficina, con la opción de atender virtualmente. Personas interesadas en atender, pueden visitar www.wfrc.org/committees para obtener más información.



WFRC BUDGET COMMITTEE

Minutes

March 6, 2023

A meeting was held virtually via Zoom, at 10am on Monday, March 6, 2023, in Salt Lake City, Utah. The following were present:

2023 BUDGET COMMITTEE	IN ATTENDANCE
DAVIS COUNTY	
Commissioner Bob Stevenson	yes
MORGAN COUNTY	
Commissioner Mike Newton	yes
SALT LAKE COUNTY	
Councilmember Aimee Winder Newton	no
Mayor Jeff Silvestrini	yes
TOOELE COUNTY	
Councilmember Scott Wardle	yes
WEBER COUNTY	
Mayor Mike Caldwell	yes
BOX ELDER COUNTY	
Commissioner Lee Perry	yes
Others in Attendance	
Andrew Gruber, WFRC	Wayne Bennion, WFRC
Marian Florence, WFRC	Andrea Pearson, WFRC
Kevrine Wells, WFRC	

1. Welcome and Introductions [00:00:03]

Mayor Mike Caldwell, Chair, called the meeting to order at 10:03am. Introductions were completed via roll call.

2. ACTION: Approval of Minutes of January 12, 2023 and acceptance of Financial statements/check registers for December 2022 and January 2023, and the Budget /expenditure report to date [00:01:26]

Commissioner Bob Stevenson made a motion to approve the minutes as written, and the financial statements as provided. Commissioner Mike Newton seconded. The approval vote was unanimous.

3. Public Comment [00:02:09]

Mayor Caldwell opened the meeting for public comments. There were none.

[00:02:20] Mayor Caldwell moved to Item 5 on the agenda to allow time for Wayne Bennion, who will be reporting on Item 4, to join the meeting.

5. ACTION: Recommend that the Council release the Draft FY24 WFRC Goals, Budget, and Unified Planning Work Program (UPWP) [00:02:35]

Mayor Caldwell turned the time to Andrew Gruber, WFRC. Mr. Gruber explained that WFRC's staff has identified and proposed agency goals and prepared a draft budget and Unified Planning Work Program (UPWP) that outline the objectives and activities that WFRC plans to undertake in

FY2024. As in the past, the FY24 goals are similar to the FY23 goals. This reflects the continuity in WFRC's organizational mission and roles, and the fact that most of the activities are ongoing and span multiple years. The proposed goals were included in the meeting materials. Mayor Caldwell asked the group if there were any comments or questions. There were none.

[00:16:30] At Mayor Caldwell's suggestion, Mr. Gruber continued his overview by discussing the purpose of the UPWP, which outlines the work tasks that WFRC will pursue during FY24 in collaboration with cities, counties, UDOT, UTA, and other partners. Among the primary tasks are assisting local communities with growth, transportation, and planning issues; completing development of the 2023-2050 Regional Transportation Plan, Utah's Unified Transportation Plan, and Wasatch Choice Regional Vision; continuing efforts to update and implement the Transportation Improvement Program; assisting in the development of air quality plans; continuing to utilize and improve analytical capabilities; and engaging with the public and local, state, and federal officials. The time was again opened for comments or questions, and there were none.

[00:17:21] Mr. Gruber continued with the presentation, by turning the time to Marian Florence, WFRC, to review the proposed budget. The budget for FY24 shows a decrease of 19% below the FY2023 budget adopted in May of 2022. The decrease reflects the 2023 conclusion of the Household Travel Survey project and a recalibration of the budget for our efforts in Station Area Planning. The major expenditure in the budget is for staff salary and benefits. Consultant contracts represent the second largest expenditure in the FY24 budget. There was discussion by the group.

[00:47:55] Mayor Dawn Ramsey made a motion to recommend that the Council release the Draft FY24 WFRC Goals, Budget and UPWP for public comment. Mayor Jeff Silvestrini seconded the motion and the affirmative vote was unanimous.

4. ACTION: Recommend that the Council approve an amendment to the FY23 Unified Planning Work Program [00:49:01]

Mayor Caldwell turned the time to Wayne Bennion, WFRC, who stated that the Utah Transit Authority has been awarded a FY2021 Areas of Persistent Poverty (AoPP) Discretionary Grant to evaluate potential improvements to its paratransit service. This study will begin this spring and continue through the spring of 2024. Therefore, UTA has requested that this work effort be included in the current Unified Planning Work Program. **[00:51:18]** Mayor Caldwell asked if there were questions, and entertained a motion. Commissioner Bob Stevenson made a motion to recommend that the Council approve the amendment to the FY23 UPWP. Commissioner Mike Newton seconded the motion and the affirmative vote was unanimous.

6. Executive Director Report [00:51:47]

Andrew Gruber, WFRC, reminded the group that the process for approval of the FY24 Goals, Budget, and UPWP is that any proposed changes made, based on further review and any impactful information received during the public comment period, will be brought before this Budget Committee at the next meeting on May 11. Wayne Bennion, WFRC, also mentioned that this information will also be made available to County Councils of Governments for their review as well.

7. Other Business and Adjournment [00:53:57]

Mayor Caldwell asked if there were any other business items to discuss. There were none. Mayor Jeff Silvestrini made a motion to adjourn the meeting and Mayor Dawn Ramsey seconded. The affirmative motion was unanimous and the meeting adjourned at 10:57am.

Wasatch Front Regional Council
Standard Financial Report (by Object)
10 General Fund - 07/01/2022 to 03/31/2023
75.00% of the fiscal year has expired

	2023 Year-to-Date Actual	2023 Budget	% Earned/ Used
Change In Net Position			
Revenue:			
Intergovernmental revenue			
Federal			
Federal - Direct	84,693.66	134,694.00	62.88%
Federal - Pass-Through	3,723,738.68	9,233,446.16	40.33%
Total Federal	3,808,432.34	9,368,140.16	40.65%
State Revenue			
State - Other	1,066,000.00	2,822,000.00	37.77%
State - TLC	716,315.68	641,816.00	111.61%
State - UDOT	259,856.11	588,769.00	44.14%
Total State Revenue	2,042,171.79	4,052,585.00	50.39%
Local			
Dedicated Project Funds	2,395,814.79	2,851,873.94	84.01%
Local - Mountainland AoG	36,761.58	50,982.00	72.11%
Local - UTA TLC	344,923.99	344,924.00	100.00%
Local - UTA Joint Projects	125,547.18	100,547.00	124.86%
Local - UTA Transit Sales Tax	276,798.33	276,798.33	100.00%
Local - Counties	334,706.00	334,706.00	100.00%
Total Local	3,514,551.87	3,959,831.27	88.76%
Total Intergovernmental revenue	9,365,156.00	17,380,556.43	53.88%
Interest	100,537.77	15,000.00	670.25%
Miscellaneous revenue	(0.01)	0.00	0.00%
Total Revenue:	9,465,693.76	17,395,556.43	54.41%
Expenditures:			
Wages and benefits			
Salaries and wages	2,320,844.67	3,738,362.00	62.08%
Fringe benefits	1,088,279.17	1,281,750.00	84.91%
Total Wages and benefits	3,409,123.84	5,020,112.00	67.91%
Consulting services	2,228,059.17	11,045,432.29	20.17%
Legal	157.50	10,000.00	1.58%
Audit and Accounting	14,000.00	19,318.00	72.47%
Maintenance	45,589.47	64,851.00	70.30%
Building lease	334,734.30	448,721.00	74.60%
Liability insurance	15,198.52	15,500.00	98.05%
Supplies Software Subscriptions	157,364.96	330,667.00	47.59%
Telephone	26,441.18	38,359.00	68.93%
Travel	62,623.11	101,020.00	61.99%
Training	47,083.19	87,650.00	53.72%
Equipment	0.00	10,000.00	0.00%
Dues	28,187.70	30,508.00	92.39%
Indirect Costs	0.00	0.33	0.00%
Printing	0.00	11,600.00	0.00%
Planned Carryover	0.00	161,818.00	0.00%
Total Expenditures:	6,368,562.94	17,395,556.62	36.61%
Total Change In Net Position	3,097,130.82		

Wasatch Front Regional Council
Checking
Bank Reconciliation - 02/01/2023 to 02/28/2023

Bank Statement Balance: \$827,435.02

Outstanding Checks & Withdrawals				
<u>Payee Name</u>	<u>Reference</u>	<u>Paid Date</u>	<u>Void Date</u>	<u>Amount</u>
Dahlberg, Christy	X999	02/28/2023		0.00
PEHP FLEX Benefits	eft	02/28/2023		313.32
Health Equity	EFT	02/28/2023		3,913.59
Utah Retirement Systems (URS)	EFT.0227231804.80	02/28/2023		45,580.81

Outstanding Checks & Withdrawals Total: \$49,807.72

Calculated Book Balance: \$777,627.30

General Ledger Balance: \$777,627.30

Calculated Book Balance vs General Ledger Balance: \$0.00



Wasatch Front Regional Council
Check Register
Checking - 02/01/2023 to 02/28/2023

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Alta Planning and Design	ACH.02152307	2022-234-1	02/08/2023	02/15/2023	6,988.75	Tooele ATP - Dec	105340.30.331201 - Consult Serv: Too	
Alta Planning and Design	ACH.02152307	2022-234-2	02/08/2023	02/15/2023	8,205.33	Tooele ATP - Jan	105340.30.331201 - Consult Serv: Too	
					\$15,194.08			
					\$15,194.08			
Avenue Consultants	ACH.02152307	8572	01/31/2023	02/15/2023	698.75	Taylorsville Active Communities Plan - Dec	105340.30.330261 - Consult Serv: Tayl	
					\$698.75			
Barker Leavitt, PLLC	ACH.02152307	110-0123	01/31/2023	02/15/2023	132.56	box lunches	105610.10.301200 - Supplies: Local Fu	
Barker Leavitt, PLLC	ACH.02152307	110-0123	01/31/2023	02/15/2023	1,056.08	Map framing	105610.20.322210 - Supplies: CPG - A	
Barker Leavitt, PLLC	ACH.02152307	110-0123	01/31/2023	02/15/2023	8,000.00	Legislative Consulting - Jan billing	105340.50.341200 - Consult Serv: Legi	
					\$9,188.64			
					\$9,188.64			
Better City LLC	ACH.02152307	1756	02/09/2023	02/15/2023	15,000.00	WFEDD - Jan	105340.50.334200 - Consult Serv: Eco	
					\$15,000.00			
CRSA Inc	ACH.02152307	22-052-2	02/09/2023	02/15/2023	15,000.00	SAP Roy - Jan	105340.50.360204 - Consult Serv: SAP	
					\$15,000.00			
Design Workshop, Inc	ACH.02152307	0073108	01/31/2023	02/15/2023	13,483.94	Midvale Main St.-Dec	105340.30.353004 - Consult Serv: Midv	
Design Workshop, Inc	ACH.02152307	0073299	02/09/2023	02/15/2023	9,127.58	SAP West Jordan and Midvale - Dec	105340.50.360205 - Consult Serv: SAP	
Design Workshop, Inc	ACH.02152307	0073434	02/09/2023	02/15/2023	1,223.50	SLC Building Heights & Ped Space - Jan	105340.30.330213 - Consult Serv: SLC	
					\$23,835.02			
					\$23,835.02			
EMI Health	EFT	507020230101	02/01/2023	02/01/2023	126.00	telemed - Jan	105131.99.997000 - Wages: Indirect C	
EMI Health	EFT	507020230201	02/28/2023	02/28/2023	126.00	telemed - Feb	105131.99.997000 - Wages: Indirect C	
					\$252.00			
					\$252.00			
Fehr & Peers	ACH.02152307	160780	01/31/2023	02/15/2023	5,893.95	Wasatch Blvd Corridor Study - Nov	105340.30.330210 - Consult Serv: Was	
					\$5,893.95			
Fielding Group, LLC	ACH.02152307	496	02/01/2023	02/15/2023	37,681.00	Rent - Jan	105441.99.999000 - Building Lease Co	
					\$37,681.00			
Health Equity	EFT	PR022523-258	02/28/2023	02/28/2023	3,913.59	HSA	1022500 - HSA W/H Payable	
Health Equity	eft	zn0f8py	02/08/2023	02/08/2023	76.50	monthly fees - Feb/Jan	105210.99.998000 - Fringe Benefits: In	
Health Equity	EFT021623	PR021023-258	02/15/2023	02/15/2023	3,913.59	HSA	1022500 - HSA W/H Payable	
					\$7,903.68			
IBI Group	ACH.02152307	10016039	02/01/2023	02/15/2023	12,275.01	SAP Central Point - Dec	105340.30.353008 - Consult Serv: SSL	
					\$12,275.01			
Intermountain Healthcare EAP	ACH.02152307	EAP-04522	02/09/2023	02/15/2023	500.00	EAP Quarterly billing	105210.99.998000 - Fringe Benefits: In	
					\$500.00			
Internal Revenue Service	EFT.021523074	PR021023-38	02/15/2023	02/15/2023	3,354.16	Medicare Tax	1021000 - Federal Tax W/H Payable	
Internal Revenue Service	EFT.021523074	PR021023-38	02/15/2023	02/15/2023	11,634.50	Federal Income Tax	1021000 - Federal Tax W/H Payable	
					\$14,988.66			
Internal Revenue Service	EFT.022723133	PR022523-38	02/28/2023	02/28/2023	3,311.48	Medicare Tax	1021000 - Federal Tax W/H Payable	

Wasatch Front Regional Council
Check Register
Checking - 02/01/2023 to 02/28/2023

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Internal Revenue Service	EFT.022723133	PR022523-38	02/28/2023	02/28/2023	11,379.06	Federal Income Tax	1021000 - Federal Tax W/H Payable	
					\$14,690.54			
					\$29,679.20			
Lincoln National Life Ins Co	EFT 0201	022823	02/28/2023	02/28/2023	-37.01	Life, LTD, STD - Feb	105210.99.998000 - Fringe Benefits: In	
Lincoln National Life Ins Co	EFT 0201	PR021023-46	02/15/2023	02/28/2023	1,213.78	Life Ins W/H	1022300 - Lincoln Life Insurance W/H	
Lincoln National Life Ins Co	EFT 0201	PR022523-46	02/28/2023	02/28/2023	1,223.33	Life Ins W/H	1022300 - Lincoln Life Insurance W/H	
					\$2,400.10			
					\$2,400.10			
Linguistica International, Inc.	ACH.02152307	09278-T	01/31/2023	02/15/2023	117.00	Translator - RTP Jan mtg	105340.20.322210 - Consult Serv: CP	
Linguistica International, Inc.	ACH.02152307	55983	01/31/2023	02/15/2023	240.00	Interpreting Services - Dec CAC meeting	105340.20.322210 - Consult Serv: CP	
					\$357.00			
					\$357.00			
Mountainland Association of Govern	ACH.02152307	inv0026	01/31/2023	02/15/2023	369.15	Unified Transportation Plan - WFRC Share Nov	105340.20.322215.3422 - Consult Serv	
					\$369.15			
Nelson Nygaard Consulting Associati	ACH.02152307	84148	02/09/2023	02/15/2023	1,359.73	Zero Fare Dec - MAG	105340.40.322215.0025 - Consult Serv	
Nelson Nygaard Consulting Associati	ACH.02152307	84148	02/09/2023	02/15/2023	4,079.18	Zero Fare Dec - UDOT	105340.40.322215.0025 - Consult Serv	
Nelson Nygaard Consulting Associati	ACH.02152307	84148	02/09/2023	02/15/2023	4,079.18	Zero Fare Dec - WFRC	105340.20.322215.0025 - Consult Serv	
Nelson Nygaard Consulting Associati	ACH.02152307	84148	02/09/2023	02/15/2023	6,798.64	Zero Fare Dec - UTA	105340.40.322215.0025 - Consult Serv	
					\$16,316.73			
					\$16,316.73			
Nexus IT Consultants LLC	ACH.02152307	145268	02/09/2023	02/15/2023	4,939.85	Feb billing	105430.99.999000 - Maintenance: Indir	
					\$4,939.85			
PEHP FLEX Benefits	ACH.02152307	PR012523-54	01/31/2023	02/15/2023	156.66	Flex Spend Acct	1022400 - Flexible Spending Account	
PEHP FLEX Benefits	eft	PR021023-54	02/15/2023	02/28/2023	156.66	Flex Spend Acct	1022400 - Flexible Spending Account	
PEHP FLEX Benefits	eft	PR022523-54	02/28/2023	02/28/2023	156.66	Flex Spend Acct	1022400 - Flexible Spending Account	
					\$313.32			
					\$469.98			
Pelorus Methods	ACH.02152307	230301	02/01/2023	02/15/2023	1,450.00	Qtr billing 1/1 - 3/31	105670.99.999000 - Software: Indirect	
					\$1,450.00			
Public Employees Health Program (ACH.02152307	022023	02/01/2023	02/15/2023	40,830.67	February benefits	1013000 - Prepaid Employee Expense	
Public Employees Health Program (ACH.02152307	PR011023-59	01/13/2023	02/15/2023	101.75	Vision Ins	1022000 - PEHP Insurance W/H Payab	
Public Employees Health Program (ACH.02152307	PR011023-59	01/13/2023	02/15/2023	1,362.85	Dental Ins	1022000 - PEHP Insurance W/H Payab	
Public Employees Health Program (ACH.02152307	PR011023-59	01/13/2023	02/15/2023	18,927.74	Health Ins	1022000 - PEHP Insurance W/H Payab	
Public Employees Health Program (ACH.02152307	PR012523-59	01/31/2023	02/15/2023	107.92	Vision Ins	1022000 - PEHP Insurance W/H Payab	
Public Employees Health Program (ACH.02152307	PR012523-59	01/31/2023	02/15/2023	1,362.85	Dental Ins	1022000 - PEHP Insurance W/H Payab	
Public Employees Health Program (ACH.02152307	PR012523-59	01/31/2023	02/15/2023	18,927.74	Health Ins	1022000 - PEHP Insurance W/H Payab	
					\$81,621.52			
					\$81,621.52			
RRJ Consulting	ACH.02152307	WFRC202302	02/01/2023	02/15/2023	15,000.00	Legislative Consulting - Feb	105340.50.341200 - Consult Serv: Legi	
					\$15,000.00			
UNUM Life Insurance Co.	ACH.02152307	0905590-001 5 F	02/01/2023	02/15/2023	152.55	LTC - Feb	105210.99.998000 - Fringe Benefits: In	
					\$152.55			

Wasatch Front Regional Council
Check Register
Checking - 02/01/2023 to 02/28/2023

