



NORTH DAVIS FIRE DISTRICT
BOARD OF TRUSTEES
Station 41, 381 North 3150 West
West Point City, UT 84015
(801)525-2850 ext. 102

Timothy E. Roper, Chairman
Howard Madsen, Vice-Chairman
Erik Craythorne, Board Member
Mark Shepherd, Board Member
Jerry Chatterton, Board Member
Nike Peterson, Board Member
Scott Wiggill, Board Member
Chad Bangarter, Board Member
Gary Petersen, Board Member

Mark Becraft, Fire Chief
John Taylor, Deputy Fire Chief

BOARD OF TRUSTEES MEETING
June 18, 2020 – 6:00 PM

Meeting minutes from the North Davis Fire District Board of Trustee Meeting held at Station 41, 381 North 3150 West, West Point City, UT 84015 on June 18, 2020 at approximately 6:00 PM.

Board Members Present: Chairman Timothy E. Roper, Vice-Chairman Howard Madsen, Chad Bangarter, Jerry Chatterton, Nike Peterson, Scott Wiggill, Mark Shepherd, Erik Craythorne, and Gary Petersen

Staff Present: Fire Chief Mark Becraft, Deputy Fire Chief John Taylor, Misty Rogers, Treasurer Nicole Nelson

Excused:

Visitors: Kathryn Murray, Amber King, NDFD employees' Captain Curt King, Battalion Chief Allen Hadley, Engineer Steve Harrington, and Firefighter Chris Belliston

1. **Call to Order:** Chairman Roper called the Board of Trustees Meeting to order

2. **Invocation or Inspirational Thoughts:** Board Member N. Peterson

3. **Pledge of Allegiance:**

4. **Citizen Comment:**

5. **Consideration of Approval of Minutes from the May 28, 2020 Board Meeting**

Chief Becraft apologized to the Board of Trustees as the minutes from the May 28, 2020 meeting were not yet complete. He then requested that the approval of the minutes be tabled.

Board Member N. Peterson motioned to table the approval of the minutes from the May 28, 2020 Board Meeting. Board Member Shepherd seconded the motion. The motion passed.

6. **Consideration of Approval of the North Davis Fire District Bills for May 2020**

Board Member Craythorne motioned to approve the NDFD bills for May 2020. Board Member G. Petersen seconded the motion. The motion passed.

7. **Consideration of Approval of the North Davis Fire District Financial Report**

Chief Becraft mentioned that Property Tax and Ambulance Revenues seemed to be on target for FY2020. The Health Care Finance Assessment charged for ambulance service continues to increase and the Budget Amendment for FY2020 would reflect those increases.

Board Member N. Peterson asked why the financial report portrays the expenditures spent for Clearfield City Dispatch services in FY2020 as over budget. Chief Becraft stated that the last payment to Clearfield City in FY2020 for Dispatch services was a prepaid for July (FY2021).

Board Member N. Peterson asked why the financial report indicated an increase for Blueline services. Chief Becraft stated that the increase for Blueline services was for new hire testing and the testing for employees who were involved in an accident in a District vehicle.

Board Member G. Petersen asked why the District would have a prepaid. Ms. Rogers stated that she had mistakenly paid for July Dispatch services in June. Therefore, it will be a prepaid item for the FY2021 budget. Board Member G. Petersen stated that the prepaid charge should be moved into prepaid account or the District's financials would not be accurate.

Board Member Shepherd motioned to approve the NDFD Financial Report. Board Member N. Peterson seconded the motion. The motion passed.

8. Public Hearings:

a. Public Hearing for Resolution 2020R-10, Amending the North Davis Fire District Budget for FY2020.

No Comment: Board Member Shepherd motioned to close the public hearing. Board Member Chatterton seconded the motion. The motion passed.

b. Public Hearing for Resolution 2020R-11, Adoption of the North Davis Fire District Final Budget for Fiscal Year 2021 for the Period Beginning July 1, 2020, and Ending June 30, 2021

No Comment: Board Member Shepherd said that it would not be prudent to approve the FY2021 Budget because in previous Board of Trustees meetings, the Board had expressed their desire to hold Truth in Taxation. He then motioned to table the public hearing until the FY2021 Budget could be finalized and the Truth in Taxation process could be completed.

Board Member G. Petersen stated the public hearing could still be held without the Board of Trustees approving the final Budget for FY2021. Board Member Shepherd stated it seemed strange to hold a public hearing for a budget that was not finalized. Board Member G. Petersen stated that it is common to hold a public hearing when the Board is considering the adoption of a budget. He then said that the public hearing should be held and that the Board had the option to table or adopt the FY2021 Budget

presented to the Board. Board Member G. Petersen stated that the FY2021 Budget presented to the Board is balanced.

