



**NORTH DAVIS FIRE DISTRICT
BOARD OF TRUSTEES**
Station 41, 381 North 3150 West
West Point City, UT 84015
(801)525-2850 ext. 101

*Nike Peterson Chair
Scott Wiggill, Vice-Chair
Mark Shepherd, Member
Howard Madsen, Member
Gary Petersen, Member
Brian Vincent, Member
Annette Judd, Member
Nancy Smalling, Member
Vern Phipps, Member*

*Mark Becraft, Fire Chief
Theron Williams, Deputy Fire Chief*

NOTICE & AGENDA
Thursday, October 20, 2022
6:00 PM Work Session / 6:30 PM Board Meeting

The public may attend the meetings in person or via Zoom. The Board of Trustees will accept citizen comments at the designated time via Zoom, email, or in person. Citizen comments emailed should be emailed to the District Clerk (mrogers@northdavisfire.org) no later than 5:00 PM on the day of the meeting. The email subject line must state "Citizen Comment – 10/20/2022 Board of Trustees Meeting" and the email body must include the citizen's first and last name, address, and a succinct statement.

Join NDFD Board of Trustee Meetings via Zoom: Connect Via Zoom: <https://us02web.zoom.us/j/85401605331>
Connect Via Telephone: 1-346-248-7799 Webinar ID: 854 0160 5331

Board of Trustee Work Session – 6:00 PM

If the Work Session is not completed prior to the scheduled board meeting, the Work Session will continue until all items have been discussed; or be discussed during the scheduled board meeting.

1. Review NDFD Current Fee Schedule and Discuss Recommended Changes
2. Discuss Station 42 Funding
3. Review Policy Recommended Language Changes to Chapter 2 of the North Davis Fire District Policy Manual

Board of Trustee Meeting – 6:30 PM or Immediately Following the Work Session

1. Call to Order
2. Invocation or Inspirational Thought
 - a. *Please contact the District Clerk to request permission to offer the invocation or inspirational thought*
3. Pledge of Allegiance
4. Citizen Comment
 - a. *If you wish to comment to the Board, please use the podium and clearly state your name, and address, keeping your comments to a maximum of 3 minutes. Public comment is a time for the Board to receive new information and perspectives. The Board may not respond to public comments during the comment period.*
5. Consideration of Approval of Minutes from September 15, 2022, and October 5, 2022, Board Meetings.
6. Consideration of Approval of the North Davis Fire District Bills for September 2022
7. Consideration of Approval of the North Davis Fire District Financial Report
8. Discuss Funding Adjustment for Station 42 Construction and Provide Formal Recommendations for Station 42 Current Bid
9. Discussion and Possible Action, Consideration of Resolution # 2022R-09; Amending Chapter 2 of the North Davis Fire District Policy Manual
10. Fire Chiefs Report
11. Motion to Adjourn

Dated and posted this 17th day of October 2022



Misty Rogers, District Clerk

Tentative Upcoming Agenda Items

(Dates, Times, and Agenda Items Are Subject to Change)

November 17, 2022

6:00 PM - Board of Trustee Work Session

1. Discussion of Draft Fee Schedule
2. Discussion of FY2022/2023 Budget Amendment

6:30 PM - Regular Board of Trustee Meeting / Local Building Authority Meeting

1. Call to Order
2. Citizen Comment
3. Consideration of Approval of Minutes
4. Consideration of Approval of Bills
5. Consideration of Approval of Financial Report
6. Presentation of the FY2021/2022 Audit for the North Davis Fire District
7. Discussion of Date for Board of Trustee Planning Workshop
8. Discussion of NDFD Board of Trustee Meeting Schedule for Calendar Year33
9. Fire Chiefs Report

December 15, 2022

6:00 PM - Board of Trustee Work Session

1. Discussion of Draft Fee Schedule
2. Discussion of FY2022/2023 Budget Amendment

6:30 PM - Regular Board of Trustee Meeting / Local Building Authority Meeting

10. Call to Order
11. Citizen Comment
12. Consideration of Approval of Minutes
13. Consideration of Approval of Bills
14. Consideration of Approval of Financial Report
15. Presentation of the FY2021/2022 Audit for the North Davis Fire District
16. Possible Fee Schedule Adoption
17. FY2022/2023 Budget Amendment
18. Discussion of Date for Board of Trustee Planning Workshop
19. Approve the NDFD Board of Trustee Meeting Schedule for Calendar Year 2023
20. Fire Chiefs Report

Closed Session – Annual Evaluation of NDFD Fire Chief



**NORTH DAVIS FIRE DISTRICT
BOARD OF TRUSTEES STAFF REPORT**

TO: Chair Peterson and NDFD Board Members

FROM: Misty Rogers, NDFD Clerk

MEETING DATE: October 20, 2022

SUBJECT: October 20th Work Session Items

DESCRIPTION / BACKGROUND

The October 20th Work Session will include the following three items:

1. Review NDFD Current Fee Schedule and Discuss Recommended Changes

During the September 15th Board of Trustee Meeting staff was directed to review the North Davis Fire District Fee Schedule. Before staff can complete a review and recommend amendments to the fee schedule there are questions that should be discussed by the board. Should member cities be assessed fees for items such as a firework permit and the inspection? Should there be times when the district should assess a fee to a member cities or the school district for standby services?

2. Discuss Station 42 Funding

This is a follow-up discussion from the October 5th Special Meeting. The board will be asked to provide a recommendation for the Station 42 funding during the regular session. The PowerPoint presented to the board during the October 5th meeting can be found in this packet with written minutes.

3. Review Policy Recommended Language Changes to Chapter 2 of the North Davis Fire District Policy Manual

During a previous board meeting, it was recommended that the North Davis Fire District Policy Manual be amended to include language allowing the Chair with consent from the board to assign board members to sit on committees on behalf of the North Davis Fire District.



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Vern Phipps, Member*

*Mark Becraft, Fire Chief
Theron Williams, Deputy Fire Chief*

BOARD OF TRUSTEE MEETING

September 15, 2022

Members of the public had the opportunity to attend the meetings in person or via Zoom.

BOARD OF TRUSTEE WORK SESSION – 6:00 PM

If the Work Session is not completed before the scheduled board meeting, the Work Session will continue until all items have been discussed; or discussed during the scheduled board meeting.

Board Members Present – Chair Nike Peterson, Vice-Chair Wiggill, Howard Madsen, Brian Vincent, Vern Phipps (arrived at 6:25 pm), Mark Shepherd, Nancy Smalling, Annette Judd, and Gary Petersen

Staff Present - Fire Chief Mark Becraft, Deputy Fire Chief Theron Williams, and Misty Rogers

Visitors – Captain King, Amber King, Battalion Chief Hadley, Battalion Chief Weekes, and Captain Hadley

1. Discussion of SCBA Air Packs and NDFD Needs

Chief Becraft stated that several months ago the board had been notified that the current SCBAs (self-contained breathing apparatus) used by NDFD need to be replaced. Honeywell, the maker of NDFD’s current SCBAs are obsolete and replacement parts are difficult to find. Chief Becraft reminded the board that NDFD had applied for a FEMA grant to assist with the financial cost of the replacement of SCBAs. However, as of today, NDFD has not been awarded the grant. The district has received an email from FEMA stating that the district could purchase the SCBAs and if awarded the grant and FEMA would reimburse the district. Chief Becraft stated that if the district were to order SCBAs before October 1st approximately \$30,000 would be saved and the overall replacement cost would be \$302,500.

Battalion Chief Weekes and Chief Becraft showed the MSA G-1 air pack that the administration desired to order to the board. Currently, when firefighters respond to a working incident, they must carry a separate “TIC” (Thermal Imaging Camera) with them. A TIC allows firefighters to see bodies and where the fire is located around them. Battalion Chief Weekes stated that the air packs that the district desires to purchase are lighter, fill quicker, have a built-in thermal imaging camera and a rapid intervention pack.

Chief Becraft and Chair N. Peterson requested that the board approve an emergency purchase of SCBAs during the regular session using one-time money and with the acknowledgment that in December the budget will be amended for the purchase.

2. Discussion of the North Davis Fire District; Topics to Include but Not Limited to Growth and Staffing (See Exhibit A)

Chair N. Peterson addressed the board by stating that NDFD staffing is stretched thin and the growth within the three communities is significant. The administration has looked at and evaluated ongoing revenue and revenue sources. Chair N. Peterson stated that the legislature is pushing to accommodate developers and not hold up growth, which includes plan reviews and inspections. Currently, Deputy Chief Williams is functioning as a full-time operation chief and a full-time fire marshal, and he is being stretched thin. Implementing a Deputy Fire Marshal position would benefit NDFD and the communities which we serve. Chair N. Peterson then informed the board that the administration had been given the task to identify ways to fund a Deputy Fire Marshal position with ongoing money.

Deputy Chief Williams stated that great things are happening within the North Davis Fire District. He then stated that working directly with a board is new to him and that he apologized if he seems too direct as that is not his intent. Deputy Chief Williams stated that he is passionate about the fire service and that he understands that his duties and the board's duties are important. He then expressed the need for both the administration and the board to be united and work cohesively. Deputy Chief Williams then shared many positive experiences and things happening within the department and the community.

Deputy Chief Williams then presented *Exhibit A* to the Board of Trustees. Topics presented to the board included:

- Examples of daily work schedules of NDFD Battalion Chiefs and Captains.
- Projected population growth and call volumes throughout the district and some surrounding cities.
- Current and projected projects within each city within the district.
- Deputy Fire Marshal requirements and responsibilities.
- Why is a Deputy Fire Marshal position needed now?
- The cost associated with a Deputy Fire Marshal position and ongoing operational expenses and funding using ongoing money.

Deputy Chief Williams stated that NDFD staff is being spread thin and overwhelmed with the significant growth of residential and commercial properties in each city within the district. The higher workload equals more responsibilities for each position. Due to the size of the department, each position must take on numerous roles and responsibilities. In addition to normal duties, each position is given additional tasks that must be accomplished each day such as chores, janitorial, building maintenance, vehicle maintenance and tracking, extra projects, meetings, training, etc. Captains, Battalion Chiefs, and Firefighters do not have the time to assist with inspections.

NDFD Growth projections included in the most recent Impact Fee Analysis were shared with the board. Deputy Chief Williams then informed the board that he has been working with each city district and the surrounding cities to look at current projects and future development. For example, in 2024, 10% growth is anticipated to occur in Syracuse and this growth will impact West Point. This

rapid growth is due to the extension of the West Davis Corridor, a religious temple, and developments.

Current projects and projected developments in Clearfield are significant and the information being shared with the board had been provided to Chief Williams by Spencer with Clearfield City. Deputy Chief Williams informed the board that Clearfield City has 899 units currently under construction, 1,736 permits, 103 forthcoming land use applications, and 74 units which includes major projects such as Clearfield Station. It is anticipated that Clearfield City will increase by 4,050 additional units within the next few years. Chief Becraft stated in addition to growth within the cities, MIDA anticipates adding 400 high-density units near Sunset.

Chief Williams stated that currently, West Point City is seeing several apartments and townhome developments. Currently, West Point City has 951 units in or under construction, and growth is expected to continue. He then stated with increased growth comes increased calls, plan reviews, inspections, and incidents.

Sunset City has recently added 12 townhomes, 55 residential units, and 6 commercial units, and anticipates 392 additional units. Growth and development are expected to continue.

Deputy Chief Williams provided the board with the duties and responsibilities of a fire marshal. This included plan reviews, inspections, enforcing fire codes, fire and arson investigations, reporting, pre-planning, plans, and ongoing inspections which occur annually in addition to new business, public education, firefighter education, training, work with city officials, etc. Deputy Chief Williams then told of a circumstance regarding fire alarms that occurred with a developer in Clearfield City. The fire marshal position is extremely important, and the process must be thorough. Depending upon the development size and project, the inspection process can take an extreme amount of time. For instance, a project in Clearfield has required the fire marshal to test more than 11 times. This is excessive and they have not been required to pay more than one inspection fee. What should occur is an inspection should occur when the project is completely ready. However, on numerous occasions, he and Captain Lloyd have shown up for an inspection and the project has not been completed, the inspection cannot be done, and the contract just wants the fire marshal to look at their work. Deputy Chief Williams stated that he is very customer service oriented, however, the district should be charging for additional inspections. If the project is not ready, the contractor should be charged for the call.

Deputy Chief Williams stated that this is critical to hire a Deputy Fire Marshal sooner rather than later. Now is a good time, as typically this time of year development slows down allowing fire marshals to attend training and obtain certifications before the spring development. Deputy Chief Williams stated that it is difficult for him to meet all of his obligations as a Deputy Fire Chief and Fire Marshal with the workload NDFD is experiencing. He recommended that the board consider implementing a Deputy Fire Marshal position and allow for the administration to fill the position.

Chair N. Peterson stated that Deputy Chief Williams also acts as the operations chief and keeps each crew operating. Deputy Chief Williams stated that within the fire service it is “we” and not “me” and the operations take a significant amount of time and dedication in addition to the fire marshal duties.

Deputy Chief Williams provided the board with the ongoing cost projection (wage and benefits) for a Deputy Fire Marshal position is approximately \$141,000; this includes retirement, insurance, and benefits (*see exhibit A*). He then explained ways that NDFD could fund the ongoing costs of the Deputy Fire Marshal position. The NDFD fee schedule will be reviewed by the administration and the board will be asked to consider amending the schedule within the next few months. For example, if the permit fee includes two in-person inspections the contractor will be charged for any additional inspections. Amending the fee schedule and charging for each additional inspection will help offset the fire marshal wage. In addition, NDFD has switched to First Professional Services for ambulance billing services. Historically, the first year a client utilizes First Professional Services ambulance revenues typically increase 15% the first year and continue to increase each year after. It is anticipated that in the first year with First Professional Services, NDFD will increase ambulance revenue by \$150,000. Deputy Chief Williams then informed the Board that updating the NDFD fee schedule to coincide with surrounding departments will help increase revenues and could offset the position. For example, the district is not capturing revenue for extra inspections and in some cases, the fees were waived because there was nothing other than a chair to inspect.

Board Member G. Petersen asked if the inspection fee is charged for each inspection. Deputy Chief Williams stated that no, NDFD charges for plan reviews but not the inspections separately. He then stated that the previous Deputy Chief had been kept so busy that it was difficult to do all plan reviews in-house, as well as keep up with day-to-day operations, fire marshal duties, and planning. Deputy Chief Williams stated that if NDFD has to re-inspect due to incomplete and failing projects, the developer or contractor should be assessed a re-inspection fee to cover the cost of the fire marshal and their duties. Board Member G. Petersen stated that developments should be paying for their projects and that administration should review the current NDFD fee schedule and amend it if needed. He then stated the current charge of \$75 per hour for a professional service is not adequate.

Board of Trustee Meeting – 7:00 PM Immediately Following the Work Session

Board Members Present – Chair Nike Peterson, Vice-Chair Wiggill, Howard Madsen, Brian Vincent, Annette Judd, Vern Phipps, Mark Shepherd, Nancy Smalling, Annette Judd, and Gary Petersen

Staff Present - Fire Chief Mark Becraft, Deputy Fire Chief Theron Williams, and Misty Rogers

Visitors – Captain King, Amber King, Battalion Chief Hadley, and Captain Lloyd

1. Call to Order
2. Invocation or Inspirational Thought – *Board Member Nancy Smalling*
3. Pledge of Allegiance
4. Citizen Comment
5. Consideration of Approval of Minutes from August 18, 2022, Board of Trustees Meeting
Board Member G. Petersen motioned to approve the Minutes from the August 18, 2022, Board of Trustee Meeting. Board Member Madsen seconded the motion. The motion passed.

6. Consideration of Approval of the North Davis Fire District Bills for August 2022:
Board Member Shepherd motioned to approve the North Davis Fire District Bill for August 2022. Board Member Smalling seconded the motion. The motion passed.
7. Consideration of Approval of the North Davis Fire District Financial Report:
Chief Becraft stated that it is early in the fiscal year, but the financials are looking good. The administration continues to keep a close eye on employee wages, overtime, vehicle maintenance, and medical supplies. Chief Becraft reminded the board that vehicle maintenance costs overlapped for two fiscal years. Therefore, in December, the board will be asked to amend the budget and account for some of the repairs in the current fiscal year.

Board Member Madsen motioned to approve the North Davis Fire District Financial Report. Board Member Phipps seconded the motion. The motion passed.

8. Discussion of SCBA Air Packs and Possible Action Permitting an Emergency Purchase:
Chair N. Peterson and the Board of Trustees instructed Chief Becraft to order SCBA Air Packs with the acknowledgment that the purchase will be included in a budget amendment that will occur in December. The board agreed. Chief Becraft reminded the board that the cost of the air packs is \$302,500.
9. Discussion of Staffing and the Implementation of a Fire Marshal Position and Possible Action:
Board Member Shepherd stated that it is clear that NDFD needs additional staff and a deputy fire marshal. However, implementation of the fire marshal position should wait until a study of the fee schedule has occurred and several months of billing and collection from the new ambulance billing provider have been received, then the district knows the position could be paid for.

Chief Becraft stated that a position could never be funded by fees alone, but they could offset a position. However, with the projected ambulance revenue he did feel comfortable that the fire marshal position could be funded ongoing.

Board Member Madsen firmly stated that NDFD cannot afford to not charge for all inspections no matter the size and business. He stated that the district has limited revenue sources and that NDFD should be charging for all services.

Board Member G. Petersen asked if an employee within NDFD currently has the expertise and qualifications for the Deputy Fire Marshal position. Deputy Chief Williams stated that out of all of the NDFD employees, Captain Lloyd who is currently assisting with fire marshal duties while on light duty is the most qualified employee NDFD has for the position. Captain Lloyd has most of the qualifications and experience needed, however, he will need additional training. He then stated that much of the training is done in-house, however, there are some other types of training and certifications such as ICC Inspector that would need to be obtained within one year.

Deputy Chief Williams stated that if the Deputy Fire Marshal position is approved by the board and implemented a job description and announcement will be released, applications will be taken, and a hiring process will occur.

Board Member G. Petersen applauded Captain Lloyd for this education. However, was concerned about the way that the position is being presented to the board and employees. He then asked if the district is capable of implementing the position without all of the certifications. Deputy Chief Williams stated yes, there are classes and specialized training offered throughout the year. Board Member G. Petersen stated that he would like to have proof of revenue before depending on the revenue. He then asked when First Professional Services took over ambulance billing. Ms. Rogers stated that as of October 1, 2022, First Professional Services will take over billing. It takes two to three months for the revenues to be received after billing is assessed. NDFD will continue to receive ambulance revenue from IRIS Medical for several months. By June of 2023, First Professional Services will have 6-months of billing under our belt. Chief Becraft stated that First Professional Services has reviewed our billings and collections, it was identified several areas where services were not billed for.

Chief Becraft stated that Captain Lloyd has been assisting Deputy Chief Williams while on light duty. As soon as Captain Lloyd is cleared and released to full duty, he will be sent back to his assigned shift and return to his position as captain. It was then stated that while Captain Lloyd has been on light duty that an individual from the captain promotion process has been acting in the captain position to lead the crew.

Deputy Chief Williams stated that in the fire industry, a fire marshal position is not considered an attractive position. Most firefighters do not want to leave operations as that is where their passion is. He then stated that just as he as a Deputy Chief has been given authority to act in the absence of the Fire Chief, a Deputy Fire Marshal will be given the authority to act in the absence of the Fire Marshal. The position of Deputy Fire Marshal is needed.

Chair N. Peterson acknowledged the risk of acting and implementing a new position before the known facts of revenue. It is known that the NDFD fee structure must be adjusted. However, there is an immediate need for the Deputy Fire Marshal position. Chair N. Peterson stated that each board member has committed to the growth within their respective cities approved in our cities. Outside of comfort level without solid funding. However, there is enough comfort level with the statistics and comparisons provided by the other cities. Chair N. Peterson asked each board member to provide their opinion about implementing the Deputy Fire Marshal position and timing.

Board Member Smalling stated that NDFD needs the Deputy Fire Marshal position, and she is confident with the information provided the position could be funded. She then asked if anyone could fill the fire marshal position. Deputy Chief Williams stated that not just anyone can perform as a fire marshal. Captain Lloyd has most of the qualifications a fire marshal needs. Before Deputy Chief Williams joined NDFD, Captain Lloyd would perform inspections. There will be some education that Captain Lloyd would need. Deputy Chief Williams stated that he is used to a heavy workload and a busy position. Certifications are needed; however, the Deputy Fire Chief will receive better training and gain expertise from first-hand experience working with the Deputy Chief.

Chair N. Peterson asked Board Member Smalling if she felt comfortable implementing the Deputy Fire Marshal position now or when the appropriate time would be. Board Member Smalling stated that she would love to move forward with the position; however, there is a concern with funding, and might feel more comfortable revisiting this in three months.

Deputy Chief Williams stated that the information provided to the board is evidence that NDFD needs a Deputy Fire Marshal. The statistics and data provided are the best the administration can do regarding the projected revenues. Deputy Chief Williams stated that the administration is also concerned about revenue and the ongoing money needed to fund positions. However, the position is needed now. What will the board determine in three or six months if the revenue projections are not accurate? He then asked that the Board of Trustees keep in the back of their mind the need to fund the position.

Board Member Smalling recommended waiting three months and then reviewing the data.

Board Member G. Petersen asked what Chair N. Peterson meant by stating that the deputy fire marshal could be a temporary position. Chair N. Peterson stated that the unique approach to funding the position could be to a temporary position until he is released to full duty.

Board Member G. Petersen stated that he is not comfortable with deciding to implement and commit to a Deputy Fire Marshal position for six months. He then stated that Captain Lloyd can continue to fill the temporary role and assist Deputy Chief Williams until that point and backfill his current captain position with a temporary acting captain. Deputy Chief Williams stated that the shift Captain Lloyd is assigned to has been running short while he has been on light duty. Leaving people in temporary positions will continue to leave the shift short on staffing. Board Member G. Petersen stated that in six months we do not know how many permits we will have. We are in a recession and development and construction are declining. Board Member G. Petersen stated that the need for inspection may go away on its own.

Chair N. Peterson stated development may hit a slump, however, Clearfield City still has over 4,000 units coming and that there is an immediate need for at least three years. Board Member G. Petersen stated that the budget year started in July and asking for a full-time position 3-months into the year is concerning. He would like six months before making a decision.

Board Member Vincent agreed that the Deputy Fire Marshal position is needed. West Point does not have significant commercial development, but they do have residential. It is really difficult to spend money that we do not already have. If there are other revenue sources, the district should seek those. Board Member Vincent would like six months to review revenues unless another secure funding source is determined.

Chief Becraft stated that NDFD does not receive sales tax, we have ambulance revenue and property taxes as a secure funding source. We believe that we have found ongoing money by switching to First Professional Services. There is a one-time money funding source however Chief Becraft stated that he did not feel comfortable recommending that option to the board.

Vice-Chair Wiggill expressed concern about those people in the department who would want to apply for the position as a name had already been announced for the position. Deputy Chief Williams stated that if and when the Deputy Fire Marshal position is approved a job announcement and description would be released and applications would be taken. Each applicant would be given fair and equitable treatment based on qualifications. Vice-Chair Wiggill stated he has faith in the administration and would move forward with the implementation of the Deputy Fire Marshal position.

Board Member Madsen stated that the district must be impartial if a name is thrown out. All inspections are charged. We do not have the money within the budget right now so a name should not be thrown around for a position before the filling of the position. His concern is with the lack of charging for all inspections and the district must charge for all services. Board Member Madsen stated that he would like to see a breakdown of how many additional inspections were done at projects and were not assessed additional inspection fees. He stated that there are no free inspections and that there should be no free work. The district does not have the money right now to pay for the position. Board Member Madsen stated that he agrees that the position is needed but not without a solid funding source.

