



# LONE PEAK PUBLIC SAFETY DISTRICT MINUTES

**Wednesday, May 26, 2021**

**7:30 am**

**Approved September 8, 2021**

Highland City Hall, 5400 West Civic Center Drive, Highland, Utah 84003

**PRESIDING:** Chair Brittney P. Bills

**BOARD MEMBERS  
PRESENT:**

Rod Mann, Kurt Ostler, Troy Stout, Jason Thelin, Lon Lott (alternate – acted as board member for a portion of the meeting)

**STAFF PRESENT:**

LPPSD Executive Director Nathan Crane, LPPSD Assistant Executive Director Shane Sorensen (electronically), Finance Director Tyler Bahr, Police Chief Brian Gwilliam, Deputy Fire Chief Brian Patten, Recorder Stephannie Cottle

**OTHERS PRESENT:**

Nancy Jones, John Pollock, Arlyn Ramsay, Trent Christensen, Brian Hodson, John Grayson Pollock, Darci Brunson, Ryan Albers, Charlie Thurston

## **7:30 AM REGULAR MEETING**

Call to Order: Brittney P. Bills, Chair

Invocation: Board Member Kurt Ostler

The meeting was called to order by Chair Brittney P. Bills as a regular meeting at 7:36 am. The meeting agenda was posted on the *Utah State Public Meeting Website* at least 24 hours prior to the meeting. The prayer was offered by Board Member Kurt Ostler.

### **1. UNSCHEDULED PUBLIC APPEARANCES**

Please limit comments to three minutes per person. Please state your name.

There were no public appearances.

### **2. APPROVAL OF MEETING MINUTES**

Regular LPPSD Board Meeting – April 14, 2021, and April 28, 2021

*Board Member Troy Stout MOVED that the Board approve the minutes for April 14, 2021, and April 28, 2021.*

*Board Member Rod Mann SECONDED the motion.*

*The vote was recorded as follows:*

|                                 |            |
|---------------------------------|------------|
| <i>Board Member Rod Mann</i>    | <i>Yes</i> |
| <i>Board Member Kurt Ostler</i> | <i>Yes</i> |
| <i>Board Member Troy Stout</i>  | <i>Yes</i> |

*The motion passed 4:0.*

### **3. PUBLIC HEARING & RESOLUTION: LONE PEAK PUBLIC SAFETY DISTRICT FY2020-2021 FINAL BUDGET AMENDMENTS**

Staff will present the final budget amendments for the fiscal year 2020-2021 budget for adoption. The Board will take appropriate action.

Finance Director Tyler Bahr presented the final budget adjustments for the current fiscal year. He noted that they had gone over the budgets with the chiefs, and summarized the adjustments that were outside of the previous budget authorization. He outlined that they adjusted salary and salary related expenses, which included full-time and part-time wages, backfill, and taxes.

Finance Director Tyler Bahr mentioned that the volume of the Wildland deployments was much higher that year, and that those items would be tracked in separate accounts as they moved forward. However, they needed to adjust for the current year, which would be covered by revenue they received from deployments. He stated that they had received \$220K that year from deployments. He further stated that in a recent conversation with the State of Utah, they were informed that reimbursements worth \$400K from the California deployments would be sent soon and would be received that fiscal year.

Board Member Kurt Ostler asked if the expense of \$242K was for the current fiscal year. Finance Director Tyler Bahr confirmed it was for 2021. Board Member Kurt Ostler also asked how much of the deployment revenue was specifically from the Wildland deployment from the previous year. He asked if the \$620K was current from this fiscal year. Finance Director Tyler Bahr answered that a majority of it was, but that there were a few thousand dollars for a couple of deployments from previous years.

Finance Director Tyler Bahr discussed two types of grant funding, specifically in regard to COVID, and explained that there were some expenses with the disinfectant system purchased earlier in the year. The expenses needed to be authorized in the budget, and the money would come from the City's CARES funding. He noted that there were also \$5K in grant funds received for the fire department, which was not included on the expense side.

Finance Director Tyler Bahr stated that there were also expenses due to recent separations, vacation payouts, and severance. He noted that half of it was not a net impact on the budget. He further noted that there was also some interim pay. He explained that this was above and beyond what was anticipated in the original budget, and staff wanted to bring it forward to discuss how it would be funded. Finance Director Tyler Bahr said that it could be taken as additional assessments to the Cities. He expressed that they needed direction from the board on how to cover the expenses, and stated that staff's proposal was for the additional assessments to the Cities.

Board Member Troy Stout stated that they just needed to take care of it and not spread it out. Board Member Kurt Ostler asked if some of the mentioned expenses were related to the fire chiefs, and if it was a buyout. Finance Director Tyler Bahr said that they looked carefully at the expenses for the full severance with recognition that there would be some expense for regular salaries at the end of the year. He noted that in one individual's case, only about half of the severance was a net impact and increase to the year.

Board Member Rod Mann asked what the overall net was. Finance Director Tyler Bahr answered that it was \$93K plus about \$2K in taxes for a total of \$95K. Board Member Rod Mann asked if that was extra that they did not fund, and if there were other cost reductions that could reduce that expense. Finance Director Tyler Bahr stated that they did not identify any options.

Board Member Jason Thelin noted that they were missing a couple of individuals who were not on salary in the fire department, and asked if there were any cost savings in the short term that would reflect on those numbers. Finance Director Tyler Bahr said that there did not appear to be. He expressed that the additional expenses for deployments had given them the opportunity to dive in and look for opportunities for savings.

It was noted that the payroll had inevitably gone down since the chief and the other individuals were let go.

Finance Director Tyler Bahr said that they had already netted those out. He explained that if they considered the total payouts, they would have an additional \$45K on top of it.

Board Member Kurt Ostler asked for confirmation of his understanding that the expense was \$140K and they had narrowed it down to be \$95K. Finance Director Tyler Bahr said that was correct. Board Member Kurt Ostler noted that this needed to be approved with both City Councils. He inquired how they could approve something that had been changed but not reviewed by each City Council. He stated that if they voted on a final budget, it bound the other Cities with their vote.

LPPSD Executive Director Nathan Crane stated that there were two different issues, and that it was budget amendments versus a final budget which was a separate agenda item. Board Member Rod Mann asked if it was in their agreement, and noted that there was one with stipulations if it exceeded a specific amount. LPPSD Executive Director Nathan Crane replied that was for future budgets, and that the one being discussed was an amendment with existing expenses that had to be paid for and was not applicable in their existing agreement. He stated that the existing agreement applied to adoption of future budgets.

Board Member Troy Stout noted that if there was money left somewhere else in either of the City budgets they could take some from the discretionary funds.

Board Member Jason Thelin questioned if this was just a motion for a public hearing. Finance Director Tyler Bahr responded that the Chair would call for a public hearing, and the motion would be to adopt the resolution.

Chair Brittney P. Bills opened the public hearing at 7:48 am.

There were no public comments.

Chair Brittney P. Bills closed the public hearing at 7:48 am.

*Board Member Rod Mann MOVED that the Board approve the resolution adopting the final FY2021 budget amendments as presented.*

*Board Member Troy Stout SECONDED the motion.*

*The vote was recorded as follows:*

|                                  |            |
|----------------------------------|------------|
| <i>Board Member Rod Mann</i>     | <i>Yes</i> |
| <i>Board Member Kurt Ostler</i>  | <i>Yes</i> |
| <i>Board Member Troy Stout</i>   | <i>Yes</i> |
| <i>Board Member Jason Thelin</i> | <i>Yes</i> |

*The motion passed 4:0.*

#### **4. PUBLIC HEARING & RESOLUTION: LONE PEAK PUBLIC SAFETY DISTRICT FY2021-2022 BUDGET ADOPTION**

Staff will present the fiscal year 2021-2022 budget for adoption. The Board will take appropriate action.

Finance Director Tyler Bahr explained that there were some simple changes to the 2021-2022 budget. He explained that they had received some costs back and had reduced the anticipated amount by \$60K due to rates not being increased. He commented that the chiefs had some salary adjustment requests to address compression, and it was totaled at \$7K for police and \$39K for fire. Finance Director Tyler Bahr stated that to keep the overall budget the same there was an additional \$13,555 in savings compared to the tentative budget. He explained that they had left it as surplus revenue, and said that one option would be to reduce City assessments.

It was asked how they were able to keep their benefit costs flat. Finance Director Tyler Bahr explained that people had been using medical care less. He stated that they had received an initial bid from United Healthcare, but that there had been a lot of discussion about a move to Select Health. United Healthcare did not want to lose the business, however, so they offered to keep the rates the same.

Board Member Kurt Ostler commented that he wanted to hear Police Chief Brian Gwilliam discuss the salary adjustments and why they were warranted.

Police Chief Brian Gwilliam addressed the adjustments for the police. He expressed that it was a slight adjustment at roughly \$7K. He explained that there was a little compression in their mid-management and they had a few tenured officers that made more than their supervisors. He stated that the adjustment was to account for that. He noted that the reasons for the fire adjustments were similar to those for the police, and he said that they did not want it to become a training ground.

Deputy Fire Chief Brian Patten explained that they had pushed the bottom of the newer fire fighters to keep them within market and remain competitive, and then had increased the middle to allow a higher salary for those who had been there longer. He expressed that they wanted to retain their employees and protect their training investments.

Board Member Kurt Ostler asked what the starting paramedic salary was and what it moved to. Deputy Fire Chief Brian Patten explained that the bottom paramedic was moved up to \$46K, which was where the three and four year paramedics already were. He expressed that they needed to create some separation there. He also noted that there was similar compression with the captains. Deputy Fire Chief Brian Patten expressed that they valued experience and needed to reflect that in their wages.

Board Member Jason Thelin commented that the police adjustments were for four positions and he inquired how many people were accounted for in the fire departments. Deputy Fire Chief Brian Patten responded that there would be different amounts spread over everybody in order to eliminate the compression and remain competitive with the surrounding departments. He mentioned that there was a huge hiring trend currently active. He noted that they could not compete with the larger Cities, but they could make it more beneficial and desirable for individuals to stay in this department.

