

# **WAKE COUNTY FIRE COMMISSION**

**Subject:** Agenda for June 2, 2022 Fire Commission Meeting  
**Location:** ESEC, 221 S. Rogers Lane, Raleigh, NC 27610  
**Time:** 6:00 PM

## **Agenda**

### **◆ Meeting Called to Order: Chairman Keith McGee**

- Invocation
- Pledge of allegiance
- Roll call of membership
- Adoption of Minutes for January 20, 2022 Regular Meeting
- Adoption of Minutes for April 14, 2022 Special Called Meeting
- Approval of Agenda

### **◆ Public Comments:**

### **◆ Regular Agenda**

- Long Range Plan Data Analysis Presentation
- Appointment of Fire Commission Chair
- Appointment of Fire Commission Vice Chair

### **◆ Information Agenda**

- Fire Tax Financial Report – Budget Analyst Aaron Brown
- Standing Committee Updates
  - Administrative
  - Apparatus
  - Budget
  - Communications
  - Equipment
  - Facility
  - Health & Wellness
  - Training
  - Volunteer Recruitment & Retention Committee
- Chair Report
- Fire Services Report
  - Recognition for Chief McGee's retirement
  - Recognition of Members who are serving their final term – Ed Brinson and Mark Matthews

### **◆ Other Business**

### **◆ Adjournment - Next Meeting – July 21, 2022**

**WAKE COUNTY  
FIRE COMMISSION  
Thursday, January 20, 2021**

**Draft Minutes**

*(Audio Replays of the meeting are available upon request)*

A virtual meeting of the Wake County Fire Commission was held on Thursday, January 20, 2022 at 7:07 PM.

**CALL MEETING TO ORDER**

Fire Commission Chairman Chief Keith McGee called the meeting to order.

The following members were present: Chairman Chief Keith McGee, Todd Wright (Chief's Association), Commissioner Maria Cervania, Chief Tony Mauldin (South Region), Chief Ron Early (North Region), Chief Tim Pope (North Region), Mark Matthews (Municipal Manager), Ed Brinson (Municipal Manager), Jason Joyner (Wendell), Chief Brian Staples (East Region), Nancy Anderson (Citizen/Consumer) and Bob Stagg (Service Matter Expert).

The following County officials and staff were present: Fire Services Director Darrell Alford, Wake County Deputy Director Ashley Jacobs, Fire Services Deputy Director Joe Vindigni, Fire Services Business Officer Diana McBride, Budget Analyst Aaron Brown, Fire Services Logistics Manager Bud Davenport, Compensation Supervisor Chris Clemmons, and Compensation Consultant Misty Filzen.

Fire Commission Chairman Chief Keith McGee called the meeting to order at 7:07pm. He provided the invocation and led the group with the pledge of allegiance.

**ANNUAL ELECTION OF CHAIR**

Chairman Chief McGee turned the meeting over to Fire Services Director Darrell Alford, who opened the floor for nominations for the Fire Commission Chair position. A nomination for current Chairman Chief McGee was made by Commission member Bob Stagg. No other nominations were made, and the Commission unanimously voted in Chief McGee as the 2022 Fire Commission Chairman.

**ANNUAL ELECTION OF VICE CHAIR**

Chairman Chief McGee opened the floor for nominations for the Fire Commission Vice Chairman position. Commission member Bob Stagg nominated current Vice Chairman Chief Brian Staples. There were no additional nominations. The Commission unanimously voted in Chief Brian Staples

as the 2022 Fire Commission Vice Chairman.

### **ADOPTION OF THE NOVEMBER 18, 2021, FIRE COMMISSION MEETING MINUTES**

A motion to approve and adopt the November 18, 2021, Fire Commission Meeting minutes was made by Bob Stagg and was carried unanimously by the Fire Commission.

### **APPROVAL OF AGENDA**

Chairman McGee made a motion to add the topic of moving the Fire Commission meeting time to 6pm to the agenda. The motion was carried by the Commission and added to the agenda.

### **SALARY STUDY PRESENTATION**

Wake County Compensation Supervisor Chris Clemmons presented the findings on the salary study. The study was presented and well received by the Administrative Committee. Vice Chairman Staples motioned for the Fire Commission to implement the pay rates and salary pay bands as indicated by Wake County Human Resources Salary Study for the not-for-profit fire departments effective July 1, 2022 and will be recognized as Appendix A with an amended date of July 1, 2022 of the Compensation & Salary Guidelines. The motion was seconded by Bob Stagg and carried unanimously by the Commission.

### **PUBLIC COMMENTS**

No public comments.

### **ITEMS OF BUSINESS**

### **REGULAR AGENDA**

### **LONG-RANGE PLAN SEMI ANNUAL DATA REPORT**

Wake County Fire Services Deputy Director Joe Vindigni presented the semiannual data report of the Long-Range Plan. The plan was well received by the Administrative Committee. Fire Services Director Darrell Alford and Joe answered questions from the Commission. Commissioner Cervania suggested looking five years out to accommodate planned roads, the population boom and the businesses moving to the County. Chairman McGee praised all parties that assisted with the development and implementation of the Long-Range Plan.

### **ADJUST FIRE COMMISSION MEETING TIME DISCUSSION**

Chairman McGee opened the floor to discuss moving the Fire Commission meeting time to 6pm.

