

WAKE COUNTY FIRE COMMISSION

Thursday, May 9, 2013

Adopted Minutes

(Audio Replays of the meeting are available upon request)

A meeting of the Wake County Fire Commission was held on Thursday, May 9, 2013, 7:00 PM, in the Wake County Commons Building, Cary Drive, Raleigh, North Carolina.

CALL MEETING TO ORDER

Commission Chair Lucius Jones called the meeting to order.

The following members were present: Chief Tony Mauldin, Chief A.C. Rich, Chief David Cates, Chief Rodney Privette, Lee Price, Billy Myrick, and Commissioner Phil Matthews.

Other members present: Chief Tim Pope (North Region Alternate), and Chief Mark Haraway (West Region Alternate).

The following members were absent: Chief David Price (South Region Alternate), Barbara Poole, Bob Stagg, Judge Keith Gregory, Judge Michael Denning, and Commissioner Paul Coble (Alternate).

The following County officials and staff were present: Deputy County Manager Joe Durham, Budget and Policy Analyst Chad Balke, Emergency Management Director Josh Creighton, and EMS / Fire and Emergency Management Emergency Services Manager Demetric Potts.

Mr. Billy Myrick gave an invocation.

APPROVAL OF AGENDA

Upon motion of Lee Price and second by Billy Myrick, the Fire Commission unanimously approved the Agenda.

MINUTES

Upon motion of Billy Myrick and second by Lee Price, the Fire Commission unanimously approved minutes of the March 21, 2013, Regular Meeting.

REGULAR AGENDA

FY 2014 FIRE TAX BUDGET UPDATE

Budget and Policy Analyst Chad Balke presented the Wake County Staff FY 2014 Fire Tax recommended budget. Below is the summary of the recommendation:

Revenues:

• Operating	\$17,812,000
• Operating debt service	\$ 327,000
• Capital	\$ 2,573,000
• Subtotal, Taxes	\$20,712,000
• Other	\$ 22,640
• Interest	<u>\$ 15,000</u>
• Total Revenue projection	\$20,727,000

Expenditures:

• Department Appropriations	\$16,885,195
• Department Deb Service	<u>\$ 327,052</u>
• Subtotal, Department Appropriations	\$17,212,247

System-wide Appropriations:

• 800 MHz Fire Costs	\$ 125,175
• CAD Fire Costs	\$ 8,663
• County-owned Station Utilities	\$ 12,500
• Fire Service Training	\$ 360,345
• HAZMAT Program	\$ 89,789
• NC Forestry-Wildfire Prevention	\$ 67,362
• Radio & Pager Maintenance	\$ 17,665
• RWECC Dispatch	<u>\$ 182,289</u>
• Subtotal System-wide	\$ 940,753

Capital:

• Appropriation to Capital	\$ 1,350,000
• Transfer to Debt Service Fund	<u>\$ 1,224,000</u>
• Subtotal Capital	\$ 2,574,000

Total Expenditures: **\$20,727,000**

Upon motion of Lee Price and second by Billy Myrick, the Fire Commission unanimously agreed to accept the Wake County Staff FY 2014 Fire Tax recommended budget.

INFORMATION AGENDA

FIRE TAX FINANCIAL REPORT

Mr. Chad Balke reported that the Financial Report was included in the packet and he would answer any questions the Fire Commission members had regarding the reports. The reports are attached below:

WAKE COUNTY FIRE TAX DISTRICT OPERATING FINANCIAL REPORT (MAY 2013)

Report ID: Special Report
Run Date: 5/3/2013 12:00:00 AM

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Department: 51 Fire and Emergency Management