Board Member Jason Thelin asked for confirmation that some individuals within the fire department would receive a salary increase and others would receive a salary decrease.

LPPSD Executive Director Nathan Crane stated that the previous fall they had started a plan for both departments, and the pay plan was a two-step process. He explained that they had gone through a pay plan and analyzed the

market. The first step in the pay plan was to look at the starting wages for paramedics and advanced EMTs. He said that what was seen in the numbers today was the adjustments to paramedics and advanced EMTs to make sure that everyone was at the minimum levels. He further noted that there was a sum adjustment to the time in position to try and adjust the compression.

LPPSD Executive Director Nathan Crane explained that another part of it was that they looked within their existing budget so there would not be any additional assessments to the Cities, and looked to reallocate funds to make other adjustments to try to address the time in position efforts. He said that the numbers today reflected the first initial step to move forward with the adjustment in order to have an appropriate starting wage and to fix the compression. He reiterated that they wanted to have better retention as they often lost the four or five year firefighters in the past. He stated that the goal was to implement that by the fiscal year.

Finance Director Tyler Bahr noted that there was some competition in Orem, as there was a billboard that showed that United Fire was recruiting. Board Member Rod Mann commented that they could use the \$13K to have their own building. Board Member Kurt Ostler expressed that he would rather keep the surplus versus a purchase.

Police Chief Brian Gwilliam stated that when Cedar Hills left they had a bump in both police and fire budgets. Police addressed wage issues while fire addressed the leaving in Cedar Hills. He said that they did not address wages at that point, and that this was an opportunity to make it fair.

Board Member Rod Mann agreed with Board Member Kurt Ostler's comment that they should take the savings and pass it on to the Cities. Board Member Troy Stout said that it was important for them to maintain the competitive position, and he felt that it made sense to put the money back in. Police Chief Brian Gwilliam noted that there was a movement to put a shooting range in the basement of the fire department.

Deputy Fire Chief Brian Patten added that in the County Chiefs Meeting a week prior, which was just Utah County, he counted 27 open paramedic spots across the County. He stated that paramedics were at a premium. He expressed that they had great guys and wanted to protect that and retain them.

Board Member Jason Thelin asked what the average salary was for a paramedic in Utah County. Deputy Fire Chief Brian Patten responded that it was between \$40K and \$50K. He said that most of the bigger departments did laterals, which meant that they would put them at wages that reflected their years of service.

Board Member Kurt Ostler asked for confirmation that the \$13K would come back to the Cities. The Board confirmed.

Chair Brittney P. Bills opened the public hearing at 8:04 am.

There were no public comments.

Chair Brittney P. Bills closed the public hearing at 8:04 am.

Board Member Rod Mann asked if the previous slide reflected the administration budget being cut by \$13K. It did not, and it was noted that the assessments would reduce slightly when they pulled that \$13K out.

*Board Member Jason Thelin MOVED that the Board adopt the resolution approving the FY2022 budget using the funds of \$13,555 to reduce the City's assessments.*

*Board Member Kurt Ostler SECONDED the motion.*

*The vote was recorded as follows:*

|                                  |            |
|----------------------------------|------------|
| <i>Board Member Rod Mann</i>     | <i>Yes</i> |
| <i>Board Member Kurt Ostler</i>  | <i>Yes</i> |
| <i>Board Member Troy Stout</i>   | <i>Yes</i> |
| <i>Board Member Jason Thelin</i> | <i>Yes</i> |

*The motion passed 4:0.*

## **5. AGREEMENT: ALPINE SCHOOL DISTRICT**

The Board will consider an agreement to provide School Resource Officers to Lone Peak High School, Mountain Ridge Middle School, and Timberline Middle School.

Board Member Troy Stout left the meeting and alternate Board Member Lon Lott stepped into his seat.

Police Chief Brian Gwilliam explained that this was an agreement for the district to provide officers to both high schools and junior highs. He said that this had been done since Lone Peak opened in 1997. He stated that they did not have an agreement with the school district, and that the school district only had agreements with a couple of police agencies throughout the County.

Police Chief Brian Gwilliam explained that this was a conversation between the chiefs of police and the school district to be able to standardize what agencies received for the services of the officers. He relayed that after the discussion they had concluded and noted that the agreement reflected the recent changes in the law as well. He revealed that they would receive an additional \$1K per year from the school district than what they had in the past. He stated that they currently billed them \$68K for the use of the officers during the year.

Board Member Rod Mann asked if the one officer was dedicated to Lone Peak. Police Chief Brian Gwilliam explained that they had one officer dedicated to LPHS and the other divided between the two middle schools. He said that they also taught the NOVA program, which was similar to the DARE program, in elementary schools. Board Member Rod Mann asked if it was the same officers. Police Chief Brian Gwilliam replied that they rotated the officers every three years.

Police Chief Brian Gwilliam stated they would need to have the signature of the board chair to send back to the district, and hoped to have those by June 1st.

*Board Member Kurt Ostler MOVED to approve the agreement with Alpine School District for the resource officers and allow the Chair to sign the agreement.*

*Board Member Rod Mann SECONDED the motion.*

*The vote was recorded as follows:*

|                                  |            |
|----------------------------------|------------|
| <i>Board Member Rod Mann</i>     | <i>Yes</i> |
| <i>Board Member Kurt Ostler</i>  | <i>Yes</i> |
| <i>Board Member Lon Lott</i>     | <i>Yes</i> |
| <i>Board Member Jason Thelin</i> | <i>Yes</i> |

*The motion passed 4:0.*

## **6. AGREEMENT: UTAH COUNTY MOBILE FIELD FORCE**

The Board will consider an agreement with the Utah County Chiefs of Police to participate in a Mobile Field Force Team.

Police Chief Brian Gwilliam explained that with the uptick in public protests and occasional riots, the chiefs of police in Utah County elected to put together a mobile field force team to keep the peace and separate anti-protesting groups from the public. He communicated that they had assigned three officers to be a part of the team and they had been deployed numerous times over the past few months around the County.

Police Chief Brian Gwilliam noted that although they had not had anything come to Highland or Alpine, he felt that it was an insurance policy for if and when that happened. He explained that it was a memorandum of understanding that they would provide training, equipment, and resources to the team. Board Member Rod Mann asked if there was special training the officers had to go through. Police Chief Brian Gwilliam confirmed that there was. He stated that on top of specialized training there was a specialized unit within the unit, and he relayed that one of their officers had been accepted and would go to additional training.

Police Chief Brian Gwilliam stated that they asked for the Board chair sign, which committed some of their resources to the team. Board Member Rod Mann asked if there was an EMS component. Police Chief Brian Gwilliam thought there was, but was not completely sure. He said that it was very similar to the critical incident task force.

It was asked if the budget was affected at all. Police Chief Brian Gwilliam responded that they were able to get a lot of really good deals on equipment which was covered by the current budget.

It was asked what it cost the City to be a part of it. Gwilliam answered that he had placed an additional \$5K into the upcoming budget year for additional training and equipment maintenance. He said that they needed to discuss in the future the damage to property. He noted that they saw the acceptance of that damage in Salt Lake the previous year, and he declared that would not be the response for Highland or Alpine our stance. He expressed that they would act when it occurred.

Board Member Jason Thelin noted that sometimes all that happened was a slap on the wrist, and he hoped that they would instead be prosecuted if it happened. Police Chief Brian Gwilliam stated that they were the front line of the justice system. He said that they put people into it, but were not in control of what happened afterwards.

Board Member Jason Thelin asked if the number of officers assigned from each City was based on population. Police Chief Brian Gwilliam answered that based on population there was a recommendation for two officers to come for their agency. He expressed that they would send three officers because they had three who wanted to do it.

Board Member Jason Thelin asked if there were any cities who had not signed. Police Chief Brian Gwilliam believed that at least one officer would participate from every agency. He commented that Provo and Utah County both had double digits.

Police Chief Brian Gwilliam explained that they wanted a motion that would allow the board chair to sign the agreement that would commit the district to participate.

Board Member Kurt Ostler noted that there was an event in Cottonwood Heights, and that it escalated from the parks and down City streets. He asked at what point the task force would be called out.

Police Chief Brian Gwilliam said that they were mobilized anytime they got wind of it, which was often when it was seen on social media. He commented that the group would have been mobilized in the Cottonwood Heights incident. Board Member Kurt Ostler noted that the situation had escalated pretty quickly.

Police Chief Brian Gwilliam explained that he was friends with the chief in Cottonwood Heights. He said that when the Council Member got involved it incited the crowd. He said that hopefully they could have the conversation before a Council Member got involved in a riot.

The task force was compared to a swat team because they had specialized training and mobilized when they got there.

*Board Member Rod Mann MOVED that the Board approve the agreement and authorize the Chair to sign the agreement allowing participation in the Utah County Mutual Aid Mobile Field Force Team.*

*Board Member Kurt Ostler SECONDED the motion.*

*The vote was recorded as follows:*

|                                  |            |
|----------------------------------|------------|
| <i>Board Member Rod Mann</i>     | <i>Yes</i> |
| <i>Board Member Kurt Ostler</i>  | <i>Yes</i> |
| <i>Board Member Lon Lott</i>     | <i>Yes</i> |
| <i>Board Member Jason Thelin</i> | <i>Yes</i> |

*The motion passed 4:0.*

## **7. DISCUSSION: WILDLAND DEPLOYMENT UPDATE**

The Board will discuss the plan for Wildland Deployments for the upcoming year.

Deputy Fire Chief Brian Patten discussed the plans for the Wildland program as they moved forward. He explained that they had looked at the audit which gave them an idea of what they needed to track so they could essentially audit themselves. He outlined the following current practices in regard to tracking. This included the aid provided revenue account, which he stated that they would continue with. It also included real time, day to day tracking. He explained that they could track hours paid and hours backfilled so that they could keep a real time cost analysis of what was being done. He explained that the information was always there, but that it was important to track it better so that they could audit themselves.