Fire Commission Citizen Rep. Nancy Anderson made a motion to move the Fire Commission meeting time to 6pm. The motion was seconded by Chief Tony Mauldin and the motion was carried unanimously by the Commission.

### **INFORMATION AGENDA**

#### **FIRE TAX DISTRICT FINANCIAL REPORT**

Wake County Budget and Management Analyst, Aaron Brown thanked the Departments for their work on the FY23 budget. Aaron provided a financial update through December 2021 and the clean up on the capital side of the budget. There were no questions from the Commission.

**WAKE COUNTY FIRE TAX DISTRICT**  
**FY 2022 SYSTEMWIDE OPERATING FINANCIAL REPORT**  
**As of December 31, 2021**

Revenue Source/ Expenditure Object	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget
T127 NC DMV Taxes	0.00	0.00	1,191,357.60	0.00	1,191,357.60	1,191,357.60	(1,191,357.60)	0.00
T128 Refunds of NC DMV Taxes	0.00	0.00	(5,351.22)	0.00	(5,351.22)	(5,351.22)	5,351.22	0.00
T200 Special District Taxes	33,938,000.00	33,938,000.00	27,250,061.78	0.00	27,250,061.78	27,250,061.78	6,687,938.22	80.29
C494 Other Local Governments & Non Profits	0.00	0.00	11,059.76	0.00	11,059.76	11,059.76	(11,059.76)	0.00
N132 Interest - NCDOT - DMV Taxes	0.00	0.00	116.27	0.00	116.27	116.27	(116.27)	0.00
N140 Market vs Cost Investment Difference	0.00	0.00	19,564.77	0.00	19,564.77	19,564.77	(19,564.77)	0.00
N150 Interest Income/Pooled Funds	51,000.00	51,000.00	634.27	0.00	634.27	634.27	50,365.73	1.24
<b>Total Revenues</b>	<b>33,989,000</b>	<b>33,989,000</b>	<b>28,467,443</b>	<b>-</b>	<b>28,467,443</b>	<b>28,467,443</b>	<b>5,521,557</b>	<b>83.8%</b>

Revenue Source/ Expenditure Object	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget
1121 Extraordinary Pay	0.00	0.00	5,227.95	0.00	5,227.95	5,227.95	(5,227.95)	0.00
2118 MEDICAL SERVICES - EMPLOYEE MEDICAL EXAM	220,000.00	220,000.00	65,569.62	87,652.32	65,569.62	153,221.94	66,778.06	29.80
2185 Systems Software/Hardware Licensing and Maintenance Fees	41,638.00	41,638.00	0.00	0.00	0.00	0.00	41,638.00	0.00
2406 CONTRACTED SERVICES	115,000.00	115,000.00	0.00	0.00	0.00	0.00	115,000.00	0.00
3117 Computer Software Fees	242,382.00	242,382.00	141,475.09	60,010.56	141,475.09	201,485.65	40,896.35	58.37
3162 Vehicle Upfitting Parts	15,293.00	15,293.00	0.00	0.00	0.00	0.00	15,293.00	0.00
3615 Cellular Voice and Data Service	77,900.00	77,900.00	41,605.53	0.00	41,605.53	41,605.53	36,294.47	53.41
3617 DISPATCH SERVICE	439,420.00	439,420.00	212,369.00	212,631.00	212,369.00	425,000.00	14,420.00	48.33
3714 MAINTENANCE AND REPAIR OF EQUIPMENT	5,000.00	5,000.00	130.00	0.00	130.00	130.00	4,870.00	2.60
4208 CITY OF RALEIGH HAZMAT PROGRAM	87,711.00	87,711.00	91,866.94	0.00	91,866.94	91,866.94	(4,155.94)	104.74
4224 NC DEPT OF NRCD - FORESTRY	94,701.00	94,701.00	25,936.78	68,764.22	25,936.78	94,701.00	0.00	27.39
4428 MISC CHARGES FROM OTHER DEPT/DIV	186,032.00	186,032.00	0.00	0.00	0.00	0.00	186,032.00	0.00
4446 800mhz charges from other dept	159,273.00	159,273.00	39,818.35	0.00	39,818.35	39,818.35	119,454.65	25.00
4447 CAD charges from other dept	44,247.00	44,247.00	0.00	0.00	0.00	0.00	44,247.00	0.00
4758 MV Tax Collection Costs	65,704.00	65,704.00	31,521.83	0.00	31,521.83	31,521.83	34,182.17	47.98
7102 LEASE PRINCIPAL - DEBT SERVICE	0.00	0.00	805.15	1,127.21	805.15	1,932.36	(1,932.36)	0.00
9109 Transfer to Debt Service from Fire Tax	1,565,762.00	1,565,762.00	0.00	0.00	0.00	0.00	1,565,762.00	0.00
9128 Transfer to Fire Tax CIP	3,859,000.00	3,859,000.00	3,859,000.00	0.00	3,859,000.00	3,859,000.00	0.00	100.00
Department Appropriations	26,769,937.00	26,769,937.00	13,384,627.39	13,329,309.61	13,384,627.39	26,713,937.00	56,000.00	
<b>Total Expenditures</b>	<b>33,989,000</b>	<b>33,989,000</b>	<b>17,899,954</b>	<b>13,759,495</b>	<b>17,899,954</b>	<b>31,659,449</b>	<b>2,329,551</b>	<b>52.7%</b>

