

THIS AGENDA IS SUBJECT TO CHANGE WITH MINIMUM 24 HOURS NOTICE



UNIFIED FIRE AUTHORITY BOARD AGENDA

April 19, 2022, 7:30 a.m.

NOTICE IS HEREBY GIVEN THAT THE UNIFIED FIRE AUTHORITY BOARD OF DIRECTORS SHALL ASSEMBLE BOTH ELECTRONICALLY AND IN-PERSON FOR A MEETING AT UFA HEADQUARTERS LOCATED AT 3380 SOUTH 900 WEST, SALT LAKE CITY, UT 84119

THE PUBLIC MAY ATTEND IN-PERSON OR ELECTRONICALLY VIA ZOOM WEBINAR AT:
<https://zoom.us/j/98255960431?pwd=VW9iWk1KQ0JYTj9lSDIxMS96KzZXZz09>
Password: 123911

1. Call to Order – Chair Dahle
2. Public Comment
Please limit comments to three minutes each. The UFA Board typically will not engage directly but may direct staff to address comments following the meeting.
There are three options for comments during this meeting:
 - a. In-Person.
 - b. Live during the Webinar by logging in as described above. If you wish to make a comment, select the “Raise Hand” button at the bottom of the screen. You will then be added to the queue and invited to speak.
 - c. EMAIL: Public comments will be accepted prior to the meeting via email at publiccomment@unifiedfire.org until 7:00 a.m. April 18, 2022. Emailed comments submitted prior to 7:00 a.m. April 18, 2022, will be read or summarized into the record, comments received after the deadline will be forwarded to the UFA Board, but not read into the meeting record or addressed during the meeting.
3. Minutes Approval – Chair Dahle
 - a. March 15, 2022
4. Consent Agenda
 - a. Review of March Disbursements – CFO Hill
5. Committee Updates
 - a. Benefits & Compensation Committee (Meeting held 3/30/22) – Chair Dahle
 - b. Governance Committee (No meeting) – Chair Silvestrini
 - c. Finance Committee (Meeting held 4/15/22) – Chair Stewart
 - i. FY22/23 Budget Message
6. Quarterly Financial Report – CFO Hill
7. Seismic Retrofit Update – DC Robinson
8. Juneteenth – HR Director Day

9. COVID-19 Expenditure Reimbursement – CFO Hill/Chief Burchett

10. Fire Chief Report

- a. Promotional Process Update – HR Director Day
- b. Ambulance Placement Discussion – OC Dern
- c. BLM Hotshot Facility Partnership – DC Widdison
- d. Banquet Update – DOC Easton
- e. 100-Day Plan

11. Possible Closed Session

The Board may consider a motion to enter Closed Session. A closed meeting described under Utah Code Section 52-4-205 may be held for specific purposes including, but not limited to:

- a. discussion of the character, professional competence, or physical or mental health of an individual;
- b. strategy sessions to discuss pending or reasonably imminent litigation;
- c. strategy sessions to discuss the purchase, exchange, or lease of real property;
- d. discussion regarding deployment of security personnel, devices, or systems; and
- e. investigative proceedings regarding allegations of criminal misconduct.

A closed meeting may also be held for attorney-client matters that are privileged pursuant to Utah Code § 78B-1-137, and for other lawful purposes that satisfy the pertinent requirements of the Utah Open and Public Meetings Act.

Re-Open the Meeting

12. Adjournment – Chair Dahle

The next UFA Board meeting will be held May 17, 2022, at 7:30 a.m. both electronically and at UFA Headquarters located at 3380 South 900 West, Salt Lake City, UT 84119

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL UFA MEETINGS.

In accordance with the Americans with Disabilities Act, UFA will make reasonable accommodation for participation in the meetings. Please call the clerk at least three working days prior to the meeting at 801-743-7213. Motions relating to any of the foregoing, including final action, may be taken at the meeting. This meeting may be held telephonically/electronically to allow a member of the UFA Board to participate. This agenda is subject to change with a minimum 24-hour notice.

CERTIFICATE OF POSTING

The undersigned, does hereby certify that the above agenda notice was posted on this 15th day of April, 2022, on the UFA bulletin boards, the UFA website www.unifiedfire.org, posted on the Utah State Public Notice website <http://www.utah.gov/pmn/index.html> and was emailed to at least one newspaper of general circulation within the jurisdiction of the public body.

Cynthia Young, UFA Board Clerk



UNIFIED FIRE AUTHORITY BOARD MINUTES

March 15, 2022, 7:30 a.m.

Electronically Via ZOOM Webinar/UFA Headquarters – 3380 South 900 West SLC, UT 84119

1. Call to Order
Quorum was obtained
Chair Dahle called the meeting to order at 7:31 a.m.
2. Public Comment
None
Public comment was made available live and with a posted email address
3. Civilian Rescue Recognition
Chief Petersen presented Jose Perez a certificate and Chief's Coin for his bravery and personal risk to pull an unconscious victim from a burning vehicle in a rollover on I201 resulting in saving the victims life
4. Approval of Minutes
Mayor Silvestrini moved to approve the minutes from the February 15, 2022, UFA Board Meeting as submitted
Mayor Knopp seconded the motion
All voted in favor, none opposed
5. Consent Agenda
 - a. Review of February Disbursements
 - No discussion

Mayor Silvestrini moved to approve the February disbursements as submitted
Council Member Perry seconded the motion
All voted in favor, none opposed
6. Committee Updates
 - Benefits & Compensation Committee
 - No meeting held
 - Next meeting 3/30/22
 - Governance Committee
 - No meeting held
 - Finance Committee
 - Chair Stewart stated that this meeting will begin the budget process
 - Next meeting 4/15/22

7. Public Hearing to Receive and Consider Comments on Proposed Amendments to the 2021-2022 Fiscal Year Budget

Mayor Knopp moved to open the Public Hearing to receive and consider comments on proposed amendments to the 2021-2022 Fiscal Year Budget

Council Member Hull seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bourke	Y	Perry	Y
Butterfield	Y	Silvestrini	Y
Dahle	Y	Stevenson	Y
Harris	Y	Stewart	Y
Henderson	Y	Theodore	Y
Hull	Y	Weichers	Y
Kanter	Y	Westmoreland	Y
Knopp	Y		

- 8 amendments for consideration
 - General Fund
 - Reduction in event support billing revenue for cancelled events
 - Women on Fire Symposium, sponsorship covered the total cost to host the event
 - The State of Utah provided additional funds (\$8,400) to the EMS grant
 - Emergency Management Special Revenue Fund
 - Additional funding from SLCo for COVID-19 activation costs through December 2021
 - 2021 SHSP Grant for countywide rescue task force equipment and supplies
 - Transfer from noncapital to capital outlay for dorm room furniture and construction as costs have now increased
 - Fire Capital Replacement Fund
 - Appropriation of fund balance to fund furniture, fixtures, and equipment for Station 125
 - Reimbursement from USAR to purchase trucks on behalf of the task force, this reimbursement will continue over the coming years
- No further questions from Board Members
- No public comment

Mayor Silvestrini moved to close the Public Hearing to receive and consider comments on proposed amendments to the 2021-2022 Fiscal Year Budget

Council Member Stewart seconded the motion

All voted in favor, none opposed

8. Consider Resolution 03-2022A to Approve the Second Budget Amendment for the 2021-2022 Fiscal Year

Council Member Stewart moved to approve the second budget amendment for the 2021-2022 Fiscal Year

Mayor Overson seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bourke	Y	Perry	Y
Butterfield	Y	Silvestrini	Y
Dahle	Y	Stevenson	Y
Harris	Y	Stewart	Y
Henderson	Y	Theodore	Y
Hull	Y	Weichers	Y
Kanter	Y	Westmoreland	Y
Knopp	Y		

8. Seismic Retrofit Update

- Division Chief Robinson provided an update to the seismic work
 - 5 Station Structural
 - Station 116
 - This project has reached substantial completion
 - It is anticipated that the punch list will be completed by the end of the week
 - Station 110
 - Crews have temporarily relocated their sleeping quarters to accommodate the first phase of construction
 - Framing for the sleeping quarters has been completed
 - Installation of new electrical is underway
 - This project has a estimated completion date of June 3rd
 - Stations 107/109/115
 - The RFP for General Contractor services was posted on March 1 and closes March 22
 - 20 Station Non-Structural
 - Coleman Seismic has completed the non-structural upgrades on 19 stations
 - One punch list item remains for Station 116

9. Fire Chief Report

- Women FF Leadership Symposium
 - 13 UFA women Firefighters as well as 40 women Firefighters from across the country were in attendance
 - The keynote speaker was President Biden's appointed Fire Administrator Dr. Lori Moore-Merrell
 - Sponsorship covered all costs to host and allowed for UFA personnel to attend
 - Non-UFA personnel were charged \$150.00 to attend
 - Chief Petersen stated that from this 2-day event, not only was the outcome a stronger sense of belonging from the UFA women, but they are now better prepared to compete for leadership opportunities within UFA
 - Council Member Hull attended as an observer and stated that she would like to see it continue as it was uplifting and exciting
- Legislative Wrap-Up
 - UFA Lobbyists Ashly and Dave Spatafore gave an overview of the events from this year's legislative session
 - Overall, it was a good positive session
 - A listing of bills was provided in the Board Packet