Chair N. Peterson stated that it had been a great discussion and that the review and updating of the NDFD fee schedule are long overdue. It was then stated that Chair N. Petersen agreed with Board Member G. Petersen that it is not fair for residents to pay for new development and that growth should pay for growth. Board Member Madsen asked Chair N. Peterson to not be argumentative and allow him to finish answering the questions in which he had asked. Chair N. Peterson apologized and stated that was not her intent. Board Member Madsen stated that it is unacceptable that there have been services such as inspections that have not been paid for. Deputy Chief Williams stated that he agreed and that it is a situation that he came into and that is why the fee schedule will be reviewed.

Board Member Shepherd stated that it is easy to commit to the Deputy Fire Marshal position if there were a solid revenue source. We hope and anticipate that changing billing services will increase revenue, but we do not know that it will. Board Member Shepherd stated that due to the lack of a solid revenue source his answer to the position is no because we do not have the money now. Board Member Shepherd stated that we need to show how the position would be funded. The district has limited ways of receiving revenue and it is either increasing ambulance revenue or raising taxes and he cannot do that. He then stated that the board committed to not raising taxes. Until he knows for certain that the money will be there, he cannot say yes to the position.

Board Member Judd asked when the new billing company will take over. Ms. Rogers stated October 1st and it typically takes two to three months to see steady collections. Board Member Judd recommended readdressing this topic and revenue in 3-months.

Board Member Phipps stated that the Deputy Fire Marshal position was needed yesterday and that the position is a pressing need. The data point provided is good and the data used is real data. There is an element of trust and an assumption that the revenue will come. The change in agencies – he is comfortable with moving forward with the position. Changes to the NDFD fee schedule will not pay the full wage for the position, however, those fees can contribute to the cost of the position. The point is that the position is needed now. If the revenue does not come in is the board going to just continue to overwhelm staff? What is the board going to do by waiting three to six months?

Chair N. Peterson stated that the administration and the board should readdress this topic in three to six months. Board Member Shepherd and Board Member G. Petersen agreed. Chief Becraft asked the board to provide direction about keeping the temporary position. Board Member G. Petersen stated that there is no actual title for the position because the position has not been approved by the board. He then stated that the temporary position can be filled for the time being and the

overtime budget may need to be amended in the future. However, the filling of the temporary position does not allow for a change to the person's wage.

Board Member Judd asked that staff provide updates to the board during the upcoming meetings.

Ms. Rogers stated if desired, First Professional Services has agreed to provide a presentation to the board at an upcoming meeting. This could allow the board to have their questions answered directly by the new billing provider. Deputy Chief Williams recommended that the board allow First Professional Services to provide a presentation at an upcoming meeting as this may boost the board's confidence with revenue projections.

Board Member Madsen stated that the administration should have waited until First Professional Services could attend the meeting to present the information to the board. He stated that presenting the information to the board without all information was not a good idea. The board needed to see all of the information at one time. Deputy Chief Williams stated that the reason First Professional Services could not attend the meeting was due to other obligations. NDFD administration knew that it would have been good for them to be in attendance, but it was a timing issue.

Board Member Shepherd agreed with Board Member Madsen, the administration should have postponed the presentation until all information could be presented to the board and the billing company could attend the meeting. With the administration assuming that the board may have additional questions, the presentation and this conversation should have been postponed. The board could have avoided much of the conversation that had occurred during the meeting. Board Member Madsen stated waiting would have saved a lot.

Ms. Rogers stated that the staff wanted to provide the board with a prelude of what we had been working on and the needs of the district. It was then stated that there was no disrespect intended. Board Member Shepherd stated that it was not taken as disrespectful.

Chief Becraft stated that in he thought that the information provided by Dart with First Professional Services and the projected revenue increase of \$150,000 was good information to provide to the board. It was then stated that First Professional Services can provide detailed billing information, as may not be able to.

10. Fire Chiefs Report

Chief Becraft informed the board of the following:

- Station 42 moving along, and aggregate piers will be installed within the next few weeks.
- The US Digital station alarm upgrade is complete.
- Station 41 audiovisual and website moving forward.
- High School Interns are riding with NDFD personnel and with Hogan Construction during the build of Station 42.

11. Member City Updates – None

12. Motion to Adjourn

Board Member Shepherd motioned to adjourn. Board Member Madsen seconded the motion. The motion passed.

Dated this 20th day of October 2022.

Nike Peterson, Chair

ATTEST:

Misty Rogers, District Clerk



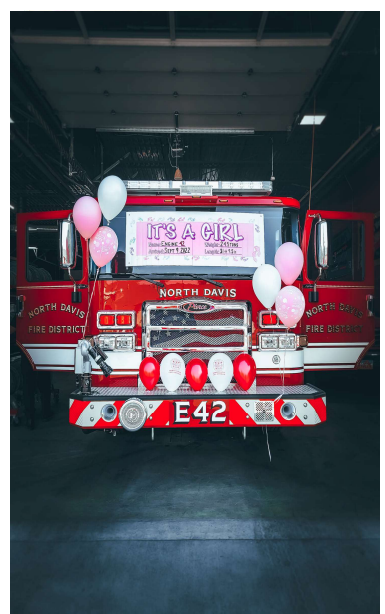
1

Good things happening at NDFD!

The complex block contains two photographs. The top photograph shows a group of five NDFD personnel in dark uniforms and face masks attending to a patient lying in a hospital bed. The patient is covered with a red blanket. The room has light-colored walls and a framed picture on the wall. The bottom photograph is a vertical shot showing a close-up of a patient in a hospital bed, with a person in a dark uniform and face mask standing by the side of the bed, possibly providing care or monitoring the patient.

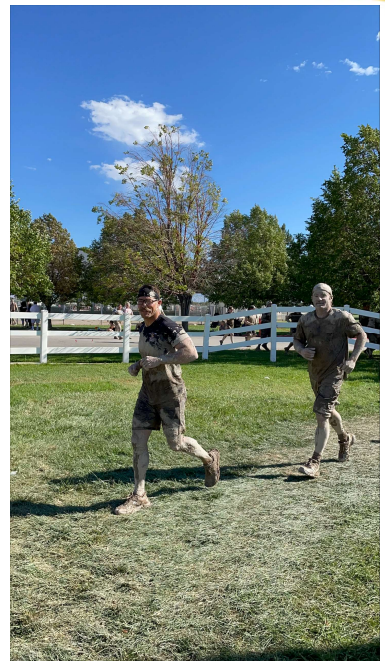
2

Good things happening at NDFD!




3

Good things happening at NDFD!



4

POINTS TO COVER



1. Example of daily work schedule hours and number of calls
2. Projected population growth and call volume for NDFD and Syracuse
3. Current and projected projects within the district (ongoing)
4. Fire Marshal responsibilities and requirements
5. Funding for Fire Marshal and ongoing operational expenses

5

EXAMPLE OF DAILY WORK SCHEDULE

Station 41/42 A shift:
Time spent Outside of Calls August 25, 2022-September 7, 2022


- Fire and EMS Training: 57 hours
- Projects: 15.5 hours
- Daily Chores: 13 hours
- Vehicle and Equipment Maintenance/Checks: 24.5 hours
- Station Maintenance: 10 hours
- Pub-Ed/Station Tours: .5 hours
- Physical Training/Gym: 19.5 hours
- Officers Meeting: 11.5 hours
- Captain Review Reports: 21 hours
- Specific assignments: 7.5 hours
- Staffing and scheduling: 6 hours
- Personal Counseling: 4 hours

= 190 hours

8/25 & 8/26 = 31 incidents

8/31 & 9/1 = 24 incidents

9/6 & 9/7 = 27 incidents



6

PUBLIC SAFETY IMPACT FEE FACILITIES PLAN

NDFD Growth projections 2021-2030	Households	Residential Calls	Non-Residential SF	Non-Residential Calls	Pass-Thru Traffic Calls, Mutual Aid Calls, and Undefined calls	Projected Call Volume	% Increase Year to Year
2021	16,695	3,073	23,957,262	2,243	251	5,567	
2022	17,196	3,165	24,676,195	2,310	259	5,734	3.00%
2023	17,712	3,259	25,416,653	2,379	268	5,906	3.00%
2024	18,243	3,357	26,178,636	2,451	275	6,083	3.00%
2025	18,790	3,458	26,963,579	2,524	284	6,266	3.001%
2026	19,354	3,562	27,772,917	2,600	292	6,454	3.00%
2027	19,935	3,669	28,606,649	2,678	301	6,648	3.01%
2028	20,533	3,779	29,464,777	2,758	309	6,846	2.98%
2029	21,149	3,892	30,348,735	2,841	319	7,052	3.01%
2030	21,789	4,009	31,258,522	2,926	329	7,264	3.01%
Growth Projections 2021-2023	5,088	936	7,301,260	684	2,887	1,697	

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PUBLIC SAFETY IMPACT FEE FACILITIES PLAN


Syracuse City Fire Growth projections 2021-2031	Households	Residential Calls	Non-Residential SF	Non-Residential Calls	Pass-Thru Traffic Calls, Mutual Aid Calls, and Undefined calls	Projected Call Volume	% Increase Year to Year
2021	9,072	979	3,411,875	266	11	1,256	
2022	9,722	1,049	3,656,333	285	12	1,346	7.17%
2023	10,372	1,049	3,900,791	304	13	1,366	1.49%
2024	10,682	1,172	4,085,074	319	13	1,504	10.10%
2025	11,237	1,213	4,226,107	330	14	1,556	3.46%
2026	11,637	1,256	4,376,543	341	14	1,612	3.60%
2027	12,077	1,304	4,542,022	354	15	1,673	3.78%
2028	12,402	1,339	4,664,250	364	15	1,718	2.69%
2029	12,702	1,371	4,777,077	373	16	1,759	2.39%
2030	13,102	1,414	4,927,512	384	16	1,815	3.18%
2031	13,402	1,447	5,040,339	393	17	1,857	2.31%
Growth Projections 2021-2031	4,330	468	1,628,464	127	156	559	

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Completed Projects: (2017-2022)	899 Units	
Under Construction:	1,736 Units	
Entitled Process/Permit Review:	103 Units	
Forth Coming Land Use Application:	74 Units	
Major Projects Planned:	1,321 Units	
Upcoming Projects: 4,050 Units Total		

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West Point City 2022 Development Inventory



ACTIVE DEVELOPMENTS

12

TOTAL APPROVED UNITS / LOTS

951

Based on the active development projects that have received a minimum approval of 20% completion.

45%

Townhomes

28%

Multi-Family

55%

Public Works

72%

Single Family


508 BUILDING PERMITS ISSUED

508 PERMITS ISSUED	54%
304 OCCUPANCY	31%
92 MULTI-FAMILY	43%

43	26	70	124	176	56
29	45	5	5	129	64
2017	2018	2019	2020	2021	2022

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POPULATION GROWTH PROJECTIONS



Clearfield City			Sunset City	West Point City		
Year	Population	% Change		Year	Population	% Change
2020	31,409		<ul style="list-style-type: none"> Last few years, there have been 12 Townhomes added to the Holbrook Development. This year, there are 55 new residential units and 6 commercial units. Anticipating 392 residential and 12 business. 	2020	12,607	
2025	32,416	3.21%		2025	14,104	11.87%
2030	33,432	3.13%		2030	16,047	13.78%
2035	34,608	3.52%		2035	18,069	12.60%
2040	35,999	4.02%		2040	19,996	10.66%
2045	37,990	5.53%		2045	21,756	8.80%
2050	39,774	4.710%		2050	23,280	7.00%

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FIRE MARSHAL RESPONSIBILITIES

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FIRE MARSHALL RESPONSIBILITIES

- Conduct specialized investigations to determine the origin and cause of fire and explosions
- Conduct thorough interviews, evidence collection, and documentation of fire scenes
- Provide expert witness testimony and assist other police and fire agencies upon request
- Research, plan, inspect and enforce the International Fire Code
- Develop and maintain the Juvenile Fire Setters program
- Pub-ed/ Work with the Davis School District
- Pre-Plan and Identify safety concerns at the Free-port Center
- Inspections and code enforcement, businesses, daycares, commercial and residential
- Ongoing inspections for businesses and daycares
- Public education and fire prevention
- Plan reviews of alarm, sprinkler plans, kitchen hoods, and food trucks, for approval & compliance
- Teach fire safety classes to internal and external organizations
- IAAI Board Member
- FMAU Member
- Teach and mentor Firefighters in building construction and fire protection systems
- Work with City Officials on new and existing building construction



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LOTUS, THE HEIGHTS, AND BRAVADA

Lotus has had 11 Inspections to date on one building. If the first three inspections are included for free, that means our additional 8 x \$75.00 + \$600.00.

The Heights had had a total of 13 inspections

- Building A, at least one, nothing in the system.
- Building B, 4 inspections, 3 of which were re-inspections for the smoke detectors. If charged for re-inspections at \$75 per, \$225.00
- Building C, has had 7 inspections. After 3 included inspection, 4x \$75.00= \$300.00
- Building D, one for the riser flow.

Bravada has had 9 total

- Building A, 5 inspections, after 3 included inspections, 2 x \$75.00= \$150.00
- Building B, 3 inspections, final is coming up. 3 included, 1 x \$75.00= \$75.00
- Building C, 1 so far, just the first floor overhead.
- Building D, still being framed.




Three projects have had a total of 33 inspections recorded. If charging for further inspections, we could have collected \$1350.00

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RECOMMENDING A DEPUTY FIRE MARSHAL POSITION


Why now?

- Expanding workload for growth of residential and commercial properties within each city
- Higher workload = more responsibilities
- Customer service to the cities and contractors
- Public education
- Preparation and training for the position
- Timing is critical!



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PROJECTED COST OF FULL-TIME DEPUTY FIRE MARSHAL



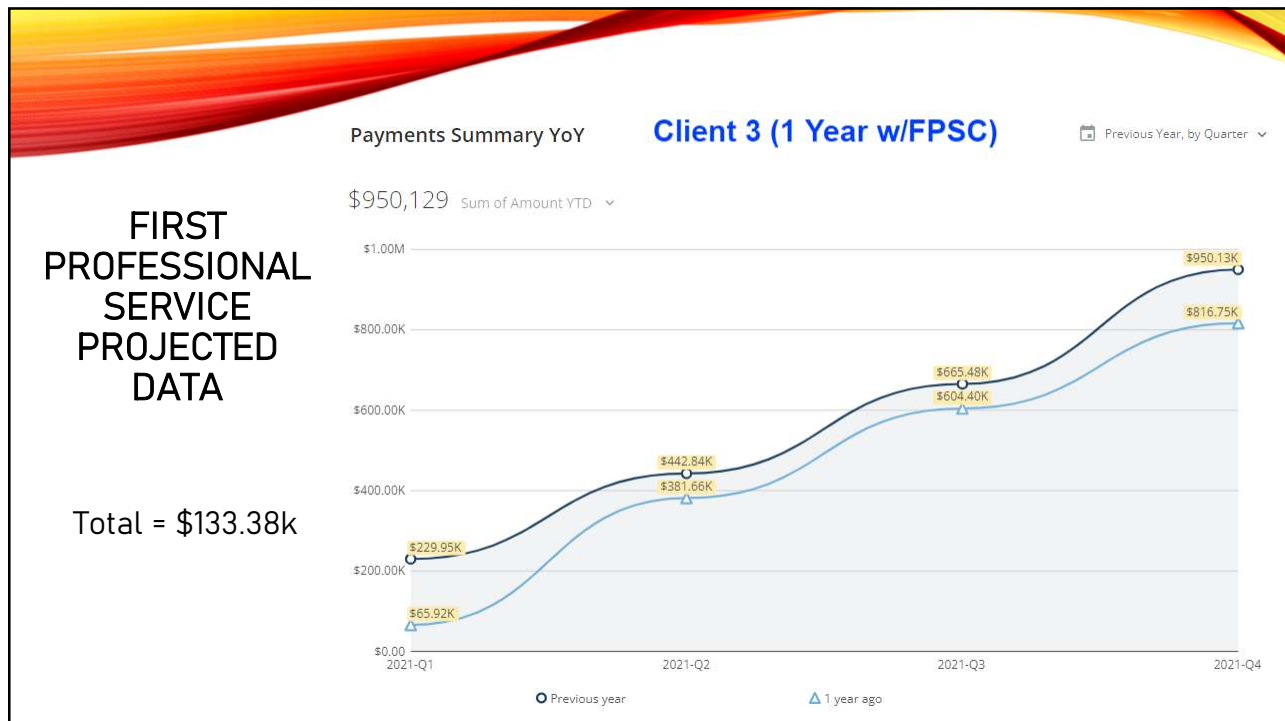
Projected Cost	
Full-Time Wages	\$85,000.24
Overtime	\$ -
Benefit Contingency	\$4,249.03
Merit	\$ -
Part-Time Wages	\$ -
FICA	\$6,502.52
Board Wages	\$ -
Retirement	\$15,861.01
Health Insurance	\$22,403.41
UT Disability	\$100.00
Workers Comp	\$1,400.00
Employee Assistance	\$60.00
Clothing	\$1,408.75
Travel and Training	\$5,000.00
Total Cost Estimated	\$141,984.96

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FUNDING FOR THE FIRE MARSHAL POSITION

Inspections		Plan Reviews		Permits	
Home Day Care	\$30.00	Site Plan	\$50.00	Firework Retail Sales	\$320.00
Commercial Day Care (Type A)	\$40.00	Architectural Plan	\$75.00	Fireworks Display	\$500.00
Commercial Day Care (Type B)	\$75.00	Fire Alarm	\$300.00	Paint Booth/Operation	\$110.00
Group Home/Rehabilitation	\$75.00	Fire Alarm Re-Review	\$200.00	Flammable/Combustible Liquid Tank (Above Ground)	\$110.00
Care/Nursing/Assisted Living	\$150.00	Fire Sprinkler (New) 0-3,000 sq. ft.	\$250.00	Flammable/Combustible Liquid Tank (Underground)	\$220.00
Misc. Inspection	\$75.00	Fire Sprinkler (New) 3,001-10,000 sq. ft.	\$350.00	Underground Tank Removal	\$220.00
System Testing	\$75.00	Fire Sprinkler (New) 10,001 sq. ft. and greater, plus \$0.005 per sq. ft.	\$350.00	LPG Tank Over 125 Gallons Install	\$75.00
Hydrant Flow Test	\$75.00	Fire Sprinkler (New) 10,001 sq. ft. and greater, plus \$0.005 per sq. ft.	\$350.00		
UL Hood Testing	\$150.00	Fire Sprinkler (Remodeled) over 10 heads, 0-3,000 sq. ft.	\$150.00		
Food Truck Inspection	\$25.00	Fire Sprinkler (Remodeled) 3,001-10,000 sq. ft.	\$150.00		
		Fire Sprinkler (Remodeled) 10,001 sq. ft. and greater, plus \$0.005 per square feet	\$150.00		
		Re-Review Fee (Corrected or rejected plans, 3,000 sq. ft. and greater)	\$175.00		
		Fire Pump	\$200.00		
		Misc. Review	\$75.00		

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PREDICTIONS

- NDFD transports increase 5% per year*
- Gross Charges per transport increase 5% per year (after initial FPSC adjustment of fee schedule)
- Gross Collection percentage at 41% (FPSC average)
- Paramedic License will increase revenue
- Increase charges per transport by \$539 over time to reflect FPSC Average Charges per Transport
- Transports of 1,958 based on 2022 maintaining average for rest of the year

YEAR	2022	2023	2024	2025	2026	2027
Transports*	1,958	2,056	2,159	2,267	2,380	2,499
Gross Charges/Trans	\$1,499	\$2,088	\$2,192	\$2,302	\$2,417	\$2,538
Total Gross Charges	\$2,837,142	\$4,292,2516	\$4,732,168	\$5,217,215	\$5,751,979	\$6,341,557
Receipts at 41% of Gross	\$1,163,228	\$1,759,808	\$1,940,189	\$2,139,058	\$2,358,312	\$2,600,068

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**NORTH DAVIS FIRE DISTRICT
BOARD OF TRUSTEES**

Station 41, 381 North 3150 West
West Point City, UT 84015
(801) 525-2850

*Nike Peterson, Chair
Scott Wiggill, Vice-Chair
Mark Shepherd, Member
Howard Madsen, Member
Gary Petersen, Member
Brian Vincent, Member
Annette Judd, Member
Nancy Smalling, Member
Vern Phipps, Member*

*Mark Becraft, Fire Chief
Theron Williams, Deputy Fire Chief*

BOARD OF TRUSTEE MEETING

Special Meeting

October 5, 2022, at 7:00 pm

Members of the public had the opportunity to attend the meetings in person or via Zoom.

Board Members Present – Chair Nike Peterson, Vice-Chair Wiggill, Brian Vincent, Annette Judd, Vern Phipps, Nancy Smalling, and Gary Petersen

Excused – Howard Madsen and Mark Shepherd

Staff Present - Fire Chief Mark Becraft, District Clerk Misty Rogers, and Treasurer Nicole Nelson

Visitors – Blalock and Partners, Hogan Construct, Spencer with Clearfield City, NDFD Captain

1. Review bids for the Construction of the New Station 42 (see attachment A)

Chair N. Peterson stated that this meeting is to update the board on the progress and bidding of Station 42.

Chief Becraft thanked the board for the meeting and then introduced those in attendance. He turned the time over to Kevin Blalock to address the board.

Mr. Blalock stated that bids for the construction of Station 42 have come in higher than anticipated. NDFD is not alone in this situation. Many of Blalock's Partners and clients are having the same conversations. Mr. Blalock presented a PowerPoint presentation to the board (see attachment A) with two options:

- 1- The construction of Station 42 could proceed as currently designed and approved by Clearfield City with the knowledge that the cost has increased significantly. No building permit has been issued and won't be until the board gives staff direction on how to proceed.
- 2- The scope of Station 42 could be redesigned to reduce the size and square footage of the building. This is the only way to stay within the budgeted amount for the construction of Station 42.

Mr. Blalock presented cost-saving efforts made before the board meeting, potential cost savings moving forward, and fire station cost case studies for departments within the state.

In July 2021, the estimated construction cost for the rebuilding of Station 42 was \$8 million with a plan not to exceed total project cost of \$9.65 million. This is the information directly from the feasibility and plan study. In August 2022, Hogan solicited bids from contractors, and upon receipt of those bids, it was discovered that they were over the target budget. As of today, the construction cost for Station 42 is \$9.6 million, in addition to soft costs and \$433,000 in a contingency that is assigned for market conditions. Leaving a shortfall of \$1.3 million on the overall target budget.

Mr. Blalock informed the board that the AGC –2022 released a Construction Inflation Alert. The regional non-family construction costs have increased by 18.5% in the region within the last 12 months and 27.5% within the last 24 months. Normal increases are typically 3-6%. Mr. Blalock stated most clients ask if the project should be put on hold until the market readjusts. In this case, he would not recommend waiting as there is no indication that costs are going to decrease. The market indicates that costs are continuing to rise. The construction cost increases result in supply and demand shortages and wages. There is a higher risk to put the project off as construction costs are increasing by 1 to 2% each month.

Hogan & Associates stated that a 35% increase in inputs has not been experienced before and it is concerning. The hope is that the market will significantly readjust but there is no guarantee.

Mr. Blalock stated that 9 fire stations within the region have been studied to ensure that the cost of Station 42 is in line with what is being experienced within the state. In 2021, the average cost of a fire station in the region was \$382 per square foot. Currently, the square foot cost of the proposed station is \$527 per square foot, this is lower than what is being experienced throughout the state. For example, the Lehi fire station is being advised to use a \$600 square foot for bidding in 2023.