**WAKE COUNTY FIRE TAX DISTRICT  
FY 2022 DEPARTMENT APPROPRIATIONS  
As of Decmeber 31, 2021**

Unit Name	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget
Apex FD	1,243,155	1,243,155	621,578	621,578	621,578	1,243,155	-	50%
Cary FD	56,000	56,000	-	-	-	-	56,000	0%
Durham Highway FD	940,843	940,843	470,421	470,422	470,421	940,843	-	50%
Fairview FD	1,922,540	1,922,540	961,270	961,270	961,270	1,922,540	-	50%
Fuquay Varina FD	2,138,607	2,138,607	1,069,304	1,069,304	1,069,304	2,138,607	-	50%
Garner FD	2,552,849	2,552,849	1,276,425	1,276,424	1,276,425	2,552,849	-	50%
Holly Springs FD	752,167	752,167	376,083	376,084	376,083	752,167	-	50%
Hopkins FD	1,075,588	1,075,588	537,794	537,794	537,794	1,075,588	-	50%
Knightdale FD	2,066,446	2,066,446	1,033,223	1,033,223	1,033,223	2,066,446	-	50%
Morrisville FD	858,102	858,102	429,051	429,051	429,051	858,102	-	50%
Northern Wake FD	3,757,714	3,757,714	1,906,389	1,851,325	1,906,389	3,757,714	-	51%
Rolesville FD	662,139	662,139	331,298	330,841	331,298	662,139	-	50%
Swift Creek FD	871,329	871,329	435,665	435,665	435,665	871,329	-	50%
Wake Forest FD	1,763,008	1,763,008	881,504	881,504	881,504	1,763,008	-	50%
Wake-New Hope FD	1,901,574	1,901,574	950,787	950,787	950,787	1,901,574	-	50%
Wendell FD	2,737,949	2,737,949	1,368,975	1,368,974	1,368,975	2,737,949	-	50%
Western Wake FD	829,775	829,775	414,786	414,989	414,786	829,775	-	50%
Zebulon FD	640,152	640,152	320,076	320,076	320,076	640,152	-	50%
<b>Total</b>	<b>26,769,937</b>	<b>26,769,937</b>	<b>13,384,627</b>	<b>13,329,310</b>	<b>13,384,627</b>	<b>26,713,937</b>	<b>56,000</b>	<b>50%</b>

**WAKE COUNTY FIRE TAX DISTRICT  
CAPITAL FUND BALANCE REPORT  
As of December 31, 2021**

**Division 8420 Fire Facilities**

Unit	Unit Name	Budgeted Revenues	Actual Revenues to Date	Revenues (Over) / Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget	Remaining Expenditure Authority (actual balance)
045F	New Stations	\$1,655,000.00	\$1,655,000.00	\$0.00	\$1,655,000.00	(\$0.00)	\$0.00	\$0.00	(\$0.00)	\$1,655,000.00	\$1,655,000.00
049F	Garner #4, Fire Tax Portion	\$1,953,539.13	\$1,923,039.13	\$30,500.00	\$1,953,539.13	\$1,953,539.13	(\$0.00)	\$0.00	\$1,953,539.13	(\$0.00)	(\$30,500.00)
050F	Wendell Falls Station, Fire Tax Portion	\$4,360,714.10	\$4,360,714.10	\$0.00	\$4,360,714.10	\$4,209,503.78	\$0.00	\$0.00	\$4,209,503.78	\$151,210.32	\$151,210.32
057F	Fire Planned Facility Repairs	\$1,596,153.38	\$1,596,153.38	\$0.00	\$1,596,153.38	\$1,547,790.74	\$39,923.43	\$0.00	\$1,587,714.17	\$8,439.21	\$8,439.21
111F	Fire Planned Facility Repairs & Renovations - F	\$254,000.00	\$277,706.00	(\$23,706.00)	\$254,000.00	\$221,431.09	\$4,176.49	\$0.00	\$225,607.58	\$28,392.42	\$52,098.42
119F	Fire Planned Facility Repairs & Renovations - F	\$331,000.00	\$331,000.00	\$0.00	\$331,000.00	\$147,628.56	\$108,044.71	\$43,342.00	\$299,015.27	\$31,984.73	\$31,984.73
131F	Fire Facilities - Planned Repairs & Renovation	\$324,000.00	\$324,000.00	\$0.00	\$324,000.00	\$21,396.15	\$311,050.77	\$1,886.22	\$334,333.14	(\$10,333.14)	(\$10,333.14)
Total Division 8420 Fire Facilities		\$10,474,406.61	\$10,467,612.61	\$6,794.00	\$10,474,406.61	\$8,101,289.45	\$463,195.40	\$45,228.22	\$8,609,713.07	\$1,864,693.54	\$1,857,899.54