Deputy Fire Chief Brian Patten communicated that they hired two part-time seasonal employees that were deployment only so they would not have a negative impact on the staff. This meant that there would be zero impact for two out of three employees on the deployment. The third employee was the engine boss, which was required in order to deploy. Deputy Fire Chief Brian Patten stated that they also added an extra spot on the schedule so that they were staff heavy on C Shift, which would also minimize the impact. He explained that all of that would be funded through deployment money.

Deputy Fire Chief Brian Patten said that they would track the staffing, both deployed and not deployed. He explained that if an individual timed it perfectly when they came off the schedule on an 18 day deployment, the schedule would only be impacted by six days out of 18. Deputy Fire Chief Brian Patten reiterated that the home schedule would be minimally impacted.

Deputy Fire Chief Brian Patten expressed that they would track in-district and out-district deployments and determine how much they used the Wildland apparatus for each. He stated that as they moved forward they

wanted to outline where the money went first in order to cover all the costs of the deployments. He communicated that they wanted to create a capital account to keep money for depreciation for vehicles and equipment. Deputy Fire Chief Brian Patten noted that when the money came in from California they could frontload the program now that they knew it took six to eight months to recoup some of the costs. He expressed that they wanted to be able to carry that cost without any impact on the Cities or the budget.

Deputy Fire Chief Brian Patten stated that the audit showed that this was cost effective. He said that if they took on some of the Wildland expense in-district provided a number of benefits with equipment and training. He noted that they had the ability to turn over the Wildland equipment, which meant that they could stay up to date with industry standards as well as the apparatus. He commented that they wanted to see newer brush trucks without impacts to the Cities.

Deputy Fire Chief Brian Patten briefly talked about the different brush trucks that were deployed and discussed their uses. Board Member Rod Mann asked if those were used here when they had fires. Deputy Fire Chief Brian Patten confirmed that they did. Board Member Jason Thelin asked where they resided. Deputy Fire Chief Brian Patten replied that the Type 3 was in Alpine and one of the Type 6 was in Highland. He commented that the other two Type 6 trucks were in Alpine.

Board Member Rod Mann asked if one of the Type 6 trucks was deployed when the fire occurred on Murdock Trail. Deputy Fire Chief Brian Patten confirmed that they did, and that they were able to drive them down the canal and some of the smaller trails.

There was a brief discussion about how the fire was started, and it was noted that it was started by an adult who was curious if cotton was flammable. American Fork and Lehi were also at the fire.

Board Member Kurt Ostler asked if all of the revenue generated stayed in the fire department. Deputy Fire Chief Brian Patten replied not necessarily. He explained that they needed to ensure that they covered costs and depreciation. The Wildland program needed to be whole and self-sustainable.

Board Member Rod Mann asked what type of trucks they would have if they did not do deployments. Deputy Fire Chief Brian Patten said that when they had a brush truck that was older, it would be up to the Cities to pay for it.

Board Member Lon Lott asked for confirmation that if they did not deploy it meant that they would not have excess equipment. Deputy Fire Chief Brian Patten said yes. He stated that essentially they may have one less brush truck, but he did not think they should go less than three.

Board Member Kurt Ostler asked if they needed three in the community but also deployed, would they put their residents in jeopardy because they did not have enough apparatuses to cover. Deputy Fire Chief Brian Patten clarified that the actual Wildland rigs would always have three. He stated that if they wanted to build the program bigger and put two rigs out at a time they would have to buy another. He communicated that with their manpower they could not really support more than three.

Board Member Kurt Ostler asked what equipment went out. Deputy Fire Chief Brian Patten explained that they sent the newest ones out on deployments to work the bugs out of it. He said that ideally they would send the newest truck out for a couple of years and work all of the bugs out of it, and then recoup that cost from the fires so that when they got a rig back after a few years it would be solid. He communicated that they were hard on the rigs over the years. Over the years they had improved, but he noted that they would rather find out on a deployment than at home.

## **8. DISCUSSION: FRAUD RISK ASSESSMENT**

The Board will discuss the annual Fraud Risk Assessment report for Lone Peak Public Safety District.

Finance Director Tyler Bahr discussed the annual Fraud Risk Assessment report. He explained that it was an annual requirement from the State auditor's office, and that this was the second year for it. He outlined that it identified best practices for fraud prevention, and supplemented the annual financial audit they did. He communicated that something new that year from the Utah Local Government's Trust now required the district and the Cities to acknowledge whether they completed the assessment or not. He stated that the criteria stated best practices, but that there was no requirement to complete any or all of the criteria. He explained that they needed to complete the assessment, which had already been done, and present it to the Board by the end of the fiscal year. From there they submitted to the State auditor's office by the end of the calendar year.

Finance Director Tyler Bahr reviewed that the assessment had 21 questions, and those points were awarded for each criterion that was met. He stated that the primary focus was on the separation of duties. He relayed that out of 395 total points, 200 were dedicated to separation of duties. He relayed that they were up from 25 points the previous year and had scored 235 points that year for separation of duties. He stated that they moved from very high risk to high risk, and that the improvement was in the separation. He outlined the changes that were made in regard to separation of duties so one person no longer held most of the duties.

Finance Director Tyler Bahr stated that there was room for improvement and reviewed what they should focus on the next year. This included the assurance that all members of the Board completed the State auditor's training annually. It also included that they established written policies as needed, implemented an ethical behavior statement, and created or promoted a fraud hotline. He expressed that if they took those efforts and hit two of them, they would raise another tier up.

Board Member Jason Thelin questioned why they had no points for IT security. Finance Director Tyler Bahr commented that steps under IT security would be good to implement as well. LPPSD Executive Director Nathan Crane suggested that it might have been new to this year.

Finance Director Tyler Bahr informed them that the presentation fulfilled the requirement for the auditor's office.

Board Member Rod Mann asked about fraud hotlines. LPPSD Executive Director Nathan Crane said that they had talked about it generally, but no hotline was established. Finance Director Tyler Bahr stated that they did not have to have three if there were already two. LPPSD Executive Director Nathan Crane questioned if that was what the State auditor's hotline was for. LPPSD Assistant Executive Director Shane Sorensen commented that was what they listed for Alpine City so that they did not have to maintain their own. Board Member Rod Mann suggested that they could do that for the district as well.

Chair Brittney P. Bills asked when they needed to complete the training. Finance Director Tyler Bahr said that he would look into it and send notice to those who had not completed the training. They briefly discussed who had and had not done the training.

## **9. DEPARTMENT REPORTS**

### **a. Police Department**

Police Chief Brian Gwilliam reviewed that the police department was currently down two positions. He relayed that they had interviews the next week and had six applicants. He informed them that the position would hopefully be filled before July 1st. He noted that they were ramping up for summer, and that there would be a much greater presence from the police department at the City celebrations.

Board Member Jason Thelin briefly mentioned the Facebook posts activity. He also commented that they had recently had a canvasser who had broken into cars in their neighborhood at 4 A.M, and he noted that there seemed to be an increase in that happening. He asked if there was anything they could do to be proactive in that space.

Police Chief Brian Gwilliam said that they could call the police department and let them know. He communicated that there was not an uptick in crime, simply that there was an uptick in security cameras and videos being captured and put out on social media. He explained that they were crimes of opportunity, so exterior lighting would probably help. He also said that they should make sure to lock up valuables, doors, and vehicles. He reiterated that there was not an uptick in crime, and that there was just more visibility from posts on social media.

They briefly discussed that very few of those individuals were caught because it was difficult to identify without a clear shot of their face. Police Chief Brian Gwilliam informed them that the State legislation had also recently banned the ability for law enforcement to use State files and driver's license photos.

Board Member Rod Mann followed up that he had sent an email to the woman, and she had preemptively thought it was because of social media.

Police Chief Brian Gwilliam expressed that awareness was good. The Board discussed the measures that could be taken to be proactive, which included outdoor lighting, motion sensors, signs that indicated the person was being recorded, and dogs. Police Chief Brian Gwilliam expressed that anything people could do to communicate to the criminal that they were being watched would be beneficial.

Chair Brittney P. Bills asked about people who walked into their homes while they were being burglarized, and if it actually happened. Police Chief Brian Gwilliam said that it usually was done by someone who was familiar with the family. Usually the burglar would case the house and know when the family would be gone. Board Member Kurt Ostler asked what the most common thing to be stolen was. Police Chief Brian Gwilliam said that it was anything of value, and that they could trace anything back to drug use.

## **b. Fire Department**

Deputy Fire Chief Brian Patten reviewed that they were actively hiring, and had hired one full-time employee and five part-time employees so far. He expressed that they had hit the pause button because they did not want to hire too many people, and communicated that the department still struggled with certain shifts.

Deputy Fire Chief Brian Patten stated that they were also ramping up for summer. He informed the Board that the entire State was in an extreme drought. Multiple surrounding Cities had already banned fireworks, and he expected that conversation would come up soon for them as well.

Deputy Fire Chief Brian Patten expressed that overall the fire department was in a good place and moving forward. He noted that the summer was always tough because it was a risky time of year, and people always wanted to go on vacations and work less. He said that they were working through the staffing challenges.

Board Member Jason Thelin asked how the retention and hiring had been since the leaving of Chief Thompson. Deputy Fire Chief Brian Patten said that they had been able to hire six individuals so far, and that he had only hired experienced firefighters. He communicated that May was the best staffed month in 2021. He felt confident in their staffing, and said that allowed them to move forward with the Wildland program.

Board Member Kurt Ostler asked what their sales pitch was for firefighters to come to Lone Peak versus other agencies. Deputy Fire Chief Brian Patten said that they only hired one full-time, and that all of the other agencies

were looking for full-time firefighters. He stated that the sales pitch was that it was a great part-time job for someone who worked hard at another district and could come to Lone Peak and have a less hectic option for supplemental income.

Board Member Lon Lott asked what the furthest place was that one of the employees lived. Deputy Fire Chief Brian Patten said that all of the new hires were in Salt Lake County. Some of the individuals lived in Eden and in St. George.