Chief Becraft indicated that the FY2021 budget presented to the Board of Trustees is balanced without the use of fund balance or impact fees. Chief Becraft stated that the Board of Trustees had the option to either approve the budget as presented or motion to hold Truth in Taxation and consider an alternative rate.

Board Member Shepherd asked if the proposed budget included the maintaining of the tax rate. Chief Becraft said no, the FY2021 Budget presented to the Board of Trustees on June 18th was drafted and balanced using the certified tax rate.

Board Member Craythorne mentioned that in previous meetings, the Board of Trustees had discussed not adopting a final budget until after completing the Truth in Taxation process.

Chairman Roper inferred that the Chief provided the Board of Trustees a balanced budget for FY2021 without the use of impact fees or fund balance. He then said that if the Board of Trustees were not comfortable with the FY2021 Budget as presented, they could make a motion to complete the Truth in Taxation. This would allow more time for administration and the Board to further discuss and plan for the District's future.

Board Member N. Peterson asked Ms. Rogers if the public hearing for the adoption of the final budget and property tax rate being held during the meeting were a requirement of state law. Ms. Rogers indicated yes, Utah law requires that the Board of Trustees be presented with a final budget and property tax rate to be considered for adoption in addition to corresponding public hearings. Therefore, the Board of Trustees should allow for public comment prior to considering the adoption of the property tax rate and budget. Ms. Rogers said that if the Board wishes to complete the Truth in Taxation process, when the item is presented as an action item, the Board should motion to not accept the final budget for FY2021 as presented, motion to complete the Truth in Taxation process and propose a property tax rate.

Board Member N. Peterson asked if the public hearing should be closed. Chief Becraft recommended that the public hearing be closed as there will be additional public hearings in the future. Board Member N. Peterson, Board Member Craythorne and Board Member Bangerter agreed that holding the public hearing was appropriate as it would allow anyone wishing to make comment the opportunity to do so.

Board Member Shepherd rescinded his motion to table the public hearing until the Truth in Taxation hearing and FY2021 budget is finalized.

Board Member Wiggill motioned to open the public hearing to receive public comment and to discuss FY2021 budget. Chairman Roper opened the public hearing. No public comment was received.

Board Member Madsen motioned to close the public hearing. Board Member G. Petersen seconded the motion. The motion passed.

c. Public Hearing for Resolution 2020R-12, Adoption of the North Davis Fire District Property Tax Rate for Calendar Year 2020

No comment provided. Board Member Bangerter asked what the certified tax rate is for the North Davis Fire District for Calendar Year 2020. Chief Becraft answered the certified tax rate had been set at 0.001083. Board Member Bangerter then asked what the rate difference was between the certified rate and maintaining the rate. Chief Becraft said the property tax rate for Calendar Year 2019 was 0.001108. He then explained to the Board that valuations increased, therefore, the certified rate of the District decreased.

Board Member Chatterton motioned to close the public hearing. Board Member N. Peterson seconded the motion. The motion passed.

9. Presentation and Consideration of Approval of North Davis Fire District Risk Assessment

Chief Becraft stated that the Utah State Auditor recently released a Risk Assessment that all entities must complete. The theory is the higher the score on the Risk Assessment, the lower risk for fraud within the entity. Chief Becraft said that the North Davis Fire District scored well on the assessment due to having a third-party treasurer, separation of duties, procurement policy, and good internal controls. The District currently does not have a fraud hotline formally setup; however, administration is working with the Treasurer to find a solution. Chief Becraft recommended that the Board accept the North Davis Fire District Risk Assessment by motion.

Board Member Craythorne suggested implementing an email address for fraud hotline tips as this could reduce the cost burden to the District. Chief Becraft stated that he would discuss that option with the District Treasurer.

Board Member Bangerter motioned to approve the Risk Assessment as presented. Board Member Madsen seconded the motion. The motion passed.

10. Discussion and Consideration of Resolution 2020R-08, Authorizing North Davis Fire District Pick Up of Public Safety and Firefighter Employee Retirement Contributions
(public hearing held during item 8)

Chief Becraft mentioned that contribution rates for Tier 2 Public Safety Retirement will increase on July 1, 2020. The Utah Retirement System (URS) requires that if the District elects to “pick

up” required participation percentage for the employee, the Board of Trustees must approve the contribution by resolution.