**Division 8430 Fire Fighting Equipment**

Unit	Unit Name	Budgeted Revenues	Actual Revenues to Date	Revenues (Over) / Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget	Remaining Expenditure Authority (actual balance)
041F	CONTINGENCIES & GRANT MATCHES	\$131,603.00	\$131,603.00	\$0.00	\$131,603.00	\$114,508.54	\$0.00	\$0.00	\$114,508.54	\$17,094.46	\$17,094.46
066F	Fire SCBA's	\$1,900,800.57	\$1,900,800.57	\$0.00	\$1,900,800.57	\$1,856,163.36	\$14,769.00	\$0.00	\$1,870,932.36	\$29,868.21	\$29,868.21
073F	Pager Replacements	\$801,603.70	\$801,603.70	\$0.00	\$801,603.70	\$539,044.07	(\$0.00)	\$0.00	\$539,044.07	\$262,559.63	\$262,559.63
093F	Mobile Data Terminals	\$221,250.00	\$221,250.00	\$0.00	\$221,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$221,250.00	\$221,250.00
107F	Turnout Gear - FY20	\$308,000.00	\$308,000.00	\$0.00	\$308,000.00	\$234,893.67	\$40,442.07	\$0.00	\$275,335.74	\$32,664.26	\$32,664.26
108F	Fire Defibrillators - FY20	\$75,000.00	\$75,000.00	\$0.00	\$75,000.00	\$49,543.71	\$0.00	\$0.00	\$49,543.71	\$25,456.29	\$25,456.29
115F	Turnout Gear - FY21	\$365,000.00	\$365,000.00	\$0.00	\$365,000.00	\$238,514.63	\$46,117.80	\$0.00	\$284,632.43	\$80,367.57	\$80,367.57
116F	Fire Defibrillators - FY21	\$98,000.00	\$98,000.00	\$0.00	\$98,000.00	\$43,478.90	\$0.00	\$0.00	\$43,478.90	\$54,521.10	\$54,521.10
117F	Fire Thermal Imaging Cameras - FY21	\$56,000.00	\$56,000.00	\$0.00	\$56,000.00	\$44,280.96	\$0.00	\$0.00	\$44,280.96	\$11,719.04	\$11,719.04
118F	Fire Small Capital - FY21	\$168,000.00	\$168,000.00	\$0.00	\$168,000.00	\$165,484.39	\$0.00	\$0.00	\$165,484.39	\$2,515.61	\$2,515.61
122F	Pagers & Infrastructure	\$424,000.00	\$424,000.00	\$0.00	\$424,000.00	\$0.00	\$120,486.00	\$0.00	\$120,486.00	\$303,514.00	\$303,514.00
126F	Turnout Gear - FY22	\$471,000.00	\$471,000.00	\$0.00	\$471,000.00	\$98,656.94	\$214,645.28	\$0.00	\$313,302.22	\$157,697.78	\$157,697.78
127F	Fire Defibrillators - FY22	\$51,000.00	\$51,000.00	\$0.00	\$51,000.00	\$0.00	\$21,000.00	\$0.00	\$21,000.00	\$30,000.00	\$30,000.00
128F	Fire Thermal Imaging Cameras - FY22	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00
129F	Fire Small Capital - FY22	\$279,000.00	\$279,000.00	\$0.00	\$279,000.00	\$197,480.00	\$81,519.90	\$0.00	\$278,999.90	\$0.10	\$0.10
130F	Fire SBCA's FY22	\$212,000.00	\$212,000.00	\$0.00	\$212,000.00	\$144,000.00	\$0.00	\$0.00	\$144,000.00	\$68,000.00	\$68,000.00
Total Division 8430 Fire Fighting Equipment		\$5,567,257.27	\$5,567,257.27	\$0.00	\$5,567,257.27	\$3,726,049.17	\$538,980.05	\$0.00	\$4,265,029.22	\$1,302,228.05	\$1,302,228.05