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Utah Retirement Systems (URS)	EFT.022723180	PR022523-80	02/28/2023	02/28/2023	335.30	Loan	1023300 - Loan Payment W/H Payable	
Utah Retirement Systems (URS)	EFT.022723180	PR022523-80	02/28/2023	02/28/2023	500.00	457(b) Add'l	1023100 - 457(b) W/H Payable	
Utah Retirement Systems (URS)	EFT.022723180	PR022523-80	02/28/2023	02/28/2023	744.73	Roth IRA	1023200 - Roth IRA W/H Payable	
Utah Retirement Systems (URS)	EFT.022723180	PR022523-80	02/28/2023	02/28/2023	1,984.22	URS 401(k) Tier 2	1023000 - 401(k) W/H Payable	
Utah Retirement Systems (URS)	EFT.022723180	PR022523-80	02/28/2023	02/28/2023	5,695.74	401(k) DC	1023000 - 401(k) W/H Payable	
Utah Retirement Systems (URS)	EFT.022723180	PR022523-80	02/28/2023	02/28/2023	5,914.15	457(b)	1023100 - 457(b) W/H Payable	
Utah Retirement Systems (URS)	EFT.022723180	PR022523-80	02/28/2023	02/28/2023	12,292.53	401(k) EE & Match	1023000 - 401(k) W/H Payable	
Utah Retirement Systems (URS)	EFT.022723180	PR022523-80	02/28/2023	02/28/2023	18,114.14	URS State Retirement	1023000 - 401(k) W/H Payable	
					<u>\$45,580.81</u>			
Utah Retirement Systems (URS)	EFT.022723180	PR021023-80	02/15/2023	02/15/2023	335.30	Loan	1023300 - Loan Payment W/H Payable	
Utah Retirement Systems (URS)	EFT.022723180	PR021023-80	02/15/2023	02/15/2023	500.00	457(b) Add'l	1023100 - 457(b) W/H Payable	
Utah Retirement Systems (URS)	EFT.022723180	PR021023-80	02/15/2023	02/15/2023	752.38	Roth IRA	1023200 - Roth IRA W/H Payable	
Utah Retirement Systems (URS)	EFT.022723180	PR021023-80	02/15/2023	02/15/2023	1,985.12	URS 401(k) Tier 2	1023000 - 401(k) W/H Payable	
Utah Retirement Systems (URS)	EFT.022723180	PR021023-80	02/15/2023	02/15/2023	5,755.40	401(k) DC	1023000 - 401(k) W/H Payable	
Utah Retirement Systems (URS)	EFT.022723180	PR021023-80	02/15/2023	02/15/2023	6,000.47	457(b)	1023100 - 457(b) W/H Payable	
Utah Retirement Systems (URS)	EFT.022723180	PR021023-80	02/15/2023	02/15/2023	12,432.40	401(k) EE & Match	1023000 - 401(k) W/H Payable	
Utah Retirement Systems (URS)	EFT.022723180	PR021023-80	02/15/2023	02/15/2023	18,368.77	URS State Retirement	1023000 - 401(k) W/H Payable	
					<u>\$46,129.84</u>			
					\$91,710.65			
Utah State Division of Finance	ACH.02152307	23010110951015	01/10/2023	02/15/2023	1,525.96	Pcard RH	1020190 - P-Card Clearing	
Utah State Division of Finance	ACH.02152307	23010110951029	01/10/2023	02/15/2023	2,691.02	Pcard JC	1020190 - P-Card Clearing	
Utah State Division of Finance	ACH.02152307	23010110951034	01/10/2023	02/15/2023	1,161.00	Pcard AG	1020190 - P-Card Clearing	
Utah State Division of Finance	ACH.02152307	23010110951054	01/10/2023	02/15/2023	4,540.50	Pcard AP	1020190 - P-Card Clearing	
					<u>\$9,918.48</u>			
					\$9,918.48			
Utah State Tax Commission	EFT.021523074	PR021023-82	02/15/2023	02/15/2023	5,083.74	State Income Tax	1021200 - State Tax W/H Payable	
Utah State Tax Commission	EFT.022723140	PR022523-82	02/28/2023	02/28/2023	5,015.49	State Income Tax	1021200 - State Tax W/H Payable	
					<u>\$10,099.23</u>			
					<u>\$407,906.57</u>			

Commercial Checking Acct Public Funds

Account number: 1890008079 ■ February 1, 2023 - February 28, 2023 ■ Page 1 of 2

WELLS
FARGO

WASATCH FRONT REGIONAL COUNCIL/WASATCH
FRONT ECONOMIC DEVELOPMENT DISTRICT
41 N RIO GRANDE ST STE 103
SALT LAKE CITY UT 84101-1385

Questions?

Call your Customer Service Officer or Client Services
1-800-AT WELLS (1-800-289-3557)
5:00 AM TO 6:00 PM Pacific Time Monday - Friday

Online: wellsfargo.com

Write: Wells Fargo Bank, N. A. (119)
Gib - Local Government (Utah)
P.O. Box 6995
Portland, OR 97228-6995

Account summary

Commercial Checking Acct Public Funds

Account number	Beginning balance	Total credits	Total debits	Ending balance
1890008079	\$517,671.34	\$1,397,571.93	-\$1,087,808.25	\$827,435.02

Credits

Electronic deposits/bank credits

Effective date	Posted date	Amount	Transaction detail
	02/01	✓ 6,186.05	Finet EFT 8019577760 230131 202301310406187 NTE*23A0413415 *81353E *Was
	02/01	✓ 7,405.59	Finet EFT 8019577760 230131 202301310406188 NTE*23A0413416 *81353E *Was
	02/01	✓ 12,257.95	Finet EFT 8019577760 230131 202301310406185 NTE*23A0413413 *81353E *Was
	02/01	✓ 62,659.55	Finet EFT 8019577760 230131 202301310406186 NTE*23A0413414 *81353E *Was
	02/01	✓ 350,615.65	Finet EFT 8019577760 230131 202301310406184 NTE*23A0413412 *81353E *Was
	02/02	✓ 12,241.88	Desktop Check Deposit
	02/02	✓ 12,706.35	Finet EFT 8019577760 230201 202302010406423 NTE*23A0414653 *81353E *Was
	02/06	✓ 75,000.00	Salt Lake County Net Pay 230202 0000003582 Wasatch Front Regional
	02/08	✓ 26,205.26	Desktop Check Deposit
	02/09	✓ 250,000.00	Desktop Check Deposit
	02/10	✓ 43,024.30	Finet EFT 8019577760 230209 202302090407224 NTE*23A0488187 *81353E *Was
	02/15	✓ 9,398.12	Finet EFT 8019577760 230214 202302140407624 NTE*23A0563778 *81353E *Was
	02/15	✓ 81,189.92	Finet EFT 8019577760 230214 202302140407623 NTE*23A0563777 *81353E *Was
	02/17	✓ 7,816.77	Finet EFT 8019577760 230215 202302150407753 NTE*23A0565327 *81353E *Was
	02/17	✓ 17,734.91	Finet EFT 8019577760 230215 202302150407752 NTE*23A0565326 *81353E *Was

Electronic deposits/bank credits (continued)

Effective date	Posted date	Amount	Transaction detail
	02/22	✓ 334,069.21	Finet EFT 8019577760 230221 202302210408271 NTE*23A0615847 *81353E *Was
	02/23	✓ 36,560.42	Desktop Check Deposit
	02/28	✓ 52,500.00	Asap Grant Pay 230228 022823B0000050 1\
		\$1,397,571.93	Total electronic deposits/bank credits
		\$1,397,571.93	Total credits

Debits**Electronic debits/bank debits**

Effective date	Posted date	Amount	Transaction detail
	02/02	✓ 2,400.10 <	Business to Business ACH Debit - *Lincoln Natlife Prepaymnt 1555992 91000019995134
	02/02	✓ 4,763.59	Healthequity Inc Healthequi 01 Feb 6960993 Wasatch Front Regional
	02/09	✓ 76.50	Healthequity Inc Healthequi 08 Feb 6960993 Wasatch Front Regional
	02/09	✓ 45,722.45	Utah State Retir Urs Paymnt U999500733350 Wasatch Front Reg Coun
	02/13	✓ 88,067.69	ACH Prep Origintn - Wasatch Front Re - File 7878782339 Coid 1870285777
	02/15	✓ 126.00	Emi Health Ins Prem 50700001 Wasatchfrontregionalco
	02/15	✓ 126.00	Emi Health Ins Prem 50700002 Wasatchfrontregionalco
	02/15	✓ 14,988.66 <	Business to Business ACH Debit - IRS Usatapytmt 021523 270344665691919 Wasatch Front Regional
	02/16	✓ 265,548.39	ACH Prep Origintn - Wasatch Front Re - File 7878782339 Coid 1870285777
	02/16	✓ 3,913.59	Healthequity Inc Healthequi 15 Feb 6960993 Wasatch Front Regional
	02/16	✓ 5,083.74	Utah801/297-7703 Tax Paymnt 1704828672 Wasatch Front Regional
	02/16	✓ 46,129.84	Utah State Retir Urs Paymnt U999500733351 Wasatch Front Reg Coun
	02/23	✓ 500,000.00 <	Business to Business ACH Debit - Utah State Treas Mixed 230222 0533 Wasatch Front Regional
	02/27	✓ 91,155.67	ACH Prep Origintn - Wasatch Front Re - File 7878782339 Coid 1870285777
	02/28	✓ 5,015.49	Utah801/297-7703 Tax Paymnt 72048384 Wasatch Front Regional
	02/28	✓ 14,690.54 <	Business to Business ACH Debit - IRS Usatapytmt 022823 270345975106081 Wasatch Front Regional
		\$1,087,808.25	Total electronic debits/bank debits
		\$1,087,808.25	Total debits

< **Business to Business ACH:** If this is a business account, this transaction has a return time frame of one business day from post date. This time frame does not apply to consumer accounts.

Daily ledger balance summary

Date	Balance	Date	Balance	Date	Balance
01/31	517,671.34	02/09	1,279,986.98	02/17	1,015,167.09
02/01	956,796.13	02/10	1,323,011.28	02/22	1,349,236.30
02/02	974,580.67	02/13	1,234,943.59	02/23	885,796.72
02/06	1,049,580.67	02/15	1,310,290.97	02/27	794,641.05
02/08	1,075,785.93	02/16	989,615.41	02/28	827,435.02
Average daily ledger balance		\$1,058,543.39			

STATEMENT OF ACCOUNT

PTIF

UTAH PUBLIC TREASURERS' INVESTMENT FUND

Marlo M. Oaks, Utah State Treasurer, Fund Manager

PO Box 142315

350 N State Street, Suite 180

Salt Lake City, Utah 84114-2315

Local Call (801) 538-1042 Toll Free (800) 395-7665

www.treasurer.utah.gov

WASATCH FRONT REGIONAL COUNCIL

LOVEIT BAUMGARDNER

41 NO. RIO GRANDE ST., STE 103

SALT LAKE CTY UT 84101

Account**Account Period****533**

February 01, 2023 through February 28, 2023

Summary

Beginning Balance	\$ 3,188,292.16	Average Daily Balance	\$ 3,295,435.02
Deposits	\$ 511,790.80	Interest Earned	\$ 11,790.80
Withdrawals	\$ 0.00	360 Day Rate	4.6002
Ending Balance	\$ 3,700,082.96	365 Day Rate	4.6641

Date	Activity	Deposits	Withdrawals	Balance
02/01/2023	FORWARD BALANCE	\$ 0.00	\$ 0.00	\$ 3,188,292.16
02/23/2023	funds tr	\$ 500,000.00	\$ 0.00	\$ 3,688,292.16
02/28/2023	REINVESTMENT	\$ 11,790.80	\$ 0.00	\$ 3,700,082.96
02/28/2023	ENDING BALANCE	\$ 0.00	\$ 0.00	\$ 3,700,082.96

STATEMENT OF ACCOUNT

PTIF

UTAH PUBLIC TREASURERS' INVESTMENT FUND

Marlo M. Oaks, Utah State Treasurer, Fund Manager

PO Box 142315

350 N State Street, Suite 180

Salt Lake City, Utah 84114-2315

Local Call (801) 538-1042 Toll Free (800) 395-7665

www.treasurer.utah.gov

WASATCH FRONT REG COUNS/BLDG FD

LOVEIT BAUMGARDNER

41 NORTH RIO GRANDE ST., STE 103

SALT LAKE CTY UT 84101

Account

Account Period

8761

February 01, 2023 through February 28, 2023

Summary

Beginning Balance	\$ 1,189,763.49	Average Daily Balance	\$ 1,189,763.49
Deposits	\$ 4,256.88	Interest Earned	\$ 4,256.88
Withdrawals	\$ 0.00	360 Day Rate	4.6002
Ending Balance	\$ 1,194,020.37	365 Day Rate	4.6641

Date	Activity	Deposits	Withdrawals	Balance
02/01/2023	FORWARD BALANCE	\$ 0.00	\$ 0.00	\$ 1,189,763.49
02/28/2023	REINVESTMENT	\$ 4,256.88	\$ 0.00	\$ 1,194,020.37
02/28/2023	ENDING BALANCE	\$ 0.00	\$ 0.00	\$ 1,194,020.37

Wasatch Front Regional Council
Checking
Bank Reconciliation - 03/01/2023 to 03/31/2023

Bank Statement Balance: \$996,126.91

Outstanding Checks & Withdrawals				
<u>Payee Name</u>	<u>Reference</u>	<u>Paid Date</u>	<u>Void Date</u>	<u>Amount</u>
Health Equity	EFT	03/31/2023		3,913.59
Utah State Tax Commission	EFT.0331231354.82	03/31/2023		5,142.14
Internal Revenue Service	EFT.0331231343.38	03/31/2023		15,282.18
Utah Retirement Systems (URS)	EFT.0331231421.80	03/31/2023		46,457.50

Outstanding Checks & Withdrawals Total: \$70,795.41

Calculated Book Balance: \$925,331.50

General Ledger Balance: \$925,331.50

Calculated Book Balance vs General Ledger Balance: \$0.00



Wasatch Front Regional Council
Check Register
All Bank Accounts - 03/01/2023 to 03/31/2023

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Alta Planning and Design	ACH.03102314	2021-188-15	02/28/2023	03/13/2023	3,045.60	Layton ATP - Jan	105340.30.351024 - Consult Serv: Layt	
					\$3,045.60			
Amazon	Pcard JC	030823	03/08/2023	03/08/2023	350.00	CAC Gift cards for participants	105610.10.301200 - Supplies: Local Fu	205
Amazon	Pcard JC	112-5092923-204	03/01/2023	03/01/2023	59.99	Keyboard/mouse - Sarah	105610.10.301200 - Supplies: Local Fu	
Amazon	Pcard JC	112-6084592-680	03/01/2023	03/01/2023	48.25	water filter for fridge	105610.99.999000 - Supplies: Indirect	
Amazon	Pcard JC	112-8375006-725	03/01/2023	03/01/2023	219.99	speaker for conf room - analytics	105610.20.322210 - Supplies: CPG - A	
					\$678.23			
					\$678.23			
Avenue Consultants	ACH.03102314	8686	02/28/2023	03/13/2023	859.04	Kearns and Magna ATP - Jan - FINAL BILL	105340.30.330257 - Consult Serv: Kear	
Avenue Consultants	ACH.03242308	8432	03/22/2023	03/27/2023	3,910.00	Taylorsville ACP - Nov	105340.30.330261 - Consult Serv: Tayl	
					\$4,769.04			
Barker Leavitt, PLLC	ACH.03102314	110-0223	02/28/2023	03/13/2023	8,000.00	Legislative Consulting - Feb	105340.50.341200 - Consult Serv: Legi	
					\$8,000.00			
Best Buy	Pcard JC	030723	03/07/2023	03/07/2023	140.06	Airpods - MJ	105610.10.301200 - Supplies: Local Fu	
					\$140.06			
Better City LLC	ACH.03242308	1757	03/14/2023	03/27/2023	10,000.00	WFEDD - Feb	105340.50.334200 - Consult Serv: Eco	
Better City LLC	ACH.03242308	1758	03/14/2023	03/27/2023	8,906.00	WFEDD - Feb/Mar	105340.50.334200 - Consult Serv: Eco	
					\$18,906.00			
					\$18,906.00			
Camtasia	Pcard JC	TEC230309-3529	03/08/2023	03/08/2023	289.83	Software license annual renewal	105670.20.322210 - Software: CPG - A	
					\$289.83			
City of South Jordan	ACH.03242308	03142023	03/14/2023	03/27/2023	977.88	NARC Conference - Ramsey	105580.10.301200 - Travel: Local Fund	
					\$977.88			
Constant Contact	Pcard RH	03012023	03/01/2023	03/01/2023	70.04	monthly billing - Mar	105670.99.999000 - Software: Indirect	
					\$70.04			
Davis County Commissioner	ACH.03102314	022823	02/28/2023	03/13/2023	1,788.07	NARC Conference - Commissioner Stevenson	105580.10.301200 - Travel: Local Fund	
					\$1,788.07			
DELL Marketing LP	Pcard JC	2009494800567	03/07/2023	03/07/2023	1,794.99	Laptop - Slawless	105610.10.301200 - Supplies: Local Fu	
					\$1,794.99			
Delta Arilines	Pcard AP	030123	03/01/2023	03/01/2023	937.80	Airfare for conf - Bert	105580.20.322210 - Travel: CPG - Adm	
					\$937.80			
Design Workshop, Inc	ACH.03102314	0073536	02/21/2023	03/13/2023	17,941.27	SAP West Jordan and Midvale - Jan	105340.50.360205 - Consult Serv: SAP	
Design Workshop, Inc	ACH.03242308	0073498	03/14/2023	03/27/2023	15,292.50	Midvale Main St.-Jan	105340.30.353004 - Consult Serv: Midv	
					\$33,233.77			
Elementor	Pcard AP	12961590	03/01/2023	03/01/2023	49.00	Elementor Pro Essential - Annual Suzie	105670.20.322210 - Software: CPG - A	
					\$49.00			
EMI Health	EFT	507020230301	03/01/2023	03/01/2023	126.00	Telemed - Mar	105210.99.998000 - Fringe Benefits: In	
					\$126.00			

Wasatch Front Regional Council
Check Register
All Bank Accounts - 03/01/2023 to 03/31/2023