Board Member G. Petersen asked if the District is required to pay the “pick up” amount. Chief Becraft stated no, the employer may choose to pay the required contribution increase. He then stated that several years ago, changes to the Public Safety Retirement (PSR) through URS occurred. Anyone who entered the PSR after the changes were made were placed into Tier 2, and employer contributions drastically decreased. Currently, the District pays a higher percentage into the Tier 1 PSR than into that of the Tier 2 PSR. If the Board of Trustees approves the resolution, the percentage that the District contributes to the PSR for Tier 1 and Tier 2 would be closer.

Board Member Shepherd asked who wrote the proposed resolution. He indicated that the terminology “pick up” is poor language and the resolution is horribly written. Chief Becraft stated that the resolution template was obtained from URS.

Board Member Bangerter asked if Chief Becraft recommended that the District contribute the full required contribution amount and, if so, how would the cost impact the District. Chief Becraft stated yes, he did recommend that the District contribute the full required increase amount to the Firefighter’s Tier 2 retirement. He then stated that the cost to the District is approximately \$50,000 annually.

Board Member Bangerter motioned to approve Resolution 2020R-08, Authorizing North Davis Fire District Pick Up of Public Safety and Firefighter Employee Retirement Contributions. Board Member Shepherd seconded the motion. The motion passed.

Roll Call Vote:

- Chairman Roper (non-voting member)
- Vice-Chairman Madsen – Aye
- Board Member Chatterton – Aye
- Board Member Shepherd – Aye
- Board Member G. Petersen - Aye
- Board Member N. Peterson – Aye
- Board Member Bangerter – Aye
- Board Member Wiggill – Aye
- Board Member Craythorne – Aye

11. Discussion and Consideration of Resolution 2020R-09, Local Emergency Declaration

(public hearing held during item 8)

Chief Becraft asked that the Board of Trustees approve Resolution 2020R-09 as it would extend the District’s Local Emergency Declaration for another 30-days. He then stated that staff has kept themselves updated and educated with COVID-19 and ongoing changes. Chief Becraft then informed the Board that he recently attended and provided testimony for the legislative

research regarding COVID-19 and how the District is being affected. It is still unclear if the District will fall under the umbrella of the county or state. Therefore, the Board is being given the opportunity to continue the Local Emergency Declaration.

Chief Becraft informed the Board of Trustees that the North Davis Fire District will continue to follow the recommendations of the Utah Bureau of EMS. The District stations will remain on lockdown and precautionary measures will continue.

Board Member Shepherd stated that he did not believe that the District needs to extend the Local Emergency Declaration. Chief Becraft said that during a meeting he attended yesterday, it had not been decided if the District would receive relief funding directly, from the state, the county, or the cities. Therefore, agencies were continuing to file Local Emergency Declarations. Board Member Shepherd stated that relief funds are coming from several sources. The Local Emergency Declaration for Davis County and the State of Utah lapsed in April; therefore, there is no reason for the District to extend the emergency declaration. Chief Becraft stated that he agreed funding assistance for the District would likely come from the cities. However, there has been confusion whether a declaration or proclamation must be in place to go outside of policy if it is needed. Board Member Shepherd stated that the emergency declarations are set to expire within a certain time for a reason. He asked if the administration anticipates incurring additional costs. Chief Becraft stated no, however, he does know that there are Bureaucratic “loopholes” within the Cares Act, for example, funds cannot be used for expenses. Board Member Shepherd stated that the Cares Act funds from cities could cover firefighter wages if necessary. Board Member Shepherd also said that upfront costs of COVID-19 fall within the county and state Local Emergency Declarations previously filed.

Chief Becraft stated that during a legislative committee held yesterday, the Cares Act and funding were addressed. He then mentioned that the Local Emergency Declaration filed by the NDFD Board of Trustees would be expiring, therefore, it was brought to the Board again for consideration.

Board Member Shepherd implied that Clearfield City had already received some Cares Act funding. He then stated that West Point City had already filed for Cares Act funding and Sunset City was in the process of applying. He then implied that it was up to the cities to determine how the Cares Act funds should be appropriated. Each City Council within the District could elect to send funds to assist the District.

Board Member Bangerter asked Chief Becraft if he would recommend approving another Local Emergency Declaration to ensure that the District was covered. He then stated that when the previous Local Emergency Declarations were approved by the Board of Trustees due to COVID-19, the District expended a large amount of funds in preparing for the pandemic. Board Member Bangerter asked Chief Becraft if he thought that the District would continue to incur

COVID-19 related expenses. Chief Becraft declared that it was his job to be “pessimistic” and prepare. He then stated that the District has more COVID-19 positive cases now than it has had in the past and expenses related to COVID-19 could continue.