Project Objectives *(see attachment A)*

- 50-year lifespan
- Maximize functionality
- Minimize response time
- Increase firefighter wellness
- Connect with the community
- Respect Clearfield City requirements
- Reflect NDFD values
- Create appropriate civic building

Mr. Blalock stated that strategies for reducing construction costs by \$500,000 were implemented before the bidding process. Even with these reductions, the bidding came in \$1.5 million over the targeted cost. Hogan vetted the bids and found approximately \$300,000 of charges that did not fit within the scope of work. Those finding took the shortfall from \$1.5 million to approximately \$1.2 million. It was then stated that the only way to reduce the cost of the station is to reduce its size by at least 3,000 square feet. The

board needs to decide if the size of the station should be reduced or if the construction of Station 42 should continue as planned and find an alternative funding source for the shortfall.

Vern Phipps asked why the fees versus expenses increased more than originally indicated. Mr. Blalock stated that permits, utilities, and soft costs did not accurately account for temporary relocation costs. In addition, furniture and design costs decreased, and the excess was moved within the budget. He then stated that when the board is ready, a contract with a GMP (gross maximum price) would be signed with Hogan Construction.

Board Member G. Petersen asked if the district would receive a benefit if costs were to drop during construction. Hogan Construction stated that they do not see if the sub-contractor has a gain or a loss. The district would not see savings. Not often that the owner would see more than what is unspent from contingency.

Mr. Blalock stated that Station 42 could be redesigned decreasing its size and a new plan could be submitted to the Clearfield City Planning Commission and City Council. Ms. Nelson stated if the footprint of the building changes a disclosure would need to be filed with the bond agent.

Spencer with Clearfield City stated that form-based code allows up to 10% change to the building without the entire process having to be redone. If the change is less than 10%, staff can do an analysis which would take approximately one week. If modifications to development and more than 10%, a new agreement would need a planning commission and council approval could take up to 5-months.

Chair N. Peterson stated that items that the council had to agree to were form-based code items such as glazing, and the required amount of glass on Center Street and State Street. Changes to the training room would trigger the project to be re-evaluated. Chair N. Peterson stated that the Clearfield City Council has agreed to some fees for the district. However, hard costs will be assessed by the district. It was then stated depending on the revisions to the design rebidding may be required and Hogan Construction agreed.

Mr. Blalock provided alternative options to the board. For example, installing overhead sectional doors would reduce the cost; however, they are only rated for 1,000 cycles. Installing the four-fold garage doors cost more money but they are rated for one million cycles. Other cost savings include reducing glass and installing one flagpole instead of three. If funding allows, the chief would like to incorporate secure parking and a security gate for staff.

Mr. Blalock stated over the next few weeks the Board of Trustees needs to consider proceeding with the project as is while acknowledging the price increase of the project or revisions to the project.

Ms. Nelson, the North Davis Fire District Treasurer, provided the board with financial information (*see attachment A*). As of July, the bond had earned \$45,000 in interest revenue. At the end of the Fiscal Year 2022, the district is estimated to have \$964,000 Impact Fee Revenue, which does not include the interest allocation for the year. As of today, the district has received an additional \$20,000 in Impact Fee

Revenue. Ms. Nelson stated that the Impact Fee Revenue currently held by the district is \$1 million and could be used to pay for the projected shortfall. This would allow for the project to move forward as is.

At the end of the Fiscal Year 2022, it is estimated that the district will have an Unassigned Fund Balance of \$3.2 million, which is 57% of the 2022 expenditures. Law allows for the district to carry up to 200% in the Unassigned Fund Balance. This includes the estimated \$1.3 million to be returned to the fund balance at the end of Fiscal Year 2022. Assigned to Capital is approximately \$450,000 for future projects. However, there is a shortfall in the capital needs of the district. Ms. Nelson stated that there is an option to bond for the shortfall, however, it was not recommended. Bond rates are higher and there are few lenders willing to bond for the amount.

Board Member G. Petersen asked what the bond rate is for the current NDFD bond. Ms. Nelson stated approximately 3.25 and the rate for another bond for the shortfall is 5. This would increase the debt service payment and not be the best option for the district.

Board Member G. Petersen stated that the Impact Fee balance of \$964,000 could be used to offset the cost of the construction of Station 42. The building of a station is an impact fee-eligible expense. Ms. Nelson agreed.

Board Member G. Petersen asked where the “assigned for capital” is being referenced. Ms. Nelson stated that the Capital Fund has approximately \$400,000 to use for capital items that are slated for projects over the next 10 years. Board Member G. Petersen stated that capital fund money should not be used for anything other than capital, or it will create a future problem. Ms. Nelson agreed. Board Member G. Petersen then stated that it is encouraging to know that the district has an impact fee balance of \$964,000 and that the board has done a good job with holding funds.

Chief Becraft stated that the district should not plan on large amounts of impact fee revenue, however, Clearfield City has large projects such as the Station Park development in progress.

Board Member G. Petersen stated that with the most recent bonding, it was planned to pay off Station 41. The question was asked if Station 41 had been paid off. Ms. Nelson stated yes, Station 41 was paid off at the close of the bonding process.

Chair N. Peterson stated that this meeting is meant to be educational and allow for the board to consider the options before the October 20th meeting. During the October 20th meeting, the board will be asked to provide staff with directions for Station 42.

Board Member Phipps stated that the reduction of size is off of the table. The proposed size of the station should not be compromised with the needs of the community. Ironically, most of the impact fees have been received from the growth of Clearfield. Board Member Phipps stated that the use of impact fees to offset the cost is a good idea. It was then stated that some items such as computers, exercise equipment, and furniture are general fund items, and the board may choose to use one-time money to pay for those.

Ms. Nelson stated that \$9 million slated for the construction has not been spent yet and will not be spent all at once. At the end of the project, there will be more impact fee revenue available.

Vice-Chair Wiggill stated that it is possible to use both one-time money and impact fee revenue to offset the cost and fund the project.

Board Member G. Petersen agreed with Board Member Phipps, the size of the station cannot be reduced, the size and the building is needed. The footprint of the building is needed if not now, but definitely in the future. There is a relief to see the amount of impact revenue available and this is what it should be used for. Board Member G. Petersen stated that the money being returned to the general fund at the end of the Fiscal Year 2022 is due to the diligent efforts of the board. He is in favor of proceeding with the construction. It was then stated costs of the project should be reduced where they can, however, the building should not be cheapened. For a 50-year building, the space is needed, and the footprint should not be reduced. Board Member G. Petersen stated that he is not an advocate of using fund balance, but this is a scenario where the district could offset the cost by good budgeting practices.

Board Member Judd agreed with Board Member Phipps and Board Member G. Petersen.

Mr. Blalock stated that many milestones have been accomplished over the past several months. The planning design has been approved but a building permit has not been obtained yet as we wanted to wait for the Board of Trustees' recommendation to either move forward or make revisions. The 30-day bid deadline will expire on October 20th and it would be best to enter into a contract with Hogan Construction as soon as possible as it will ensure the not exceed amount. Hogan Construction stated that they have been in close contact with their vendors and sub-contractors and kept them apprised of the districts need for decisions and recommendations. During the October 20th meeting, the board will be asked to provide a formal recommendation for the project.

Board Member G. Petersen expressed his support for the board a few weeks before making a board recommendation.

Chair N. Peterson stated they can submit for a building permit right now. However, Blalock was instructed to hold off until the board could be educated and provide a recommendation. No board decision will be requested until the October 20th meeting.

Board Member Smalling expressed her support, she then asked how long the build expected to take. Hogan Construction stated that the desired timeline for the construction of Station 42 is a 12-month completion.

Chair N. Peterson expressed her appreciation to Hogan and Blalock for their willingness to assist NDFD and create partnerships with students from Davis County School District. High school kids are going to be allowed to shadow the Station 42 project.

Board Member Vincent stated that he had come to the meeting with the mindset to reduce costs. However, due to the conversation tonight he is more comfortable with some cost reductions and with proceeding with the project.

Board Member Wiggill stated most items that could be removed to reduce costs have been removed. However, there are a few items such as three flagpoles and some beautification items.

Chair N. Peterson asked that over the next few weeks as board members have questions or need clarification to contact Chief Becraft.

Chief Becraft explained the layout of Station 42 and then reminded the board that it is being built as an NFPA-compliant station. The configuration and layout of the station are for firefighter safety and efficiency.

2. Motion to Adjourn

Board Member G. Petersen motioned to adjourn. Board Member Phipps seconded the motion. The motion passed.

Dated this 20th day of October 2022

Nike Peterson, Chair

ATTEST:

Misty Rogers, District Clerk



**NORTH DAVIS
FIRE DISTRICT**

STATION 42

BOARD MEETING | 2022.10.05



MEETING REASON

Construction bids have returned in excess of the project's available budget. There are now two options moving forward:

- 1) Proceed as currently designed, acknowledging the additional cost;
- 2) Revise (reduce) the project scope to reduce cost.

BOARD MEETING | 2022.10.05



DISCUSSION ITEMS

THEN vs NOW
CONSTRUCTION COST DATA
STATION COST CASE STUDIES
POTENTIAL COST SAVINGS
SCHEDULE IMPLICATIONS
NEXT STEPS

BOARD MEETING | 2022.10.05

STATION 42: JULY 2021

HARD CONSTRUCTION COSTS	NEW CONSTRUCTION AT EXISTING SITE 17,800SF 4-Bays 9 Dorms; Site Improvements & Soil Mitigation; Demolition; Clearfield FBC Compliance;	
	CONSTRUCTION SUBTOTAL	\$7,850,535
	CONTINGENCY + ALLOWANCES	\$ 637,490
	CONSTRUCTION TOTAL	\$477 / SF \$8,488,025

SOFT COSTS: FEES & EXPENSES; FF&E; PROFESSIONAL FEES	FEES & EXPENSES BY OWNER	\$ 158,510
	PERMITS; UTILITIES; INSPECTIONS, ETC.	
	FURNITURE, FIXTURES & EQUIP	\$ 427,680
Owner Purchased Items: Furniture; Bunker Gear Lockers; Appliances; SCBA; Extractor; Storage Shelving; Etc.		
	DESIGN / ENGINEERING / PRE-CON FEES	\$ 571,342
Architecture, Civil Engineering, Landscape, MEP, Structural, CM/GC PreConstruction Fees		

TOTAL ESTIMATED PROJECT COST.....	\$ 9,645,558
INFORMATION PER FINAL FEASIBILITY STUDY DOCUMENT JULY 2021	

STATION 42: OCTOBER 2022

HARD CONSTRUCTION COSTS	NEW CONSTRUCTION AT EXISTING SITE 18,200SF 4-Bays 9 Dorms; Site Improvements & Soil Mitigation; Demolition; Clearfield FBC Compliance;	
	CONSTRUCTION SUBTOTAL	\$9,064,642
	CONTINGENCY + ALLOWANCES	\$ 395,000
	CONSTRUCTION TOTAL	\$527 / SF \$9,605,496

SOFT COSTS: FEES & EXPENSES; FF&E; PROFESSIONAL FEES	FEES & EXPENSES BY OWNER	\$ 407,425
	PERMITS; UTILITIES; INSPECTIONS, ETC.	
	FURNITURE, FIXTURES & EQUIP	\$ 396,900
Owner Purchased Items: Furniture; Bunker Gear Lockers; Appliances; SCBA; Extractor; Storage Shelving; Etc.		
	DESIGN / ENGINEERING / PRE-CON FEES	\$ 536,103
Architecture, Civil Engineering, Landscape, MEP, Structural, CM/GC PreConstruction Fees		

TOTAL ESTIMATED PROJECT COST.....	\$ 10,945,924
AVAILABLE STATION FUNDING	\$ 9,645,558
PROJECT COST SHORTFALL	\$ (1,300,366)
CONTINGENCY & ALLOWANCES.....	\$ 433,301



JULY

2022

CONSTRUCTION INFLATION ALERT

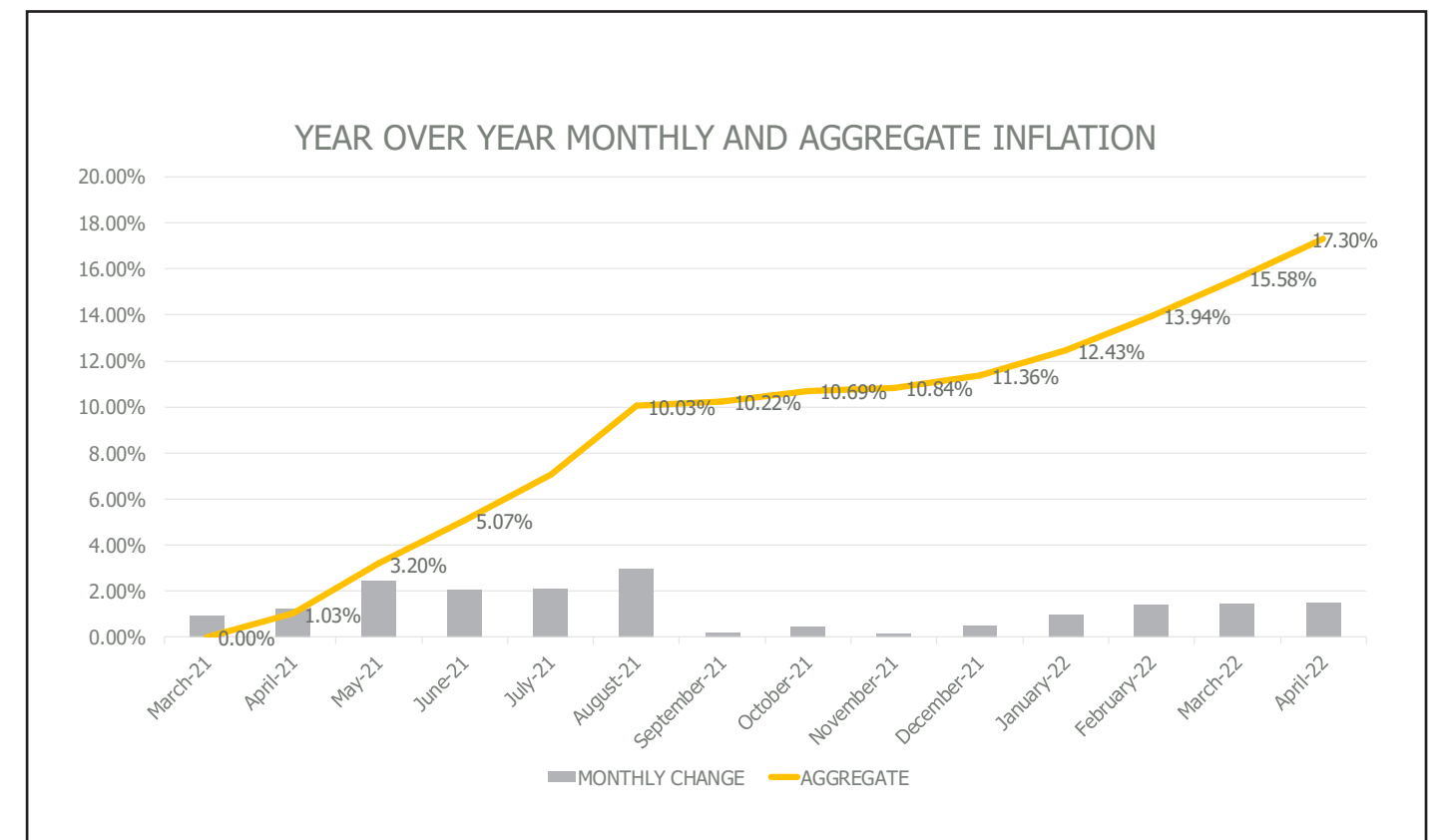
For more than two years the U.S. construction industry has been buffeted by unprecedented increases in materials costs, supply-chain bottlenecks, and a tight labor market. To help project owners, government officials, and the public understand how these conditions are affecting contractors and their workers, the Associated General Contractors of America (AGC) has posted frequent updates of the Construction Inflation Alert.

Several recent developments have raised the specter of a sharp slowdown or even a recession in the U.S. economy. Inflation is at a 40-year high, sapping consumers' purchasing power despite elevated wage increases. Major stock indexes have declined sharply—a frequent but not foolproof harbinger of recession. A growing number of companies have announced layoffs, although the job market remains vibrant, as indicated by large monthly employment increases, near-record job openings, and a persistently low unemployment rate

However, a recession is far from certain. Demand for infrastructure, manufacturing, and power construction appears to be strong and likely to strengthen further, perhaps for several years to come. In any case, the cost of construction materials and labor does not generally move in sync with the overall economy. In short, owners should not assume that

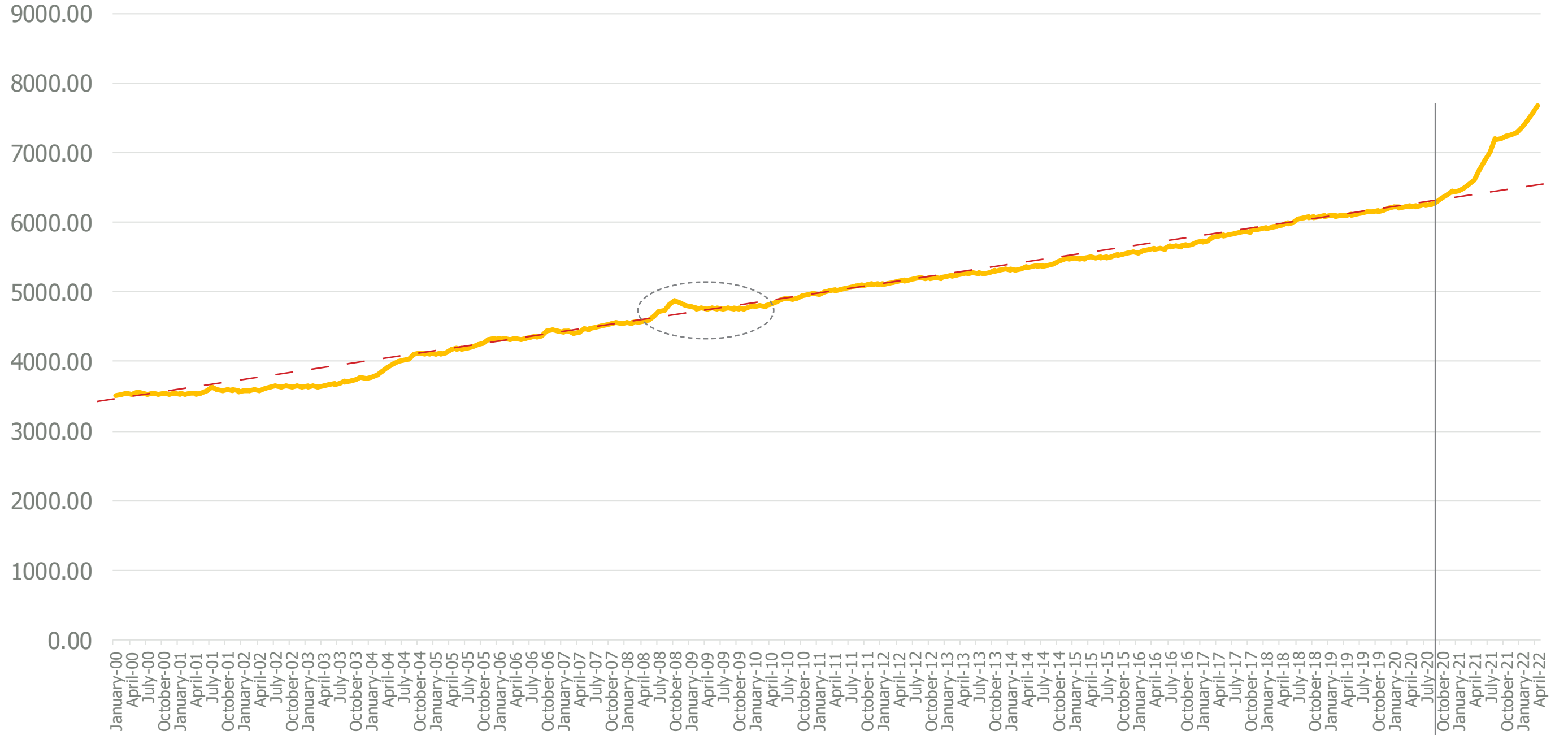
INCREASE IN REGIONAL, NON-SINGLE-FAMILY-RESIDENTIAL CONSTRUCTION COSTS:

- APPROXIMATELY 18.5% IN 12-MONTH DURATION
- APPROXIMATELY 27.5% IN 20-MONTH DURATION



GRAPH AND INFORMATION OBTAINED FROM ENGINEERING NEWS RECORD'S 2ND QUARTER CONSTRUCTION COST DATA REPORT

ENR BUILDING INDEX SINCE 2000



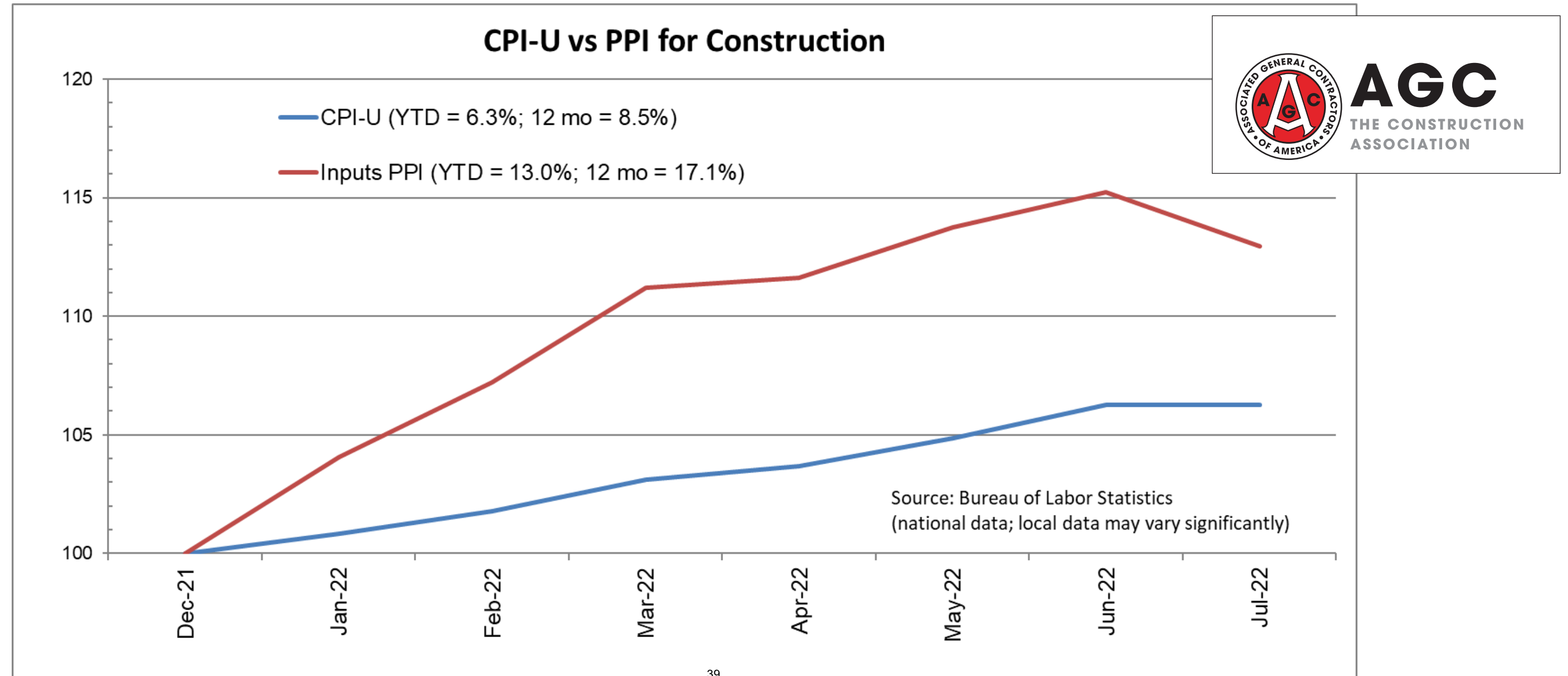
Hogan & Associates Construction

Economic Data for Construction Materials & Supply Costs

This data is current through July 2022, the most recent data published by the Federal Bureau of Labor Statistics. Note, this is national data; some items are much more sensitive to local markets. This data includes material and supply costs only. Factory labor and installation labor is not included in this data, both of which have had significant challenges due to the manpower shortage which have sharply increased both costs.