Police Chief Brian Gwilliam expressed that there was a lot of excitement about Lone Peak and its possible transitions. He felt that a lot of people had started to look at Lone Peak because of Deputy Fire Chief Brian Patten. Police Chief Brian Gwilliam communicated that a lot of things came from a smaller agency, such as more sleep and the ability to work more closely with one another. He felt that word had spread and people were excited.

Deputy Fire Chief Brian Patten stated that when he worked in West Valley, there were a lot of people that he had no idea who they were. His crew was his world, but outside of that they did not work as closely with one another. Deputy Fire Chief Brian Patten expressed that Lone Peak was a family friendly environment, and that the firefighters had more visibility and interaction with one another. There was a more well-rounded feel.

Board Member Jason Thelin asked what the process was to hire a new fire chief. Police Chief Brian Gwilliam said that there was no process that had been started. He said that there were some thoughts that had circulated but nothing concrete yet, and that they could discuss it in closed sessions.

Deputy Fire Chief Brian Patten brought up a few more points in regard to the Wildland program, and said that two of the things he wanted to highlight were transparency and communication. He explained that they wanted to be able to track and communicate where and what everyone was doing, and how staffing looked.

Deputy Fire Chief Brian Patten also noted that he had also had a lot of great conversations with everyone, and that they had all been around and listened. He expressed that that was another reason to come to Lone Peak. He felt that firefighting was a team event, and everyone was a part of that team. He expressed his appreciation for all of the support.

Chair Brittney P. Bills stated that it was a great atmosphere when she went to visit the station the last week.

## **10. CLOSED SESSION**

The Lone Peak Public Safety District Board may recess to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonable imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205.

*At 9:01 am Board Member Lon Lott MOVED that the Lone Peak Public Safety District Board recess to convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, as provided by Utah Code Annotated § 52-4-205.*

*Board Member Kurt Ostler SECONDED the motion.*

*The vote was recorded as follows:*

|                                 |            |
|---------------------------------|------------|
| <i>Board Member Rod Mann</i>    | <i>Yes</i> |
| <i>Board Member Kurt Ostler</i> | <i>Yes</i> |
| <i>Board Member Lon Lott</i>    | <i>Yes</i> |

Board Member Jason Thelin                      Yes

*The motion passed 4:0.*

*Board Member Rod Mann MOVED to adjourn the CLOSED SESSION and Board Member Kurt Ostler SECONDED the motion. All voted in favor and the motion passed unanimously.*

*The CLOSED SESSION adjourned at 9:57 am.*

## **ADJOURNMENT**

*Board Member Rod Mann MOVED to adjourn the regular meeting and Board Member Kurt Ostler SECONDED the motion. All voted in favor and the motion passed unanimously.*

*The meeting adjourned at 9:57 am.*

I, Stephannie Cottle, Recorder, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on May 26, 2021. This document constitutes the official minutes for the Lone Peak Public Safety District Board Meeting.



Stephannie Cottle  
Recorder



## LONE PEAK PUBLIC SAFETY DISTRICT FY2020-2021 FINAL BUDGET AMENDMENTS

Item 3 - Legislative

Presented by - Tyler Bahr, CSM, DLSSBB, Finance Director

1

## Overview

Final budget adjustments are necessary due to the following:

- Wildland deployments - salaries & other expenses
- COVID-19 expenses
- Grant-funded expenses
- Employee separations

2

## Wildland Deployments

- Salary/salary-related - \$242K includes
  - Full time wages
  - Part time wages
  - Backfill
  - FICA
- Aid to Other Agencies - \$40K

Source of funding: Deployment revenue

- \$220K received YTD; \$400K pending

3

## COVID-19 & Grant-funded

COVID-19 - \$140K

- Disinfection system, supplies, & PPE
- Source of funding: Cities' CARES funding

Grant-funded - \$5K

- Allocated towards ambulance purchase
- Source of funding: Assistance to Firefighters Grant

4

## Employee Separations

Vacation payout - \$31K

Severance - \$68K (\$37K impact to FY21 budget)

Interim pay - \$24K

**Source of funding: to be determined**

5

## Recommendation & Proposed Motion

Staff recommends that the Board hold a public hearing & adopt the FY2021 final budget amendments.

Proposed Motion:

"I move that the Board APPROVE the resolution adopting the FY2021 final budget amendments."

6



## LONE PEAK PUBLIC SAFETY DISTRICT FY2021-2022 BUDGET ADOPTION

Item 4 - Legislative

Presented by - Tyler Bahr, CSM, DLSSBB, Finance Director

1

## Overview

Changes from the Tentative Budget include:

- Benefits costs reduced by \$59,543 due to rates not increasing
- Salary adjustments to address compression
  - Police \$6,869
  - Fire \$39,120
- Surplus revenue is in Administration - \$13,555
  - Board to determine allocation

2

## Assessments

|          | Admin   | Police    | Fire      | FY22<br>TOTAL | FY21<br>TOTAL | % Change |
|----------|---------|-----------|-----------|---------------|---------------|----------|
| Alpine   | 89,115  | 1,220,168 | 1,108,175 | 2,417,458     | 2,392,646     | 1.0%     |
| Highland | 177,002 | 2,264,780 | 1,831,361 | 4,273,143     | 4,197,965     | 1.8%     |
| Total    | 266,117 | 3,484,948 | 2,939,536 | 6,690,601     | 6,590,611     | 1.5%     |

3

## Recommendation & Proposed Motion

Staff recommends that the Board hold a public hearing & adopt the FY2022 budget.

### Proposed Motion:

"I move that the Board ADOPT the FY2022 budget."

4

**Lone Peak PSD**  
**Final Budget Adjustments**  
**Fiscal Year 2020-2021**

| Account Number | Account Name          | Fund | Revenue or Expense? | Approved Budget | Recommended Change | Proposed Adjusted Budget | Source of Funding                                | Description                                                         |
|----------------|-----------------------|------|---------------------|-----------------|--------------------|--------------------------|--------------------------------------------------|---------------------------------------------------------------------|
| 10-47-10       | Wages                 | Fire | Expense             | \$1,113,786     | \$211,214          | \$1,325,000              | Wildland deployment revenue                      | Additional salaries due to wildland deployments                     |
| 10-47-12       | Part time wages       | Fire | Expense             | \$420,480       | \$119,520          | \$540,000                | Additional assessments to Alpine/Highland        | Vacation & miscellaneous payouts (\$93K impact to FY21)             |
| 10-47-22       | FICA/Medicare         | Fire | Expense             | \$22,158        | \$5,842            | \$28,000                 | Wildland deployment revenue                      | Additional salaries due to wildland deployments                     |
| 10-47-46       | Grants                | Fire | Expense             | \$0             | \$5,420            | \$5,420                  | Additional assessments to Alpine/Highland        | Vacation & miscellaneous payouts (\$2K impact to FY21)              |
| 10-47-58       | Aid to Other Agencies | Fire | Expense             | \$0             | \$40,000           | \$40,000                 | Grant revenue                                    | Expenses covered by receipt of State of Utah EMS Preparedness grant |
| 10-47-90       | Miscellaneous Expense | Fire | Expense             | \$5,000         | \$140,000          | \$145,000                | Wildland deployment revenue                      | Expenses due to wildland deployments                                |
|                |                       |      |                     |                 |                    |                          | Reimbursement from Alpine/Highland CARES funding | COVID-19 equipment                                                  |

|              |                  |
|--------------|------------------|
| <b>TOTAL</b> | <b>\$521,996</b> |
|--------------|------------------|

|                       |           |                                                  |
|-----------------------|-----------|--------------------------------------------------|
| By Source of Funding: | \$281,576 | Wildland deployment revenue                      |
|                       | \$95,000  | Additional assessments to Alpine/Highland        |
|                       | \$140,000 | Reimbursement from Alpine/Highland CARES funding |
|                       | \$5,420   | Grant revenue                                    |

## Report Criteria:

Print Fund Titles  
 Page and Total by Fund  
 Print Source Titles  
 Total by Source  
 Print Department Titles  
 Total by Department  
 All Segments Tested for Total Breaks