Board Member Bangerter stated that he agreed with Board Member Shepherd. The initial Local Emergency Declaration had been filed and it may not be necessary to declare the emergency again. Board Member Shepherd asked if the District had filed for funding assistance for COVID-19 related expenses. Chief Becraft stated that the District has filed for reimbursement from FEMA, but no funds have been received. Board Member Shepherd asked how much money the District has expended for the COVID-19 pandemic. Chief Becraft stated approximately \$30,000, however that did not include wages. Board Member Shepherd said that he could not speak on behalf of the other Mayors, however, he believed that the cities should assist the District with funding for COVID-19. Board Member Shepherd stated that if the State of Utah distributes the Cares Act funds as intended, Clearfield City will receive approximately \$2.8 million to assist the city and the economy. He then mentioned that Clearfield City had already received approximately \$900,000 and they should be able to assist the District with costs associated to COVID-19 if necessary.

Board Member Chatterton asked what it would hurt to file another Local Emergency Declaration due to the uncertainty of the COVID-19 pandemic. Board Member Shepherd stated that it would not hurt anything to file a Local Emergency Declaration, it was just not necessary.

Board Member Craythorne stated that he agreed with Board Member Shepherd that the Local Emergency Declaration was not necessary, but the Board of Trustees could continue the declaration. He then indicated that, if necessary, the District could potentially receive funds to assist with COVID-19 from the cities within the District. Board Member Craythorne clarified that each city’s City Council would ultimately make the decision to assist the District with costs associated with the pandemic.

Board Member Wiggill motioned to approve Resolution 2020R-09, Local Emergency Declaration. Board Member Chatterton seconded the motion. The motion passed with 6 Ayes and 2 Nays.

Roll Call Vote:

Chairman Roper (non-voting member)
Vice-Chairman Madsen – Nay
Board Member Chatterton – Aye
Board Member Shepherd – Nay
Board Member G. Petersen - Aye
Board Member N. Peterson – Aye
Board Member Bangerter – Aye
Board Member Wiggill – Aye

Board Member Craythorne - Aye

Board Member Craythorne voiced that it would be prudent for each city to consider assisting the District with COVID-19 related costs if necessary.

Board Member N. Peterson stated that she supported the Local Emergency Declaration, however, she may not in the future as the Board of Trustees could declare an emergency again if it became necessary.

Board Member Wiggill stated that when FEMA is involved, the declarations are important.

Board Member Shepherd stated that each city will be receiving a large amount of money from the Cares Act to assist with COVID-19 costs. He then said that each city should be able to assist the District if necessary.

12. Discussion and Consideration of Resolution 2020R-10, Amending the North Davis Fire District Budget for FY2020 *(public hearing held during item 8)*

Chief Becraft stated that the budget amendment for FY2020 includes expenditure increases to RDA contributions (\$50,000) as well as to employee wages. Treasurer Nelson stated that the amended budget is a favorable change of approximately \$54,750.

Board Member G. Petersen motioned to approve Resolution 2020R-10, amending the North Davis Fire District Budget for FY2020. Board Member Bangerter seconded the motion. The motion passed.

Roll Call Vote:

Chairman Roper (non-voting member)

Vice-Chairman Madsen – Aye

Board Member Chatterton – Aye

Board Member Shepherd – Aye

Board Member G. Petersen - Aye

Board Member N. Peterson – Aye

Board Member Bangerter – Aye

Board Member Wiggill – Aye

Board Member Craythorne – Aye

13. Discussion and Consideration of Resolution 2020R-11 Adoption of the North Davis Fire District Final Budget for Fiscal Year 2021 for the Period Beginning July 1, 2020 and Ending June 30, 2021 *(public hearing held during item 8)*

Chief Becraft expressed that it was his intent to provide the Board of Trustees with a balanced budget using the certified rate and not reserves. It was not his intent to cut the budget expenditures significantly; however, to balance the budget there was no choice but to cut.

Chief Becraft stated that prior to COVID-19 and early in the budget planning process, it was known that the District would experience non-optional cost increases of approximately \$187,779.72. The largest non-optional increases to the FY2021 Budget include health insurance and Utah Retirement Systems.

