



## WFRC BUDGET COMMITTEE

### Minutes

**October 16, 2023**

A meeting was held via Zoom, at 1:30pm on Monday, October 16, 2023, in Salt Lake City, Utah.

The following were present:

2023 BUDGET COMMITTEE	IN ATTENDANCE
<b>DAVIS COUNTY</b>	
Commissioner Bob Stevenson	yes
<b>MORGAN COUNTY</b>	
Commissioner Mike Newton	no
<b>SALT LAKE COUNTY</b>	
Councilmember Aimee Winder Newton	no
Mayor Jeff Silvestrini	yes
Mayor Dawn Ramsey	yes
<b>TOOELE COUNTY</b>	
Councilmember Scott Wardle	no
<b>WEBER COUNTY</b>	
Mayor Mike Caldwell	yes
<b>BOX ELDER COUNTY</b>	
Commissioner Lee Perry	yes
<b>Others in Attendance</b>	
Andrew Gruber, WFRC	Kevrine Wells, WFRC
Marian Florence, WFRC	Andrea Pearson, WFRC
John Haderlie, Larson Certified Public Accountants	

**1. Introductions and Consent Agenda [00:00:10]**

Mayor Mike Caldwell, Chair, called the meeting to order at 1:31pm. [00:00:49] Introductions were completed via roll call.

**ACTION: Approval of Minutes of May 11, 2023 [00:01:20]**

Mayor Caldwell brought attention to the minutes of the May 11, 2023 meeting as well as the financial statements as provided. Mayor Jeff Silvestrini made a motion to approve the minutes as written, and the financial statements as reviewed. Commissioner Bob Stevenson seconded. The approval vote was unanimous.

**2. Public Comment [00:01:48]**

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

**3. Budget Amendments and Audit Report**

**3a. ACTION: Review and recommend the FY23 WFRC Audit Report to WFRC Council for approval**

[00:03:34] Mayor Caldwell turned the time to Marian Florence, WFRC, who gave an introduction to Jon Haderlie with Larson Certified Public Accountants. Due to a technical delay, it was decided to move on to Item 3b and return to this Item later in the meeting.

**3b. ACTION: Review and recommend the FY24 WFRC Budget amendments to WFRC Council for approval [00:04:49]**

Ms. Florence reminded the Committee that each October, WFRC closes the financial books for the previous fiscal year, which includes verifying the final expenditures and determining what expenditures and revenues will carry forward from the previous fiscal year (FY23) into the current fiscal year (FY24). WFRC routinely carries forward funding for projects that are multi-year in nature; i.e., a project may be fully budgeted in the first year but the work is conducted over two or more years, and the associated expenditures and revenues are therefore carried forward into the next fiscal year. This requires an amendment to the current fiscal year (FY24) budget.

As WFRC completed FY23 and the final expenditures were reviewed, actual spending came in lower than budgeted. This resulted principally from spending on some contractual items that were budgeted in FY23 carrying over into FY24.

**[00:07:57]** Commissioner Bob Stevenson made a motion to recommend that the Council take action to approve the FY24 WFRC Budget amendments as presented. Commissioner Lee Perry seconded the motion and the affirmative vote was unanimous.

**[00:08:55] 3a continued**

**ACTION: Review and recommend the FY23 WFRC Audit Report to WFRC Council for approval**

Mayor Caldwell again turned the time to Marian Florence, WFRC, for a brief discussion of the audit materials. An annual audit of the Council's financial records was performed by the auditing firm of Larson Certified Public Accountants, and Jon Haderlie, from the firm, provided a review of their findings. The auditors have issued an **unqualified opinion**. There were no adverse findings or questioned costs or practices. A final draft of the audit report was included in the meeting materials, and a summary of the audit results may be found on page 47-48 of the report. There was a discussion and a request for clarification regarding some of the wording in the *Communication with Those Charged with Governance* document.

**[00:32:34]** Commissioner Bob Stevenson made a motion to recommend that the Council take action to accept the WFRC FY23 Audit Report as presented, with the slight modification of the verbiage in the *Communication with Those Charged with Governance* document. Mayor Jeff Silvestrini seconded the motion and the affirmative vote was unanimous.

**4. Executive Director Report [00:34:53]**

Andrew Gruber, WFRC, expressed his thanks to Marian Florence and Kevrine Wells, with WFRC, for their dedicated work as WFRC's finance team. Mr. Gruber also expressed some thoughts regarding the potential federal government shutdown and explained that WFRC is well positioned to avoid a disruption in funding.

**5. Other Business and Adjournment [00:37:40]**

Mayor Caldwell asked if there were any other business items to discuss. There were none. The meeting adjourned at 2:09pm.

The next meeting of the Budget Committee will be in January 2024. More information and calendar appointments will be forthcoming.