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
ezCater	Pcard JC	030123	03/01/2023	03/01/2023	93.30	Lunch for RGC Meeting - Comm Kamalu	105610.10.301200 - Supplies: Local Fu	
					\$93.30			
Fehr & Peers	ACH.03102314	161519	02/21/2023	03/13/2023	374.84	Parking Modernization - Dec MAG	105340.40.322215.0018 - Consult Serv	
Fehr & Peers	ACH.03102314	161519	02/21/2023	03/13/2023	936.87	Parking Modernization - Dec SLCo	105340.40.322215.0018 - Consult Serv	
Fehr & Peers	ACH.03102314	161519	02/21/2023	03/13/2023	936.87	Parking Modernization - Dec WFRC	105340.20.322215.0018 - Consult Serv	
Fehr & Peers	ACH.03102314	161519	02/21/2023	03/13/2023	1,499.01	Parking Modernization - Dec UDOT	105340.40.322215.0018 - Consult Serv	
Fehr & Peers	ACH.03102314	161519	02/21/2023	03/13/2023	1,499.01	Parking Modernization - Dec UTA	105340.40.322215.0018 - Consult Serv	
					\$5,246.60			
					\$5,246.60			
Fielding Group, LLC	ACH.03242308	501	03/01/2023	03/27/2023	37,681.00	Building Lease - March	105441.99.999000 - Building Lease Co	
					\$37,681.00			
First Digital	Pcard AP	030123	03/01/2023	03/01/2023	560.50	Internet - Mar	105530.99.999000 - Telephone/Data: In	
					\$560.50			
Github Inc.	Pcard AP	03012023	03/01/2023	03/01/2023	5.00	monthly storage increase - analytics	105610.20.322210 - Supplies: CPG - A	
					\$5.00			
Gitracken Pro	Pcard RH	116662	03/01/2023	03/01/2023	237.60	Monthly Subscription 4 users - Mar	105670.20.322210 - Software: CPG - A	
Gitracken Pro	Pcard RH	118297	03/01/2023	03/01/2023	58.75	Monthly Subscription pro-rated	105670.20.322210 - Software: CPG - A	
					\$296.35			
Google LLC	Pcard RH	03012023	03/01/2023	03/01/2023	54.11	Google Cloud Storage	105670.99.999000 - Software: Indirect	
Google LLC	Pcard RH	030123	03/01/2023	03/01/2023	443.99	Google workspace monthly billing	105670.99.999000 - Software: Indirect	
					\$498.10			
					\$498.10			
GSBS PC	ACH.03102314	41641	02/21/2023	03/13/2023	10,890.15	Sandy General Plan - Jan	105340.30.330215 - Consult Serv: San	
GSBS PC	ACH.03102314	41642	02/21/2023	03/13/2023	12,128.83	SAP Murray/Millcreek - Jan	105340.50.360203 - Consult Serv: SAP	
					\$23,018.98			
GSBS PC	ACH.03242308	41749	03/14/2023	03/27/2023	15,234.15	Sandy General Plan - Feb	105340.30.330215 - Consult Serv: San	
GSBS PC	ACH.03242308	41750	03/14/2023	03/27/2023	29,618.91	SAP Murray/Millcreek - Feb	105340.50.360203 - Consult Serv: SAP	
					\$44,853.06			
					\$67,872.04			
Health Equity	EFT	PR031023-258	03/15/2023	03/20/2023	3,913.59	HSA	1022500 - HSA W/H Payable	
Health Equity	EFT	PR032523-258	03/31/2023	03/31/2023	3,913.59	HSA	1022500 - HSA W/H Payable	
					\$7,827.18			
					\$7,827.18			
High Value Marking and Engraving	Pcard JC	030123	03/01/2023	03/01/2023	26.90	Name plates - Sarah	105610.20.322210 - Supplies: CPG - A	
					\$26.90			
Hub International Insurance Services	ACH.03102314	3071657	02/21/2023	03/13/2023	450.00	enhanced module, spd 2023	105210.99.998000 - Fringe Benefits: In	
					\$450.00			
Internal Revenue Service	EFT.031423143	PR031023-38	03/15/2023	03/15/2023	3,388.16	Medicare Tax	1021000 - Federal Tax W/H Payable	
Internal Revenue Service	EFT.031423143	PR031023-38	03/15/2023	03/15/2023	11,552.33	Federal Income Tax	1021000 - Federal Tax W/H Payable	
					\$14,940.49			
Internal Revenue Service	EFT.033123134	PR032523-38	03/31/2023	03/31/2023	3,401.12	Medicare Tax	1021000 - Federal Tax W/H Payable	
Internal Revenue Service	EFT.033123134	PR032523-38	03/31/2023	03/31/2023	11,881.06	Federal Income Tax	1021000 - Federal Tax W/H Payable	
					\$15,282.18			
					\$30,222.67			

Wasatch Front Regional Council
Check Register
All Bank Accounts - 03/01/2023 to 03/31/2023

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Jimmy Johns	Pcard JC	16600573780738	03/07/2023	03/07/2023	177.80	Food for CAC meeting	105610.10.301200 - Supplies: Local Fu	203
					\$177.80			
Landmark Design	ACH.03102314	18 FH	02/21/2023	03/13/2023	209.50	Fruit Heights General Plan - Jan	105340.30.351019 - Consult Serv: Fruit	
Landmark Design	ACH.03102314	7	02/21/2023	03/13/2023	7,483.75	South Ogden General Plan - Dec	105340.30.351016 - Consult Serv: So	
Landmark Design	ACH.03102314	8	02/21/2023	03/13/2023	8,882.51	South Ogden General Plan - Jan	105340.30.351016 - Consult Serv: So	
					\$16,575.76			
Landmark Design	ACH.03242308	1 CSAP	03/14/2023	03/27/2023	1,650.00	SAP Clearfield - Feb	105340.50.360206 - Consult Serv: SAP	
Landmark Design	ACH.03242308	19FH	03/14/2023	03/27/2023	2,858.50	Fruit Heights General Plan - Feb	105340.30.351019 - Consult Serv: Fruit	
Landmark Design	ACH.03242308	20	03/14/2023	03/27/2023	4,722.00	Cottonwood Heights General Plan- Jan	105340.30.330254 - Consult Serv: Cott	
Landmark Design	ACH.03242308	9	03/14/2023	03/27/2023	3,700.00	South Ogden General Plan - Feb	105340.30.351016 - Consult Serv: So	
					\$12,930.50			
					\$29,506.26			
Les Olson Company	ACH.03102314	EA1229078	02/01/2023	03/13/2023	64.35	Monthly Billing - Jan	105610.99.999000 - Supplies: Indirect	
Les Olson Company	ACH.03102314	EA1244103	02/28/2023	03/13/2023	291.27	Monthly Billing - Feb	105610.99.999000 - Supplies: Indirect	
					\$355.62			
					\$355.62			
Lincoln National Life Ins Co	eft 3-2	033123	03/31/2023	03/31/2023	-3.76	Adjustment (add SL)	105210.99.998000 - Fringe Benefits: In	
Lincoln National Life Ins Co	eft 3-2	PR031023-46	03/15/2023	03/31/2023	1,225.12	Life Ins W/H	1022300 - Lincoln Life Insurance W/H	
Lincoln National Life Ins Co	eft 3-2	PR032523-46	03/31/2023	03/31/2023	1,225.21	Life Ins W/H	1022300 - Lincoln Life Insurance W/H	
					\$2,446.57			
					\$2,446.57			
Logan Simpson Design, Inc	ACH.03102314	31115	02/21/2023	03/13/2023	13,042.16	Bountiful - Dec	105340.30.351010 - Consult Serv: Bou	
Logan Simpson Design, Inc	ACH.03102314	31239	02/28/2023	03/13/2023	9,439.00	Bountiful - Jan	105340.30.351010 - Consult Serv: Bou	
					\$22,481.16			
					\$22,481.16			
MHTN Architects	ACH.03242308	0029539	03/22/2023	03/27/2023	22,850.00	Midvale SAP - Feb	105340.50.360202 - Consult Serv: SAP	
					\$22,850.00			
Millcreek City	ACH.03102314	022023	02/28/2023	03/13/2023	1,128.99	NARC Conference - Mayor Silivstrini	105580.10.301200 - Travel: Local Fund	
					\$1,128.99			
Mountain District ITE	Pcard JC	03012023	03/01/2023	03/01/2023	1,620.00	Conf registration - AG, TK, JJ, JB, BG, SS, BH, CW,	105330.20.322210 - Training: CPG - Ad	
Mountain District ITE	Pcard JC	030123	03/01/2023	03/01/2023	180.00	Conf registration - JR	105330.20.322210 - Training: CPG - Ad	
Mountain District ITE	Pcard JC	030323	03/03/2023	03/03/2023	180.00	Conf registration - AL	105330.20.322210 - Training: CPG - Ad	
					\$1,980.00			
					\$1,980.00			
Move Utah Summit	ACH.03102314	001	02/28/2023	03/13/2023	1,500.00	Move Utah Summit	105610.20.322210 - Supplies: CPG - A	
Move Utah Summit	Pcard JC	03012023	03/01/2023	03/01/2023	44.52	Conf Registration - CD	105330.30.330200 - Training: TLC Adm	
Move Utah Summit	Pcard JC	03012023	03/01/2023	03/01/2023	356.16	Conf Registration - AG, TK, JJ, NN, LV, JB, SS, MS	105330.20.322210 - Training: CPG - Ad	
					\$400.68			
					\$1,900.68			
Nexus IT Consultants LLC	ACH.03102314	145452	02/28/2023	03/13/2023	570.00	Drive and RAM - Analytics	105610.20.322210 - Supplies: CPG - A	
Nexus IT Consultants LLC	ACH.03242308	145249	03/22/2023	03/27/2023	2,450.00	Desktop - Chris	105610.10.301200 - Supplies: Local Fu	
Nexus IT Consultants LLC	ACH.03242308	145849	03/14/2023	03/27/2023	4,939.85	Mar billing	105430.99.999000 - Maintenance: Indir	
					\$7,389.85			
					\$7,959.85			

Wasatch Front Regional Council
Check Register
All Bank Accounts - 03/01/2023 to 03/31/2023

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
NY Times	Pcard RH	030123	03/01/2023	03/01/2023	4.00	Monthly Subscription	105610.10.301200 - Supplies: Local Fu	
					\$4.00			
ODP	Pcard JC	060123	03/01/2023	03/01/2023	1.08	Superglue	105610.10.301200 - Supplies: Local Fu	
ODP	Pcard JC	295165947-001	03/01/2023	03/01/2023	32.64	Tea and water for meetings and staff	105610.10.301200 - Supplies: Local Fu	
ODP	Pcard JC	295167640-001	03/01/2023	03/01/2023	4.26	Tea for meetings and staff	105610.10.301200 - Supplies: Local Fu	
					\$37.98			
One Utah Summit	Pcard JC	03012023	03/01/2023	03/01/2023	783.88	Conf attendance - MT, MW	105330.50.334200 - Training: Economi	
One Utah Summit	Pcard JC	03012023	03/01/2023	03/01/2023	1,567.44	Conf attendance - AG, TK, MJC, MS	105330.20.322210 - Training: CPG - Ad	
					\$2,351.32			
					\$2,351.32			
Parametrix, Inc	ACH.03102314	41735	02/21/2023	03/13/2023	1,768.23	Herriman Transit Corridor - Dec	105340.30.353002 - Consult Serv: Herr	
Parametrix, Inc	ACH.03102314	42654	02/28/2023	03/13/2023	4,012.88	Herriman Transit Corridor - Jan	105340.30.353002 - Consult Serv: Herr	
					\$5,781.11			
Parametrix, Inc	ACH.03242308	42652	03/14/2023	03/27/2023	795.00	N Ogden ATP - Jan	105340.30.351027 - Consult Serv: N O	
					\$6,576.11			
PEHP FLEX Benefits	ACH.03242308	PR031023-54	03/15/2023	03/27/2023	156.66	Flex Spend Acct	1022400 - Flexible Spending Account	
					\$156.66			
Penna Powers Inc	ACH.03102314	026646	02/21/2023	03/13/2023	1,216.25	Professional Services - Jan	105340.20.322224 - Consult Serv: CP	
Penna Powers Inc	ACH.03102314	026646	02/21/2023	03/13/2023	2,340.00	Strategic Communications - Jan	105340.20.322224 - Consult Serv: CP	
Penna Powers Inc	ACH.03102314	026646	02/21/2023	03/13/2023	3,781.25	Creative Services - Jan	105340.20.322224 - Consult Serv: CP	
Penna Powers Inc	ACH.03102314	026646	02/21/2023	03/13/2023	7,456.25	ATO Video - Jan	105340.50.334200 - Consult Serv: Eco	
Penna Powers Inc	ACH.03102314	26647	02/21/2023	03/13/2023	389.06	UTP Jan - MAG	105340.40.322215.0027 - Consult Serv	
Penna Powers Inc	ACH.03102314	26647	02/21/2023	03/13/2023	1,167.19	UTP Jan - WFRC	105340.20.322215.0027 - Consult Serv	
Penna Powers Inc	ACH.03102314	26647	02/21/2023	03/13/2023	1,556.25	UTP Jan - UDOT	105340.40.322215.0027 - Consult Serv	
Penna Powers Inc	ACH.03102314	26647	02/21/2023	03/13/2023	1,556.25	UTP Jan - UTA	105340.40.322215.0027 - Consult Serv	
					\$19,462.50			
Penna Powers Inc	ACH.03242308	026735	03/14/2023	03/27/2023	252.71	UTP Feb - MAG	105340.40.322215.0027 - Consult Serv	
Penna Powers Inc	ACH.03242308	026735	03/14/2023	03/27/2023	758.13	UTP Feb - WFRC	105340.20.322215.0027 - Consult Serv	
Penna Powers Inc	ACH.03242308	026735	03/14/2023	03/27/2023	1,010.83	UTP Feb - UDOT	105340.40.322215.0027 - Consult Serv	
Penna Powers Inc	ACH.03242308	026735	03/14/2023	03/27/2023	1,010.83	UTP Feb - UTA	105340.40.322215.0027 - Consult Serv	
Penna Powers Inc	ACH.03242308	026754	03/14/2023	03/27/2023	1,325.00	Creative Support - Feb	105340.20.322224 - Consult Serv: CP	
Penna Powers Inc	ACH.03242308	026754	03/14/2023	03/27/2023	2,042.50	ATO Video - Feb	105340.50.334200 - Consult Serv: Eco	
Penna Powers Inc	ACH.03242308	026754	03/14/2023	03/27/2023	2,068.75	Strategic Communication - Feb	105340.20.322224 - Consult Serv: CP	
Penna Powers Inc	ACH.03242308	026826	03/22/2023	03/27/2023	2,641.25	ATO Video - Final	105340.50.334200 - Consult Serv: Eco	
					\$11,110.00			
					\$30,572.50			
Psomas	ACH.03102314	192191	02/28/2023	03/13/2023	10,167.50	Riverdale - Dec	105340.30.351036 - Consult Serv: River	
					\$10,167.50			
Public Employees Health Program (ACH.03242308	03012023	03/22/2023	03/27/2023	40,820.72	Health Benefits - Mar	1013000 - Prepaid Employee Expense	
Public Employees Health Program (eft - clear	02012023	02/01/2023	03/07/2023	-40,830.67	Offset for prepayment of PEHP Feb	1013000 - Prepaid Employee Expense	
Public Employees Health Program (eft - clear	020123	02/01/2023	03/07/2023	33.65	PEHP adjustment - Feb	105210.99.998000 - Fringe Benefits: In	
Public Employees Health Program (eft - clear	PR021023-59	02/15/2023	03/07/2023	107.92	Vision Ins	1022000 - PEHP Insurance W/H Payab	
Public Employees Health Program (eft - clear	PR021023-59	02/15/2023	03/07/2023	1,362.85	Dental Ins	1022000 - PEHP Insurance W/H Payab	
Public Employees Health Program (eft - clear	PR021023-59	02/15/2023	03/07/2023	18,927.74	Health Ins	1022000 - PEHP Insurance W/H Payab	
Public Employees Health Program (eft - clear	PR022523-59	02/28/2023	03/07/2023	107.92	Vision Ins	1022000 - PEHP Insurance W/H Payab	
Public Employees Health Program (eft - clear	PR022523-59	02/28/2023	03/07/2023	1,362.85	Dental Ins	1022000 - PEHP Insurance W/H Payab	
Public Employees Health Program (eft - clear	PR022523-59	02/28/2023	03/07/2023	18,927.74	Health Ins	1022000 - PEHP Insurance W/H Payab	
					\$0.00			
					\$40,820.72			

Wasatch Front Regional Council
Check Register
All Bank Accounts - 03/01/2023 to 03/31/2023

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Reservations.com	Pcard AG	R1535095721	03/07/2023	03/07/2023	30.83	hotel cxl fee	105580.20.322210 - Travel: CPG - Adm	
					\$30.83			
Resource Systems Group, Inc (RSG)	ACH.03102314	50860R	02/28/2023	03/13/2023	24.41	Household Travel Survey - Dec 2 Cache	105340.50.322215.3423 - Consult Serv	
Resource Systems Group, Inc (RSG)	ACH.03102314	50860R	02/28/2023	03/13/2023	34.58	Household Travel Survey - Dec 2 Dixie	105340.50.322215.3423 - Consult Serv	
Resource Systems Group, Inc (RSG)	ACH.03102314	50860R	02/28/2023	03/13/2023	56.95	Household Travel Survey - Dec 2 UTA	105340.50.322215.3423 - Consult Serv	
Resource Systems Group, Inc (RSG)	ACH.03102314	50860R	02/28/2023	03/13/2023	122.04	Household Travel Survey - Dec 2 MAG	105340.50.322215.3423 - Consult Serv	
Resource Systems Group, Inc (RSG)	ACH.03102314	50860R	02/28/2023	03/13/2023	162.75	Household Travel Survey - Dec 2 UDOT	105340.50.322215.3423 - Consult Serv	
Resource Systems Group, Inc (RSG)	ACH.03102314	50860R	02/28/2023	03/13/2023	307.11	Household Travel Survey - Dec 2 WFRC	105340.50.322215.3423 - Consult Serv	
Resource Systems Group, Inc (RSG)	ACH.03102314	50896	02/28/2023	03/13/2023	19,423.07	Regional Freight - Dec	105340.20.322215.3426 - Consult Serv	
Resource Systems Group, Inc (RSG)	ACH.03102314	50908	02/28/2023	03/13/2023	2,265.99	Travel Demand Mode Choice - Jan UTA	105340.40.322215.0019 - Consult Serv	
Resource Systems Group, Inc (RSG)	ACH.03102314	50908	02/28/2023	03/13/2023	4,531.99	Travel Demand Mode Choice - Jan MAG	105340.40.322215.0019 - Consult Serv	
Resource Systems Group, Inc (RSG)	ACH.03102314	50908	02/28/2023	03/13/2023	4,531.99	Travel Demand Mode Choice - Jan UDOT	105340.40.322215.0019 - Consult Serv	
Resource Systems Group, Inc (RSG)	ACH.03102314	50908	02/28/2023	03/13/2023	11,329.96	Travel Demand Mode Choice - Jan WFRC	105340.20.322215.0019 - Consult Serv	
Resource Systems Group, Inc (RSG)	ACH.03102314	50971	02/28/2023	03/13/2023	1,916.93	Household Travel Survey - Jan Cache	105340.40.322215.3423 - Consult Serv	
Resource Systems Group, Inc (RSG)	ACH.03102314	50971	02/28/2023	03/13/2023	2,715.65	Household Travel Survey - Jan Dixie	105340.40.322215.3423 - Consult Serv	
Resource Systems Group, Inc (RSG)	ACH.03102314	50971	02/28/2023	03/13/2023	4,472.83	Household Travel Survey - Jan UTA	105340.40.322215.3423 - Consult Serv	
Resource Systems Group, Inc (RSG)	ACH.03102314	50971	02/28/2023	03/13/2023	9,584.63	Household Travel Survey - Jan MAG	105340.40.322215.3423 - Consult Serv	
Resource Systems Group, Inc (RSG)	ACH.03102314	50971	02/28/2023	03/13/2023	12,782.41	Household Travel Survey - Jan UDOT	105340.40.322215.3423 - Consult Serv	
Resource Systems Group, Inc (RSG)	ACH.03102314	50971	02/28/2023	03/13/2023	24,121.32	Household Travel Survey - Jan WFRC	105340.50.322215.3423 - Consult Serv	
					\$98,384.61			
Resource Systems Group, Inc (RSG)	ACH.03242308	51011	03/22/2023	03/27/2023	24,131.58	Regional Freight - Jan	105340.20.322215.3426 - Consult Serv	
					\$122,516.19			
RRJ Consulting	ACH.03242308	WFRC202303	03/14/2023	03/27/2023	2,000.00	Legislative Consulting - Mar	105340.50.341200 - Consult Serv: Legi	
					\$2,000.00			
SL Tribune	Pcard RH	SLT0021283	03/01/2023	03/01/2023	294.40	Public Comment Posting	105311.20.322210 - Subscriptions: CP	
					\$294.40			
Southwest Airlines	Pcard JC	03012023	03/01/2023	03/01/2023	714.96	Chad - travel analysis conference	105580.20.322210 - Travel: CPG - Adm	
					\$714.96			
Swire Coca-Cola	Pcard JC	030123	03/01/2023	03/01/2023	43.64	Soda for meetings and break room	105610.10.301200 - Supplies: Local Fu	
Swire Coca-Cola	Pcard JC	13297230967	03/01/2023	03/01/2023	21.64	Soda for meetings and break room	105610.10.301200 - Supplies: Local Fu	
					\$65.28			
Target	Pcard JC	030723	03/07/2023	03/07/2023	150.00	CAC Gift cards for participants	105610.10.301200 - Supplies: Local Fu	205
Target	Pcard RH	030123	03/01/2023	03/01/2023	100.00	RTP Narrative Interview	105610.10.301200 - Supplies: Local Fu	205
					\$250.00			
The Store	Pcard RH	03012023	03/01/2023	03/01/2023	12.55	Snacks for Transcom meeting	105610.10.301200 - Supplies: Local Fu	
					\$12.55			
Township + Range LLC	ACH.03102314	2203-08	02/28/2023	03/13/2023	3,242.25	Context Sensitivity - Jan MAG	105340.40.322215.0029 - Consult Serv	
Township + Range LLC	ACH.03102314	2203-08	02/28/2023	03/13/2023	7,565.25	Context Sensitivity - Jan WFRC	105340.20.322215.0029 - Consult Serv	
Township + Range LLC	ACH.03102314	2210-02	02/28/2023	03/13/2023	913.75	Copperton AT+C - Jan	105340.30.353001 - Consult Serv: Cop	
					\$11,721.25			
Township + Range LLC	ACH.03242308	2203-09	03/14/2023	03/27/2023	1,727.63	Context Sensitivity - Feb MAG	105340.40.322215.0029 - Consult Serv	
Township + Range LLC	ACH.03242308	2203-09	03/14/2023	03/27/2023	4,031.12	Context Sensitivity - Feb WFRC	105340.20.322215.0029 - Consult Serv	
Township + Range LLC	ACH.03242308	2206-06	03/14/2023	03/27/2023	7,719.50	Draper Town Center SAP - Jan	105340.30.330255 - Consult Serv: Dra	
Township + Range LLC	ACH.03242308	2206-07	03/22/2023	03/27/2023	3,278.00	Draper Town Center SAP - Feb	105340.30.330255 - Consult Serv: Dra	
					\$16,756.25			
					\$28,477.50			

