



South Davis Metro Fire Service Area

Meeting of the Administrative Committee
255 South 100 West, Bountiful, Utah and Zoom
September 2, 2021
3:00 p.m.

COMMITTEE ATTENDANCE:

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

STAFF PRESENT:

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

APPROVAL OF MINUTES

Mr. Huffman moved to approve the May 6th and 12th, 2021 minutes and Ms. Voordeckers seconded the motion. All members voted and approved this motion.

DISCUSSION OF RFP FOR BRUSH TRUCK

Chief Stone stated this item has already been approved in the budget. Mr. Leetham asked if the department is looking for a recommendation or approval. Chief Stone replied just a recommendation so it can move forward to the Board for approval. We are using the same model from a previous RFP. Ms. Voordeckers asked if the old one will be sold as a surplus. Chief Stone replied yes. Mr. Leetham asked how many vendors are submitting an RFP. Chief Stone said hopefully at least three. Mr. Uresk moved to give a recommendation for the RFP Brush truck and Mr. Huffman seconded the motion. All members voted and approved this motion.

DISCUSSION OF THE FY 2020-02021 AUDIT REPORT – MR. ROB WOOD

Mr. Wood stated this is the fourth year his company has done the SDMFSA audit. We are compliant. Mr. Huffman asked with the property tax growing, should we take another look at that issue. Mr. Wood replied you can and do an annual Truth in Taxation. Mr. Wood continued through the report answering questions from the Committee. Mr. Huffman asked about cash in hand and property tax receivables. Mr. Wood stated he can clarify some funds from restricted to unrestricted. Ms. Hardy stated we will get more in the paramedic levy as well. Ms. Voordeckers also included they will start collecting the fee in lieu and distribute it proportionately. Mr. Huffman asked about assessments on current city's budgets. Ms. Hardy replied the majority of that is a GASB entry. Mr. Leetham asked if the district has enough cash to look at investment products to yield a better interest rate. Mr. Wood stated he has several clients that get involved in asset management. There is a better rate than PTIF and they offer more benefits. Mr. Leetham and Mr. Huffman suggested creating an investment policy. Ms. Hardy suggested keeping the majority in PTIF and just transfer funds to operate. Mr. Wood suggested we keep that an open subject right now. Chief Stone said no recommendation is needed right now and we can discuss more in depth with the Board.

FIRE CHIEF REPORT

Chief Stone said thank you to the Committee for helping get through the budget process. Our recruits are doing well, but three currently have Covid. Fire Prevention week is next week with open houses at three of our stations and of course a memorial will be held on 9/11 at Station 81.

ADMINISTRATIVE CHAIR UPDATE

Mr. Leetham had nothing to report.

ADJOURNMENT:

Mr. Leetham adjourned the meeting.



Ken Leetham, Chair



Nicole Dandurand, Secretary