Chief Becraft stated that the District recently participated in a Utah Retirement System (URS) Audit. It was found that the way that the District reported contributions was not in compliance with state law. Ms. Rogers indicated that time worked and contributions to URS must be reported within 30-days of time worked. Because of the full-time firefighter pay cycle, there were contributions and reporting that did not meet the reporting requirement. Therefore, the District had to adjust how hours are reported and how contributions are made to URS. This required that the District pay three contributions for full-time firefighters at one time for the District to report and contribute correctly. Chief Becraft informed the Board that URS will only allow the District to contribute to his 401K through URS and not ICMA-RC as they had previously done.

Chief Becraft stated that changes from the Tentative Budget approved by the Board in May to what is being presented to the Board tonight include conservative property tax revenue and fee in lieu. He then stated that removing the hiring of three additional full-time firefighters and associated costs and no merit increases decreased the FY2021 Budget by nearly \$500,000; the three Captain promotions had mistakenly been left in, therefore, approximately \$15,000 could be reallocated to vehicle maintenance. Chief Becraft stated that if the Board chose to approve the FY2021 Budget as presented, they could; however, it could only sustain the District for one year. He then stated that there is priority funding that could be followed.

Board Member Shepherd expressed the need for the Board of Trustees to review the budget “piece by piece” to ensure proper planning for the District. He then motioned to table the adoption of the North Davis Fire District Final Budget for Fiscal Year 2021 until after the Truth in Taxation process. Board Member Madsen seconded the motion.

Board Member Bangerter stated that there were numerous items removed from the proposed budget document which were concerning to him. For example, significantly cutting training is concerning. He then asked how the NDFD balanced the current budget (FY2020). Board Member Craythorne stated that fund balance had been used to balance the current budget. Board Member Bangerter stated that he has numerous questions about the budget and that the needs of the District need to be discussed. Chairman Roper stated that a work session was needed. Board Member N. Peterson stated the proposed budget provided by administration is exactly what the Board of Trustees had asked them to do during the previous Board meeting. During the May meeting, the Board of Trustees asked administration to produce a budget using the certified tax rate and without the use of fund balance or Impact Fees. Board Member N. Peterson stated that the budget presented to the Board of Trustees is shocking, but it is what the

Board needs to see and discuss. She then stated again that administration cut the budget to create a balanced budget, just as they had been instructed to do.

Board Member Shepherd stated the proposed budget is a “worst case scenario” and the needs of the District will be discussed. The proposed budget will allow for the Board of Trustees to review the items within the documents and determine what should and should not be funded and if additional revenue is needed.

Chief Becraft stated the budget presented is a “one-year fix” as this would allow the Board of Trustees to plan for the future of the District.

Board Member Bangerter expressed concern that the expenditures of the District surpass the revenue that is being collected and that the District is planning to purchase of a new ladder truck soon. Board Member Bangerter stated that administration produced a balanced budget at the direction of the Board, however, the budget is shocking.

Ms. Nelson (Treasurer) provided the Board with answers to questions from previous meetings. She stated that historically, \$85,000 of Impact Fees has been used each year to assist with the debt service payment for Station 41. However, in FY2020 (July 1, 2019 to June 30, 2020) the decision was made to pay the entire debt service payment using Impact Fees. Ms. Nelson stated that the Board of Trustees needs to decide if they would like to continue to use \$85,000 of Impact Fees towards the debt service payment as they have historically done. Not using the \$85,000 of Impact Fees is a considerable amount of money to lose in addition to the non-optional increases that the District has gained.

Board Member Shepherd made the statement that expenditures being higher than revenues is concerning and must be addressed. He stated that a “one-year fix” scares him as there is no telling what will happen next year. Board Member Shepherd stated that significantly higher expenditures cannot be blamed on COVID-19 and there needs to be a long-term plan and solution for the District.

Chief Becraft stated that District property taxes fluctuate drastically from year-to-year and it is difficult to prepare a budget. He then stated that ambulance revenue seems to continue to decline even though the District is busier. The amount of ambulance revenue projected in the budget has not been increased for several years.

Board Member Chatterton stated that he would support holding a work session, however the Board needs to have discussions right now even if that meant putting a time limit on the discussion. He stated that by starting the discussions now, the Board would have time to go home and review the budget document again. Board Member N. Peterson seemed to agree.

Board Member Shepherd stated that he would rather hold one work session where he could ask every question that he may have one by one.

