

THIS AGENDA IS SUBJECT TO CHANGE WITH MINIMUM 24 HOURS NOTICE



UNIFIED FIRE AUTHORITY BOARD AGENDA

May 17, 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. May 16, 2022. Emailed comments submitted prior to 7:00 a.m. May 16, 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. April 19, 2022
4. Consent Agenda
 - a. Review of April Disbursements – CFO Hill
5. Committee Updates
 - a. Benefits & Compensation Committee (No meeting) – Chair Dahle
 - b. Governance Committee (No meeting) – Chair Silvestrini
 - c. Finance Committee (Meeting held 5/6/22) – Chair Stewart
 - i. Budget Message
 - ii. Fleet Mechanic
 - iii. Fee Schedule
6. Discussion and Approval of the 2022-2023 Tentative Budget
– CFO Hill

7. Consider the Date of June 21, 2022 for Two Public Hearings to Receive and Consider Comments on: – CFO Hill
 - a. Proposed Amendments to the 2021/2022 Fiscal Year Budget
 - b. Final Budget for the 2022/2023 Fiscal Year
8. Fraud Risk Assessment – CFO Hill
9. Approve Resolution 05-2022A Amending the Holiday Board Policy to Include Juneteenth – CLO Roberts
10. Seismic Retrofit Update – DC Robinson
11. Fire Chief Report
 - a. Recruit Camp Graduation
 - b. Wildland Update – DC Widdison
 - c. Fireworks Update – FM Larson
 - d. Municipality Patch Update – PIO Lance
12. 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
13. Adjournment – Chair Dahle

The next UFA Board meeting will be held June 21, 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 16th day of May, 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

April 19, 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. Approval of Minutes
Mayor Silvestrini moved to approve the minutes from the March 15, 2022, UFA Board Meeting as submitted
Council Member Stewart seconded the motion
All voted in favor, none opposed
4. Consent Agenda
 - a. Review of March Disbursements
 - No discussion

Mayor Silvestrini moved to approve the March disbursements as submitted
Council Member Perry seconded the motion
All voted in favor, none opposed
5. Committee Updates
 - Benefits & Compensation Committee
 - Meeting held 3/30/22
 - Finalized a recommendation on the budget for the Finance Committee
 - Governance Committee
 - No meeting held
 - Finance Committee
 - Meeting held 4/15/22
 - The Committee reviewed Chief Burchett's budget message and received the budget binder
 - Chair Stewart reiterated how the process works and reminded the Board that any questions, please send to CFO Hill prior to the 5/6 meeting
 - The recommendation presented from Benefits & Compensation is for a 5/2 split
 - 5% increase given in July and the remaining 2% in January
 - There was savings in health benefits and increased ambulance revenue
 - All Board Members are welcome to attend the 5/6 meeting
 - A final recommendation for the full Board will be determined at the 5/6 meeting

- All Divisions will present their budget to the Finance Committee
- Chair Stewart mentioned that the 5/6 meeting with the Divisions is a great education on how the budget is developed and evolved

6. Quarterly Report

- CFO Hill reviewed the report for the quarter
- Revenues
 - Ambulance revenue is tracking well and 80% has been collected thus far
 - Intergovernmental revenues of \$1.2M are for EMAC deployments this past year

Mayor Westmoreland arrived

- Mayor Dahle inquired as to why the ambulance revenue has increased
- CFO Hill stated that July 1, the State of Utah increased fees 5-6% and transports have also increased
 - 1,000 higher than last year for this period
- Mayor Bourke is interested in why transports have increased
 - OC Dern stated that there seems to be no particular reason, call volume is up 14%, all call types have seen an increase, it cannot be attributed to any one type of event
- Expenditures
 - Salary and benefits tracking well
 - OT a bit higher, but will balance the costs with the savings from vacancies
- Line by Line Expenditures
 - All line expenditures tracking well
 - Mayor Silvestrini asked about the over-expend on computer software
 - CFO Hill explained the work being done to get the software costs in the right line item
 - The over-expend is balanced between the under-expend in Software Maintenance
 - The Board can expect to see a budget amendment for corrections when this is complete

Mayor Silvestrini moved to approve the quarterly financial report including the list of expenditures for the last quarter as presented

Council Member Hull seconded the motion

All voted in favor, none opposed

7. Seismic Retrofit Update

- Division Chief Robinson provided an update to the seismic work
 - 5 Station structural
 - Station 116
 - Structural retrofit has been completed
 - Station 110
 - This project is divided into two pieces
 - The sleeping quarters have been completed
 - The day room side will follow
 - This project is on schedule with a substantial completion date of June 3
 - Stations 107/109/115
 - The RFP recently closed
 - In the process of finalizing the contract
 - The construction kickoff meeting is scheduled for today

- 20 Station non-structural
 - The non-structural retrofits of all 20 stations have been completed
- Emergency Generators
 - Prep work has begun for Station 107
 - Long lead times remain, but the contractor was working to get all prep work completed in preparation for their arrival
- Division Chief Robinson wanted the Board to be aware that as the building permit process has progressed, some changes to some of the projects will have a cost impact
 - The costs on the Herriman changes are still under budget
 - Working with MSD and the contractor to narrow down costs for changes

8. Juneteenth

- HR Director Day presented a memo outlining the request for the Board to approve Juneteenth as a holiday for all civilian and day staff
 - Operations personnel currently receive 144 hours of holiday leave, approximately 9 more hours than civilian and day staff
 - Approval of this holiday would bring them more in-line
 - Research has found that other agencies and jurisdictions are offering this holiday
- Chief Burchett feels this is important for the health and wellbeing of employees
- Mayor Silvestrini stated that the State of Utah has recognized Juneteenth as a state holiday
- Mayor Dahle also stated that most municipalities are addressing it
- Deputy Mayor Kanter agreed that SLCo is recognizing it as well

Mayor Silvestrini moved to recommend a UFA policy change to recognize Juneteenth as an official day off for day staff and to be brought back to the UFA Board for final approval

Deputy Mayor Kanter seconded the motion

All voted in favor, none opposed

9. COVID-19 Expenditure Reimbursement

- April 2021, the Board passed a motion to distribute COVID relief funds in a consistent manner and bill each member accordingly
- At the August 2021 Board meeting, it was decided to invoice members once again as a special assessment for FY22/23
- There remain outstanding invoices that must be closed out
- Staff is asking for direction on how to proceed in order to balance the budget as consistent and fair as possible
- Mayor Silvestrini wants to know who has yet to pay
 - Herriman City, Riverton City, UFSA members; Taylorsville, Copperton, and White City
 - Council Member Stewart stated that Riverton and Herriman have yet to receive their funds from SLCo, but feels that Riverton does intend to pay, he does need to go back to his council for more information
 - Council Member Henderson verified that Herriman has yet to see their funds as well
 - Deputy Director Kanter stated that the statement made that the monies were to be distributed by SLCo is incorrect
 - Deputy Director Kanter will follow up
- Mayor Silvestrini feels that the Board should be informed of the intent to pay

- Mayor Dahle stated that if a municipality doesn't pay, the cost will need to be shared by the balance of members
 - Riverton intends to pay however; Council Member Stewart is unable to commit as the funding was to have been received by Riverton 3 weeks ago
- Mayor Silvestrini asked that Board Members representing the entities with outstanding balances find out the intent to pay with the budget currently pending
 - This is not an unreasonable request, please reach out to CFO Hill prior to the next Board Meeting
- Mayor Westmoreland inquired as to whether further COVID expenditures are possible
 - CFO Hill stated that there will be no need for additional requests from UFA
- Mayor Dahle echoed the request that entities with outstanding balances notify the Board of their intent to pay
- This topic is deferred to the May 17, 2022 UFA Board Meeting

10. Fire Chief Report

- Promotional Processes Update – HR Director Day
 - The AC Process is taking place this week with 4 candidates
 - DC Brian Case
 - OC Dustin Dern
 - BC Embret Fossum
 - DC Zachary Robinson
 - The Captains Process begins next week
 - Almost 10% (45 applicants) of sworn staff submitted interest for this leadership position
- Ambulance Placement Discussion – Operations Chief Dern
 - OC Dern stated that normal practice is to continually review response data and with the decision by UFSA to retain the temporary Station 112 home it was found that a change in this area would be beneficial
 - AVL has been going well, however, there are some areas that could benefit from better coverage with the increase in call volume
 - A proposal is included within the coming budget to help mitigate the response gaps
 - With the retention of the house in Millcreek, response would benefit from moving an ambulance into the home
 - Mayor Silvestrini explained how the home was purchased as a temporary station while the rebuild of 112 was taking place
 - This home borders Millcreek and Holladay and makes sense
 - Chief Burchett mentioned that this same conversation will take place during the UFSA/LBA Board Meeting and that operationally, this is a good move
 - Mayor Silvestrini did inquire as to morale with the separation of the crews
 - OC Dern stated that the crews will continue to share meals with Station 112 crews, also, UFA has experience with this, and it works well, no morale issues
 - Council Member Perry clarified that the home is still considered a temporary option, not permanent
 - OC Dern stated that for the future build of Station 112, eventually crews will need to be relocated temporarily
 - This home is not seismically sound so it cannot be considered a permanent option

- BLM Hotshot Facility Partnership – Division Chief Widdison
 - Chief Burchett prefaced this discussion that staff is looking only for approval to pursue this partnership as there is still much work to be done before a concept is returned to the Board
 - DC Widdison stated that the BLM Hotshot Crew has received \$9M from congress for this project
 - The BLM is looking for a site to build a training/crew supportive building with the funding
 - They have access to land, but are looking for land that is better located and in an urban area that is better situated and more conveniently accessible for their crews
 - The concept is for the BLM to use their funds and UFA property to build a facility that houses both UFA and BLM crews
 - The Magna Training Tower is ideally located and a favored spot by the BLM
 - There is ample room and minimal impact to Fire Training
 - There is much more discussion pending, but this is a great opportunity for both UFA and BLM
 - Mayor Westmoreland mentioned that another option could be out at Camp William
 - Chief Burchett clarified that this is a long-term project and there is much work that must be done before anything progresses
 - Council Member Stewart expressed concern that Riverton must be made aware and included in the conversations for any intention of moving from Station 120 in order to be considered in their long-range planning
 - Deputy Director Kanter reminded the Board that SLCo has a reversionary clause for the property and storage of snow machines is at the tower property as well
 - This is a very preliminary discussion, but UFA will keep SLCo and Riverton in the loop
 - DC Widdison stated that other options are being explored as well, the intent today was an approval to move forward in discussions with the BLM
- Banquet Update – DOC Easton
 - The banquet takes place this Saturday, 7:00 p.m.
 - Attendance is up 20% from past years
 - DOC Easton thanked Board Members for supporting the banquet this year
 - Chief Burchett feels that gatherings and social connections for personnel beyond work is a big part of social wellness for the Department
- 100 Day Plan
 - Chief Burchett has begun meeting with crews, day staff, city councils, and agency partners
 - These are great opportunities to hear perspectives and get a better sense of where UFA lies
 - These meetings also allow Chief to share his vision and direction

11. Closed Session
None

12. Adjournment
Council Member Perry moved to adjourn the April 19, 2022 meeting
Council Member Stewart 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 Burchett

CLO Roberts
Cynthia Young, Clerk

OTHER ATTENDEES:

Aaron Lance
Alora Easton
Anthony Widdison
Bill Brass
Brad Larson
Brandon Boshard
Brandon Dodge
Brian Anderton
Brian Case
Calogero Ricotta
Courtney Samuel
David Chipman, public
Debbie Cigarroa
Dustin Dern
Erica Langenfass
Jay Torgersen
Jill Tho

Kate Turnbaugh
Kiyoshi Young
Krystal Griffin
Kylie Day
Lana Burningham
Larsen Wood
Michael Greensides
Nile Easton
Patrick Costin
Rachel Anderson
Riley Pilgrim
Shaunie Marshall
Shelli Fowlks
Station 121
Steve Prokopis
Tua Tho
Zach Robinson

