

THIS AGENDA IS SUBJECT TO CHANGE WITH MINIMUM 24 HOURS NOTICE



UNIFIED FIRE AUTHORITY BOARD AGENDA

January 16, 2018 7:30 a.m.

NOTICE IS HERBY GIVEN THAT THE UNIFIED FIRE AUTHORITY BOARD OF DIRECTORS SHALL ASSEMBLE FOR A MEETING AT UFA STATION 126 LOCATED AT 607 EAST 7200 SOUTH MIDVALE, UT 84047

1. Call to Order – Chair Dahle
2. Recognition of (5) NIX Construction employees and Mr. Robert Conder – Chief Petersen
3. Public Comment
Please limit comments to three minutes each
4. Board Member Introductions – Around the Table
5. Consent Agenda - None
6. Minutes Approval –Chair Dahle
 - A. December 19, 2017
7. Elect UFA Vice Chair – Chair Dahle
8. Administer Oath of Office for all Board Members- Clerk Roper
9. Legislative Update – Dave Nicponski, UFA Lobbyist
10. Sub-Committees Structure and Vacancies – Chair Dahle
11. Board Member Compensation Discussion – Chair Dahle
12. Fire Chief Report – Chief Petersen
 - a. 2017 Accomplishments, Wicked Issues and 2018 Initiatives
 - b. Budget Process
 - c. Surplus - Turnouts
13. Quarterly Report – CFO Hill
14. Recognition of Departing Board Member Glover - Chief Petersen & Chair Dahle

15. Possible Closed Session

The Board may consider a motion to enter into 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.

16. Adjournment

**The next Board meeting will be held on February 20, 2018 at 7:30 a.m. at
UFA Fire Station 126 located at 607 East 7200 South Midvale, UT 84047**

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 801-743-7220. 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 12th of January 2018 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 with the jurisdiction of the public body.

Michelle Roper, UFA Board Clerk



UNIFIED FIRE AUTHORITY BOARD MINUTES

December 19, 2017 7:30 a.m.

Station 126 607 East 7200 South Midvale, UT 84047

Notice: Some Board members may participate by electronic means.

1. Call to Order
Quorum was obtained. Chair Stewart called the meeting to order at 7:30 a.m.
2. Public Comment
None

Chair Stewart closed public comment session
3. Consent Agenda
None
4. Approval of Minutes
Mayor Pollard made a motion to approve the November 21, 2017 minutes
Mayor Johnson seconded motion
All voted in favor
5. Approval of 2018 UFA Board Meeting Schedule
Councilmember Moser made a motion to approve the meeting schedule
Councilmember Ferguson seconded motion
All voted in favor
6. Committee Updates
 - A. Finance Committee
 - The main focus of the committee was to review statements for the fiscal year.
 - Reviewed member fees and the financial reports
 - UFA ended with a significant fund balance
 - Marcus Arbuckle: Auditor
 - Auditors goal is to identify:
 - Material weakness: something you have to fix immediately
 - Significant deficiency: fix before it becomes a material weakness
 - Audited internal controls; cash receipts, disbursements, payroll and recording process' and found no material weaknesses this year
 - One internal control issue: Payroll process and that not all employees are signing their time cards and supervisors aren't always approving the time cards. Kronos will help to solve this problem.

- Another note; Wildland budget was over on expenditure side. It is hard to estimate because of the timing of WL activities and the fiscal year.
 - CFO Hill suggested a contingency for WL which will help so as not to go over budget. He will look at this prior to budget.
- Policy corrections:
 - Policies that need approval by Board (meals, travel, etc.) have been separated from operational policies.
 - Those that pertain to financial statements are being reviewed by the Board and the auditors feel we are making improvements.
- Unassigned fund balance is healthy:
 - 5.7M balance; due to excellent management by finance and Chief Petersen. We are in a very sound financial position.
- Member fees:
 - Basically everyone gets a savings. Very equitable & hard to argue that it wasn't fair.
 - Schedule is easily understood and recommending to Board for approval.