| Account Number                | Account Title               | 2016-17<br>Prior year 4<br>Actual | 2017-18<br>Prior year 3<br>Actual | 2018-19<br>Prior year 2<br>Actual | 2019-20<br>Prior year<br>Actual | 2020-21<br>Current year<br>Actual | 2020-21<br>Current year<br>Budget | 2021-22<br>Future year<br>Budget | 2021-22<br>Budget Over<br>FY20 Actual | 2021-22<br>Budget Over<br>FY21 Budget |
|-------------------------------|-----------------------------|-----------------------------------|-----------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|---------------------------------------|---------------------------------------|
| <b>GENERAL FUND</b>           |                             |                                   |                                   |                                   |                                 |                                   |                                   |                                  |                                       |                                       |
| <b>ADMINISTRATION REVENUE</b> |                             |                                   |                                   |                                   |                                 |                                   |                                   |                                  |                                       |                                       |
| 10-33-01                      | ALPINE                      | 67,710.00                         | 74,160.00                         | 73,435.80                         | 77,649.48                       | 66,166.20                         | 79,146.00                         | 89,115.00                        | 115%                                  | 113%                                  |
| 10-33-02                      | HIGHLAND                    | 138,213.96                        | 149,004.96                        | 143,013.96                        | 148,665.48                      | 129,706.70                        | 155,648.00                        | 177,002.00                       | 119%                                  | 114%                                  |
| 10-33-03                      | CEDAR HILLS                 | 21,756.96                         | 27,170.04                         | 27,031.20                         | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-33-15                      | INTEREST EARNINGS           | 255.91                            | 494.01                            | 776.21                            | 477.15                          | 64.94                             | 450.00                            | 450.00                           | 94%                                   | 100%                                  |
| 10-33-18                      | MISCELLANEOUS INCOME        | 30.00                             | .00                               | 200.00                            | 242,161.56                      | 3,381.25                          | 50.00                             | .00                              | .00                                   | .00                                   |
| 10-33-20                      | FICA Refunds                | .00                               | .00                               | .00                               | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-33-21                      | IRS Interest on Refund      | .00                               | .00                               | .00                               | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-33-30                      | BUDGETED SURPLUS            | .00                               | .00                               | .00                               | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| Total ADMINISTRATION REVENUE: |                             | 227,966.83                        | 250,829.01                        | 244,457.17                        | 468,953.67                      | 199,319.09                        | 235,294.00                        | 266,567.00                       | 57%                                   | 113%                                  |
| <b>POLICE REVENUE</b>         |                             |                                   |                                   |                                   |                                 |                                   |                                   |                                  |                                       |                                       |
| 10-35-01                      | ALPINE                      | 1,090,214.04                      | 1,090,214.04                      | 1,105,582.80                      | 1,192,727.40                    | 1,011,863.52                      | 1,216,224.68                      | 1,220,168.00                     | 102%                                  | 100%                                  |
| 10-35-02                      | HIGHLAND                    | 1,925,948.04                      | 1,951,206.00                      | 2,026,780.20                      | 1,799,588.72                    | 1,854,371.02                      | 2,228,780.21                      | 2,264,780.00                     | 126%                                  | 102%                                  |
| 10-35-04                      | ALPINE SCHOOL DISTRICT      | 75,080.00                         | 74,540.00                         | 71,890.00                         | 78,480.00                       | .00                               | 72,000.00                         | 72,000.00                        | 92%                                   | 100%                                  |
| 10-35-09                      | COURT REVENUE               | 940.26                            | 695.94                            | 222.50                            | 224.48                          | 18.50                             | 500.00                            | 500.00                           | 223%                                  | 100%                                  |
| 10-35-10                      | POLICE REPORT CHARGES       | 5,270.50                          | 5,488.00                          | 5,525.00                          | 4,809.75                        | 5,154.35                          | 3,500.00                          | 3,500.00                         | 73%                                   | 100%                                  |
| 10-35-11                      | Finger Printing             | 2,920.00                          | 2,505.00                          | 2,780.00                          | 1,700.00                        | 654.50                            | 2,000.00                          | 2,000.00                         | 118%                                  | 100%                                  |
| 10-35-12                      | Dog License Revenue         | 2,019.00                          | 120.00-                           | 35.00                             | 20.00-                          | 126.00-                           | .00                               | .00                              | .00                                   | .00                                   |
| 10-35-13                      | Security Services           | 1,740.00                          | 1,920.00                          | 960.00                            | 780.00                          | 3,885.25                          | .00                               | .00                              | .00                                   | .00                                   |
| 10-35-17                      | Credit Card Cash Back       | .00                               | .00                               | .00                               | 827.57                          | 704.79                            | .00                               | .00                              | .00                                   | .00                                   |
| 10-35-18                      | MISCELLANEOUS INCOME        | 2,660.95                          | 1,330.26                          | 1,629.85                          | 21,599.26                       | 59,177.94                         | 3,000.00                          | 3,000.00                         | 14%                                   | 100%                                  |
| 10-35-19                      | K-9 Donations               | .00                               | .00                               | .00                               | .00                             | 27.00                             | .00                               | .00                              | .00                                   | .00                                   |
| 10-35-20                      | GRANTS                      | 13,175.20                         | 12,226.53                         | 24,743.60                         | 417,447.90                      | 12,939.14                         | 8,000.00                          | 8,000.00                         | 2%                                    | 100%                                  |
| 10-35-25                      | Proceeds From Lease         | .00                               | 112,302.00                        | .00                               | 51,742.00                       | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-35-30                      | BUDGETED SURPLUS            | .00                               | .00                               | .00                               | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-35-40                      | Proceeds from Sale or Asset | 8,812.01                          | 1,035.10                          | 12,190.50                         | 18,335.00                       | 21,857.50                         | 10,000.00                         | 10,000.00                        | 55%                                   | 100%                                  |

|                           |                                | 2016-17      | 2017-18      | 2018-19      | 2019-20      | 2020-21      | 2020-21      | 2021-22      | 2021-22     | 2021-22     |
|---------------------------|--------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-------------|-------------|
|                           |                                | Prior year 4 | Prior year 3 | Prior year 2 | Prior year   | Current year | Current year | Future year  | Budget Over | Budget Over |
| Account Number            | Account Title                  | Actual       | Actual       | Actual       | Actual       | Actual       | Budget       | Budget       | FY20 Actual | FY21 Budget |
|                           |                                |              |              |              |              |              |              |              |             |             |
|                           | Total POLICE REVENUE:          | 3,128,780.00 | 3,253,342.87 | 3,252,339.45 | 3,588,242.08 | 2,970,527.51 | 3,544,004.89 | 3,583,948.00 | 100%        | 101%        |
|                           |                                |              |              |              |              |              |              |              |             |             |
| FIRE / EMS REVENUE        |                                |              |              |              |              |              |              |              |             |             |
| 10-37-01                  | ALPINE                         | 694,812.00   | 675,610.00   | 801,152.28   | 1,133,427.84 | 913,243.02   | 1,097,275.61 | 1,108,175.00 | 98%         | 101%        |
| 10-37-02                  | HIGHLAND                       | 1,122,395.00 | 1,107,643.00 | 1,316,276.88 | 1,424,922.20 | 1,509,229.91 | 1,813,536.44 | 1,831,361.00 | 129%        | 101%        |
| 10-37-03                  | CEDAR HILLS                    | 672,228.04   | 653,326.00   | 756,329.76   | .00          | .00          | .00          | .00          | .00         | .00         |
| 10-37-05                  | UTAH COUNTY                    | 11,990.07    | 12,380.03    | 9,684.95     | 5,779.96     | 5,494.05     | 5,300.00     | 5,300.00     | 92%         | 100%        |
| 10-37-11                  | CHARGES FOR SERVICES           | 402,712.79   | 387,355.79   | 501,918.54   | 343,076.41   | 277,370.77   | 274,000.00   | 325,000.00   | 95%         | 119%        |
| 10-37-12                  | Charge offs and misc write-off | .00          | .00          | .00          | .00          | .00          | .00          | .00          | .00         | .00         |
| 10-37-14                  | First Aid Kit Sales            | 42.55        | .00          | 136.11       | .00          | .00          | .00          | .00          | .00         | .00         |
| 10-37-15                  | Burn Permits                   | .00          | .00          | .00          | 3,580.00     | 1,089.96     | .00          | .00          | .00         | .00         |
| 10-37-17                  | Credit Card Cash Back          | .00          | .00          | .00          | 653.87       | 776.23       | .00          | .00          | .00         | .00         |
| 10-37-18                  | MISCELLANEOUS INCOME           | 22,829.14    | 15,764.86    | 762.99       | 7,143.98     | 64,219.43    | .00          | .00          | .00         | .00         |
| 10-37-19                  | Trauma Kits for Schools        | .00          | .00          | 15,400.17    | 4,115.00     | .00          | .00          | .00          | .00         | .00         |
| 10-37-20                  | GRANTS                         | 20,618.18    | 27,452.75    | 15,175.00    | 434,132.00   | 5,420.00     | 4,800.00     | 4,800.00     | 1%          | 100%        |
| 10-37-25                  | Proceeds From Lease            | 48,202.43    | 97,698.00    | .00          | .00          | .00          | .00          | .00          | .00         | .00         |
| 10-37-30                  | Budgeted Surplus               | .00          | .00          | .00          | .00          | .00          | .00          | .00          | .00         | .00         |
| 10-37-40                  | Proceeds from Sale or Asset    | 66,576.00    | 26,607.00    | 25,969.58    | 20,332.75    | .00          | .00          | .00          | .00         | .00         |
| 10-37-41                  | Aid Provided to Other Agencies | .00          | .00          | 182,644.44   | 154,527.00   | 219,809.31   | .00          | .00          | .00         | .00         |
|                           |                                |              |              |              |              |              |              |              |             |             |
|                           | Total FIRE / EMS REVENUE:      | 3,062,406.20 | 3,003,837.43 | 3,625,450.70 | 3,531,691.01 | 2,996,652.68 | 3,194,912.05 | 3,274,636.00 | 93%         | 102%        |
|                           |                                |              |              |              |              |              |              |              |             |             |
| ADMINISTRATION DEPARTMENT |                                |              |              |              |              |              |              |              |             |             |
| 10-43-10                  | WAGES - PERMANENT EMPLOYEES    | 27,708.48    | 37,675.98    | 48,214.72    | 48,118.72    | 37,517.87    | 52,000.00    | 52,000.00    | 108%        | 100%        |
| 10-43-33                  | PUBLIC INFORMATION             | 167.70       | 161.58       | 171.94       | 231.00       | 166.32       | 150.00       | 150.00       | 65%         | 100%        |
| 10-43-36                  | Membership in UASD             | .00          | .00          | .00          | .00          | .00          | .00          | .00          | .00         | .00         |
| 10-43-38                  | Build up District Reserves     | .00          | .00          | .00          | .00          | .00          | .00          | .00          | .00         | .00         |
| 10-43-39                  | Emergency Preparation          | 3,748.40     | 5,028.60     | .00          | .00          | .00          | .00          | .00          | .00         | .00         |
| 10-43-40                  | POSTAGE - MISC SUPPLIES        | 1,176.85     | 532.18       | 669.42       | 508.14       | 646.33       | 1,200.00     | 1,200.00     | 236%        | 100%        |
| 10-43-50                  | FICA Refund                    | .00          | .00          | .00          | .00          | 16.17-       | .00          | .00          | .00         | .00         |
| 10-43-61                  | LEGAL FEES                     | 28,095.45    | 29,543.15    | 352.80       | 300.00       | .00          | 5,500.00     | 5,500.00     | 1833%       | 100%        |
| 10-43-62                  | AUDIT FEES                     | 5,000.00     | 5,000.00     | 6,375.00     | 6,200.00     | 4,183.00     | 6,200.00     | 6,200.00     | 100%        | 100%        |
| 10-43-68                  | TRAINING                       | .00          | .00          | .00          | .00          | .00          | .00          | .00          | .00         | .00         |
| 10-43-69                  | RENT                           | .00          | .00          | .00          | .00          | .00          | .00          | .00          | .00         | .00         |
| 10-43-79                  | INSURANCE                      | 956.80       | 1,106.11     | 187.75       | 142.74       | 88.66        | 200.00       | 200.00       | 140%        | 100%        |
| 10-43-80                  | Alpine Dispatch                | 45,953.00    | 46,989.99    | 39,275.98    | 40,876.30    | 35,954.67    | 54,996.00    | 60,194.00    | 147%        | 109%        |
| 10-43-81                  | Highland Dispatch              | 99,627.00    | 98,844.98    | 81,037.66    | 80,336.76    | 72,436.28    | 110,798.00   | 123,320.00   | 154%        | 111%        |
| 10-43-82                  | Cedar Hills Dispatch           | .00          | .00          | .00          | .00          | .00          | .00          | .00          | .00         | .00         |