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

GL Period	Check Date	Ref#	Vendor Name	Invoice#	Check Amount
Apr-22	4/10/2022	1	PAYROLL TRANS FOR 03/31/22 PAY PERIOD	N/A	\$ 1,370,274.00
Apr-22	4/25/2022	2	PAYROLL TRANS FOR 04/15/22 PAY PERIOD	N/A	1,191,808.33
Apr-22	4/7/2022	85777	SELECTHEALTH	Multiple	569,501.80
Apr-22	4/7/2022	40722101	UTAH RETIREMENT SYSTEMS	Multiple	539,977.50
Apr-22	4/26/2022	42622101	UTAH RETIREMENT SYSTEMS	Multiple	524,207.93
Apr-22	4/6/2022	4062022	WELLS FARGO BUSINESS CARD	Multiple	291,704.93
Apr-22	4/11/2022	5	EFTPS - 04/08/22 PAYROLL	N/A	260,484.66
Apr-22	4/25/2022	12	EFTPS - 04/25/22 PAYROLL	N/A	217,162.94
Apr-22	4/25/2022	13	STATE TAX W/H ACH - APRIL 2022 PAYROLL	N/A	158,912.62
Apr-22	4/28/2022	85814	DEPARTMENT OF HEALTH	22H5001064	96,483.13
Apr-22	4/21/2022	85807	UTAH LOCAL GOVERNMENTS TRUST	1598323	72,464.60
Apr-22	4/7/2022	85779	PUBLIC EMPLOYEES HEALTH PROGRAM	3312022	67,586.05
Apr-22	4/14/2022	85786	FUEL NETWORK	F2209E00998	63,399.47
Apr-22	4/20/2022	42022002	LES OLSON COMPANY	Multiple	58,316.40
Apr-22	4/20/2022	42022001	GCS BILLING SERVICES	2860	42,684.61
Apr-22	4/14/2022	85781	CONVERGEONE INC	IE534339	32,740.80
Apr-22	4/28/2022	42822101	LPL FINANCIAL LLC	Multiple	31,703.04
Apr-22	4/12/2022	41222101	LPL FINANCIAL LLC	Multiple	31,451.19
Apr-22	4/28/2022	85825	CUSTOM BENEFIT SOLUTIONS, INC.	4252022	21,756.71
Apr-22	4/7/2022	85769	CUSTOM BENEFIT SOLUTIONS, INC.	3312022	21,656.39
Apr-22	4/21/2022	85805	ROCKY MTN POWER	Multiple	19,266.50
Apr-22	4/7/2022	85768	AFLAC GROUP INSURANCE	3312022	18,825.86
Apr-22	4/28/2022	85815	DISCOUNTCELL, INC	OE-25586	18,720.00
Apr-22	4/7/2022	85764	UNIFIED FIRE SERVICE AREA	142	15,671.76
Apr-22	4/21/2022	85806	UNIFIED FIRE SERVICE AREA	143	15,671.76
Apr-22	4/21/2022	85800	COMCAST	143571457	15,517.86
Apr-22	4/8/2022	40822101	UTAH DEPT WORKFORCE SERVICES	Multiple	15,389.24
Apr-22	4/28/2022	85813	APA BENEFITS INC	TRUST510	14,478.33
Apr-22	4/14/2022	85795	UNIVERSITY MEDICAL BILLING	44651	14,459.00
Apr-22	4/28/2022	85821	SKAGGS PUBLIC SAFETY UNIFORM & EQUIP	450_A_83875_8	13,606.00
Apr-22	4/13/2022	41322003	NAPA AUTO PARTS	44651	13,479.59
Apr-22	4/30/2022	8	FUNDS TRANSFER FOR PATIENT REFUNDS 04/13/22	N/A	11,520.98
Apr-22	4/28/2022	85833	WELLS FARGO ADVISOR FBO UFA4064-8710	4252022	10,583.56
Apr-22	4/7/2022	85772	LOCAL 1696 - IAFF	3312022	9,106.76
Apr-22	4/28/2022	85827	LOCAL 1696 - IAFF	4252022	9,079.33
Apr-22	4/7/2022	85762	MORPHO LEADERSHIP DEVELOPMENT	3262027	7,500.00
Apr-22	4/13/2022	41322001	APPARATUS EQUIPMENT & SERVICE, INC	Multiple	6,444.69
Apr-22	4/7/2022	85765	UNIVERSITY OF UTAH	UFA-2022-3	6,240.00
Apr-22	4/21/2022	85810	ZOLL	INV00111559	6,119.25
Apr-22	4/14/2022	85784	FERRELLGAS	1118769300	4,534.95
Apr-22	4/7/2022	85758	DOMINION ENERGY	Multiple	3,904.83
Apr-22	4/7/2022	85771	FIREFIGHTERS CREDIT UNION	Multiple	3,787.00
Apr-22	4/28/2022	85818	KRONOS INCORPORATED	Multiple	3,776.83
Apr-22	4/7/2022	85770	FIDELITY SECURITY LIFE INSURANCE CO	3312022	3,544.55
Apr-22	4/7/2022	85759	EAGLE MOUNTAIN CITY	202713	3,400.62
Apr-22	4/14/2022	85785	FIRE & POLICE SELECTION INC	20134	3,149.25
Apr-22	4/21/2022	85802	DOMINION ENERGY	Multiple	2,820.66
Apr-22	4/14/2022	85792	PURCELL TIRE CO.	280004517	2,464.70
Apr-22	4/1/2022	1	RECORD US MERCHANT FEE 4/1/22	N/A	2,419.72
Apr-22	4/7/2022	85760	INFOARMOR	6864MAR22	2,135.25

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\2022-04 Disbursements\10

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

GL Period	Check Date	Ref#	Vendor Name	Invoice#	Check Amount
Apr-22	4/6/2022	40622002	SERVICEMASTER OF SALT LAKE	135833	2,124.65
Apr-22	4/28/2022	85834	FIREFIGHTERS CREDIT UNION	04252022TV	2,098.00
Apr-22	4/21/2022	85798	APA BENEFITS INC	49841	1,944.00
Apr-22	4/28/2022	85816	DOMINION ENERGY	Multiple	1,913.31
Apr-22	4/8/2022	6	FUNDS TRANSFER TO UFSA FOR MILLCREEK IMPACT FEES 4/8/22	N/A	1,725.68
Apr-22	4/28/2022	85826	FIREFIGHTERS CREDIT UNION	04252022SF	1,671.00
Apr-22	4/14/2022	85783	DOMINION ENERGY	Multiple	1,574.80
Apr-22	4/28/2022	85831	PUBLIC EMPLOYEES LT DISABILITY	4252022	1,562.06
Apr-22	4/27/2022	11	RECORD MANUAL CK 85811 (T. BROWN 4/25/22)	N/A	1,524.08
Apr-22	4/7/2022	85775	OFFICE OF RECOVERY SERVICES	3312022	1,518.36
Apr-22	4/28/2022	85830	OFFICE OF RECOVERY SERVICES	4252022	1,493.36
Apr-22	4/28/2022	85820	PURCELL TIRE CO.	Multiple	1,405.64
Apr-22	4/7/2022	85767	WORKFORCEQA LLC	158400	1,400.00
Apr-22	4/28/2022	85812	ADAMS, HAYLEY	Multiple	1,200.00
Apr-22	4/21/2022	85799	CASELLE INC	116499	1,197.00
Apr-22	4/14/2022	85796	UTAH COMMUNICATIONS AUTHORITY	INV-2036	1,075.53
Apr-22	4/14/2022	14	FUNDS TRANSFER FROM FIRE TO EM FOR COVID REIMB 4/14/22	N/A	1,071.88
Apr-22	4/14/2022	85794	SNOWBIRD RESORT LLC	2BY5Y7-C33122	1,007.78
Apr-22	4/14/2022	85788	INTERSTATE BILLING SERVICE INC	Multiple	871.60
Apr-22	4/7/2022	85757	A TO Z LANDSCAPING INC	28278	765.72
Apr-22	4/11/2022	7	RECORD CLIENT ANALYSIS FEE 4/11/22	N/A	758.59
Apr-22	4/14/2022	85790	MEANING TO LIVE	44636	720.00
Apr-22	4/28/2022	85819	MEANING TO LIVE	44670	720.00
Apr-22	4/7/2022	85761	JAN-PRO OF UTAH	Multiple	680.00
Apr-22	4/28/2022	85824	WELCH, JAIME ALLISON	Multiple	660.00
Apr-22	4/6/2022	40622001	BESTSHRED, LLC	6163033122	622.00
Apr-22	4/28/2022	85817	INTERSTATE BILLING SERVICE INC	Multiple	615.90
Apr-22	4/14/2022	85797	WELCH, JAIME ALLISON	Multiple	540.00
Apr-22	4/21/2022	85809	WELCH, JAIME ALLISON	Multiple	540.00
Apr-22	4/14/2022	85791	PITNEY BOWES BANK INC	POSTAGE 3/22	520.99
Apr-22	4/21/2022	85803	HONEY BUCKET	552692557	424.00
Apr-22	4/14/2022	85780	APA BENEFITS INC	49238	339.50
Apr-22	4/21/2022	85804	JOHNSON ROBERTS & ASSOCIATES INC	147950	332.50
Apr-22	4/7/2022	85778	UTAH RETIREMENT SYSTEMS	3312022	322.16
Apr-22	4/5/2022	2	RECORD XPRESS BILL PAY FEE FOR UFSA & UFA 4/5/22	N/A	250.83
Apr-22	4/14/2022	85782	COPPERTON IMPROVEMENT DISTRICT	W-#115 3/22	227.50
Apr-22	4/5/2022	4	RECORD PAYMENTECH FEE 4/5/22	N/A	223.89
Apr-22	4/13/2022	41322002	MOUNTAIN ALARM	2747574	211.20
Apr-22	4/7/2022	85766	UTAH BROADBAND LLC	1175057	199.00
Apr-22	4/28/2022	85823	UTAH BROADBAND LLC	1181590	199.00
Apr-22	4/21/2022	85808	UTAH VALLEY UNIVERSITY	A27815	190.00
Apr-22	4/7/2022	85774	ND CHILD SUPPORT DIVISION	3312022	179.00
Apr-22	4/28/2022	85829	ND CHILD SUPPORT DIVISION	4252022	179.00
Apr-22	4/14/2022	85789	JOHNSON ROBERTS & ASSOCIATES INC	146703	175.00
Apr-22	4/7/2022	85776	SALT LAKE VALLEY LAW ENFORCE ASSOC	3312022	152.00
Apr-22	4/28/2022	85832	SALT LAKE VALLEY LAW ENFORCE ASSOC	4252022	152.00
Apr-22	4/14/2022	85787	HIRERIGHT LLC	G3433415	149.35
Apr-22	4/14/2022	85793	SALT LAKE COUNTY SERVICE AREA #3	W/S-#113 3/22	119.05
Apr-22	4/5/2022	3	RECORD AMERICAN EXPRESS FEE 4/5/22	N/A	101.87
Apr-22	4/15/2022	9	RECORD CONVENIENT FEE FOR MARCH 2022	N/A	78.55

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\2022-04 Disbursements\10

**UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - GENERAL FUND POOLED CHECKING
APRIL 2022**

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Apr-22	4/21/2022	85801	DESERET NEWS	2022-150233	71.04
Apr-22	4/7/2022	85773	MOUNTAIN AMERICA CREDIT UNION	3312022	26.00
Apr-22	4/28/2022	85828	MOUNTAIN AMERICA CREDIT UNION	4252022	26.00
Apr-22	4/7/2022	85763	ROCKY MOUNTAIN WATER COMPANY	Multiple	25.16
Apr-22	4/28/2022	85822	UNIFIED FIRE SERVICE AREA	144	2.00
Apr-22	4/7/2022	85233	JOHNSON ROBERTS & ASSOCIATES INC (VOIDED CHECK)	146703	(175.00)
					<u>\$ 5,981,598.46</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\2022-04 Disbursements\10