Councilmember Moser motion to approve consent agenda to approve recommendation of Finance Committee Member Fee and Approval of FY 16-17 Annual financial Report.

Mayor Cullimore seconded

All in favor

- Kronos update: Telestaff is the staffing program, Kronos is the payroll program. IT will present a modification to finance.
 - Chief Watson and Jarin Blackham will present the options of keeping the Kronos system maintenance in-house or in the cloud.
 - A cost of \$512,000 has already been invested into Kronos/Telestaff system. This gives us two options for continuing:
 - Keep the system in-house and pay \$10,000 to upgrade Telestaff to talk with Kronos, we would continuously pay upgrade and support (\$30,000-\$50,000 per year) plus bring someone in to manage Kronos.
 - Push to the cloud and use their experts to integrate Kronos and Telestaff systems. All upgrade costs are covered, the cost to host their system will cover upgrades & any problems, their experts fix.
 - Kronos will push out billing 120 days.
 - \$34,000 to implement then the remaining is spread monthly.
 - Will have perpetual licensing, but we must decide by December 28, 2017.
 - 4-8 weeks to implement
 - Not asking for a budget amendment today, just a "thumbs up" to meet deadline and then finance will work through the details, possibly moving budget line items. Will come back to Board for approval after review.

- Monthly cost: \$3,500/month

B. Benefits and Compensation Committee

- Mayor Dahle requested that an email be sent out to all future board members and cities with the committee listings, allowing them to weigh in prior to the next meeting, as to which committees they would be interested in serving on.

C. Governance Committee

- ILA: Start informing CLO Roberts of what needs to be added/revised.
 - If there is something that is of particular concern to your community, now is the time to get that in to him.

D. Board Policy Committee

- CLO Roberts: Board Policy Manual, empower the Board of their duties, responsibilities etc. Will compose and bring to Board for feedback, Board approval not needed.
- Chief Petersen asked Clerk Roper to add the UFSA Chair to the Board Policy Group on the Sub-Committee List.

7. Compensation for Board Members Discussion

- Discussion regarding compensation for Board members. Some other boards compensate their members about \$3,300/year. Clerk Roper will do research on committee and council pay and bring back to next meeting.
 - Townships get compensation in MSD budget.
 - It was suggested that compensation be based on attendance.
 - Also noted that boards that are in a service matter should not be compensated.
 - When introducing compensation, the dynamic changes as to why someone is motivated to join a board.

8. Compliance Engine Program by Brycer Discussion

- Fire Marshal Larsen presented a program wherein a third party does the testing for Life Safety System compliance.
 - Brycer is a compliance engine that tracks service and maintenance of fire prevention systems
 - Verifies compliance and provides Prevention with up to date information
 - UFA is relieved of inspections
 - Helps us track who is compliant or not
 - Proactive rather than reactive
 - No cost to UFA, the business bears the cost (\$12.00)
 - 10,500 fire departments are currently using this program
 - Brycer trains our staff and gives support
- Approval from the Board is not necessary, it is up to Prevention to manage their files & how they choose to do it.
- This is just FYI for the Board in the event that businesses are impacted

9. Fire Chief Report

1 Page Handout: 2017 Progress/accomplishments, wicked issues and 2018 initiatives. A listing of goals and accomplishments, the wicked/challenging issues UFA faced and our future.

- This is a draft only; Chief Petersen just wanted to get this out at year end to show what we have done and what has yet to be done.
- Generated by Chief Petersen and Command Staff.
- Remarkable to look at the past year and see changes in the environment and the improvements/progress.

10. Recognition of Departing Board Members

Mayor Cullimore 13 years

Mayor Pollard 12 years

Councilmember Moser

Councilmember Christensen

Mayor Johnson 4 years

Mayor Painter

Mayor McAdams

11. Possible Closed Session

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- 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;
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- 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.

Mayor Cullimore made the motion to close the session

Mayor Johnson seconded

All in favor.