- Ashley Spatafore gave an update on the biggest win for UFA and 8 bomb squads throughout the state
 - Division Chief Ball spearheaded this effort
 - \$3.4 M was 100% funded for the purchase of robots, squad's suits and a host of other items
 - Also resulting from this was the education of the legislature, as they did not realized that the state bomb squads were locally funded
 - The ask for funding excluded the salaries and day-to-day costs, it was just for equipment
 - Work will continue toward manual appropriations in the coming years, so that the equipment can stay updated
- HB16 Emergency Response Team
 - Streamlining the reimbursement for agencies who respond allowing for the state to pay 80% of costs prior to when the other states reimburse
- SB102 Enforcement on Hand-Held Devices and Distracted Driving
 - Making progress on making it easier for law enforcement to enforce distracted driving
- Dave Spatafore expressed his gratitude for working with Chief Petersen these past number of years and thanked him for the opportunity
- Mayor Silvestrini inquired as to any pending issues that UFA should keep an eye on during the interim session
 - HB23 requires every agency to have a plan for mental health services for not only employees, but their families and potentially retirees as well
 - Rules for implementation have yet to be developed
 - SB228 addresses the benefit for responders to have access to more information prior to arrival on scene
 - How best to provide additional information to the CAD system and dispatchers while not violating HIPAA, but allow responders to be better prepared when arriving on scene
 - HB145 Wildfire Amendment
 - Addresses funding for County Fire Wardens, but requires the State Division of Fire and Forestry to come up with an implementation plan for prevention and preparedness
 - Wanted to make sure local Fire Chiefs are involved in the study of this process which will continue for the coming years
 - SB190 Cannabis Bill
 - There are a few references in the bill to public safety stating that law enforcement can't use medical cannabis
 - This will allow any other first responder to use medical cannabis, but not on shift or 12-hours prior to shift
 - This issue is settled for this year, but as federal regulations change, this will be addressed in the coming years
 - None of the retirement bills passed this year, however, efforts will continue on retirement issues
- Chief Petersen stated that Ashley, Dave and the UFA are not reactive, efforts to be engaged to help our community do better and to continue providing service better because of the work that has been done through legislation
 - The work being done to ensure that legislators hear what is important to UFA and the work to advocate on behalf of the communities we serve could not be possible without the help of both Dave and Ashley

10. Closed Session

Mayor Silvestrini moved to temporarily recess the meeting to convene in a closed session to discuss matters as provided by Utah Code Annotated §52-4-205

Mayor Knopp seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bourke	Y	Perry	Y
Butterfield	Y	Silvestrini	Y
Dahle	Y	Stevenson	Y
Harris	Y	Stewart	Y
Henderson	Y	Theodore	Y
Hull	Y	Weichers	Y
Kanter	Y	Westmoreland	Y
Knopp	Y		

Mayor Silvestrini moved to re-open the meeting to the public

Council Member Stewart seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bourke	Y	Perry	Y
Butterfield	Y	Silvestrini	Y
Dahle	Y	Stevenson	Y
Harris	Y	Stewart	Y
Henderson	Y	Theodore	Y
Hull	Y	Weichers	Y
Kanter	Y	Westmoreland	Y
Knopp	Y		

11. Consider Resolution 03-2022B to Extend Employment Offer for the Position of Fire Chief Pending Negotiation and Execution of Employment Agreement

- Mayor Dahle reviewed the process and work the Fire Chief Ad Hoc Committee has done
- The Board was fortunate to have 3 exceptional internal candidates from which to choose from, but this also made for a difficult decision
- The Ad Hoc Committee consisted of Fire Chief Bob Baker from South Metro Fire in Colorado, CLO Roberts, Chief Petersen, Mayor Silvestrini, HR Director Day, Mayor Overson, UFSA District Administrator Anderson, Mayor Dahle, Council Member Hull, Council Member Stewart, and UFA Labor President Quinn
- Mayor Dahle explained that this was a thorough and thoughtful process and commended the Ad Hoc Committee for their work
- Mayor Silvestrini wanted to convey to the Department and Command Staff how much the Board appreciated the input provided on the 360's
 - The help is appreciated in making the best decision for the Department and recognizing the abundance of riches that made this decision difficult and also acknowledged how refreshing and encouraging the future is with the apparent talent within
- Mayor Knopp thanked Chief Petersen for grooming a successor and stated that he is comfortable with any of the 3 candidates

- Council Member Stewart stated that it is not just a few individuals, but a department that overcame challenges and continues to serve the communities and thanked everyone knowing that the communities are being well taken care of thanks to Chief Petersen

Council Member Stewart moved to adopt Resolution 03-2022B to extend an offer of employment for the position of Fire Chief to Dominic Burchett and authorize the Board Chair, with the assistance and approval of the Chief Legal Officer, to negotiate and execute an employment agreement substantially similar to the draft attached to the Resolution
Mayor Silvestrini seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bourke	Y	Perry	Y
Butterfield	Y	Silvestrini	Y
Dahle	Y	Stevenson	Y
Harris	Y	Stewart	Y
Henderson	-	Theodore	Y
Hull	Y	Weichers	Y
Kanter	Y	Westmoreland	Y
Knopp	Y		

- Mayor Dahle echoed the work done at UFA by Chief Petersen and on behalf of the UFA Board of Directors, wishes to thank Chief Petersen for all that he has done for the organization

12. Consider Resolution 03-2022C to Amend the Employment Agreement of the Chief Legal Officer

- The Fire Chief agreement was changed to provide a COLA at the same time as when the UFA personnel receives this adjustment going forward
- This resolution proposes the same for the CLO going forward as well

Mayor Silvestrini feels that this is appropriate and moved to adopt Resolution 03-2022C to amend the employment agreement of the Chief Legal Officer

Council Member Hull seconded the motion

Roll call vote taken

Bailey	Y	Overson	Y
Bourke	Y	Perry	Y
Butterfield	Y	Silvestrini	Y
Dahle	Y	Stevenson	Y
Harris	Y	Stewart	Y
Henderson	-	Theodore	Y
Hull	Y	Weichers	Y
Kanter	Y	Westmoreland	Y
Knopp	Y		

13. Adjournment

Council Member Stewart moved to adjourn the March 15, 2022, meeting

Mayor Silvestrini seconded the motion

All voted in favor, none opposed

BOARD MEMBERS IN ATTENDANCE:

Council Member Kathleen Bailey
Council Member Chrystal Butterfield
Council Member Catherine Harris
Mayor Robert Dahle
Council Member Trish Hull
Mayor Marcus Stevenson
Mayor Dan Knopp
Mayor Kristie Overson
Mayor Mike Weichers
Council Member Jared Henderson

Council Member Allan Perry
Deputy Mayor Catherine Kanter
Council Member Sheldon Stewart
Mayor Jeff Silvestrini
Mayor Roger Bourke
Mayor Tom Westmoreland
Council Member Dea Theodore

STAFF IN ATTENDANCE:

CFO Tony Hill
Chief Petersen

CLO Roberts
Cynthia Young, Clerk

OTHER ATTENDEES:

Aaron Lance
Ashley Spatafore
Aaron Whitehead
Matt Anderson
Amanda Lawrence
Andrew Ridd
Anthony Widdison
Armen Jacobs
Arriann Woolf
Ashley Spatafore
Bill Brass
Brian Anderton
Brian Case
Brad Larson
Blayne Pilgrim
Bob Baker
Calogero Ricotta
Chad Simons
Clint Mecham
Dan Brown
Danielle Ahn
David Chipman, public
Dustin Dern
Dave Spatafore
Dominic Burchett
EM Division Chief
Embret Fossum
Erica Langenfass

Fire Training
Guy Perrin
Japheth McGee
Jenn Bevan
Jessica Johnson
Jill Tho
Jenni Petersen
Jose Perez, public
Jay Torgersen
Justin Watters
Kate Turnbaugh
Kathy DeVoogd
Keith Bevan
Kiyoshi Young
Kelly Millard
Krystal Griffin
Kiley Day
Lana Burningham
Larson Wood
Meisha Marriott
Micayla Dinkel
Michael Greensides
Mike Watson
Nate Bogenschutz
Nichole Holdaway
Nile Easton
Nyla Benedict
Patrick Costin

Rhonda Danielson
Rob Ayres
Roger Beckman
Rachel Anderson
Rylie Pilgrim
Ryan Love
Shelli Fowlks
Station 102
Station 104
Station 112
Station 115
Station 117
Station 118
Station 118
Steve Bowen
Steve Higgs
Shelli Fowlks
Sylvia Cardenas
Steve Prokopis
Steve Ball
Taylor Sandstrom
Tua Tho
Tyler Goodspeed
Wade Russell
Wade Watkins
Zach Robinson

UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING
MARCH 2022

GL Period	Check Date	Ref#	Vendor Name	Invoice#	Check Amount
Mar-22	3/25/2022	2	PAYROLL TRANS FOR 03/15/22 PAY PERIOD	N/A	\$ 1,365,683.56
Mar-22	3/10/2022	1	PAYROLL TRANS FOR 02/28/22 PAY PERIOD	N/A	1,183,104.26
Mar-22	3/10/2022	85691	SELECTHEALTH	Multiple	572,289.70
Mar-22	3/2/2022	3022022	UTAH RETIREMENT SYSTEMS	Multiple	543,747.37
Mar-22	3/24/2022	32422101	UTAH RETIREMENT SYSTEMS	Multiple	538,498.28
Mar-22	3/10/2022	31022102	UTAH RETIREMENT SYSTEMS	Multiple	525,267.62
Mar-22	3/10/2022	85687	L.N. CURTIS AND SONS	Multiple	284,300.00
Mar-22	3/28/2022	9	EFTPS - 03/25/22 PAYROLL	N/A	255,335.29
Mar-22	3/6/2022	3062022	WELLS FARGO BUSINESS CARD	Multiple	219,166.96
Mar-22	3/11/2022	5	EFTPS - 03/10/22 PAYROLL	N/A	209,547.44
Mar-22	3/25/2022	10	STATE TAX W/H ACH - MARCH 2022 PAYROLL	N/A	157,919.58
Mar-22	3/16/2022	31622101	WELLS FARGO ADVISOR FBO UFA4064-8710	Multiple	142,628.86
Mar-22	3/31/2022	85753	L.N. CURTIS AND SONS	INV575971	73,918.00
Mar-22	3/3/2022	85665	UTAH LOCAL GOVERNMENTS TRUST	Multiple	72,780.19
Mar-22	3/24/2022	85735	UTAH LOCAL GOVERNMENTS TRUST	1597715	72,273.53
Mar-22	3/10/2022	85706	PUBLIC EMPLOYEES HEALTH PROGRAM	44593	68,436.39
Mar-22	3/16/2022	31622002	LES OLSON COMPANY	MNS18570	49,465.16
Mar-22	3/17/2022	85716	FUEL NETWORK	F2208E00932	47,342.11
Mar-22	3/16/2022	31622001	GCS BILLING SERVICES	2829	39,102.46
Mar-22	3/2/2022	30222101	WELLS FARGO ADVISOR FBO UFA4064-8710	Multiple	31,667.42
Mar-22	3/16/2022	31622102	WELLS FARGO ADVISOR FBO UFA4064-8710	Multiple	31,582.44
Mar-22	3/24/2022	32422102	WELLS FARGO ADVISOR FBO UFA4064-8710	Multiple	31,547.77
Mar-22	3/3/2022	85667	CUSTOM BENEFIT SOLUTIONS, INC.	2252022	21,758.64
Mar-22	3/10/2022	85699	CUSTOM BENEFIT SOLUTIONS, INC.	3102022	21,704.97
Mar-22	3/24/2022	85736	CUSTOM BENEFIT SOLUTIONS, INC.	3252022	21,704.97
Mar-22	3/10/2022	31022101	UTAH DEPT WORKFORCE SERVICES	Multiple	20,538.36
Mar-22	3/17/2022	85722	ROCKY MTN POWER	Multiple	19,835.90
Mar-22	3/10/2022	85698	AFLAC GROUP INSURANCE	44593	18,850.00
Mar-22	3/10/2022	85678	APA BENEFITS INC	TRUST461	16,843.31
Mar-22	3/24/2022	85728	COMCAST	141523776	15,532.06
Mar-22	3/17/2022	85717	HENRY SCHEIN, INC.	Multiple	15,009.15
Mar-22	3/17/2022	85711	CAPSTONE STRATEGIES	44628	13,333.33
Mar-22	3/23/2022	32322001	MAYORS FINANCIAL ADMIN	MFA0000784	12,222.39
Mar-22	3/31/2022	85755	SALT LAKE COUNTY SURVEYOR'S OFFICE	W08212013302	11,880.00
Mar-22	3/10/2022	85683	DISCOUNTELL, INC	OE-25414	10,907.33
Mar-22	3/31/2022	85746	APA BENEFITS INC	Multiple	10,459.23
Mar-22	3/16/2022	31622003	NAPA AUTO PARTS	44620	9,718.81
Mar-22	3/31/2022	85747	DOMINION ENERGY	Multiple	9,357.48
Mar-22	3/10/2022	85702	LOCAL 1696 - IAFF	3102022	9,205.62
Mar-22	3/24/2022	85738	LOCAL 1696 - IAFF	3252022	9,172.62
Mar-22	3/3/2022	85669	LOCAL 1696 - IAFF	2252022	9,134.19
Mar-22	3/10/2022	85684	DOMINION ENERGY	Multiple	8,918.15
Mar-22	3/3/2022	85663	LIFE-ASSIST, INC	Multiple	8,718.96
Mar-22	3/10/2022	6	TRANSFER FUNDS FOR PATIENT REFUNDS 03/10/22	N/A	8,569.52
Mar-22	3/9/2022	30924	LES OLSON COMPANY	Multiple	8,556.78
Mar-22	3/3/2022	85661	DOMINION ENERGY	Multiple	8,491.86
Mar-22	3/9/2022	30926	WEIDNER FIRE	61979	8,115.00
Mar-22	3/10/2022	85694	UNIVERSITY OF UTAH	UFA-2022-2	6,240.00
Mar-22	3/17/2022	85726	ZOLL	INV00109312	6,119.25
Mar-22	3/10/2022	85693	UNIVERSITY MEDICAL BILLING	44621	5,940.00
Mar-22	3/17/2022	85714	DEPARTMENT OF PSYCHIATRY	2022117	5,507.43
Mar-22	3/31/2022	85756	XANTIE LLC	Multiple	4,750.00

Note 1: This is a pooled cash account - disbursements listed include those for UFA's Wildland Enterprise fund

Note 2: Payroll totals are for all UFA funds, not just General Fund

X:\Board Docs\2022-03 Disbursements\10

UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING
MARCH 2022

GL Period	Check Date	Ref#	Vendor Name	Invoice#	Check Amount
Mar-22	3/9/2022	30922	APPARATUS EQUIPMENT & SERVICE, INC	Multiple	4,623.84
Mar-22	3/31/2022	85749	EAGLE MOUNTAIN CITY	202712	4,185.45
Mar-22	3/24/2022	85732	KRONOS INCORPORATED	Multiple	3,825.61
Mar-22	3/10/2022	85686	KRONOS INCORPORATED	Multiple	3,776.83
Mar-22	3/30/2022	33022002	WEIDNER FIRE	62368	3,450.00
Mar-22	3/2/2022	30222	APPARATUS EQUIPMENT & SERVICE, INC	22-IV-9009	3,420.45
Mar-22	3/10/2022	85689	PURCELL TIRE CO.	Multiple	3,403.32
Mar-22	3/10/2022	85700	FIDELITY SECURITY LIFE INSURANCE CO	44593	3,298.21
Mar-22	3/17/2022	85713	DEPARTMENT OF HEALTH	22EM000197	3,270.00
Mar-22	3/17/2022	85712	CASELLE, INC	107262	3,060.00
Mar-22	3/24/2022	85729	DOMINION ENERGY	Multiple	3,052.97
Mar-22	3/31/2022	85754	MEGAPLEX THEATRES	0010421-IN	3,000.00
Mar-22	3/31/2022	85750	HENRY SCHEIN INC.	17715780	2,748.50
Mar-22	3/3/2022	85664	PURCELL TIRE CO.	280000620	2,656.00
Mar-22	3/10/2022	85692	SYMBOL ARTS LLC	0421045-IN	2,475.00
Mar-22	3/10/2022	85681	CENTERPOINT LEADERSHIP SVCS	2109	2,329.27
Mar-22	3/10/2022	85679	BLOMQUIST HALE EMPLOYEE ASSISTANCE	MAR22257	2,230.00
Mar-22	3/9/2022	30925	SERVICEMASTER OF SALT LAKE	135749	2,124.65
Mar-22	3/3/2022	85676	FIREFIGHTERS CREDIT UNION	02252022TV	2,121.00
Mar-22	3/24/2022	85745	FIREFIGHTERS CREDIT UNION	03252022TV	2,110.00
Mar-22	3/10/2022	85708	FIREFIGHTERS CREDIT UNION	03102022TV	2,108.00
Mar-22	3/10/2022	85677	ADAMS, HAYLEY	Multiple	2,040.00
Mar-22	3/3/2022	85660	APA BENEFITS INC	47718	1,916.00
Mar-22	3/10/2022	85709	MANUAL CHECK FOR PAYROLL ACH RETURN	N/A	1,746.18
Mar-22	3/3/2022	85672	OFFICE OF RECOVERY SERVICES	2252022	1,692.00
Mar-22	3/10/2022	85705	OFFICE OF RECOVERY SERVICES	3102022	1,692.00
Mar-22	3/3/2022	85668	FIREFIGHTERS CREDIT UNION	02252022SF	1,682.00
Mar-22	3/24/2022	85737	FIREFIGHTERS CREDIT UNION	03252022SF	1,682.00
Mar-22	3/10/2022	85701	FIREFIGHTERS CREDIT UNION	03102022SF	1,674.00
Mar-22	3/3/2022	85673	PUBLIC EMPLOYEES LT DISABILITY	2252022	1,623.05
Mar-22	3/24/2022	85742	PUBLIC EMPLOYEES LT DISABILITY	3252022	1,602.89
Mar-22	3/24/2022	85741	OFFICE OF RECOVERY SERVICES	3252022	1,518.36
Mar-22	3/1/2022	1	RECORD US MERCHANT FEE 3/1/22	N/A	1,507.28
Mar-22	3/17/2022	85715	DOMINION ENERGY	Multiple	1,452.89
Mar-22	3/31/2022	85748	DOMINION ENERGY	G-ADM 3/22	1,317.95
Mar-22	3/10/2022	85680	BOUND TREE MEDICAL LLC	84398723	1,110.00
Mar-22	3/3/2022	85662	DOMINION ENERGY	G-ADM 2/22	1,078.98
Mar-22	3/10/2022	85685	JAN-PRO OF UTAH	Multiple	960.00
Mar-22	3/3/2022	3	RECORD PAYMENTECH FEE 3/3/22	N/A	689.35
Mar-22	3/11/2022	7	RECORD CLIENT ANALYSIS FEE 3/11/22	N/A	622.81
Mar-22	3/17/2022	85719	MEANING TO LIVE	44623	600.00
Mar-22	3/31/2022	85751	HONEY BUCKET	Multiple	539.57
Mar-22	3/17/2022	85721	PURCHASE POWER	POSTAGE 2/22	520.99
Mar-22	3/24/2022	85731	HONEY BUCKET	552641565	424.00
Mar-22	3/10/2022	85697	WELCH, JAIME ALLISON	Multiple	420.00
Mar-22	3/24/2022	85733	LOVE COMMUNICATIONS LLC	60613	337.50
Mar-22	3/24/2022	85727	APA BENEFITS INC	48426	336.70
Mar-22	3/17/2022	85724	SNOWBIRD RESORT LLC	2BY5Y7-C22822	302.45
Mar-22	3/3/2022	85666	WELCH, JAIME ALLISON	188	240.00
Mar-22	3/17/2022	85710	ADAMS, HAYLEY	Multiple	240.00
Mar-22	3/4/2022	2	RECORD XPRESS BILL PAY FEE FOR UFSA & UFA 3/4/22	N/A	208.46
Mar-22	3/9/2022	30923	BESTSHRED, LLC	6163022522	202.00