| Account Number                   | Account Title                  | 2016-17<br>Prior year 4<br>Actual | 2017-18<br>Prior year 3<br>Actual | 2018-19<br>Prior year 2<br>Actual | 2019-20<br>Prior year<br>Actual | 2020-21<br>Current year<br>Actual | 2020-21<br>Current year<br>Budget | 2021-22<br>Future year<br>Budget | 2021-22<br>Budget Over<br>FY20 Actual | 2021-22<br>Budget Over<br>FY21 Budget |
|----------------------------------|--------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|---------------------------------------|---------------------------------------|
| 10-43-88                         | Board Expenses                 | 576.76                            | 174.18                            | 262.82                            | 250.59                          | 173.12                            | 250.00                            | 250.00                           | 100%                                  | 100%                                  |
| 10-43-89                         | Employee Relations             | .00                               | .00                               | .00                               | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-43-90                         | MISCELLANEOUS EXPENSE          | 15,724.99                         | 6,150.45                          | 10,484.16                         | 9,346.21                        | 4,804.05                          | 4,000.00                          | 4,000.00                         | 43%                                   | 100%                                  |
| Total ADMINISTRATION DEPARTMENT: |                                | 228,735.43                        | 231,207.20                        | 187,032.25                        | 186,310.46                      | 155,954.13                        | 235,294.00                        | 253,014.00                       | 136%                                  | 108%                                  |
| <b>POLICE DEPARTMENT</b>         |                                |                                   |                                   |                                   |                                 |                                   |                                   |                                  |                                       |                                       |
| 10-45-10                         | WAGES - PERMANENT EMPLOYEES    | 1,277,763.91                      | 1,323,950.75                      | 1,369,243.58                      | 1,492,391.39                    | 1,294,654.97                      | 1,464,608.29                      | 1,509,509.00                     | 101%                                  | 103%                                  |
| 10-45-11                         | HOLIDAY PAY                    | 7,940.60                          | 8,248.30                          | 9,188.64                          | 14,066.14                       | 11,016.10                         | 52,260.00                         | 53,825.00                        | 383%                                  | 103%                                  |
| 10-45-12                         | OVERTIME                       | 62,437.47                         | 71,400.76                         | 81,166.13                         | 59,876.74                       | 32,519.15                         | 70,000.00                         | 70,000.00                        | 117%                                  | 100%                                  |
| 10-45-13                         | WAGES-CROSSING GUARDS          | 86,035.90                         | 99,697.47                         | 99,140.66                         | 92,432.20                       | 74,587.45                         | 96,000.00                         | 96,000.00                        | 104%                                  | 100%                                  |
| 10-45-14                         | WAGES-PART-TIME                | 43,053.39                         | 20,804.49                         | 22,199.20                         | 33,413.57                       | 18,520.85                         | 30,000.00                         | 36,850.00                        | 110%                                  | 123%                                  |
| 10-45-16                         | CALL PAY - POLICE              | 18,920.04                         | 19,583.74                         | 20,435.70                         | 22,884.75                       | 14,173.05                         | 20,000.00                         | 20,000.00                        | 87%                                   | 100%                                  |
| 10-45-18                         | Specialty Pay                  | 5,978.56                          | 6,016.79                          | 6,000.02                          | 6,000.02                        | 147.30                            | 6,000.00                          | 6,000.00                         | 100%                                  | 100%                                  |
| 10-45-20                         | MEDICAL BENEFITS               | 304,932.82                        | 354,571.85                        | 377,921.88                        | 377,024.59                      | 326,488.47                        | 434,247.00                        | 395,701.00                       | 105%                                  | 91%                                   |
| 10-45-21                         | RETIREMENT                     | 439,862.80                        | 434,439.00                        | 446,911.70                        | 473,473.16                      | 391,369.90                        | 488,695.59                        | 505,977.00                       | 107%                                  | 104%                                  |
| 10-45-22                         | FICA/MEDICARE                  | 21,657.99                         | 22,952.96                         | 23,946.87                         | 25,958.80                       | 21,394.93                         | 24,808.00                         | 23,280.00                        | 90%                                   | 94%                                   |
| 10-45-23                         | 401K                           | .00                               | .00                               | .00                               | 60,103.94                       | 45,144.52                         | 73,231.07                         | 74,231.00                        | 124%                                  | 101%                                  |
| 10-45-25                         | UNIFORM EXPENSE                | 34,154.21                         | 38,650.76                         | 41,378.13                         | 37,343.38                       | 40,417.61                         | 43,090.00                         | 43,090.00                        | 115%                                  | 100%                                  |
| 10-45-31                         | DUES, SUBSCRIPTIONS, REF MATLS | 1,380.88                          | 1,520.10                          | 2,609.24                          | 1,413.15                        | 2,654.90                          | 1,750.00                          | 1,750.00                         | 124%                                  | 100%                                  |
| 10-45-33                         | PUBLIC EDUCATION               | 2,299.44                          | 3,386.48                          | 297.54                            | 6,294.90                        | 3,910.44                          | 3,500.00                          | 4,000.00                         | 64%                                   | 114%                                  |
| 10-45-34                         | NOVA & School Lunch            | 1,342.84                          | 507.18                            | 2,084.38                          | 1,981.98                        | 417.30                            | 2,200.00                          | 2,200.00                         | 111%                                  | 100%                                  |
| 10-45-38                         | TRAVEL EXPENSE                 | 4,653.53                          | 8,219.15                          | 2,074.38                          | 7,790.52                        | 7,426.46                          | 8,500.00                          | 8,500.00                         | 109%                                  | 100%                                  |
| 10-45-40                         | POSTAGE, PRINTING, MISC SUPPL  | 13,519.86                         | 17,264.78                         | 11,394.52                         | 10,736.27                       | 10,150.20                         | 12,500.00                         | 10,300.00                        | 96%                                   | 82%                                   |
| 10-45-50                         | K-9 Expenses                   | 2,511.71                          | 4,630.57                          | 2,488.30                          | 4,138.73                        | 3,609.68                          | 3,000.00                          | 3,000.00                         | 72%                                   | 100%                                  |
| 10-45-52                         | Utilities Expense              | 21,241.20                         | 24,175.19                         | 29,326.11                         | 12,762.63                       | 20,749.61                         | 35,800.00                         | 39,100.00                        | 306%                                  | 109%                                  |
| 10-45-57                         | Drug Screens                   | 1,950.00                          | 2,093.00                          | 1,655.00                          | 1,685.00                        | 2,370.00                          | 1,800.00                          | 1,800.00                         | 107%                                  | 100%                                  |
| 10-45-58                         | Professional Services/Contract | 91,351.41                         | 72,368.17                         | 99,695.53                         | 203,198.17                      | 103,652.30                        | 95,100.00                         | 100,100.00                       | 49%                                   | 105%                                  |
| 10-45-59                         | Building Maintenance           | 19,556.32                         | 22,496.54                         | 19,444.85                         | 31,139.27                       | 19,400.85                         | 20,000.00                         | 20,000.00                        | 64%                                   | 100%                                  |
| 10-45-61                         | Chief's Admin                  | 6,534.61                          | 11,020.74                         | 9,058.33                          | 12,856.80                       | 5,478.14                          | 8,000.00                          | 8,000.00                         | 62%                                   | 100%                                  |
| 10-45-63                         | BILLING AND COLLECTION         | .00                               | .00                               | .00                               | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-45-68                         | TRAINING                       | 9,255.78                          | 18,841.33                         | 15,686.47                         | 9,721.12                        | 13,963.57                         | 14,550.00                         | 18,550.00                        | 191%                                  | 127%                                  |
| 10-45-69                         | RENT                           | 132,110.40                        | 132,110.40                        | 132,110.40                        | 132,110.41                      | 99,082.80                         | 132,110.00                        | 132,110.00                       | 100%                                  | 100%                                  |
| 10-45-71                         | FUEL                           | 39,346.52                         | 45,655.47                         | 52,142.40                         | 44,595.30                       | 37,854.02                         | 52,000.00                         | 52,000.00                        | 117%                                  | 100%                                  |
| 10-45-72                         | VEHICLE REPAIRS                | .00                               | .00                               | .00                               | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-45-73                         | VEHICLE SUPPLIES/MAINTENANCE   | 25,266.89                         | 65,393.02                         | 44,435.52                         | 45,078.90                       | 59,712.72                         | 71,821.00                         | 37,000.00                        | 82%                                   | 52%                                   |
| 10-45-74                         | VEHICLE LEASE                  | 157,989.95                        | 99,554.56                         | 57,519.11                         | 118,937.18                      | 161,520.50                        | 144,203.00                        | 131,054.00                       | 110%                                  | 91%                                   |
| 10-45-76                         | VEHICLE REPLACEMENT            | .00                               | 131,120.30                        | .00                               | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-45-77                         | Equipment Replacement          | 118,739.01                        | 80,224.08                         | 28,954.57                         | 58,422.53                       | 50,935.34                         | 55,895.00                         | 62,975.00                        | 108%                                  | 113%                                  |

