

FLFD Finance Committee  
Meeting Minutes, 10/27/17 – Draft

In attendance:

Tom Cumiskey, Chair

John Hennessey

Dave Rodriguez

Roxie Allen

John Nelson

The meeting was called to order at 1pm. The agenda was reviewed and included five items:

- 1) Review of open action items
- 2) Review of expense accounts
- 3) Review of building soft costs
- 4) Discussion about refurbishing the old station (annex)
- 5) Next meeting

Regarding the previous action items:

EMS Receivables – Tom presented an exhibit modeling out FY19-20 and the three out years. FY19-20 was modeled using the previous assumptions and the out years were modeled based on 5% growth. After discussion, it was agreed to use these figures in the Strap plan. Action closed.

POC Pay Increases – This action was discussed and agreed to at the 10/21/17 Board meeting. It was agreed to use the newly calculated rates throughout the 5 year plan without increase. This agreement can be revisited in the future as needed. Action closed.

ODC Pay – Tom agreed to calculate the impact on FY19-20 given our previous agreement. The rates are to be unchanged from FY19-20 in the out years. Action: **Tom**

Health Care Insurance for Roxie – Roxie presented the options through BC/BS as listed in the rates available through the ACA. It was agreed that we should fund Roxie getting the low deductible option using the non-smoker rate. Action: **John N.** to add this to the November Board agenda. **Tom** to use the cost of \$15,822 in FY18-19 and inflate at a rate of 10% for the remaining out years.

Mogollon Repeater – John N. presented technical data. Dave mentioned he has given Niles the go ahead to price the installation out. Action: **Dave** to follow up and status at next meeting.

Cell Tower on FLFD property – Dave stated that he has opened the conversation with Dale at DW Towers. Dale did not shut down the idea. Action: **Dave** to follow up with Dale and status at the next meeting.

Brookbank Tower Maintenance Issues – We continue to be in the queue. No other update. Action: **Dave** to monitor and status at the next meeting.

Funding for Admin Wing – We continue to await Caliente's updated GMP to make a decision on using added funding from NBA. Also see discussion on soft costs below.

Page 2

Fire Recovery USA – The rates approved at the last Board meeting have been sent and are effective. Action closed.

Revenue Account Review:

FDAT – It was agreed for Strap purposes to use the FY16-17 amounts and inflate for all out years. Action: Tom

Grant Income – John N. provided an update on the status of grant availability from various sources. This evolved into a discussion around rolling stock where some of our grant income may be used. We discussed trading our engine to CKFD in exchange for their newer ambulance. If that were to work out, we would add a capital item for a power loader funded by a grant. We also discussed getting a new smaller engine at about \$400,000 that could be funded by a 95/5 grant from the Gila River Indian tribe. We will also approach FEMA for this grant. We would not buy either of these items unless grants were received but will put them into the FY18-19 budget. Actions: Dave to follow up with Gila River. John N. to add to next board meeting's agenda and review FEMA schedule and process. Dave to review capital items in the out years that we would fund via grants or internally and come to our next meeting prepared to discuss.

Regarding expense accounts, Dave and Roxie presented their take on what accounts are understated and need to be increased. With the following exceptions, they were all agreed to by the Committee.

Insurance for the new building – we agreed to use \$2,700 in FY18-19 and inflate over the out years. Action: Dave/Roxie to work with Crabtree to lower this amount, largely based on the value of the contents.

Communication cost – After discussion, we agreed to use \$13,000. Action: Tom to add.

Dumpster – After discussion we agreed to use \$1,000. Action: Roxie to check with Larson Waste regarding get one larger dumpster rather than two smaller ones. Tom to update plan.

Satellite TV – For account 5707, we agreed to use \$1,200. Action: Roxie to investigate one dish for the new station and nothing for the old station. Tom to update plan.

Overall action: Tom to bring listing of all revenue and expense accounts to the next meeting, like we have in the past, to see the impact of all agreed to changes. This will cover FY's 18-19 and 19-20.

Regarding soft costs, John H. presented his take on where we stand on soft costs. They are increasing significantly. Action: John H to prepare a new view of soft costs that compares our original estimates to these latest increased amounts. All amounts are to be at gross. Dave is to tie down the FFE costs related to the Admin Wing. Both actions are due by our next meeting. We will need to collectively make a decision at our next meeting on whether we approach NBA for additional funding.

Page 3

Regarding refurbishing the old station, John H revisited some of the discussions we have had in the past as to how the interior of the annex will ultimately look. He mentioned he had discussed getting a new blueprint from Moe the Draftsman of how the current structure is set up so we have a baseline. The committee requested that he get an estimate from Moe before committing. We ultimately agreed that this would be an activity that would probably have to wait for a year or two (for Strap plan purposes) and that we would use rough approximations rather than detailed plans. Tom suggested we ask Cliff Schweigert for his swags. Further, we need to discuss updates to the exterior of the building as well as those for the interior. We discussed reconvening the Building Committee to discuss further. Action: **Dave** to contact Cliff to see if he would provide swags.

Regarding the next meeting, it was agreed to hold it on the Friday before the next Board meeting, that is November 10, from 1-3. Action: **Roxie** to send out a meeting notice.

With no further actions before the Committee, we adjourned at 3pm.

Respectfully submitted,

Tom Cummiskey