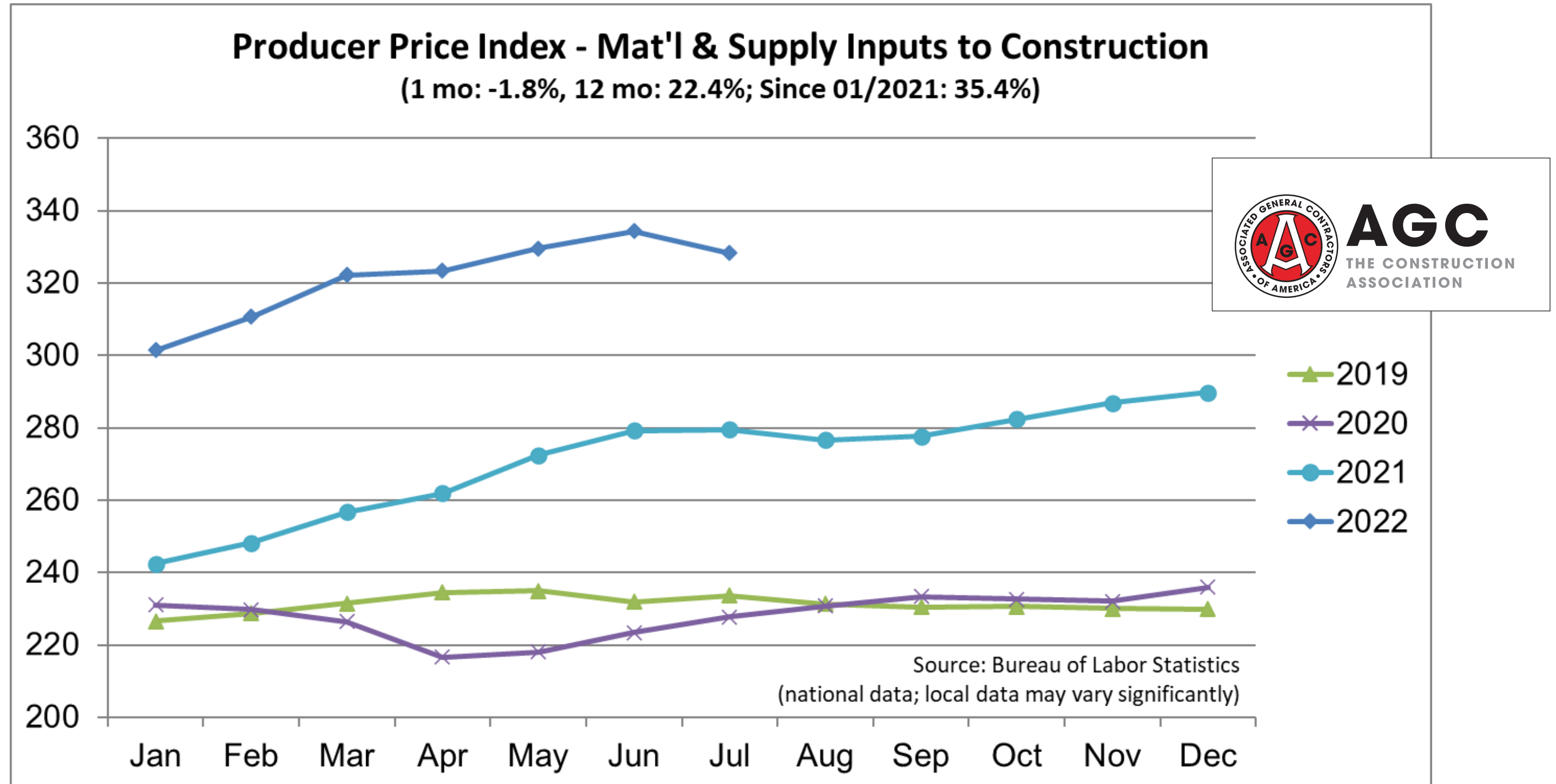
Consumer Price Index compared to Producer Price Index for Construction

This graph compares cost data in 2022 for both consumers (CPI-U) and the construction industry (PPI). While the input costs of overall construction materials decreased in the last month, inputs to construction in 2022 have risen 17.1% while consumer prices have risen 8.5%. That's nearly twice the impact the construction industry "feels" in its pocket book than do consumers!

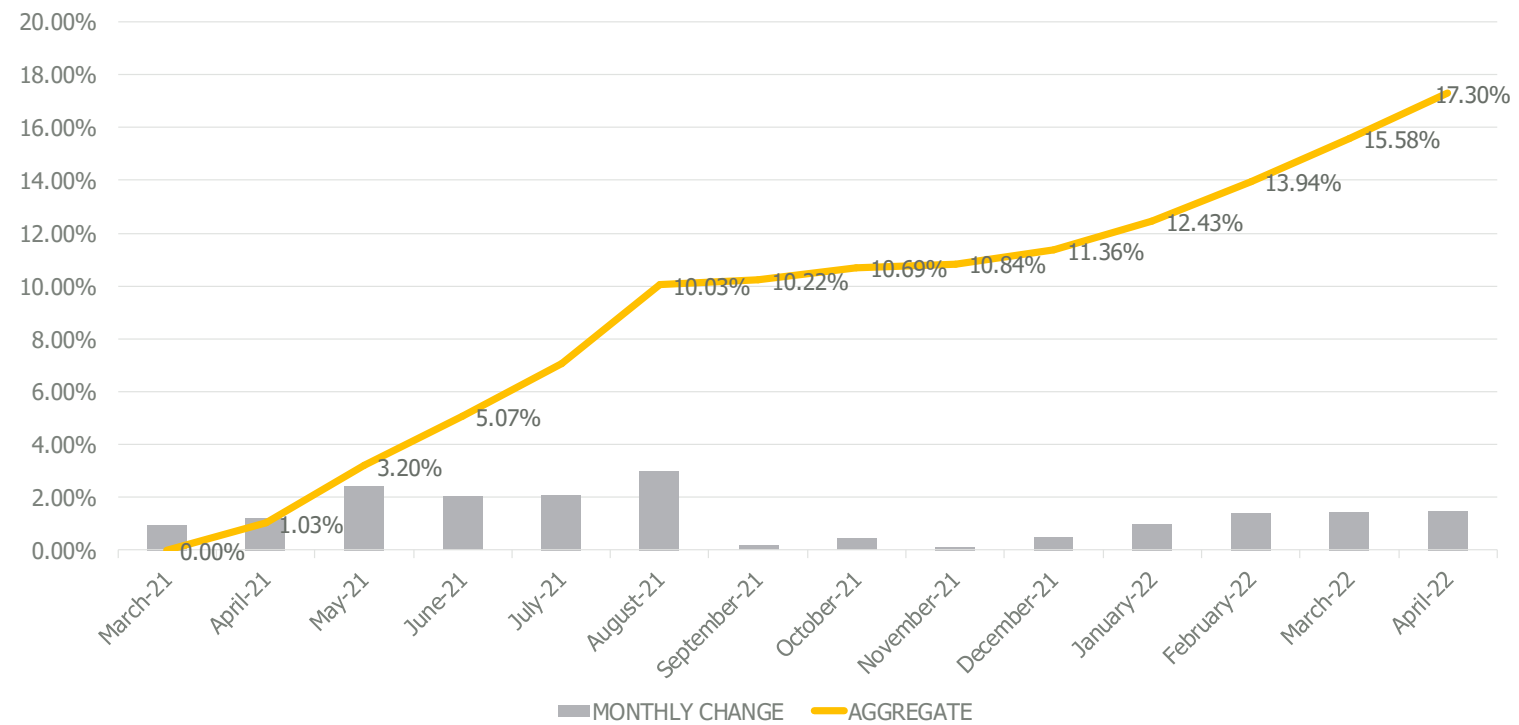


Producer Price Index -

This includes materials & supply inputs to construction - notice the very large increase (35%) when compared to previous years beginning in 2021 and continuing through the first half of 2022.



YEAR OVER YEAR MONTHLY AND AGGREGATE INFLATION



FIRE STATION CONSTRUCTION COSTS

2020 | 9 STATIONS

SPANISH FORK STATION 62: \$5.6M | 14,700 SF | \$382.46/SF

2021 | 2 STATIONS

UFA FIRE STATION 125: \$8.18M | 16,700 SF | \$490.00/SF*
*07/21 - INITIAL LOW BID [\$425/SF BUDGET]

UFA FIRE STATION 102: \$5.60M | 10,200 SF | \$545.00/SF*
*11/21 - INITIAL LOW BID [\$425/SF BUDGET]

2022 | 5 STATIONS

UFA FIRE STATION 251: \$6.56M | 12,300 SF | \$533.00/SF*
*02/22 - INITIAL LOW BID [\$425/SF BUDGET]

UFA FIRE STATION 253: \$10.0M | 19,500 SF | \$515.00/SF*
*04/22 - INITIAL LOW BID [\$425/SF BUDGET]

AFC FIRE STATION 52: \$9.11M | 16,550 SF | \$550.60/SF*
*07/22 - CM/GC [\$360/SF 2019 BUDGET]

LOGAN FIRE STATION 70: \$10.2M | 22,430 SF | \$455.00/SF*
*08/22 - LOW BID [\$3.8M OVER BUDGET]

NDFD FIRE STATION 42: \$9.60M | 18,200 SF | \$527.00/SF*
*09/22 - CM/GC / \$400K CONTINGENCY

2023 | 1 STATION

LEHI FIRE STATION 84: \$10.8M | 18,000 SF | \$600/SF*
*03/23 - CM/GC / \$800K CONTINGENCY

PROJECT OBJECTIVES

- 50-YEAR LIFE SPAN
- MAXIMIZE FUNCTIONALITY
- MINIMIZE RESPONSE TIME
- INCREASE FIRE-FIGHTER WELLNESS
- CONNECT WITH COMMUNITY
- RESPECT CLEARFIELD CITY REQUIREMENTS
- REFLECT NORTH DAVIS FIRE DISTRICT VALUES
- CREATE APPROPRIATE CIVIC BUILDING



OPTIONS FOR REDUCING CONSTRUCTION COSTS

COST REDUCTION STRATEGIES ALREADY INCORPORATED

- 10 ITEMS RESULTING IN APPROXIMATELY \$500K IN COST SAVINGS PRIOR TO BID;
- APPROXIMATELY \$400K IN COST REDUCTIONS AFTER BID RECEIPT;

IF THE COST IS FIXED...

REDUCE THE SIZE OF THE PROJECT

- SIZE REDUCTION OF AT LEAST 3,000 SQUARE FEET IS REQUIRED TO ACHIEVE A MINIMUM OF \$1.3M IN CONSTRUCTION COST SAVINGS;
- REDUCE OVERALL PROJECT SIZE BY LESS THAN 3,000 SQUARE FEET AND INCORPORATE OTHER COST SAVINGS MEASURES - SEE BELOW;

REDUCE THE QUALITY OF THE PROJECT

- REMOVE / REVISE PROJECT COMPONENTS TO ACHIEVE COST SAVINGS [MUST BE COMBINED WITH SIZE REDUCTION TO ACHIEVE \$1.3M IN COST SAVINGS]

STATION 42: OCTOBER 2022

HARD CONSTRUCTION COSTS	NEW CONSTRUCTION AT EXISTING SITE 18,200SF 4-Bays 9 Dorms; Site Improvements & Soil Mitigation; Demolition; Clearfield FBC Compliance;	
	CONSTRUCTION SUBTOTAL	\$9,064,642
	CONTINGENCY + ALLOWANCES	\$ 395,000
	CONSTRUCTION TOTAL	\$527 / SF \$9,605,496

SOFT COSTS: FEES & EXPENSES; FF&E; PROFESSIONAL FEES	FEES & EXPENSES BY OWNER PERMITS; UTILITIES; INSPECTIONS, ETC.	\$ 407,425
	FURNITURE, FIXTURES & EQUIP Owner Purchased Items: Furniture; Bunker Gear Lockers; Appliances; SCBA; Extractor; Storage Shelving; Etc.	\$ 396,900
	DESIGN / ENGINEERING / PRE-CON FEES Architecture, Civil Engineering, Landscape, MEP, Structural, CM/GC PreConstruction Fees	\$ 536,103

TOTAL ESTIMATED PROJECT COST.....	\$ 10,945,924
AVAILABLE STATION FUNDING	\$ 9,645,558
PROJECT COST SHORTFALL	\$ (1,300,366)
CONTINGENCY & ALLOWANCES.....	\$ 433,301

North Davis Fire District: Station 42 COST RECONCILIATION						
ESTIMATED COST OF CONSTRUCTION						
	ITEM	QUANTITY	UNIT	UNIT COST	COST ESTIMATE	
TOTAL CONSTRUCTION COST = GUARANTEED MAXIMUM PRICE [GMP]	Construction Costs: Building					
	NEW CONSTRUCTION - BUILDING: Building area of approx. 18,200 SF; single-story construction; 4 App Bays; 9 dorms; Battalion Chief suite; kitchen / dining / day room; training / meeting room; exercise; laundry; decon sequencing, etc.	18,200	SF		\$	8,290,442
	DEMOLITION: Tear down of existing building; softscape/hardscape demolition/modification per new site design.					
	NEW CONSTRUCTION - SITE WORK: Improved site area of app. 65,340 SF (app. 1.5 acre); site development is app. 58,100 SF and includes hardscape, parking, landscape, site equipment, etc. [NOTE: NO SECURITY GATES or PERIMETER FENCING]					
	SOIL IMPROVEMENTS / DESIGN ADDRESSING AQUIFER - placeholder budget. Geotech to be reviewed with structural engineer and CMGC					
	BASELINE CONSTRUCTION COSTS:				\$ 455.00	\$ 8,290,442
	CONTRACTOR'S GENERAL CONDITIONS	\$10,300 / month X 15 months			\$	155,200
	CONTRACTOR'S CONSTRUCTION SUPERVISION FEE	\$16,500 / month X 13 months			\$	214,500
	CONTRACTOR'S BUILDER'S RISK INSURANCE				\$	9,500
	WINTER CONDITIONS - ALLOWANCE		LS		\$	45,000
	INFLATION CONTINGENCY		LS		\$	100,000
	OWNER'S CONSTRUCTION CONTINGENCY		LS		\$	250,000
	SUBTOTAL CONSTRUCTION COSTS:				\$ 498.00	\$ 9,064,642
	CONTRACTOR'S CONSTRUCTION MANAGEMENT FEE	4.0%			\$	362,586
	BOND / INSURANCE	1.0%			\$	90,646
DEMOLITION PACKAGE				\$	87,622	
TOTAL CONSTRUCTION COSTS [GMP]:				\$ 527.00	\$ 9,605,496	
ORIGINAL CONSTRUCTION COST ESTIMATE:				\$	8,488,025	
DIFFERENCE / SHORTFALL:				\$	(1,117,471)	



SOFT COSTS: CONSTRUCTION FEES					
	ITEM				COST ESTIMATE
FEES & EXPENSES PAID BY OWNER PRIOR TO / WITH CONSTRUCTION	Geotech Report & Soil Infiltration Test - IGES				\$ 18,300
	Piezometer Testing & Monitoring - IGES				\$ 4,820
	Property / Topographic / ALTA Survey				\$ 3,500
	Geotech Monitoring - Pre-Con thru Construction - IGES				\$ 7,000
	Building Permit Fees - CLEARFIELD CITY				\$ 32,939
	Fire Flow Analysis				\$ -
	Plan Review Fees				\$ 16,470
	Landscape / Irrigation Fee				\$ 1,350
	Utility Connection Fees (Rocky Mtn Power)				\$ 60,000
	Utility Connection Fees (water & sewer)				\$ 2,445
	Impact Fees - PUBLIC SAFETY (Parks, Police / Fire, etc.)				\$ -
	Impact Fees - ROADWAYS				\$ -
	Testing & Special Inspections				\$ 65,000.00
	Printing / Advertising				\$ 1,200
	Temp Facilities / Move Management				\$ 175,000
	Data / Security				\$ -
	Environmental				\$ -
	Soft Costs - Construction Fees SUBTOTAL:				\$
Soft Costs Contingency: 5%				\$	19,401
Soft Costs - Construction Fees TOTAL:				\$	407,425

SOFT COSTS: TECHNOLOGY and FF&E ITEMS						
	ITEM				COST ESTIMATE	
OWNER PURCHASED ITEMS [OWNER OR CONTRACTOR INSTALLED]	FF&E:					
	Furniture	1	LS	\$ 70,000.00	\$ 70,000	
	Generator:	1	LS	\$ 85,000.00	\$ 85,000	
	Bunker Gear Lockers	24	ea	\$ 800.00	\$ 19,200	
	Extractor	1	LS	\$ 11,500.00	\$ 11,500	
	Metal Storage Shelving	1	LS	\$ 14,500.00	\$ 14,500	
	(3) Refrigerators; microwave; oven / range; hood; garbage disposal; heavy duty residential dish washer; (2) heavy duty residential washers; (2) heavy duty residential dryers;	1	LS	\$ 18,500.00	\$ 18,500	
	COMPUTERS / MONITORS / BUSINESS EQUIPMENT:				\$ 6,000	
	EXERCISE EQUIPMENT:				\$ 8,800	
	TEL / DATA EQUIPMENT:				\$ 12,500	
	SECURITY / ACCESS CONTROL:				\$ 8,000	
	FIRE ALERTING SYSTEM (US Dig):				\$ 106,000	
	SPECIFIC FIRE EQUIPMENT: Hose, Narcotics equip., ice machine, SCBA tanks				\$ 18,000	
	Soft Costs - FF&E Items SUBTOTAL:				\$	378,000
	Soft Costs Contingency: 5%				\$	18,900
	Soft Costs - FF&E items TOTAL:				\$	396,900

SOFT COSTS: PROFESSIONAL FEES					
	ITEM				COST ESTIMATE
PRE-CONST FEES	CM/GC Pre-Construction Fees				\$ 15,000
	Architecture & Engineering Fees - FEASIBILITY / SITE PLANNING / PROGRAMMING				\$ 8,800
	Architecture & Engineering Fees - DESIGN - CONSTRUCTION				\$ 504,903
	Architecture & Engineering Fees - REIMBURSABLE EXPENSES				\$ 7,400
	Soft Costs - Professional Fees TOTAL:				\$

TOTAL CONSTRUCTION COST =	BASELINE CONSTRUCTION COSTS:			\$ 455.00	\$ 8,290,442
	CONTRACTOR'S GENERAL CONDITIONS	\$10,300 / month X 15 months		\$	155,200
	CONTRACTOR'S CONSTRUCTION SUPERVISION FEE	\$16,500 / month X 13 months		\$	214,500
	CONTRACTOR'S BUILDER'S RISK INSURANCE			\$	9,500
	WINTER CONDITIONS - ALLOWANCE	LS		\$	45,000
	INFLATION CONTINGENCY	LS		\$	100,000
	OWNER'S CONSTRUCTION CONTINGENCY	LS		\$	250,000
	SUBTOTAL CONSTRUCTION COSTS:			\$ 498.00	\$ 9,064,642
	CONTRACTOR'S CONSTRUCTION MANAGEMENT FEE	4.0%		\$	362,586
	BOND / INSURANCE	1.0%		\$	90,646
	DEMOLITION PACKAGE			\$	87,622
	TOTAL CONSTRUCTION COSTS [GMP]:			\$ 527.00	\$ 9,605,496
ORIGINAL CONSTRUCTION COST ESTIMATE:				\$	8,488,025
DIFFERENCE / SHORTFALL:				\$	(1,117,471)
COST SUMMARY					
COST SUMMARY	ITEM				COST ESTIMATE
	Estimated Construction Costs			\$	9,605,496
	Soft Costs - Fees & Expenses for Construction			\$	407,425
	Soft Costs - Technology / FF&E Items			\$	396,900
	Soft Costs - A/E Fees			\$	536,103
ESTIMATED PROJECT COSTS:				\$	10,945,924
PROJECT COST BUDGET:				\$	9,645,558.00
PROJECT COST SHORTFALL:				\$	(1,300,366.27)
CONTINGENCIES & ALLOWANCES:				\$	433,301.20

OPTIONS FOR REDUCING CONSTRUCTION COSTS

REDUCE THE SIZE OF THE PROJECT

- REMOVE THE TRAINING ROOM / DISTRICT EOC ENTIRELY;
- REDUCE THE SIZE OF THE TRAINING ROOM / DISTRICT EOC BY 50%
- REMOVE ONE (1) APPARATUS BAY

REDUCE THE QUALITY OF THE PROJECT

- REDUCE GLAZING QUANTITY AT THE APP BAY IN EXCESS OF 10% OF THE CURRENT GLAZING QUANTITY

- FOUR-FOLD DOORS
- FLAGPOLES
- PLANTING
- BRICK SIZE
- QUANTITY OF GLASS < 10%
- ENTRY PLAZA
- PUBLIC PLAZA

REDUCE THE QUALITY OF THE PROJECT

- CEILING SYSTEM
- TRENCH DRAINS
- DORM BEDS & CLOSETS
- CONCRETE FINISH
- MC CABLE
- INTERIOR FINISHES

SCHEDULE IMPLICATIONS

REDUCE THE SIZE OF THE PROJECT

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**CATEGORY 1:
REQUIRES RESUBMITTAL PROCESS
WITH CLEARFIELD PLANNING AND CITY
COUNCIL APPROVAL; SIGNIFICANT
IMPACT TO PROJECT SCHEDULE**

**CATEGORY 2:
REQUIRES CLEARFIELD PLANNING
ADMINISTRATIVE REVIEW; SLIGHT
/ MODERATE IMPACT TO PROJECT
SCHEDULE**

**CATEGORY 3:
NO CITY REVIEW PROCESS; MINIMAL
SCHEDULE IMPACT**

North Davis Fire District: Station 42 COST RECONCILIATION							
POTENTIAL COST SAVINGS							
ITEM	QUANTITY	UNIT	UNIT COST	COST ESTIMATE	ACCEPT	REJECT	
ITEMS BELOW HAVE ALREADY BEEN INCORPORATED INTO THE DOCUMENTS PRIOR TO BIDDING; THE CURRENT CONSTRUCTION COST REFLECTS THE REDUCTION / REMOVAL OF THESE ITEMS					X	X	
A	REDUCE ROOF & SOFFIT AREAS; SIMPLIFY ROOF STRUCTURE						APPROXIMATELY \$500K IN SAVINGS REALIZED
B	REMOVE ROOF COVERBOARD						
C	CHANGE ROOF MEMBRANE FROM FULLY-ADHERED TO MECHANICALLY ATTACHED						
D	REVISE MILLWORK FROM WOOD VENEER TO PLASTIC LAMINATE						
E	ELIMINATE FOUR-FOLD DOORS AT ENTRY SIDE OF APP BAYS						
F	CHANGE FOUR-FOLD DOORS AT EXIT SIDE OF APP BAY TO PRE-BUILT FF30 PRODUCT						
G	CHANGE COMPOSITE SHEATHING + INSUL. TO TRADITIONAL EXT WOOD SHEATHING & INSUL.						
H	USE ALUMINUM FEEDERS (ELECTRICAL) IN LIEU OF COPPER						
I	OWNER-PURCHASED BACK-UP GENERATOR IN LIEU OF CONTRACTOR						
J	RE-USE GEAR LOCKERS IN LIEU OF NEW						