Note 1: This is a pooled cash account - disbursements listed include those for UFA's Wildland Enterprise fund

Note 2: Payroll totals are for all UFA funds, not just General Fund

X:\Board Docs\2022-03 Disbursements\10

UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING
MARCH 2022

GL Period	Check Date	Ref#	Vendor Name	Invoice#	Check Amount
Mar-22	3/10/2022	85695	UTAH BROADBAND LLC	1164726	199.00
Mar-22	3/24/2022	85734	UTAH BROADBAND LLC	1171254	199.00
Mar-22	3/17/2022	85718	JOHNSON ROBERTS & ASSOCIATES INC	147859	192.50
Mar-22	3/17/2022	85725	WORKFORCEQA LLC	157656	188.00
Mar-22	3/3/2022	85671	ND CHILD SUPPORT DIVISION	2252022	179.00
Mar-22	3/10/2022	85704	ND CHILD SUPPORT DIVISION	3102022	179.00
Mar-22	3/24/2022	85740	ND CHILD SUPPORT DIVISION	3252022	179.00
Mar-22	3/10/2022	85696	UTAH COUNTY EMS COUNCIL	44627	175.00
Mar-22	3/3/2022	85674	SALT LAKE VALLEY LAW ENFORCE ASSOC	2252022	152.00
Mar-22	3/10/2022	85707	SALT LAKE VALLEY LAW ENFORCE ASSOC	3102022	152.00
Mar-22	3/24/2022	85743	SALT LAKE VALLEY LAW ENFORCE ASSOC	3252022	152.00
Mar-22	3/7/2022	4	RECORD AMERICAN EXPRESS FEE 3/7/22	N/A	129.69
Mar-22	3/17/2022	85723	SHRED-IT USA	8000758009	127.25
Mar-22	3/10/2022	85690	SALT LAKE COUNTY SERVICE AREA #3	W/S-#113 2/22	119.05
Mar-22	3/10/2022	85682	COPPERTON IMPROVEMENT DISTRICT	W-#115 2/22	115.00
Mar-22	3/10/2022	85688	LOVE COMMUNICATIONS LLC	60309	112.50
Mar-22	3/17/2022	85720	PHOENIX REBELLION THERAPY LLC	44627	100.00
Mar-22	3/3/2022	85675	UTAH RETIREMENT SYSTEMS	Multiple	66.06
Mar-22	3/14/2022	8	RECORD CONVENIENT FEE FOR FEBRUARY 2022 3/14/22	N/A	62.50
Mar-22	3/30/2022	33022001	APPARATUS EQUIPMENT & SERVICE, INC	22-IV-9024	46.00
Mar-22	3/24/2022	85744	UTAH RETIREMENT SYSTEMS	03252022JW	40.50
Mar-22	3/24/2022	85730	FEDEX	7-686-90689	39.49
Mar-22	3/3/2022	85670	MOUNTAIN AMERICA CREDIT UNION	2252022	26.00
Mar-22	3/10/2022	85703	MOUNTAIN AMERICA CREDIT UNION	3102022	26.00
Mar-22	3/24/2022	85739	MOUNTAIN AMERICA CREDIT UNION	3252022	26.00
Mar-22	3/31/2022	85752	KENNECOTT UTAH COPPER LLC	1789	1.00
					<u>\$ 6,970,931.75</u>

Note 1: This is a pooled cash account - disbursements listed include those for UFA's Wildland Enterprise fund

Note 2: Payroll totals are for all UFA funds, not just General Fund

X:\Board Docs\2022-03 Disbursements\10

UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - EMERGENCY MANAGEMENT CHECKING
MARCH 2022

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Mar-22	3/16/2022	3	FUNDS TRANSFER FROM EM TO FIRE - 3/10/22 PAYROLL	N/A	\$ 54,537.12
Mar-22	3/9/2022	2	FUNDS TRANSFER FROM EM TO FIRE - 2/25/22 PAYROLL	N/A	51,388.26
Mar-22	3/29/2022	4	FUNDS TRANSFER FROM EM TO FIRE - 3/25/22 PAYROLL	N/A	50,193.07
Mar-22	3/31/2022	7756	UTAH TRANSIT AUTHORITY	787116	50,000.00
Mar-22	3/31/2022	5	FUNDS TRANSFER FROM EM TO FIRE - FEBRUARY 2022 PCARDS	Multiple	29,576.59
Mar-22	3/24/2022	7751	HAGERTY CONSULTING INC	7986	19,020.00
Mar-22	3/4/2022	1	FUNDS TRANSFER FROM EM TO FIRE - JANUARY 2022 PCARDS	N/A	17,880.69
Mar-22	3/10/2022	7742	SELECTHEALTH	2.2048E+11	8,284.60
Mar-22	3/16/2022	31622005	MAYORS FINANCIAL ADMIN	Multiple	4,453.33
Mar-22	3/17/2022	7747	ROCKY MTN POWER	E-ECC 2/22	3,831.92
Mar-22	3/16/2022	31622004	LES OLSON COMPANY	Multiple	2,627.68
Mar-22	3/17/2022	7745	FUEL NETWORK	F2208E00932	2,005.38
Mar-22	3/9/2022	30929	SERVICEMASTER OF SALT LAKE	135749	1,738.35
Mar-22	3/31/2022	7755	IDENTISYS INC.	563481	1,715.00
Mar-22	3/17/2022	7749	SUGARHOUSE INDUSTRIES	257435	1,245.92
Mar-22	3/17/2022	7750	SYRINGA NETWORKS LLC	22MAR0195	1,175.00
Mar-22	3/24/2022	7752	UTAH LOCAL GOVERNMENTS TRUST	1597715	1,174.81
Mar-22	3/31/2022	7754	DOMINION ENERGY	G-ECC 3/22	1,078.33
Mar-22	3/3/2022	7740	UTAH LOCAL GOVERNMENTS TRUST	1597030	1,059.56
Mar-22	3/3/2022	7738	DOMINION ENERGY	G-ECC 2/22	882.81
Mar-22	3/17/2022	7746	ROADSAFE TRAFFIC SYSTEMS INC	10045410	752.00
Mar-22	3/10/2022	7741	APA BENEFITS INC	TRUST461	500.00
Mar-22	3/31/2022	7753	APA BENEFITS INC	TRUST488	500.00
Mar-22	3/17/2022	7744	COMPUNET INC	190381	405.00
Mar-22	3/10/2022	7743	PUBLIC EMPLOYEES HEALTH PROGRAM	44593	309.96
Mar-22	3/9/2022	30927	GOLD CUP SERVICES INC	Multiple	240.33
Mar-22	3/9/2022	30928	LES OLSON COMPANY	MNS18573	180.00
Mar-22	3/16/2022	31622006	WAXIE SANITARY SUPPLY	80719171	147.58
Mar-22	3/9/2022	30930	BESTSHRED, LLC	6163022522	108.00
Mar-22	3/3/2022	7739	PURE WATER SOLUTIONS OF AMERICA LLC	88125	105.00
Mar-22	3/23/2022	32322002	LES OLSON COMPANY	ES051767	98.00
Mar-22	3/17/2022	7748	SHRED-IT USA	8000758009	42.75
					\$ 307,257.04

UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - FIRE CAPITAL REPLACEMENT FUND
MARCH 2022

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Mar-22	3/25/2022	21010	LES OLSON COMPANY	MIT206699	10,760.80
Mar-22	3/18/2022	21011	CDW GOVERNMENT LLC	S813144	990.48
					<hr/>
					\$ 11,751.28
					<hr/>

Note 1: Bank of America escrow funds funded in October 2021; disbursements began in November 2021

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UNIFIED FIRE AUTHORITY

TO: Finance Committee Members
FROM: Dominic Burchett, Fire Chief/CEO
SUBJECT: Fiscal Year 22/23 Budget Message
DATE: April 15, 2022

I am pleased to present the Fiscal Year 2022/2023 proposed budget for Unified Fire Authority (UFA). This budget has been prepared in accordance with the Uniform Fiscal Procedures Act for Cities (UCA 10-6) as approved by Interlocal Agreement, and is intended to serve as a financial plan, policy document, communication device, and operations guide. This document tells the story of how the UFA is using the public's money to save lives, protect property, and strengthen community relationships. The following proposed budget is structurally balanced for each fund, with projected fund balances at or above the minimum reserve required by state law and UFA policy.