Board Member Bangerter stated that the proposed budget is “cut and dry” and there is a need to increase revenue. He then stated that the Board needs to review the budget and look at all the possibilities, then he asked how ambulance revenues were decreasing if the District was busier. Chief Becraft stated that the Affordable Cares Act has impacted revenues for all ambulance providers. If the District transports a Medicaid patient, they will only pay a certain amount for the call. It does not matter who and what supplies were used for the Medicaid call. Chief Becraft then stated that each year the District is required, as an ambulance provider, to pay a Healthcare Finance Assessment (QAZ) of nearly \$100,000 to the State of Utah Department of Health. Board Member G. Petersen stated that the rate charged by the district is the maximum allowed by law. The amount the District received for a Medicaid call decreased by more than half with Affordable Cares Act. Board Member G. Petersen stated that ambulance revenue was down nearly \$400,000 from where it used to be due to legislative changes. Board Member Bangerter stated that if that were the case, then the District must find ways to pay for services without using fund balance, and not providing the best resources should not be the option.

Board Member N. Peterson stated that the main revenue source for the District is property tax. Over the past several years, operational costs have continued to increase, however, the property tax rate has not been consistently maintained or increased to assist with cost increases. Board Member N. Peterson stated that because the District has limited sources of revenue, it may be wise for the Board of Trustees to consider a policy to keep property tax rates within a certain percentage. She then expressed her appreciation for the Chiefs trying to obtain additional revenue by implementing the Fire Incident Recovery program. However, the amount of revenue needed will likely not be obtained through this program. Board Member N. Peterson stated that now is not the perfect time to consider holding or increasing the property tax rate, however the discussion must be had. Board Member N. Peterson stated that as a Board of Trustees, each member must come to the meetings prepared and be ready to have discussions. She then stated that the budget was released several days prior to the meeting and answers to many of the questions being asked are included in the document. Board Member N. Peterson stated that “we” are in a crunch and the Board Members need to prepare prior to the meetings. She then stated that there is a lot of information provided to the Board by the administration and the Board of Trustees must review the information and reach out to ask questions.

Chairman Roper thanked everyone for their comments. He then stated that there was a lot of information that still needed to be discussed and decisions that needed to be made by the Board.

Chief Becraft stated that he recently attended a meeting where health departments and essential functions of EMS were discussed. The discussion included the cost of EMS and public safety and the need for providers to recoup costs. Chief Becraft stated that he loves that North Davis Fire District is a Local District because it has benefits.

Board Member Shepherd motioned to table the adoption of the North Davis Fire District Final Budget for Fiscal Year 2021 and to hold a Truth in Taxation (TNT). Board Member N. Madsen seconded the motion. The motion passed

Roll Call Vote:

Chairman Roper (non-voting member)

Vice-Chairman Madsen – Aye

Board Member Chatterton – Aye

Board Member Shepherd – Aye

Board Member G. Petersen - Aye

Board Member N. Peterson – Aye

Board Member Bangerter – Aye

Board Member Wiggill – Aye

Board Member Craythorne – Aye

Chairman Roper stated that a work session for the Board of Trustless will be scheduled.

Board Member Chatterton stated that the Board has great resources and recommended that they reach out to administration and the Chairman with questions or concerns. Board Member N. Peterson agreed.

14. Discussion and Consideration of Resolution 2020R-12, Adoption of the North Davis Fire District Property Tax Rate for Calendar Year 2020 *(public hearing held during item 8)*

Board Member Shepherd motioned to table the adoption of the North Davis Fire District Property Tax Rate and hold a Truth in Taxation Hearing (TNT). Board Member Craythorne seconded the motion. The motion passed

Board Member G. Petersen stated that the Truth in Taxation process includes the proposal for a property tax rate that will be published. He then recommended that the Board propose maintaining the rate of 0.001108. Board Member Shepherd agreed.

Board Member Craythorne suggested proposing a higher property tax rate as it will allow for the Board to approve a lower rate if possible.

Board Member G. Petersen stated that whatever property tax rate is proposed by the Board, it be capped at that level. He then recommended maintaining the property tax rate.

Board Member Craythorne asked how much additional revenue maintaining the property tax revenue would produce. Chief Becraft stated maintaining the property tax rate would produce approximately \$63,000 more in property tax revenue. He then stated that administration had produced hypothetical property tax rates up to 0.001250, approximate revenues which would be generated, and the impact to residents within the District. Board Member Craythorne stated the projected revenue from maintaining the rate did not consider growth or Fee in Lieu.

Board Member N. Peterson stated that since she had been on the Board, there had been one time when the property tax rate for the District was 0.001206. Chief Becraft stated yes, however, there had been a time when the District's property tax rate was near 0.001400. Board Member

Craythorne stated that there had been a time when the District's property tax rate was approximately 0.001414.