CATEGORY 1: INCORPORATION OF ANY ONE (OR MORE) OF THE FOLLOWING OPTIONS WILL RESULT IN A RESUBMITTAL PROCESS WITH CLEARFIELD PLANNING DEPARTMENT & CITY COUNCIL APPROVAL. INCORPORATION OF ANY OF THESE ITEMS MAY ALSO INCUR LENDER APPROVAL.							
1	REDUCE BUILDING SIZE: ELIMINATE THE DISTRICT EOC / TRAINING ROOM	-1,870	SF	\$ 420.00	\$ (785,400.00)		
2	REDUCE BUILDING SIZE: CUT TRAINING ROOM BY HALF	-935	SF	\$ 420.00	\$ (392,700.00)		
3	REDUCE BUILDING SIZE: ELIMINATE ONE (1) APPARATUS BAY	-1,540	SF	\$ 420.00	\$ (646,800.00)		
4	REDUCE GLAZING QUANTITY EXCEEDING 10%: REDUCTION OF GLASS AT THE APP BAY	-300	SF	\$ 20.00	\$ (6,000.00)		
POTENTIAL SAVINGS CATEGORY 1:					\$ (1,432,200.00)		
CATEGORY 2: INCORPORATION OF ANY ONE (OR MORE) OF THE FOLLOWING OPTIONS WILL RESULT IN AN ADMINISTRATIVE REVIEW PROCESS WITH CLEARFIELD PLANNING MANAGER							
5	CHANGE FOUR-FOLD DOORS TO OVERHEAD SECTIONAL DOORS:	4	EA	\$ (24,000.00)	\$ (96,000.00)		
6	REDUCE THREE (3) FLAGPOLES TO ONE (1)	2	EA	\$ (10,810.00)	\$ (21,620.00)		
7	REDUCE PLANTING & IRRIGATION: 25%	1	LS	\$ (15,000.00)	\$ (15,000.00)		
8	CHANGE BRICK FROM "MODULAR" TO "UTILITY"	5900	SF	\$ (1.80)	\$ (10,620.00)		
9	REDUCE QUANTITY OF GLASS AT THE APP BAY - QUANTITY OF LESS THAN 10%	-250	SF	\$ 20.00	\$ (5,000.00)		
10	REDUCE SIZE / REDESIGN OF ENTRY PLAZA	-300	SF	\$ 24.00	\$ (7,200.00)		
11	REDUCE SIZE / REDESIGN PUBLIC CORNER PLAZA	-200	SF	\$ 11.50	\$ (2,300.00)		
POTENTIAL COST SAVINGS CATEGORY 2:					\$ (157,740.00)		
CATEGORY 3: INCORPORATION OF ANY ONE (OR MORE) OF THE FOLLOWING OPTIONS DOES NOT REQUIRE FURTHER CITY REVIEW OR APPROVAL							
12	CEILING SYSTEMS: REDUCE / MODIFY / SIMPLIFY	1	LS	\$ (35,000.00)	\$ (35,000.00)		
13	REPLACE TRENCH DRAINS IN APP BAY TO PREFABRICATED DRAIN	4	EA	\$ (5,000.00)	\$ (20,000.00)		
14	REPLACE DORM BEDS & CLOSETS TO FURNITURE SOLUTION	9	EA	\$ (1,020.00)	\$ (9,180.00)		
15	REMOVE " GROUND CONCRETE " FROM SELECT FLOORING AREAS (SEALED ONLY)	8600	SF	\$ (1.20)	\$ (10,320.00)		
16	USE MC CABLE IN LIEU OF CONDUIT THROUGHOUT	1	LS	\$ (10,000.00)	\$ (10,000.00)		
17	MODIFY / REVISE INTERIOR FINISHES	1	LS	\$ (6,200.00)	\$ (6,200.00)		
POTENTIAL COST SAVINGS CATEGORY 3:					\$ (90,700.00)		
INCORPORATION OF ANY ONE (OR MORE) OF THE FOLLOWING OPTIONS WILL ADD TO THE CONSTRUCTION COST							
18	ADD ALTERNATE 01: INCORPORATE THE PARKING LOT FENCE & SECURITY GATE	1	LS	\$ 42,000.00	\$ 42,000.00		

SUMMARY

1. PROCEED AS-IS,
ACKNOWLEDGING COST
INCREASE
2. REVISE PROJECT SCOPE TO
REDUCE COST

QUESTIONS



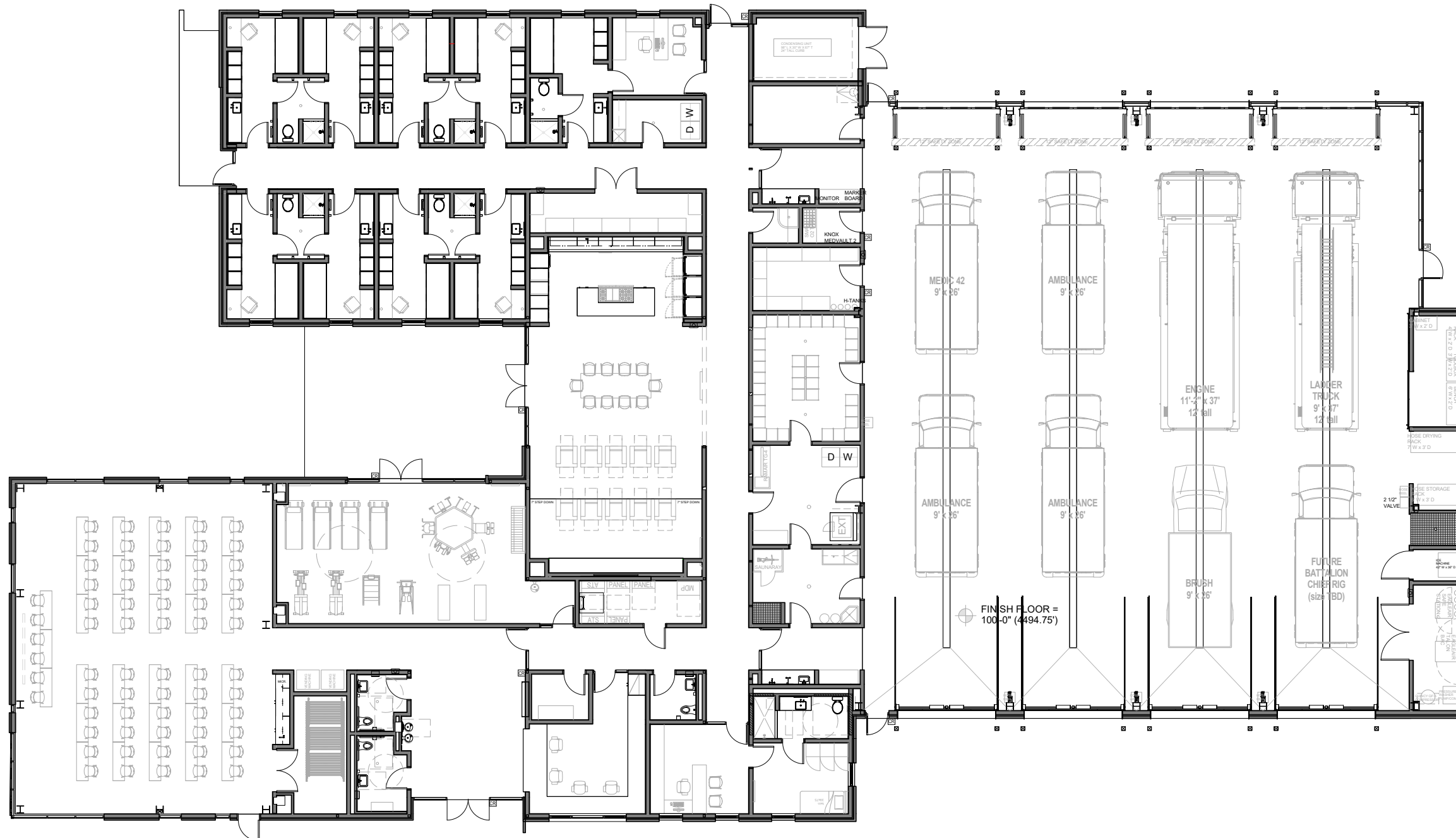
NEXT STEPS

*REQUEST IS TO RECEIVE
DIRECTION FROM THE BOARD ON
OR BEFORE THE NEXT REGULARLY-
SCHEDULED BOARD MEETING,
OCTOBER 20TH.*

BOARD MEETING | 2022.10.05

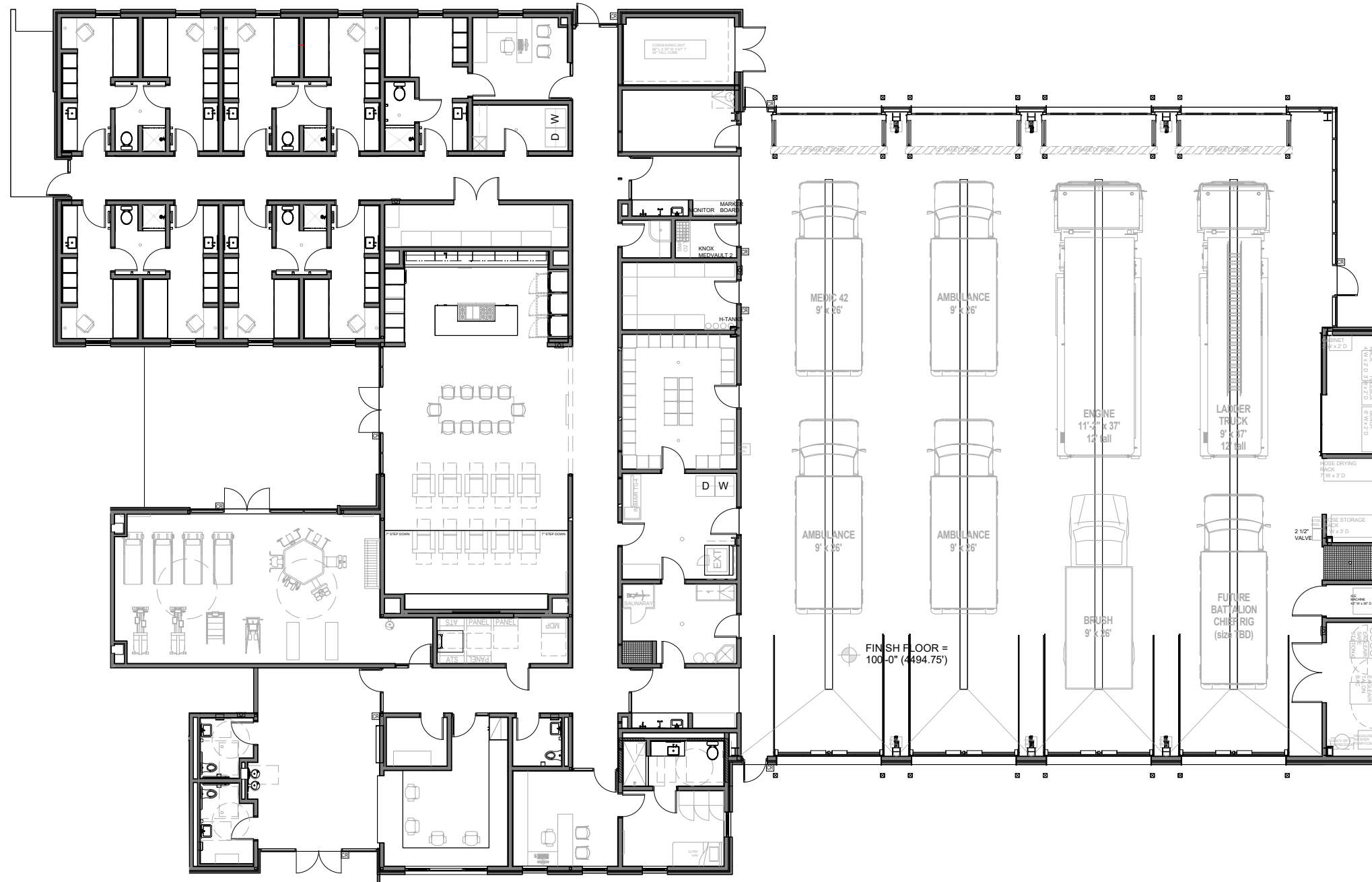
REDUCE THE SIZE OF THE PROJECT

- REMOVE THE TRAINING ROOM / DISTRICT EOC ENTIRELY;
- REDUCE THE SIZE OF THE TRAINING ROOM / DISTRICT EOC BY 50%
- REMOVE ONE (1) APPARATUS BAY



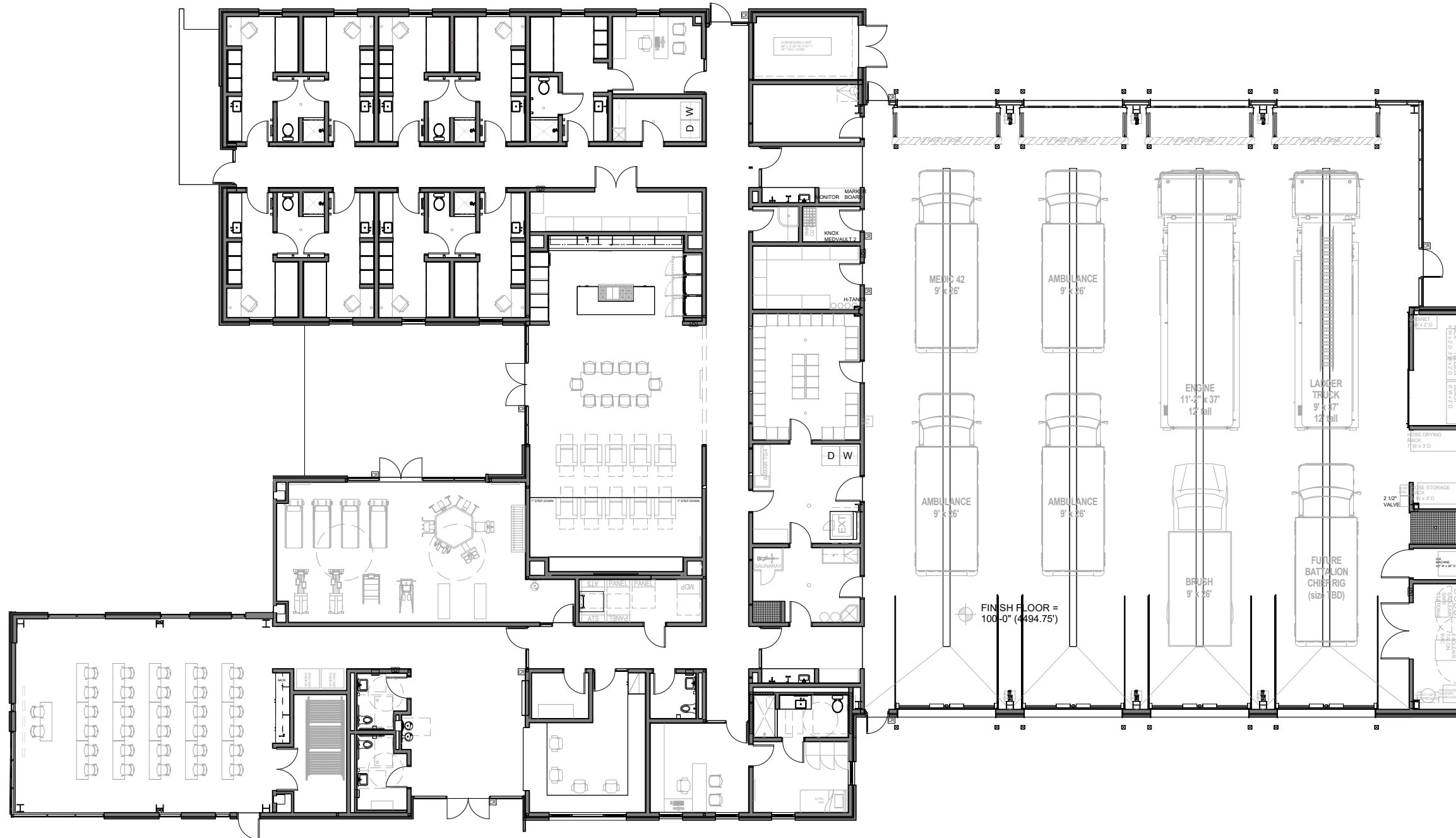
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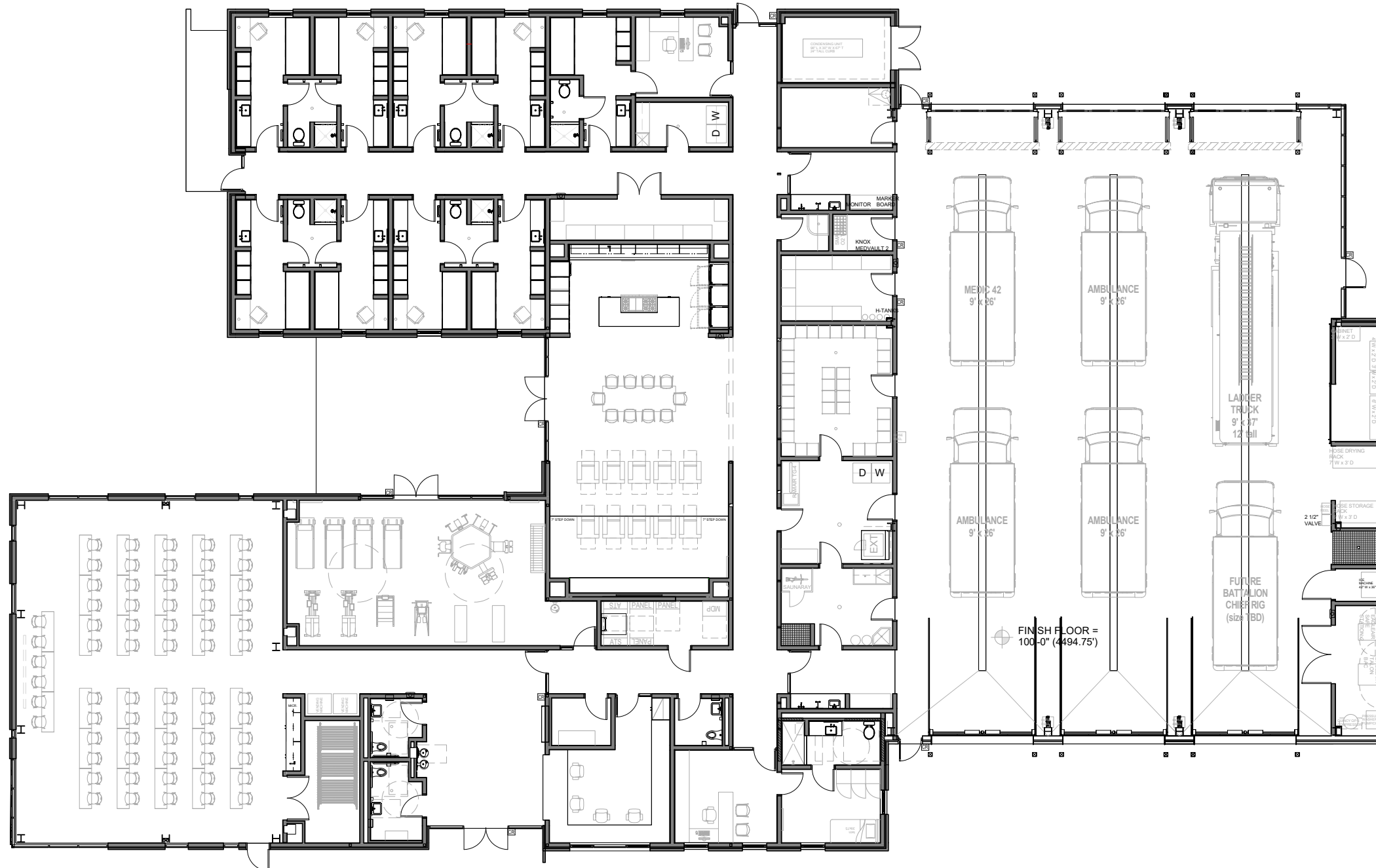
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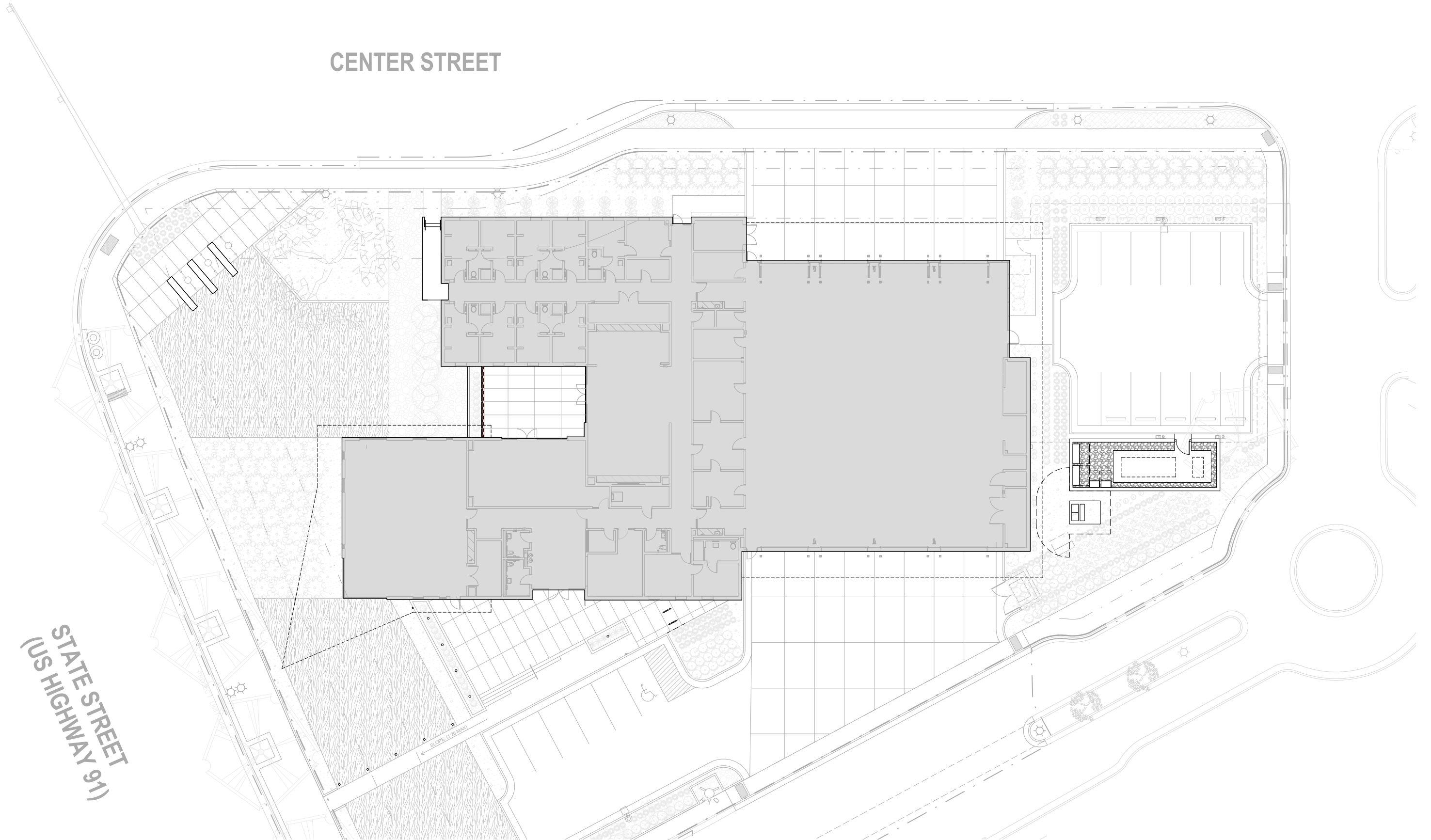
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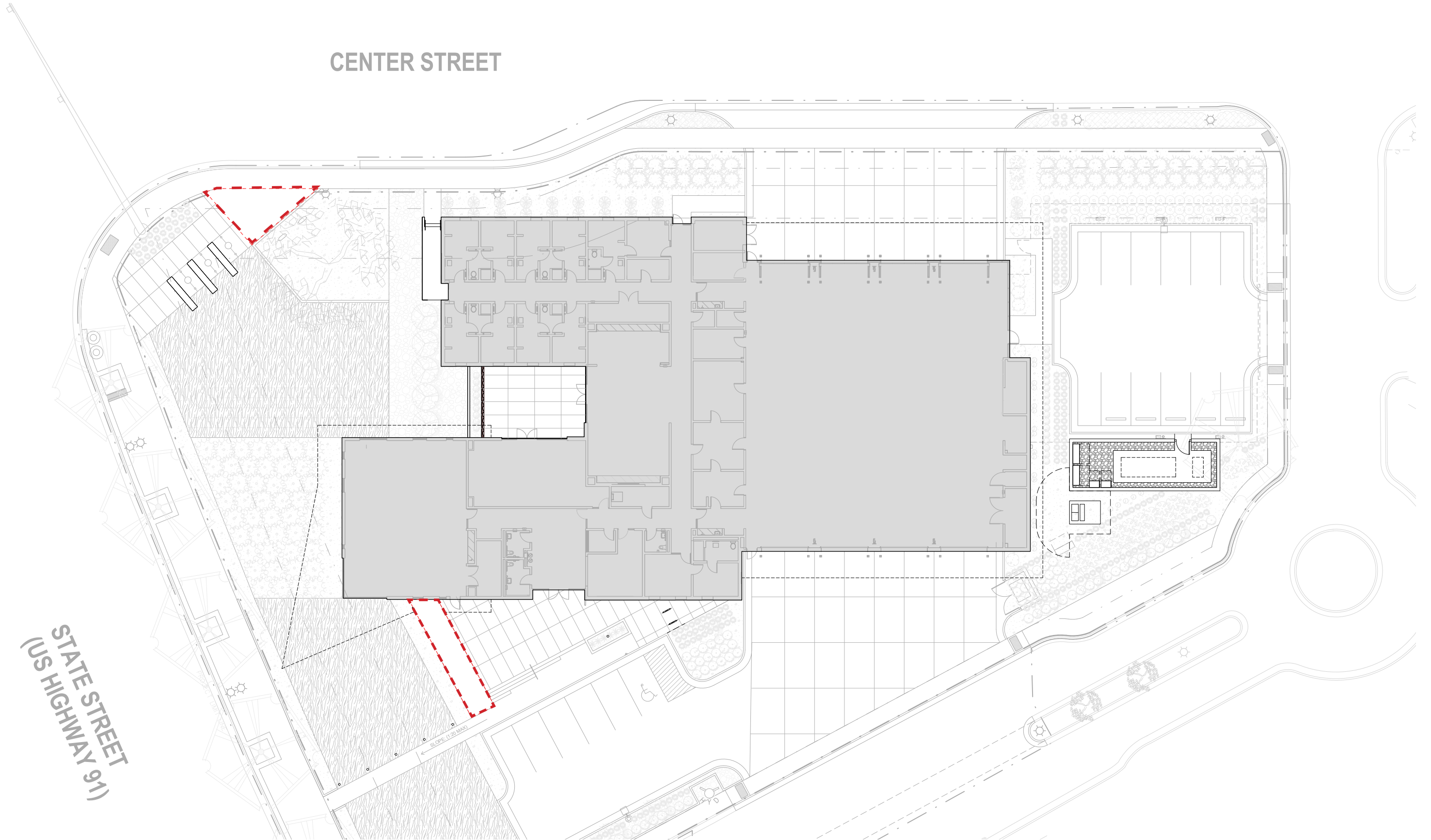
CENTER STREET

