

The meeting was called to order by Chairman Cummiskey at 1:10pm.

Attendees included: Chairman Cummiskey, John Hennessey (by phone), Dave Rodriguez (by phone), Roxie Allen and John Nelson.

Dave started the meeting by giving the attendees a brief overview of the progress at the new station and commented on a few punch list type issues he is working on.

The initial topic was to review the budget and forecasts projected for the FY's 18-19 and 19-20 as included in the recent STRAP plan as the starting point for the FY18-19 budget cycle. To that end, a line by line review of all accounts was conducted. The following changes were noted:

- 1) The tax revenues as included in the STRAP are very close to those provided by the County as part of their annual levy notification. These will be tried up.
- 2) We added \$250K of grant revenue in FY18-19 in anticipation of receiving a grant to buy a new ambulance. It would be a 100% grant. The cost of the ambulance will be included in Capital.
- 3) We added another \$6,120 of grant revenue for the anticipated receipt of monies from the Governor's Office of Highway Safety for trauma training. The cost will be included in POC training.
- 4) We agreed to increase the Medicare Tax line from \$7004 to \$7500.
- 5) We added \$250 for notary license renewal cost.

**Action - Tom** to update the templates with these changes and make offsetting adjustments to balance the budget. He is to also carryover any impacts to the FY19-20 forecast. Upon completion, he is to send the updated templates out for review to the committee members in anticipation of a follow up meeting.

We moved to the next agenda topic which was a review of a potential overrun of the building related costs. We reviewed a document assembled by John H. that projected a possible overrun of as much as \$46K or just over 3%. To that end we reviewed strategies to mitigate this potential cost impact including:

- 1) We feel that many of the costs overruns being communicated by Caliente are basically their fault due to errors and resulting rework caused by their project superintendent. Therefore we must review every cost area with them and negotiate a final amount. **Action: Dave** to set up a meeting for the Finance Committee members to meet with the Caliente representatives in the Phoenix area as soon as possible. No further payments are to be made to them until this action is complete.
- 2) We discussed items yet to be completed that could be deferred until the new fiscal year. These included the plaques at \$4K, the concrete pad at \$8K and the roof crickets at \$1.5K. **Action - Dave** to work with Payson Concrete to see if they will either donate the concrete for the pad or reduce the price such that we can still proceed with getting it in place in the near term.
- 3) We agreed that it would be good for us to end the current fiscal year as close to \$300K in cash as possible. To that end: **Action - Dave** to review spending for the remainder of the year with an eye towards deferring all possible costs into FY18-19. This needs to be done expeditiously so that these items can be added to the new year's budget as needed.

A quick review of the Cash Flow Projection showed that we may have understated the amount of EMS Receivables we have projected for the remainder of the year. **Action - Tom** to review history to determine what amounts of revenue to add to the remaining three months of the year.

There being no further business before the Committee, the meeting was adjourned at 2:30pm.

Respectfully submitted,

  
Tom Cummiskey

Finance Committee Chair