Wasatch Front Regional Council
Check Register
All Bank Accounts - 03/01/2023 to 03/31/2023

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Transportation Research Board (TR)	Pcard JC	TRB-0224202301	03/01/2023	03/01/2023	675.00	Innovations in Travel Analysis Conf registration - Ch	105330.20.322210 - Training: CPG - Ad	
					\$675.00			
University Economic Development A	Pcard JC	MR-2023-0214	03/22/2023	03/22/2023	645.00	Annual membership - MW	105810.50.334200 - Dues: Economic D	
					\$645.00			
UNUM Life Insurance Co.	ACH.03242308	03012023	03/14/2023	03/27/2023	155.25	LTC - Mar	105210.99.998000 - Fringe Benefits: In	
					\$155.25			
UT Govt Finance Officers Assoc (UG)	Pcard JC	113940208	03/01/2023	03/01/2023	50.00	Association Reg - MF	105330.99.999000 - Training: Indirect C	
					\$50.00			
Utah Alliance	Pcard JC	W9LFH	03/22/2023	03/22/2023	200.00	Utah Alliance - MW membership	105810.50.334200 - Dues: Economic D	
					\$200.00			
Utah Association of Counties UAC	Pcard JC	139t3	03/01/2023	03/01/2023	259.06	Conf registration - MT	105330.30.330200 - Training: TLC Adm	
Utah Association of Counties UAC	Pcard JC	139t3	03/01/2023	03/01/2023	259.07	Conf registration - AG	105330.20.322210 - Training: CPG - Ad	
					\$518.13			
Utah Land Institute (ULI)	Pcard JC	03012023	03/01/2023	03/01/2023	35.00	Conf Registration -MS	105330.20.322210 - Training: CPG - Ad	
Utah Land Institute (ULI)	Pcard JC	4630690	03/22/2023	03/22/2023	264.00	Annual membership - MW	105810.50.334200 - Dues: Economic D	
					\$299.00			
Utah League of Cities and Towns (U)	Pcard JC	03012023	03/01/2023	03/01/2023	700.00	Conf Registration - MJ, CD	105330.30.330200 - Training: TLC Adm	
Utah League of Cities and Towns (U)	Pcard JC	03012023	03/01/2023	03/01/2023	1,200.00	Conf Registration - AG, TK, MJC	105330.20.322210 - Training: CPG - Ad	
Utah League of Cities and Towns (U)	Pcard JC	030123	03/01/2023	03/01/2023	425.00	Conf Registration - JJ	105330.20.322210 - Training: CPG - Ad	
					\$2,325.00			
					\$2,325.00			
Utah Local Governments Trust (ULG)	ACH.03102314	1603794	02/01/2023	03/13/2023	462.00	Worker's Comp - January	105210.99.998000 - Fringe Benefits: In	
Utah Local Governments Trust (ULG)	ACH.03102314	1604260	02/28/2023	03/13/2023	417.28	Worker's Comp - February	105210.99.998000 - Fringe Benefits: In	
					\$879.28			
					\$879.28			
Utah Retirement Systems (URS)	EFT	PR031023-80	03/15/2023	03/20/2023	335.30	Loan	1023300 - Loan Payment W/H Payable	
Utah Retirement Systems (URS)	EFT	PR031023-80	03/15/2023	03/20/2023	500.00	457(b) Add'l	1023100 - 457(b) W/H Payable	
Utah Retirement Systems (URS)	EFT	PR031023-80	03/15/2023	03/20/2023	744.73	Roth IRA	1023200 - Roth IRA W/H Payable	
Utah Retirement Systems (URS)	EFT	PR031023-80	03/15/2023	03/20/2023	1,984.22	URS 401(k) Tier 2	1023000 - 401(k) W/H Payable	
Utah Retirement Systems (URS)	EFT	PR031023-80	03/15/2023	03/20/2023	5,837.28	401(k) DC	1023000 - 401(k) W/H Payable	
Utah Retirement Systems (URS)	EFT	PR031023-80	03/15/2023	03/20/2023	5,916.89	457(b)	1023100 - 457(b) W/H Payable	
Utah Retirement Systems (URS)	EFT	PR031023-80	03/15/2023	03/20/2023	12,902.91	401(k) EE & Match	1023000 - 401(k) W/H Payable	
Utah Retirement Systems (URS)	EFT	PR031023-80	03/15/2023	03/20/2023	18,120.56	URS State Retirement	1023000 - 401(k) W/H Payable	
					\$46,341.89			
Utah Retirement Systems (URS)	EFT.033123142	PR032523-80	03/31/2023	03/31/2023	335.30	Loan	1023300 - Loan Payment W/H Payable	
Utah Retirement Systems (URS)	EFT.033123142	PR032523-80	03/31/2023	03/31/2023	500.00	457(b) Add'l	1023100 - 457(b) W/H Payable	
Utah Retirement Systems (URS)	EFT.033123142	PR032523-80	03/31/2023	03/31/2023	744.73	Roth IRA	1023200 - Roth IRA W/H Payable	
Utah Retirement Systems (URS)	EFT.033123142	PR032523-80	03/31/2023	03/31/2023	1,984.22	URS 401(k) Tier 2	1023000 - 401(k) W/H Payable	
Utah Retirement Systems (URS)	EFT.033123142	PR032523-80	03/31/2023	03/31/2023	5,862.41	401(k) DC	1023000 - 401(k) W/H Payable	
Utah Retirement Systems (URS)	EFT.033123142	PR032523-80	03/31/2023	03/31/2023	5,909.23	457(b)	1023100 - 457(b) W/H Payable	
Utah Retirement Systems (URS)	EFT.033123142	PR032523-80	03/31/2023	03/31/2023	13,019.02	401(k) EE & Match	1023000 - 401(k) W/H Payable	
Utah Retirement Systems (URS)	EFT.033123142	PR032523-80	03/31/2023	03/31/2023	18,102.59	URS State Retirement	1023000 - 401(k) W/H Payable	
					\$46,457.50			
Utah Retirement Systems (URS)	EFT.040423124	033123	03/31/2023	03/31/2023	-747.95	URS Adj - SL	1015800 - Suspense	
					\$92,051.44			
Utah State Division of Finance	ACH.03242308	23020440723005	02/28/2023	03/27/2023	4,828.48	Pcard AP	1020190 - P-Card Clearing	

Wasatch Front Regional Council
Check Register
All Bank Accounts - 03/01/2023 to 03/31/2023

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Utah State Division of Finance	ACH.03242308	23020440723016	02/28/2023	03/27/2023	2,113.97	Pcard RH	1020190 - P-Card Clearing	
Utah State Division of Finance	ACH.03242308	23020440723031	02/28/2023	03/27/2023	3,247.95	Pcard JC	1020190 - P-Card Clearing	
Utah State Division of Finance	ACH.03242308	23020440723037	02/28/2023	03/27/2023	1,065.06	Pcard AG	1020190 - P-Card Clearing	
					<u>\$11,255.46</u>			
					\$11,255.46			
Utah State Tax Commission	EFT.031423144	PR031023-82	03/15/2023	03/15/2023	5,119.62	State Income Tax	1021200 - State Tax W/H Payable	
Utah State Tax Commission	EFT.033123135	PR032523-82	03/31/2023	03/31/2023	5,142.14	State Income Tax	1021200 - State Tax W/H Payable	
					<u>\$10,261.76</u>			
Utah Transit Authority (UTA)	Pcard AP	883136	03/01/2023	03/01/2023	100.00	Trax Pass Reload	105580.20.322210 - Travel: CPG - Adm	
					<u>\$100.00</u>			
Winmark Stamp & Sign	Pcard JC	03012023	03/01/2023	03/01/2023	22.10	Name badge - SL	105610.20.322210 - Supplies: CPG - A	
					<u>\$22.10</u>			
WTS - Northern Utah Chapter	Pcard JC	030123	03/01/2023	03/01/2023	921.80	Sponsorship - Gala attendance - AG, TK, JB, SS, M	105610.20.322210 - Supplies: CPG - A	
					<u>\$921.80</u>			
Zoom Video Communications Inc.	Pcard RH	INV191915420	03/01/2023	03/01/2023	79.00	Phones - Mar	105530.99.999000 - Telephone/Data: In	
					<u>\$79.00</u>			
					<u>\$681,859.60</u>			

Commercial Checking Acct Public Funds

Account number: 1890008079 ■ March 1, 2023 - March 31, 2023 ■ Page 1 of 2

WELLS
FARGO

WASATCH FRONT REGIONAL COUNCIL/WASATCH
FRONT ECONOMIC DEVELOPMENT DISTRICT
41 N RIO GRANDE ST STE 103
SALT LAKE CITY UT 84101-1385

Questions?

Call your Customer Service Officer or Client Services
1-800-AT WELLS (1-800-289-3557)
5:00 AM TO 6:00 PM Pacific Time Monday - Friday

Online: wellsfargo.com

Write: Wells Fargo Bank, N. A. (119)
Gib - Local Government (Utah)
P.O. Box 6995
Portland, OR 97228-6995

Account summary

Commercial Checking Acct Public Funds

Account number	Beginning balance	Total credits	Total debits	Ending balance
1890008079	\$827,435.02	\$992,684.99	-\$823,993.10	\$996,126.91

Credits

Electronic deposits/bank credits

Effective date	Posted date	Amount	Transaction detail
	03/06	2,198.93	Fortiva Mc Pmt Hist Rtn 230306 Fortiva Mc Pmt Paul Proffitt
	03/09	9,784.87	Desktop Check Deposit
	03/20	45,000.00	Finet EFT 8019577760 230316 202303160411144 NTE*23A0869098 *81353E *Was
	03/21	7,583.70	Finet EFT 8019577760 230320 202303200411297 NTE*23A0890496 *81353E *Was
	03/28	12,517.20	Desktop Check Deposit
	03/30	250,000.00	Utah State Treas Mixed 230329 0533 Wasatch Front Regional
	03/30	351,380.75	Finet EFT 8019577760 230329 202303290412507 NTE*23A0976414 *81353E *Was
	03/31	1,991.53	Finet EFT 8019577760 230330 202303300412645 NTE*23A0985061 *81353E *Was
	03/31	2,153.33	Finet EFT 8019577760 230330 202303300412649 NTE*23A0985065 *81353E *Was
	03/31	4,079.18	Finet EFT 8019577760 230330 202303300412648 NTE*23A0985064 *81353E *Was
	03/31	4,531.99	Finet EFT 8019577760 230330 202303300412647 NTE*23A0985063 *81353E *Was
	03/31	24,941.29	Finet EFT 8019577760 230330 202303300412644 NTE*23A0985060 *81353E *Was
	03/31	65,128.04	Finet EFT 8019577760 230330 202303300412650 NTE*23A0985066 *81353E *Was

Electronic deposits/bank credits (continued)

<i>Effective date</i>	<i>Posted date</i>	<i>Amount</i>	<i>Transaction detail</i>
	03/31	88,492.93	Finet EFT 8019577760 230330 202303300412646 NTE*23A0985062 *81353E *Was
	03/31	122,901.25	Finet EFT 8019577760 230330 202303300412651 NTE*23A0985067 *81353E *Was
		\$992,684.99	Total electronic deposits/bank credits
		\$992,684.99	Total credits

Debits

Electronic debits/bank debits

<i>Effective date</i>	<i>Posted date</i>	<i>Amount</i>	<i>Transaction detail</i>
	03/01	3,913.59	Healthequity Inc Healthequi 28 Feb 6960993 Wasatch Front Regional
	03/01	45,580.81	Utah State Retir Urs Paymnt U999500733352 Wasatch Front Reg Coun
	03/02	2,198.93	Fortiva Mc Pmt Epay 230301 Fortiva Mc Pmt Paul Proffitt
	03/02	2,446.57 <	Business to Business ACH Debit - *Lincoln Natlife Prempaymnt 1555992 91000011008665
	03/03	126.00	Emi Health Ins Prem 50700003 Wasatchfrontregionalco
	03/13	90,114.08	ACH Prep Origintn - Wasatch Front Re - File 7878782339 Coid 1870285777
	03/13	249,357.34	ACH Prep Origintn - Wasatch Front Re - File 7878782339 Coid 1870285777
	03/15	5,119.62	Utah801/297-7703 Tax Paymnt 2145697536 Wasatch Front Regional
	03/15	14,940.49 <	Business to Business ACH Debit - IRS Usatapytmt 031523 270347444135137 Wasatch Front Regional
	03/16	3,913.59	Healthequity Inc Healthequi 15 Mar 6960993 Wasatch Front Regional
	03/20	45,593.94	Utah State Retir Urs Paymnt U999500733353 Wasatch Front Reg Coun
	03/28	271,971.71	ACH Prep Origintn - Wasatch Front Re - File 7878782339 Coid 1870285777
	03/29	88,716.43	ACH Prep Origintn - Wasatch Front Re - File 7878782339 Coid 1870285777
		\$823,993.10	Total electronic debits/bank debits
		\$823,993.10	Total debits

< Business to Business ACH: If this is a business account, this transaction has a return time frame of one business day from post date. This time frame does not apply to consumer accounts.

Daily ledger balance summary

<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>
02/28	827,435.02	03/09	785,152.92	03/21	428,697.56
03/01	777,940.62	03/13	445,681.50	03/28	169,243.05
03/02	773,295.12	03/15	425,621.39	03/29	80,526.62
03/03	773,169.12	03/16	421,707.80	03/30	681,907.37
03/06	775,368.05	03/20	421,113.86	03/31	996,126.91
Average daily ledger balance		\$570,679.84			

STATEMENT OF ACCOUNT

PTIF

UTAH PUBLIC TREASURERS' INVESTMENT FUND

Marlo M. Oaks, Utah State Treasurer, Fund Manager

PO Box 142315

350 N State Street, Suite 180

Salt Lake City, Utah 84114-2315

Local Call (801) 538-1042 Toll Free (800) 395-7665

www.treasurer.utah.gov

WASATCH FRONT REGIONAL COUNCIL

LOVEIT BAUMGARDNER

41 NO. RIO GRANDE ST., STE 103

SALT LAKE CTY UT 84101

Account**Account Period****533**

March 01, 2023 through March 31, 2023

Summary

Beginning Balance	\$ 3,700,082.96	Average Daily Balance	\$ 3,683,953.93
Deposits	\$ 15,020.79	Interest Earned	\$ 15,020.79
Withdrawals	\$ 250,000.00	360 Day Rate	4.7350
Ending Balance	\$ 3,465,103.75	365 Day Rate	4.8008

Date	Activity	Deposits	Withdrawals	Balance
03/01/2023	FORWARD BALANCE	\$ 0.00	\$ 0.00	\$ 3,700,082.96
03/30/2023	payroll	\$ 0.00	\$ 250,000.00	\$ 3,450,082.96
03/31/2023	REINVESTMENT	\$ 15,020.79	\$ 0.00	\$ 3,465,103.75
03/31/2023	ENDING BALANCE	\$ 0.00	\$ 0.00	\$ 3,465,103.75

STATEMENT OF ACCOUNT

PTIF

UTAH PUBLIC TREASURERS' INVESTMENT FUND

Marlo M. Oaks, Utah State Treasurer, Fund Manager

PO Box 142315

350 N State Street, Suite 180

Salt Lake City, Utah 84114-2315

Local Call (801) 538-1042 Toll Free (800) 395-7665

www.treasurer.utah.gov

WASATCH FRONT REG COUNS/BLDG FD

LOVEIT BAUMGARDNER

41 NORTH RIO GRANDE ST., STE 103

SALT LAKE CTY UT 84101

Account

Account Period

8761

March 01, 2023 through March 31, 2023

Summary

Beginning Balance	\$ 1,194,020.37	Average Daily Balance	\$ 1,194,020.37
Deposits	\$ 4,868.44	Interest Earned	\$ 4,868.44
Withdrawals	\$ 0.00	360 Day Rate	4.7350
Ending Balance	\$ 1,198,888.81	365 Day Rate	4.8008

Date	Activity	Deposits	Withdrawals	Balance
03/01/2023	FORWARD BALANCE	\$ 0.00	\$ 0.00	\$ 1,194,020.37
03/31/2023	REINVESTMENT	\$ 4,868.44	\$ 0.00	\$ 1,198,888.81
03/31/2023	ENDING BALANCE	\$ 0.00	\$ 0.00	\$ 1,198,888.81

Notes to the Budget/Expense (Income Statement) Report

May 2023

This report reflects the time period of July 1, 2022 - March 31, 2023, which represents 75% of the fiscal year. Overall, 37% of the total amount budgeted for the year has been expended through the end of March. The budget column in this report is the revised budget adopted by the Council in October 2022 and amended in January to increase the budget in the Building Lease line and decrease the Consulting line.