Chief Becraft again stated that Ms. Rogers had produced hypothetical property tax rates up to 0.001250, approximate revenues which would be generated, and the impact to residents within the District. Board Member G. Petersen and Chairman Roper asked that Ms. Rogers provide the information to the Board as it may provide the information needed to propose a property tax rate. Ms. Rogers provided the Board with the hypothetical information in addition to a document provide by the County Assessor showing how rates could impact the residents from each city.

Board Member Chatterton asked if the maximum property tax rate the District could consider is 0.001250. Chief Becraft stated no, State Statute allows for a Local or Special Service District that provide public safety can consider a property tax rate to 0.002300. Board Member Chatterton stated that it may be advantageous to propose a higher rate knowing that they could decrease the rate if possible.

Board Member Craythorne stated that when his city (West Point) completes the Truth in Taxation process, they typically only maintain the property tax rate. He then suggested the Board maintain the rate of 0.001108.

Board Member Chatterton stated maintaining the rate will not provide enough revenue to allow for options with the FY2021 budget. Board Member Wiggill agreed.

Board Member Craythorne stated that maintaining the rate will not create an instant solution for revenue shortfall of the budget. However, over time additional revenue will be obtained as the rate is maintained. Board Member Craythorne stated maintaining the property tax rate will allow for additional revenue over time and this will likely be more appealing to the residents of the District. He then again proposed maintaining the rate of 0.001108.

Board Member Shepherd recommended proposing a higher property tax rate as it will give the Board flexibility and the opportunity to accept a lower rate if possible. Board Member N. Peterson stated that proposing a higher rate such as 0.001250 will not be popular, however, it is necessary to consider all options. Board Member Chatterton agreed

Board Member G. Petersen stated that if the District accepts the certified rate, a home with a taxable value of \$250,000 will pay approximately \$270 annually. He then expressed concern that if a rate of 0.001250 is approved, a home with the same taxable value will pay approximately \$42 more annually (approximately \$312.50). Board Member G. Petersen stated that an increase of \$42 annually will create unrest within the community.

Board Member Bangerter stated that the Board of Trustees needs to determine what it costs to operate the District. He then stated that the cost difference between maintaining the rate and increasing the rate to 0.001250 could be feasible for the citizens.

Board Member N. Peterson stated that the District has encompassed the non-optional increases for FY2021 of approximately \$187,000. She then stated that maintaining the rate will not cover the non-optional costs and that is why she would recommend noticing for a Truth in Taxation and proposing a property tax rate of 0.001250. Board Member N. Peterson stated that as the Board of Trustees and administration work together to create a final budget, a property tax rate lower than 0.001250 could potentially be selected.

Board Member Wiggill asked Board Member G. Petersen if the property tax rate of 0.001250 is acceptable to him. Board Member G. Petersen stated no, a property tax rate of 0.001250 is “way too high” and that he recommends maintaining the rate of 0.001108.

Board Member Chatterton asked how the proposed property tax rate is noticed. Ms. Rogers stated that Truth in Taxation advertisement states that the District is considering a property tax rate “up to” a specific rate. It also includes the average home value/taxable value for a home within the District, it is not city specific.

Board Member G. Petersen stated that the advertisement on the tax notice indicates that the District really is considering adopting the indicated rate and not potentially a lower rate. Ms. Rogers apologized for the confusion, then stated that the large notice published indicates a property tax rate up to a specific rate. The property tax notice mailed indicates the proposed amount only. Board Member G. Petersen stated that Board Member Bangerter and Board Member N. Peterson should know that the FY2021 Budget includes additional property tax revenue in addition to the \$187,000 in increased non-optional expenditures. In FY2020, the District budgeted approximately \$2.6 million in property tax revenue. The proposed budget for FY2021 indicates \$3.089 million in property tax revenue being budgeted.

Chief Becraft clarified that the FY2020 Budget included \$2.6 million in Property Tax Revenue and \$165,000 in Fee in Lieu (West Point and Clearfield). It also included six-months of contract services with Sunset of \$116,650 (full-year of service approximately \$230,000). This is a total of approximately \$2.946 million of Property Tax Revenue. He then stated that the FY2021 Budget includes Property Tax Revenue and Fee in Lieu for all cities within the District (West Point, Clearfield, and Sunset) as this is the first year that Sunset City has been included on the tax rolls of the District. The FY2021 Budget indicates that if the District accepts the certified rate, they will receive \$3.089 million in Property Tax Revenue and Fee in Lieu combined.