UNIFIED FIRE AUTHORITY
CASH DISBURSEMENTS - EMERGENCY MANAGEMENT CHECKING
APRIL 2022

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Apr-22	4/28/2022	1	FUNDS TRANSFER FROM EM TO FIRE - 4/10/22 PAYROLL	N/A	\$ 52,802.24
Apr-22	4/28/2022	7770	HAGERTY CONSULTING INC	8129	33,376.77
Apr-22	4/28/2022	7768	ALERTSENSE, INC	17531	13,010.00
Apr-22	4/14/2022	7762	LIFE-ASSIST INC	1191214	4,541.60
Apr-22	4/21/2022	7766	ROCKY MTN POWER	E-ECC 3/22	4,032.63
Apr-22	4/20/2022	42022004	MAYORS FINANCIAL ADMIN	FAC0000789	3,710.00
Apr-22	4/14/2022	7761	FUEL NETWORK	F2209E00998	2,783.92
Apr-22	4/21/2022	7765	K SPATAFORE DESIGN	13685	2,500.00
Apr-22	4/6/2022	40622005	SERVICEMASTER OF SALT LAKE	135833	1,738.35
Apr-22	4/14/2022	7763	SYRINGA NETWORKS LLC	22APR0194	1,175.00
Apr-22	4/21/2022	7767	UTAH LOCAL GOVERNMENTS TRUST	1598323	983.74
Apr-22	4/14/2022	7760	COMPUNET INC	192187	808.46
Apr-22	4/7/2022	7757	A TO Z LANDSCAPING INC	28278	626.50
Apr-22	4/7/2022	7759	PUBLIC EMPLOYEES HEALTH PROGRAM	3312022	309.96
Apr-22	4/28/2022	7769	APA BENEFITS INC	TRUST510	301.00
Apr-22	4/20/2022	42022003	LES OLSON COMPANY	MNS19035	300.00
Apr-22	4/21/2022	7764	IDENTISYS INC.	563055	200.00
Apr-22	4/6/2022	40622003	BESTSHRED, LLC	6163033122	108.00
Apr-22	4/7/2022	7758	PURE WATER SOLUTIONS OF AMERICA LLC	90436	105.00
Apr-22	4/6/2022	40622006	WAXIE SANITARY SUPPLY	80743825	90.15
Apr-22	4/6/2022	40622004	GOLD CUP SERVICES INC	974784	65.00
					\$ 123,568.32

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

<u>GL Period</u>	<u>Check Date</u>	<u>Ref#</u>	<u>Vendor Name</u>	<u>Invoice#</u>	<u>Check Amount</u>
Apr-22	4/6/2022	21012	CDW GOVERNMENT LLC	S874221	29,927.19
					\$ 29,927.19

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

X:\Board Docs\2022-04 Disbursements\55



UNIFIED FIRE AUTHORITY

TO: UFA Board of Directors
FROM: Dominic Burchett, Fire Chief/CEO
SUBJECT: Fiscal Year 22/23 Budget Message
DATE: May 17, 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 6.83% to meet the adopted goals and initiatives of the Strategic Plan and the recommendations from the Finance 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 is 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.

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.

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. The recommendation was to provide the COLA 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.

On May 6, 2022, the Finance Committee was presented an overview of the entire budget. Each Section and Division leader walked through their respective portion of the FY 22/23 budget for the Committee. Following the presentations, the Committee was encouraged to ask questions, deliberate and make a final recommendation for the Tentative Budget.

The Finance Committee made the following recommendations to be included in the Tentative Budget for full UFA Board adoption:

- 6% COLA for all employees (as opposed to 7%)
- Removal of the \$2 million capital project at the Magna Training Facility, which reduces the General Fund transfer to Capital Replacement by \$273,460.
- Removal of the Fleet Mechanic and vehicle, which reduces the General Fund expenditures by \$94,508, the Capital Replacement Fund expenditures by \$135,000, and the General Fund transfer to Capital Replacement by \$18,458.

With the recommended changes, the Tentative Budget now has an overall member fee of 6.83%. The Proposed Budget overall member fee was 7.49%.

The Committee also discussed the option of adding the Fleet Mechanic and vehicle back to the budget. If it were added back, the average member fee increase would go from 6.83% to 7.02%

Tentative 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 \$1,063,697 will be transferred to the Capital Fund.

AVAILABLE REVENUE	
Member Fee: 6.83% increase	62,680,933
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	80,858,338
EXPENDITURES	
Total Personnel: 8.1% Increase	65,997,748
Total Non-Personnel: 5.0% Reduction	10,764,757
Transfer to Capital Fund 0.2% Increase	3,679,385
Warehouse Loan, Capital Outlay, Net Transfers	416,448
Total Expenditures	80,858,338
FUND BALANCE	
Beginning Fund Balance	10,200,000
Under Expend from FY21/22 Returned to Members	2,473,601
8.5% Ending Fund Balance	6,662,703
Surplus Fund Balance - Transfer to Capital Fund	1,063,697

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 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%
6% COLA for all employees: CPI for the Mountain Region in 2021 was 10.4%. Maintaining our position in market for future years to prevent major swings in market adjustments.	\$3,186,323	5.44%
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%
Capital Fund Transfer: Increase in the transfer to the Capital Fund to accommodate the third loan for purchases.	\$8,082	0.01%
Increased Fuel Costs: Increase to cover increase in cost of fuel.	\$170,000	0.29%

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.

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	\$3,679,385
Sale of surplus apparatus/Interest Income	\$85,000
Transfer of excess General Fund balance	\$1,063,697
Total	\$7,888,082
EXPENSE	
FY18/19 lease payment	\$812,495
FY21/22 lease payment	\$1,583,544
FY22/23 lease payments (split into two lease terms)	\$1,251,278
Delayed purchase from FY21/22 (CPR devices)	\$500,000
Cash Purchases	\$1,943,100
Total	\$6,090,417
Ending Fund Balance	\$1,797,665

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

In addition, this budget 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 6.83% overall increase to the Member Fee, the following chart displays the breakdown for each member.

FY22/23	COTTONWOOD HEIGHTS	HOLLADAY	HERRIMAN	RVERTON	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	\$4,285,293	\$2,732,063	\$4,953,285	\$5,735,669	\$44,974,624	\$62,680,933
Percent Increase from FY21/22	6.65%	4.24%	9.13%	5.60%	6.92%	6.83%
Cost Increase from FY21/22	\$267,188	\$111,099	\$414,204	\$304,047	\$2,911,628	\$4,008,165
Difference from 7.49%	(\$27,472)	(\$16,336)	(\$29,363)	(\$34,001)	(\$279,253)	(\$386,426)

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 presented the Budget Message and CFO Hill provided an overview of the budget to Finance Committee Members at the April Meeting
 - Staff presented to the Finance Committee each portion of the proposed budget and provided an opportunity for discussion during the May meeting. Three changes were recommended for the Tentative Budget, including a 6% COLA.
- **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

MEMORANDUM

TO: UFA Board of Directors
FROM: Assistant Chief Robinson
DATE: May 17, 2022

SUBJECT: Fleet Mechanic

Logistics Division is proposing the addition of one full-time fleet mechanic in FY22/23. The cost of this position is \$94,508 salary and benefits. This position also requires the purchase of an additional mechanic service truck at a cost of \$135,000. The Finance Committee requested information demonstrating the savings this additional mechanic position will provide.

In 2021, the average vendor labor rate for vehicle maintenance and repair was \$95/hour. This rate has increased to \$125/hour for 2022. Based on current fleet vendor usage, a \$64,500 increase in labor costs for vehicle maintenance and repairs completed by vendors is anticipated. Taking into consideration the addition of one mechanic, the proposed FY22/23 vehicle maintenance budget was reduced by \$10,000. It is believed that the proposed vehicle maintenance budget will cover the vendor labor rate increase for an overall savings of \$74,500.

Additional efficiencies and benefits:

- Improved emergency services delivery by keeping crews in service, in their front-line apparatus by implementing a more robust preventative maintenance program
- UFA mechanics ability to repair apparatus on site is far more efficient than taking units to vendors for repairs
- UFA mechanic response time to repair requests and turnaround time to complete repairs is much faster than vendors can provide

FEE SCHEDULE

COMMUNITY EVENTS

Fee Type	Description	Amount	Methodology
Event staffing	Two Emergency Medical Technicians (EMTs)	\$85	2 topped out Specialists on OT - \$85/hr
	2 Paramedics (PMs)	\$115	2 topped out Medics on OT - \$92/hr
Event equipment <i>(per hour unless otherwise noted minimum daily charge of 3 hours; maximum daily charge of 10 hours)</i>	Large first aid trailer (28' graphic-wrapped trailer staffed with 4 EMTs and golf cart)	\$190	4 topped out Specialists - \$170/hr, 4 topped out Medics - \$184/hr
	Small first aid trailer (15' graphic-wrapped trailer staffed with two EMTs and golf cart)	\$125	2 topped out Specialists on OT - \$85/hr plus equipment
	BLS Ambulance (BLS capable/licensed with 2 staff, vehicle, equipment)	\$130	2 topped out Specialists on OT - \$85/hr plus vehicle
	ALS Ambulance (ALS capable/licensed with 2 staff, vehicle, equipment)	\$160	2 topped out Medics on OT - \$92/hr plus vehicle
	Side-by-side vehicle	\$55	

MEDICAL

Fee Type	Description	Amount	Methodology
EMT Course	Student tuition, unaffiliated attendee	\$1,400	Public EMT training, based on covering UFA expenses, yet competitive with market.
	Student tuition, UFA employee (for two UFA employees)	\$700	We have typically offered discounts to employees, if >2, we will use a screening panel & process to review and award the spots.
CPR/AHA	CPR class fee, including book & card	\$50	Market competitive for CPR class and should cover personnel and admin costs
	Healthcare provider card, ACLS card, PALS card	\$5 per card	Actual card cost is between \$3-5/card depending on type. Charging \$5 covers admin cost of issuing cards.
	Healthcare provider card w/ mannequin rental	\$7 per card	Same as above, but additional \$2 to cover us and wear & tear of equipment.
	Heartsaver card	\$20 per card	\$17 actual cost with extra \$3 to cover admin cost of issuing cards.
	CPR book	\$15 per book	\$12 actual cost with extra \$3 to cover admin cost managing purchase and distribution of books to students as requested.

FEE SCHEDULE

RECORDS

Fee Type	Description	Amount	Methodology
Flat Fee	Medical Record (No charge to the patient)	\$10 per report	Staff time & supplies (reviewed 2021)
	NFIR Fire reports – (No charge to property owner)	\$5	Staff time & supplies (reviewed 2021)
	Investigative reports with NFIR Fire report	\$10	Staff time & supplies (reviewed 2021)
	Investigative reports, NFIR Fire report, and photos	\$15	Staff time & supplies (reviewed 2021)
Product	Page size up to 11x14, black & white per page	\$0.25	
	Page size up to 11x14, color per page	\$0.50	
	Page size 11x17, black & white per page	\$0.50	
	Page size 11x17, color per page	\$1	
	Larger paper formats	Reproduction cost	
	Maps in larger formats, black & white minimum	Reproduction cost	
	Maps in larger formats, color minimum	Reproduction cost	
	CD/DVD	Reproduction cost	
	Audio, video, or other media	Reproduction cost	
Photographs (i.e. negatives, prints, slides, digital images)	Reproduction cost		
Fee for Service	Search, compilation, and redaction necessary to complete the request: First fifteen minutes	No charge	
	<i>Over 15 minutes – charge based on the salary of the lowest-paid employee who has the necessary skill, knowledge, and training to perform the requested work at the discretion of UFA.</i>		
Fee for Delivery	Fees for the US Postal Service or an authorized delivery service	Service's current rates	

SPECIAL ENFORCEMENT

Fee Type	Description	Amount	Methodology
Blasting permit	Annual permit	\$350 per year	
K9 Stand-By	Explosive Detection Canine use for special events	\$75/hour	Average hourly OT rate of the two dog handlers plus canine and equipment costs

FEE SCHEDULE

PREVENTION

Fee Type	Description			Amount
	Solid Pounds (lbs)	Liquid Gallons (gal)	Gas Cubic feet (ft ³)	
Above Ground Tanks Installation (flammable)			< 500 ft ³	\$195 \$75/hour
Below Ground Tanks Installation (flammable)			R-3 Occup. Exempt	\$195 \$75/hour
Above Ground Tanks Installation (flammable)		500 gal		\$395 \$75/hour
Below Ground Tanks Installation (flammable)		500 gal	< 500 ft ³	\$395 \$75/hour
Pyroxylin plastics. Cellulose nitrate (pyroxylin) plastics (annual)	25lbs			\$195
Body Shop / Garage under 5,000 ft ² (annual)				\$195
Fireworks - Outdoor Public Display (per event) Cities, County Exempt				\$485 \$75/hour (per inspector)
Open Flame Proximal Audience Indoor Approved Fireworks (per event)				\$195 \$75/hour
Application of Flammable Finishes, Spray or Dip		More than 9 ft ² for flammable liquid spray application or ≥55 gal for dip tank operations		\$195
Hazardous Materials (annual)	≤ 500lbs	≤ 55 gal	200 ft ³ corrosive or Oxidizer 504 ft ³ Oxygen	\$195
Hazardous Materials (annual)	500lbs	55 gal	200 ft ³ corrosive or oxidizer 504 ft ³ oxygen	\$240
"H" Occupancy Hazardous Materials Permit Dispense & Use (annual)		≤ 500 gal tank	≤ 500 ft ³	\$195
"H" Occupancy Hazardous Materials Permit Dispense & Use (annual)		500 gal tank	500 ft ³ or any highly toxic gas	\$485

FEE SCHEDULE

Other Occupancy Hazardous Materials Permit Dispense and Use (annual)		500 gal tank	500 ft ³	\$195
Aerosol Products (annual)			500 lbs. Level 2 or 3 aggregate quantity	\$195
Flammable Cryogenic Fluid(annual)		Indoors ≥ 1 gal Outdoors ≥ 60 gal		\$195

Fees were last evaluated in 2020. Due to COVID and the impact on local businesses, the updated rates were not adopted.