## Division 8440 Fire Apparatus

Unit	Unit Name	Budgeted Revenues	Actual Revenues to Date	Revenues (Over) / Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget	Remaining Expenditure Authority (actual balance)
054F	General Fire Apparatus	\$324,214.97	\$324,214.97	\$0.00	\$324,214.97	\$159,177.17	\$24,729.38	\$0.00	\$183,906.55	\$140,308.42	\$140,308.42
056F	Fire Small Vehicles	\$967,322.04	\$967,322.04	\$0.00	\$967,322.04	\$911,301.57	(\$0.00)	\$0.00	\$911,301.57	\$56,020.47	\$56,020.47
089F	Apparatus Emergency Repairs	\$430,000.00	\$430,000.00	\$0.00	\$430,000.00	\$356,793.92	\$0.00	\$0.00	\$356,793.92	\$73,206.08	\$73,206.08
091F	FY18 Large Apparatus - Rural	\$1,294,581.00	\$1,294,581.00	\$0.00	\$1,294,581.00	\$1,230,887.00	\$0.00	\$0.00	\$1,230,887.00	\$63,694.00	\$63,694.00
095F	Cost Share apparatus debt payments	\$490,131.74	\$490,131.74	\$0.00	\$490,131.74	\$300,432.42	\$40,208.13	\$0.00	\$340,640.55	\$149,491.19	\$149,491.19
103F	FY20 Large Apparatus - Rural	\$1,789,053.00	\$1,789,053.00	\$0.00	\$1,789,053.00	\$1,789,053.00	\$0.00	\$0.00	\$1,789,053.00	\$0.00	\$0.00
104F	FY20 Large Apparatus - Municipal	\$135,102.00	\$135,102.00	\$0.00	\$135,102.00	\$55,000.00	\$0.00	\$0.00	\$55,000.00	\$80,102.00	\$80,102.00
106F	Small Vehicles - FY20	\$93,000.00	\$93,000.00	\$0.00	\$93,000.00	\$83,379.48	\$0.00	\$0.00	\$83,379.48	\$9,620.52	\$9,620.52
112F	FY21 Large Apparatus-Cash	\$80,000.00	\$80,000.00	\$0.00	\$80,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80,000.00	\$80,000.00
113F	Brush Trucks - FY22	\$193,000.00	\$193,000.00	\$0.00	\$193,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$193,000.00	\$193,000.00
114F	Small Vehicles - FY22	\$271,000.00	\$271,000.00	\$0.00	\$271,000.00	\$0.00	\$184,336.92	\$0.00	\$184,336.92	\$86,663.08	\$86,663.08
120F	FY21 Large Apparatus-Debt	\$1,394,000.00	\$1,394,000.00	\$0.00	\$1,394,000.00	\$1,370,774.00	\$0.00	\$0.00	\$1,370,774.00	\$23,226.00	\$23,226.00
121F	Northern Wake Tanker Replacement	\$380,000.00	\$380,975.00	(\$975.00)	\$380,000.00	\$0.00	\$350,558.00	\$0.00	\$350,558.00	\$29,442.00	\$30,417.00
123F	FY22 Large Apparatus-Debt	\$2,296,000.00	\$2,296,000.00	\$0.00	\$2,296,000.00	\$0.00	\$2,185,510.00	\$0.00	\$2,185,510.00	\$110,490.00	\$110,490.00
124F	FY22 Large Apparatus-Cash	\$193,000.00	\$193,000.00	\$0.00	\$193,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$193,000.00	\$193,000.00
125F	FY22 General Fire Apparatus	\$166,000.00	\$166,000.00	\$0.00	\$166,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$166,000.00	\$166,000.00
Total Division 8440 Fire Apparatus		\$10,496,404.75	\$10,497,379.75	(\$975.00)	\$10,496,404.75	\$6,256,798.56	\$2,785,342.43	\$0.00	\$9,042,140.99	\$1,454,263.76	\$1,455,238.76

## Division 8499 Fire Capital Uncommitted

Unit	Unit Name	Budgeted Revenues	Actual Revenues to Date	Revenues (Over) / Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget	Remaining Expenditure Authority (actual balance)
099F	Fire Capital Uncommitted	\$0.00	\$3,723,909.40	(\$3,723,909.40)	\$0.00	(\$1,472.00)	\$0.00	\$0.00	(\$1,472.00)	\$1,472.00	\$3,725,381.40
132F	Reserve for Future Projects FY22	\$44,750.00	\$44,750.00	\$0.00	\$44,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$44,750.00	\$44,750.00
Total Division 8499 Fire Capital Uncommitted		\$44,750.00	\$3,768,659.40	(\$3,723,909.40)	\$44,750.00	(\$1,472.00)	\$0.00	\$0.00	(\$1,472.00)	\$46,222.00	\$3,770,131.40
Total Fund: 4400 Fire CIP		\$26,582,818.63	\$30,300,909.03	(\$3,718,090.40)	\$26,582,818.63	\$18,082,665.18	\$3,787,517.88	\$45,228.22	\$21,915,411.28	\$4,667,407.35	\$8,385,497.75



## **STANDING COMMITTEE UPDATES**

### **Administrative Subcommittee:**

There was no additional report outside of the Salary Study or Long-Range plan presented.

### **Apparatus Subcommittee:**

Director Alford shared that delivery time on engines is running behind. Brush trucks cannot be ordered until December, other options will be explored with Departments. Small vehicles are also delayed.

### **Budget Subcommittee:**

No report.

### **Communications Subcommittee**

The Communication Committee is continuing to work on the Mayday Policy. There is a TDMA software update on our radios, this is a state mandate. Funding has been identified within the county.

### **Equipment Subcommittee:**

The new AEDs are in, once Wake EMS has completed the programing, Bud will coordinate with Departments for the apparatus install.

### **Facilities Subcommittee:**

No report.

### **Training Subcommittee:**

No report.

### **Volunteer Recruitment & Retention Subcommittee**

Glenn Clapp reported on the status of SAFER grant. The grant closed out in December. ARPA funds will bridge the gap until the grant is applied for again.

### **Health and Wellness Subcommittee**

No report.

## **CHAIR REPORT**

Chairman Chief McGee commended Wake County and the testing Radeas group for efficient COVID testing process.

Chairman McGee introduced new member Jason Joyner. Jason represents Wendell.

## **FIRE SERVICES REPORT**

Director Alford updated the Commission on the Omicron virus, Winter weather, the diversity study and the City of Raleigh/Wake New Hope Station 1 merger.

## **GOOD OF THE GROUP**

### **ADJOURNMENT**

The meeting was adjourned by Chief McGee at 8:42pm.

DRAFT

**WAKE COUNTY  
FIRE COMMISSION  
Thursday, April 14, 2022**

**SPECIAL CALLED**

**Draft Minutes**

*(Audio Replays of the meeting are available upon request)*

A virtual meeting of the Wake County Fire Commission was held on Thursday, April 14, 2022 at 6:00 PM.

**CALL MEETING TO ORDER**

Fire Commission Chairman Chief Keith McGee called the meeting to order at 6:00pm.

