



Davis County Commission

Commissioner Randy B. Elliott Commissioner Lorene Miner Kamalu Commissioner Bob J. Stevenson

April 9, 2024

MEMORANDUM

To: Curtis Koch, Davis County Auditor

Re: Request for a Performance Audit of Wahsatch Shooters Association

The Davis County Board of Commissioners, acting as the County Executive Body, noticed and held an open meeting on April 1, 2024 to discuss Davis County's contract with Wahsatch Shooters Association (the "Association") and related issues concerning the Wahsatch Shooting Range (the "Shooting Range"). Pursuant to its authority under Section 17-19a-206 of the Utah Code, the Board hereby requests the Davis County Auditor to perform an audit of the Association and its performance relative to the obligations set forth in the agreement entered into by the parties. Specifically, the Board directs that the scope of the audit include a detailed audit and review of the following:

- Use of the range per section 5(a) of the agreement;
- Application and enforcement of sections 7(c) of the agreement;
- Range improvements at the range in accordance with section 9 of the agreement;
- The security system in accordance with section 10 of the agreement;
- Insurance in accordance with section 12 of the agreement;
- Bylaws, Financial Controls, Policy & Processes of the Association
- Revenue from the general public – 5 years
- Revenue from membership fees – 5 years
- Any other revenues received by the Association
- Range improvements including \$ amount for last 5 years
- All Association expenses – 5 years
- Balance in reserve year/year
- Events and rental fees. Are other groups or entities using the range? Has the Association contracted with other groups or entities?
- Organization Chart, turnover of key individuals – 5 years

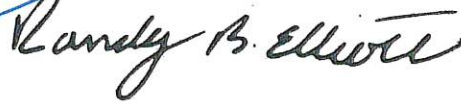
We appreciate your willingness to conduct this performance audit. Please contact us if you need additional clarification regarding the scope of this audit. As the current agreement with the Association, Contract No. 2012-328, will expire soon, we request that you begin your audit

immediately. The information obtained through the audit will assist Davis County in making decisions going forward regarding the Shooting Range.

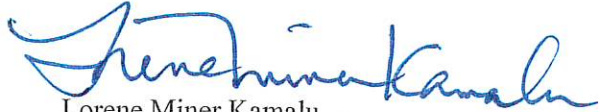
Signed:



Bob J Stevenson



Randy B. Elliott



Lorene Miner Kamalu