The hours assigned for inspection type correlate to typical size of facility, quantities and types of hazardous materials typically associated with those inspection types.

Basic Hourly Rates

Senior Specialist	\$56.00 (hourly + 46% benefits)
Office Specialist	\$24.50 (hourly + 46% benefits)
Finance Specialist	\$45.25 (hourly + 46% benefits)
Misc. Office/postage	\$5.00
Vehicle	\$5.00 (lease payment, fuel, maintenance, insurance)

Fee Cost Breakdown per Inspection Type

\$195 Fee = 4 hours

1hr Inspector	\$56.00
1hr Research / Plan review	\$56.00
1hr Travel time	\$61.00
1hr Administrative (.5hr Prevention / .5hr Finance)	\$35.00
Misc.Office/Software/Postage	<u>\$5.00</u>
	\$213.00

\$240 Fee = 6 hours

2hr Inspector	\$112.00
2hr Research / Plan Review	\$112.00
1hr Travel Time	\$61.00

FEE SCHEDULE

1hr Administrative	\$35.00
Misc.Office/Software/Postage	<u>\$5.00</u>
	\$325.00

\$395 Fee = 9hr

4hr Inspector	\$224.00
2hr Research / Plan Review	\$112.00
2hr Travel Time (Multiple trips during the day)	\$122.00
1hr Administrative	\$35.00
Misc.Office/Software/Postage	<u>\$5.00</u>
	\$498.00

\$485 Fee = 12hr+

8hr Inspector	\$448.00
2hr Code Research / Plan Review	\$112.00
1hr Travel Time	\$61.00
1hr Administrative	\$35.00
Misc.Office/Software/Postage	<u>\$5.00</u>
	\$661.00

UNIFIED FIRE AUTHORITY

Tentative Budget
2022/23 Fiscal Year



GENERAL FUND

	GL	ACTUAL FY18-19	ACTUAL FY19-20	ACTUAL FY20-21	BEGINNING FY21-22	FINAL FY21-22	ACTUAL (3/31) FY21-22	PROPOSED FY22-23	TENTATIVE FY22-23	% INCREASE BEGINNING FY22 to FY23
		10	10	10	10	10	10	10	10	BUDGET
BEGINNING UNASSIGNED FUND BALANCE								10,200,000	10,200,000	
								12.95%	13.01%	
REVENUES										
MEMBER FEES	1031	52,505,107	55,645,287	56,688,664	58,672,768	58,672,768	44,004,576	63,067,359	62,680,933	6.83%
AMBULANCE FEES	1032	7,819,935	8,791,638	8,643,732	8,932,546	8,932,546	7,248,823	10,300,000	10,300,000	15.31%
GRANTS & DONATIONS	1033	41,621	120,805	273,008	241,850	296,022	77,460	0	0	-100.00%
SLCO CANYON PROTECTION FEES	1034150	3,175,713	3,175,714	2,927,212	3,037,591	3,037,591	3,151,513	3,175,713	3,175,713	4.55%
UFSA MANAGEMENT FEES	1034160	318,679	317,150	355,202	370,750	430,091	185,376	489,432	489,432	32.01%
FEDERAL ASSISTANCE	1034220	0	440,869	499,169	0	0	0	0	0	0.00%
MISC INTERGOVERNMENTAL	1034200	1,159,360	428,056	1,697,507	334,162	1,430,402	2,110,932	377,538	377,538	12.98%
MIDA CONTRACT	1034201	50,000	50,000	50,000	50,000	50,000	68,691	57,433	57,433	14.87%
CLASS FEES		73,692	82,337	15,446	41,200	8,100	11,105	49,200	49,200	19.42%
PERMIT FEES		154,210	171,250	186,360	196,500	196,500	168,460	232,700	232,700	18.42%
MISC FEES		35,004	27,714	43,314	39,000	42,200	38,662	39,000	39,000	0.00%
INTEREST	1039105	320,416	256,371	56,199	60,000	60,000	37,303	60,000	60,000	0.00%
PROCEEDS FROM SALE OF CAPITAL ASSETS/MA	1039150/200	3,159	0	3,960	34,500	34,500	56,580	3,000	3,000	-91.30%
RENTAL INCOME	1039300	94,896	94,896	94,896	94,896	94,896	71,172	94,896	94,896	0.00%
USAR REIMBURSEMENTS	1039450/451	921,048	804,874	1,330,861	746,091	746,091	580,484	790,892	790,892	6.00%
WILDLAND REIMBURSEMENTS	1039500	0	7,401	82,404	0	0	26,371	0	0	0.00%
INSURANCE REIMBURSEMENTS	1039525	18,123	99,075	112,874	24,000	24,000	6,155	0	0	-100.00%
MISCELLANEOUS REVENUES		82,710	56,119	105,972	4,000	4,000	30,396	34,000	34,000	750.00%
TOTAL REVENUES		66,773,673	70,569,556	73,166,599	72,879,854	74,059,707	57,874,057	78,771,163	78,384,737	7.55%
PERSONNEL EXPENDITURES										
SALARIES	100	31,867,358	34,255,258	35,984,146	38,160,953	38,137,146	26,033,214	42,088,500	42,026,794	10.1%
SALARIES - PART TIME EMS	105	1,262,340	1,240,996	1,114,065	1,158,712	1,158,712	771,458	1,230,534	1,230,534	6.2%
OVERTIME	120	4,659,120	4,168,706	5,367,366	3,659,382	3,696,212	2,874,146	3,413,208	3,413,208	-6.7%
OVERTIME - PART TIME/CADRE	125	151,927	286,987	227,766	356,582	366,222	195,892	345,414	345,414	-3.1%
STANDBY PAY	129	0	39,272	46,888	74,293	74,293	0	81,270	81,606	9.8%
OTHER BENEFITS	130	190,674	307,887	267,343	195,106	195,106	155,059	196,104	195,804	0.4%
MEDICAL/DENTAL/LIFE INSURANCE	132	5,544,401	5,613,881	5,702,451	6,262,277	6,262,277	4,166,120	6,345,257	6,329,794	1.1%
RETIREMENT CONTRIBUTIONS	133	7,167,383	7,702,480	7,885,030	8,378,227	8,378,227	5,770,114	8,975,618	8,964,123	7.0%
PAYROLL TAX	134	819,181	845,885	890,673	984,245	984,133	637,068	1,058,124	1,053,567	7.0%
WORKERS COMP	135	760,073	744,411	782,953	907,451	907,281	692,487	983,658	983,533	8.4%
VEBA CONTRIBUTION	136	0	0	0	553,932	553,932	287,963	970,681	969,483	75.0%
UNIFORM ALLOWANCE	140	334,325	349,209	362,020	378,388	378,388	262,722	388,888	388,888	2.8%
UNEMPLOYMENT INSURANCE	145	88	380	631	5,000	5,000	7,998	15,000	15,000	200.0%
VAC/SICK PAYOUTS	160	220,631	256,441	253,008	0	0	239,945	0	0	0.0%
SALARIES - USAR DEPLOYMENT	171	18	19,431	132,664	0	0	27,047	0	0	0.0%
OVERTIME - USAR DEPLOYMENT	172	256,548	244,942	528,054	0	0	118,256	0	0	0.0%
BENEFITS - USAR DEPLOYMENT	173	10,496	15,938	67,396	0	0	14,192	0	0	0.0%
SALARIES - NON-USAR DEPLOYMENT	180	43,756	32,484	125,734	0	118,457	117,772	0	0	0.0%
OVERTIME - NON-USAR DEPLOYMENT	182	159,525	104,118	622,788	0	573,346	574,685	0	0	0.0%
BENEFITS - NON-USAR DEPLOYMENT	183	7,423	6,865	79,838	0	78,699	70,469	0	0	0.0%
TOTAL PERSONNEL EXPENDITURES		53,455,266	56,235,570	60,440,814	61,074,548	61,867,431	43,016,608	66,092,256	65,997,748	8.1%
NON PERSONNEL EXPENDITURES										
ART & PHOTOGRAPHIC SERVICES	200	1,464	209	2,969	1,000	1,000	109	1,000	1,000	0.0%
AUDITOR	205	8,900	8,900	8,990	8,990	8,990	8,990	8,990	8,990	0.0%
AWARDS & BANQUET	207	32,176	11,605	8,240	38,000	74,600	19,069	62,000	62,000	63.2%
BANK FEES	209	15,155	16,699	12,635	14,450	14,450	9,343	13,000	13,000	-10.0%
BEDDING & LINEN	210	11,176	10,105	10,447	15,000	15,000	886	16,000	16,000	6.7%
BOOKS & PUBLICATIONS	215	40,178	57,178	37,746	59,242	49,752	16,492	69,655	69,655	17.6%
CLOTHING PROVISIONS	219	367,276	469,255	354,163	975,704	975,084	754,318	394,000	394,000	-59.6%
COMMUNICATION EQUIP NONCAP	220	61,387	38,922	60,289	134,500	134,500	63,726	97,000	97,000	-27.9%
COMMUNITY OUTREACH	222	70	80	0	3,500	3,500	225	3,500	3,500	0.0%
COMPUTER COMPONENTS	225	126,401	140,708	99,768	108,850	108,850	44,698	100,000	100,000	-8.1%
NONCAP EQUIPMENT - FINANCED	227	14,380	2,503	0	0	0	0	0	0	0.0%
COMPUTER LINES	230	195,304	185,467	189,557	208,242	208,242	140,882	208,242	208,242	0.0%
COMPUTER SOFTWARE NONCAPITAL	235	15,688	9,089	140,078	159,497	159,497	364,472	519,800	519,800	225.9%
CONTRACT HAULING	242	5,000	0	0	1,000	1,000	250	1,000	1,000	0.0%
DINING & KITCHEN SUPPLIES	245	2,610	5,288	7,703	5,000	5,000	963	7,500	7,500	50.0%
EDUCATION & TRAINING & CERT	250	110,335	100,132	121,966	278,332	275,342	106,289	368,669	368,669	32.5%
ELECTRONICS DISPOSAL	251	120	4,720	0	1,000	1,000	0	1,000	1,000	0.0%
FOOD PROVISIONS	260	46,164	36,872	32,744	56,100	56,100	10,018	58,300	58,300	3.9%
GASOLINE, DIESEL, OIL & GREASE	265	497,803	427,677	475,871	500,000	500,000	425,626	670,000	670,000	34.0%
GRANT EXPENDITURES	266	95,044	105,896	258,229	226,850	251,082	140,536	0	0	-100.0%
HEAT & FUEL	270	122,535	123,662	125,968	119,000	119,000	111,502	142,000	142,000	19.3%
HONOR GUARD/PIPE & DRUM BAND	272	11,422	4,549	6,389	9,000	9,000	2,044	9,000	9,000	0.0%

