

South Davis Metro Fire Service Area

Meeting of the Administrative Committee

255 South 100 West, Bountiful, Utah

April 8, 2021

3:00 p.m.

COMMITTEE ATTENDANCE:

NAME	POSITION / CITY REPRESENTED
Ken Leetham	Chair / North Salt Lake
Gary Hill	Bountiful
Brandt Hanson	Excused
Gary Uresk	Woods Cross
Duane Huffman	West Bountiful
Heidi Voordeckers	Davis County

STAFF PRESENT:

Dane Stone, Fire Chief

Greg Stewart, Deputy Chief

Dave Powers, Deputy Chief

Jessica Hardy, Accountant

APPROVAL OF MARCH 25, 2021 MINUTES

The March 25, 2021 minutes were reviewed, and approved with minor corrections. Mr. Huffman made a motion to approve the amended minutes, seconded by Mr. Leetham. All voted AYE to approve.

BUDGET DISCUSSION FY 2021-22/SUMMARY

Mr. Leetham started the discussion by recapping the previous meeting. We had discussed a million-dollar revenue projection, with a 10% overall growth in the assessments. We are under the assumption that we would get back 100% of the paramedic levy. Ms. Hardy reviewed the options that are available to approve in the budget. Mr. Leetham also noted the option of leasing department vehicles, as seen in the summary statement. Ms. Hardy reviewed the property tax options as well. Mr. Leetham stated there are a couple major decisions that still have to be made. Those are the three new positions and how the capital projects are funded. Ms. Hardy stated that within the 1.3M budget, all three positions are included and the purchase, not lease, of the department vehicles. We also have the CDBG grant we

can apply for as well. Chief Stone said most of the other fire departments in the county are applying as well, so it's a very competitive grant this year. Mr. Huffman would like to see us budget for two full positions for the year, not partial. He is also in favor of the leasing program for vehicles. He also noted there is a little extra in the General Cash Fund balance that we can work with. Mr. Uresk agreed with Mr. Huffman that we need to budget for the whole year with the new positions, but only include one at this time. The committee continued to discuss the options and Ms. Hardy went over the numbers again. Chief Stone reminded them, we may not get the CDBG grant, which is only a small portion but also, using the CARES money for a new station alert system. There is a little more money available with the vehicle lease option and using the \$150,000 in fund balance. Mr. Hill is comfortable with the tax increase, and proposes that we include one position now, and a lease option as well. Ms. Voordeckers agreed with the lease option and two training positions now as well. Chief Stone stated five years is definitely long enough to keep an ambulance and the lease would be up. Mr. Hill asked Ms. Voordeckers about her thoughts if the county funds the paramedic program to include all three positions. Ms. Voordeckers would like to see the full tax rate come down and reassessing next year after all the transitions. We are just starting to see the fee in lieu just now after a couple years, so she would like to wait and see. Chief Stone brought up another issue is purchasing a new engine soon. We have three engines in reserve and another moving into that status. As they get older, it costs more to maintain them. Mr. Huffman asked if there was a schedule for apparatus replacement. Chief Stone stated the last schedule was done in 2013. Ms. Hardy stated that's why we should keep our cash flow to match our capital fund, so everything gets balanced out. Mr. Huffman wants to see how we allocate the property tax, but I can't tell people how we are using it and asked what the capital fund money is actually spending it on. We need to be clear on that. Mr. Leetham said it would be good for the committee and the Board to see all this. Chief Stone stated that was sent out in the Executive Summary. Ms. Voordeckers suggested keeping the higher amounts, over one million on a debt to smooth out those rough edges. Mr. Leetham stated all the elected officials have their opinions on leasing/cash purchases, depending on the size of cost and life of vehicle.

Mr. Leetham likes Mr. Hill's approach to fund two positions and do a lease on the ambulance instead of cash purchase and potentially fund the third position if the county commission approves paying the 100% back on the paramedic services. Ms. Hardy asked about the property tax increase. Mr. Hill said a property tax increase should include the three components and the average cost of capital increase over the next five years. Also using the new schedule as our guide, but not get locked down. Mr. Huffman is not opposed to the property tax increase, but definitely wants transparency on its use. Ms. Hardy asked for clarification on the lease options. Mr. Leetham stated we would use the lease proceeds for the second position. Mr. Hill reviewed where the budget is currently, but would now include average cost for capital replacement over the next five years. If there's an increase in assessments, we can add that to the fund balance. If there's a negative difference, we need to re-look at either increasing the property tax more or reduce expenditures somewhere. Mr. Huffman would like to see it all laid out before it goes to the Board. Other committee members agreed. Chief Stone replied that we can do that and possibly have another meeting before the Board meeting.

Mr. Leetham had another question regarding the station alert system. Would any of your communities be willing to use some relief funds to help with this? Mr. Leetham said his city would probably be okay with this, instead of throwing it into the property tax increase. Chief Stone stated if he can, to put the money into savings and when Bountiful switches systems, we can do it at the same time. The time frame is approximately a one year turn around. Chief Stone said it just wouldn't be reasonable to install it now and then do another update next year with the new system. Mr. Leetham reviewed that we would budget the \$380,000 and then when the cities get reimbursed with the relief funds, they would allocate

those funds back to the district. Chief Stone concluded the discussion that two positions will be filled, we will lease the ambulance and fund the third position if the county gives back their relief funds and the property tax increase will be spread out over the five-year capital plan. Mr. Leetham asked about the 10% assessment. Ms. Hardy provided the numbers on the screen. The next meeting is May 6th.

PARAMEDIC INTER LOCAL AGREEMENT DISCUSSION

Chief Stone said this agreement will be presented at the Board meeting in May to sign. There are no financial responsibilities in this, just an agreement between the cities.

FIRE CHIEF REPORT:

Chief Stone showed the new engine going to Station 82. It should be here in approximately two weeks. We might have an arsonist up in the North Canyon Park area. We installed cameras to see what's going on. There was a fatality death also with a two-year-old. It's wildfire season so we are hoping for rain.

ADMIN CHAIR REPORT:


Mr. Letham had nothing to report.

ADJOURNMENT:

With no further business before the committee, Mr. Hill made a motion to adjourn, Ms. Voordeckers seconded the motion.



Mr. Leetham, Chair



Ms. Dandurand, Secretary