The information contained in this report shows expenditures by categories as line-items, and allows the Council and staff to analyze progress and address any areas of concern. It is not unusual for some variation in percentage of budget used, specifically for those expenses such as liability insurance, accounting/audit fees, and dues & subscriptions, which are primarily paid near the beginning of each fiscal year. The lines we expect to expense evenly throughout the year are doing so: wages/benefits, building lease, maintenance (technical support) and telephone.

The Legal line item is expected to exceed the original budget of \$10,000. A line item budget adjustment shifting \$40,000 from the Consulting Services line to the Legal line has been approved to provide an adequate budget for the remainder of FY23. WFRC's Administrative and Accounting Policy allows for such types of budget adjustments with prior written approval from the Council chair and Budget Committee chair, and without a public hearing or formal budget amendment, as long as the adjustment does not increase total expenditures.

Variances in the rate of expenditure by program are considered normal and include some programs that are expected to carry forward into the next fiscal year.

FOR BUDGET COMMITTEE REVIEW

DATE: May 11, 2023
AGENDA ITEM: 5
SUBJECT: **ACTION:** Approve FY24 WFRC Goals, Budget, and Unified Planning Work Program (UPWP)
PREPARED BY: Marian Florence, Chief Financial Officer
Wayne Bennion, Director of Short Range Planning

BACKGROUND:

Wasatch Front Regional Council (WFRC) staff, in coordination with the WFRC Budget Committee, has identified proposed agency goals and prepared a draft budget and Unified Planning Work Program (UPWP) that outline the objectives and activities that WFRC plans to undertake in fiscal year 2024.

The WFRC Budget Committee reviewed the suggested goals, draft budget and UPWP on March 6, 2023, and the Regional Council reviewed these three items at its meeting on March 23, 2023. The Regional Council made these available for review by the public and by the County Councils of Governments (COGs).

The proposed budget is the same as that proposed and reviewed in March, except for a final revenue adjustment of \$2,339 which reflects confirmed funding amounts from the FTA. In preparing this proposed budget, WFRC invited public comment and reviewed projections for Federal, State and Local revenues. Below is a description and list of the goals, a summary of the UPWP, and discussion about key aspects of the budget for Council approval.

WFRC Goals

Each year WFRC adopts a high-level set of goals and priorities to help shape its activities for the next year. These goals are developed through review of the WFRC's adopted Mission & Roles, reflection on the agency activities and accomplishments for the previous year, and a discussion among the WFRC staff, in consultation with the WFRC Council leadership. The goals are not meant to be a comprehensive list of all of WFRC's activities, but rather to articulate priority activities for the agency in FY24. The WFRC Unified Planning Work Program (UPWP) comprehensively lists all of WFRC's activities. These goals are for WFRC as an organization; they are not intended to be goals for the condition of the region. The [Wasatch Choice Vision](#) goals, as adopted by the Council, serve that purpose.

The proposed WFRC FY24 goals are as follows:

1. Collaboratively advance the Wasatch Choice Vision as a framework for integrating transportation, land use, and economic development, to best address growth-related opportunities and challenges
2. Effectively administer ongoing plans and programs
3. Provide subject-matter expertise to federal, state, and local officials and policymakers
4. Strive for organizational excellence

Not surprisingly, the FY24 goals are similar to the FY23 goals. This reflects the continuity in our organizational mission and roles, and the fact that most of our activities are ongoing and span

multiple years. The proposed goals, with more detailed descriptions, are included as an exhibit to this memo.

Unified Planning Work Program

The UPWP outlines the work tasks that WFRC will pursue during FY24 in collaboration with cities, counties, UDOT, UTA, and other partners. Among the primary tasks are assisting local communities with growth, transportation, and planning issues; initiating development of the 2027-2050 Regional Transportation Plan, Utah's Unified Transportation Plan, and Wasatch Choice Regional Vision; continuing efforts to update and implement the Transportation Improvement Program; assisting in the development of air quality plans; continuing to utilize and improve analytical capabilities; and engaging with the public and local, state, and federal officials.

Budget Overview

The overall budget proposed for FY24 remains virtually unchanged from the draft presented in March. The only adjustment was made to reflect the confirmed funding amounts from the Federal Transit Administration (an increase of \$2,339 which in turn affected the funding formula for matching transit sales tax funds). At WFRC, our original budget presented in the spring represents new or ongoing projects and funding anticipated for the coming fiscal year. We typically see modest growth in our core planning programs, and any major changes usually come from the completion or initiation of projects outside those two main areas. The percentage change noted in our budget references the FY23 budget approved in May 2022, and shows that the major differences for FY24 are in our contractual line item for the Household Travel Survey, Station Area Planning, and Safe Streets for All projects.

Expenditures:

The budget for FY24 shows a decrease of 19% below the FY2023 budget adopted in May of 2022. The decrease reflects the 2023 conclusion of the Household Travel Survey project and a recalibration of the budget for our efforts in Station Area Planning.

The FY24 budget functions as a legal limit on expenditures, and of course we do not have to spend everything that is budgeted; in fact we routinely come in under budget. As we move towards and into FY24, we will continue to assess our needs and have the ability to make budget adjustments as may be warranted.

The major expenditure in the budget is for staff salary and benefits. The budget includes funding to maintain the current full-time staff of 30, and the addition of one new Community and Economic Development (CED) planner and a state-funded Local Government Administrator. The new CED planner is funded through increased federal funding from the multi-year Infrastructure Investment and Jobs Act (IIJA) and will allow WFRC to provide further technical planning assistance to our communities as Utah continues to confront the challenges associated with rapid growth. Consistent with past practice, the budget also includes an overall personnel line item increase of nine percent that functions as a cap for salary and employee benefit cost adjustments, including group health insurance. WFRC annually surveys peer organizations to remain consistent with cities, counties and the State of Utah with regards to COLA and merit increases.

Consultant contracts represent the second largest expenditure in the FY24 budget. The footnotes to the budget provide details of anticipated consulting contracts. The following are descriptions of three significant areas of consultant expense:

- The largest element of contractual expenditures (approximately \$2.4M in FY24) are for planning and technical assistance on Transportation and Land Use Connection (TLC) program projects funded with WFRC's federal Surface Transportation Program funds and contributions from UDOT, UTA, and Salt Lake County, as well as local matching funds. Some of the current TLC projects will not be completed before the end of FY23 and will be carried forward to FY24, with a budget amendment to be made in October 2023 when final accounting for FY23 is completed, reflecting the multi-year nature of the program. Much of the variation in the contractual line item reflects those TLC program consultant expenses, which are fully budgeted in one year and then often roll into the next.
- Station Area Planning funds, provided pursuant to HB462 in 2022 by the Governor's Office of Economic Opportunity, are shared between MAG and WFRC to provide planning assistance to local communities as they develop the required Station Area Plans and update their general plans and zoning. A total of \$5M was allocated beginning in FY23 to support communities in developing plans for the 88 station areas in Utah; MAG and WFRC are collaborating to use this funding to bring all stations into compliance. We initially budgeted \$2.5M as a placeholder in FY2023; we now anticipate expending roughly \$1.5M in FY23; and we are budgeting \$1M in FY24.
- In January 2023, WFRC was awarded a Safe Streets and Roads for All (SS4A) grant to develop a region-wide Comprehensive Safety Action Plan. In consultation with several counties and cities within the WFRC area, development of this Safety Plan will occur throughout FY24 and ultimately enable local jurisdictions to apply for federal implementation grants upon completion of the plan. Safe Streets for All will use approximately \$731,900 in consulting expense in FY24.

All other expenditures in other line items were estimated based on past experience and anticipated changes. The footnotes to the budget provide additional detail on these costs.

Revenues:

Federal transportation funds continue to be WFRC's main source of revenue. Most of WFRC's federal funding comes through the U.S. Department of Transportation. The recent federal transportation funding reauthorization, the Infrastructure Investment and Jobs Act (IIJA), included overall increases in funding for transportation infrastructure. The IIJA also included increases in funding for planning work, through both the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). After that initial increase seen in our revenues in FY23, the annual funding levels are expected to remain approximately the same over the remaining few years of IIJA. The funding levels in the IIJA help the Regional Council keep pace with inflation, maintain financial stability, and provide meaningful service to the region.

The IIJA included an approximately 10% increase (approximately \$3.4M annually) in Surface Transportation Program (STP) funding, which is principally for transportation infrastructure improvements, with projects selected through an annual competitive regional process. Consistent with the regular practice of the WFRC Council, the FY24 budget continues to include a modest portion of the STP funding to support our overall planning work (2.7% of the total STP amount), and to support the TLC Program (2.6%).

The budget includes continuing federal funding from the Small Cities Community Development Block Grant (CDBG) program at \$50,000 a year. The budget also includes \$70,000 for the Wasatch Front Economic Development District (WFEDD). New anticipated revenues for FY24 include the Federal Safe Streets for All grant (\$969,000) as well as state funding provided for local community assistance at all Utah AOGs.

For WFRC FY24 the local county contributions increase by 4.86%. Consistent with WFRC policy, in WFRC FY24 the local county contributions increase by a factor representative of the change in the Consumer Price Index (CPI) averaged over the prior three completed WFRC fiscal years, July 31, 2019 through June 30, 2022. This projected increase supports the ongoing financial stability of WFRC.

EXHIBITS:

- FY24 WFRC goals
- Budget for FY24 and footnotes; the budget tables show multiple columns: for FY22 actual expenditures, the initial FY23 budget, October FY24 final budget including carry forwards from FY22, the FY23 estimated expenditures, and the FY24 budget. The tables compare the initial FY23 budget to the proposed FY24 budget.
- FY24 UPWP Summary

RECOMMENDATION AND MOTION:

The WFRC Budget Committee recommends and moves that the Council approve the WFRC goals, Unified Planning Work Program, and budget for FY24.

CONTACT INFORMATION:

Marian Florence, Chief Financial Officer, (801) 363-4250 x1120

Wayne Bennion, Director of Short Range Programs, (801) 363-4250 x1112

Andrew Gruber, Executive Director, (801) 824-0055

Fiscal Year 2024 Goals

1. Collaboratively advance the Wasatch Choice Vision as a framework for integrating transportation, land use, and economic development, to best address growth-related opportunities and challenges

- a. Support local communities to update their plans for growth and development.
 - Help communities to: (i) integrate their local transportation, housing, land use, economic development, and open space plans; (ii) implement their envisioned Wasatch Choice Vision centers; (iii) advance station area planning and certification; (iv) leverage public assets for healthier communities; (v) satisfy statutory requirements; and (vi) manage funding challenges, all while considering community preferences.
 - Provide high-quality data, tools, analysis, advice, and technical and financial resources.
 - Engage, inform, and facilitate collaboration among local governments, transportation agencies, and other public and private sector stakeholders.
- b. Communicate the needs and benefits of investment in Utah's multi-modal transportation system as reflected in Utah's Unified Transportation Plan.

2. Effectively administer ongoing plans and programs

- a. Continue the performance-based approach for WFRC plans and programs, including to: (i) monitor and share progress towards the adopted Wasatch Choice Vision goals; (ii) advance the use of "access to opportunities," locally, regionally, and nationally, as a measure for planning and programming; and (iii) promote inclusive engagement in transportation planning processes and equitable access to affordable and reliable transportation options.
- b. Continue coordination and development of the 2023-2050 Utah's Unified Transportation Plan.
- c. Create a strategy for the four-year development of the next Wasatch Choice Vision and Regional Transportation Plan (RTP), with focuses that include (i) policy approaches to complement planned investments; (ii) innovative funding and financing strategies; (iii) multi-modal connectivity; (iv) regional trail network planning; and (v) addressing external forces.
- d. Develop the 2025-2030 Transportation Improvement Program (TIP), compiling prioritized road, transit, and active transportation projects (adopt summer 2024).
- e. Provide funding and technical support to communities through WFRC programs including: Surface Transportation Program (STP), Congestion Mitigation and Air Quality Program (CMAQ), Carbon Reduction Program (CRP), Transportation Alternatives Program (TAP), Community Development Block Grant (CDBG), Transportation and Land Use Connection Program (TLC), and Station Area Planning Technical Assistance (SAP).
- f. Link economic opportunity with transportation and land use planning; pursue economic opportunities associated with the Wasatch Choice Vision, Utah's Coordinated Action Plan for Economic Vision 2030, and the 2023-2028 Regional Comprehensive Economic Development Strategy (CEDS).

MISSION STATEMENT

The Wasatch Front Regional Council builds consensus and enhances quality of life by developing and implementing visions and plans for a well-functioning multi-modal transportation system, livable communities, a strong economy, and a healthy environment.

ROLES

To accomplish our mission, the Wasatch Front Regional Council serves the following roles.



Convener

We facilitate collaboration with our communities and partners.



Technical Expert

We are trusted subject-matter experts.



Planner

We proactively plan for the future of our region.



Implementer

We put visions and plans into action.

3. Provide subject-matter expertise to federal, state, and local officials and policymakers

- a. Coordinate with local, regional, state, and federal government partners to compete for discretionary grant programs, effectively implement provisions of the Infrastructure Investment and Jobs Act (IIJA), and advance federal transportation policies and strategies.
- b. Promote multi-modal transportation infrastructure investments and evaluate infrastructure funding and financing strategies at the national, state, regional, and local levels.
- c. Collaborate with local governments and transportation agencies to develop a comprehensive safety action plan that will facilitate local government abilities to obtain and dedicate additional resources to safety improvements.
- d. Advance the alignment of transportation policy and investment with housing, economic development, air quality, and land use decisions.
- e. Enhance forecasting and modeling of travel behavior and land use markets, including (i) preparing for the 2023/24 Household Travel Survey; and (ii) improving modeling of transportation mode choices and impact of urban form on travel behavior.
- f. Participate in regionally significant transportation and growth-related projects and activities including but not limited to major development plans (Point of the Mountain, Northwest Quadrant / Inland Port, and Falcon Hill); regionally significant transit/land use analyses (Long-Range Transit Plan; FrontRunner Forward, Future of LRT, and Mobility Hubs); multi-city active transportation plans; a variety of corridor studies linking roadways and land use, planning for housing choices and affordability; major roadway environmental work, such as the I-15 EIS - Farmington to Salt Lake City; planning for the Olympics; regionally significant water utilization planning; and the Guiding Our Growth statewide growth conversation.
- g. Improve air quality by assisting communities, households, and partners in their efforts to reduce emissions through transportation choices, development patterns, and technological changes.

4. Strive for organizational excellence

- a. Ensure accountability and transparency to WFRC members in policy making and prudent, efficient use of resources. Maintain budget stability.
- b. Create and maintain a work environment that maximizes the health, happiness, and productivity of an excellent staff. Provide meaningful, constructive feedback through performance evaluations. Encourage priority professional development opportunities. Update employee compensation and performance evaluation practices as needed to ensure market competitiveness.
- c. Ensure compliance with applicable laws, regulations, and best practices.
- d. Maintain an appropriate balance between telecommuting and on-site office work.

Wasatch Choice Regional Goals



Access to economic and educational opportunities



Manageable and reliable traffic conditions



Quality transportation choices



Livable and healthy communities



Safe, user friendly streets



Clean air



Housing choices and affordable living expenses



Fiscally responsible communities and infrastructure



Ample parks, open spaces, and recreational opportunities



Sustainable environment, including water, agricultural, and other natural resources

Fiscal Year 2023~~4~~ Goals

1. Collaboratively advance the Wasatch Choice Vision as a framework for integrating transportation, land use, and economic development, to best address growth-related opportunities and challenges
 - a. Support local communities to update their plans for growth and development.
 - Help communities to: (i) integrate their local transportation, housing, land use, economic development, and open space plans; (ii) ~~align with their Wasatch Choice Vision~~ **implement their envisioned Wasatch Choice Vision centers**; (iii) ~~develop station area plans~~ **advance station area planning and certification**; (iv) ~~further leverage public assets for healthier communities~~; (v) satisfy statutory requirements; and (vi) manage funding challenges, all while ~~addressing community concerns and recovering and transitioning from the pandemic~~ **considering community preferences**.
 - Provide high-quality data, tools, analysis, advice, and technical and financial resources.
 - Engage, inform, and facilitate collaboration among local governments, transportation agencies, and other public and private sector stakeholders.
 - b. Communicate the needs and benefits of investment in Utah's multi-modal transportation system as reflected in Utah's Unified Transportation Plan.
2. Effectively administer ongoing plans and programs
 - a. Continue the performance-based approach for WFRC plans and programs, including to: (i) monitor and share progress towards the adopted Wasatch Choice **Vision** goals; (ii) advance the use of "access to opportunities," **locally**, regionally, and nationally, as a measure for planning and programming; and (iii) promote inclusive engagement in transportation planning processes and equitable access to affordable and reliable transportation options.
 - b. **Continue coordination and development of the 2023-2050 Utah's Unified Transportation Plan.**
 - c. ~~Adopt the Wasatch Choice Vision's 2023-2050 Regional Transportation Plan (RTP)~~ **Create a strategy for the four-year development of the next Wasatch Choice Vision and Regional Transportation Plan (RTP)**, with focuses that include (i) **Vision-supportive** policy approaches to complement planned investments; (ii) innovative funding and financing strategies; (iii) ~~phasing and application of financial constraint to projects~~ **multi-modal connectivity**; (iv) ~~incorporation into the 2023-2050 Utah's Unified Transportation Plan~~ **regional trail network planning**; and (v) **addressing external forces**.
 - d. Develop the ~~2024⁵-2029³⁰~~ Transportation Improvement Program (TIP), compiling prioritized road, transit, and active transportation projects (adopt summer 2023~~4~~).
 - e. Provide funding and technical support to communities through WFRC programs including: Surface Transportation Program (STP), Congestion Mitigation and Air Quality Program (CMAQ), Carbon Reduction Program (CRP), Transportation

Alternatives Program (TAP), Community Development Block Grant (CDBG), Transportation and Land Use Connection Program (TLC), and Station Area Planning Technical Assistance (SAP).

