DATE Tuesday January 17th, 2017

# UNIFIED FIRE SERVICE AREA

# Meeting ~ MINUTES~

January 17, 2017

8:30 a.m.

PRESENT: CHRISTOPHER PENGRA

CORALEE MOSER
PAUL GLOVER
LARRY JOHNSON
BEN MCADAMS
SAM GRANATO
JEFF SILVESTRINI

ABSENT: SHELDON STEWART

ALSO PRESENT: Karl Hendrickson, Dan Petersen, Assistant Chief Watson, Assistant Chief Slack, Assistant Chief Kelsey, Battalion Chief Prokopis, John Dougall, Mayor Joann Seghini, Assistant Chief Higgs, Captain Robertson, Brian Roberts, Kane Loader, Arriann Woolf, Greg Vander Werff, Captain Sharer, Cynthia Mathews, Calogero Ricotta, Battalion Chief Caldwell, Battalion Chief Anderton, Battalion Chief Asscarte, Bill Brass, Assistant Chief Andrus, Assistant Chief Sandstrom, Captain Dan Brown

Chair Coralee Moser presided

### Called to Order

Councilmember Moser called the meeting to order at approximately 9:55 am.

#### **Public Comment**

Councilmember Moser asked for public comments and there were none.

#### Minutes

Mayor McAdams made a motion to approve the November 15, 2016 and the December 20, 2016 minutes as submitted. Councilmember Granato seconded the motion and all voted in favor.

# Impact Fee Study Report Update

Councilmember Moser asked Karl Hendrickson to provide a brief update on the impact fee study. Karl stated that he had met with Matt Millis, from Zions Bank regarding the study and Matt stated that the numbers were completed over 18 months ago. Matt had meet with former Chief Michael Jensen and the data supported an increase. Matt would like to set up a meeting with Chief Petersen, Karl Hendrickson, Tony Hill, Coralee Moser and Larry Johnson. Karl stated that after the meeting, with Matt, they will have new information to share with the full Board.

# Closed Session

Mayor McAdams made a motion to allow the Board to convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonable imminent litigation, and the purchase, exchange, or lease of real property, as provided by

Utah Code Annotated §52-4-205 or for attorney-client matters that are privileged pursuant to Utah Code § 78B-1-137 and that it not be recorded and that the clerk issue an affidavit that the Board Chair should sign. Councilmember Granato seconded the motion and Councilmember Moser called for a roll call vote on the closing the meeting.

YES

Pengra

Moser

Glover

Johnson

McAdams

Granato

Silvestrini

#### Closed Session

Mayor Pengra made a motion to open the meeting to the public. Councilmember Granato seconded the motion and all voted in favor.

YES

Pengra

Moser

Glover

Johnson

McAdams

Granato

Silvestrini

Authorization for the Board Chair or Vice-Chair to Write and Respond to Pending Audits

Mayor Pengra made a motion to authorize the board chair or vice-chair to write and respond to pending audits. Mayor Silvestrini seconded the motion and all voted in favor.

#### Quarterly Financial Report

Chief Financial Officer, Tony Hill gave the quarterly report for the 4<sup>th</sup> quarter of 2016. Tony stated that this is the first draft of the year-end report and that Finance is still booking year-end entries, awaiting the audit, and the final settlement on the property taxes will still be added to the financials. Mayor Johnson asked when UFSA will pay back the money borrowed. Tony stated that the money has already been paid back in December 2016.

Tony highlighted the General Fund stating that the revenues are looking good:

- \*Property taxes, although not final are tracking to match the budget and perhaps be a bit over, which is nice
- \*Fee-In-Lieu are about \$100,000 over budget
- \*Impact fees came in well this year, right around \$1.4 million

The expenditures are looking good and are right on budget. The largest expense is the fee to UFA for contract fees that are right around \$43 million.

Tony highlighted the Capital Projects fund, which is the Taylorsville station and informed the Board that \$1 million from this year's budget will roll forward into the next budget to finish Station 117. Tony stated that the station is nearing completion and is on budget.

Tony highlighted the debt service fund stating that it is right on budget as well and is looking good.

# Construction Update

Cynthia Mathews gave the construction report for Station 117 to the Board. Cynthia informed the Board that the Ribbon Cutting for Station 117 will be on March 7<sup>th</sup> at 10:00am. Councilmember Moser asked Micayla to send an Outlook invite for the station open house.

# Motion to Adjourn

Mayor Pengra made a motion to adjourn the meeting. Councilmember Granato seconded this meeting and all voted in favor.