Councilmember Moser

Councilmember Christensen

Councilmember Ferguson

Councilmember Glover

Councilmember Snelgrove

Mayor Dahle

Councilmember Perry

Councilmember Bush

Councilmember Bailey

Councilmember Stewart

Mayor Pollard

PROPOSED MOTION: "I move that we temporarily recess the meeting to convene in a closed session to discuss matters as provided by Utah Code Annotated §52-4-205."

Re-Opening the Meeting

UFA staff including Board Clerk and Deputy Clerk were not in the room for motion and second.

12. Fire Chief Performance Review and Contract

Mayor Cullimore amend contract to provide for max raise (3%) Board was prepared to do more, but Chief Petersen vetoed any raise higher than what those in the field received.

Mayor Cullimore made motion
Councilmember Moser seconded
All in favor, none opposed

13. Adjournment

Motion to adjourn at 9:40 am by Chair Stewart
Mayor Pollard made motion
Mayor Cullimore seconded
All in favor

BOARD MEMBERS IN ATTENDANCE:

Councilmember Moser
Councilmember Christensen
Councilmember Ferguson
Mayor Cullimore
Councilmember Glover
Mayor Dahle
Councilmember Snelgrove

Councilmember Perry
Councilmember Bush
Councilmember Stewart
Mayor Pollard
Mayor Johnson
Councilmember Bailey

BOARD MEMBERS ABSENT:

Mayor Silvestrini
Councilmember Granato

Mayor Painter
Mayor McAdams

OTHER ATTENDEES:

AC Andrus
AC Watson
AC Ziolkowski
Arriann Woolf
Brad Lynn
Brett Wood, Herriman City
CFO Hill
Robert Dannels
Scott McBride
Steve Prokopis
Talsan Schulzke
Zach Robinson

Chief Petersen
CLO Roberts
Cynthia Young
Embret Fossum
Fire Marshal Larsen
Gary Bowen
Jarín Blackham

John Guldner
Kate Turnbaugh
Marcus Arbuckle
Michelle Roper
Mike Petersen
Mike Washburn
Nile Easton

2018 UNIFIED FIRE AUTHORITY SUB-COMMITTEES

GOVERNANCE COMMITTEE - Public Meeting		STAFF
Mayor Jeff Silvestrini	Millcreek	Chief Petersen
Councilmember Richard Snelgrove	SLCO	CLO Brian Roberts
Councilmember Kelly Bush	Kearns Township	Clerk Michelle Roper
FINANCE COMMITTEE - Public Meeting		STAFF
Councilmember Sheldon Stewart	Riverton	Chief Petersen
Councilmember Allan Perry	White City Township	CFO Tony Hill
		Clerk Michelle Roper
COMPENSATION & BENEFITS COMMITTEE - Public Meeting		STAFF
Mayor Robert Dahle	Holladay	Chief Petersen
Councilmember Sam Granato	SLCO	CFO Tony Hill
		Arriann Woolf, HR
		Clerk Michelle Roper
BOARD POLICY		STAFF
Mayor Robert Dahle	UFA Chair - Policy Chair	Chief Petersen
Mayor Jeff Silvestrini	Governance Chair	CLO Brian Roberts
Mayor Sheldon Stewart	Finance Chair	Clerk Michelle Roper
	UFGA Chair	
	UFA Vice Chair	
	Compensation & Benefits Chair	

2018 UNIFIED FIRE SERVICE AREA SUB-COMMITTEE

FACILITIES COMMITTEE		STAFF
2018 Councilmember Allan Perry	White City Township	Chief Petersen
Councilmember Kelly Bush	Kearns Township	AC Watson
Councilmember Eric Ferguson	Magna City	Deputy Clerk Cyndee Young

PERSONAL PROTECTION EQUIPMENT (TURNOUTS) RECEIPT AGREEMENT

_____, (hereinafter "Recipient") hereby agrees and acknowledges that the personal protection equipment (hereinafter "turnouts"), identified below, has been donated by the Unified Fire Authority ("Authority") pursuant to the following terms and conditions and that receipt of such turnouts constitutes acknowledgement and agreement to such terms and conditions:

1. Recipient acknowledges and agrees that the turnouts identified below (or any other turnouts in his or her possession provided by the Authority) are no longer suitable for use as part of fire-fighting operations due to age and condition. Use of such turnouts should be solely for education and training purposes.
2. Recipient acknowledges and agrees all expired turnouts in its possession donated to it by Authority are used and have passed the recommended service-life date. The Recipient acknowledges that all expired turnouts in its possession donated by Authority are out of warranty and may not provide the desired protection. Recipient also expresses its intent to keep and maintain the sole control and use of this and or any other expired turnouts in its possession donated by Authority. Notwithstanding the foregoing, these turnouts shall not be transferred, sold, or exchanged to or with any other person or entity without the express written permission of the Authority.
3. The Authority makes no warranty or guarantee of any kind including, but not limited to, fitness for use and protection. Any expired turnouts donated by Authority will be USED AT THE RECIPIENT'S OWN RISK and Recipient agrees to assume any such risk. THERE ARE NO WARRANTIES APPLICABLE TO THE TURNOUTS, WHETHER FULL OR LIMITED.
4. Recipient, on behalf of itself or anyone claiming by or through is, and in consideration of the donation of the otherwise expired turnouts, AGREES TO WAIVE any and all claims or causes of action, of any type, against Authority, its officers, agents, and employees, from any injury or damage of whatever kind that may arise out of the use of this or any other expired turnouts in its possession. Recipient also agrees to INDEMNIFY AND HOLD HARMLESS, Authority, its officers, agents, and employees, from any injury or damage to itself, or any third party, of whatever kind, that may arise out of the use of this or any other expired turnouts in its possession.

Recipient _____

By: _____

Its: _____

Expired turnouts donated by Authority:

**UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - GENERAL FUND (FIRE)
AS OF DECEMBER 31, 2017**

FIRE REVENUES	Total	Budget	Unearned	% of Budget
Alta	\$ 60,399	\$ 120,797	\$ 60,399	50.0
Cottonwood Heights	1,811,965	3,623,929	1,811,965	50.0
Unified Fire Service Area	22,694,636	45,389,271	22,694,636	50.0
Holladay	1,117,200	2,234,399	1,117,200	50.0
Camp Williams	276,480	532,000	255,520	52.0
MIDA contract	51,000	50,000	(1,000)	102.0
MEMBER FEES & SERVICE CONTRACTS	<u>26,011,678</u>	<u>51,950,396</u>	<u>25,938,718</u>	50.1
Ambulance service fees	2,585,993	6,967,000	4,381,007	37.1
Collections revenues	99,951	-	(99,951)	0.0
AMBULANCE OPERATIONS	<u>2,685,944</u>	<u>6,967,000</u>	<u>4,281,056</u>	38.6
SL County canyon recreation area fees	1,587,857	3,175,713	1,587,856	50.0
Witness/jury duty fees	19	-	(19)	0.0
CERT class fees	1,320	-	(1,320)	0.0
Fire and medical report fees	2,355	-	(2,355)	0.0
Hazmat & tank permit fees	55,829	115,024	59,195	48.5
Firewatch	7,425	8,000	575	92.8
Fireworks permit fees	4,340	4,000	(340)	108.5
Wildland reimbursements	147,200	125,648	(21,552)	117.2
Paramedic school fees	66,000	34,000	(32,000)	194.1
CPR class fees	6,749	10,000	3,251	67.5
EMT school fees	39,514	60,000	20,486	65.9
Event billings - Information Outreach	3,928	15,000	11,073	26.2
Event billings - Special Enforcement	1,787	5,000	3,214	35.7
OTHER FEES	<u>1,924,321</u>	<u>3,552,385</u>	<u>1,628,064</u>	54.2
UFSA management fees	152,375	304,750	152,375	50.0
INTERGOVERNMENTAL REVENUES	<u>152,375</u>	<u>304,750</u>	<u>152,375</u>	50.0
Federal grants	-	47,743	47,743	0.0
Donations	1,000	1,000	-	100.0
GRANTS AND DONATIONS	<u>1,000</u>	<u>84,548</u>	<u>83,548</u>	1.2
Interest income	98,139	55,204	(42,935)	177.8
Sale of materials	5,498	5,478	(20)	100.4
Rental income	47,448	94,896	47,448	50.0
USAR reimbursements	574,109	890,172	316,063	64.5
Miscellaneous revenues	53,399	1,500	(51,899)	3,560.0
MISCELLANEOUS INCOME	<u>778,593</u>	<u>1,047,250</u>	<u>268,657</u>	74.3
Proceeds from sale of capital assets	190,860	80,850	(110,010)	236.1
Transfer from Emergency Services fund	-	100,000	100,000	0.0
Appropriation of fund balance	-	2,006,980	2,006,980	0.0
OTHER FINANCING SOURCES	<u>190,860</u>	<u>2,187,830</u>	<u>1,996,970</u>	8.7
TOTAL FIRE REVENUES	<u>\$ 31,744,772</u>	<u>\$ 66,094,159</u>	<u>\$ 34,349,387</u>	48.0