| Account Number               | Account Title                  | 2016-17<br>Prior year 4<br>Actual | 2017-18<br>Prior year 3<br>Actual | 2018-19<br>Prior year 2<br>Actual | 2019-20<br>Prior year<br>Actual | 2020-21<br>Current year<br>Actual | 2020-21<br>Current year<br>Budget | 2021-22<br>Future year<br>Budget | 2021-22<br>Budget Over<br>FY20 Actual | 2021-22<br>Budget Over<br>FY21 Budget |
|------------------------------|--------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|---------------------------------------|---------------------------------------|
| 10-45-78                     | CAPITAL                        | 4,571.10                          | .00                               | 9,222.51                          | 62,972.80                       | 2,912.97                          | 9,295.00                          | 9,295.00                         | 15%                                   | 100%                                  |
| 10-45-79                     | INSURANCE                      | 87,973.15                         | 79,568.73                         | 78,917.51                         | 71,764.41                       | 63,521.85                         | 92,000.00                         | 93,000.00                        | 130%                                  | 101%                                  |
| 10-45-80                     | Bankcard Fees                  | 1,410.26                          | 1,466.69                          | 1,552.19                          | 1,155.13                        | 945.42                            | 1,200.00                          | 1,200.00                         | 104%                                  | 100%                                  |
| 10-45-89                     | Animal Control                 | 6,495.56                          | 5,280.91                          | 3,523.11                          | 3,475.10                        | 2,363.42                          | 4,000.00                          | 4,000.00                         | 115%                                  | 100%                                  |
| 10-45-90                     | POLICE SUPPLIES                | 7,057.26                          | 11,648.67                         | 4,847.36                          | 22,050.66                       | 19,672.30                         | 9,550.00                          | 9,550.00                         | 43%                                   | 100%                                  |
| 10-45-91                     | One Time Refund to Cities      | .00                               | .00                               | .00                               | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| Total POLICE DEPARTMENT:     |                                | 3,059,295.37                      | 3,238,862.93                      | 3,106,571.84                      | 3,559,249.64                    | 2,962,444.49                      | 3,581,713.95                      | 3,583,947.00                     | 101%                                  | 100%                                  |
| <b>FIRE / EMS DEPARTMENT</b> |                                |                                   |                                   |                                   |                                 |                                   |                                   |                                  |                                       |                                       |
| 10-47-10                     | WAGES - PERMANENT EMPLOYEES    | 1,016,136.02                      | 953,491.96                        | 1,036,495.29                      | 1,168,485.19                    | 1,125,087.12                      | 1,113,785.45                      | 1,173,200.00                     | 100%                                  | 105%                                  |
| 10-47-11                     | Overtime Wages/Standby         | 71,521.76                         | 101,800.46                        | 69,451.91                         | 108,285.32                      | 88,579.08                         | 108,549.00                        | 110,565.00                       | 102%                                  | 102%                                  |
| 10-47-12                     | PART TIME EMPLOYEES            | 398,350.11                        | 435,440.55                        | 501,091.59                        | 427,743.24                      | 456,640.06                        | 420,480.00                        | 420,480.00                       | 98%                                   | 100%                                  |
| 10-47-13                     | Holiday Pay                    | 18,001.72                         | 18,604.80                         | 1,950.09                          | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-47-17                     | Interns                        | 263.60                            | 1,682.88                          | .00                               | 30.00-                          | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-47-18                     | Special Payouts                | 110,271.00                        | 12,000.00                         | .00                               | .00                             | 4,611.64-                         | .00                               | .00                              | .00                                   | .00                                   |
| 10-47-20                     | MEDICAL BENEFITS               | 292,082.54                        | 226,634.98                        | 282,966.51                        | 300,249.62                      | 263,139.55                        | 332,860.00                        | 340,282.00                       | 113%                                  | 102%                                  |
| 10-47-21                     | RETIREMENT                     | 312,234.24                        | 226,201.62                        | 238,944.90                        | 256,756.35                      | 226,112.33                        | 300,512.60                        | 312,644.00                       | 122%                                  | 104%                                  |
| 10-47-22                     | FICA/MEDICARE                  | 23,714.53                         | 21,596.04                         | 23,483.77                         | 24,858.83                       | 24,214.58                         | 22,158.00                         | 23,108.00                        | 93%                                   | 104%                                  |
| 10-47-25                     | UNIFORM EXPENSE                | 30,222.86                         | 40,242.68                         | 30,496.97                         | 23,732.88                       | 11,736.28                         | 24,000.00                         | 20,566.00                        | 87%                                   | 86%                                   |
| 10-47-29                     | State Medicaid Fund            | 13,532.46                         | 13,162.81                         | 19,303.63                         | 14,344.37                       | 9,694.91                          | 17,200.00                         | 16,400.00                        | 114%                                  | 95%                                   |
| 10-47-30                     | Charge Offs Ambulance Services | .00                               | .00                               | .00                               | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-47-31                     | DUES, SUBSCRIPTIONS, REF MATLS | 450.43                            | 607.99                            | 1,637.97                          | 3,536.72                        | 1,012.41                          | 4,725.00                          | 4,132.00                         | 117%                                  | 87%                                   |
| 10-47-32                     | Equipment Repairs              | .00                               | .00                               | 1,567.17                          | 1,057.95                        | 453.79                            | 6,000.00                          | 5,609.00                         | 530%                                  | 93%                                   |
| 10-47-33                     | PUBLIC EDUCATION               | 5,329.44                          | 2,625.00                          | 5,392.10                          | 2,698.88                        | 1,704.68                          | 4,250.00                          | 2,244.00                         | 83%                                   | 53%                                   |
| 10-47-34                     | Equipment Maintenance          | .00                               | .00                               | 9,984.86                          | 8,692.14                        | 7,413.56                          | 11,651.00                         | 13,054.00                        | 150%                                  | 112%                                  |
| 10-47-35                     | Station Supplies-Consumable    | .00                               | .00                               | 2,546.94                          | 3,979.13                        | 3,697.26                          | 5,400.00                          | 4,693.00                         | 118%                                  | 87%                                   |
| 10-47-36                     | EMERGENCY PREPARATION          | 2,342.66                          | .00                               | .00                               | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-47-37                     | Cell Phones & Devices          | .00                               | .00                               | 7,935.48                          | 9,660.67                        | 8,080.76                          | 10,180.00                         | 10,464.00                        | 108%                                  | 103%                                  |
| 10-47-38                     | TRAVEL EXPENSE                 | 9,861.64                          | 2,100.55                          | .00                               | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-47-39                     | IT Services & Computers        | .00                               | .00                               | 14,843.83                         | 9,617.73                        | 8,616.03                          | 13,020.00                         | 14,148.00                        | 147%                                  | 109%                                  |
| 10-47-40                     | POSTAGE, PRINTING, MISC SUPPL  | 981.43                            | 2,787.43                          | 2,963.71                          | 3,564.58                        | 3,546.83                          | 6,136.00                          | 5,856.00                         | 164%                                  | 95%                                   |
| 10-47-41                     | Employee Recognition           | .00                               | .00                               | .00                               | 145.36                          | 3,662.42                          | 3,700.00                          | 4,487.00                         | 3087%                                 | 121%                                  |
| 10-47-42                     | Professional & Technical Serv  | .00                               | .00                               | 31,725.87                         | 27,095.12                       | 26,733.30                         | 34,768.00                         | 37,586.00                        | 139%                                  | 108%                                  |
| 10-47-43                     | Medical Equipment              | .00                               | .00                               | 4,903.91                          | 2,410.42                        | 828.71                            | 32,950.00                         | 6,544.00                         | 271%                                  | 20%                                   |
| 10-47-44                     | Protective Clothing            | .00                               | .00                               | 27,913.50                         | 25,819.45                       | 5,581.89                          | 29,035.00                         | 28,298.00                        | 110%                                  | 97%                                   |
| 10-47-45                     | Food & Beverage                | .00                               | .00                               | 2,684.79                          | 1,600.18                        | 2,318.89                          | 4,607.00                          | 3,845.00                         | 240%                                  | 83%                                   |
| 10-47-46                     | Grants                         | .00                               | .00                               | 15,347.92                         | 19,919.25                       | 5,420.00                          | .00                               | .00                              | .00                                   | .00                                   |
| 10-47-47                     | Trauma Kits for Schools        | .00                               | .00                               | 8,287.63                          | 5,401.23                        | .00                               | .00                               | .00                              | .00                                   | .00                                   |