The following members were present: Chairman Chief Keith McGee, Todd Wright (Chief's Association), Commissioner Maria Cervania, Chief Tony Mauldin (South Region), Chief Matt Poole South Region), Chief Chris Perry (East Region) Chief Ron Early (North Region) Billy Myrick (Citizen/Consumer), Bob Overton (Citizen/Consumer), Nancy Anderson (Citizen/Consumer) and Bob Stagg (Service Matter Expert).

The following County officials and staff were present: Fire Services Director Darrell Alford, Wake County Deputy Director Ashley Jacobs, Fire Services Deputy Director Joe Vindigni, Fire Services Business Officer Diana McBride, Budget Analyst Aaron Brown and Fire Services Logistic Manager Bud Davenport.

Chairman Chief McGee held a moment of silence for one of their own, Summer Williams, who passed away after her battle with cancer. Chief Chris Perry provided the invocation followed by the pledge of allegiance.

**APPROVAL OF AGENDA**

A motion was made by Bob Stagg to approve the agenda. The motion was seconded by Bob Overton and was carried unanimously by the Commission.

**FY23 BUDGET PRESENTATION**

Wake County Fire Services Director Darrell Alford presented the Wake County Fire Services and Fire Commission Subcommittees recommended FY23 budget. The Fire Tax District remains with a healthy fund balance above the 16% requirement and does not require an increase in taxes. The submitted budget includes a \$2.9M use of fund balance. See the

recommended FY23 budget summary below.

- Operating budgets = \$31.9M
- Systemwide expenses = \$1.89M
- Apparatus Replacements = \$2.37M
- Facility renovations = \$252K
- New equipment enhancements = \$95K
- Capital debit service (apparatus and new stations) = \$1.75M

The Commission provided positive feedback on the information presented. Bob Stagg made a motion to accept the FY23 recommended budget. The motion was seconded by Billy Myrick and was carried unanimously by the Commission.

### **PUBLIC COMMENTS**

No public comments.

### **CHAIR REPORT**

Chairman Chief McGee mentioned the presumptive clause for firefighter that passed in the NC budget for cancer insurance and introduced the new Northern Wake Fire Chief, Scottie Harris.

### **FIRE SERVICES REPORT**

Director Alford thanked Chief Tim Pope for his service and well wishes on his retirement.

### **ADJOURNMENT**

The meeting was adjourned by Chief McGee at 6:45pm.

**WAKE COUNTY FIRE TAX DISTRICT  
FY 2022 SYSTEMWIDE OPERATING FINANCIAL REPORT  
As of May 25, 2022**

Revenue Source/ Expenditure Object	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget
T127 NC DMV Taxes	-	-	2,403,162	-	2,403,162	2,403,162	(2,403,162)	0.00
T128 Refunds of NC DMV Taxes	-	-	(12,179)	-	(12,179)	(12,179)	12,179	0.00
T200 Special District Taxes	33,938,000	33,938,000	31,945,054	-	31,945,054	31,945,054	1,992,946	94.13
C494 Other Local Governments & Non Profits	-	-	11,060	-	11,060	11,060	(11,060)	0.00
N132 Interest - NCDOT - DMV Taxes	-	-	237	-	237	237	(237)	0.00
N140 Market vs Cost Investment Difference	-	-	19,565	-	19,565	19,565	(19,565)	0.00
N150 Interest Income/Pooled Funds	51,000	51,000	17,424	-	17,424	17,424	33,576	34.16
<b>Total Revenues</b>	<b>33,989,000</b>	<b>33,989,000</b>	<b>34,384,322</b>	<b>-</b>	<b>34,384,322</b>	<b>34,384,322</b>	<b>(395,322)</b>	<b>101.2%</b>

Revenue Source/ Expenditure Object	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget
1121 Extraordinary Pay	-	-	5,228	-	5,228	5,228	(5,228)	0.00
2118 MEDICAL SERVICES - EMPLOYEE MEDICAL EXAM	220,000	220,000	104,923	75,583	104,923	180,506	39,494	47.69
2185 Systems Software/Hardware Licensing and Maintenance Fees	41,638	41,638	-	-	-	-	41,638	0.00
2406 CONTRACTED SERVICES	115,000	115,000	40,071	-	40,071	40,071	74,929	34.84
3117 Computer Software Fees	242,382	242,382	214,012	-	214,012	214,012	28,370	88.30
3158 Food - Other	-	-	976	-	976	976	(976)	0.00
3162 Vehicle Upfitting Parts	15,293	15,293	-	-	-	-	15,293	0.00
3615 Cellular Voice and Data Service	77,900	77,900	77,312	-	77,312	77,312	588	99.25
3617 DISPATCH SERVICE	439,420	439,420	424,738	262	424,738	425,000	14,420	96.66
3714 MAINTENANCE AND REPAIR OF EQUIPMENT	5,000	5,000	130	-	130	130	4,870	2.60
4208 CITY OF RALEIGH HAZMAT PROGRAM	87,711	87,711	91,867	-	91,867	91,867	(4,156)	104.74
4224 NC DEPT OF NRCD - FORESTRY	94,701	94,701	63,424	31,277	63,424	94,701	-	66.97
4428 MISC CHARGES FROM OTHER DEPT/DIV	186,032	186,032	-	-	-	-	186,032	0.00
4446 800mhz charges from other dept	159,273	159,273	159,273	-	159,273	159,273	(0)	100.00
4447 CAD charges from other dept	44,247	44,247	44,247	-	44,247	44,247	0	100.00
4740 PRINTING - OUTSIDE VENDORS	-	-	318	-	318	318	(318)	0.00
4758 MV Tax Collection Costs	65,704	65,704	65,579	-	65,579	65,579	125	99.81
7102 LEASE PRINCIPAL - DEBT SERVICE	-	-	1,771	161	1,771	1,932	(1,932)	0.00
9109 Transfer to Debt Service from Fire Tax	1,565,762	1,565,762	1,565,762	-	1,565,762	1,565,762	-	100.00
9128 Transfer to Fire Tax CIP	3,859,000	3,859,000	3,859,000	-	3,859,000	3,859,000	-	100.00
Department Appropriations	26,769,937	26,769,937	24,548,491	2,221,446	24,548,491	26,769,937	-	91.67
<b>Total Expenditures</b>	<b>33,989,000</b>	<b>33,989,000</b>	<b>31,267,122</b>	<b>2,328,729</b>	<b>31,267,122</b>	<b>33,595,851</b>	<b>393,149</b>	<b>92.0%</b>