Note: Balances include payroll through 01/10/2018 and pcards through 11/30/2017.

**UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - GENERAL FUND (FIRE)
AS OF DECEMBER 31, 2017**

FIRE EXPENDITURES	<u>Total</u>	<u>Budget</u>	<u>Unexpended</u>	<u>% of Budget</u>
Salaries & wages	16,534,064	33,709,488	17,175,424	49.0
Overtime	2,103,238	3,064,800	961,562	68.6
Benefits	7,030,702	16,331,649	9,300,947	43.0
SALARIES & BENEFITS \$	<u>25,668,004</u>	<u>\$ 53,105,937</u>	<u>\$ 27,437,933</u>	<u>48.3</u>
Art & photo services	1,599	1,000	(599)	159.9
Awards & banquet	8,083	45,000	36,917	18.0
Community outreach	-	4,500	4,500	0.0
Honor guard	50	9,000	8,950	0.6
Identification supplies	2,401	20,500	18,099	11.7
Office supplies	24,202	56,200	31,998	43.1
Postage	2,372	15,700	13,328	15.1
Printing charges	4,497	20,700	16,203	21.7
Subscriptions & memberships	22,854	32,200	9,346	71.0
GENERAL & ADMINISTRATIVE \$	<u>66,058</u>	<u>\$ 204,800</u>	<u>\$ 138,742</u>	<u>32.3</u>
Bedding & linen	7,855	5,000	(2,855)	157.1
Books, publications & subscriptions	23,735	55,400	31,665	42.8
Clothing provisions	240,803	280,000	39,197	86.0
Dining & kitchen supplies	1,594	5,000	3,406	31.9
Emergency activations	10,624	-	(10,624)	0.0
Food provisions	13,924	42,000	28,076	33.2
Gasoline, diesel, oil & grease	191,009	525,000	333,991	36.4
Janitorial supplies and service	24,904	50,000	25,096	49.8
State Wildland Mitigation program	-	92,000	92,000	0.0
Medical supplies	141,709	494,478	352,769	28.7
Physical exams	78,307	179,500	101,193	43.6
Canine expenses	3,120	5,000	1,880	62.4
Expenses to be reimbursed by related organization(s)	2,233	-	(2,233)	0.0
OPERATING COSTS \$	<u>739,817</u>	<u>\$ 1,733,378</u>	<u>\$ 993,561</u>	<u>42.7</u>
Liability insurance	219,388	440,000	220,612	49.9
Ambulance - State Medicaid assessment	300,000	300,000	-	100.0
Sandy City contract (White City service)	424,496	865,000	440,504	49.1
UCANN	-	200,000	200,000	0.0
VECC service contract	374,739	777,000	402,261	48.2
CONTRACTUAL COSTS \$	<u>1,318,623</u>	<u>\$ 2,582,000</u>	<u>\$ 1,263,377</u>	<u>51.1</u>
Auditor	8,900	8,900	-	100.0
Contract hauling	-	1,000	1,000	0.0
Intergovernmental expenditures	-	4,000	4,000	0.0
Professional fees	125,106	295,550	170,444	42.3
Ambulance service fees	87,343	315,000	227,657	27.7
PROFESSIONAL SERVICES \$	<u>221,349</u>	<u>\$ 624,450</u>	<u>\$ 403,101</u>	<u>35.4</u>
GRANT PURCHASES \$	<u>14,017</u>	<u>\$ 83,548</u>	<u>\$ 69,531</u>	<u>16.8</u>
Miscellaneous rental	21,265	25,000	3,735	85.1
Rent of buildings	61,112	147,000	85,888	41.6
RENT \$	<u>82,377</u>	<u>\$ 172,000</u>	<u>\$ 89,623</u>	<u>47.9</u>