		ACTUAL	ACTUAL	ACTUAL	BEGINNING	FINAL	ACTUAL (3/31)	PROPOSED	TENTATIVE	% INCREASE
	GL	FY18-19	FY19-20	FY20-21	FY21-22	FY21-22	FY21-22	FY22-23	FY22-23	BEGINNING
		10	10	10	10	10	10	10	10	FY22 to FY23
										BUDGET
HOSTING SERVICES	274	47,912	44,702	48,552	60,000	60,000	37,912	54,100	54,100	-9.8%
IDENTIFICATION SUPPLIES	275	13,720	14,947	13,071	18,000	18,000	7,365	20,700	20,700	15.0%
JANITORIAL SUPP & SERV	280	70,025	75,375	98,191	84,000	84,000	66,666	89,000	89,000	6.0%
LIABILITY INSURANCE	290	442,871	487,503	567,181	548,000	548,000	523,033	595,000	595,000	8.6%
INTERGOVERNMENTAL	293	4,000	4,000	4,200	4,200	4,200	0	4,200	4,200	0.0%
LIGHT & POWER	295	272,602	272,288	267,736	274,000	274,000	177,688	274,000	274,000	0.0%
LINE OF DUTY DEATH	297	13,255	0	0	0	0	1,894	0	0	0.0%
MAINT. & REPAIR OF FIRE HYDRANTS	300	0	5,000	0	0	0	0	0	0	0.0%
MAINT. OF MACHINERY & EQUIP	305	105,233	116,420	133,286	329,168	329,168	204,219	232,000	232,000	-29.5%
MAINT. OF BUILDING & GROUNDS	315	190,050	204,902	169,458	302,700	302,700	109,239	224,700	224,700	-25.8%
MAINT. OF OFFICE EQUIPMENT	325	0	5,415	28,409	20,000	20,000	20,000	20,000	20,000	0.0%
MAINTENANCE OF SOFTWARE	330	387,652	471,151	362,200	612,955	612,955	287,351	268,530	268,530	-56.2%
MEDICAL SUPPLIES	335	506,859	593,426	578,849	526,100	526,100	360,250	531,100	531,100	1.0%
MISCELLANEOUS RENTAL	340	22,913	26,086	40,027	47,600	47,600	38,787	49,400	49,400	3.8%
NON-USAR DEPLOYMENT COSTS	342	12,624	8,313	22,766	0	39,127	8,213	0	0	0.0%
OFFICE SUPPLIES	345	59,196	47,940	18,257	28,550	28,550	12,553	28,550	28,550	0.0%
PROFESSIONAL FEES	350	977,779	1,325,300	1,491,610	1,832,675	1,832,675	1,080,842	1,736,405	1,736,405	-5.3%
MEDICAID ASSESSMENT (AMBULANCE)	355	334,200	325,274	308,853	400,000	400,000	195,410	459,500	459,500	14.9%
POSTAGE	365	7,360	8,289	5,011	9,500	9,500	3,008	9,950	9,950	4.7%
PRINTING CHARGES	370	15,234	10,475	5,679	19,250	21,050	5,609	17,550	17,550	-8.8%
MEDICAL SERVICES	380	165,580	130,900	205,484	166,805	166,805	54,625	175,688	175,688	5.3%
RENT OF BUILDINGS	385	146,670	146,670	146,670	147,000	147,000	110,003	147,000	147,000	0.0%
SANITATION	400	28,823	28,672	24,417	31,750	31,750	15,798	30,000	30,000	-5.5%
SMALL EQUIP. NONCAP	410	428,861	418,283	458,647	486,145	486,645	141,823	493,150	493,150	1.4%
PHOTO EQUIPMENT	412	509	2,406	4,744	5,625	5,625	4,409	4,025	4,025	-28.4%
CANINE EXPENSES	414	2,439	3,587	4,538	5,000	5,000	1,941	5,000	5,000	0.0%
MEMBERSHIPS & SUBSCRIPTIONS	415	39,674	34,588	23,307	67,860	67,860	40,867	45,055	45,055	-33.6%
TELEPHONE	420	101,562	85,729	82,753	71,750	71,750	47,369	71,750	71,750	0.0%
TELEPHONE-CELLULAR	421	145,577	153,971	158,596	219,500	219,500	82,346	232,000	232,000	5.7%
TRAINING SUPPLIES/CONSUMABLES	424	0	437	21,231	22,000	22,000	10,927	22,000	22,000	0.0%
TRAVEL & TRANSPORTATION	425	104,885	91,009	18,616	120,000	120,000	68,909	150,000	150,000	25.0%
MILEAGE REIMBURSEMENT	426	837	123	123	2,000	2,000	118	2,000	2,000	0.0%
TUITION REIMBURSEMENT	427	47,951	34,275	31,828	60,000	60,000	36,366	60,000	60,000	0.0%
UFA HOSTED EVENTS	429	0	0	0	0	13,200	13,980	0	0	0.0%
VECC/DISPATCH FEES	435	740,944	740,004	829,081	916,000	916,000	920,185	1,004,668	1,004,668	9.7%
VEHICLE MAINTENANCE	440	847,916	847,928	776,448	835,000	835,000	473,054	825,000	825,000	-1.2%
VISUAL & AUDIO AIDS	450	719	647	664	2,500	2,500	490	3,500	3,500	40.0%
WATER & SEWER	455	86,659	93,369	88,247	84,800	84,800	43,888	84,800	84,800	0.0%
REIMBURSEMENTS DUE TO UFA	800	42,334	74,168	61,150	43,780	43,780	31,118	43,780	43,780	0.0%
TRAINING PROPS - NONCAP	503	3,153	7,068	0	0	0	0	0	0	0.0%
TOTAL NON PERSONNEL EXPENDITURES		8,199,163	8,700,999	9,053,632	11,327,470	11,429,829	7,489,704	10,764,757	10,764,757	-5.0%
DEBT SERVICE EXPENDITURES										
CAPITAL LEASE PAYMENTS	221	3,312,497	3,189,208	3,259,523	0	0	0	0	0	0.0%
INTEREST EXPENSE	277	286,384	355,798	280,824	64,196	64,196	43,348	59,150	59,150	-7.9%
WAREHOUSE LOAN	437	109,881	114,357	119,017	123,865	123,865	82,026	128,912	128,912	4.1%
TOTAL DEBT SERVICE EXPENDITURES		3,708,762	3,659,364	3,659,364	188,061	188,061	125,374	188,062	188,062	0.0%
CAPITAL OUTLAY EXPENDITURES										
CAPITAL OUTLAY - CASH	216	881,650	14,741	34,445	31,800	31,800	26,135	7,750	7,750	-75.6%
CAPITAL OUTLAY - FINANCED	217	27,970	-1,644	0	0	0	0	0	0	0.0%
CAPITAL OUTLAY - FLEET MAINT	218	34,983	0	61,238	70,000	70,000	21,056	80,000	80,000	14.3%
CAPITAL OUTLAY - TRAINING PROPS	502	22,280	10,940	561	0	0	0	0	0	0.0%
TOTAL CAPITAL OUTLAY EXPENDITURES		966,883	24,038	96,244	101,800	101,800	47,191	87,750	87,750	-13.8%
TOTAL EXPENDITURES		66,330,074	68,619,971	73,250,054	72,691,879	73,587,121	50,678,877	77,132,825	77,038,317	6.0%
TRANSFERS IN/(OUT)										
TRANSFER IN FROM SPECIAL REV FUND (EM)	1034100	125,000	145,000	165,000	180,726	180,726	180,726	181,780	181,780	0.6%
TRANSFER TO WILDLAND	1080200	-100,000	-151,302	-257,273	-257,181	-257,181	-257,181	-322,416	-322,416	25.4%
TRANSFER TO FIRE CAPITAL REPLACEMENT FUND	1080100	0	0	0	-3,671,303	-3,671,303	-3,671,303	-3,971,303	-3,679,385	0.2%
TRANSFER TO EM CAPITAL REPLACEMENT FUND	1080110	0	0	-16,685	0	0	0	0	0	0.0%
NET TRANSFERS IN/(OUT)		25,000	-6,302	-108,958	-3,747,758	-3,747,758	-3,747,758	-4,111,939	-3,820,021	1.9%
(CONTRIBUTION)/APPROPRIATION - CAPITAL REPLACEMENT FUND	1080100	-131,733	-28,416	-1,268,417	-847,077	-847,077	-847,077	-1,030,850	-1,063,697	25.6%
(CONTRIBUTION)/APPROPRIATION OF NET ASSETS		-131,733	-28,416	-1,268,417	-847,077	-847,077	-847,077	-1,030,850	-1,063,697	25.6%
ENDING UNASSIGNED FUND BALANCE							Ending Fund 8.5% Revenue	6,695,549 6,695,549	6,662,703 6,662,703	8.50% 8.50%

