Budget Meeting Minutes March 17, 2025



MINUTES WFRC Budget Committee Monday, March 17, 2025

WFRC Budget Committee Meeting was held via Zoom on Monday, March 17, 2025.

1. Introductions and Consent Agenda [00:00:03]

Councilmember Aimee Winder Newton, Chair, called the meeting to order at 10:04am. Attendance was completed via roll call for the record.

a. **ACTION**: Approval of Minutes of October 10, 2024 and acceptance of Financial statements /check registers for September, October, November, December 2024, and January 2025 (attached to the end of the packet), and current Financial report.

[00:01:20] Mayor Jeff Silvestrini made a motion to approve the minutes as written, and the financial statements as provided. Commissioner Lee Perry seconded. The approval vote was unanimous.

2. Public Comment [00:01:43]

Councilmember Winder Newton opened the meeting for public comments. There were none.

3. WFRC Budget Committee [00:02:28]

a. <u>ACTION:</u> Release the Draft FY26 WFRC <u>Goals</u>, <u>Budget</u> and <u>Unified Planning</u> <u>Work Program (UPWP)</u> for public comment

Councilmember Winder Newton turned the time to Marian Florence, CFO and Andrew Gruber, Executive Director, at WFRC. Ms. Florence 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 FY2026, and turned the time to Mr. Gruber.

Mr Gruber stated that, as in the past, the FY26 goals are similar to the FY25 goals, with the consolidation from four to three 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 discussed, and updates to the format and presentation of the goals were identified. Councilmember Winder Newton asked the group if there were any comments or questions. There were none.

[00:22:12] Councilmember Winder Newton turned the time to Ms. Florence to review the proposed budget. The major expenditure in the budget is for staff salary and benefits. Consultant contracts represent the second largest expenditure in the FY26 budget. Ms. Florence discussed some notable line items, most of which are continuations of projects/funding.

[00:57:56] Mr. Gruber then continued the overview by discussing the purpose of the UPWP, which outlines the work tasks that WFRC will pursue during FY26 in collaboration with cities, counties, UDOT, UTA, and other partners. The time was again opened for comments or questions, and there were none.

Mr. Gruber reminded the group that the process for approval of the FY26 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 8, 2025.

[00:58:39] Councilmember Winder Newton called for a motion on the items as presented. Mayor Dawn Ramsey made a motion to recommend that the Council release the Draft FY26 WFRC Goals, Budget and UPWP for public comment. Councilmember Scott Wardle seconded the motion and the affirmative vote was unanimous.

b. <u>ACTION:</u> Updates to the Administrative and Accounting Policy and the Personnel Policy [00:59:06]

Councilmember Winder Newton stated that WFRC regularly reviews its policies to ensure that they reflect best practices and any updates in State or Federal fiscal guidance. She then turned the time to Marian Florence, WFRC who discussed two minor policy updates to WFRC's Administrative and Accounting Policy and Personnel Policy that the Budget Committee and WFRC staff are recommending for approval. The updates fall into two basic categories:

- 1. Edits to reflect updates to the Uniform Guidance for federal funds
- 2. Best practices updates

Ms. Florence reviewed the memo that was included in the meeting materials, which explains the proposed modifications to the current policies.

[01:02:02] Councilmember Winder Newton called for a motion to recommend that the Council approve the changes as presented. Councilmember Scott Wardle made a motion and Commissioner Lee Perry seconded the motion. The affirmative vote was unanimous.

4. Executive Director Report [01:02:24]

Andrew Gruber, WFRC, had no items for this report.

5. Other Business and Adjournment [01:03:09]

Councilmember Winder Newton asked if there were any other business items to discuss. As there were no other items brought forward, the meeting adjourned at 11:08am.

WFRC Budget Committee

2025 Budget Committee Members		Present	Others in Attendance
BOX ELDER COUNTY			Isaac Higham-SL County
Lee Perry, Commissioner	Box Elder County	Yes	
DAVIS COUNTY			WFRC Staff:
Bob Stevenson, Commissioner	Davis County	Yes	Andrew Gruber
MORGAN COUNTY			Marian Florence
Mike Newton, Commissioner	Morgan County	Yes	Wayne Bennion
SALT LAKE COUNTY			Andrea Pearson
Aimee Winder Newton, Councilmember (Chair)	Salt Lake County	Yes	
Jeff Silvestrini, Mayor (Vice Chair)	Millcreek	Yes	
Dawn Ramsey, Mayor	South Jordan	Yes	
TOOELE COUNTY			
Scott Wardle, Councilmember	Tooele County	Yes	
WEBER COUNTY			
Robert Dandoy, Mayor	Roy	Yes	