Budget Development

This budget continues to focus on providing quality service, value, and full engagement in the communities we serve. We are your local Fire Department. To provide this value, all divisions have scrutinized their budget to provide essential services to the community. This budget is proposing an overall Member Fee increase of 7.49% to meet the adopted goals and initiatives of the Strategic Plan and the recommendations from the Benefits & Compensation Committee.

This has been an unprecedented year with record increases to CPI across the country and specifically in the Mountain Region where the March 2021 to March 2022 CPI was 10.4%. Because of this, the goals during budget preparation were to keep staff in market, address inflationary costs, as well as only a few critical requests. Many of the budget proposals for this year were paused to maintain focus on these items.

On March 30, 2022, the Benefits & Compensation Committee received and accepted staff's recommendation to include a 7% COLA, based on the record increase in CPI. This COLA will be provided to all employees with 5% applied on July 1, 2022, and 2% applied on January 1, 2023. This increase will be considered part of the employee base wage for comparison in the market.

Sworn employees held their position in the market very well in FY21/22. Overall, the market adjustments averaged 1.53% for all ranks to keep all sworn positions in the "Top Three" of market. The impact to the budget is a .49% member fee increase or \$286,995.

Ambulance revenue is projected to come in approximately fifteen percent higher than anticipated. This is largely due to increased transports, but also changes to the billing rates set by the State of Utah Bureau of EMS. Anticipated additional revenue is \$1.24M.

UFA enjoyed a reduction in health insurance costs by two percent, providing a savings of \$106,012. Employees will also see a two percent reduction in their 20% contribution to their health plan. UFA also will see a reduction in retirement costs (Tier 1 Firefighter plan decrease 1%). The total saving of the URS reduction is \$245,000.

Proposed Budget for FY22/23

The chart below shows an overall snapshot of the General Fund.

A portion of the anticipated under expend each year is returned to the members as a discount to the Member Fee. This tool allows divisions to reinforce the importance of managing budget line items appropriately; staff purchases what was approved and leaves the remaining amount to grow fund balance. Approximately \$2.5 million is returned as a Member Fee Credit each year.

The surplus fund balance will be used to bring the ending fund balance back to 8.5% and the remainder totaling \$1,030,850 will be transferred to the Capital Fund.

AVAILABLE REVENUE	
Member Fee: 7.49% increase	63,067,359
Ambulance Revenue: 15.31% increase	10,300,000
Other Revenue: 2.45% increase	5,403,804
Under Expend from Previous Fiscal Year:	2,473,601
Total Available Revenue	81,244,764
EXPENDITURES	
Total Personnel: 8.2% Increase	66,092,256
Total Non-Personnel: 5.0% Reduction	10,764,757
Transfer to Capital Fund 8.2% Increase	3,971,303
Warehouse Loan, Capital Outlay, Net Transfers	416,448
Total Expenditures	81,244,764
FUND BALANCE	
Beginning Fund Balance	10,200,000
Under Expend from FY21/22 Returned to Members	2,473,601
8.5% Ending Fund Balance	6,695,549
Surplus Fund Balance - Transfer to Capital Fund	1,030,850

Key Budget Impacts for FY22/23:

Staff has identified several key items that impact this year's budget. This table represents a majority of the adjustments to the proposed FY22/23 budget.

DESCRIPTION	DEMAND ON MEMBER FEE	% INCREASE (DECREASE)
URS Savings: Reduction in Tier 1 FF of 1% and 0.5% in Tier 1 & 2 CIV. Tier 2 increase is covered by the 6% contribution.	(\$245,000)	-0.42%
Increased Ambulance Revenue: Anticipated increase in collections with BEMS increasing the billing rate (Less the increased cost for billing and Medicaid assessments)	(\$1,244,383)	-2.12%
Health Insurance Savings: 2% decrease with 80% paid by UFA and 20% paid by the employee	(\$106,012)	-0.18%
7% COLA for all employees: CPI for the Mountain Region in 2021 was 9.0%. Maintaining our position in market for future years to prevent major swings in market adjustments.	\$3,711,192	6.33%
Delay 2% of CPI increase to Jan 2023: Offset the wage increase impact to the budget by moving this to January.	(\$524,869)	-0.89%
FT Ambulance in Eagle Mountain: Realization of \$191,633 in savings with the elimination of the peak demand ambulance and increased by \$240,876 for the full year cost for new full-time firefighter/medic employees.	\$49,243	0.08%
12 Additional FF FTE's: Additional Firefighters to reduce the overtime demand. Total cost of employees is offset by the reduction of overtime	\$240,000	0.41%
Additional Peak Load Ambulances: This converts one 12-hour peak load ambulance to 24 hours and add a peak load ambulance during the ski season	\$236,076	0.40%
Carryover VEBA costs from 2021/22: The cost the full year of a 2% VEBA contribution	\$380,250	0.65%
Market Adjustments for Sworn and Civilian: This includes a sworn market adjustment of \$286,995, a market adjustment for civilian of \$53,252 and a Paramedic overmarket adjustment to 3% overmarket at \$270,780	\$611,027	1.04%
Additional Mechanic: The additional mechanic will help stay ahead of preventative maintenance and begin to rely less on vendor repairs.	\$94,508	0.16%
Capital Fund Transfer: Increase in the transfer to the Capital Fund to accommodate the third loan for purchases.	\$300,000	0.51%

FY22/23 Capital Replacement Fund

The Capital Replacement Plan identifies all apparatus and equipment, its current cost, estimated life span, and the anticipated date of replacement over the next 10 – 15 years. Most of the purchases in the plan are accomplished through rotating leases, some capital purchases are required to use the cash available in the fund since their life span is less than the lease period. In FY22/23, staff is looking at adding a six-year lease to capture items in the plan that do not have a life span matching other lease terms. This will help spread the costs over a number of years and reduce the reliance on cash.

Beginning in FY21/22, the lease payments were transferred to the Capital Replacement Fund and funded by a transfer from the General Fund. For FY22/23, UFA is proposing to increase the transfer to the Capital Fund to help with lease payments and keep the fund sustainable.

Additional contributions come from the sale of surplus equipment, revenue from billing for apparatus during EMAC deployments, and annual transfers of the General Fund ending fund balance when it exceeds the normal under expend and the dedicated 8.5% fund balance.

REVENUE	
Beginning Fund Balance	\$3,060,000
Contribution from General Fund	\$3,971,303
Sale of surplus apparatus/Interest Income	\$85,000
Transfer of excess General Fund balance	\$1,030,850
Total	\$8,147,153
EXPENSE	
FY18/19 lease payment	\$812,495
FY21/22 lease payment	\$1,583,544
FY22/23 lease payments (split into two lease terms)	\$1,543,196
Delayed purchase from FY21/22 (CPR devices)	\$500,000
Cash Purchases	\$1,943,100
Total	\$6,382,335
Ending Fund Balance	\$1,764,819

Major purchases in the Capital Fund this year include heavy and light fleet replacement. These include four Engines, three Type VI Engines, five Ambulances, additional Mechanic Truck, Wildland Duty Officer truck, and thirteen Staff Vehicles.

In addition, this budget will provide \$2 million for needed improvements to the Fire Training facility, it will allow for replacement of portable handheld radios and two SCBA compressors, as well as allow for upgrades to the IT infrastructure (firewall and WiFi). Finally, it will allow staff to replace our outdated Fire Safety Trailer which is used for public education.

FY22/23 Member Fee

With the proposed 7.49% overall increase to the Member Fee, the following chart displays the breakdown for each member.