- f. ~~Implement the regional 2018-2023 Comprehensive Economic Development Strategy (CEDS), linking~~ Link economic opportunity with transportation and land use planning, ~~working through the Wasatch Front Economic Development District (WFEDD). Complete the four year update of the CEDS;~~ pursue economic opportunities associated with the Wasatch Choice Vision, Utah's Coordinated Action Plan for Economic Vision 2030, and the 2023-2028 Regional Comprehensive Economic Development Strategy (CEDS).
3. Provide subject-matter expertise to federal, state, and local officials and policymakers
- a. ~~Work with national associations and Utah partners to implement transportation funding and policies in the federal infrastructure law, including (i) coordinate with local, regional, and state governments to compete for discretionary grants; (ii) shape USDOT regulatory and policy implementation of the law.~~ Coordinate with local, regional, state, and federal government partners to compete for discretionary grant programs, effectively implement provisions of the Infrastructure Investment and Jobs Act (IIJA), and advance federal transportation policies and strategies.
 - b. ~~Advance~~ Promote multi-modal transportation infrastructure funding investments and evaluate infrastructure funding and financing strategies at the national, state, regional, and local levels.
 - c. Collaborate with local governments and transportation agencies to develop a comprehensive safety action plan that will facilitate local government abilities to obtain and dedicate additional resources to safety improvements.
 - d. Advance the alignment of transportation policy and investment with housing, economic development, air quality, and land use decisions.
 - e. Enhance forecasting and modeling of travel behavior and land use markets, including (i) preparing for the 2022/23~~23/24~~ Household Travel Survey; and (ii) improving modeling of transportation mode choices and impact of urban form on travel behavior.
 - f. Participate in regionally significant transportation and growth-related projects and activities including but not limited to major development plans (Point of the Mountain, Northwest Quadrant / Inland Port, and Falcon Hill); regionally significant transit/land use analyses (~~Long-Range Transit Plan~~; Frontrunner Forward, ~~Point of the Mountain Transit, Local Link, Future of LRT, and Mobility Hubs~~); multi-city active transportation plans; a variety of corridor studies linking roadways and land use, planning for housing choices and affordability; ~~+15 statewide analysis~~ major roadway environmental work, such as the I-15 - Farmington to Salt Lake City and ~~Bangerter Highway State Environmental Studies~~; planning for the Olympics; regionally significant water utilization planning; and the Guiding Our Growth statewide growth conversation.
 - g. Improve air quality by assisting communities, households, and partners in their efforts to reduce emissions through ~~technological changes~~, transportation choices, development patterns, and technological changes.

4. Strive for organizational excellence

- a. Ensure accountability and transparency to WFRC members in policy making and prudent, efficient use of resources. Maintain budget stability.
- b. Create and maintain a work environment that maximizes the health, happiness, and productivity of an excellent staff. Provide meaningful, constructive feedback ~~to employees~~ through performance evaluations. Encourage priority professional development opportunities. Update employee compensation and performance evaluation practices as needed to ensure market competitiveness.
- c. Ensure compliance with applicable laws, regulations, and best practices.
- d. ~~Adapt to a post-pandemic “new normal” in a way that strikes an appropriate balance between telecommuting for efficiency in office work and gatherings, while maintaining the human connection from physical proximity.~~ **Maintain an appropriate balance between telecommuting and on-site office work.**

DRAFT

Draft
Wasatch Front Regional Council FY 2024 Budget

Expenditure by Function

	June, 2022	May, 2022	October, 2022	YE estimate	May, 2023		
Expenditure	FY 2022	FY 2023	FY2023	FY 2023	FY 2024		
	Actual	Initial Budget	Final Budget	Estimated	Proposed Budget		Footnote
Salaries/Employee Benefits	4,153,854	5,020,111	5,020,111	4,710,218	5,454,053	9%	1
Contractual	2,301,285	7,114,033	11,005,430	7,277,899	4,319,800	-39%	2
Audit and Accounting	11,034	19,318	19,318	14,000	20,000	4%	3
Dues	38,673	29,009	30,508	30,000	30,000	3%	4
Equipment Depreciation	69,235	107,046	10,000	0	0	-100%	5
Equipment Maintenance	45,475	64,851	64,851	64,851	65,000	0%	
Insurance	11,358	13,043	15,500	15,199	16,500	27%	
Legal	0	10,000	50,000	45,000	20,000	100%	6
Printing and Publication	0	11,600	11,600	1,000	5,300	-54%	7
Rent	437,477	438,721	448,721	447,930	468,667	7%	
Supplies/Software/Subscriptions	95,689	136,150	330,667	231,464	190,538	40%	8
Telephone/Data	32,794	38,359	38,359	36,806	40,000	4%	
Training and Travel	85,122	162,620	188,670	142,420	163,377	0%	9
Total Expenditures	7,281,996	13,164,861	17,233,735	13,016,787	10,793,235	-18%	
Amounts expected to carry into next FY	-268	122,769	161,818		33,644		
TOTAL	7,281,728	13,287,630	17,395,553	13,016,787	10,826,879	-19%	10

Expenditure by Program

	FY 2022	FY 2023	FY2023	FY 2023	FY 2024		
Program	Actual	Initial Budget	Final Budget	Estimated	Proposed Budget		
Consolidated Transportation Planning Grant	4,413,207	5,732,362	5,789,467	4,718,774	5,767,437	1%	11
Transportation & Land Use Connection	1,976,815	2,422,874	4,533,898	3,383,773	2,435,721	1%	12
Household Travel Survey	0	1,740,000	1,740,000	1,740,000	0	-100%	13
Economic Development	99,140	140,000	169,389	169,389	140,000	0%	14
Statewide CEDS			100,000	100,000	0	0%	14
Local Government - Other	45,485	118,706	391,480	134,265	134,971	14%	15
Model Development	135,996	145,687	145,687	108,652	147,550	1%	16
Joint Projects	0	0	270,770	252,184	0		17
Legislative Consulting	146,000	146,000	146,000	146,000	146,000	0%	
CDBG - Tooele	50,000	50,000	50,000	50,000	50,000	0%	
Mobility Management	2,840	10,000	10,000	10,000	10,000	0%	
Tooele Valley RPO	9,630	10,000	19,913	10,000	10,000	0%	
Morgan RPO	4,203	10,000	9,605	9,605	10,000	0%	
Community Impact Board	2,000	2,000	2,000	2,000	2,000	0%	
Davis County Prop 1 Assistance	0	10,000	20,000	20,000	10,000	0%	
EDA CARES Act	394,756		0	0	0		
Community Development Activities (IHC)	1,655	250,000	498,345	498,345	0	-100%	18
Station Area Planning	0	2,500,000	2,530,000	1,500,000	1,000,000	-60%	19
Safe Streets for All		0	969,000	163,800	805,200	100%	20
Local Government Admin					158,000	100%	21
TOTAL EXPENDITURES	7,281,728	13,287,630	17,395,554	13,016,787	10,826,879	-19%	10

Source of Funds

	FY 2022	FY 2023	FY2023	FY 2023	FY 2024		
	Actual	Initial Budget	Final Budget	Estimated	Proposed Budget		
Federal Sources:							
Federal Highway Administration - PL	2,345,273	3,144,917	3,144,998	2,155,978	3,141,111	0%	22
Federal Highway Administration - STP	2,016,640	3,164,761	4,324,152	2,714,203	2,436,258	-23%	23
Federal Highway Administration - SS4A			775,200	0	775,200		20
Federal Transit Administration	679,056	889,096	889,096	889,096	891,435	0%	24
Dept. of Housing and Urban Development	50,000	50,000	50,000	50,000	50,000	0%	25
Economic Development Administration	444,326	70,000	184,694	184,694	70,000	0%	14

Total Federal Sources	5,535,295	7,318,774	9,368,140	5,993,971	7,364,004	1%	
State Sources:							
Utah GOPB (CPG match)	140,000	290,000	290,000	290,000	290,000	0%	26
GOPB Local Government Advisor					158,000	0%	21
Community Impact Board	2,000	2,000	2,000	2,000	2,000	0%	
UDOT - TLC	324,406	315,000	641,816	641,816	315,000	0%	27
UDOT - Joint Projects	9,017	0	88,166	80,000	0	0%	17
UDOT - Model Development	81,900	100,512	100,512	92,597	107,712	7%	16
UDOT - Safe Streets for All			30,000	0	30,000		20
UDOT - Household Travel Survey			400,091	400,091	0		13
UT/GOEO - Station Area Planning		2,500,000	2,500,000	1,500,000	1,000,000	-60%	19
Total State Sources	557,323	3,207,512	4,052,585	3,006,504	1,902,712	-41%	
Local Sources:							
Dedicated Project Funds	270,789	1,694,364	2,616,873	2,628,355	689,418	-59%	28
MAG - Joint Projects	0	0	50,982	55,982	0	0%	17
UTA - TLC	181,395	262,500	344,924	344,924	300,000	14%	27
UTA Joint Projects	0	0	100,547	125,547	0	0%	17
UTA - Transit Sales Tax	162,174	219,774	276,798	276,798	219,774	0%	29
Local Contribution	324,750	334,706	334,706	334,706	350,971	5%	30
Donation (Intermountain Healthcare)	250,000	250,000	250,000	250,000	0	-100%	18
Total Local Sources	1,189,108	2,761,344	3,974,830	4,016,312	1,560,163	-43%	
TOTAL SOURCES	7,281,726	13,287,630	17,395,556	13,016,787	10,826,879	-19%	10
Local Contributions							
	FY 2022	FY 2023	FY2023	FY 2023	FY 2024		
County	Actual	Initial Budget	Final Budget	Estimated	Proposed Budget		
Box Elder, 1 voting member	13,406	13,755	13,755	13,755	14,423	4.86%	30
Davis, 4 voting members	71,502	73,361	73,361	73,361	76,926	4.86%	30
Morgan, 1 voting member	13,128	13,755	13,755	13,755	14,423	4.86%	30
Salt Lake, 8 voting members	143,001	146,719	146,719	146,719	153,850	4.86%	30
Tooele, 1 voting member	13,406	13,755	13,755	13,755	14,423	4.86%	30
Weber, 4 voting members	70,307	73,361	73,361	73,361	76,926	4.86%	30
TOTAL	324,750	334,706	334,706	334,706	350,971	4.86%	30

FY24 Budget Footnotes

1. The FY24 budget for salaries/benefits assumes: 1) full staffing for the existing 30 positions; 2) the addition of one new Community and Economic Development (CED) planner funded through additional federal funds; 3) the addition of one new Local Government Administrator funded through additional state funds (see footnote 21); 4) a 9% overall increase that functions as a cap for salary and employee benefit cost adjustments, including group health insurance. In FY23 actual salary and benefits expenditures are estimated to be lower than budgeted due to staff vacancies that were filled later in the fiscal year than anticipated.
2. FY24 Contractual includes the following anticipated activities (this list is preliminary and subject to refinement):
 - a. \$75,000 – External Forces and Policies
 - b. \$50,000 – Regional Micro-Mobility
 - c. \$5,000 – Regional Freight Demonstration/Follow Up
 - d. \$15,000 – Utah's Unified Transportation Plan Financial Model
 - e. \$50,000 – Golden Spoke II Statewide Trails
 - f. \$60,000 – Progress Monitoring System: methods and GUI customization
 - g. \$40,000 – Induced Demand in RTP Analytics and Decision-making
 - h. \$150,000 – Planning studies undesignated
 - i. \$20,000 – GIS technical work
 - j. \$75,000 – Communications and public outreach
 - k. \$50,000 – Website redesign
 - l. \$10,000 – Internal audit and HR consulting
 - m. \$146,000 – State and federal legislative consulting
 - n. \$1,653,306 – Transportation and Land Use Connection program

The contractual line at WFRC varies significantly in different phases of our budgeting process. The original budget accounts for new projects anticipated in the coming fiscal year, and the October budget amendment (reflected here in the FY23 final budget) expands to include any projects initiated before the fiscal year and still in progress. For FY23, the budget included significant funds in TLC program and joint projects carried forward from the previous year, as well as significant new projects such as the Household Travel Survey (footnote 13), Station Area Planning (SAP) (footnote 19), and Safe Streets for All (footnote 20). Significant expenses that were new for FY23 (as shown in the increase between FY22 actuals and the FY23 estimates) included the SAP and Household Travel Survey. Some budgeted expenditures will carry forward into FY24 and will be included in the October 2023 budget amendment. This is typical for this organization. The FY24 budget is 39% below the FY23 initial budget, reflecting the completion of the Household Travel Survey in FY23 and the recalibrated budget for the SAP program.

3. Actual FY23 accounting costs were as anticipated. With a new auditor engaged for FY24, audit expenses are expected to increase, but the budget remains level.

4. Dues and subscriptions are for memberships to various professions organizations such as National Association of Regional Councils and Association of Metropolitan Planning Organizations.
5. With the FY23 adjustment to the capitalization threshold from \$1000 to \$5000, there are no new anticipated items to depreciate.
6. WFRC budgets an amount each year for contingent legal expenses. For FY24, this amount has been increased to reflect increased market costs. Expenses for FY23 were higher than originally budgeted because of additional legal work conducted to confirm the WFRC approach and process related to the final adoption of the RTP. These costs were unusual, and not likely to occur in FY24.
7. The amount shown for Printing and Publications is for the printing of project reports, brochures, etc. With more of this being done electronically, this line has been reduced.
8. As part of the Household Travel Survey, WFRC is purchasing Streetlight Data, which increased this line. This was mostly purchased in FY23, and there remains one installment for FY24. Other costs are as usual: accounting and GIS software, office supplies, and other project materials.
9. Travel and training budgets reflect estimates based on FY23 actuals, and may be adjusted as more professional development opportunities continue to return to pre-pandemic levels.
10. The overall budget decreases slightly from FY23 anticipated expenditures. This is largely due to the Household Travel Survey completion (footnote 13) and the significant progress on Station Area Planning during FY23. The large decrease from the final FY23 budget to original FY24 budget is due to the fact that in our original budget we primarily budget for anticipated new projects. The final FY23 budget reflected here includes all projects that were budgeted in FY22 and carried forward to FY23; a similar amendment in October 2023 will be proposed to reflect ongoing projects initiated and budgeted in FY23 that carry forward into FY24.
11. The Consolidated Transportation Planning Grant is the “program” funded from several, mostly federal sources, that covers much of WFRC’s core planning work. The increase from FY22 to FY23 includes projects that were not completed before the end of FY22 and were carried forward to FY23. The FY24 budget is based on the FY24 Unified Plan Work Program and again includes some multi-year projects, as well as the salary and benefits noted in footnote 1.
12. The Transportation and Land Use Connection (TLC) program reflects the multi-year nature of most of the TLC projects. FY23 included TLC program projects that were in process at the end of FY22 but not completed prior to fiscal year end and were carried forward and fully budgeted in FY23. Therefore, the FY23 budgeted figure includes both projects carried forward from FY22 and new program funds in FY23. Many of these projects now budgeted in FY23 will not be completed prior to fiscal year FY23 and will

carry forward to FY24. The current FY24 proposed budget figure represents the annual contributions to the program plus anticipated local match. An amendment to the FY24 budget will be made in October 2023 after the close out of FY23 to reflect these ongoing projects that are expected to be completed in FY24.

13. The Household Travel Survey, a joint project between WFRC and many partners including UDOT and several AOGs, is expected to conclude at the end of FY23.
14. WFRC will continue to receive \$70,000 per year from the federal Economic Development Administration (EDA) for a Planning Partnership grant to support the Wasatch Front Regional Economic Development District. The FY22 actual number includes the EDA CARES ACT funding that was specific to that year, and the FY23 numbers represent the final expenditures of the previous three-year planning grant. A substantial part of this grant was a consulting contract for the five-year Comprehensive Economic Development Strategy (CEDS) which was not initiated until FY23. Also included in FY23 is a \$100,000 one year grant from the EDA administered by the Governor's Office of Planning and Budget for Statewide CEDS planning efforts.
15. Local Government Other uses funds from local contributions for expenditures that do not qualify for other funding. For example, WFRC may use these funds for planning projects in non-urbanized areas that do not qualify for the federal planning dollars allocated to WFRC as a Metropolitan Planning Organization.
16. WFRC partners with UDOT and Mountainland Association of Governments (MAG) for costs associated with Model Development. The portion WFRC receives from MAG is included in Dedicated Project Funds (see footnote 28).
17. Joint projects are those projects WFRC engages in that include support from UDOT, UTA and Mountainland Association of Governments (MAG). For FY23, an additional joint project provided more revenue than budgeted. Specific projects are not yet known for FY24; the budget will be amended for any projects that arise in FY24.
18. Intermountain Healthcare provided a donation of \$500,000 in two annual installments of \$250,000 in FY22 and FY23 for community development activities including, but not limited to: public assets development, local technical assistance, and social determinants of health. These projects are ongoing and will likely continue into FY24, and it is therefore anticipated that a budget adjustment will be made in October 2023 that will reflect these ongoing projects.
19. Station Area Planning funds, provided pursuant to HB462 (2022) by the Governor's Office of Economic Opportunity, are shared between MAG and WFRC to provide planning assistance to local communities as they develop the required Station Area Plans and update their general plans and zoning. A total of \$5M was allocated beginning in FY23 to support communities in developing plans for the 88 station areas in Utah; MAG and WFRC are collaborating to use this funding to bring all stations into

compliance. We initially budgeted \$2.5M as a placeholder in FY2023; we now anticipate expending roughly \$1.5M in FY23; and we are budgeting \$1M in FY24.

20. The Safe Streets for All federal grant was awarded in January 2023, a total of \$969,000 as requested and anticipated in the FY23 budget. The grant agreement will be signed at the end of FY23, with work beginning in FY24. The total federal contribution of \$775,200 is recorded in FY24 and will be matched at required levels by WFRC local funds and a \$30,000 contribution from UDOT. The FY24 original budgeted amount is the remainder after the required local match recorded in FY23.
21. Beginning in FY24, the Governor's Office of Planning and Budget proposes to provide \$158,000 to each Association of Governments (AOG) in Utah. This new state-funded program is proposed to provide administrative support to small cities and towns without administrative staff. WFRC currently has 14 small cities and towns without this administrative support.
22. Federal Highway Administration PL funds are the base federal planning funding provided to MPOs. The increase in PL funds from FY22 actual to FY23 budget included costs for additional Community and Economic Development staff as well as consulting contracts that were not completed by the end of FY22 and were carried forward to the FY23 budget. The estimated FY23 expenditures are lower than anticipated due to staffing vacancies that were filled later in the year than expected and consulting contracts that are not expected to be completed by the end of FY23 and will carry forward into the next fiscal year. The Council typically amends its budget in October of each year when the final accounting is completed to include those contracts in process. This is a reflection of the multi-year nature of many of WFRC's projects.
23. The FY23 budget included Surface Transportation Program (STP) funds for projects that were awarded in that year plus projects that were carried forward from FY22. The FY23 estimated expenditures reflect some projects that are not expected to be completed by the end of FY23 and will carry forward into FY24. The initial budget for FY23 was higher than FY24 because of the inclusion of STP funds for the Household Travel Survey, which will conclude in FY23. The Council typically amends its budget in October of each year when the final accounting is completed to include those contracts in process. This is a reflection of the multi-year nature of many of WFRC's projects.
24. Federal Transit Administration funding includes \$881,435 in funds for the Consolidated Planning Grant (CPG) program and \$10,000 for Mobility Management through UTA. This is the current estimate, and may be adjusted in our October amendment.
25. WFRC will continue to receive \$50,000 each year to assist small cities to apply for Community Development Block Grant (CDBG) funds.
26. The Governor's Office of Planning and Budget has provided \$140,000 each year as a match to the CPG program. An additional \$150,000 of ongoing funding was approved

during the 2022 Utah State Legislative Session to support technical planning assistance for local communities.