WILDLAND

	GL	ACTUAL FY18-19 WL 97	ACTUAL FY21-20 WL 97	ACTUAL FY20-21 WL 97	BEGINNING FY21-22 WL 97	FINAL FY21-22 WL 97	ACTUAL (3/31) FY22-23 WL 97	PROPOSED FY22-23 WL 97	TENTATIVE FY22-23 WL 97	% INCREASE BEGINNING FY22 to FY23 BUDGET
PROJECTED BEGINNING NET ASSETS								450,000	450,000	
REVENUE										
WL REIMBURSEMENTS - HAND CREW	2031100	988,812	1,177,666	1,464,644	1,005,000	1,005,000	1,035,085	1,200,000	1,200,000	19.4%
WL REIMBURSEMENTS - ENGINE 302	2031110	107,656	141,314	438,092	300,000	300,000	292,100	350,000	350,000	16.7%
WL REIMBURSEMENTS - ENGINE 301	2031115	279,425	148,186	380,994	300,000	300,000	315,909	300,000	300,000	0.0%
WL REIMBURSEMENTS - SINGLE RESOURCE	2031120	549,249	298,796	643,564	400,000	400,000	542,381	500,000	500,000	25.0%
WL REIMBURSEMENTS - FUELS CREWS	2031130	0	33,954	128,326	58,000	58,000	31,431	20,000	20,000	-65.5%
DONATIONS	2031350	1,826	0	100	0	0	0	0	0	0.0%
GRANTS & PROJECTS	2033100	0	77,061	90,558	168,000	168,000	40,687	72,500	72,500	-56.8%
INTEREST	2039105	12,766	0	0	0	0	0	0	0	0.0%
SALE OF MATERIALS	2039200	0	0	0	0	0	1,420	0	0	0.0%
TOTAL REVENUE		1,939,734	1,876,977	3,146,278	2,231,000	2,231,000	2,259,013	2,442,500	2,442,500	9.5%
PERSONNEL EXPENDITURES										
SALARIES	100	700,956	819,578	964,963	857,051	857,051	794,631	1,253,410	1,253,410	46.2%
OVERTIME	120	955,364	737,432	1,297,983	785,000	785,000	1,007,403	950,000	950,000	21.0%
STANDBY PAY	129	0	0	0	0	0	0	5,103	5,103	100.0%
OTHER EMPLOYEE BENEFITS	130	382	608	407	1,325	1,325	389	1,360	1,360	2.6%
HEALTH/DENTAL INSURANCE	132	37,871	43,450	41,754	99,541	99,541	46,061	76,021	76,021	-23.6%
RETIREMENT CONTRIBUTION	133	56,225	63,485	70,588	81,356	81,356	59,009	90,479	90,479	11.2%
PAYROLL TAX	134	76,419	81,932	115,703	115,886	115,886	78,510	160,352	160,352	38.4%
WORKERS COMP	135	19,262	33,053	46,783	36,365	36,365	43,675	49,133	49,133	35.1%
VEBA CONTRIBUTION	136	0	0	0	3,855	3,855	981	9,049	9,049	134.7%
UNIFORM ALLOWANCE	140	2,170	2,600	3,105	4,754	4,754	2,755	5,247	5,247	10.4%
UNEMPLOYMENT INSURANCE	145	15,351	40,561	28,343	25,000	25,000	65,231	50,000	50,000	100.0%
TOTAL PERSONNEL EXPENDITURES		1,864,000	1,822,699	2,569,629	2,010,133	2,010,133	2,098,644	2,650,154	2,650,154	31.8%
NON PERSONNEL EXPENDITURES										
AWARDS & BANQUET	207	4,093	3,644	2,560	5,500	5,500	3,949	6,000	6,000	9.1%
BOOKS & PUBLICATIONS	215	1,253	322	404	850	850	0	380	380	-55.3%
CLOTHING PROVISIONS	219	19,246	19,868	24,675	20,000	20,000	5,938	20,000	20,000	0.0%
COMMUNICATION EQUIP NONCAP	220	947	1,419	1,845	500	500	0	500	500	0.0%
COMPUTER COMPONENTS	225	3,533	2,458	3,338	2,500	2,500	20	2,500	2,500	0.0%
COMPUTER LINES	230	447	3,064	3,061	3,100	3,100	2,309	3,100	3,100	0.0%
COMPUTER SOFTWARE <5000	235	1,501	0	4,082	2,200	2,200	1,337	2,200	2,200	0.0%
EDUCATION, TRAINING & CERT	250	2,148	1,800	1,265	1,800	1,800	672	4,000	4,000	122.2%
FOOD PROVISIONS	260	5,524	17,971	1,194	1,000	1,000	468	500	500	-50.0%
GASOLINE, DIESEL OIL & GREASE	265	23,713	21,833	34,028	25,000	25,000	37,249	35,000	35,000	40.0%
HEAT & FUEL	270	894	1,297	1,307	1,400	1,400	1,183	1,400	1,400	0.0%
IDENTIFICATION SUPPLIES	275	0	0	425	0	0	0	0	0	0.0%
JANITORIAL SUPP & SERV	280	129	71	140	500	500	0	500	500	0.0%
LIGHT & POWER	295	2,076	2,428	1,959	2,500	2,500	1,394	2,500	2,500	0.0%
MAINT. OF MACHINERY & EQUIP	305	844	3,411	5,942	3,000	3,000	3,566	3,000	3,000	0.0%
MAINT. OF BUILDING & GROUNDS	315	9,675	446	0	500	500	75	0	0	-100.0%
MAINT. OF OFFICE EQUIPMENT	325	0	0	835	0	0	1,000	1,000	1,000	100.0%
MEDICAL SUPPLIES	335	1,663	2,148	1,869	2,000	2,000	670	3,000	3,000	50.0%
MISCELLANEOUS RENTAL	340	3,080	3,154	2,432	2,845	2,845	3,742	3,440	3,440	20.9%
OFFICE SUPPLIES	345	1,131	1,301	1,066	1,000	1,000	664	1,000	1,000	0.0%
PROFESSIONAL FEES	350	0	377	1,277	2,650	2,650	105	750	750	-71.7%
POSTAGE	365	5	184	202	200	200	164	300	300	50.0%
PHYSICAL EXAMS	380	8,205	9,610	15,086	17,500	17,500	0	1,900	1,900	-89.1%
SANITATION	400	403	0	0	0	0	390	850	850	100.0%
SMALL EQUIP. NONCAP	410	38,922	34,229	37,986	38,500	38,500	8,467	35,000	35,000	-9.1%
MEMBERSHIPS & SUBSCRIPTIONS	415	1,030	872	0	3,120	3,120	0	0	0	-100.0%
TELEPHONE	420	3,559	3,707	5,767	4,700	4,700	2,487	4,700	4,700	0.0%
TRAVEL & TRANSPORTATION	425	98,578	79,906	247,954	155,000	155,000	185,306	155,000	155,000	0.0%
VEHICLE MAINTENANCE	440	39,447	31,791	84,926	35,000	35,000	16,300	35,000	35,000	0.0%
WATER & SEWER	455	921	1,071	1,152	850	850	497	850	850	0.0%
DEPRECIATION EXPENSE	901	0	165,589	158,816	0	0	0	0	0	0.0%
TOTAL NON PERSONNEL EXPENDITURES		272,967	413,971	645,593	333,715	333,715	277,954	324,370	324,370	-2.8%
CAPITAL OUTLAY										
CAPITAL OUTLAY-MACH. & EQUIP.	216	0	20,000	0	0	0	0	0	0	0.0%
TOTAL CAPITAL OUTLAY		0	20,000	0	0	0	0	0	0	0.0%
DEBT SERVICE										
CAPITAL LEASE PAYMENTS	221	84,737	132,970	0	138,397	138,397	138,397	0	0	-100.0%
INTEREST EXPENSE	906	7,057	8,222	4,154	2,795	2,795	2,796	0	0	-100.0%
TOTAL DEBT SERVICE		91,794	141,192	4,154	141,192	141,192	141,192	0	0	-100.0%
TOTAL EXPENDITURES		2,228,761	2,397,862	3,219,376	2,485,040	2,485,040	2,517,790	2,974,524	2,974,524	19.7%
TRANSFERS IN/(OUT)										
TRANSFER IN FROM GENERAL FUND	2031150	100,000	401,302	257,273	257,181	260,751	257,181	322,416	322,416	25.4%
TRANSFER TO GENERAL FUND	2097422	0	0	0	0	0	0	0	0	0.0%
		100,000	401,302	257,273	257,181	260,751	257,181	322,416	322,416	25.4%
NET EFFECT ON UFA WILDLAND FUND BUDGET		-189,027	-119,583	184,175	3,141	6,711	-1,596	-209,608	-209,608	-6773.3%
PROJECTED ENDING NET ASSETS								240,392	240,392	

CAMP WILLIAMS

		ACTUAL FY18-19 Camp Will 85	ACTUAL FY19-20 Camp Will 85	ACTUAL FY20-21 Camp Will 85	BEGINNING FY21-22 Camp Will 85	FINAL FY21-22 Camp Will 85	ACTUAL (3/31) FY21-22 Camp Will 85	PROPOSED FY22-23 Camp Will 85	TENTATIVE FY22-23 Camp Will 85	% INCREASE BEGINNING FY22 to FY23 BUDGET
	GL									
PROJECTED BEGINNING NET ASSETS								400,000	400,000	
REVENUE										
CAMP WILLIAMS CONTRACT	2031900	593,480	605,922	618,165	622,154	622,154	481,067	639,291	639,291	2.8%
WILDLAND REIMBURSEMENTS	2031100	100,018	23,937	90,915	15,000	15,000	42,106	30,000	30,000	100.0%
TOTAL REVENUE		693,498	629,859	709,080	637,154	637,154	523,174	669,291	669,291	5.0%
PERSONNEL EXPENDITURES										
SALARIES	100	299,514	297,383	321,014	308,828	308,828	204,310	332,948	332,948	7.8%
OVERTIME	120	131,034	62,709	95,158	115,000	115,000	57,396	115,000	115,000	0.0%
STANDBY PAY	129	0	0	13,957	19,373	19,373	0	20,342	20,342	5.0%
OTHER EMPLOYEE BENEFITS	130	0	0	0	0	0	0	0	0	0.0%
HEALTH AND DENTAL INSURANCE	132	13,444	3,764	9,390	9,515	9,515	5,841	9,799	9,799	3.0%
RETIREMENT CONTRIBUTION	133	27,223	28,621	29,916	30,766	30,766	19,771	31,637	31,637	2.8%
PAYROLL TAX	134	25,083	18,542	22,328	24,256	24,256	11,476	25,542	25,542	5.3%
WORKERS COMP	135	9,822	7,991	9,050	10,172	10,172	6,882	10,749	10,749	5.7%
VEBA CONTRIBUTION	136	0	0	0	2,010	2,010	409	2,864	2,864	42.5%
UNIFORM ALLOWANCE	140	1,330	1,306	1,372	1,344	1,344	886	1,344	1,344	0.0%
UNEMPLOYMENT INSURANCE	145	20,671	7,272	1,017	12,500	12,500	10,796	12,500	12,500	0.0%
TOTAL PERSONNEL EXPENDITURES		528,121	427,588	503,202	533,764	533,764	317,768	562,725	562,725	5.4%
NON PERSONNEL EXPENDITURES										
AWARDS & BANQUET	207	0	0	602	500	500	969	1,500	1,500	200.0%
BOOKS & PUBLICATIONS	215	0	278	45	200	200	168	200	200	0.0%
CLOTHING PROVISIONS	219	6,868	3,436	9,749	6,000	6,000	116	6,000	6,000	0.0%
COMMUNICATION EQUIP NONCAP	220	0	230	0	500	500	0	500	500	0.0%
COMPUTER COMPONENTS	225	3,831	1,699	0	0	0	0	0	0	0.0%
COMPUTER LINES	230	0	2,388	2,388	2,400	2,400	1,990	2,400	2,400	0.0%
EDUCATION, TRAINING & CERT	250	480	315	710	1,500	1,500	156	1,000	1,000	-33.3%
FOOD PROVISIONS	260	106	1,175	69	200	200	111	200	200	0.0%
GASOLINE, DIESEL, OIL & GREASE	265	12,068	8,817	8,670	10,000	10,000	5,972	10,000	10,000	0.0%
MAINT. OF MACHINERY & EQUIPMENT	305	0	0	190	2,000	2,000	438	2,000	2,000	0.0%
MAINT. OF BLDGS & GROUNDS	315	0	337	423	500	500	0	500	500	0.0%
MAINT. OF OFFICE EQUIPMENT	325	0	0	175	0	0	250	250	250	0.0%
MEDICAL SUPPLIES	335	0	0	635	1,000	1,000	0	1,000	1,000	0.0%
OFFICE SUPPLIES	345	218	87	111	500	500	0	500	500	0.0%
PROFESSIONAL FEES	350	0	0	175	500	500	88	300	300	-40.0%
PHYSICAL EXAMS	380	0	0	2,719	2,300	2,300	0	700	700	-69.6%
SMALL EQUIP. NONCAP	410	12,778	10,322	23,251	20,000	20,000	881	17,500	17,500	-12.5%
MEMBERSHIPS & SUBSCRIPTIONS	415	213	199	273	800	800	277	500	500	-37.5%
TELEPHONE	420	651	660	683	1,500	1,500	279	1,500	1,500	0.0%
TRAVEL & TRANSPORTATION	425	895	0	0	500	500	3,308	7,500	7,500	1400.0%
VEHICLE MAINTENANCE	440	25,492	4,569	13,067	15,000	15,000	2,506	12,000	12,000	-20.0%
TOTAL NON PERSONNEL EXPENDITURES		63,600	34,512	63,935	65,900	65,900	17,508	66,050	66,050	0.2%
CAPITAL OUTLAY										
CAPITAL OUTLAY - MACH & EQUIP	216	57,726	0	0	46,000	46,000	40,629	0	0	-100.0%
DEBT SERVICE										
CAPITAL LEASE PAYMENTS	221	0	0	0	0	0	0	0	0	0.0%
INTEREST EXPENSE	277	0	0	0	0	0	0	0	0	0.0%
TOTAL DEBT SERVICE		0	0	0	0	0	0	0	0	0.0%
CONTRIBUTION TO FUND BALANCE	NEW	0	0	0	0	0	0	0	0	0.0%
TOTAL EXPENDITURES		649,447	462,100	567,137	645,664	645,664	375,904	628,775	628,775	-2.6%
NET EFFECT ON UFA WILDLAND FUND BUDGET		44,051	167,759	141,943	-8,510	-8,510	147,269	40,516	40,516	-576.1%
PROJECTED ENDING NET ASSETS								440,516	440,516	