Note: Balances include payroll through 01/10/2018 and pcards through 11/30/2017.

**UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - GENERAL FUND (FIRE)
AS OF DECEMBER 31, 2017**

FIRE EXPENDITURES (Continued)	Total	Budget	Unexpended	% of Budget
Facilities maintenance charge	-	3,000	3,000	0.0
Maintenance & repair of fire hydrant	-	90,000	90,000	0.0
Maintenance of machinery & equipment	17,597	129,500	111,903	13.6
Maintenance of buildings & grounds	99,534	247,000	147,466	40.3
Maintenance of office equipment	152	1,000	848	15.2
Software maintenance	242,585	325,097	82,512	74.6
Vehicle maintenance	292,660	802,500	509,840	36.5
Vehicle repairs - accident related	11,448	-	(11,448)	0.0
REPAIR & MAINTENANCE	<u>\$ 663,976</u>	<u>\$ 1,598,097</u>	<u>\$ 934,121</u>	<u>41.5</u>
Communications equipment	46,621	85,000	38,379	54.8
Noncapital equipment - financed	24,793	27,413	2,620	90.4
Computer equipment	85,262	150,000	64,738	56.8
Computer software	46,151	17,250	(28,901)	267.5
Small equipment noncapital	183,602	607,738	424,136	30.2
Small equipment - station start-ups	-	-	-	0.0
Small equipment - photography	622	1,000	378	62.2
Training props	10,769	43,000	32,231	25.0
Visual & audio aids	-	4,000	4,000	0.0
SOFTWARE & EQUIPMENT	<u>\$ 397,820</u>	<u>\$ 935,401</u>	<u>\$ 537,581</u>	<u>42.5</u>
Education, training & certifications	51,996	174,400	122,404	29.8
Travel & transportation	47,258	117,500	70,242	40.2
Mileage reimbursement	714	2,000	1,286	35.7
TRAINING & TRAVEL	<u>\$ 99,968</u>	<u>\$ 293,900</u>	<u>\$ 193,932</u>	<u>34.0</u>
Computer lines	82,224	195,000	112,776	42.2
Heat & fuel	28,755	150,000	121,245	19.2
Light & power	132,839	335,000	202,161	39.7
Sanitation	16,923	25,000	8,077	67.7
Telephone	52,265	95,500	43,235	54.7
Telephone - cellular	67,082	160,000	92,918	41.9
Water & sewer	38,774	78,700	39,926	49.3
UTILITIES	<u>\$ 418,862</u>	<u>\$ 1,039,200</u>	<u>\$ 620,338</u>	<u>40.3</u>
Capital outlay	81,281	472,832	391,551	17.2
Principal payment on capital lease	2,709,851	2,709,851	-	100.0
Principal payment on related party note payable	52,263	105,580	53,317	49.5
Interest expense	311,595	352,335	40,740	88.4
CAPITAL OUTLAY & LONG-TERM DEBT	<u>\$ 3,154,990</u>	<u>\$ 3,640,598</u>	<u>\$ 485,608</u>	<u>86.7</u>
TRANSFER TO FIRE VEHICLE REPLACEMENT FUND	-	80,850	80,850	0.0
TOTAL FIRE EXPENDITURES	<u>\$ 32,845,861</u>	<u>\$ 66,094,159</u>	<u>\$ 33,248,298</u>	<u>49.7</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>\$ (1,101,089)</u>	<u>\$ -</u>		

Note: Balances include payroll through 01/10/2018 and pcards through 11/30/2017.

**UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - ENTERPRISE FUND (WILDLAND)
AS OF DECEMBER 31, 2017**

WILDLAND REVENUES	Total	Budget	Unearned	% of Budget
Wildland reimbursements - Hand crew	510,476	1,800,000	1,289,524	28.4
Wildland reimbursements - Engine 302	213,411	-	(213,411)	0.0
Wildland reimbursements - Single resource	478,746	-	(478,746)	0.0
Transfer from General Fund	-	92,000	92,000	0.0
TOTAL WILDLAND REVENUES	\$ 1,225,997	\$ 1,892,000	\$ 666,003	64.8

WILDLAND EXPENSES	Total	Budget	Unexpended	% of Budget
Salaries & benefits	1,276,777	1,377,680	100,903	92.7
Awards	2,480	4,250	1,770	58.4
Books, publications & subscriptions	407	-	(407)	0.0
Capital outlay	-	150,000	150,000	0.0
Clothing provisions	712	15,000	14,288	4.7
Communication equipment	-	5,000	5,000	0.0
Capital lease payments	83,059	83,059	-	100.0
Computer equipment	334	1,500	1,166	22.3
Computer lines	44	-	(44)	0.0
Computer software	512	-	(512)	0.0
Education, training & certifications	225	-	(225)	0.0
Food provisions	6,967	5,000	(1,967)	139.3
Gasoline, diesel, oil & grease	11,467	21,500	10,033	53.3
Heat & fuel	133	-	(133)	0.0
Interest expense	8,735	8,735	-	100.0
Janitorial supplies and service	-	300	300	0.0
Light & power	94	-	(94)	0.0
Maintenance of machinery & equipment	116	1,500	1,384	7.7
Maintenance of buildings	-	2,500	2,500	0.0
Maintenance of office equipment	-	500	500	0.0
Medical supplies	183	-	(183)	0.0
Miscellaneous rental	1,697	250	(1,447)	678.8
Office supplies	48	500	452	9.6
Postage	-	50	50	0.0
Physical exams	-	1,000	1,000	0.0
Sanitation	7,146	500	(6,646)	1429.2
Small equipment	1,920	63,676	61,756	3.0
Subscriptions & memberships	165	-	(165)	0.0
Telephone services	8,549	2,000	(6,549)	427.5
Transfer to Vehicle Replacement fund	-	-	-	0.0
Travel & transportation	110,902	125,000	14,098	88.7
Vehicle maintenance	18,703	22,500	3,797	83.1
Water & sewer	33	-	(33)	0.0
TOTAL WILDLAND EXPENSES	\$ 1,541,408	\$ 1,892,000	\$ 350,592	81.5
REVENUES OVER/(UNDER) EXPENDITURES	\$ (315,411)	\$ -		

Note: Balances include payroll through 01/10/2018 and pcards through 11/30/2017.

UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - SPECIAL REVENUE FUND (EMERGENCY SERVICES)
AS OF DECEMBER 31, 2017

EOC REVENUES	Actual	Budget	Unearned	% of Budget
SL County emergency fees	\$ 1,058,077	\$ 2,377,517	\$ 1,319,441	44.5
Federal grants	28,700	166,306	137,606	17.3
Miscellaneous intergovernmental	55,056	55,000	(56)	100.1
Interest income	209	200	(9)	104.5
Miscellaneous revenue	848	686	(162)	123.6
TOTAL EOC REVENUES	\$ 1,142,889	\$ 2,599,709	\$ 1,456,820	44.0