| Account Number                  | Account Title                  | 2016-17<br>Prior year 4<br>Actual | 2017-18<br>Prior year 3<br>Actual | 2018-19<br>Prior year 2<br>Actual | 2019-20<br>Prior year<br>Actual | 2020-21<br>Current year<br>Actual | 2020-21<br>Current year<br>Budget | 2021-22<br>Future year<br>Budget | 2021-22<br>Budget Over<br>FY20 Actual | 2021-22<br>Budget Over<br>FY21 Budget |
|---------------------------------|--------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|---------------------------------------|---------------------------------------|
| 10-47-48                        | PHYSICALS                      | 2,500.00                          | 4,320.00                          | 370.00                            | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-47-49                        | MEDICAL SUPPLIES               | 31,613.20                         | 46,815.28                         | 35,282.56                         | 32,589.59                       | 31,089.99                         | 37,200.00                         | 33,420.00                        | 103%                                  | 90%                                   |
| 10-47-50                        | Capital Projects               | .00                               | .00                               | 270,818.41                        | 32,445.00                       | 353,786.30                        | 360,986.00                        | 60,113.00                        | 185%                                  | 17%                                   |
| 10-47-52                        | Utilities                      | 51,539.26                         | 51,715.98                         | 28,669.91                         | 26,734.92                       | 24,598.39                         | 27,413.00                         | 27,413.00                        | 103%                                  | 100%                                  |
| 10-47-58                        | Exp Aid Provided Oth. Agencies | .00                               | .00                               | 85,489.98                         | 39,516.43                       | 35,555.42                         | .00                               | .00                              | .00                                   | .00                                   |
| 10-47-59                        | Building Maintenance           | 14,801.67                         | 16,192.86                         | 17,579.73                         | 8,607.76                        | 12,943.02                         | 22,030.00                         | 17,388.00                        | 202%                                  | 79%                                   |
| 10-47-60                        | RADIO SERVICE                  | 14,048.54                         | 18,679.30                         | 2,261.05                          | 1,295.00                        | 1,100.00                          | .00                               | .00                              | .00                                   | .00                                   |
| 10-47-63                        | BILLING AND COLLECTION         | 37,716.83                         | 34,875.32                         | 31,380.61                         | 24,665.62                       | 19,009.28                         | 24,000.00                         | 24,650.00                        | 100%                                  | 103%                                  |
| 10-47-68                        | TRAINING                       | 7,744.25                          | 7,375.33                          | 11,365.68                         | 12,391.88                       | 17,745.24                         | 15,980.00                         | 20,370.00                        | 164%                                  | 127%                                  |
| 10-47-69                        | RENT                           | 185,111.20                        | 185,111.20                        | 185,111.20                        | 126,859.59                      | 95,144.80                         | 126,860.00                        | 126,860.00                       | 100%                                  | 100%                                  |
| 10-47-71                        | FUEL                           | 14,490.36                         | 22,597.18                         | 30,060.39                         | 22,906.43                       | 19,085.52                         | 28,500.00                         | 26,643.00                        | 116%                                  | 93%                                   |
| 10-47-73                        | VEHICLE SUPPLIES/MAINTENANCE   | 33,105.56                         | 57,994.82                         | 79,166.29                         | 53,958.32                       | 42,880.29                         | 41,130.00                         | 39,282.00                        | 73%                                   | 96%                                   |
| 10-47-74                        | VEHICLE LEASE                  | 253,053.00                        | 253,062.33                        | 252,415.22                        | 255,274.60                      | 209,311.98                        | 210,299.00                        | 216,205.00                       | 85%                                   | 103%                                  |
| 10-47-75                        | EARLY PAY OFF OF LEASE         | .00                               | .00                               | .00                               | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-47-76                        | CAPITAL EXPENSE                | .00                               | .00                               | .00                               | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| 10-47-78                        | EQUIPMENT                      | 81,865.75                         | 169,526.00                        | 161,386.17                        | 49,390.81                       | 35,514.99                         | 46,550.00                         | 26,643.00                        | 54%                                   | 57%                                   |
| 10-47-79                        | INSURANCE                      | 105,141.98                        | 88,427.04                         | 94,257.06                         | 83,576.83                       | 75,748.72                         | 90,400.00                         | 92,769.00                        | 111%                                  | 103%                                  |
| 10-47-90                        | MISCELLANEOUS EXPENSE          | 14,333.87                         | 12,230.29                         | 1,653.17                          | 41,036.70                       | 140,049.44                        | 5,000.00                          | 4,674.00                         | 11%                                   | 93%                                   |
| 10-47-91                        | Equipment Lease                | 37,748.75                         | 44,474.01                         | 12,894.49                         | 12,894.49                       | 6,937.46                          | 6,937.00                          | .00                              | .00                                   | .00                                   |
| Total FIRE / EMS DEPARTMENT:    |                                | 3,190,110.66                      | 3,072,376.69                      | 3,642,082.26                      | 3,273,768.58                    | 3,400,163.64                      | 3,549,252.05                      | 3,274,635.00                     | 100%                                  | 92%                                   |
| GENERAL FUND Revenue Total:     |                                | 6,419,153.03                      | 6,508,009.31                      | 7,122,247.32                      | 7,588,886.76                    | 6,166,499.28                      | 6,974,210.94                      | 7,125,151.00                     | 94%                                   | 102%                                  |
| GENERAL FUND Expenditure Total: |                                | 6,478,141.46                      | 6,542,446.82                      | 6,935,686.35                      | 7,019,328.68                    | 6,518,562.26                      | 7,366,260.00                      | 7,111,596.00                     | 101%                                  | 97%                                   |
| Net Total GENERAL FUND:         |                                | 58,988.43-                        | 34,437.51-                        | 186,560.97                        | 569,558.08                      | 352,062.98-                       | 392,049.06-                       | 13,555.00                        | 2%                                    | -3%                                   |

| Account Number                          | Account Title            | 2016-17<br>Prior year 4<br>Actual | 2017-18<br>Prior year 3<br>Actual | 2018-19<br>Prior year 2<br>Actual | 2019-20<br>Prior year<br>Actual | 2020-21<br>Current year<br>Actual | 2020-21<br>Current year<br>Budget | 2021-22<br>Future year<br>Budget | 2021-22<br>Budget Over<br>FY20 Actual | 2021-22<br>Budget Over<br>FY21 Budget |
|-----------------------------------------|--------------------------|-----------------------------------|-----------------------------------|-----------------------------------|---------------------------------|-----------------------------------|-----------------------------------|----------------------------------|---------------------------------------|---------------------------------------|
| <b>Depreciation Expense</b>             |                          |                                   |                                   |                                   |                                 |                                   |                                   |                                  |                                       |                                       |
| <b>Source: 30</b>                       |                          |                                   |                                   |                                   |                                 |                                   |                                   |                                  |                                       |                                       |
| 91-30-10                                | Disposition Fixed Assets | 1,100.33-                         | 11,731.81                         | 21,846.32                         | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| Total Source: 30:                       |                          | 1,100.33-                         | 11,731.81                         | 21,846.32                         | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| <b>Depreciation Expense</b>             |                          |                                   |                                   |                                   |                                 |                                   |                                   |                                  |                                       |                                       |
| 91-40-10                                | Police Depr. Expense     | 154,981.84                        | 135,449.96                        | 137,247.64                        | .00                             | .00                               | .00                               | 116,756.00                       | .00                                   | .00                                   |
| 91-40-20                                | Fire Depr. Expense       | 251,101.92                        | 201,929.88                        | 203,363.41                        | .00                             | .00                               | .00                               | 207,253.00                       | .00                                   | .00                                   |
| Total Depreciation Expense:             |                          | 406,083.76                        | 337,379.84                        | 340,611.05                        | .00                             | .00                               | .00                               | 324,009.00                       | .00                                   | .00                                   |
| Depreciation Expense Revenue Total:     |                          | 1,100.33-                         | 11,731.81                         | 21,846.32                         | .00                             | .00                               | .00                               | .00                              | .00                                   | .00                                   |
| Depreciation Expense Expenditure Total: |                          | 406,083.76                        | 337,379.84                        | 340,611.05                        | .00                             | .00                               | .00                               | 324,009.00                       | .00                                   | .00                                   |
| Net Total Depreciation Expense:         |                          | 407,184.09-                       | 325,648.03-                       | 318,764.73-                       | .00                             | .00                               | .00                               | 324,009.00-                      | .00                                   | .00                                   |
| Net Grand Totals:                       |                          | 466,172.52-                       | 360,085.54-                       | 132,203.76-                       | 569,558.08                      | 352,062.98-                       | 392,049.06-                       | 310,454.00-                      | -55%                                  | 79%                                   |

## Report Criteria:

Print Fund Titles  
 Page and Total by Fund  
 Print Source Titles  
 Total by Source  
 Print Department Titles  
 Total by Department  
 All Segments Tested for Total Breaks

## LONE PEAK WILDLAND PROGRAM

- We agree with the findings and recommendations from the Wildland Assessment Report issued by Keddington & Christensen, LLC and dated April 26, 2021
- This response is provided to identify management's plan for addressing the findings and recommendations including ensuring services to the residents of Alpine and Highland are not negatively impacted by deployments and providing for a careful accounting of deployment revenue and expenses
- **Current practices to be continued**
  - Deployment revenue to be accounted for under existing "Aid Provided to Other Agencies" revenue account
  - Hard costs (such as lodging, meals, and fuel) to be accounted for under existing "Exp Aid Provided to Other Agencies" expense account
- **Practices to be implemented**
  - Establish expense accounts to account for the following deployment expenses
    - Staffing deployments-negative impact because of 2 part time deployment only employees
    - Backfill staffing- only one spot on one shift required to backfill
    - Equipment use-Snowflake and Toyne apparatus and equipment depreciation to be fully charged to deployment-related use
      - All other apparatus use for local deployment tracked for depreciation
  - Begin tracking
    - Staffing levels in-district: during deployments vs. non-deployment periods
    - Use of individual apparatus: on deployments vs. in-district
- **Recommendations**
  - Deployment revenue to be used first to cover costs of deployment
  - Create a capital account and deposit net deployment revenue beyond costs in this account to save for apparatus & equipment replacement
  - Use deployment revenue to cover cost for education and mitigation in district



Toyne Type 1/3 engine 3FF's minimum 4 preferred



Snowflake type 6 engine 2FF's minimum 3-4 preferred



## LONE PEAK PUBLIC SAFETY DISTRICT FY2021 FRAUD RISK ASSESSMENT

Item 8 – Discussion  
Presented by – Tyler Bahr, CSM, DLSSBB, Finance Director

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## Background

- State Auditor initiative
  - New to FY2021: Assessment now considered in insurance underwriting
- Identifies best practices for fraud prevention
- Not a replacement of annual audit done by financial auditors

2

## Requirements

- Measures recommended, but not required
- Assessment to be completed and presented to Board by June 30, 2021
- Submitted to State Auditor within 6 months of fiscal year end

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## Assessment Structure

- 21 questions
- Points awarded for each criteria met
  - Higher points = less risk
- Primary focus is Basic Separation of Duties – weighted more than half of the assessment

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## Current Status

- 235 points (High Risk)
  - Up from 25 points (Very High Risk) last year
- Separation of duties – Payroll, A/P, treasurer, reconciliation duties are now handled by different positions

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## Future Consideration

Further best practices to consider implementing include:

- Board complete State Auditor online training
- Establish written policies as needed
- Implement ethical behavior statement
- Establish or promote a fraud hotline

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