EMERGENCY MANAGEMENT

		ACTUAL	ACTUAL	ACTUAL	BEGINNING	FINAL	ACTUAL (3/31)	PROPOSED	TENTATIVE	% INCREASE
	GL	FY18-19	FY19-20	FY20-21	FY21-22	FY21-22	FY21-22	FY22-23	FY22-23	BEGINNING
		ES 40	FY22 to FY23							
										BUDGET
PROJECTED BEGINNING FUND BALANCE								1,315,000	1,315,000	
REVENUE										
STATE GRANTS	4033100	0	0	75,000	0	0	0	0	0	0.0%
FEDERAL GRANTS	4033200	76,129	155,196	148,956	100,000	336,546	37,367	346,043	346,043	246.0%
FEDERAL GRANTS - CCTA	4033210	241,909	434,522	9,055	343,441	343,441	0	0	0	-100.0%
CONTRIBUTION FROM SL COUNTY	4034100	0	1,203,964	1,753,011	0	82,921	94,008	0	0	0.0%
MISC INTERGOVERNMENTAL	4034200	27,528	0	5,792	0	0	0	0	0	0.0%
SALT LAKE COUNTY FEES	4034300	2,286,330	2,418,703	1,888,703	2,076,203	2,268,186	2,268,186	2,492,770	2,492,770	20.1%
INTEREST	4039105	34,459	27,629	3,653	3,000	3,000	3,671	3,000	3,000	0.0%
SALE OF MATERIALS	4039160	2,010	0	0	0	0	16	0	0	0.0%
MISC REVENUE	4039510	874	28,179	6,135	0	18,800	22,143	0	0	0.0%
TOTAL REVENUE		2,669,239	4,268,193	3,890,305	2,522,644	3,052,894	2,425,391	2,841,813	2,841,813	12.7%
PERSONNEL EXPENDITURES										
SALARIES	100	645,289	960,842	1,297,325	853,096	916,350	558,310	1,082,227	1,082,227	26.9%
OVERTIME	120	124,356	724,311	984,917	121,235	181,157	127,650	129,125	129,125	6.5%
OVERTIME - CADRE	125	0	0	0	15,000	15,000	4,520	15,000	15,000	0.0%
STAND BY PAY	129	0	0	13,110	17,473	17,473	0	19,637	19,637	12.4%
OTHER BENEFITS	130	4,710	10,080	11,273	2,554	2,829	2,128	3,087	3,087	20.9%
MEDICAL/DENTAL/LIFE INSURANCE	132	76,795	117,011	173,149	85,906	95,427	66,894	115,132	115,132	34.0%
RETIREMENT CONTRIBUTIONS	133	138,928	237,516	305,291	196,531	215,540	133,459	237,640	237,640	20.9%
PAYROLL TAX	134	28,351	52,984	68,972	51,559	57,652	30,769	62,037	62,037	20.3%
WORKERS COMP	135	14,082	37,110	45,505	13,883	16,142	12,580	17,258	17,258	24.3%
VEBA CONTRIBUTION	136	0	0	0	14,965	16,065	9,355	26,521	26,521	77.2%
UNIFORM ALLOWANCE	140	4,560	5,660	8,090	3,840	3,840	2,825	4,680	4,680	21.9%
VAC/SICK PAYOUTS	160	3,377	10,757	1,947	0	0	3,824	0	0	0.0%
SALARIES - CCTA	191	47,250	48,740	0	0	0	0	0	0	0.0%
OVERTIME - CCTA	192	43,920	23,579	688	0	0	0	0	0	0.0%
BENEFITS - CCTA	193	27,779	28,273	27	0	0	0	0	0	0.0%
TOTAL PERSONNEL EXPENDITURES		1,159,397	2,256,863	2,910,294	1,376,042	1,537,475	952,313	1,712,344	1,712,344	24.4%
NON PERSONNEL EXPENDITURES										
BOOKS & PUBLICATIONS	215	200	25	0	0	0	0	0	0	0.0%
CLOTHING PROVISIONS	219	6,809	5,104	1,513	3,000	3,000	1,682	10,000	10,000	233.3%
COMMUNICATION EQUIP NONCAP	220	6,252	4,617	1,890	3,000	9,000	1,740	7,000	7,000	133.3%
COMMUNITY OUTREACH	222	15,516	2,982	6,674	1,000	1,000	138	10,000	10,000	900.0%
COMPUTER COMPONENTS	225	60,338	28,266	17,894	15,000	15,000	14,981	15,000	15,000	0.0%
COMPUTER LINES	230	14,100	17,635	14,100	14,500	14,500	10,575	14,500	14,500	0.0%
COMPUTER SOFTWARE SUBSCRIPTIONS	NEW	0	0	0	0	0	0	104,300	104,300	100.0%
COMPUTER SOFTWARE-5000	235	4,810	8,225	154,677	153,800	153,800	94,621	0	0	-100.0%
EDUCATION & TRAINING & CERT	250	13,235	8,120	3,456	2,600	2,600	1,774	10,000	10,000	284.6%
ECC ACTIVATION RELATED	251	9,141	375,046	74,309	0	1,072	1,824	10,000	10,000	100.0%
FACILITIES MANAGEMENT	255	17,240	23,928	0	0	0	0	0	0	0.0%
FOOD PROVISIONS	260	21,381	13,525	11,642	10,000	10,000	7,132	10,000	10,000	0.0%
GASOLINE, DIESEL, OIL & GREASE	265	20,178	19,824	23,540	22,000	22,000	13,793	28,000	28,000	27.3%
GRANT EXPENDITURES	266	85,393	0	140,516	0	236,546	229,838	178,043	178,043	100.0%
GRANT EXPENDITURES - CCTA	268	125,273	468,666	0	343,441	343,441	117,960	0	0	-100.0%
HEAT & FUEL	270	5,997	6,929	7,968	7,900	7,900	7,361	8,900	8,900	12.7%
IDENTIFICATION SUPPLIES	275	0	775	750	2,500	2,500	-357	2,500	2,500	0.0%
JANITORIAL SUPP & SERV	280	20,983	23,445	23,565	27,000	27,000	25,429	30,000	30,000	11.1%
LIGHT & POWER	295	46,401	47,617	47,524	61,900	61,900	35,080	67,400	67,400	8.9%
MAINT. OF MACHINERY & EQUIP	305	1,077	5,650	20,826	31,000	31,000	27,864	31,000	31,000	0.0%
MAINT. OF BUILDING & GROUNDS	315	50,212	35,907	36,223	55,000	55,000	31,251	59,000	59,000	7.3%
MAINT. OF OFFICE EQUIPMENT	325	1,637	8,655	3,276	7,000	7,000	2,170	7,000	7,000	0.0%
MAINTENANCE OF SOFTWARE	330	98,270	107,331	11,082	12,900	12,900	4,991	8,900	8,900	-31.0%
MISCELLANEOUS RENTAL	340	880	13,235	20,468	19,500	19,500	21,598	24,000	24,000	23.1%
OFFICE SUPPLIES	345	16,871	7,888	9,881	10,000	10,000	1,111	10,000	10,000	0.0%
PROFESSIONAL FEES	350	42,726	90,877	208,483	41,000	72,399	14,172	318,826	318,826	677.6%
POSTAGE	365	143	0	0	0	0	72	0	0	0.0%
PRINTING CHARGES	370	4,266	3,136	3,499	4,000	4,000	59	4,000	4,000	0.0%
SANITATION	400	754	588	518	1,200	1,200	394	1,500	1,500	25.0%
SMALL EQUIP. NONCAP	410	84,152	19,844	44,299	37,235	45,269	35,251	44,500	44,500	19.5%
MEMBERSHIPS & SUBSCRIPTIONS	415	6,837	23,728	6,207	7,000	7,000	4,170	7,000	7,000	0.0%
TELEPHONE	420	39,444	6,024	5,179	11,000	11,000	2,923	12,000	12,000	9.1%
TELEPHONE-CELLULAR	421	14,816	33,740	33,506	34,000	34,000	7,390	40,000	40,000	17.6%
TRAVEL & TRANSPORTATION	425	47,972	19,864	430	10,000	10,000	14,135	20,000	20,000	100.0%
VEHICLE MAINTENANCE	440	8,424	6,234	10,176	8,000	26,800	16,250	9,000	9,000	12.5%
WATER & SEWER	455	5,516	5,064	5,497	9,400	9,400	1,670	10,400	10,400	10.6%
TOTAL NON PERSONNEL EXPENDITURES		897,244	1,442,494	949,568	965,876	1,267,727	749,044	1,112,769	1,112,769	15.2%
CAPITAL OUTLAY EXPENDITURES										
CAPITAL OUTLAY-MACH. & EQUIP.	216	357,930	525,343	8,926	0	66,966	41,966	103,000	103,000	100.0%
COMPUTER SOFTWARE>5000	236	0	36,306	0	0	0	0	0	0	0.0%
TOTAL CAPITAL OUTLAY EXPENDITURES		357,930	561,649	8,926	0	66,966	41,966	103,000	103,000	100.0%
TOTAL EXPENDITURES		2,414,571	4,261,006	3,868,788	2,341,918	2,872,168	1,743,323	2,928,113	2,928,113	25.0%
OTHER FINANCING SOURCES/(USES)										
CONTRIB TO FIRE OPS	237	-125,000	-145,000	-165,000	-180,726	-180,726	-180,726	-181,780	-181,780	0.6%
TRANSFER TO CAPITAL PROJECTS FUND	4045100	-40,000	-60,000	-103,385	0	0	0	-138,700	-138,700	100.0%
NET TRANSFERS IN/(OUT)		-165,000	-205,000	-268,385	-180,726	-180,726	-180,726	-320,480	-320,480	77.3%
CONTRIBUTION/(APPROPRIATION) OF NET ASSETS		89,668	-197,813	-246,868	0	0	501,342	-406,780	-406,780	100.0%
PROJECTED ENDING FUND BALANCE								908,220	908,220	

FIRE CAPITAL REPLACEMENT

	GL	ACTUAL FY18-19 Fire Cap 55	ACTUAL FY19-20 Fire Cap 55	ACTUAL FY20-21 Fire Cap 55	BEGINNING FY21-22 Fire Cap 55	FINAL FY21-22 Fire Cap 55	ACTUAL (3/31) FY21-22 Fire Cap 55	PROPOSED FY22-23 Fire Cap 55	TENTATIVE FY22-23 Fire Cap 55	% INCREASE BEGINNING FY22 to FY23 BUDGET
PROJECTED BEGINNING FUND BALANCE								3,060,000	3,060,000	
REVENUE										
SALE OF CAPITAL ASSETS	55-39-150	778,738	447,578	183,760	100,000	100,000	96,151	75,000	75,000	-25.0%
SALE OF MATERIALS	55-39-200	0	1,600	0	0	0	0	0	0	0.0%
REIMBURSEMENTS	55-39-450	55,771	45,706	0	0	124,000	0	0	0	0.0%
INTEREST INCOME	55-31-820	107,776	74,413	13,021	20,000	20,000	5,029	10,000	10,000	-50.0%
TOTAL REVENUE		942,285	569,297	196,781	120,000	244,000	101,180	85,000	85,000	-29.2%
NONCAPITAL EXPENDITURES										
NONCAPITAL EXPENDITURES (FINANCED)	300	19,700	0	0	108,800	108,800	109,801	1,420,030	1,420,030	1205.2%
NONCAPITAL EXPENDITURES (CASH)	301	140,527	250,263	300,919	574,105	856,155	650,210	948,000	948,000	65.1%
BANK FEES	352	1,250	0	0	0	0	0	0	0	0.0%
TOTAL NONCAPITAL EXPENDITURES		161,477	250,263	300,919	682,905	964,955	760,011	2,368,030	2,368,030	246.8%
CAPITAL OUTLAY										
CAPITAL OUTLAY - LIGHT FLEET (FINANCED)	200	887,180	0	0	763,100	763,100	452,073	1,179,000	1,044,000	36.8%
CAPITAL OUTLAY - LIGHT FLEET (CASH)	201	0	14,122	0	0	0	0	70,000	70,000	100.0%
CAPITAL OUTLAY - HEAVY FLEET (FINANCED)	210	2,490,191	0	0	8,476,750	8,476,750	7,442,706	5,656,000	5,656,000	-33.3%
CAPITAL OUTLAY - HEAVY FLEET (CASH)	511	0	8,372	0	0	0	0	0	0	0.0%
CAPITAL OUTLAY - COMMUNICATIONS EQUIPMENT (FINANCED)	220	30,315	0	0	100,000	100,000	0	484,450	484,450	384.5%
CAPITAL OUTLAY - COMMUNICATIONS EQUIPMENT (CASH)	221	0	0	0	0	93,000	86,193	180,000	180,000	100.0%
CAPITAL OUTLAY - COMPUTER EQUIPMENT (FINANCED)	230	1,323,043	-133	0	325,000	325,000	101,396	0	0	-100.0%
CAPITAL OUTLAY - COMPUTER EQUIPMENT (CASH)	231	0	0	0	452,100	452,100	254,504	745,100	745,100	64.8%
CAPITAL OUTLAY - MEDICAL EQUIPMENT (FINANCED)	240	0	0	0	500,000	500,000	221,450	775,000	775,000	55.0%
CAPITAL OUTLAY - STATION EQUIPMENT (FINANCED)	250	593,972	0	0	404,985	404,985	270,219	272,000	272,000	-32.8%
CAPITAL OUTLAY - STATION EQUIPMENT (CASH)	251	0	58,134	87,358	0	13,950	0	0	0	0.0%
CAPITAL OUTLAY - BUILDINGS & IMPROVEMENTS (FINANCED)	260	117,037	-1,740	0	129,890	129,890	83,800	2,000,000	0	-100.0%
CAPITAL OUTLAY - BUILDINGS & IMPROVEMENTS (CASH)	261	0	62,047	0	0	0	0	0	0	0.0%
TOTAL CAPITAL OUTLAY		5,441,738	140,802	87,358	11,151,825	11,258,775	8,912,341	11,361,550	9,226,550	-17.3%
DEBT SERVICE										
CAPITAL LEASE PAYMENTS (PRINCIPAL)	421	0	0	0	4,921,825	4,921,825	4,914,972	3,794,508	3,502,590	-28.8%
CAPITAL LEASE PAYMENTS (INTEREST)	477	0	0	0	139,875	139,875	139,874	144,727	144,727	3.5%
TOTAL DEBT SERVICE		0	0	0	5,061,700	5,061,700	5,054,846	3,939,235	3,647,317	-27.9%
TOTAL EXPENDITURES		5,603,215	391,065	388,277	16,896,430	17,285,430	14,727,198	17,668,815	15,241,897	-9.8%
OTHER FINANCING SOURCES/(USES)										
TRANSFER FROM GENERAL FUND	55-31-810	131,733	28,416	1,268,417	4,518,380	4,772,931	4,518,380	5,002,153	4,743,082	5.0%
PROCEEDS FROM ISSUANCE OF DEBT	55-31-830	5,231,495	0	0	10,808,525	10,808,525	10,808,525	11,286,480	9,151,480	-15.3%
NET TRANSFERS		5,363,228	28,416	1,268,417	15,326,905	15,581,456	15,326,905	16,288,633	13,894,562	-9.3%
NET EFFECT ON FIRE CAPITAL FUND BUDGET		702,298	206,648	1,076,921	-1,449,525	-1,459,974	700,887	-1,295,182	-1,262,335	-12.9%
PROJECTED ENDING FUND BALANCE								1,764,818	1,797,665	