STATE STREET
(US HIGHWAY 91)



CENTER STREET

STATE STREET
(US HIGHWAY 91)



North Davis Fire District
Custom Transaction Detail Report
 September 2022

Date	Type	Name	Memo	Account	Amount
09/01/2022	Deposit		Noridian	1-30100 · Ambulance	835.88
09/06/2022	Deposit		Noridian	1-30100 · Ambulance	323.89
09/06/2022	Deposit		Lockbox	1-30100 · Ambulance	7,405.30
09/07/2022	Deposit		UT Medicaid	1-30100 · Ambulance	5,667.15
09/07/2022	Deposit		Lockbox	1-30100 · Ambulance	716.53
09/08/2022	Deposit		Noridian	1-30100 · Ambulance	1,837.60
09/09/2022	Deposit		Noridian	1-30100 · Ambulance	1,212.92
09/12/2022	Deposit		Noridian	1-30100 · Ambulance	1,022.12
09/12/2022	Deposit		Lockbox	1-30100 · Ambulance	7,942.38
09/13/2022	Deposit		UT Medicaid	1-30100 · Ambulance	4,212.77
09/13/2022	Deposit		Lockbox	1-30100 · Ambulance	1,390.25
09/14/2022	Deposit		Lockbox	1-30100 · Ambulance	1,271.25
09/15/2022	Deposit		Lockbox	1-30100 · Ambulance	535.48
09/16/2022	Deposit		Lockbox	1-30100 · Ambulance	108.95
09/16/2022	Deposit		Lockbox	1-30100 · Ambulance	4,927.00
09/19/2022	Deposit		Lockbox	1-30100 · Ambulance	1,912.54
09/21/2022	Deposit		Lockbox	1-30100 · Ambulance	1,089.25
09/22/2022	Deposit		Noridian	1-30100 · Ambulance	358.92
09/22/2022	Deposit		UT Medicaid	1-30100 · Ambulance	12,169.71
09/22/2022	Deposit		Lockbox	1-30100 · Ambulance	703.36
09/23/2022	Deposit		Noridian	1-30100 · Ambulance	1,193.09
09/23/2022	Deposit		Lockbox	1-30100 · Ambulance	1,859.92
09/26/2022	Deposit		Lockbox	1-30100 · Ambulance	2,457.59
09/27/2022	Deposit		UT Medicaid	1-30100 · Ambulance	562.45
09/28/2022	Deposit		Noridian	1-30100 · Ambulance	352.76
09/28/2022	Deposit		Lockbox	1-30100 · Ambulance	50.00
09/28/2022	Deposit		Lockbox	1-30100 · Ambulance	2,040.56
09/29/2022	Deposit		Lockbox	1-30100 · Ambulance	2,241.34
09/30/2022	Deposit		Lockbox	1-30100 · Ambulance	100.00
09/30/2022	Deposit		Lockbox	1-30100 · Ambulance	220.50
09/01/2022	Sales Receipt	Record Grabber	Fire or Ambulance Report 21-2407, 21-2200	1-37100 · Miscellaneous Service Revenues	15.00
09/06/2022	Sales Receipt	Rocio German	Daycare Inspection	1-35100 · Inspection Fees	30.00

North Davis Fire District
Custom Transaction Detail Report
September 2022

Date	Type	Name	Memo	Account	Amount
09/07/2022	Sales Receipt	Fire Recovery USA	Reference # 1053453	1-30150 · Fire / Incident Recovery	507.00
09/07/2022	Sales Receipt	Fire Recovery USA	Reference # 1210927	1-30150 · Fire / Incident Recovery	626.06
09/07/2022	Sales Receipt	Fire Recovery USA	Reference # 1190571	1-30150 · Fire / Incident Recovery	2,557.50
09/07/2022	Sales Receipt	Fire Recovery USA	Reference # 1210955	1-30150 · Fire / Incident Recovery	613.00
09/07/2022	Sales Receipt	Fire Recovery USA	Service Fee	Fire Recovery	-860.71
09/19/2022	Sales Receipt	Paper and Beans	New Business Inspection: Paper and Beans (Db	1-35100 · Inspection Fees	75.00
09/20/2022	Sales Receipt	Mark Becraft (2)	reimbursement of purchase	1-42700 · Special Department Allowance	48.24
09/22/2022	Sales Receipt	Joyful Nails and Spa	Business Inspection - Joyful Nails and Spa 279	1-35100 · Inspection Fees	75.00
09/22/2022	Sales Receipt	Vaporland Smoke and Vape	Business Inspection - Vaporland Smoke and Va	1-35100 · Inspection Fees	75.00
09/23/2022	Sales Receipt	West Point City	4286 W 1100 S (522 Harvest Fields) Permit 590	1-34100 · Impact Fees	181.13
09/23/2022	Sales Receipt	West Point City	1122 S 4425 W (221 Harvest Fields) Permit 590	1-34100 · Impact Fees	181.13
09/23/2022	Sales Receipt	West Point City	1108 S 4425 W (220 Harvest Fields) Permit 592	1-34100 · Impact Fees	181.13
09/23/2022	Sales Receipt	West Point City	4882 W 650 N (5 Bingham Estates) Permit 5944	1-34100 · Impact Fees	181.13
09/23/2022	Sales Receipt	West Point City	1155 N 5200 W (213 Sunview Estates) Permit 5	1-34100 · Impact Fees	181.13
09/23/2022	Sales Receipt	West Point City	4199 W 1050 S (712 Harvest Fields) Permit 595	1-34100 · Impact Fees	181.13
09/23/2022	Sales Receipt	West Point City	110 N 3830 W (313 Bluff View) Permit 5959	1-34100 · Impact Fees	181.13
09/23/2022	Sales Receipt	West Point City	108 N 3830 W (314 Bluff View) Permit 5960	1-34100 · Impact Fees	181.13
09/23/2022	Sales Receipt	West Point City	112 N 3830 W (315 Bluff View) Permit 5961	1-34100 · Impact Fees	181.13
09/23/2022	Sales Receipt	West Point City	114 N 3830 W (316 Bluff View) Permit 5962	1-34100 · Impact Fees	181.13
09/23/2022	Sales Receipt	West Point City	1840 W 75 S (102 Murray Place) Permit 5963	1-34100 · Impact Fees	181.13
09/23/2022	Sales Receipt	West Point City	5114 W 1000 N (211 West Lake) Permit 5969	1-34100 · Impact Fees	181.13
09/23/2022	Sales Receipt	West Point City	3401 W 1300 N Permit 5979	1-34100 · Impact Fees	181.13
09/23/2022	Sales Receipt	West Point City	Service Fee for Impact Fees	1-34100 · Impact Fees	-390.00
09/26/2022	Sales Receipt	Lexis Nexis	Fire or Ambulance Report #22-2964	1-37100 · Miscellaneous Service Revenues	15.00
09/27/2022	Sales Receipt	Quality Fire Protection Inc	Plan Review for Fire Sprinkler - Clearfield Juncti	1-38200 · Plan Review Fees	150.00
Revenue - September 2022					72,612.24

North Davis Fire District
Custom Transaction Detail Report
 September 2022

Date	Type	Name	Memo	Account	Amount
09/21/2022	Bill	AAA Fire	Recharge and Service of 1 Fire Extinguisher	1-41200 · Equipment Maintenance & Supply	-19.20
09/01/2022	Bill	Ace Disposal	September 2022	1-43200 · Utilities (Gas,Power,Phones)	-137.62
09/25/2022	Bill	AFLAC	September 2022	1-41410 · AFLAC Cancer Policy	-1,488.72
09/06/2022	Bill	Airgas Intermountain Inc	Oxygen	1-41800 · Medical Supplies Expenses	-26.20
09/21/2022	Bill	Airgas Intermountain Inc	Oxygen	1-41800 · Medical Supplies Expenses	-62.88
09/30/2022	Bill	Airgas Intermountain Inc	Oxygen	1-41800 · Medical Supplies Expenses	-160.20
09/01/2022	Credit Card Charge	Amazon	Dewalt Chargers for Engine	1-41200 · Equipment Maintenance & Supply	-154.00
09/01/2022	Credit Card Charge	Amazon	Label Maker	1-42200 · Office supply & expenses	-124.68
09/01/2022	Credit Card Charge	Amazon	401 - Cell Phone Case	1-43200 · Utilities (Gas,Power,Phones)	-13.98
09/07/2022	Credit Card Charge	Amazon	Replacement Basket for Airfryer at Station 41	1-41200 · Equipment Maintenance & Supply	-57.97
09/07/2022	Credit Card Charge	Amazon	Halogen	1-43300 · Vehicle Maintenance	-39.95
09/08/2022	Credit Card Charge	Amazon	Permanent Markers	1-42200 · Office supply & expenses	-14.99
09/09/2022	Credit Card Charge	Amazon	Refrigerant Leak Detector (3)	1-42000 · Misc. Equipment	-557.96
09/09/2022	Credit Card Charge	Amazon	401 Phone Case	1-43200 · Utilities (Gas,Power,Phones)	-15.86
09/12/2022	Credit Card Charge	Amazon	Toner	1-42200 · Office supply & expenses	-79.79
09/14/2022	Credit Card Charge	Amazon	Key Tags	1-41200 · Equipment Maintenance & Supply	-18.00
09/14/2022	Credit Card Charge	Amazon	Desk Organizer - HR	1-42200 · Office supply & expenses	-26.97
09/14/2022	Credit Card Credit	Amazon	401 Phone Case	1-43200 · Utilities (Gas,Power,Phones)	11.04
09/14/2022	Credit Card Credit	Amazon	401 Phone Case	1-43200 · Utilities (Gas,Power,Phones)	13.98
09/20/2022	Credit Card Charge	Amazon	Dell Charging Cables	1-40740 · IT Equipment	-86.24
09/20/2022	Credit Card Charge	Amazon	Dividers	1-42200 · Office supply & expenses	-30.39
09/22/2022	Credit Card Credit	Amazon	401 Phone Case	1-43200 · Utilities (Gas,Power,Phones)	15.86
09/26/2022	Credit Card Charge	Amazon	Name Patches	1-40300 · Clothing Allowance	-31.64
09/26/2022	Credit Card Charge	Amazon	Hazardous Materials Training Books	1-43000 · Travel and Training	-183.88
09/27/2022	Credit Card Charge	Amazon	Intern Shirts	1-40300 · Clothing Allowance	-11.90
09/27/2022	Credit Card Charge	Amazon	Intern Shirts	1-40300 · Clothing Allowance	-25.66
09/27/2022	Credit Card Charge	Amazon	Badge Printer Ribbon	1-42200 · Office supply & expenses	-99.55
09/27/2022	Credit Card Charge	Amazon	Emergency Response Guidebook	1-43000 · Travel and Training	-47.00
09/27/2022	Credit Card Charge	Amazon	Hazardous Materials Training Book	1-43000 · Travel and Training	-177.88
09/28/2022	Credit Card Charge	Amazon	Cell Phone Chargers 401	1-43200 · Utilities (Gas,Power,Phones)	-47.98
09/01/2022	Bill	Andrew H. Blackburn	September 2022	1-42420 · Attorney	-1,200.00

North Davis Fire District Custom Transaction Detail Report September 2022

Date	Type	Name	Memo	Account	Amount
09/14/2022	Check	Annette M Judd	Board Payroll 09/14/2022	1-40110 · Board of Directors Payroll	-1,000.00
09/08/2022	Credit Card Charge	Apple.com	Storage	1-42800 · Subscriptions, Memberships	-9.99
09/20/2022	Bill	AT&T	8/21/2022-9/20/2022	1-43200 · Utilities (Gas,Power,Phones)	-1,116.37
09/01/2022	Bill	Benchmark Insurance Company	3 of 10 nstallments	1-43400 · Workmans Comp	-5,150.00
09/01/2022	Bill	Blomquist Hale Consulting Group, Inc	September 2022	1-41000 · EA Assistance Program	-250.00
09/30/2022	Bill	Blueline Services	Background Checks	1-42435 · Background Checks	-70.10
09/01/2022	Bill	Boundtree Medical Supplies	Curaplex Suction Kit	1-41800 · Medical Supplies Expenses	-97.80
09/27/2022	Bill	Boundtree Medical Supplies	Patient Transporter, Gloves	1-41800 · Medical Supplies Expenses	-1,521.60
09/28/2022	Credit Card Charge	Boyle Appliance	21 CU FT Upright Freezer	1-41200 · Equipment Maintenance & Supply	-899.00
09/14/2022	Check	Brian Vincent	Board Payroll 09/14/2022	1-40110 · Board of Directors Payroll	-1,000.00
09/16/2022	Credit Card Charge	Cafe Rio	Lunch for C-Shift While Assisting with Extra Proj	1-42700 · Special Department Allowance	-35.16
09/17/2022	Credit Card Charge	Cafe Rio	Crew Lunch	1-42700 · Special Department Allowance	-16.28
09/17/2022	Credit Card Charge	Cafe Rio	Crew Lunch	1-42700 · Special Department Allowance	-31.74
09/15/2022	Credit Card Charge	Cal Ranch	Buckets	1-42700 · Special Department Allowance	-176.84
09/30/2022	Bill	Child Richards (CPA)	September 2022	1-42410 · Accountant Fees	-2,000.00
09/08/2022	Bill	Clearfield City Corp	October 2022 Dispatch	1-40900 · Dispatch Services	-10,000.00
09/08/2022	Bill	Clearfield City Corp	Repairs T42	1-43300 · Vehicle Maintenance	-822.58
09/09/2022	Bill	Colonial Insurance		1-42700 · Special Department Allowance	-23.54
09/23/2022	Bill	Comcast	10/1/2022-10/31/2022 Station 41 TV	1-43200 · Utilities (Gas,Power,Phones)	-450.73
09/23/2022	Bill	Crown Promotions	Investigator Bags	1-42000 · Misc. Equipment	-390.00
09/14/2022	Check	D Howar Madsen	Board Payroll 09/14/2022	1-40110 · Board of Directors Payroll	-1,000.00
09/07/2022	Bill	Department of Health	Ambulance License Fees	1-41900 · Misc Services	-1,350.00
09/06/2022	Bill	Dept of Government Operations	Admin Chev Silverado	1-43300 · Vehicle Maintenance	-200.35
09/06/2022	Bill	Dept of Government Operations	E42 Crimson Pumper	1-43300 · Vehicle Maintenance	-216.08
09/06/2022	Bill	Dept of Government Operations	T42 Spartan Aerial	1-43300 · Vehicle Maintenance	-1,222.43
09/06/2022	Bill	Dept of Government Operations	BR42	1-43300 · Vehicle Maintenance	-19.03
09/06/2022	Bill	Dept of Government Operations	A423	1-43300 · Vehicle Maintenance	-245.42
09/06/2022	Bill	Dept of Government Operations	A41	1-43300 · Vehicle Maintenance	-183.35
09/06/2022	Bill	Dept of Government Operations	Medic 41	1-43300 · Vehicle Maintenance	-641.52
09/06/2022	Bill	Dept of Government Operations	401	1-43300 · Vehicle Maintenance	-206.17
09/06/2022	Bill	Dept of Government Operations	RE41	1-43300 · Vehicle Maintenance	-954.91
09/06/2022	Bill	Dept of Government Operations	A42	1-43300 · Vehicle Maintenance	-417.46

North Davis Fire District
Custom Transaction Detail Report
 September 2022

Date	Type	Name	Memo	Account	Amount
09/06/2022	Bill	Dept of Government Operations	A422 Dodge	1-43300 · Vehicle Maintenance	-782.63
09/06/2022	Bill	Dept of Government Operations	402	1-43300 · Vehicle Maintenance	-516.96
09/06/2022	Bill	Dept of Government Operations	Bat 41	1-43300 · Vehicle Maintenance	-388.95
09/06/2022	Bill	Dept of Government Operations	Utility 41 Fuel Can Unleaded Plus	1-43300 · Vehicle Maintenance	-82.99
09/06/2022	Bill	Dept of Government Operations	Utility 42 Fuel Can Diesel	1-43300 · Vehicle Maintenance	-44.01
09/06/2022	Bill	Dept of Government Operations	Utility 42 Fuel Can Unleaded	1-43300 · Vehicle Maintenance	-14.35
09/06/2022	Bill	Dept of Government Operations	401	1-43300 · Vehicle Maintenance	-129.65
09/06/2022	Bill	Dept of Government Operations	RE41 Def	1-43300 · Vehicle Maintenance	-27.95
09/06/2022	Bill	Dept of Government Operations	A42	1-43300 · Vehicle Maintenance	-26.17
09/06/2022	Bill	Dept of Government Operations	A422 Diesel	1-43300 · Vehicle Maintenance	-44.23
09/06/2022	Bill	Dept of Government Operations	A422 Def	1-43300 · Vehicle Maintenance	-27.04
09/06/2022	Bill	Dept of Government Operations	Def Charge	1-43300 · Vehicle Maintenance	-14.00
09/08/2022	Credit Card Charge	Dish Network	Temp Location TV	4-46320 · Soft Costs	-149.24
09/14/2022	Bill	Dominion Energy	Station 41 - 8/11/22-9/14/22	1-43200 · Utilities (Gas,Power,Phones)	-15.23
09/14/2022	Bill	Dominion Energy	Temp Station 42 - 8/12/22-9/14/222	4-46310 · Construction Contract	-4.87
09/01/2022	Bill	ETS	August 2022 Tickets	1-40700 · Computer Maintenance & Supply	-1,353.75
09/01/2022	Bill	ETS	September 2022 IT Support of Network	1-40700 · Computer Maintenance & Supply	-2,072.50
09/06/2022	Bill	ETS	ETS Cloud Managment	1-40700 · Computer Maintenance & Supply	-100.00
09/06/2022	Bill	ETS	Internet Services	1-43200 · Utilities (Gas,Power,Phones)	-450.00
09/14/2022	Bill	ETS	Telephone Service - August 2022	1-43200 · Utilities (Gas,Power,Phones)	-346.48
09/14/2022	Credit Card Charge	Fire Marshalls Association of Utah	Membership - Lloyd	1-42800 · Subscriptions, Memberships	-50.00
09/01/2022	Bill	Freeport Center Associates LLP	September 2022 Lease	4-46350 · Temporary Relocation	-850.00
09/14/2022	Check	Gary Petersen	Board Payroll 09/14/2022	1-40110 · Board of Directors Payroll	-1,000.00
09/19/2022	Bill	Grainger	SCBA Brackets for new engine	1-43300 · Vehicle Maintenance	-83.66
09/30/2022	Bill	Grainger	SCBA Bracket for Rig	1-43300 · Vehicle Maintenance	-167.32
09/22/2022	Bill	Griff's Auto Detailing Supplies	Wash Brushes and Supplies	1-43300 · Vehicle Maintenance	-190.00
09/16/2022	Check	Health Equity	Service Fee	1-41400 · Insurance (Health)	-24.75
09/06/2022	Bill	Henry Schein	Collar - Adult	1-41800 · Medical Supplies Expenses	-289.50
09/06/2022	Bill	Henry Schein	Needles, PEDI Sensor	1-41800 · Medical Supplies Expenses	-347.30
09/13/2022	Bill	Henry Schein	Cath, Adroit TActical, Dextrose, Sod Chlor	1-41800 · Medical Supplies Expenses	-417.39
09/21/2022	Bill	Henry Schein	Epinephrine	1-41800 · Medical Supplies Expenses	-397.76
09/23/2022	Bill	Henry Schein	Cuffs	1-41800 · Medical Supplies Expenses	-165.63