27. Utah Department of Transportation (UDOT) and Utah Transit Authority (UTA) provide ongoing funding for the TLC program, at annual rates that are agreed upon by multi-year agreements (\$315,000 from UDOT and \$300,000 from UTA through FY25). The variance from year-to-year reflects ongoing TLC projects that do not complete before the end of a fiscal year and are carried forward to the next fiscal year. It is anticipated that an adjustment will be made in October 2023 that will reflect these ongoing projects.

28. FY24 Dedicated Project Funds include:

- | | |
|--------------|--|
| a. \$10,000 | – Local funds for Tooele Valley RPO |
| b. \$39,839 | – Model Development (MAG) |
| c. \$10,000 | – Local funds for Morgan RPO |
| d. \$300,000 | – Salt Lake County for TLC program |
| e. \$318,995 | – Local match for TLC awarded projects |
| f. \$10,000 | – Davis County local option sales tax assistance |

Note that in FY23, the Household Travel Survey partner contributions were included, making the total about \$1M higher that year (see footnote 13). With the addition of a few new joint projects in FY23, we received slightly more dedicated project funds than budgeted in October.

29. Transit Sales Tax funds from UTA are used to match the Federal Transit Administration Section 5303 funds and to fund specific activities to support transit planning and implementation efforts.

30. Consistent with WFRC practice, the FY24 budget includes a 4.86% increase in local contributions. This increase represents a three-year average of the change in Consumer Price Index as measured from July 2019 through June 2022.

SUMMARY OF
DRAFT FY 2024 UNIFIED PLANNING WORK PROGRAM
Ogden-Layton and Salt Lake-West Valley Urbanized Areas

A. ADMINISTRATION AND COORDINATION

A.1 WASATCH FRONT REGIONAL COUNCIL

OBJECTIVES:

To provide work program and personnel management, interagency coordination, and financial management and control.

To provide administrative support.

ANTICIPATED PRODUCTS:

- Self-certification of the Transportation Planning Process
- Regular meetings of the Wasatch Front Regional Council (WFRC) and its advisory committees and documentation of those meetings
- Coordination with partner agencies, including Mountainland Association of Governments, Utah Transit Authority (UTA), Utah Department of Transportation (UDOT), State Division of Air Quality (DAQ), other MPOs, Utah League of Cities and Towns, Utah Association of Counties, Chambers of Commerce, Envision Utah, Governor's Office of Planning and Budget, and others
- Monthly Financial Reports
- Annual Audit
- Annual Contract between WFRC and UDOT, WFRC and UTA
- End of year Unified Planning Work Program (UPWP) completion report, and Activities and Accomplishments report
- Fiscal Year (FY) 2024 UPWP and budget amendments
- FY 2025 Goals, Unified Planning Work Program and budget

A.2 UTAH DEPARTMENT OF TRANSPORTATION

OBJECTIVE:

To coordinate with the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), DAQ, UTA, and WFRC in managing the Salt Lake-West Valley and Ogden-Layton Area transportation planning process.

ANTICIPATED PRODUCTS:

- Review of the Regional Transportation Plan (RTP) and the Transportation Improvement Program (TIP)
- Monitoring of WFRC's expenditures of Planning (PL), Surface Transportation Program (STP), and FTA Section 5303 funds
- Participation in WFRC's Trans Com and Regional Growth Committees and their supporting sub-committees

- Coordination in finalizing the 2023-2050 Unified Transportation Plan
- Assistance in developing the FY 2025 UPWP
- Coordination of CMAQ Performance Plans with WFRC
- Coordination with the Transportation and Land Use Connection Program
- Participation in special studies in the region
- Collaboration in the Statewide Household Travel Survey
- Implementation of corridor plans that include local communities' transportation solutions
- Implementation of state legislative directives

A.3 UTAH TRANSIT AUTHORITY

OBJECTIVE:

To coordinate transit planning with the Wasatch Front Regional Council, UDOT, cities, counties, FTA, FHWA, DAQ and other stakeholders throughout the Utah Transit Authority service area.

ANTICIPATED PRODUCTS:

- Annual Grants Status Report
- Interlocal Cooperative Agreements
- Grant Applications
- Grants Management Committee Recommendations
- FTA 5310 Program Management Plan
- Documentation for Audits
- FTA Annual Certifications and Assurances
- Title VI Report
- Project Concept Reports for CMAQ, STP and TAP
- Dissemination of Grant Opportunities Information
- Collection and Distribution of Grants Financial Information
- Participation in Technical and Other Planning Meetings
- National Transit Database (NTD) Data Collection and Reports

B. TRANSIT PLANNING

B.1 UTA TRANSIT PLANNING

OBJECTIVES:

To provide effective transit services within available resources.

To actively participate in transportation studies, community developments and master plan efforts to incorporate transit elements.

To improve multi-modal transportation options for the region in cooperation with WFRC, UDOT, and other stakeholders.

To promote and implement technology that will enhance transit service.

To plan and implement safety and security measures to increase comfort levels of current and future customers.

To work with key agencies for more effective use of transportation resources that will serve persons with disabilities and other transportation disadvantaged persons in the service area.

To promote ridesharing, telecommuting, flextime, bicycling, walking and discount programs to encourage more efficient use of the transportation system.

To encourage and work with stakeholders on transit-oriented developments and more transit-supportive land use.

ANTICIPATED PRODUCTS:

- Long Range Transit Plan (LRTP)
- Small Area Studies
- Service Implementation
- Microtransit Pilot Program Evaluations
- Tooele Electrification / FTA Low-No Project Delivery
- Service Design Guidelines
- Bus Stop Implementation
- Transit Financial Plan (TFP)/Scenario Tool
- Route Restoration and Equity Index
- Wayfinding Signage and Bus Stop Improvement Program
- Real-time Digital Signage for Bus
- Mobile Trip Planning
- On-Board Survey
- TechLink Corridor Study
- Transit Oriented Development (TOD)/Station Area Planning
- Safety Planning
- Emergency Preparedness Planning
- Rideshare Program Planning
- Special Services/American Disability Act (ADA) Planning
- Regional Air Quality Initiatives

- Transit Asset Management Plan
- Environmental Sustainability
- Travel Demand Modeling
- SRD Grant for Suicide Prevention

B.2 MOBILITY MANAGEMENT

OBJECTIVES:

To identify opportunities for and increase coordination of transportation services for transportation disadvantaged populations in order to increase efficiency and equity.

To actively engage in outreach to persons who are at a transportation disadvantage including seniors, individuals with disabilities, persons with low income, and veterans, and to those agencies that perform work on their behalf.

To increase coordination between human service transportation providers through technology and policy initiatives in order to maximize the transportation options available to transportation disadvantaged populations.

ANTICIPATED PRODUCTS:

- Sustainable Local Coordinating Councils (LCCs) in Davis, Salt Lake, Tooele, Utah, and Weber counties to improve outreach and provide guidance on implementing local projects and partnerships
- Integration of the updated Local Coordinated Human Services Transportation Plans for Davis, Salt Lake, Tooele, Utah, and Weber counties into the Regional Transportation Plans
- Coordination with Bear River Association of Governments mobility management in Box Elder County
- Ongoing outreach to underrepresented populations
- FTA 5310 Funding Administration
- Electronic voucher (eVoucher) program functioning for public use
- 5310 Grant subrecipient site visits
- Coordination with UDOT through the Utah Urban & Rural Specialized Transit Association (URSTA)
- United Way 211 “critical accessible trips” project operations
- Updated 5310 Grant section on the UTA website

C. LONG RANGE PLANNING

C.1 REGIONAL TRANSPORTATION PLAN

OBJECTIVES:

To continue to cooperate and coordinate with Utah's three other Metropolitan Planning Organizations (MPOs), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Utah Department of Transportation (UDOT), Utah Transit Authority (UTA), local governments, and other interested agencies and stakeholders for the update of the Wasatch Choice Vision, amendments to the WFRC Regional Transportation Plan: 2023-2050 (2023-2050 RTP), completion of the Utah's Unified Transportation Plan 2023-2050, and development of the WFRC Regional Transportation Plan: 2027-2050 (2027-2050 RTP).

To review, discuss, and incorporate all existing and new federal requirements found in national surface transportation authorization legislation, including the Infrastructure Investment and Jobs Act (IIJA).

To further communication and next steps to implement the Wasatch Choice Vision.

To continue to develop and refine WFRC's regional transportation planning process to ensure that the Wasatch Choice Vision is incorporated into the overall 2027-2050 RTP process with local communities, transportation partners, and stakeholders.

To increase active transportation emphasis in the 2027-2050 RTP through improved cost and revenue estimation, funding identification, and facility identification, including sidewalks, that increases the number of trips taken by biking or walking.

To increase access to transit services by people walking or biking through transportation-partner-coordinated identification of priority first-/last-mile infrastructure projects.

To continue to refine RTP performance measures, to evaluate individual and system-level improvements throughout the 2027-2050 RTP development process, to set appropriate performance measure targets, and monitor progress towards the Wasatch Choice Vision.

To develop shared approaches to address local and regional disruptive technologies and external uncertainties, including climate change and resiliency.

To identify and test policies that affect the transportation system from land use, economic development, travel demand, equity, environmental, and financial perspectives.

To increase and coordinate efforts in planning related to safety for all road users with the most relevant and up to date data and tools, especially as it relates to vulnerable road users such as pedestrians and cyclists.

To coordinate and increase emphasis with transportation partners and key stakeholders for statewide, regional, and local freight issues.

To plan for transportation while understanding the effects of and impacts upon land use, regional development patterns, economic development, and historically underserved and underrepresented communities.

To be responsive to local community and transportation partner requests for amendments to the 2023-2050 RTP.

To initiate coordination and communications efforts for Utah's Unified Transportation Plan 2027-2050.

ANTICIPATED PRODUCTS:

- Initial development of the 2027-2050 RTP, including enhanced consideration of the following:
 - Innovative funding and financing strategies
 - Multi-modal project evaluation
 - External forces and policies (e.g. connected and autonomous vehicles, telecommuting, road usage charge, micro mobility)
 - Policy approaches to complement planned investments
 - Equity and impacts to underserved and underrepresented communities
 - Planning and environmental linkages, including risk and resiliency
 - Safety data and tools
 - Regional and local freight focus
- A new Utah's Unified Transportation Plan 2023-2050, coordinated among Utah's four MPOs, FHWA, FTA, UDOT, UTA, and other interested agencies
- Amendments to the 2023-2050 RTP

C.2 GROWTH PLANNING

OBJECTIVES:

To identify, evaluate, and address issues and concerns associated with growth throughout the Wasatch Front Region.

To encourage greater cooperation and coordination among municipalities, townships, and counties.

To improve integration between transportation, land use and economic development planning / implementation efforts in relation to the WFRC transportation planning / programming process.

To continue to promote awareness of regional and long-term issues and solutions related to the WFRC adopted Regional Goals and the Wasatch Choice Vision.

To identify actions in addition to transportation capacity improvements that improve regional quality of life and meet regional transportation needs.

To identify priority transportation corridors for which corridor preservation activities are needed, participate in UDOT's (Revolving Loan Fund) Corridor Preservation Advisory Council and Local Corridor Preservation Fund processes, and assist local governments with corridor preservation tools and implementation of corridor preservation measures.

To improve the resiliency of the region's economic, environmental and social systems by addressing external forces and uncertainties.

To utilize a performance-based approach to planning, including using performance measures to inform interim decisions.

ANTICIPATED PRODUCTS:

- Refinement of the Wasatch Choice integrated transportation, land use, and economic opportunity regional blueprint.
- Incorporation of community and economic development considerations into the region's *transportation* planning and programming processes.
- Incorporation of transportation and community development considerations into the region's *economic development* planning.
- Incorporation of regional transportation considerations into the region's *community development* planning processes.
- Assistance to local governments in their coordinated planning efforts, including preservation of transportation corridors.
- Identification of local and regional strategies to improve resiliency of outcomes in the face of disruptive technologies, uncertain market dynamics, and environmental uncertainties.
- Incorporation of parks, public spaces, and critical lands considerations into the Wasatch Choice Vision and the 2023–2050 Regional Transportation Plan.

C.3 LOCAL GOVERNMENT PLANNING SUPPORT

OBJECTIVES:

To provide support to cities, counties, and other planning agencies as they consider incorporating the Regional Growth Principles and the Wasatch Choice Vision into their plans.

To support local planning efforts that shape development encouraging alternative modes of transportation, producing less travel demand, and furthering the Wasatch Choice Vision Growth Principles.

To support utilization of Wasatch Choice implementation planning tools for local governments, other planning agencies, and the development community by which they can improve growth planning.

To provide assistance to local governments in the area of planning through WFRC programs such as the Transportation and Land Use Connection (TLC) and Station Area Planning (SAP).

ANTICIPATED PRODUCTS:

- The TLC program administration and technical assistance
- SAP technical assistance and certification

- Inventory of community general plans
- Planning assistance and coordination, generally

D. SHORT RANGE PLANNING AND PROGRAMMING

D.1 TRANSPORTATION MANAGEMENT SYSTEMS

OBJECTIVES:

To develop, maintain and improve a congestion management process for the Salt Lake-West Valley and Ogden-Layton Urbanized Areas that is integrated with the urban transportation planning process.

To continue partnerships with UDOT, UTA, cities and counties regarding expansion of both transportation demand management and transportation system management programs including Intelligent Transportation Systems (ITS) technologies.

To incorporate safety into the urban transportation planning process through emphasis at all levels of planning and programming.

ANTICIPATED PRODUCTS:

- A Congestion Management Process (CMP)
- Promotion of Transportation Demand Management (TDM) and Transportation System Management (TSM) strategies
- Incorporation of Congestion Management in the RTP and TIP
- Incorporation of UDOT's Pavement and Bridge Management System results in the Transportation Improvement Program (TIP)
- Incorporation of Safety Improvements in the RTP and TIP
- Comprehensive Safety Action Plan

D.2 PLAN REFINEMENT AND SPECIAL STUDIES

OBJECTIVES:

To analyze and recommend long-term policies and short to medium range actions for implementation of the Regional Transportation Plan.

To conduct special studies of highway and transit systems as they relate to the Regional Transportation Plan and UTA, UDOT or local plans and projects.

To develop complete street standards and tools so that future road projects more fully consider non-auto modes and plans in their design.

ANTICIPATED PRODUCTS:

- Active Transportation To Transit Plan (AT3P)
- FrontRunner Forward
- Transit Oriented Development (TOD) Implementation
- Transit Signal Priority (TSP) Implementation
- Bus Speed and Reliability Program
- Fare Collection Technology Study
- Paratransit Study

- Joint Projects Studies
- Other Planning Studies

D.3 TRANSPORTATION IMPROVEMENT PROGRAM

OBJECTIVES:

To develop a financially constrained Transportation Improvement Program (TIP) that covers a broad range of transportation improvements and conforms with the State Implementation Plan for air quality (SIP).

To prepare and maintain the urban Surface Transportation Program, the Congestion Mitigation Air Quality Program, the Transportation Alternatives Program, and the Carbon Reduction Program for the Salt Lake/ West Valley and the Ogden/ Layton Urbanized Areas.

ANTICIPATED PRODUCTS:

- An evaluation process that will help coordinate the implementation of the Regional Transportation Plan (RTP) for highways, transit, and active transportation, meet the short range needs of the area, and provide for the maintenance of the existing transportation system
- Surface Transportation Program (STP), Congestion Mitigation/ Air Quality (CMAQ) program, Transportation Alternatives Program (TAP), and Carbon Reduction Program (CRP)
- A six-year Transportation Improvement Program containing highway, transit, and other modal projects programmed for the region
- Support for project implementation and completion
- Listings of obligations of federal highway and transit funds for fiscal year 2023

E. PROJECT COORDINATION AND SUPPORT

E.1 UDOT ENVIRONMENTAL STUDIES

OBJECTIVES:

To accomplish environmental analysis requirements for federal approval of regional highway facilities.

To provide technical support to environmental studies and ensure that planning work is considered in them. WFRC will also provide general support to these projects through other elements of the UPWP.

ANTICIPATED PRODUCTS:

- I-15 Farmington to Salt Lake City Environmental Study
- US-89/I-84 Interchange Environmental Study
- I-84 Mountain Green Interchange Environmental Study
- Other Environmental Studies

E.2 UTA ENVIRONMENTAL STUDIES

OBJECTIVES:

To accomplish environmental analysis requirements for federal approval of regional transit facilities.

To provide technical support to environmental studies and ensure that planning work is considered in them. WFRC will also provide general support to these projects through other elements of the UPWP.

ANTICIPATED PRODUCTS:

- Davis - SLC Community Connector
- Point of the Mountain Transit
- S-Line Extension
- 5600 West Westside Express
- Other Environmental Studies

F. TRAVEL DEMAND AND SOCIOECONOMIC FORECASTING

OBJECTIVES:

- To develop and maintain the Wasatch Front Travel Demand Model (WF TDM) and Real Estate Market Model (REMM), along with their associated input data, in order to best support regional planning analysis and decision-making.
- To support internal and external application of the WF TDM and REMM models for project-level studies and scenario evaluations throughout the region, including providing training opportunities to transportation agency staff and private sector consultants.
- To increase the quality, consistency, transparency, and ease of use of model-related tools and their output.
- To increase coordination and team building across the model user community.
- To implement best practices in model development and application given available resources.

ANTICIPATED PRODUCTS:

Model Coordination

- Continued stakeholder engagement in modeling decisions through the existing Interagency Model Policy Committee (IMPC) and Interagency Model Technical Committee (IMTC)

Travel Data Development & Visualization

- Finalization, and appropriate dissemination of 2023 Household Travel Survey student and household summary datasets, and reports for transportation partners, researchers and general audiences
- Continued collaboration with UDOT, UTA and MPO partners to utilize commercial “big data” origin/destination datasets in support of WF TDM calibration and validation
- Continued development of automated desktop and web-accessible tools to translate output of the models into formats that better support map-based and other visual assessment, calculation of performance measures, and the general use of these information resources
- Published updates to official travel volume forecasts that factor in the phased, fiscally constrained projects in the 2023 RTP and the associated updated socioeconomic forecasts
- Preliminary multi-modal TDM network and microzone set
- Updated 2023 seasonal traffic factors and comprehensive speed data set

WF TDM

- Documentation for v9.0, including quality control tests and standardized model reports and web-based visualization tools
- Begin enhancements toward a future update release of the WF TDM (v9.1)
- Begin research on the following future enhancements to the WF TDM
- Application of the WF TDM to various transportation and other regional planning projects

REMM

- Continued implementation of peer review panel recommendations (August 2019) for enhancements to REMM 1.1 model structure, input data, visualization of results, model transparency, and collaboration with other MPO's
- Updated REMM input data models to improve the efficiency of maintaining and updating this information and to enhance the utility of this information for other regional analyses
- Incremental improvements to the REMM model structure and coefficients
- Application of the REMM to various transportation and other regional planning projects
- Addition of Brigham City, Perry, and Willard area in Box Elder County into REMM's geographic coverage area, *pending anticipated 2023 MPO planning area boundary updates*

G. TECHNICAL SUPPORT AND SERVICES

G.1 AIR QUALITY ANALYSIS AND COORDINATION

OBJECTIVES:

To coordinate transportation plans at the system and project level with the goals, policies, and specific actions of the State Implementation Plan (SIP) for air quality.