**WAKE COUNTY FIRE TAX DISTRICT  
FY 2022 DEPARTMENT APPROPRIATIONS  
As of May 25, 2022**

Unit Name	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget
Apex FD	1,243,155	1,243,155	1,139,559	103,596	1,139,559	1,243,155	-	92%
Cary FD	56,000	56,000	56,000	-	56,000	56,000	-	100%
Durham Highway FD	940,843	940,843	862,439	78,404	862,439	940,843	-	92%
Fairview FD	1,922,540	1,922,540	1,762,328	160,212	1,762,328	1,922,540	-	92%
Fuquay Varina FD	2,138,607	2,138,607	1,960,390	178,217	1,960,390	2,138,607	-	92%
Garner FD	2,552,849	2,552,849	2,340,112	212,737	2,340,112	2,552,849	-	92%
Holly Springs FD	752,167	752,167	689,486	62,681	689,486	752,167	-	92%
Hopkins FD	1,075,588	1,075,588	985,956	89,632	985,956	1,075,588	-	92%
Knightdale FD	2,066,446	2,066,446	1,894,242	172,204	1,894,242	2,066,446	-	92%
Morrisville FD	858,102	858,102	786,594	71,509	786,594	858,102	-	92%
Northern Wake FD	3,757,714	3,757,714	3,449,160	308,554	3,449,160	3,757,714	-	92%
Rolesville FD	662,139	662,139	607,189	54,950	607,189	662,139	-	92%
Swift Creek FD	871,329	871,329	798,718	72,611	798,718	871,329	-	92%
Wake Forest FD	1,763,008	1,763,008	1,616,091	146,917	1,616,091	1,763,008	-	92%
Wake-New Hope FD	1,901,574	1,901,574	1,743,110	158,465	1,743,110	1,901,574	-	92%
Wendell FD	2,737,949	2,737,949	2,509,787	228,162	2,509,787	2,737,949	-	92%
Western Wake FD	829,775	829,775	760,526	69,249	760,526	829,775	-	92%
Zebulon FD	640,152	640,152	586,806	53,346	586,806	640,152	-	92%
<b>Total</b>	<b>26,769,937</b>	<b>26,769,937</b>	<b>24,548,491</b>	<b>2,221,446</b>	<b>24,548,491</b>	<b>26,769,937</b>	<b>-</b>	<b>92%</b>

**WAKE COUNTY FIRE TAX DISTRICT  
CAPITAL FUND BALANCE REPORT  
As of May 25, 2022**

**Division 8420 Fire Facilities**

Unit	Unit Name	Budgeted Revenues	Actual Revenues to Date	Current Expenditure Budget	Actual Expenses to Date	Commitments	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget
045F	New Stations	\$1,655,000	\$1,655,000	\$1,655,000	\$0	\$0	\$0	\$1,655,000
049F	Garner #4, Fire Tax Portion	\$1,953,539	\$1,953,539	\$1,953,539	\$1,953,539	\$0	\$1,953,539	\$0
057F	Fire Planned Facility Repairs	\$1,596,153	\$1,596,153	\$1,596,153	\$1,586,114	\$0	\$1,586,114	\$10,040
119F	Fire Planned Facility Repairs & Renovations - FY21	\$331,000	\$331,000	\$331,000	\$190,971	\$63,579	\$254,550	\$76,450
131F	Fire Facilities - Planned Repairs & Rennovations FY22	\$324,000	\$324,000	\$324,000	\$81,554	\$242,083	\$323,637	\$363
<b>Total Division 8420 Fire Facilities</b>		<b>\$5,859,693</b>	<b>\$5,859,693</b>	<b>\$5,859,693</b>	<b>\$3,812,178</b>	<b>\$305,662</b>	<b>\$4,117,840</b>	<b>\$1,741,853</b>