North Davis Fire District Custom Transaction Detail Report September 2022

Date	Type	Name	Memo	Account	Amount
09/26/2022	Bill	Henry Schein	Elecrodes	1-41800 · Medical Supplies Expenses	-60.00
09/30/2022	Bill	Henry Schein	Combi Carrier	1-41800 · Medical Supplies Expenses	-839.30
09/02/2022	Check	IRS Deposit	Payroll Date 9/2/2022	1-41300 · FICA	-7,443.58
09/14/2022	Check	IRS Deposit	Board Payroll 09/14/2022	1-41300 · FICA	-726.76
09/16/2022	Check	IRS Deposit	Payroll Date 9/16/2022	1-41300 · FICA	-8,045.16
09/30/2022	Check	IRS Deposit	Payroll 9/30/2022	1-41300 · FICA	-8,541.46
09/13/2022	Bill	Jamey Maddy	Phone Case	1-43200 · Utilities (Gas,Power,Phones)	-18.21
09/01/2022	Bill	Jason L. Taylor	September 2022	1-42470 · Medical Advisor	-900.00
09/28/2022	Credit Card Charge	Jimmy's Floral	Contingency - Planter for Madsen	1-40100 · Administrative Control Board	-57.84
09/23/2022	Credit Card Charge	Krispy Kreme	C-Shift Meeting	1-42700 · Special Department Allowance	-32.45
09/08/2022	Credit Card Charge	La Quinta	UASD Conference	1-43000 · Travel and Training	-105.13
09/15/2022	Credit Card Charge	Law Enforcement Risk Managment Group	King, Harrington, Rawlings	1-43000 · Travel and Training	-975.00
09/27/2022	Bill	LeeAnn Weekes	Remove & Resew Uniform Patches	1-40300 · Clothing Allowance	-20.25
09/06/2022	Bill	Life-Assist Inc	Medication, Pressure Infuser Bag	1-41800 · Medical Supplies Expenses	-363.10
09/12/2022	Bill	Life-Assist Inc	Adenosine	1-41800 · Medical Supplies Expenses	-172.60
09/19/2022	Bill	Life-Assist Inc	I-gel	1-41800 · Medical Supplies Expenses	-264.00
09/30/2022	Bill	Life-Assist Inc	Medications	1-41800 · Medical Supplies Expenses	-95.35
09/13/2022	Credit Card Charge	Little Caesars	Food for Crew	1-42700 · Special Department Allowance	-27.95
09/13/2022	Credit Card Charge	Little Caesars	Food for Crew	1-42700 · Special Department Allowance	-30.81
09/13/2022	Credit Card Charge	Little Caesars	Food for Crew	1-42700 · Special Department Allowance	-10.80
09/02/2022	Bill	LN Curtis and Sons	Turnout Boats	1-42010 · Turnout Gear	-507.00
09/15/2022	Bill	LN Curtis and Sons	Structure Gloves	1-42010 · Turnout Gear	-222.05
09/23/2022	Bill	LN Curtis and Sons	Structure Boots	1-42010 · Turnout Gear	-507.00
09/30/2022	Bill	LN Curtis and Sons	Compressor Testing	1-41200 · Equipment Maintenance & Supply	-1,380.00
09/30/2022	Bill	LN Curtis and Sons	Mask Bags	1-42010 · Turnout Gear	-1,601.60
09/30/2022	Bill	LN Curtis and Sons	Structural Gloves	1-42010 · Turnout Gear	-327.04
09/06/2022	Bill	Lowe's	Chain	1-41200 · Equipment Maintenance & Supply	-77.92
09/06/2022	Credit Card Charge	Lowe's		1-41200 · Equipment Maintenance & Supply	-77.92
09/07/2022	Credit Card Charge	Lowe's	Bug Spray	1-41200 · Equipment Maintenance & Supply	-13.91
09/16/2022	Bill	Lowe's	Supplies Needed for New Engine	1-43300 · Vehicle Maintenance	-200.82
09/19/2022	Bill	Lowe's	Nuts, Bolts for New Engine	1-43300 · Vehicle Maintenance	-133.04
09/27/2022	Bill	Lowe's	Station 42 Truck Bay Supplies	1-41200 · Equipment Maintenance & Supply	-298.33

North Davis Fire District Custom Transaction Detail Report September 2022

Date	Type	Name	Memo	Account	Amount
09/08/2022	Bill	Mark Becraft	UASD Meeting Date 9/9/2022 (Washington Cou	1-43000 · Travel and Training	-100.00
09/14/2022	Check	Mark Shepherd	Board Payroll 09/14/2022	1-40110 · Board of Directors Payroll	-1,000.00
09/27/2022	Bill	Mark Weekes	Apparatus Bay at Temp Location	4-46350 · Temporary Relocation	-186.08
09/30/2022	Bill	Mark Weekes	Rudd Flow Furnace for Apparatus Bay at Temp	4-46350 · Temporary Relocation	-500.00
09/30/2022	Bill	Mark Weekes	Heating Supplies for Apparatus Bay at Temp Lo	4-46350 · Temporary Relocation	-33.40
09/20/2022	Credit Card Charge	Maverik	Fuel for New Engine	1-43300 · Vehicle Maintenance	-122.26
09/20/2022	Credit Card Charge	Maverik	Fuel for New Engine	1-43300 · Vehicle Maintenance	-122.26
09/21/2022	Credit Card Charge	Maverik		1-43300 · Vehicle Maintenance	-63.29
09/26/2022	Bill	MES - Northwest	Pants - Krage	1-40300 · Clothing Allowance	-68.56
09/14/2022	Check	Nancy Smalling	Board Payroll 09/14/2022	1-40110 · Board of Directors Payroll	-1,000.00
09/01/2022	Credit	Napa Auto	Core Deposit	1-43300 · Vehicle Maintenance	36.00
09/09/2022	Bill	Napa Auto	Wax, Tire Shine	1-43300 · Vehicle Maintenance	-24.97
09/19/2022	Bill	Napa Auto	Battery	1-43300 · Vehicle Maintenance	-81.17
09/21/2022	Bill	Napa Auto	Hose Clamps	1-43300 · Vehicle Maintenance	-7.59
09/21/2022	Bill	Napa Auto	Radiator Hose for E42	1-43300 · Vehicle Maintenance	-153.03
09/21/2022	Bill	Napa Auto	Extension	1-43300 · Vehicle Maintenance	-18.90
09/25/2022	Bill	Napa Auto	Fuse	1-43300 · Vehicle Maintenance	-14.30
09/25/2022	Credit	Napa Auto	Fuse	1-43300 · Vehicle Maintenance	5.72
09/14/2022	Check	Nike Peterson	Board Payroll 09/14/2022	1-40110 · Board of Directors Payroll	-1,250.00
09/02/2022	Bill	ODP Business Solutions	Toner	1-42200 · Office supply & expenses	-160.16
09/06/2022	Bill	ODP Business Solutions	Boise Copy Paper	1-42200 · Office supply & expenses	-225.24
09/06/2022	Bill	ODP Business Solutions	1" Binders	1-42200 · Office supply & expenses	-37.50
09/06/2022	Bill	ODP Business Solutions	1/2" Binder	1-42200 · Office supply & expenses	-20.04
09/06/2022	Bill	ODP Business Solutions	HP414A Yellow Toner	1-42200 · Office supply & expenses	-102.41
09/06/2022	Bill	ODP Business Solutions	HP 414A Cyan	1-42200 · Office supply & expenses	-102.41
09/06/2022	Bill	ODP Business Solutions	HP 414 Magenta	1-42200 · Office supply & expenses	-102.41
09/14/2022	Bill	O'Reilly Auto Parts	Supplies for E-42	1-43300 · Vehicle Maintenance	-60.93
09/26/2022	Bill	O'Reilly Auto Parts	Hardware for E-42	1-43300 · Vehicle Maintenance	-66.84
09/02/2022	Check	Payroll	Payroll Date 9/2/2022	1-41110 · Full Time Employee Wages	-63,857.10
09/02/2022	Check	Payroll	Payroll Date 9/2/2022	1-41110 · Full Time Employee Wages	-531.60
09/02/2022	Check	Payroll	Payroll Date 9/2/2022	1-41111 · Auto Overtime	-16,728.54
09/02/2022	Check	Payroll	Payroll Date 9/2/2022	1-41112 · Differential Pay	-192.00

North Davis Fire District
Custom Transaction Detail Report
 September 2022

Date	Type	Name	Memo	Account	Amount
09/02/2022	Check	Payroll	Payroll Date 9/2/2022	1-41115 · Salary	-11,970.40
09/02/2022	Check	Payroll	Payroll Date 9/2/2022	1-41117 · Vacation Leave	-3,960.00
09/02/2022	Check	Payroll	Payroll Date 9/2/2022	1-41120 · Part-Time Employee Wages	-6,260.85
09/02/2022	Check	Payroll	Payroll Date 9/2/2022	1-43200 · Utilities (Gas,Power,Phones)	12.75
09/16/2022	Check	Payroll	Payroll 9/15/2022	1-40300 · Clothing Allowance	-690.00
09/16/2022	Check	Payroll	Payroll 9/15/2022	1-41110 · Full Time Employee Wages	-62,020.27
09/16/2022	Check	Payroll	Payroll 9/15/2022	1-41110 · Full Time Employee Wages	-612.95
09/16/2022	Check	Payroll	Payroll 9/15/2022	1-41111 · Auto Overtime	-24,966.41
09/16/2022	Check	Payroll	Payroll 9/15/2022	1-41112 · Differential Pay	-153.60
09/16/2022	Check	Payroll	Payroll 9/15/2022	1-41115 · Salary	-13,850.40
09/16/2022	Check	Payroll	Payroll 9/15/2022	1-41116 · Sick Leave	-412.32
09/16/2022	Check	Payroll	Payroll 9/15/2022	1-41117 · Vacation Leave	-4,628.16
09/16/2022	Check	Payroll	Payroll 9/15/2022	1-41120 · Part-Time Employee Wages	-4,719.29
09/16/2022	Check	Payroll	Payroll 9/15/2022	1-43210 · Verizon	12.75
09/30/2022	Check	Payroll	Payroll 9/30/2022	1-41110 · Full Time Employee Wages	-62,362.53
09/30/2022	Check	Payroll	Payroll 9/30/2022	1-41110 · Full Time Employee Wages	-683.55
09/30/2022	Check	Payroll	Payroll 9/30/2022	1-41110 · Full Time Employee Wages	-1,269.84
09/30/2022	Check	Payroll	Payroll 9/30/2022	1-41111 · Auto Overtime	-24,026.63
09/30/2022	Check	Payroll	Payroll 9/30/2022	1-41112 · Differential Pay	-197.60
09/30/2022	Check	Payroll	Payroll 9/30/2022	1-41115 · Salary	-11,970.40
09/30/2022	Check	Payroll	Payroll 9/30/2022	1-41117 · Vacation Leave	-5,083.38
09/30/2022	Check	Payroll	Payroll 9/30/2022	1-41120 · Part-Time Employee Wages	-6,388.32
09/16/2022	Check	PEHP Flex	Service Fee	1-41400 · Insurance (Health)	-22.50
09/15/2022	Bill	PEHP Group Insurance	September 2022 (Health & Life)	1-41400 · Insurance (Health)	-47,297.91
09/24/2022	Bill	PEHP Long Term Disability	8/14/22-9/24/22	1-41420 · Disability Insurance	-70.68
09/06/2022	Bill	Pioneer Overhead	Garage Door Repair	1-41200 · Equipment Maintenance & Supply	-226.88
09/16/2022	Bill	Purchase Power	Postage	1-42200 · Office supply & expenses	-159.00
09/06/2022	Bill	Rasmussen & Associates, PC	August 2022	1-42480 · Payroll Administration	-1,360.00
09/15/2022	Credit Card Charge	Ritas Pizzeria	Pizza for Crew	1-42700 · Special Department Allowance	-112.26
09/08/2022	Bill	Rocky Mountain Power	Temp Station - Freeport Bldg 26	4-46320 · Soft Costs	-485.13
09/14/2022	Bill	Rocky Mountain Power	Station 41 - 8/16/22-9/13/22	1-43200 · Utilities (Gas,Power,Phones)	-92.02
09/20/2022	Credit Card Charge	Ross	Baby Gift	1-42700 · Special Department Allowance	-22.47

North Davis Fire District Custom Transaction Detail Report September 2022

Date	Type	Name	Memo	Account	Amount
09/07/2022	Bill	Sam's Club	Janitorial Supplies	1-41200 · Equipment Maintenance & Supply	-206.08
09/14/2022	Check	Scott Wiggill	Board Payroll 09/14/2022	1-40110 · Board of Directors Payroll	-1,250.00
09/09/2022	Bill	Siddons-Martin Emergency Group	09 Spartan - AC Compressor Repair	1-43300 · Vehicle Maintenance	-2,972.69
09/16/2022	Bill	Siddons-Martin Emergency Group	Hinge	1-43300 · Vehicle Maintenance	-150.00
09/19/2022	Bill	Siddons-Martin Emergency Group	09 Spartan - Pump Repair, Check Engine Light,	1-43300 · Vehicle Maintenance	-6,394.25
09/22/2022	Bill	Utah Association of Special Districts	Membership Dues for Calendar Year 2023	1-42800 · Subscriptions, Memberships	-7,113.00
09/27/2022	Bill	Utah Association of Special Districts	UASD Convention -Becraft (11/2/2022-11/4/202	1-43000 · Travel and Training	-305.00
09/27/2022	Bill	Utah Association of Special Districts	UASD Convention - Williams (11/2/2022-11/4/20	1-43000 · Travel and Training	-305.00
09/27/2022	Bill	Utah Association of Special Districts	UASD Convention - Rogers (11/2/2022-11/4/202	1-43000 · Travel and Training	-305.00
09/02/2022	Check	Utah Retirement Systems	Payroll Date 9/2/2022	1-42500 · Retirement	-15,010.90
09/16/2022	Check	Utah Retirement Systems	Payroll Date 9/16/2022	1-42500 · Retirement	-15,118.69
09/30/2022	Check	Utah Retirement Systems	Payroll 9/30/2022	1-42500 · Retirement	-15,072.59
09/14/2022	Check	Vern Phipps	Board Payroll 09/14/2022	1-40110 · Board of Directors Payroll	-1,000.00
09/20/2022	Credit Card Charge	Walmart	Baby Gift	1-42700 · Special Department Allowance	-25.77
09/22/2022	Credit Card Charge	Walmart	Employee Photos	1-42200 · Office supply & expenses	-1.02
09/25/2022	Credit Card Charge	Walts	Fuel for E-42	1-43300 · Vehicle Maintenance	-47.93
09/26/2022	Credit Card Charge	Walts	Propane for Fire Prevention Open House	1-43000 · Travel and Training	-16.50
09/30/2022	Bill	West Point City (2)	September 2022	1-43200 · Utilities (Gas,Power,Phones)	-96.50
09/09/2022	Credit Card Charge	Winegars	Push Brooms	1-41200 · Equipment Maintenance & Supply	-48.25
09/21/2022	Credit Card Charge	Young Chevrolet	Repair to 17 Chev Silverado	1-43300 · Vehicle Maintenance	-156.65
09/01/2022	Credit Card Charge	zagg	Screen Protector/Case	1-43200 · Utilities (Gas,Power,Phones)	-110.94
09/28/2022	Check	Zion's Bank Bond Payment		2-45100 · Interest Expense	-152,660.41
09/26/2022	Bill	Zoll Medical Corporation	Thermal Paper	1-41800 · Medical Supplies Expenses	-157.44
Expenditures - September 2022					-682,735.48

North Davis Fire District
Profit & Loss Budget vs. Actual
July 2022 through June 2023

	Jul '22 - Jun...	Budget	\$ Over Bud...	% of Budget
Ordinary Income/Expense				
Income				
1-30100 · Ambulance	398,567.86	1,198,000.00	-799,432.14	33.3%
1-30150 · Fire / Incident Recovery	20,138.42	50,000.00	-29,861.58	40.3%
1-32100 · Fee in Lieu	67,735.22	150,000.00	-82,264.78	45.2%
1-32200 · Property Taxes	273,499.73	4,418,987.00	-4,145,487.27	6.2%
1-32300 · PT Contribution to Other Gover.	0.00	482,418.00	-482,418.00	0.0%
1-33100 · Fire Protection	0.00	700.00	-700.00	0.0%
1-34100 · Impact Fees	20,313.14	50,000.00	-29,686.86	40.6%
1-35100 · Inspection Fees	1,170.00	1,000.00	170.00	117.0%
1-36100 · Interest Income-General Fund	12,449.81	8,000.00	4,449.81	155.6%
1-37100 · Miscellaneous Service Revenues	84.35	1,500.00	-1,415.65	5.6%
1-37200 · Grants	0.00	2,593.00	-2,593.00	0.0%
1-38100 · Permit Fees	0.00	1,500.00	-1,500.00	0.0%
1-38200 · Plan Review Fees	1,100.00	4,500.00	-3,400.00	24.4%
1-3999 · Uncategorized Income	11,000.00			
1-39998 · Appn of Restricted Impact Fee	0.00	0.00	0.00	0.0%
Total Income	806,058.53	6,369,198.00	-5,563,139.47	12.7%
Gross Profit	806,058.53	6,369,198.00	-5,563,139.47	12.7%
Expense				
Administrative Fees	0.00			
1-40100 · Administrative Control Board				
1-40110 · Board of Directors Payroll	9,500.00	38,000.00	-28,500.00	25.0%
1-40100 · Administrative Control Board - Other	57.84			
Total 1-40100 · Administrative Control Board	9,557.84	38,000.00	-28,442.16	25.2%
1-40200 · Bank Charges	1,070.23	5,355.00	-4,284.77	20.0%
1-40300 · Clothing Allowance	17,011.61	41,138.00	-24,126.39	41.4%
1-40500 · Collection Contract				
Fire Recovery	4,027.67	14,004.00	-9,976.33	28.8%
1-40510 · Health Care Finance Assessment	16,620.88	60,002.00	-43,381.12	27.7%
1-40520 · IRIS Medical	13,756.59	84,000.00	-70,243.41	16.4%
1-40500 · Collection Contract - Other	500.00			
Total 1-40500 · Collection Contract	34,905.14	158,006.00	-123,100.86	22.1%
1-40600 · Communications	0.00	6,000.00	-6,000.00	0.0%
1-40700 · Computer Maintenance & Supply				
1-40740 · IT Equipment	86.24			
1-40700 · Computer Maintenance & Supply - Oth...	15,059.60	46,604.00	-31,544.40	32.3%
Total 1-40700 · Computer Maintenance & Supply	15,145.84	46,604.00	-31,458.16	32.5%
1-40800 · Contributions to Other Govt	0.00	482,418.00	-482,418.00	0.0%
1-40900 · Dispatch Services	40,000.00	123,500.00	-83,500.00	32.4%
1-41000 · EA Assistance Program	960.00	3,000.00	-2,040.00	32.0%
1-41100 · Employees Wages				
1-41110 · Full Time Employee Wages				
1-41111 · Auto Overtime	134,986.55	114,490.00	20,496.55	117.9%
1-41112 · Differential Pay	1,288.80			
1-41115 · Salary	109,927.57			
1-41116 · Sick Leave	8,187.83			
1-41117 · Vacation Leave	47,782.87			
1-41118 · Benefit Contingency Payout	8,802.64			
1-41130 · Other Wages	0.00	121,248.00	-121,248.00	0.0%
1-41110 · Full Time Employee Wages - Other	538,326.40	2,427,869.00	-1,889,542.60	22.2%
Total 1-41110 · Full Time Employee Wages	849,302.66	2,663,607.00	-1,814,304.34	31.9%

North Davis Fire District
Profit & Loss Budget vs. Actual
July 2022 through June 2023

	Jul '22 - Jun...	Budget	\$ Over Bud...	% of Budget
1-41120 · Part-Time Employee Wages	55,015.55	95,000.00	-39,984.45	57.9%
Total 1-41100 · Employees Wages	904,318.21	2,758,607.00	-1,854,288.79	32.8%
1-41200 · Equipment Maintenance & Supply	7,940.15	34,507.00	-26,566.85	23.0%
1-41300 · FICA	66,439.90	213,940.00	-147,500.10	31.1%
1-41400 · Insurance (Health)				
1-41410 · AFLAC Cancer Policy	3,473.68			
1-41420 · Disability Insurance	113.16	3,800.00	-3,686.84	3.0%
1-41400 · Insurance (Health) - Other	136,619.05	634,170.00	-497,550.95	21.5%
Total 1-41400 · Insurance (Health)	140,205.89	637,970.00	-497,764.11	22.0%
1-41500 · Lease Obligation-interest	13,852.37	13,852.37	0.00	100.0%
1-41600 · Lease Obligations-principal	128,707.85	128,707.85	0.00	100.0%
1-41700 · Liability Insurance (Risk Manag				
1-41720 · Cyber Liability	12,882.00	12,882.00	0.00	100.0%
1-41700 · Liability Insurance (Risk Manag - Other	27,562.00	57,448.00	-29,886.00	48.0%
Total 1-41700 · Liability Insurance (Risk Manag	40,444.00	70,330.00	-29,886.00	57.5%
1-41800 · Medical Supplies Expenses				
1-14813 · Medical Hardware Maintenance	0.00	2,000.00	-2,000.00	0.0%
1-14815 · IV	1,136.00			
1-41805 · IO	1,345.50			
1-41812 · Cot Batteries, Charger, Mattres	0.00	3,868.38	-3,868.38	0.0%
1-41814 · Vent and Zoll Maintenance	0.00	8,800.00	-8,800.00	0.0%
1-41820 · Consumables	342.60			
1-41830 · Medication	2,169.45			
1-41834 · Diabetic Medication	498.40			
1-41840 · Airway	270.90			
1-41845 · Airway, Advanced	318.35			
1-41865 · Zoll	1,699.68			
1-41875 · Bag, O2	31.00			
1-41880 · Misc	28.50			
1-41885 · PPE	695.79			
1-41890 · Equipment	1,251.75	0.00	1,251.75	100.0%
1-41800 · Medical Supplies Expenses - Other	20,444.48	60,289.62	-39,845.14	33.9%
Total 1-41800 · Medical Supplies Expenses	30,232.40	74,958.00	-44,725.60	40.3%
1-41900 · Misc Services				
1-41920 · Yearly Ambulance License Fees	200.00	1,950.00	-1,750.00	10.3%
1-41930 · Firefighter Testing	0.00	7,520.00	-7,520.00	0.0%
1-41940 · Recert of AMETs	152.00	3,490.00	-3,338.00	4.4%
1-41990 · Other Misc Charges	0.00	14,290.00	-14,290.00	0.0%
1-41900 · Misc Services - Other	3,150.00			
Total 1-41900 · Misc Services	3,502.00	27,250.00	-23,748.00	12.9%
1-42000 · Misc. Equipment				
1-42005 · Safety Equipment	0.00	1,450.00	-1,450.00	0.0%
1-42010 · Turnout Gear	4,362.55	33,000.00	-28,637.45	13.2%
1-42015 · Ansi Coats	0.00	1,250.00	-1,250.00	0.0%
1-42025 · Haz-Mat Supplies	530.00	2,000.00	-1,470.00	26.5%
42020 · Safety / PPE	279.84	7,100.00	-6,820.16	3.9%
1-42000 · Misc. Equipment - Other	1,734.09			
Total 1-42000 · Misc. Equipment	6,906.48	44,800.00	-37,893.52	15.4%
1-42200 · Office supply & expenses	5,475.08	10,800.00	-5,324.92	50.7%
1-42300 · Paramedics	1,719.69	10,000.00	-8,280.31	17.2%

North Davis Fire District
Profit & Loss Budget vs. Actual
July 2022 through June 2023