To identify and help implement strategies for improving air quality in the region.

ANTICIPATED PRODUCTS:

- Conformity determinations for the TIP, RTP, and any amendments
- Technical support for air quality analysis and SIP development
- Regular meetings of the Interagency Consultation Team
- Air quality performance measures and reporting
- CMAQ Performance Plan and Targets

G.2 SOCIOECONOMIC AND TRANSPORTATION DATA

OBJECTIVES:

To develop, verify and maintain socioeconomic estimate and forecast data at the county, place, and Traffic Analysis Zone (TAZ) levels.

To collect detailed input data for the development and enhancement of the regional travel and land use models.

To maintain various other databases that support the Regional Travel Demand Model, the regional Real Estate Market Model (REMM), and studies/plans prepared by WFRC and others, including, but not limited to, existing and historical socioeconomic and transportation data.

To perform analysis to assist regional planning efforts, such as the Wasatch Choice 2050 Vision, the Regional Transportation Plan, and the Transportation Improvement Program.

To coordinate with the US Census Bureau in support the decennial and American Community Survey data products that are accessible and utilized within this region.

To collect, process, and analyze highway, transit, and active transportation data.

ANTICIPATED PRODUCTS:

- Continued availability of official Traffic Analysis Zone (TAZ) and city-scale socioeconomic projections – as GIS-ready datasets and interactive web maps that support long range planning in transportation and other fields
- Analysis of socioeconomic data and forecasts
- Input to short-range programming, long-range planning, and air quality analyses
- Continually updated REMM land use model base year data set
- Trip speed data and analysis

- Traffic volume data, including but not limited to, annual statistics, containing adjusted counts from permanent recorders and coverage stations
- Transit ridership, park and ride lot usage, and other transit data

G.3 GIS AND DATA MANAGEMENT

The GIS work described in this section relates to the federal planning emphasis area of “data in transportation planning.”

OBJECTIVES:

To serve partners and the region through collecting, using, and presenting spatial data and information in transportation, land use, and economic development planning.

To maintain a reliable, up-to-date inventory of authoritative spatial datasets, reducing internal and external data redundancy.

To promote visualization of regional map-based information using interactive web map applications.

To respond to community needs by delivering timely information resources related to equity, housing, and access to opportunities.

To empower Geographic Information System (GIS) users to more easily retrieve data and create maps for analysis and decision-making support.

ANTICIPATED PRODUCTS:

- Geospatial datasets, spatial analysis, and interactive maps in support of the Wasatch Choice Vision, Regional Transportation Plan (RTP), Transportation Improvement Program (TIP), Transportation and Land Use Connection (TLC) program goals and activities, and communication of results from the 2023 Household Travel Survey project.
- Updated GIS map layers and interactive web maps depicting mobility, access to opportunities, and other key regional performance metrics from the Wasatch Front travel demand model (WF TDM) and Real Estate Market Model (REMM) land use model.
- Up-to-date GIS input datasets for the WF TDM and REMM models, including continued updates to base year parcels, housing and employment information, and local land use policy and plans, and to the processes designed to support keeping these input datasets current.
- Geospatial datasets, spatial analysis, and maps in support of relevant community issues and needs, such as housing and equity, including continuation of WFRC’s Map of the Month for WFRC’s newsletter series.
- Authoritative geospatial datasets that are appropriately accessible to both internal and external users in a variety of data formats including streaming web connections.
- A WFRC GIS database organizational and operational plan that will streamline the collection, processing, storage, and dissemination of GIS data

- A comprehensive update of the existing and planned additions to the on- and off-street bicycle network, working from the most recent aerial photography and local active transportation plans
- An Equity focus areas (EFAs) interactive map explaining and depicting WFRC's updated, EFA geographic zones
- Updated existing conditions interactive map for the region (and retirement of the current version)
- Technical documentation/metadata for authoritative geospatial datasets.

G.4 TECHNICAL SUPPORT TO LOCAL GOVERNMENTS

OBJECTIVES:

To provide assistance to state and local agencies, as well as the public in developing projects, plans, and programs which are part of or relate to the transportation system.

ANTICIPATED PRODUCTS:

- Assistance and information to local governments and others

G.5 TOOELE VALLEY RURAL PLANNING ORGANIZATION

OBJECTIVES:

To work with local governments, UDOT and UTA to provide a structured transportation planning process for Tooele Valley.

To update the Tooele Valley Regional Long Range Transportation Plan and advance transportation priorities for Tooele Valley.

To provide a public involvement process.

ANTICIPATED PRODUCTS:

- Refinements to the Tooele Valley Regional Long Range Transportation Plan
- Updated priorities for consideration in the Statewide Transportation Improvement Program
- A public involvement process

G.6 MORGAN COUNTY RURAL PLANNING ORGANIZATION

OBJECTIVES:

To work with local governments and UDOT to provide a structured transportation planning process for Morgan County.

To develop a Morgan County Long-Range Transportation Plan and advance transportation priorities for Morgan County.

To provide a public involvement process.

ANTICIPATED PRODUCTS:

- Refinements to the Morgan County Long-Range Transportation Plan
- Updated priorities for consideration in the STIP
- A public involvement process

H. PUBLIC INVOLVEMENT

OBJECTIVES:

To provide early, on-going, and two-way communication with special interest groups, elected and appointed government officials, other government agencies, and the general public regarding Wasatch Front Regional Council (WFRC) projects, plans, studies, and processes.

To provide forums in which this communication takes place, public events, written communication, email campaigns, website pages, social media posts, news media, online interactive maps and/or visualization tools, and other methods are leveraged. To be performed in coordination with the Utah Department of Transportation (UDOT), Mountainland Association of Governments (MAG), Utah Transit Authority (UTA), Envision Utah, Utah League of Cities and Towns (ULCT), and local government staff, to ensure that the public is well informed about the Regional Transportation Plan (RTP), Transportation Improvement Program (TIP), Wasatch Choice Vision, Transportation and Land Use Connection (TLC) program, Wasatch Front Economic Development District (WFEDD), and other plans and programs.

To comply with the public involvement provisions of the Infrastructure Investment and Jobs Act federal legislation and the requirements of Title VI for inclusionary efforts for the transportation disadvantaged and those with limited English proficiency.

ANTICIPATED PRODUCTS:

- Public events, including:
 - Online, in-person, or hybrid open houses and workshops
 - Wasatch Choice Vision event or similar combined event
 - RTP and TIP processes
 - Project-specific public events, many of which will be held in conjunction with other public agencies, including UDOT, UTA, etc.
- Email campaigns
- Redesigned website
- Website pages
- Social media posts
- Multimedia content (e.g., videos)
- Updated Public Participation Plan
 - Measures of Effectiveness Report
- Online interactive maps and/or visualization tools; maintenance and use of a stakeholders email distribution list, which currently includes over 3,500 contacts
- General and program-specific brochures and report cards
- Speaking engagements at chambers of commerce, and university and college classes, as well as senior, community, environmental, vulnerable community, minority, and disadvantaged groups, etc.
- Briefings to the news media
- Visits with environmental justice, underserved community, and other special interest groups, as well as natural resource agencies to receive input on RTP development
- Presentations to the legislature
- Presentations at transportation, land use, and planning conferences

- Distribution of the statewide Utah's Unified Transportation Plan
- Documentation of all public involvement efforts

I. COMMUNITY DEVELOPMENT

I.1 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

OBJECTIVES:

To assist in the development of viable urban communities by providing decent housing and a suitable living environment, principally for persons of low and moderate income.

To provide data, planning, technical assistance, management, and other information and services through the Small Cities CDBG Program of the Wasatch Front Region within Morgan, Tooele, and Weber Counties, excluding Ogden City.

ANTICIPATED PRODUCTS:

Regionwide:

- Updated regional Annual Action Plan for the Wasatch Front Region
- Updated Rating and Ranking Criteria to comply with local and regional goals and priorities for funding
- Assistance to the Regional Review Committee (RRC) for meetings, consolidated plan information and Rating and Ranking Criteria.
- Assistance to the State CDBG policy committee representative for the region in order to better facilitate representation of local interests with state agencies
- Assistance to the Councils of Governments from Morgan, Tooele and Weber Counties along with other local elected officials in order to familiarize and inform them of program requirements and responsibilities
- Technical assistance to any interested entity to ensure access and participation in the program. Assistance may be provided not only to municipalities, but also non-profit agencies, social service providers, local special service improvement districts, and other organizations
- Coordination between the State, as the program administrator, and each local entity (applicants) to ensure program awareness and compliance

Municipality:

- Assistance to jurisdictions in updating their capital improvement plans that prioritize needs and identify projects to help mitigate the needs
- Promotion of community and public service-related activities such as the Continuum of Care program, the State's Plan to End Chronic Homelessness, and planning for affordable housing

I.2 ECONOMIC DEVELOPMENT

OBJECTIVES:

To continue to administer the Wasatch Front Economic Development District (WFEDD) in order to better support the region and remain eligible for funding from the U.S. Economic Development Administration (EDA).

To annually update the region's 5-Year Regional Comprehensive Economic Development Strategy (CEDS), a study that brings together public and private sectors to create an economic roadmap that strengthens regional economies.

To integrate economic development plans, programs, and activities with the WFRC, including the transportation planning process and Wasatch Choice Vision.

ANTICIPATED PRODUCTS:

- An annual update to the currently adopted 2018-2023 Comprehensive Economic Development Strategy (CEDS)
- A new 2023-2028 5-Year Regional Comprehensive Economic Development Strategy (CEDS)
- Coordination and Implementation of the Statewide 2030 Coordinated Economic Action Plan

I.3 LOCAL ADMINISTRATIVE ASSISTANCE

OBJECTIVES:

To provide administrative support to small cities and towns without administrative staff.

ANTICIPATED PRODUCTS:

- Administrative assistance to small cities and towns

DATE: May 3, 2023
AGENDA ITEM: 4
SUBJECT: Information: Fraud Risk Assessment FY23
PREPARED BY: Marian Florence, Chief Financial Officer

BACKGROUND:

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 our board 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. The score an entity receives, on the basis of this assessment, does not indicate fraud actually exists or doesn't exist within the organization.

The best approach to reducing the risk of fraud is a combination of (1) a commitment to and a culture of ethical conduct within the organization that starts with a tone set by leadership, and (2) the development of and adherence to adequate policies that are governed by these high ethical standards. Therefore, of utmost importance at WFRC is the support of the Executive Director and the members of the Budget Committee in establishing and maintaining such culture and policies.

Beginning in 2017 and as recently as January of this year, WFRC went through an extensive review and update of all our accounting, administrative and personnel policies. As part of the update we included the best practices as defined by the Utah State Auditor's Office. The policies were reviewed by team members within the State Auditor's Office, WFRC's external independent auditors, outside legal counsel, some of our partner agencies, and of course WFRC staff and Budget Committee. These updated policies were adopted by the full WFRC Council. WFRC's Accounting, Administrative and Personnel Policies incorporate statements of ethical behavior as defined in the Utah Public Officers' and Employees' Ethics Act (Title 67, Chapter 16) and employees are trained on what is expected of them in this regard. The policies also reflect all other applicable state and federal laws and regulations.

In 2020 and 2021 the Fraud Risk Assessment presented to the Council gave WFRC a score of 355 which put the agency in a "low risk" category. In 2022, WFRC's score increased to 365 or "very low risk" with the hiring of Marian Florence, who holds CGFM certification. Included in this packet is the internally scored Fraud Risk Assessment Questionnaire from the Utah State Auditor's Office for FY23. **Overall WFRC remains in the "very low risk" category with a score of 365.** Following is a line-by-line explanation of how the questionnaire was scored.

1. WFRC received the highest score possible on the issue of **separation of duties**, which the State Auditor identifies as the single most important policy to reduce the risk of fraud, and we agree. Although we are a small organization with a small staff we have ensured that those who have custody of assets are not the same as those who account for assets.

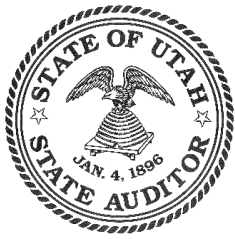
2. WFRC received the highest score possible on the list of **written policies** due to the extensive review and regular update of our policies.
3. In March of 2022 WFRC hired a new Chief Financial Officer. The new CFO, though not a licensed or certified CPA, is a **Certified Government Financial Manager (CGFM)**. WFRC accounting staff regularly consults with its external auditors on accounting and internal control matters as they arise.
4. Each January WFRC employees are required to sign a disclosure of potential conflicts of interest and an **Ethical Behavior** Pledge. These completed forms are on file.
5. Many of WFRC's board members complete **Fraud Risk training** through their primary public body, e.g., a city or county, and not through WFRC. It is recommended that board members view the Utah State Auditor's online training every four years.
6. The CFO and Accounting Specialist have both received at least 40 hours of **financial training** each year.
7. WFRC's personnel policy states that any employee who suspects or knows of any fraud, waste or abuse of resources must report such to any member of the Area Coordinator team, senior management, or the external independent auditor. WFRC has established an email **fraud "hotline"** for any person that knows of or suspects fraud to report such. Further, any person making such a report is subject to whistleblower protections.
8. WFRC policies ensure that **internal auditing** is ongoing, and our Accounting and Administrative Policies formalize the controls in place. Our annual external audit examines internal controls.
9. The Council's Budget Committee acts as its **audit committee**. Each year they meet with the external independent auditor and discuss the results of the audit and any recommendations that arise from it. Certain members of the Budget Committee are interviewed individually by the independent audit team and asked to provide their input and perspective on the Council's financial statements, policies, procedures and accounting staff.

EXHIBITS:

Fraud Risk Assessment

CONTACT INFORMATION:

Marian Florence (801) 949-9576, mflorence@wfrc.org
Andrew Gruber (801) 824-0055, agruber@wfrc.org



OFFICE OF THE
STATE AUDITOR

Questionnaire

Revised December 2020

Fraud Risk Assessment

INSTRUCTIONS:

- Reference the *Fraud Risk Assessment Implementation Guide* to determine which of the following recommended measures have been implemented.
- Indicate successful implementation by marking “Yes” on each of the questions in the table. Partial points may not be earned on any individual question.
- Total the points of the questions marked “Yes” and enter the total on the “Total Points Earned” line.
- Based on the points earned, circle/highlight the risk level on the “Risk Level” line.
- Enter on the lines indicated the entity name, fiscal year for which the Fraud Risk Assessment was completed, and date the Fraud Risk Assessment was completed.
- Print CAO and CFO names on the lines indicated, then have the CAO and CFO provide required signatures on the lines indicated.

Fraud Risk Assessment

Continued

*Total Points Earned: 365 /395 *Risk Level: Very Low Low Moderate High Very High
> 355 316-355 276-315 200-275 < 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	x	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?	x	5
b. Procurement?	x	5
c. Ethical behavior?	x	5
d. Reporting fraud and abuse?	x	5
e. Travel?	x	5
f. Credit/Purchasing cards (where applicable)?	x	5
g. Personal use of entity assets?	x	5
h. IT and computer security?	x	5
i. Cash receipting and deposits?	x	5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?	x	20
a. Do any members of the management team have at least a bachelor's degree in accounting?		10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?	x	20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?		20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?	x	20
7. Does the entity have or promote a fraud hotline?	x	20
8. Does the entity have a formal internal audit function?	x	20
9. Does the entity have a formal audit committee?	x	20

*Entity Name: Wasatch Front Regional Council

*Completed for Fiscal Year Ending: June 30, 2023 *Completion Date: May 3, 2023

*CAO Name: Andrew Gruber *CFO Name: Marian Florence

*CAO Signature:  *CFO Signature: 

*Required

Basic Separation of Duties

See the following page for instructions and definitions.

	Yes	No	MC*	N/A
1. Does the entity have a board chair, clerk, and treasurer who are three separate people?	x			
2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries?	x			
3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A".	x			
4. Are all the people who have access to blank checks different from those who are authorized signers?	x			
5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements?	x			
6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts?	x			
7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check "N/A".	x			
8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check "N/A".	x			
9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check "N/A".	x			
10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?	x			
11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	x			
12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	x			

* MC = Mitigating Control

Basic Separation of Duties

Continued

Instructions: Answer questions 1-12 on the Basic Separation of Duties Questionnaire using the definitions provided below.

☺ If all of the questions were answered “Yes” or “No” with mitigating controls (“MC”) in place, or “N/A,” the entity has achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will be answered “Yes.” 200 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

☹ If any of the questions were answered “No,” and mitigating controls are not in place, the entity has not achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will remain blank. 0 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

Definitions:

Board Chair is the elected or appointed chairperson of an entity’s governing body, e.g. Mayor, Commissioner, Councilmember or Trustee. The official title will vary depending on the entity type and form of government.

Clerk is the bookkeeper for the entity, e.g. Controller, Accountant, Auditor or Finance Director. Though the title for this position may vary, they validate payment requests, ensure compliance with policy and budgetary restrictions, prepare checks, and record all financial transactions.

Chief Administrative Officer (CAO) is the person who directs the day-to-day operations of the entity. The CAO of most cities and towns is the mayor, except where the city has a city manager. The CAO of most local and special districts is the board chair, except where the district has an appointed director. In school districts, the CAO is the superintendent. In counties, the CAO is the commission or council chair, except where there is an elected or appointed manager or executive.

General Ledger is a general term for accounting books. A general ledger contains all financial transactions of an organization and may include sub-ledgers that are more detailed. A general ledger may be electronic or paper based. Financial records such as invoices, purchase orders, or depreciation schedules are not part of the general ledger, but rather support the transaction in the general ledger.

Mitigating Controls are systems or procedures that effectively mitigate a risk in lieu of separation of duties.

Original Bank Statement means a document that has been received directly from the bank. Direct receipt of the document could mean having the statement 1) mailed to an address or PO Box separate from the entity’s place of business, 2) remain in an unopened envelope at the entity offices, or 3) electronically downloaded from the bank website by the intended recipient. The key risk is that a treasurer or clerk who is intending to conceal an unauthorized transaction may be able to physically or electronically alter the statement before the independent reviewer sees it.

Treasurer is the custodian of all cash accounts and is responsible for overseeing the receipt of all payments made to the entity. A treasurer is always an authorized signer of all entity checks and is responsible for ensuring cash balances are adequate to cover all payments issued by the entity.