**Division 8430 Fire Fighting Equipment**

Unit	Unit Name	Budgeted Revenues	Actual Revenues to Date	Current Expenditure Budget	Actual Expenses to Date	Commitments	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget
041F	CONTINGENCIES & GRANT MATCHES	\$131,603	\$131,603	\$131,603	\$114,509	\$0	\$114,509	\$17,094
066F	Fire SCBA's	\$1,900,801	\$1,900,801	\$1,900,801	\$1,870,932	\$0	\$1,870,932	\$29,868
093F	Mobile Data Terminals	\$221,250	\$221,250	\$221,250	\$0	\$0	\$0	\$221,250
107F	Turnout Gear - FY20	\$308,000	\$308,000	\$308,000	\$234,894	\$0	\$234,894	\$73,106
115F	Turnout Gear - FY21	\$365,000	\$365,000	\$365,000	\$253,079	\$45,764	\$298,843	\$66,157
122F	Pagers & Infrastructure	\$424,000	\$424,000	\$424,000	\$2,121	\$120,486	\$122,607	\$301,393
126F	Turnout Gear - FY22	\$471,000	\$471,000	\$471,000	\$130,523	\$205,793	\$336,316	\$134,684
127F	Fire Defibrillators - FY22	\$51,000	\$51,000	\$51,000	\$23,417	\$9,425	\$32,842	\$18,159
128F	Fire Thermal Imaging Cameras - FY22	\$5,000	\$5,000	\$5,000	\$0	\$0	\$0	\$5,000
129F	Fire Small Capital - FY22	\$279,000	\$279,000	\$279,000	\$236,786	\$42,213	\$279,000	\$0
130F	Fire SBGA's FY22	\$212,000	\$212,000	\$212,000	\$144,000	\$0	\$144,000	\$68,000
<b>Total Division 8430 Fire Fighting Equipment</b>		<b>\$4,368,654</b>	<b>\$4,368,654</b>	<b>\$4,368,654</b>	<b>\$3,010,260</b>	<b>\$423,682</b>	<b>\$3,433,941</b>	<b>\$934,712</b>

**Division 8440 Fire Apparatus**

Unit	Unit Name	Budgeted Revenues	Actual Revenues to Date	Current Expenditure Budget	Actual Expenses to Date	Commitments	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget
054F	General Fire Apparatus	\$324,215	\$324,215	\$324,215	\$160,924	\$24,729	\$185,654	\$138,561
089F	Apparatus Emergency Repairs	\$430,000	\$430,000	\$430,000	\$394,354	\$0	\$394,354	\$35,646
091F	FY18 Large Apparatus - Rural	\$1,230,887	\$1,230,887	\$1,230,887	\$1,230,887	\$0	\$1,230,887	\$0
095F	Cost Share apparatus debt payments	\$490,132	\$490,132	\$490,132	\$402,558	\$37,650	\$440,208	\$49,924
103F	FY20 Large Apparatus - Rural	\$1,789,053	\$1,789,053	\$1,789,053	\$1,789,053	\$0	\$1,789,053	\$0
104F	FY20 Large Apparatus - Municipal	\$135,102	\$135,102	\$135,102	\$55,000	\$0	\$55,000	\$80,102
112F	FY21 Large Apparatus-Cash	\$80,000	\$80,000	\$80,000	\$0	\$0	\$0	\$80,000
113F	Brush Trucks - FY22	\$193,000	\$193,000	\$193,000	\$0	\$0	\$0	\$193,000
114F	Small Vehicles - FY22	\$271,000	\$271,000	\$271,000	\$14,530	\$187,480	\$202,010	\$68,990
120F	FY21 Large Apparatus-Debt	\$1,394,000	\$1,394,000	\$1,394,000	\$1,370,774	\$0	\$1,370,774	\$23,226
121F	Northern Wake Tanker Replacement	\$380,000	\$380,000	\$380,000	\$352,609	\$0	\$352,609	\$27,391
123F	FY22 Large Apparatus-Debt	\$2,296,000	\$2,296,000	\$2,296,000	\$0	\$2,185,510	\$2,185,510	\$110,490
124F	FY22 Large Apparatus-Cash	\$193,000	\$193,000	\$193,000	\$0	\$0	\$0	\$193,000
125F	FY22 General Fire Apparatus	\$166,000	\$166,000	\$166,000	\$32,854	\$0	\$32,854	\$133,146
<b>Total Division 8440 Fire Apparatus</b>		<b>\$9,372,389</b>	<b>\$9,372,389</b>	<b>\$9,372,389</b>	<b>\$5,803,543</b>	<b>\$2,435,369</b>	<b>\$8,238,912</b>	<b>\$1,133,477</b>

**Division 8499 Fire Capital Uncommitted**

Unit	Unit Name	Budgeted Revenues	Actual Revenues to Date	Current Expenditure Budget	Actual Expenses to Date	Commitments	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget
099F	Fire Capital Uncommitted	\$0	\$4,431,241	\$0	-\$1,472	\$0	-\$1,472	\$1,472
132F	Reserve for Future Projects FY22	\$44,750	\$44,750	\$44,750	\$0	\$0	\$0	\$44,750
<b>Total Division 8499 Fire Capital Uncommitted</b>		<b>\$44,750</b>	<b>\$4,475,991</b>	<b>\$44,750</b>	<b>-\$1,472</b>	<b>\$0</b>	<b>-\$1,472</b>	<b>\$46,222</b>
<b>Total Fund: 4400 Fire CIP</b>		<b>\$19,645,485</b>	<b>\$24,076,726</b>	<b>\$19,645,485</b>	<b>\$12,624,508</b>	<b>\$3,164,713</b>	<b>\$15,789,221</b>	<b>\$3,856,264</b>