EOC EXPENDITURES	Total	Budget	Unexpended	% of Budget
Salaries & benefits	\$ 491,423	\$ 1,341,642	\$ 850,219	36.6
Books, publications & subscriptions	82	1,000	918	8.2
Capital outlay	60,772	105,000	44,228	57.9
Clothing provisions	791	12,000	11,209	6.6
Communication equipment	3,195	104,000	100,805	3.1
Community outreach	-	5,000	5,000	0.0
Computer equipment	4,149	50,000	45,851	8.3
Computer software	1,900	5,000	3,100	38.0
Education, training & certifications	6,312	2,000	(4,312)	315.6
Emergency activations	-	50,000	50,000	0.0
Maintenance of building & grounds	12,739	35,000	22,261	36.4
Maintenance of machinery & equipment	180	1,000	820	18.0
Maintenance of office equipment	499	3,000	2,501	16.6
Food provisions	21,113	15,000	(6,113)	140.8
Gasoline, diesel, gas & grease	6,802	25,000	18,198	27.2
Grant purchases	40,804	38,306	(2,498)	106.5
Identification supplies	190	10,000	9,810	1.9
Janitorial supplies and service	8,654	27,000	18,346	32.1
Office supplies	1,419	15,000	13,581	9.5
Professional fees	9,154	10,000	846	91.5
Printing charges	3,991	6,686	2,695	59.7
Small equipment	3,973	168,975	165,002	2.4
Software maintenance	13,742	62,000	48,258	22.2
Subscriptions & memberships	2,885	4,000	1,115	72.1
Telephone service	24,629	68,500	43,871	36.0
Telephone - cellular	9,711	25,000	15,289	38.8
Travel & transportation	10,991	35,000	24,009	31.4
Utilities	34,644	124,500	89,856	27.8
Vehicle maintenance	2,519	10,000	7,481	25.2
Transfer to General fund	-	100,000	100,000	0.0
Transfer to EOC Vehicle Replacement fund	-	40,000	40,000	0.0
Contribution to fund balance	-	100,000	100,000	0.0
TOTAL EOC EXPENDITURES	\$ 777,263	\$ 2,599,709	\$ 1,822,446	29.9
REVENUES OVER/(UNDER) EXPENDITURES	\$ 365,626	\$ -		

Note: Balances include payroll through 01/10/2018 and pcards through 11/30/2017.

**UNIFIED FIRE AUTHORITY
REVENUES AND EXPENDITURES - CAPITAL PROJECTS FUNDS
AS OF DECEMBER 31, 2017**

FIRE VEHICLE REPLACEMENT

REVENUES	<u>Total</u>	<u>Budget</u>	<u>Unearned</u>	<u>% of Budget</u>
Transfer from General fund	\$ -	\$ 80,850	\$ 80,850	0.0
Interest income	-	6,000	6,000	0.0
Appropriation of fund balance	-	4,000	4,000	0.0
TOTAL FIRE VEHICLE REPLACEMENT	\$ -	\$ 90,850	\$ 90,850	0.0
EXPENDITURES	<u>Total</u>	<u>Budget</u>	<u>Unexpended</u>	
Capital outlay	\$ -	\$ 10,000	\$ 10,000	0.0
Contribution to fund balance	-	80,850	80,850	0.0
TOTAL FIRE VEHICLE REPLACEMENT	\$ -	\$ 90,850	\$ 90,850	0.0
REVENUES OVER/(UNDER) EXPENDITURES	\$ -	-		

EOC VEHICLE REPLACEMENT

REVENUES	<u>Total</u>	<u>Budget</u>	<u>Unearned</u>	<u>% of Budget</u>
Transfer from EOC fund	\$ -	\$ 40,000	\$ 40,000	0.0
TOTAL EOC VEHICLE REPLACEMENT	\$ -	\$ 40,000	\$ 40,000	0.0
EXPENDITURES	<u>Total</u>	<u>Budget</u>	<u>Unexpended</u>	<u>% of Budget</u>
Capital outlay	\$ -	\$ 10,000	\$ 10,000	0.0
Contribution to fund balance	-	30,000	30,000	0.0
TOTAL EOC VEHICLE REPLACEMENT	\$ -	\$ 40,000	40,000	0.0
REVENUES OVER/(UNDER) EXPENDITURES	\$ -	\$ -	\$ -	

Note: Balances include payroll through 01/10/2018 and pcards through 11/30/2017.