



**North Davis Fire District  
Administrative Control Board Meeting  
381 North 3150 West  
West Point City, UT 84015**

**July 19, 2018 – 6:00 PM**

Minutes from the North Davis Fire District Administrative Control Board Meeting held at 6:00 PM on July 19, 2018 at Station 41, 381 North 3150 West, West Point City, Utah 84015 with Chairman Gary Petersen presiding.

**Board Members Present:** Chairman Gary Petersen, Vice-Chairman Mark Shepherd, Howard Madsen, Nike Peterson, Tim Roper, Erik Craythorne, and David Nelson

**Board Members Excused:** Scott Wiggill and Jerry Chatterton

**Staff Present:** Fire Chief Mark Becraft, Deputy Fire Chief John Taylor and District Clerk Misty Rogers

**Visitors:** Friends and family of Engineer Peters, Engineer Iarossi, Engineer Kortright, Engineer Meek and Engineer Combe. Battalion Chief Youngberg, Battalion Chief Weekes, Battalion Chief Hadley, Captain Tremea, and employees of the North Davis Fire District.

- 1. Call to Order:** Chairman Petersen welcomed those in attendance and then opened then opened the Administrative Control Board Meeting.
- 2. Invocation or Inspirational Thoughts:** Board Member Roper provided the invocation.
- 3. Pledge of Allegiance:** Repeated by all.
- 4. Citizen Comment:** None
- 5. Consideration of Approval of Minutes from the June 21, 2018 Administrative Control Board Meeting**  
Vice-Chairman Shepherd motioned to approve the minutes from the North Davis Fire District Administrative Control Board meeting held on June 21, 2018. Board Member Craythorne seconded the motion. The motion passed unanimously.
- 6. Consideration of Approval of the June 2018 Bills for the North Davis Fire District**  
Board Member Craythorne motioned to approve the North Davis Fire District bills for June 2018. Board Member Roper seconded the motion. The motion passed unanimously.
- 7. Consideration of Approval of the June 2018 Financial Report for the North Davis Fire District**  
Chief Becraft stated that Fiscal Year 2018 (7/1/2017-6/30/2018) had ended, however business done before July 1<sup>st</sup> but paid for in July, August or September will be reversed into Fiscal Year 2018. He then stated that the Fiscal Year 2018 Budget will likely end in a shortage of ambulance revenue. Chief Becraft stated the North Davis Fire District PTIF (Utah Public Treasurers' Investment Fund) is healthy.

Chairman G. Petersen stated that Fiscal Year 2018 for the North Davis Fire District ended on June 30, 2018. He then clarified that property tax revenue and ambulance revenue collected in July, August and September in addition to expenditures that occurred prior to July will be reversed back into Fiscal Year 2018.

Vice-Chairman Shepherd motioned to approve the North Davis Fire District Financial Report for June 2018. Board Member N. Peterson seconded the motion. The motion passed unanimously.

#### **8. North Davis Fire District Engineer Badge Pinning Ceremony**

Chairman G. Petersen thanked the Firefighters of the North Davis Fire District as well as to their families for the sacrifices that they make in order to protect the community. He then turned the time over to Chief Taylor and Chief Becraft. Chief Becraft and Chief Taylor swore Jeff Peters, Anthony Larossi, Mark Kortright, John Meek and Myles Combe in as Engineers of the North Davis Fire District. After the ceremony, Chairman G. Petersen stated those in attendance could be excused for refreshments or were welcome to stay for the remainder of the board meeting.

