



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

October 15, 2015

Minutes from the North Davis Fire District (NDFD) Administrative Control Board Meeting held on Thursday, October 15, 2015 at 6:00 pm at Fire Station 41, 381 North 3150 West, West Point City, Utah.

Board Members Present: Mike LeBaron (Chairman), Gary Petersen (Vice-Chairman), John Petroff, Erik Craythorne, Ron Jones, and Mark Shepherd

Board Members Excused: Erik Craythorne, Mark Shepherd, and Jerry Chatterton

Members of Staff Present: Mark Becraft, Fire Chief and Misty Roger, District Clerk

1. Call to Order

Chair LeBaron called the North Davis Fire District (NDFD) Administrative Control Board Meeting to order.

2. Citizen Comment

No comments were given to the NDFD Administrative Control Board.

3. Consideration of Approval of Minutes from the September 17, 2015 Administrative Control Board meeting

Vice-Chair Petersen motioned to approve the minutes from the September 17, 2015 NDFD Administrative Control Board meeting. Mr. Jones seconded the motion. The motion passed unanimously.

4. Consideration of Approval of Bills from September 2015

Mr. Petroff motioned to approve the September 2015 bills for the NDFD. Vice-Chair Petersen seconded the motion. The motioned passed unanimously.

5. Consideration of Approval of Financial Report from September 2015

Chief Becraft stated the Ambulance Revenue looks as if it is behind, but is actually on target. He then assured the Board that the Ambulance Revenues are on target and the NDFD collects approximately \$77,000 in revenue each month. Chief Becraft reminded the Board that Ambulance Revenue for FY2015 will be collected in July and August 2016.

Chief Becraft stated he continues to closely monitor wages and overtime as several employees of the NDFD are remain off on medical leave or workers comp. Chief Becraft informed the Board that in the spring of 2016 the FY2015 budget may need to be amended if full time employees remain off on medical leave. Chairman LeBaron thanked Chief Becraft for keeping the Board informed of potential budget amendments.

Chief Becraft informed the Board that in the past, the NDFD received a "Per Capita" and could receive "Competitive" grant each year. The two grants have now combined into one "Per Capita Grant" and in the future, the NDFD will receive one grant. Chief Becraft stated in FY2016, NDFD budgeted \$1,300.00 in "Per Capita Grant," however with the combining of the two grants; the NDFD will receive approximately \$5,100.

Chief Becraft stated the property taxes collected by the NDFD for 2015 will likely continue to increase. He then stated the NDFD will begin to receive property tax revenue in December.

Mr. Petroff stated if an entity accepts the Certified Rate, the entity collects the same amount of revenue as they did the year before in addition to new growth. The only way an entity can capture additional property tax revenue is to maintain the property tax rate by completing the Truth in Taxation process.

Chief Becraft stated the NDFD hasn't raised taxes in the past and he has no intention to do so in the future. However, there may be a time when additional revenue may be needed and the NDFD may need to complete the Truth in Taxation process.

Mr. Jones motioned to approve the September 2015 Financial Reports for the NDFD. Vice-Chair Petersen seconded the motion. The motion passed unanimously.

6. Fire Chief's Report

Call Volume - Chief Becraft informed the Board that the NDFD received approximately 251 calls during September 2015. He then stated that 81% of the calls in September were for medical.

ISO Certification – Chief Becraft stated ISO Information is unknown.

Medicaid Legislative Issues – Chief Becraft stated the Fire Chiefs Association is currently the only association participating in the Medicaid Expansion. He then informed the Board that the NDFD collects \$600 for each “Medicaid” transport. In turn, the NDFD pays the State of Utah approximately \$30 for each Medicaid transport. Chief Becraft informed the Board that approximately 13% of the transports each month are Medicaid transports.

Mr. Petroff asked how many of the calls in September were for Medicaid transfers. Chief Becraft stated the NDFD typically transfers at least two “Medicaid” patients per day. He then explained that inter-facility transfers are considered two calls (to and from). Chief Becraft stated the majority of transfers are for dialysis or doctor’s appointments.

Annual Awards Banquet - Chief Becraft informed the Board that the Annual Awards Banquet will be held at 6:00 pm on January 27, 2015 at Station 41. He then stated that the banquet will be catered and the evening will should be enjoyable.

MIDA Annexation - Chief Becraft informed the Board that Clearfield City Council has approved the MIDA Annexation Plat and Mylar. He then stated the 60 day waiting period will expire in early December. Upon the expiration of the 60 day waiting period, Clearfield City will “hand deliver” the documents to the Lt. Governor’s office and the Davis County Recorder to ensure the Plat and Mylar are recorded in time for the upcoming tax season.

Impact Fee Analysis - Chief Becraft stated the Impact Fee Analysis is nearly complete. The Impact Fee Analysis indicates that Residential Impact Fees will decrease and Commercial Impact Fees will increase. He the stated a representative from Zion’s Bank will present the Impact Fee Analysis to the Board on November 17, 2015. After the presentation, the Board will then be asked to adopt the Impact Fee Analysis by Resolution.

Chief Becraft stated the average Impact Fee assessed for a residential home has been approximately \$230. If the proposed Impact Fees are approved the fee for a residential home will decrease to approximately \$150 but Commercial Impact Fees will increase to approximately \$0.50 per square feet.

Vice-Chair Petersen asked how much of an Impact Fee the NDFD received for the Smith’s pad. Chief Becraft stated the NDFD received approximately \$7,500 in Impact Fee revenue for Smith’s. He then stated that if the proposed Impact Fees were in effect, the NDFD would have received approximately \$75,000 in Impact Fee’s form Smith’s.

The Board expressed concern with the increase to the Commercial Impact Fees. Chief Becraft reminded the Board that they have the authority to approve an Impact Fee that they feel is appropriate. Vice-Chair Petersen expressed concern with not approving the Impact Fee proposed in the Impact Fee Analysis. He then stated if an alternative Impact Fee is approved, Board should have a “darn good reason” as to why the proposed fee was not approved.

Chief Becraft stated it seems as if people living in the "bungalow" in Clearfield City are paying for the service provided to the Big Developments. He then stated for example, "ATK" is in an EDA and the NDFD doesn't collect any revenue from ATK; however the NDFD and Clearfield City provide EMS services to ATK. Chief Becraft stated higher impact fees for Commercial should be acceptable as it will provide revenue to the NDFD.

Mr. Petroff stated commercial businesses bring employees and an increase in sales tax for entities. Chief Becraft stated agreed, however the NDFD and other Special Districts do not receive sales tax even though they provide EMS and other services to the area.

7. Motion to Adjourn

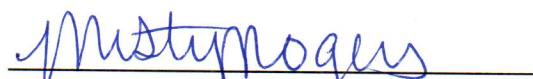
Chair LeBaron excused Erik Craythorne, Mark Shepherd, and Jerry Chatterton from the meeting. He then stated the NDFD clowns are celebrities. He then stated that Captain Tremea attended a luncheon at a local elementary, and the students recognized Captain Tremea as "Smoke Stack."

Mr. Petersen expressed his appreciation to Chief Becraft and the members of the Staff for providing the Fire Prevention Open Houses.

Vice-Chair Petersen motioned to adjourn. Mr. Petroff seconded the motion. The motion passed unanimously.

Approved and Adopted this 19th day of November 2015.


MIKE LEBARON, CHAIRMAN


MISTY ROGERS, DISTRICT CLERK

