



UNIFIED FIRE AUTHORITY BOARD FINANCE COMMITTEE MEETING MINUTES

April 10, 2025

Meeting held both electronically via Zoom Webinar/UFA Headquarters

Committee Members Present:

Council Member Fotheringham
Mayor Silvestrini
Mayor Weichers

Council Member Henderson
Council Member Buroker

Committee Members Absent:

Council Member Harris
Council Member Bailey

Council Member Butterfield
Council Member Hull

Staff Present:

Chief Burchett
CFO Hill
CLO Roberts

Kate Turnbaugh
Cyndee Young

Guests:

Aaron Whitehead
AC Dern
Amanda Lawrence
Anthony Widdison
Bill Brass
Bryan Case
Calogero Ricotta
Rob Ayres
Kiley Day
AC Robinson
Nate Kay
Mike Greensides
Nile Easton
Casey Bowden
Shelli Fowlks
Embret Fossum
OC Russell
Tara Behunin
Chad Green
Catherine Kanter, UFA Board
Chad Simons
Chet Ellis
Debbie Cigarroa
David C.
Doug Greer
Dustin Gettel, UFA Board

Erica Langenfass
J. Pasillas
Jill Tho
Jon Wilde
Justin Noall
Kendall Perry
Krystal Griffin
Mariah Hill
Mike Bagley
Molly McClellan
Nichole Holdaway
Patrick Costin
Richie Rich
Riley Pilgrim
Rob Ayres
Sam Christensen
Scott McNeil
Shaunie Marshall
Station 117
Station 121
Steve Prokopis
Steve Quinn
Thomas Apgood
Tony Barker
Trenton Martin
Tyler Lintz

Call to Order

Meeting called to order by Chair Henderson at 8:03 a.m.

Public Comments

None

Public comment was made available live and with a posted email address

Chair Henderson stated that this is just the preliminary look at the budget and at the May 8, 2025 UFA Finance Committee Meeting will be the discussion and the opportunity for follow-up questions once Committee Members review the budget document

FY25/26 Budget Message – Chief Burchett

- ◆ This budget is the culmination of many months of work from all UFA Divisions
 - ◆ Chief Burchett is proposing a Member Fee increase of 9.81%
 - This average percentage is higher than typical due to the addition of two engine companies
 - These companies are fully funded by the UFSA, and this amount skews the average
 - ◆ This was approved through the UFSA tax increase
 - The four direct member fee increases are more in line historically
 - ◆ Chief Burchett provided an overview of how the Benefits & Compensation Committee adopted a new method for recommending the COLA
 - This method results in a more predictable and sustainable approach to maintain “Top 3”
 - ◆ UFA also went to bid for insurance coverage as requested by the Benefits & Compensation Committee
 - The final decision was to remain with SelectHealth with a 7.5% increase in health coverage and a 3.8% increase for dental
 - ◆ UFA will see a reduction in contribution rates from URS, higher ambulance revenue, and higher revenue from interest income due to raising interest rates
 - Council Member Buroker stated that with the costs of new engines, has UFA researched and reviewed other options such as keeping engines in the field longer
 - Chief Burchett replied that yes, this is all part of the capital plan
 - ◆ Each engine has an estimated 9-year life span
 - ◆ The Riverton engines are being moved to less busy stations, and Riverton stations are receiving new engines
 - ◆ Chief also stated that Fleet has a complex plan that they will review at the May, 8, 2025 Finance Committee Meeting
 - ◆ Chief Burchett then reviewed the General Fund Budget
 - The total revenue projection for FY25/26 is \$99.9M
 - Personnel accounts for \$80.6M, non personnel expenditures are \$13M
 - Approximately \$2.3M will be returned as a member fee credit for FY25/26
 - This year, there is a proposed \$988,432 of fund balance for special projects, items that don’t categorically fit into operating budgets for capital replacement
 - ◆ These special projects allow staff to accomplish one-time projects without impacting the overall member fee
 - ◆ Projects for FY25/26 include FFE for Station 103, hose/ladders for new engines, turnouts for clean-for-dirty program, and a low-acuity trial unit
 - ◆ The low-acuity unit will address high call volume in the Millcreek area on a trial basis
 - The unit will respond to calls that may not require heavy apparatus and an ambulance
 - The unit will be dispatched based on the call data
 - This trial will not require any additional FTEs, but money will be added to the OT budget to allow two individuals to staff the unit