Board Member Chatterton stated that the Board should consider noticing for a higher rate to give flexibility and to try to increase revenues in increments. He stated that he does not want the Board to look back and regret not having the option of selecting a specific rate if it were necessary.

Board Member N. Peterson motioned to hold a Truth in Taxation hearing and proposed a property tax rate of 0.01250. Board Member Craythorne stated that both sides of the table should agree. Board Member N. Peterson withdrew her motion.

Board Member Shepherd stated that the District needed to propose a rate that the District could function with and no higher. He then motioned to hold a Truth in Taxation hearing and proposed a property tax rate of 0.01175. Board Member Craythorne seconded the motion.

Board Member Chatterton asked if a rate of 0.001175 is more appealing to the public than a rate of 0.001200.

Board member Wiggill stated that the budget originally presented to the Board indicated that the District was short nearly \$500,000. He asked what the difference was between the original budget and the budget being proposed. Ms. Nelson stated that when the budget was presented to the Board in May, she struggled to calculate the revenues being proposed. After the meeting, she discovered that the Contributions to Other Gov (RDA's) had not been removed from the revenue and separated out Fee in Lieu. Board Member Shepherd stated the shortfall is closer to \$300,000.

Board Member Bangerter asked if minutes were being taken on the discussion because he thought that there had been a motion to table the approval of the Property Tax Rate. Board Member Shepherd stated that accepting the certified rate had been table.

Board Member Shepherd changed his motion to advertise for a Truth in Taxation and the consideration of a property tax rate of 0.01175. Board Member Craythorne seconded the motion. The motion passed.

Roll Call Vote:

Chairman Roper (non-voting member)
Vice-Chairman Madsen – Aye
Board Member Chatterton – Aye
Board Member Shepherd – Aye
Board Member G. Petersen - Aye
Board Member N. Peterson – Aye
Board Member Bangerter – Aye
Board Member Wiggill – Aye
Board Member Craythorne – Aye

15. Other

16. Fire Chiefs Report

Structure Fire - Chief Becraft stated that the District recently responded to a working structure fire in Sunset. He then turned the time over to Deputy Chief Taylor. Deputy Chief Taylor stated that a motorhome had caught fire, burnt two carport structures, vehicles, and started to burn one of the buildings. He then stated that the structure fire caused downed power lines and inaccessibility to the fire for a short period of time. The cause and origin are currently under investigation.

Board Member Chatterton asked if there had been a fire on 2300. Deputy Chief Taylor stated yes; however, he did not currently know the particulars of the fire.

Vehicle Accident - Chief Becraft stated that while responding to a call, the ladder truck backed into a parked vehicle and appropriate action is being taken. He then stated that an insurance claim will be filed for the damage to the parked vehicle.

COVID-19 - Chief Becraft stated that the District and other EMS providers are following Bureau of EMS and the health department with regards to COVID-19. He then stated that there are more positive COVID-19 cases in Clearfield and West Point than in the past. NDFD will remain on lockdown but operating as normal.

League Research - Chief Becraft stated that he recently testified for league research and the pandemic and many cities, counties, and other entities are in similar situations with similar concerns.

Public Meetings Act – Chief Becraft stated that the Public Meeting Act has recently changed and there is no longer a required anchor location if there is a good reason.

Public Safety Workers – Chief Becraft stated that it is now a crime to spit on a public safety worker.

Chief Becraft stated that the legislature has a lot of work to do.

Board Member Chatterton asked if there was a policy requiring that a driver have a backer when backing up. Chief Becraft stated yes and appropriate action was being taken.

Board Member N. Peterson asked if NDFD has a plan in place in case of riots or other dangerous situations. Chief Becraft stated that the District follows protocol and waits for scene security, however, they do have the latitude to consider risk verses benefit. Chief Becraft stated that the District heavily relies on their “brothers in blue” to ensure their safety.

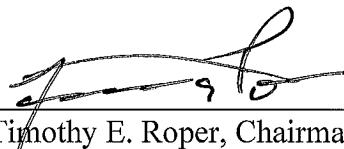
Board Member Bangerter asked if Ms. Rogers should be making the motions or roll call votes. Chairman Roper stated that the District Policies state that the Clerk calls roll, however the Chairman ultimately decides.

17. Motion to Adjourn

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

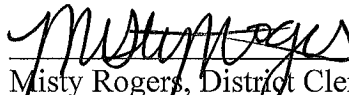
Passed and adopted the 16 day of July 2020





Timothy E. Roper, Chairman

ATTEST:



Misty Rogers, District Clerk