FY22/23	COTTONWOOD HEIGHTS	HOLLADAY	HERRIMAN	RIVERTON	UFSA	TOTAL
Number of stations with "first due"	3.00	4.00	3.00	4.00	21.00	
Proportional # of stations	1.71	1.01	1.82	2.11	17.35	24.00
Percent of total member fee	6.84%	4.36%	7.90%	9.15%	71.75%	100.00%
Member Fee for FY22/23	\$4,312,765	\$2,748,399	\$4,982,648	\$5,769,670	\$45,253,877	\$63,067,359
Percent Increase from FY21/22	7.33%	4.86%	9.77%	6.22%	7.59%	7.49%
Cost Increase from FY21/22	\$294,660	\$127,435	\$443,567	\$338,048	\$3,190,881	\$4,394,591
Difference from 7.49%	(\$6,296)	(\$68,875)	\$103,590	(\$68,781)	\$40,363	\$0

The fee for each member is dependent on the number of stations and the staffing level of the heavy apparatus assigned to those stations (three or four person). When first due areas overlap between members, the percentage of emergency incidents within the member's portion of the first due area, over a three-year period, determines the percentage of that member's use of the heavy apparatus assigned to that station. Ambulances are a regional asset with the cost shared equally among all members.

Holladay and Cottonwood Heights saw a slight shifting of the proportional call volume from these municipalities to the UFSA. This resulted in a slight decrease for these two municipalities and a slight increase for the UFSA.

Herriman's growth and corresponding increase in emergency incidents in Station 103 and 123's first due area is the primary driver for the shifting of cost from Riverton and UFSA to Herriman for the Member Fee. For the three stations serving Herriman, the proportional use for Herriman was 1.68 stations in 2017 compared to 1.82 in 2021.

The total call volume remains within the capability of the crews assigned, however, between 2017 and 2021, Herriman's call volume for Station 123 increased by 80.5% and by 89.9% for Station 103. During that same period, Riverton saw a 5.7% increase in call volume for Station 123 and UFSA experienced a 12.8% decrease in call volume for Station 103. The three-year smoothing will transition more of the cost for these two stations to Herriman over time.

Public Budget Meetings

- **Benefits and Compensation: February 14, 2022, and March 30, 2022**
 - Staff presented Health Insurance information and proposed wage increases, including the introduction of COLA increases and market adjustments.
 - The Benefits and Compensation Committee in the March meeting recommended a 7% COLA increase and recommended the proposed changes to the sworn and civilian market adjustments.
- **Finance Committee: April 15, 2022, and May 6, 2022**
 - Chief Burchett will present the Budget Message and CFO Hill will provide an overview of the budget to Finance Committee Members at the April Meeting
 - Staff will walk the Finance Committee through each portion of the proposed budget at the May meeting, providing opportunity for discussion.
- **Board of Directors: May 17, 2022 @ 0730 hrs.**
 - The Finance Committee and Chief Burchett will present the tentative budget to the Board of Directors for their approval.
- **Board of Directors: June 21, 2022 @ 0730 hrs.**
 - Chief Burchett will propose any amendments to the tentative budget for Board consideration.
 - A Public Hearing will be held, and the Board of Directors will vote to adopt the Final Budget with the proposed amendments (if any).

Closing

This budget has been prepared to provide a long-term sustainable service delivery plan. This budget ensures operational needs are met as UFA continues to effectively provide emergency response and life safety services, while remaining receptive to our patrons and the current economy.

I encourage you to review this budget to learn more about your fire and rescue services. The leadership team has taken ownership of their portion of the budget and would be pleased to discuss their goals and priorities with you at any time. UFA takes pride in providing you with essential services that focus on changing lives for the better in the communities we serve.

Respectfully,

Dominic C. Burchett

Fire Chief / Chief Executive Officer

**UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - GENERAL FUND (FIRE)
AS OF MARCH 31, 2022**

FIRE REVENUES	Total	Budget	Unearned	% of Budget
Cottonwood Heights	\$ 3,013,579	\$ 4,018,105	\$ 1,004,526	75.0
Unified Fire Service Area	31,547,247	42,062,996	10,515,749	75.0
Herriman	3,404,311	4,539,081	1,134,770	75.0
Holladay	1,965,723	2,620,964	655,241	75.0
Riverton	4,073,717	5,431,622	1,357,905	75.0
MEMBER FEES & SERVICE CONTRACTS	44,073,267	58,722,768	14,649,501	75.1
Ambulance service fees	6,997,373	8,932,546	1,935,173	78.3
Collections revenues	145,513	-	(145,513)	0.0
AMBULANCE OPERATIONS	7,142,885	8,932,546	1,789,661	80.0
SL County canyon recreation area fees	3,151,513	3,037,591	(113,922)	103.8
Witness/jury duty fees	19	-	(19)	0.0
Fire and medical report fees	3,282	4,000	718	82.0
Hazmat & tank permit fees	159,440	180,000	20,560	88.6
Firewatch	4,725	9,000	4,275	52.5
Fireworks permit fees	4,295	6,000	1,705	71.6
Wildland reimbursements	26,371	-	(26,371)	0.0
CPR class fees	11,105	8,100	(3,005)	137.1
Event billings - Information Outreach	24,780	20,000	(4,780)	123.9
Event billings - Special Enforcement	-	7,000	7,000	0.0
UFA-hosted event revenue	11,200	11,200	-	100.0
OTHER FEES	3,396,728	3,282,891	(113,837)	103.5
UFSA management fees	185,375	430,091	244,716	43.1
Miscellaneous intergovernmental	1,160,058	1,219,742	59,684	95.1
Municipal EM planner reimbursement	159,024	210,660	51,636	75.5
Federal assistance & member pass-through	221,596	-	(221,596)	0.0
INTERGOVERNMENTAL REVENUES	1,726,053	1,860,493	134,440	92.8
Federal grants	75,160	266,706	191,546	28.2
EMS per capita grant	-	27,016	27,016	0.0
Donations	2,300	2,300	-	100.0
GRANTS AND DONATIONS	77,460	296,022	218,562	26.2
Interest income	37,303	60,000	22,697	62.2
Sale of materials	56,580	34,500	(22,080)	164.0
Rental income	71,172	94,896	23,724	75.0
USAR reimbursements	336,707	746,091	409,384	45.1
USAR reimbursements - deployments	27,196	-	(27,196)	0.0
Insurance reimbursements	5,832	24,000	18,168	24.3
Miscellaneous revenues	30,377	5,500	(24,877)	552.3
Warranty reimbursements	323	-	(323)	0.0
MISCELLANEOUS INCOME	565,490	964,987	399,497	58.6

Note: Balances include payroll through 3/25/2022 and pcards through 2/28/22.

**UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - GENERAL FUND (FIRE)
AS OF MARCH 31, 2022**

FIRE REVENUES (Continued)	Total	Budget	Unexpended	Budget
Transfer from Emergency Services fund	180,726	180,726	-	100.0
Appropriation of fund balance	-	4,407,059	4,407,059	0.0
OTHER FINANCING SOURCES	180,726	4,587,785	4,407,059	3.9
TOTAL FIRE REVENUES	\$ 57,162,610	\$ 78,647,492	\$ 21,484,882	72.7

FIRE EXPENDITURES	Total	Budget	Unexpended	% of Budget
Salaries & wages	26,949,491	39,414,315	12,464,824	68.4
Overtime	3,762,979	4,710,073	947,094	79.9
Benefits	12,343,005	17,803,043	5,460,038	69.3
SALARIES & BENEFITS	\$ 43,055,475	\$ 61,927,431	\$ 18,871,956	69.5
Art & photo services	109	1,000	891	10.9
Awards & banquet	19,069	74,600	55,531	25.6
Bank fees	9,343	14,450	5,107	64.7
Community outreach	225	3,500	3,275	6.4
Honor guard & pipe band	2,044	9,000	6,956	22.7
Identification supplies	7,365	18,000	10,635	40.9
Line of duty death	1,894	-	(1,894)	0.0
Office supplies	12,553	28,550	15,997	44.0
Postage	2,981	9,500	6,519	31.4
Printing charges	5,636	21,050	15,414	26.8
Subscriptions & memberships	40,867	67,860	26,993	60.2
UFA-hosted event costs	13,980	13,200	(780)	105.9
GENERAL & ADMINISTRATIVE	\$ 116,066	\$ 260,710	\$ 144,644	44.5
Bedding & linen	886	15,000	14,114	5.9
Books, publications & subscriptions	16,492	49,752	33,260	33.1
Clothing provisions	754,318	975,084	220,766	77.4
Dining & kitchen supplies	963	5,000	4,037	19.3
Emergency activations & non-USAR deployments	39,223	39,127	(96)	100.2
Food provisions	10,368	56,100	45,732	18.5
Gasoline, diesel, oil & grease	425,626	500,000	74,374	85.1
Janitorial supplies and service	66,666	84,000	17,334	79.4
State Wildland Mitigation program	-	-	-	0.0
Medical supplies	360,251	526,100	165,849	68.5
Physical exams	54,625	166,805	112,180	32.7
Training supplies	10,927	22,000	11,073	49.7
Canine expenses	1,941	5,000	3,059	38.8
Expenses to be reimbursed by related organization(s)	27,086	43,780	16,694	61.9
OPERATING COSTS	\$ 1,769,372	\$ 2,487,748	\$ 718,376	71.1
Liability insurance & claims	523,033	548,000	24,967	95.4
Ambulance - State Medicaid assessment	195,410	400,000	204,590	48.9
Dispatch service contract	920,185	916,000	(4,185)	100.5
CONTRACTUAL COSTS	\$ 1,638,628	\$ 1,864,000	\$ 225,372	87.9
Auditor	8,990	8,990	-	100.0
Contract hauling	250	1,000	750	25.0
Intergovernmental expenditures	-	4,200	4,200	0.0
Professional fees	836,067	1,493,675	657,608	56.0
Ambulance service fees	282,687	400,000	117,313	70.7
PROFESSIONAL SERVICES	\$ 1,127,994	\$ 1,907,865	\$ 779,871	59.1

Note: Balances include payroll through 3/25/2022 and pcards through 2/28/22.

**UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - GENERAL FUND (FIRE)
AS OF MARCH 31, 2022**

FIRE EXPENDITURES (Continued)	Total	Budget	Unexpended	% of Budget
GRANT PURCHASES	\$ 139,936	\$ 251,082	\$ 111,146	55.7
Miscellaneous rental	38,787	47,600	8,813	81.5
Rent of buildings	110,003	147,000	36,997	74.8
RENT	\$ 148,790	\$ 194,600	\$ 45,810	76.5
Maintenance of machinery & equipment	204,219	329,168	124,949	62.0
Maintenance of buildings & grounds	109,239	302,700	193,461	36.1
Maintenance of office equipment	20,000	20,000	-	100.0
Software maintenance	287,351	612,955	325,604	46.9
Vehicle maintenance	459,103	785,000	325,897	58.5
Vehicle repairs - accident related	13,951	50,000	36,049	27.9
REPAIR & MAINTENANCE	\$ 1,093,863	\$ 2,099,823	\$ 1,005,960	52.1
Communications equipment	63,726	134,500	70,774	47.4
Computer equipment	44,699	108,850	64,151	41.1
Computer software	357,077	159,497	(197,580)	223.9
Small equipment noncapital	141,823	486,645	344,822	29.1
Small equipment - photography	4,409	5,625	1,216	78.4
Visual & audio aids	490	2,500	2,010	19.6
SOFTWARE & EQUIPMENT	\$ 612,224	\$ 897,617	\$ 285,393	68.2
Education, training & certifications	113,683	275,342	161,659	41.3
Travel & transportation	68,909	120,000	51,091	57.4
Mileage reimbursement	118	2,000	1,882	5.9
TRAINING & TRAVEL	\$ 182,710	\$ 397,342	\$ 214,632	46.0
Computer lines	140,882	208,242	67,360	67.7
Heat & fuel	111,502	119,000	7,498	93.7
Light & power	177,688	274,000	96,312	64.8
Sanitation	15,798	31,750	15,952	49.8
Telephone	47,369	71,750	24,381	66.0
Telephone - cellular	82,346	219,500	137,154	37.5
Water & sewer	43,888	84,800	40,912	51.8
UTILITIES	\$ 619,473	\$ 1,009,042	\$ 389,569	61.4
Capital outlay	47,191	101,800	54,609	46.4
Principal payment on related party note payable	82,026	123,865	41,839	66.2
Interest expense	43,348	64,196	20,848	67.5
CAPITAL OUTLAY & LONG-TERM DEBT	\$ 172,565	\$ 289,861	\$ 117,296	59.5
TRANSFER TO FIRE CAPITAL REPLACEMENT FUND	4,518,380	4,772,931	254,551	94.7
TRANSFER TO WILDLAND	257,181	260,751	3,570	0.0
FUND TRANSFERS & CONTRIBUTIONS	\$ 4,775,561	\$ 5,060,372	\$ 284,811	0.0
TOTAL FIRE EXPENDITURES	\$ 55,452,657	\$ 78,647,493	\$ 23,194,836	70.5
REVENUES OVER/(UNDER) EXPENDITURES	\$ 1,709,953	\$ (1)		

Note: Balances include payroll through 3/25/2022 and pcards through 2/28/22.

UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - ENTERPRISE FUND (WILDLAND)
AS OF MARCH 31, 2022

WILDLAND REVENUES	Total	Budget	Unearned	% of Budget
Wildland reimbursements - Hand crew	1,035,085	1,005,000	(30,085)	103.0
Wildland reimbursements - Engine 302	292,100	300,000	7,900	97.4
Wildland reimbursements - Engine 301	315,909	300,000	(15,909)	105.3
Wildland reimbursements - Single resource	542,381	400,000	(142,381)	135.6
Wildland reimbursements - Fuels crew	31,431	58,000	26,569	54.2
Wildland reimbursements - Camp Williams	42,106	15,000	(27,106)	280.7
State grants	40,687	168,000	127,313	24.2
Transfer from General Fund	257,181	260,751	3,570	98.6
Appropriation of net assets	-	8,510	8,510	0.0
Sale of materials	1,420	-	(1,420)	0.0
TOTAL WILDLAND REVENUES	\$ 3,039,368	\$ 3,137,415	\$ 98,047	96.9
WILDLAND EXPENSES	Total	Budget	Unexpended	% of Budget
Salaries & benefits	2,416,412	2,543,897	127,485	95.0
Awards	4,918	6,000	1,082	82.0
Books, publications & subscriptions	168	1,050	882	16.0
Capital outlay	40,629	46,000	5,371	88.3
Clothing provisions	6,055	26,000	19,945	23.3
Communication equipment	-	1,000	1,000	0.0
Capital lease payments	138,397	138,397	-	100.0
Computer equipment	20	2,500	2,480	0.8
Computer lines	4,299	5,500	1,201	78.2
Computer software	1,337	2,200	863	60.8
Education, training & certifications	828	3,300	2,472	25.1
Food provisions	579	1,200	621	48.3
Gasoline, diesel, oil & grease	43,221	35,000	(8,221)	123.5
Heat & fuel	1,183	1,400	217	84.5
Interest expense	2,796	2,795	(1)	100.0
Janitorial supplies and service	-	500	500	0.0
Light & power	1,394	2,500	1,106	55.8
Maintenance of machinery & equipment	4,004	5,000	996	80.1
Maintenance of buildings	75	1,000	925	7.5
Maintenance of office equipment	1,250	-	(1,250)	0.0
Medical supplies	670	3,000	2,330	22.3
Office supplies	664	1,500	836	44.3
Professional fees	193	3,150	2,957	6.1
Postage	164	200	36	82.0
Physical exams	-	19,800	19,800	0.0
Sanitation	390	-	(390)	0.0
Small equipment	9,349	58,500	49,151	16.0
Subscriptions & memberships	277	3,920	3,643	7.1
Telephone services	2,766	6,200	3,434	44.6
Travel & transportation	188,614	155,500	(33,114)	121.3
Vehicle maintenance	18,807	50,000	31,193	37.6
Water & sewer	497	850	353	58.5
Contribution to Fund Balance	-	6,711	6,711	0.0
TOTAL WILDLAND EXPENSES	\$ 2,893,698	\$ 3,137,415	\$ 243,717	92.2
REVENUES OVER/(UNDER) EXPENDITURES	\$ 145,670	\$ -		

Note: Balances include payroll through 3/25/2022 and pcards through 2/28/22.

UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - SPECIAL REVENUE FUND (EMERGENCY MANAGEMENT)
AS OF MARCH 31, 2022

EMERGENCY MANAGEMENT (EM) REVENUES	Actual	Budget	Unearned	% of Budget
SL County emergency fees	\$ 2,268,186	\$ 2,268,186	\$ 1	100.0
Federal grants	34,939	336,546	301,607	10.4
Federal grants - CCTA	2,428	343,441	341,013	0.7
Contribution from SL County	94,008	82,921	(11,087)	113.4
Interest income	3,671	3,000	(671)	122.4
Sale of materials	16	-	(16)	0.0
Miscellaneous revenue	22,143	18,800	(3,343)	117.8
TOTAL EM REVENUES	\$ 2,425,391	\$ 3,052,894	\$ 627,503	79.4

EMERGENCY MANAGEMENT EXPENDITURES	Total	Budget	Unexpended	% of Budget
Salaries & benefits	\$ 952,313	\$ 1,537,475	\$ 585,162	61.9
Capital outlay	41,966	66,966	25,000	62.7
Clothing provisions	1,682	3,000	1,318	56.1
Communication equipment	1,740	9,000	7,260	19.3
Community outreach	138	1,000	862	13.8
Computer equipment	14,981	15,000	19	99.9
Computer software	94,621	153,800	59,179	61.5
Education, training & certifications	1,774	2,600	826	68.2
Emergency activations	1,824	1,072	(752)	170.1
Maintenance of building & grounds	31,251	55,000	23,749	56.8
Maintenance of machinery & equipment	27,864	31,000	3,136	89.9
Maintenance of office equipment	2,170	7,000	4,830	31.0
Food provisions	7,132	10,000	2,868	71.3
Gasoline, diesel, gas & grease	13,793	22,000	8,207	62.7
Grant purchases	347,799	579,987	232,188	60.0
Identification supplies	(357)	2,500	2,857	-14.3
Janitorial supplies and service	25,429	27,000	1,571	94.2
Miscellaneous rental	21,598	19,500	(2,098)	110.8
Office supplies	1,111	10,000	8,889	11.1
Professional fees	14,172	72,399	58,227	19.6
Postage	72	-	(72)	0.0
Small equipment	35,250	45,269	10,019	77.9
Software maintenance	4,992	12,900	7,908	38.7
Subscriptions & memberships	4,170	7,000	2,830	59.6
Telephone service	2,923	11,000	8,077	26.6
Telephone - cellular	7,390	34,000	26,610	21.7
Travel & transportation	14,135	10,000	(4,135)	141.4
Utilities	55,080	94,900	39,820	58.0
Vehicle maintenance	16,250	26,800	10,550	60.6
Transfer to General fund	180,726	180,726	-	100.0
TOTAL EM EXPENDITURES	\$ 1,924,048	\$ 3,052,894	\$ 1,128,846	63.0

