



UNIFIED FIRE AUTHORITY BOARD FINANCE COMMITTEE MEETING MINUTES

April 15, 2022

Meeting was held both electronically via Zoom Webinar/UFA Headquarters

Committee Members Present:

Council Member Stewart
Council Member Perry
Mayor Dahle
Council Member Harris

Mayor Silvestrini
Mayor Stevenson
Mayor Weichers

Committee Members Absent:

Council Member Henderson
Council Member Bailey

Staff:

Chief Burchett
CFO Hill
Cyndee Young

CLO Roberts
AC Pilgrim

Guests:

Aaron Lance
Anthony Widdison
Bill Brass
Bryan Case
Calogero Ricotta
Dan Brown
Darren Park
Erica Langenfass

Jared Wayman
Kiley Day
Mayor Overson
Krystal Griffin
Lana Burningham
Michael Greensides
Mike Watson
Nyla Benedict

Nile Easton
Paul Story
Rachel Anderson
Ryan Love
Shelli Fowlks
Steve Ball
Steve Quinn
Mayor Westmoreland

Meeting called to order by Chair Stewart at 9:02 a.m.

Public Comments

None

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

Minutes Approval

Council Member Perry moved to approve the minutes from the December 17, 2021 Finance Committee Meeting as submitted

Mayor Dahle seconded the motion

All voted in favor, none opposed

Budget Message – Chief Burchett

- ◆ The COLA remains the focus as it is currently 10.4% in the mountain region
- ◆ Chief Burchett pointed out that all Division requests were critically reviewed with the prioritization being the wages, COLA, as some critical needs based on the Strategic Plan
- ◆ The Benefits & Compensation Committee has passed a recommendation to the UFA Finance Committee of a 7% COLA and market adjustment for both civilian and sworn staff
 - ◆ With the recommendation that 5% of the COLA in July 2022 and the remaining 2% of the COLA be deferred until January 2023
 - ◆ This will result in an estimated overall Member Fee increase of 7.5%
 - As is apparent in the budget, much is still being accomplished with a relatively low increase
 - ◆ Much of this savings is attributed to decreasing health care costs, URS reductions and increased ambulance revenues
- ◆ A snapshot of the General Fund was reviewed with approximately \$2.5M returned as a Member Fee Credit
 - ◆ Surplus fund balance will return the ending fund balance back to 8.5%
 - ◆ \$1,030,850 being transferred to the Capital Fund
- ◆ Chief Burchett reviewed the key impacts to the budget
 - ◆ The highlight being the conversion of a peak-load in Eagle Mountain to a FT Firefighter Paramedic ambulance which was proposed last year
 - ◆ Also proposed this year was the addition of 12 FT Firefighters to help with the OT demand
 - Adding the 12 FTE's costs an additional \$240,000 by reducing the \$600,000 OT line item
 - ◆ The overall market held well for sworn "Top 3rd"
 - ◆ Chief Burchett also pointed out that fuel costs are not included in the Key Budget Impact list
 - \$170,000 will be added to this budget to help manage these costs
- ◆ Capital Replacement Fund identifies all equipment, apparatus, lifespan, and cost
 - ◆ Council Member Stewart inquired as to the warranty on the new vehicles and how that works with the mechanics
 - Stating that the warranty repairs and bill rate should be returned to UFA
 - Council Member Stewart would like to see how the costs are offset with the extra mechanic
 - Chief Burchett stated that this question will need to be taken to Division Chief Robinson and that much of the fleet is in some portion of a warranty period
 - ◆ There is however, the majority that is not under warranty and there is a lot of preventative maintenance that can be done to stay ahead and keep the fleet healthy
 - Also working toward setting up to allow for in-house repairs to be done and covered by warranty
 - ◆ Conversation was had regarding the practice in other municipalities of leasing vehicles
 - Chief Burchett stated that Division Chief Robinson has done research on both selling and leasing of vehicles and continues to do so

- ◆ Mayor Dahle inquired as to what was included in the cash purchase expenses
 - CFO Hill explained; FFE for the new fire stations, updating of the fire station alerting system, network/IT devices (firewall replacement), woodchipper, and the equipment installed on the apparatus (hose, axes, etc.).
- ◆ Member Fee Review
 - ◆ The proposed 7.49% overall increase was displayed for each member
- ◆ Council Member Stewart appreciates the transparency and the ease of navigating and understanding the budget.
- ◆ Mayor Weichers asked for more specifics of what was cut from the Division budgets in order to arrive at this proposal.

Budget Document Overview – CFO Hill

- ◆ CFO Hill reviewed the Table of Contents for the budget book and distributed copies
- ◆ Any questions that arise while reviewing the budget, CFO Hill welcomes them ahead of the next meeting in order to allow the Division Leaders to be prepared with answers.
- ◆ An online version of the budget will be distributed to all Board Members as well.

Budget Schedule – CFO Hill

- ◆ April 19 – Update at UFA Board Meeting
- ◆ May 6 – Division Budget Presentations to Finance Committee, Recommendation to Board
- ◆ May 17 – Board Adopts Tentative Budget
- ◆ June 21 – Board Adopts Final Budget
- ◆ CFO Hill stated that the full budget will be emailed to all Board Members

Closed Session

- ◆ None

Mayor Dahle moved to adjourn the April 15, 2022 UFA Finance Committee Meeting
Council Member Harris seconded the motion
All voted in favor, none opposed