EMERGENCY MANAGEMENT CAPITAL REPLACEMENT

		ACTUAL FY18-19	ACTUAL FY19-20	ACTUAL FY20-21	BEGINNING FY21-22	FINAL FY21-22	YTD ACT (3/31) FY21-22	PROPOSED FY22-23	TENTATIVE FY22-23	% INCREASE BEGINNING FY22 to FY23
	GL	EM Cap 56	EM Cap 56	EM Cap 56	EM Cap 56	EM Cap 56	EM Cap 56	EM Cap 56	EM Cap 56	BUDGET
PROJECTED BEGINNING FUND BALANCE								122,000	122,000	
REVENUE										
SALE OF CAPITAL ASSETS	NEW	0	0	0	0	0	16,700	0	0	0.0%
TOTAL REVENUE		0	0	0	0	0	16,700	0	0	0.0%
CAPITAL OUTLAY										
CAPITAL OUTLAY - LIGHT FLEET	200	65,613	60,176	103,385	0	0	0	145,000	145,000	100.0%
TOTAL CAPITAL OUTLAY		65,613	60,176	103,385	0	0	0	145,000	145,000	100.0%
TRANSFERS IN/(OUT)										
TRANSFER FROM EMERGENCY MANAGEMENT FUND	56-31-810	40,000	60,000	103,385	0	0	0	138,700	138,700	100.0%
TRANSFER FROM GENERAL FUND	56-31-820	0	0	16,685	0	26,690	0	0	0	0.0%
NET TRANSFERS		40,000	60,000	120,070	0	26,690	0	138,700	138,700	100.0%
NET EFFECT ON EM CAPITAL FUND BUDGET		-25,613	-176	16,685	0	26,690	16,700	-6,300	-6,300	100.0%
PROJECTED ENDING FUND BALANCE								115,700	115,700	



Fraud Risk Assessment

INSTRUCTIONS:

- Reference the *Fraud Risk Assessment Implementation Guide* to determine which of the following recommended measures have been implemented.
- Indicate successful implementation by marking “Yes” on each of the questions in the table. Partial points may not be earned on any individual question.
- Total the points of the questions marked “Yes” and enter the total on the “Total Points Earned” line.
- Based on the points earned, circle/highlight the risk level on the “Risk Level” line.
- Enter on the lines indicated the entity name, fiscal year for which the Fraud Risk Assessment was completed, and date the Fraud Risk Assessment was completed.
- Print CAO and CFO names on the lines indicated, then have the CAO and CFO provide required signatures on the lines indicated.

Fraud Risk Assessment

Continued

*Total Points Earned: 355/395 *Risk Level: Very Low Low Moderate High Very High
 > 355 316-355 276-315 200-275 < 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	✓	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?	✓	5
b. Procurement?	✓	5
c. Ethical behavior?	✓	5
d. Reporting fraud and abuse?	✓	5
e. Travel?	✓	5
f. Credit/Purchasing cards (where applicable)?	✓	5
g. Personal use of entity assets?	✓	5
h. IT and computer security?	✓	5
i. Cash receipting and deposits?	✓	5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?	✓	20
a. Do any members of the management team have at least a bachelor's degree in accounting?	✓	10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?		20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?	✓	20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?	✓	20
7. Does the entity have or promote a fraud hotline?	✓	20
8. Does the entity have a formal internal audit function?		20
9. Does the entity have a formal audit committee?	✓	20

*Entity Name: UNIFIED FIRE AUTHORITY

*Completed for Fiscal Year Ending: 06/30/2022 *Completion Date: 05/17/2022

*CAO Name: DOMINIC BURCHETT *CFO Name: TONYHILL

*CAO Signature: _____ *CFO Signature: _____

*Required

Basic Separation of Duties

See the following page for instructions and definitions.

	Yes	No	MC*	N/A
1. Does the entity have a board chair, clerk, and treasurer who are three separate people?	✓			
2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries? *		✓	✓	
3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A". **		✓	✓	
4. Are all the people who have access to blank checks different from those who are authorized signers?	✓			
5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements?	✓			
6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts?	✓			
7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check "N/A".	✓			
8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check "N/A".	✓			
9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check "N/A".	✓			
10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?	✓			
11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	✓			
12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	✓			

* All of the individuals that perform general ledger entries may have access to receive cash or check payments of various types. UFA's mitigation controls are that all general ledger entries are reviewed and approved by the CFO, who does not receipt cash/checks; other individuals in Finance are also involved in the deposit, including coding, receipting, closing and transmitting the deposit to the bank. We do not have one person that performs all steps in the deposit process.

** Both individuals with access to adjust customer accounts are able to collect cash or check payments. UFA's mitigating controls are that adjustments/credit memos are reviewed by a separate individual at least monthly as well as having multiple individuals in Finance involved in the deposit, as mentioned above.

Basic Separation of Duties

Continued

Instructions: Answer questions 1-12 on the Basic Separation of Duties Questionnaire using the definitions provided below.

☺ If all of the questions were answered “Yes” or “No” with mitigating controls (“MC”) in place, or “N/A,” the entity has achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will be answered “Yes.” 200 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

☹ If any of the questions were answered “No,” and mitigating controls are not in place, the entity has not achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will remain blank. 0 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

Definitions:

Board Chair is the elected or appointed chairperson of an entity’s governing body, e.g. Mayor, Commissioner, Councilmember or Trustee. The official title will vary depending on the entity type and form of government.

Clerk is the bookkeeper for the entity, e.g. Controller, Accountant, Auditor or Finance Director. Though the title for this position may vary, they validate payment requests, ensure compliance with policy and budgetary restrictions, prepare checks, and record all financial transactions.

Chief Administrative Officer (CAO) is the person who directs the day-to-day operations of the entity. The CAO of most cities and towns is the mayor, except where the city has a city manager. The CAO of most local and special districts is the board chair, except where the district has an appointed director. In school districts, the CAO is the superintendent. In counties, the CAO is the commission or council chair, except where there is an elected or appointed manager or executive.

General Ledger is a general term for accounting books. A general ledger contains all financial transactions of an organization and may include sub-ledgers that are more detailed. A general ledger may be electronic or paper based. Financial records such as invoices, purchase orders, or depreciation schedules are not part of the general ledger, but rather support the transaction in the general ledger.

Mitigating Controls are systems or procedures that effectively mitigate a risk in lieu of separation of duties.

Original Bank Statement means a document that has been received directly from the bank. Direct receipt of the document could mean having the statement 1) mailed to an address or PO Box separate from the entity’s place of business, 2) remain in an unopened envelope at the entity offices, or 3) electronically downloaded from the bank website by the intended recipient. The key risk is that a treasurer or clerk who is intending to conceal an unauthorized transaction may be able to physically or electronically alter the statement before the independent reviewer sees it.

Treasurer is the custodian of all cash accounts and is responsible for overseeing the receipt of all payments made to the entity. A treasurer is always an authorized signer of all entity checks and is responsible for ensuring cash balances are adequate to cover all payments issued by the entity.

UNIFIED FIRE AUTHORITY
Resolution No. **5-2022A of 2022**
(Approving Amendment to Board Policies)

A RESOLUTION ADOPTING AMENDMENTS TO BOARD POLICIES FOR
UNIFIED FIRE AUTHORITY

A. Unified Fire Authority (UFA) is an interlocal entity that provides fire protection and emergency medical response for its member entities.

B. Pursuant to the Revised Interlocal Agreement establishing UFA, the governing entity for the UFA is its Board of Directors comprised of representatives from its member entities.

C. The Board adopted Board Policies to establish the governing principles of the UFA by Resolution 10-2020A of 2020 to provide policy guidance to its Fire Chief, as chief executive officer, to ensure the proper administration of UFA, and to maintain standards of accountability for the Fire Chief's implementation of the Board's governing objectives.

D. The Board wishes to adopt an amendment to the Board Policies.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Unified Fire Authority:

1. The Board hereby approves and adopts the amendment to the Board Policies as stated in the redlined version attached to this Resolution as Exhibit "A" and such revised Board Policy will replace its previously adopted version as of the effective date of this Resolution.

2. This Resolution will take effect on May 17, 2022

Passed by the Board of the Unified Fire Authority, this 17th day of March, 2022.

UNIFIED FIRE AUTHORITY

By: _____
Chair

APPROVED AS TO FORM:

ATTEST:

Chief Legal Officer

Clerk

EXHIBIT A

UNIFIED FIRE AUTHORITY BOARD POLICY MANUAL	
Chapter 3 <i>UFA Personnel Policies</i>	Section 12 <i>Holidays</i>

Relevant Information: UFA provides employees with paid time off for recognized federal and state holidays as well as a personal preference day.

Policy Statement: It is the policy of the Board that UFA will observe twelve paid holidays and one personal preference day each year as follows:

The 1st day of January	New Year's Day
The 3rd Monday of January	Martin Luther King Day
The 3rd Monday of February	President's Day
The last Monday of May	Memorial Day
The 19 th day of June	Juneteenth Holiday
The 4th day of July	Independence Day
The 24th day of July	Pioneer Day
The 1st Monday of September	Labor Day
The 11th day of November	Veteran's Day
The 4th Thursday of November	Thanksgiving Day
The 4th Friday of November	Day after Thanksgiving
The 25th day of December	Christmas Day
Personal Preference Day	

Merit, probationary, Executive Staff and appointed employees are eligible for paid holidays. Non-merit part-time and temporary employees are not eligible for paid leave on holidays. Holidays that fall on Saturday will typically be observed on the preceding Friday. Holidays that fall on Sunday will be observed on the following Monday. Employees required to work on holidays will be paid for the hours worked and an additional eight hours of straight time holiday pay or they may flex the holiday to another regularly scheduled workday.

Due to the nature of 24-hour operations employees schedules, administrative policies will be adopted that provide for the accrual, bidding, and use of holiday hours by such employees in a manner that provides a substantially equivalent benefit.