REVENUES OVER/(UNDER) EXPENDITURES **\$ 501,343** **\$ -**

**UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - CAPITAL PROJECTS FUNDS
AS OF MARCH 31, 2022**

FIRE CAPITAL REPLACEMENT

REVENUES	Total	Budget	Unearned	% of Budget
Transfer from General fund	\$ 4,518,380	\$ 4,772,931	\$ 254,551	94.7
Interest income	5,029	20,000	14,971	25.1
Sale of capital assets	96,151	100,000	3,849	96.2
Loan Proceeds	10,808,525	10,808,525	-	100.0
Reimbursements	-	124,000	124,000	0.0
Appropriation of fund balance	-	1,714,525	1,714,525	0.0
TOTAL FIRE VEHICLE REPLACEMENT	\$15,428,085	\$ 17,539,981	\$ 2,111,896	88.0

EXPENDITURES	Total	Budget	Unexpended	
Capital outlay - light fleet (financed)	\$ 452,073	\$ 763,100	\$ 311,027	59.2
Capital outlay - heavy apparatus (financed)	7,442,706	8,476,750	1,034,044	87.8
Capital outlay - communications equipment (financed)	-	100,000	100,000	0.0
Capital outlay - communications equipment (cash)	86,193	93,000	6,807	92.7
Capital outlay - computer equipment (financed)	101,396	325,000	223,604	31.2
Capital outlay - computer equipment (cash)	254,505	452,100	197,595	56.3
Capital outlay - medical equipment (financed)	221,450	500,000	278,550	44.3
Capital outlay - station equipment (financed)	270,218	404,985	134,767	66.7
Capital outlay - station equipment (cash)	-	13,950	13,950	0.0
Capital outlay - building & improvements (financed)	83,800	129,890	46,090	64.5
Noncapital equipment (financed)	109,801	108,800	(1,001)	100.9
Noncapital equipment (cash)	650,209	856,155	205,946	75.9
Capital lease payments - principal	4,914,972	4,921,825	6,853	99.9
Capital lease payments - interest	139,874	139,875	1	100.0
Contribution to fund balance	-	254,551	254,551	0.0
TOTAL FIRE VEHICLE REPLACEMENT	\$14,727,197	\$ 17,539,981	\$ 2,812,784	84.0
REVENUES OVER/(UNDER) EXPENDITURES	\$ 700,888	-		

EOC CAPITAL REPLACEMENT

REVENUES	Total	Budget	Unearned	% of Budget
Transfer from EOC fund	\$ -	\$ -	\$ -	0.0
Transfer from General fund	-	26,690	26,690	0.0
Sale of capital assets	16,700	-	(16,700)	0.0
TOTAL EOC VEHICLE REPLACEMENT	\$ 16,700	\$ 26,690	\$ 9,990	62.6

EXPENDITURES	Total	Budget	Unexpended	% of Budget
Capital outlay	\$ -	\$ -	\$ -	0.0
Contribution to fund balance	-	26,690	26,690	0.0
TOTAL EOC VEHICLE REPLACEMENT	\$ -	\$ 26,690	26,690	0.0
REVENUES OVER/(UNDER) EXPENDITURES	\$ 16,700	\$ -	\$ (16,700)	

Note: Balances include payroll through 3/25/2022 and pcards through 2/28/22.



UNIFIED FIRE AUTHORITY

MEMORANDUM

TO: UFA Board of Directors
FROM: HR Director Day
DATE: April 19, 2022

SUBJECT: Juneteenth

Request

Consideration to add Juneteenth as a recognized holiday under UFA policies. As you may be aware, President Biden signed a bill on June 17, 2021, making Juneteenth (June 19) a Federal Holiday.

Background

Currently, it is the policy of the Board that UFA provides full-time day staff employees with paid time off for the eleven observed holidays, as well as one personal preference day.

After much discussion with surrounding fire agencies, we found most will recognize the holiday. Currently, Operation Staff is receiving 144 hours of holiday leave which is 9.6 more hours than our full-time day staff employees. Therefore, the recommendation would be to add this eight (8) hour holiday for only our full-time day staff employees.

Adding Juneteenth for full-time day staff employees will bring them in line with Operations and keep us competitive with surrounding jurisdictions. If this holiday were added for all full-time day staff employees, UFA would observe twelve paid holidays and one personal preference day each year. There will be a minimal cost associated with the additional holiday.



UNIFIED FIRE AUTHORITY

MEMORANDUM

TO: UFA Board Members

FROM: Fire Chief Dominic Burchett and CFO Tony Hill

DATE: April 19, 2022

SUBJECT: COVID-19 Expenditure Reimbursements

At the April 2021 UFA Board meeting, the Board passed a motion asking staff to request that members distribute funding from the American Rescue Plan to UFA for expenditures directly related to the COVID-19 pandemic. UFA sent invoices to municipalities at the end of April 2021 seeking payment to recover fund balance spent on COVID-19, particularly to replenish the Capital Replacement Plan given our stated goal of keeping it sustainable.

Some member entities processed the payment. However, a few municipalities indicated they would not be able to pay the invoice using such funds. At the August 2021 UFA Board meeting, the Board discussed the potential imbalance that would occur if only a few municipalities make their payments, i.e. those who contribute would be paying a larger share than those who did not. The Board directed staff to include the idea of increasing the member fee or implementing a special assessment during the FY22/23 budget process to account for the unpaid balances.

To date, nine of the sixteen UFA member entities have paid their reimbursement and two have committed to pay before the end of the fiscal year. The total for the 11 jurisdictions is \$588,070 of the \$930,147 invoiced. The chart below shows the outstanding amount by each UFA member:

Cottonwood Heights City	\$0
Herriman City	\$104,938
Holladay City	\$0
Riverton City	\$95,369
UFSA	\$141,770
	\$342,077

We are asking for additional Board direction on how to move forward.



UNIFIED FIRE AUTHORITY

MEMORANDUM

TO: UFA Board of Directors
FROM: Operations Chief Dern
DATE: April 19, 2022

SUBJECT: Ambulance Response Coverage

Intent

Provide an overview of the current regional ambulance response coverage and potential performance improvements and receive direction on the possibility of using the UFSA house for ambulance placement.

Background

Unified Fire Authority continually evaluates resource placement, utilization, and response to provide coverage for emergent and non-emergent incidents. We use several different programs and data sets to aid in these decisions. Two primary data sets used are the Mutual Aid Report and Darkhorse deployment software.

In fall of 2020, Salt Lake Valley fire agencies began using Versaterm for computer aided dispatch through Valley Emergency Communications Center (VECC). In May of 2021, all VECC fire agencies and Sandy City Fire Department began sending the closest units (dropped border/AVL) on the most critical incidents regardless of jurisdiction. We now have a year of data and have identified three areas to better locate or staff units that will provide better coverage and service.

Discussion

Two areas identified are being proposed as part of the budget process for FY22/23. A third area can be managed by relocating the ambulance from Station 106 to the house purchased in Millcreek on 2700 East. It is anticipated that this move will provide an increase on first due performance for Millcreek and Holladay, specifically Stations 104, 106, and 112 response areas.

This relocation would need to be coordinated with improvements to the 2700 East house. It is staff's recommendation to discuss the possibility of using the house owned by UFSA for an improved ambulance response.



UNIFIED FIRE AUTHORITY

MEMORANDUM

TO: UFA Board of Directors
FROM: Division Chief Widdison
DATE: April 19, 2022

SUBJECT: Joint Facility Partnership with Bureau of Land Management - Utah

Intent

Receive a favorable recommendation from UFA Board of Directors to participate in discussions with Bureau of Land Management-Utah (BLM-Utah) regarding a joint fire facility project for the BLM Bonneville Interagency Hotshot Crew (IHC) and UFA Wildland Division resources.

Discussion

Recently, UFA was approached by BLM-Utah to initiate discussions related to a joint fire facility project for the Bonneville IHC and UFA Wildland Division resources. BLM-Utah has \$9 million of Congressional approved funds that will be available for the project. For FY23/24, \$1 million will be available for project site planning and preparation, the remaining \$8 million will be available FY25/26 for facility construction.

BLM-Utah is motivated to identify a project site within the Salt Lake Valley that will facilitate fire operations and provide an environment that will help with recruitment and retention of employees. BLM-Utah has proposed the concept of UFA providing land, and in exchange, they would build a facility in a manner that would accommodate BLM Bonneville IHC and UFA Wildland resources. The facility could be designed to utilize shared space, such as training rooms, exercise area, and break room, with separate offices space, cache storage and apparatus bay space.

The UFA Fire Training facility in Magna appears to be a viable option for location discussions. Representatives from BLM-Utah and UFA recently met at the Fire Training site to assess the possibility of utilizing this space for the project. BLM-Utah representatives found the site to be a favorable option and would like to move the discussions forward.