



South Davis Metro Fire Service Area

**Meeting of the Administrative Committee**

255 South 100 West, Bountiful, Utah and Zoom

February 3, 2022

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
Gary Hill	Bountiful
Brant Hanson	Centerville – Vice Chair

**STAFF PRESENT:**

Dane Stone, Fire Chief - excused  
Dave Powers, Deputy Chief  
Greg Stewart, Deputy Chief

Jessica Hardy, Finance Director  
Nikki Dandurand, Secretary

**APPROVAL OF MINUTES**

Mr. Hanson moved to approve the January 6, 2022, minutes and Mr. Leetham seconded the motion. All members voted and approved the motion.

**DISCUSSION REGARDING BUDGET 2022-23**

Mr. Huffman stated he talked briefly with staff members yesterday on how to improve the budget display and presentation. They will come back in March to present those ideas, including treating the property tax as a special revenue fund. Several committee members supported that idea and agreed it's a good principle and guide to use.

When discussing entity revenue growth estimates for use in determining a percentage for the district to use when budgeting, Ms. Voordeckers asked if the numbers will be based on just revenue growth. Mr. Huffman responded that is a good question and we are not quite sure. Mr. Hill stated it's based on net revenue, not gross revenue. My city had a 12% sales tax increase, which was offset by a massive salary increase for our police department and COLA. There is a difference in growth between the general fund

and gross revenue. It's not just a flat rate. Mr. Leetham stated his city had a significant growth as well. They have tried to identify what increase would be feasible, aiming around 5-7%, but there has been some compensation challenges this year. DC Powers said that based on the comments, the biggest increase has been COLA. Would any of that shortfall go towards tax? Mr. Huffman replied that would be a separate discussion at this point. We can discuss property tax later. We first need to determine the needs of the district. DC Powers stated we have looked at this from the beginning, and this will help us in our budget process as well. The committee agreed that 7% growth is a good starting point for city assessments. For the next meeting, it would be great to see budget-related by-laws, policies, and other previously agreed-upon practices put together in one place for reference.

Mr. Huffman stated the budget calendar from Ms. Hardy is greatly appreciated. Mr. Leetham suggested meeting again in March or more often only if needed. Mr. Huffman replied that he would like to keep to the schedule and update as needed.

In discussing property tax adjustments, The Board of Commissioners were interested in yearly updates, although there are new members now. Mr. Huffman asked if any of the city managers have received any feedback from their mayors. Mr. Hanson stated that Centerville is open to an annual increase. Mr. Leetham said there has been no discussion yet. DC Powers mentioned there was a general consensus in the Truth in Taxation hearing. Mr. Leetham stated that looking forward, we do not want to defer tax increases. DC Powers suggested bringing this up with the Board to reconfirm that idea. Mr. Hill stated with his new Mayor and the recent property tax, his council doesn't like the idea of annual increases. A regular increase is good, but not a defined one and not annual. Mr. Haderlie stated he will be meeting with his council soon but is aware that previously they did not want an annual increase and would need justification for such.

#### **DISCUSSION TO PURCHASE NEW FIRE ENGINE – DEPUTY CHIEF GREG STEWART**

DC Stewart stated it is usually about a nine-month process but is now more of 23/24 months. The suppliers are saying it's double the time now. If we start early and order now, the funds will be ready for the 2023/24 budget. Mr. Leetham asked if this purchase was included in the 20-year schedule apparatus replacement plan. DC Stewart replied yes. Mr. Huffman noted that so many cities are waiting for supplies. How does that work with the Fire Department? What if you order something and change your mind in 18 months? Mr. Hanson said we probably won't turn anything away at that point and the next in line would receive it. DC Powers said that most of the upfront costs are the chassis, cab, etc. Mr. Leetham asked if any deposits have been made or is it paid on delivery. DC Stewart stated that we always pay in the same budget year.

Mr. Huffman made a motion to recommend approval to the Board, Mr. Hanson seconded the motion. All members voted aye.

#### **FIRE CHIEF REPORT**

DC Powers stated the annual report is nearly complete. We do have the need for ongoing training and would like to keep this issue in the forefront of everyone's thinking. We still need a training facility. The discussions with Holly Refinery are not closed yet, but the longer we wait

anywhere, land prices will go up and property will disappear. This is definitely a high priority item. Mr. Leetham asked if we could consider anything different, because now would be the time to move on it and be aggressive in that search. DC Powers stated that we annually put away money for this project. Mr. Leetham suggested more aggressive and make it happen. DCPowers agreed that we just need to start the process and not necessarily with Holly.

**ADMINISTRATIVE CHAIR UPDATE**

Mr. Huffman had nothing to report.

**ADJOURNMENT:**

Mr. Hanson adjourned the meeting.

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Duane Huffman, Chair

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Nicole Dandurand, Secretary