



South Davis Metro Fire Service Area

**Meeting of the Administrative Committee**  
255 South 100 West, Bountiful, Utah and Zoom  
March 9, 2023  
3:00 p.m.

**COMMITTEE ATTENDANCE:**

<b>NAME</b>	<b>POSITION / CITY REPRESENTED</b>
Bryce Haderlie	Woods Cross
Ken Leetham	North Salt Lake
Duane Huffman	West Bountiful - Chair
Brant Hanson	Centerville – Vice Chair
Gary Hill	Bountiful
Curtis Koch	Davis County

**STAFF PRESENT:**

Dane Stone, Fire Chief  
Dave Powers, Deputy Chief  
Greg Stewart, Deputy Chief  
Jessica Hardy, Finance Director  
Nikki Dandurand, Secretary

**APPROVAL OF JANUARY 2023 MINUTES**

Mr. Haderlie made a motion to approve the minutes for the minutes presented. Mr. Hanson seconded the motion. All members voted and approved the motion.

**DISCUSSION OF WAGE SALARY SURVEY**

Chief Stone stated we have been talking with Technet about the survey, proposing a new nine step pay scale, in hopes of retaining our employees. Mr. Hanson confirmed that everyone on the 11 step will move to 5% as well. Chief Stone said yes, with the COLA for this budget. Entry positions starts at step one and advance each year accordingly. Mr. Huffman asked how are we compared to other departments. Chief Stone said nine steps is pretty standard. We are losing

employees between the five- and eight-year mark. Mr. Leetham asked if the current budget numbers include COLA. Chief Stone said yes.

#### **DISCUSSION OF FY 2023-24 BUDGET**

Mr. Huffman stated this is just the first draft using the same format as last year. There are no big line items, most of the capital is already committed funds. Any changes in pay will make a difference this year and if implemented as proposed, we will be in the deficit for spending. City assessments are calculated at 5%, but that's not a final number.

Mr. Hill asked if we should maintain the fund balance. Mr. Huffman replied that's hard to answer right now. In the general fund, these are all estimates today, with an operating deficit. The option is always there to spend down the fund balance to maintain. Mr. Hanson asked Ms. Hardy what her recommendation is. Ms. Hardy responded our equipment is expensive. We need to maintain our rate, raise property tax and use fund balance as needed. Mr. Hill asked what the amount is for personnel costs. Ms. Hardy stated 1.3 million. Mr. Huffman stated if we do not have changes in the pay scale, our deficit cuts significantly and we just do steps. Mr. Huffman stated overtime went up nearly \$100k. Chief Stone we are in overtime every day, but we need to keep it to operate. Mr. Haderlie asked how many employees we are currently down. Chief Stone replied four, with three on the line at the academy.

Mr. Koch suggested we keep the tax increases in single digits and wisely spend it down, knowing there will be a raise in rates/taxes eventually. Mr. Huffman stated in our property tax model, there is 1.3 M in transfers, 1.8M in expenditures. Some are real numbers; some are set aside funds. We would like to see a capital plan as well. Mr. Leetham asked how closely does this track with the multi-plan. Chief Stone stated this is a good estimate. We can review our capital expenses. MR. Huffman stated one option is to transfer less money from our property taxes and move away from transfers. We did this last year. MR. Hill stated the COLA was 6.5% last year, with an estimated 5% this year. He is interested in maintaining the rate in property tax and there's room in fund balance to help that out.

Mr. Huffman stated he would like to see the budget without additional property tax revenues and also no new property tax revenue other than the projected new growth. Mr. Leetham would like to balance the budget on personnel reductions, using merits/ COLA. MR. Huffman stated we have to use the merits/COLA but want to see numbers without them. What are the baseline numbers? Mr. Leetham said this is the second year of high COLA rates. We should consider adjusting our property tax this year to avoid future increases. Putting it off now, means a larger increase later. When TNT happens, we can do a much better job of the presentation. Chief Stone agreed on the presentation and smaller increases for the public are better.

Mr. Haderlie stated that changing the scale from 11 to 9, could we do that over a two-year period. Possibly do it incrementally, do a full tax increase, put some in fund balance and some on tax increase. Mr. Huffman stated it will be helpful to discuss this with the Board, give them summaries and options and get their feedback. The Board meeting is on the 20<sup>th</sup>. Ms. Hardy

reviewed the proposed changes, assessments stay at 5%. Mr. Huffman reminded everyone that all these numbers are estimates.

**FIRE CHIEF REPORT**

Chief Stone stated we lost one recruit this week, with two more on the bubble. UFA is hiring, which could mean us losing additional employees. We have our promotion ceremony tonight, the Spillman installation is going very well and we are currently hiring again.

**ADMINISTRATIVE CHAIR UPDATE**

Mr. Huffman had nothing to report.

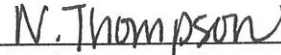
**ADJOURNMENT:**

Mr. Hanson moved to adjourn the meeting.



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Duane Huffman, Chair



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Nicole Thompson, Secretary