#### **9. Discussion of the Fiscal Year 2019 Budget and Property Tax Rate**

Chief Becraft stated during the past several board meetings, administration and the Administrative Control Board have examined and discussed the needs of the North Davis Fire District. During the Administrative Control Board meeting held in June, the board agreed that additional revenue would be required in order to meet the needs of the district in Fiscal Year 2019. The North Davis Fire District Administrative Control Board then voted to complete the Truth in Taxation process. Chief Becraft stated noticing of the Truth and Taxation process and the proposed property tax rate of 0.001205 with a generated revenue of \$2,435,931.00 is being advertised. Ms. Rogers clarified that the board could approve a property tax rate up to the advertised rate of 0.001205. She then stated that if the advertised rate is approved and the final budget does not balance without the use of fund balance, administration will continue to trim the Fiscal Year 2019 Budget. Chief Becraft then stated that the North Davis Fire District Administrative Control Board will meet on August 6, 2018 at 6:00 pm at Station 41 for the Truth in Taxation hearing.

Chief Becraft stated the Fiscal Year 2019 Budget for the North Davis Fire District has been trimmed, however employee wages desperately need to be adjusted within market. He then stated that increases to the cost of health and liability insurances, fuel, supplies, retirement, etc. are beyond the control of administration. Chief Becraft stated the North Davis Fire District seems to be busier each year, however ambulance revenue collections are not keeping pace with billings and service.

Chairman G. Petersen stated South Davis Metro has a property tax rate that is approximately 1/3 the rate of the North Davis Fire District. He then provided the following explanation to the board. In the past, each participating city would pay South Davis Metro a fee for service, therefore South Davis Metro did not directly assess a tax to property owners. However, this year South Davis Metro is in the process of transitioning into a taxing entity, and the property tax revenue collected will be used to pay for capital expenditures such as buildings, vehicles and fixed assets. South Davis Metro will continue to charge each participating city a fee for operating expenses such as wages, insurance, retirement, supplies, utilities and other expenses. Chairman G. Petersen stated that the operating expenses are typically the largest part of the budget, Chief Becraft agreed.

Chief Becraft stated that he has had extensive conversations with Chief Bassett from South Davis Metro. He stated that the goal of South Davis Metro is to eventually evolve and operate as a special service district, just like North Davis Fire District.

#### **10. Fire Chiefs Report**

Chief Becraft provided the following information to the board:

- Resurfacing of Parking lots – Both Station 41 and Station 42 have been crack sealed and the slurry seal for both stations should be completed within the next few weeks.
- Surplus of Assets - Chief Taylor has successfully sold the Pierce Contender to Parowan City for the reasonable price of \$30,000.00 and Plain City is showing interest in the purchase of the Becker.
- Fourth of July – The district participated in the Fourth of July Celebrations for both West Point and Clearfield, both events were a success. The district plans to participate in Sunset City "Fun Days" on July 20<sup>th</sup> and 21<sup>st</sup>. Vice-Chairman Shepherd asked if the operations of the firework vendor utilized by Clearfield City were acceptable. Chief Taylor stated yes, the actions of the new firework vendor for Clearfield City were acceptable.

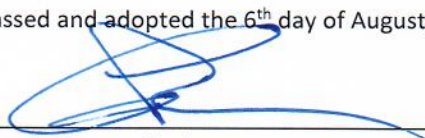
- Purchase – The North Davis Fire District had the opportunity to purchase the pub ed fire engine from Firefighter Coyle for \$3,000.00. Chief Becraft stated the district is excited to have the engine for pub ed purposes. Board Member Nelson stated he is willing to provide maintenance to the pub ed fire engine. Chief Becraft thanked Board Member Nelson for his willingness to provide needed maintenance.
- Pump and Ladder Testing – Pump and ladder testing recently occurred. Ladder 41 failed the ladder test; however, the repair should be fairly simple and inexpensive. Truck 42 (the Crimson) did not pass its pump test by nearly half. Truck 42 is currently in service; however, the district is not in jeopardy as the reserve engine is available. Chief Becraft informed the board that if the pump on Truck 42 needs to be rebuilt, the cost to the district could be significant.

11. Other: None

12. Motion to Adjourn

Board Member N. Peterson motioned to adjourn. Board Member Nelson seconded the motion. The motion passed unanimously.

Passed and adopted the 6<sup>th</sup> day of August, 2018.

  
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Gary Petersen, Chairman

  
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Misty Rogers, District Clerk