	Jul '22 - Jun...	Budget	\$ Over Bud...	% of Budget
1-42400 · Professional Services				
CEB Base Fee/400	0.00	4,000.00	-4,000.00	0.0%
1-42410 · Accountant Fees	4,000.00	18,000.00	-14,000.00	22.2%
1-42420 · Attorney	4,800.00	22,000.00	-17,200.00	21.8%
1-42430 · Auditor	0.00	9,000.00	-9,000.00	0.0%
1-42435 · Background Checks	222.35	560.00	-337.65	39.7%
1-42440 · Blueline Drug Testin	250.00	1,120.00	-870.00	22.3%
1-42441 · Blueline New Hire Testing	380.00	700.00	-320.00	54.3%
1-42450 · Bond Trustee (Zions Bond)	0.00	2,000.00	-2,000.00	0.0%
1-42470 · Medical Advisor	3,600.00	10,800.00	-7,200.00	33.3%
1-42480 · Payroll Administration	3,106.00	10,200.00	-7,094.00	30.5%
Total 1-42400 · Professional Services	16,358.35	78,380.00	-62,021.65	20.9%
1-42500 · Retirement	128,836.86	436,054.00	-307,217.14	29.5%
1-42700 · Special Department Allowance	1,773.78	24,410.00	-22,636.22	7.3%
1-42800 · Subscriptions, Memberships	39,639.52	50,325.00	-10,685.48	78.8%
1-43000 · Travel and Training	15,905.07	55,689.00	-39,783.93	28.6%
1-43200 · Utilities (Gas,Power,Phones)				
1-43210 · Verizon	-12.75			
1-43200 · Utilities (Gas,Power,Phones) - Other	15,724.94	74,798.00	-59,073.06	21.0%
Total 1-43200 · Utilities (Gas,Power,Phones)	15,712.19	74,798.00	-59,085.81	21.0%
1-43300 · Vehicle Maintenance	85,951.44	115,150.00	-29,198.56	74.6%
1-43400 · Workmans Comp	24,675.76	68,152.00	-43,476.24	36.2%
1-45500 · Impact Fee Reserves	0.00	50,000.00	-50,000.00	0.0%
1-48000 · Transfer to Debt Service	0.00	485,594.00	-485,594.00	0.0%
Total Expense	1,797,247.65	6,368,295.22	-4,571,047.57	28.2%
Net Ordinary Income	-991,189.12	902.78	-992,091.90	-109,793.0%
Other Income/Expense				
Other Income				
Capital Projects Inc 3				
Use of Fund Balance	0.00	168,338.00	-168,338.00	0.0%
3-36100 · Interest Income	0.00	1,361.00	-1,361.00	0.0%
3-39200 · Gain on Sale of Assets	0.00	15,000.00	-15,000.00	0.0%
Total Capital Projects Inc 3	0.00	184,699.00	-184,699.00	0.0%
Debt Service Inc 2				
2-39100 · Transfers In Debt Service	0.00	485,594.00	-485,594.00	0.0%
Total Debt Service Inc 2	0.00	485,594.00	-485,594.00	0.0%
Total Other Income	0.00	670,293.00	-670,293.00	0.0%
Other Expense				
Debt Service Exp 2				
2-45100 · Interest Expense	152,660.41	305,594.00	-152,933.59	50.0%
2-45200 · Principal	0.00	180,000.00	-180,000.00	0.0%
Total Debt Service Exp 2	152,660.41	485,594.00	-332,933.59	31.4%
Local Building Authority Exp 4				
4-46300 · Construction of Station 42				
4-46310 · Construction Contract	4.87			
4-46320 · Soft Costs	2,531.82	415,000.00	-412,468.18	0.6%
4-46330 · Professional Fees	23,930.48	250,000.00	-226,069.52	9.6%
4-46350 · Temporary Relocation	4,376.33	40,000.00	-35,623.67	10.9%
4-46300 · Construction of Station 42 - Other	0.00	8,455,000.00	-8,455,000.00	0.0%
Total 4-46300 · Construction of Station 42	30,843.50	9,160,000.00	-9,129,156.50	0.3%
Total Local Building Authority Exp 4	30,843.50	9,160,000.00	-9,129,156.50	0.3%

10:16 AM

10/17/22

Accrual Basis

North Davis Fire District
Profit & Loss Budget vs. Actual
July 2022 through June 2023

	<u>Jul '22 - Jun...</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
3-44100 · Capital Projects Exp 3				
3-44200 · Equipment	30,678.16	184,699.00	-154,020.84	16.6%
3-44100 · Capital Projects Exp 3 - Other	0.00	0.00	0.00	0.0%
Total 3-44100 · Capital Projects Exp 3	<u>30,678.16</u>	<u>184,699.00</u>	<u>-154,020.84</u>	<u>16.6%</u>
Total Other Expense	<u>214,182.07</u>	<u>9,830,293.00</u>	<u>-9,616,110.93</u>	<u>2.2%</u>
Net Other Income	<u>-214,182.07</u>	<u>-9,160,000.00</u>	<u>8,945,817.93</u>	<u>2.3%</u>
Net Income	<u>-1,205,371.19</u>	<u>-9,159,097.22</u>	<u>7,953,726.03</u>	<u>13.2%</u>

RESOLUTION NO. 2022R-09

A RESOLUTION AMENDING THE NORTH DAVIS FIRE DISTRICT POLICIES; CHAPTER 2: BOARD OF TRUSTEES AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS The Board of Trustees of the North Davis Fire District desires to amend Chapter 2 of the North Davis Fire District Policy Manual in Exhibit “A” attached hereto, providing for an effective date, and

WHEREAS the Board of Trustees finds that it is in the best interest of the North Davis Fire District to amend Chapter 2 of the North Davis Fire District Policy Manual as provided for in Exhibit “A”.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE NORTH DAVIS FIRE DISTRICT, that the North Davis Fire District Policy Chapter 2 be amended with the additions and deletions as provided for in Exhibit “A” attached hereto and that this Resolution shall become effective immediately upon passage and adoption.

PASSED AND ADOPTED by the Board of Trustees of the North Davis Fire District on this 20th day of October 2022.

**NORTH DAVIS FIRE DISTRICT
BOARD OF TRUSTEES**

By: _____
NIKE PETERSON, Chair

ATTEST:

MISTY ROGERS, Clerk of the Board

CHAPTER 2: BOARD OF TRUSTEES

POLICY 2.1: POWERS AND DUTIES OF THE BOARD OF TRUSTEES

- A. MEETING THE NEEDS OF THE DISTRICT
- B. FORMULATION AND INTERPRETATION OF DISTRICT POLICY
- C. BOARD MEMBERS AUTHORIZED BY OFFICIAL BOARD ACTION ONLY
- D. ETHICAL STANDARDS
- E. BOARD MEMBER EDUCATION

POLICY 2.2: ORGANIZATION OF BOARD OF TRUSTEES

POLICY 2.3: BOARD MEMBER ORIENTATION

- A. ORIENTING NEW BOARD MEMBERS

POLICY 2.4: REIMBURSEMENT OF BOARD MEMBER EXPENSES

- A. BOARD MEMBER COMPENSATION AND REIMBURSEMENT

POLICY 2.1: POWERS AND DUTIES OF THE DISTRICT'S BOARD

A. MEETING THE NEEDS OF THE DISTRICT

It is the policy of the Board of Trustees to carry out those duties assigned to it by law, in such a way as best to meet the needs of the District.

B. FORMULATION AND INTERPRETATION OF DISTRICT POLICY

An important activity of the Board is the formulation and interpretation of District policies. The Board shall establish policy, reserving to itself all authority and responsibility not expressly assigned to other District officers and personnel.

C. BOARD MEMBERS AUTHORIZED BY OFFICIAL BOARD ACTION ONLY

No individual Board member may speak for or act on behalf of the Board or District, except as

authorized to do so by official Board action as recorded in the official minutes, guidelines or policies of the District.

D. ETHICAL STANDARDS

Board members and employees of the North Davis Fire District act as representatives of the citizens of the District. Therefore, Board members and employees shall adhere to the highest ethical standards in the conduct of District business, as set forth in Chapter 10 of this Manual and the A Utah Public Officers and Employees Ethics Act, '67-16-1 et seq., Utah Code.

E. BOARD MEMBER EDUCATION

In order to carry out their duties effectively, Board members must be adequately informed. Members are encouraged to review Board meeting agenda packets thoroughly, prior to Board meetings, and to attend such conferences and other training programs as the Board may authorize.

POLICY 2.2: ORGANIZATION OF BOARD OF TRUSTEES

SECTION ONE: ORGANIZATION AND AUTHORITY

The North Davis Fire District was originally created as a Special Service District in accordance with the provisions of the Special Service District Act. The District has been reorganized and is now a Local District Service Area as defined in the Service Area Act. The District is subject to and has the power and authority to act pursuant to and in accordance with the provisions of Title 17B, Chapter 1 of the Utah Code and the provisions of the Service Area Act found in Title 17B, Chapter 2a, Part 9 of the Utah Code.

SECTION TWO: BOARD OF TRUSTEES – DUTIES AND POWERS

The North Davis Fire District shall be governed by a Board of Trustees which shall manage and conduct the business and affairs of the District and shall determine all questions of District policies. All

powers of the North Davis Fire District shall be exercised through the Board of Trustees and the Board of Trustees shall have all powers referred to in Section 17B-1-301 of the Utah Code. The Board of Trustees will work with the Fire Chief of the District to ensure that the policies of the district are being carried out.

SECTION THREE: **BOARD OF TRUSTEES – NUMBER OF MEMBERS**

The Board of Trustees of the North Davis Fire District shall consist of nine (9) members.

SECTION FOUR: **BOARD MEMBERSHIP APPOINTMENT**

Each City within the District shall by Resolution appoint three (3) Members to the Board of Trustees. Upon receiving the appropriate Resolution from each City, such Board members shall be sworn in as Members of the Board of Trustees. Each Member so appointed shall be at all times an elected City Council Member or Mayor of the appointing City. Five (5) of the initial Members of the Board of Trustees shall serve a term of four (4) years. Four (4) members of the initial Board of Trustees shall serve a term of two (2) years and each term thereafter shall be for a period of four (4) years so that all terms shall not expire at the same time. The Board of Trustees shall determine how the terms of office shall initially be decided.

Board Membership qualifications must be in accordance with the provisions Utah Code Annotated Title 17B. Board Members may not be employed by the District in a full or part time capacity while serving on the Board of Trustees. Should a Board Member cease to be an elected official of the City the Member represents, the Members membership shall terminate and the represented City shall by Resolution appoint a replacement to fill the remainder of the term.

SECTION FIVE: **MEETINGS**

The Board of Trustees shall hold scheduled monthly meetings at its official meeting place in the District offices at 381 North 3150 West, West Point City, Utah, on the third Thursday of each month at the hour of 6:30 p.m. prevailing official time. In the event any such official meeting date should fall on a legal holiday; the meeting shall be held on a date determined by the Board of Trustees. In the event an emergency should arise or it should appear a quorum cannot be obtained for any such official meeting; the Chair or Vice-Chair may declare the meeting continued to a certain time or until the next official meeting date.

Work Sessions may be held by the Board of Trustees prior to the schedule monthly meetings at its official meeting place in the District offices at 381 North 3150 West, West Point City, Utah, on the third Thursday of each month at the hour of 6:00 p.m. prevailing official time. In the event any such official

meeting date should fall on a legal holiday; the meeting shall be held on a date determined by the Board of Trustees. In the event an emergency should arise or it should appear a quorum cannot be obtained for any such official meeting; the Chair or Vice-Chair may declare the meeting continued to a certain time or until the next official meeting date.

Special meetings may be called by the Chair of the Board of Trustees or the Vice- Chair in the Chair’s absence or by any five concurring members of the Board. The District Clerk shall post the Agenda for each meeting as required by the Open Meeting Law of the State of Utah.

SECTION SIX: **ATTENDANCE**

The Board of Trustees may adopt any Resolution not inconsistent with law providing rules pertaining to the attendance of its Members.

SECTION SEVEN: **VACANCIES**

A vacancy in any Board membership position because of death, resignation, removal, disqualification or otherwise, or a new Board membership created by the Board of Trustees, may be filled for the unexpired portion of the term by a Resolution of the City Council which appointed the Board Member.

SECTION EIGHT: **RULES – EXPULSION OF MEMBER**

The Board shall determine its own rules of proceedings, may punish its Members for disorderly conduct, and with the concurrence of two-thirds of the Members may expel a Member for cause.

SECTION NINE: **ELECTION OF CHAIR AND VICE-CHAIR**

During the annual meeting held in even numbered years, the Board of Trustees shall by majority vote elect a Chair and a Vice-Chair. At this meeting the Board shall also appoint a Treasurer and a Secretary. The Members nominated to serve as the Chair or Vice-Chair must have served on the Board for at least two years prior to being elected. The Chair and the Vice-Chair shall each serve a two-year term and may not serve more than one term in their respective elected position.

SECTION TEN: **DUTIES OF BOARD CHAIR**

1. The Chair of the Board of Trustees shall be the executive officer of the Board of Trustees.

2. The Chair shall be the presiding officer at all meetings and conduct the same. The Chair is a non-voting member except in the case of a tie-vote among the Board of Trustees.

3. The Chair shall sign and execute all legal documents upon the advice and counsel of a majority vote of the Board of Trustees in attendance at any meeting.

4. The Chair shall carry out and conduct the affairs of the District as Board Chair as are designated to said Chair by the Board or by the laws of the State of Utah.

5. When required by an emergency situation, the Chair shall be vested with discretionary powers to act without the advice and consent of the Board, provided said required action is not arbitrary, discriminatory or capricious.

SECTION ELEVEN: DUTIES OF VICE-CHAIR OF THE BOARD

In the absence or unavailability of the Chair, the Vice-Chair shall become Chair of the Board of Trustees *pro tempore* and shall be and is vested with all the powers inherent in the office of the Chair as set forth in the preceding Section.

SECTION TWELVE: OTHER OFFICERS

Other officers may be designated and appointed by the Board of Trustees and will perform such duties and have such powers and responsibilities as may be assigned to them by the Board of Trustees.

In order to make the governance of the NDFD more effective, the Board may from time to time establish committees to study and advise the Board on a variety of issues and make recommendations on important policy matters. The committees assist the Board in examining issues that come before it in greater depth and detail. The purpose, duration and makeup of the committees shall be determined by the Board. Because committees are primarily for informational and advisory purposes, final or binding action may not be taken by committees on behalf of the Board. The nature and makeup of the respective committees may require conformance with the Utah Open and Public Meetings Act. In addition to Board created committees, outside agencies and NDFD administration may request Board participation on their committees.

Selection of committee members, participation on Board Created committees, NDFD committees or outside agency committees shall be made by the Chair with the advice and consent of the Board. Committee members may be removed by the Chair from committee assignments anytime without cause

SECTION THIRTEEN: DUTIES OF THE TREASURER

The Treasurer shall be selected and appointed by the Board of Trustees with no set term. The Treasurer will supervise the financial records of the District and perform other duties specifically assigned or delegated by the Board. The Treasurer will be the custodian of the funds of the District and keep an account of all receipts and disbursements. The Treasurer shall have the following specific powers and duties which may be delegated to the District's Fire Chief and Board Clerk.

1. To keep and maintain, open to inspection at all reasonable times, adequate and correct accounts of the properties and business transactions of the District, which shall include all matters required by law and which shall be in form as required by law.
2. To have the care and custody of the funds and valuables of the District and deposit the same in the name and to the credit of the District with such depositories as the Board of Trustees may designate.
3. To maintain accurate lists and descriptions of all capital assets of the District, including land, buildings, and plants.
4. To see to the proper drafting of all checks, drafts, notes, and orders for the payment of money as required in the business of the District, and to sign such instruments as directed by the Board of Trustees.
5. To disburse the funds of the District for proper expenses and as may be ordered by the Board of Trustees to take proper vouchers for such disbursements.
6. To render to the Chair or to the Board of Trustees whenever they may require it, an account of all transactions as Treasurer, and a financial statement in form satisfactory to them, showing the condition of the financial affairs of the District.

In addition to the foregoing, the Treasurer shall have such other powers, duties, and authority as may be prescribed by the Chair or the Board of Trustees from time to time.

SECTION FOURTEEN: DUTIES OF THE CLERK

The Clerk of the Board of Trustees shall:

1. Attend all meetings of the Board of Trustees, scheduled and special.
2. Keep adequate notes and thereafter make an adequate transcription thereof of all the affairs

or business presented to the Board and acted thereon by the Board.

3. Whenever a vote on any proposition is taken by roll call, the Clerk shall call the roll, enter the name of Trustees voting and indicate the aye or nay votes on such proposition and place an announcement in the minutes of the result of such voting.

4. The Clerk shall report all revenues and expenditures to the Board of Trustees for approval.

5. The Clerk shall keep an accurate book containing the transcribed minutes of each meeting of the Board, scheduled and special. At each meeting the Clerk shall present a written copy of the minutes of the previous meeting and correct the same as directed by the Board after which the Clerk shall sign said minutes and indicate that they are the final minutes of said meeting.

6. The Clerk shall keep a book containing all the Resolutions passed and adopted by the Board and additionally shall keep such other books, files or ledgers as determined necessary to keep a complete record of the affairs of the District or as may be directed by the Board of Trustees.

7. The Clerk shall assure compliance with the Utah Open Public Meeting Laws.

SECTION FIFTEEN: COMPENSATION

Compensation of Board Members shall be established by Resolution of the Board of Trustees as permitted by the Utah Code.

SECTION SIXTEEN: ELECTRONIC DEVICE POLICY

The following policy is adopted with respect to electronic devices for members of the Board of Trustees:

1. Definitions. “Electronic Devices” means and includes cell phones, iPads, laptops, notebooks, netbooks, desk top computers and all similar devices issued to a Board member by the District. Such definition includes the equipment, its component parts, all hardware, software and stored electronic memory.

2. Ownership of Electronic Devices. The District shall retain sole ownership of any electronic device issued to a Board member or employee and all information on the device.

3. Use of Electronic Devices. In addition to use for District business purposes a Board member may use an issued electronic device for personal purposes; however, the Board member shall not utilize the issued device for any unlawful or inappropriate purposes. A Board member or employee shall have no expectation of a right of privacy regarding any personal information available on any issued electronic device.

4. Cost. The District may pay the basic cost, including monthly payment for any issued electronic device.

5. Issuance of Electronic Device. Any Board member desiring issuance of an electronic device shall submit a written request to the Board Chair stating what device is requested and the reason for the request. The decision of the Chair shall be final unless overruled by a majority of Board members.

6. Lost or Stolen Devices. Lost or stolen devices must be reported to the District as soon as possible. The Board member is responsible for lost or stolen or damaged devices and must replace device with personal funds unless the situation warrants another funding source, which must be approved by the Board.

SECTION SEVENTEEN: ELECTRONIC MEETINGS – PARTICIPATION ELECTRONICALLY

1. A member of the Board of Trustees may participate in meetings by all forms of appropriate electronic means in accordance with the provisions of this Section. Such participation must provide for open access to the public which, at a minimum, means that the member participating electronically must be able to hear comments from public participants in the meeting as well as other members and that public participants as well as other members must be able to hear comments from the member participating electronically.

2. If the Chair of the Board of Trustees is not physically present at the anchor meeting and is participating electronically the Vice-Chair shall preside over the meeting. In such-event the Chair may participate electronically. If neither the Chair nor Vice-Chair is physically present at the anchor meeting the Board of Trustees shall elect one of its members to act as Chair pro-tempore.

3. If a member of the Board of Trustees desires to participate in a meeting of the Board of Trustees electronically, such member must inform the Clerk not less than 24 hours prior to the meeting to allow for arrangements to be made for the electronic meeting. Public notice of the meeting shall include a description of how a member(s) will be connected to the electronic meeting.

4. Participation electronically may be engaged in under certain circumstances when it would be difficult, burdensome or onerous for the member to be physically present. In order to prevent abuse of this privilege, no individual member of the Board of Trustees may participate electronically more than two (2) times in a calendar year. Participation in a meeting under emergency conditions shall not apply to this paragraph 4.

5. Electronic Meetings: In situations involving emergencies, loss of facilities, or other unforeseen circumstances the Board of Trustees may meet electronically to conduct the necessary business of the District. In order to do so in an orderly fashion, the following procedures shall be followed:

1. Anchor Location. The North Davis Fire District Headquarters 381 N. 3150 W. West Point, Utah, is intended to be the anchor location whenever possible. If an alternative location is to be used or if multiple locations are to be used, notice of those locations will be given as early as is practical.
2. Notice. Notice of any electronic meeting will be as provided in Utah Code Sections 52-4-202 and 52-4-207. In addition, thereto, notice of the meeting will be posted at the anchor location, or locations, with additional notice going to a newspaper of general circulation and a local media correspondent. Notice of the electronic meeting will be provided to the members of the Board of Trustees at least 24 hours before the meeting, if possible. The notice shall also contain a description on how the members of the Board of Trustees will be connected to the electronic meeting.
3. Procedures for the Meeting. To the extent possible, electronic meetings will be conducted in the same manner as scheduled meetings. To ensure full participation by all members, additional procedures and guidelines may be employed.
 - a. The presiding official shall call the meeting to order and have a roll call to establish that a quorum is present. Members participating electronically shall be included to determine if a quorum is present.
 - b. If the meeting is conducted telephonically, then a speaker phone will be connected in such a manner that comments made by the members participating electronically will be broadcast through the public address system at the anchor location. To ensure full participation each member present, and those participating electronically, will be given a specific opportunity to make inquiries and participate in the discussion through a roll call method. Votes taken in these circumstances shall be by roll call method, with each member audibly verbalizing their vote.
 - c. If a member or members are participating by email or instant messaging, the email or instant messaging shall either be projected upon a screen with a person assigned to read aloud, into the public address system, comments

made, or if no projection system exists, then a person will be assigned to read said messages into the public address system. The person to do the reading will be assigned by the respective member(s) participating electronically.

6. When the Board convenes or conducts an electronic meeting, it shall:
 - A. Give public notice of the meeting:
 - i. in accordance with Utah Code Sections 52-4-202 and 52-4-207; and
 - ii. post written notice at the District office location;
 - B. In addition to giving public notice required by Subsection 6.A, provide:
 - i. notice of the electronic meeting to the members of the Board at least 24 hours before the meeting so that they may participate in and be counted as present; and
 - ii. a description of how the members will be connected to the electronic meeting;
 - C. Establish one or more anchor locations for the public meeting, at least one of which is the District office where the Board would normally meet if it were not holding an electronic meeting;
 - D. Provide space and facilities at the District office location so that interested persons and the public may attend and monitor the open portions of the meeting; and
 - E. If comments from the public will be accepted during the electronic meeting, provide space and facilities so that interested persons and the public may attend, monitor, and participate in the open portions of the meeting.

7. Compliance with the provisions of Section 52-4-207 of the Utah Code, by the Board constitutes full and complete compliance by the Board with the provisions of Sections 52-4-201 and 52-4-202 of the Utah Code.

8. Participation of a member in an electronic meeting shall constitute attendance at a Board meeting.”

POLICY 2.3: BOARD MEMBER ORIENTATION

A. ORIENTING NEW BOARD MEMBERS

The Board and its staff shall assist each new member-elect and appointee to understand the Board's functions, policies, and procedures before he or she takes office. The following methods shall be employed:

1. New members shall be invited to attend and participate in public Board meetings. Participation in public meetings may include asking questions of the Board and giving opinions.
 1. New members should complete new board member training as instructed by the Chair.
 2. Members should meet with the Fire Chief and other District personnel to discuss

the services each performs for the District. The Fire Chief shall provide material pertinent to District meetings and respond to questions regarding such material.

2. The Fire Chief shall provide an opportunity to each new Board member to review or obtain a copy of:
 - a. An updated copy of the District's Policy and Procedure Manual.
 - b. A copy of the Utah Open Meeting Law.
 - c. Copies of the minutes of all Board meetings, except for closed sessions, for the preceding twelve (12) months.
 - d. Copies of the District's current budget.
 - e. Copies of the District's insurance policies.
 - f. Copies of all such documents as the District attorney may recommend with respect to any pending claims or lawsuits.
 - g. A list of all District personnel by position.
 - h. Such other materials as the Board may direct or the Fire Chief deems appropriate.

POLICY 2.4: REIMBURSEMENT OF BOARD MEMBER EXPENSES

A. BOARD MEMBER COMPENSATION AND REIMBURSEMENT

Board members may be compensated as allowed by the provisions of law governing Special Districts as found in Title 17B of the Utah Code.

1. Compensation for Board Chair and Vice-Chair shall be \$5,000.00 per year to be dispersed in four quarterly payments.
2. Compensation for Board Members shall be \$4,000.00 per year to be dispersed in in four quarterly payments.

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