- This is an opportunity to gather data and see if something like this makes sense
 - This should lower the overhead maintenance costs on heavy apparatus by not requiring them to respond to every call
- ♦ Council Member Buroker inquired if there is a connection between ambulance service and the low acuity unit
 - If we could figure out how to increase ambulance revenue, and reduce the number of people we are servicing, that revenue would be realized, from a business standpoint
 - Chief replied that there will be two individuals on the low-acuity and two on the ambulance so there are always four individuals on scene for safety
- ♦ Chair Henderson noted that we always point to ambulance revenue, but don't detail costs
 - Chief Burchett stated that the costs are not always covered due to having Firefighters and PM/EMT's on ambulances
 - If the model was only EMT's who were not Firefighter trained, it would bring in revenue
 - A number of years ago, the model was converted to the 1:1 system as the Board Members decided that they wanted more Firefighters in the field who were trained to do both
 - CFO Hill declared that there is a whole section, pages 90-93 covering emergency transport revenue, including anticipated and historic revenue and costs
 - It is anticipated that there will be \$660,000 from the member fee to support the ambulance transfer program
 - Chair Henderson feels this is a huge reason to look into this program further
- ♦ The key impacts on the budget were reviewed
 - Chief Burchett noted that the stress test conducted within the Divisions resulted in a \$553,885 in savings
 - The dispatch increases are for both VECC and Central Dispatch
 - Mayor Weichers was hoping to see a decrease in OT and wondered if this will be possible for the coming year
 - ♦ In answer, Chief stated that just over \$300,000 was added to the budget, and we will be just over that
 - ♦ With the additional FTEs there will be a vacancy savings and less OT, so by the end of the year we will be in a good spot
 - ♦ Also noting that the other support positions proposing FTE's will also have an offset by the reduction in OT
- ♦ There is no new information on the recreational funding
 - SLCo is working on an RFP for the facilitator/mediator with the intent to have reached a solution to the issue by July 1, 2025
 - Chief Burchett has created the budget based on the assumption that there will be a loss of revenue
 - Also noted, the recreation fee resolution will include MSD and SLVESA as well
- ♦ FTE Changes were reviewed
 - 30 FTEs will staff the two new engine companies and are funded by UFSA
 - Three will be for the fourth Battalion Chief position to improve the span of control for operational units
 - Four other positions will be within the Divisions of Medical, Fire Training, HR, and Finance
 - ♦ Council Member Buroker wishes to push back on the additional payroll FTE, asking how the payroll system is structured
 - ♦ Chief explained that UKG is in use, and there are many policies in place that require manual entry on the UKG side due to sworn vs civilian and various deployments and roles

- ♦ Council Member Buroker stated that IHC is similarly configured, complex, but she is not aware of any manual entries taking place and wonders if there is a way to overcome this challenge
- ♦ Council Member Buroker also stated that cost is part of the responsibility in taking care of people, do the best job, but make it cost efficient as possible
- ♦ Capital Replacement Fund
 - This fund identifies all apparatus, tools and equipment needed for the coming 10-15 years
 - There are three rotating loans
 - Cash purchases that have been pre-identified are for equipment with a life span of 6-9 years
 - Starting 2-years ago, due to the rising costs of apparatus, it was proposed that the Board approve adding \$300,000 per year to the capital plan
 - ♦ This has helped smooth the member fee while allowing the purchase of the new apparatus
 - ♦ The new lease payment will be \$3.1M
 - Capital replacement fund for cash only items were reviewed
 - ♦ As a note, the cardiac monitor warranties have been extended for the past couple years, but now it is necessary that they be replaced
- ♦ Member Fee FY25/26
 - The changes to the member fees were reviewed
 - Most direct members were anticipating a 5-5% increase, Chief hopes that these numbers are more in line with what Board Members are looking for
 - As a reminder, all percentages are based on usage per the member fee plan
 - Chair Henderson pushed back to the 5% increase each year for sustainability, and yes, these levels are in line with expectations
- ♦ Upcoming Budget Meetings
 - Chair Henderson asked that staff be prepared to answer questions regarding the payroll system (UKG), the capital replacement program and OT to name a few
 - ♦ April 15 – Update at UFA Board Meeting
 - ♦ May 8 – Division Budget Presentations to Finance Committee, Recommendation to Board
 - ♦ May 20 – Board Adopts Tentative Budget
 - ♦ June 17 – Board Adopts Final Budget

Closed Session

- ♦ None

Mayor Weichers moved to adjourn the April 10, 2025 UFA Finance Committee Meeting

Council Member Fotheringham seconded the motion

All voted in favor, none opposed