Revenue Source/ Object	Expenditure	Original Budgeted Revenue	Current Revenue Budget	Actual Revenue (a)	Unrealized Revenue	Original Budgeted Expenditures (b)	Current Budgeted Expenditures	Expenditures (excluding pending)	Commitments (excluding pending)	% of Budget Spent	Available Uncommitted Balance (net of pending)
Unit: F251 Apex FD											
Apex 2408 CONTRACTED SERVICES		0	0	0	0	686,400	686,400	629,200	57,200	91.7%	0
Unit: F252 Bayleaf FD											
Bayleaf 2408 CONTRACTED SERVICES		0	0	0	0	1,505,172	1,505,172	1,381,560	123,562	91.8%	0
Unit: F253 Cary FD											
Cary 2408 CONTRACTED SERVICES		0	0	0	0	55,067	58,872	14,718	44,154	25.0%	1
Unit: F254 Durham Highway FD											
Durham Hwy 2408 CONTRACTED SERVICES		0	0	0	0	730,372	730,372	669,508	60,864	91.7%	0
Unit: F255 Eastern Wake FD											
E. Wake 2408 CONTRACTED SERVICES		0	0	0	0	1,612,411	1,612,411	1,466,403	146,008	90.9%	(0)
Unit: F256 Fairview FD											
Fairview 2408 CONTRACTED SERVICES		0	0	0	0	1,129,995	1,129,995	1,035,829	94,166	91.7%	0
Unit: F258 Fuquay Varina FD											
Fuquay Varina 2408 CONTRACTED SERVICES		0	0	0	0	1,354,914	1,354,914	1,242,095	112,909	91.7%	0
Unit: F259 Garner FD											
Garner 2408 CONTRACTED SERVICES		0	0	0	0	1,600,159	1,600,159	1,466,812	133,347	91.7%	0
Unit: F260 Holly Springs FD											
Holly Springs 2408 CONTRACTED SERVICES		0	0	0	0	409,466	409,466	375,344	34,122	91.7%	0
Unit: F261 Hopkins FD											
Hopkins 2408 CONTRACTED SERVICES		0	0	0	0	708,363	708,363	649,333	59,030	91.7%	0
Unit: F262 Morrisville FD											
Morrisville 2408 CONTRACTED SERVICES		0	0	0	0	775,842	775,842	711,189	64,653	91.7%	0
Unit: F264 Rolesville FD											
Rolesville 2408 CONTRACTED SERVICES		0	0	0	0	548,872	548,872	503,133	45,739	91.7%	(0)
Unit: F265 Stony Hill FD											
Stony Hill 2408 CONTRACTED SERVICES		0	0	0	0	991,922	991,922	909,262	82,660	91.7%	(0)
Unit: F266 Swift Creek FD											
Swift Creek 2408 CONTRACTED SERVICES		0	0	0	0	483,565	483,565	447,018	36,547	92.4%	0
Unit: F267 Wake-New Hope FD											
Wake New Hope 2408 CONTRACTED SERVICES		0	0	0	0	1,069,624	1,069,624	980,489	89,135	91.7%	0
Unit: F268 Wake Forest FD											
Wake Forest 2408 CONTRACTED SERVICES		0	0	0	0	691,405	691,405	633,788	57,617	91.7%	0
Unit: F269 Wendell FD											
Wendell 2408 CONTRACTED SERVICES		0	0	0	0	1,424,247	1,424,247	1,312,127	112,120	92.1%	0
Unit: F270 Western Wake FD											
W. Wake 2408 CONTRACTED SERVICES		0	0	0	0	566,089	566,089	518,915	47,174	91.7%	0
Unit: F271 Zebulon FD											
Zebulon 2408 CONTRACTED SERVICES		0	0	0	0	449,358	449,358	411,912	37,446	91.7%	0
Total Expenditures		0	0	0	0	16,793,243	16,797,048	15,358,565	1,438,483	91.4%	1

Report ID: Special Report
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Department: 51 Fire and Emergency Management

Appropriation: 5120N2500 Fire Tax District - System

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Unit: F250 Fire Tax District System

Revenue Source/ Object	Expenditure	Original Budgeted Revenue	Current Revenue Budget	Actual Revenue	Unrealized Revenue	Original Budgeted Expenditures	Current Budgeted Expenditures	Expenditures (excluding pending)	Commitments (excluding pending)	Pending (Expense and Commitments) Transactions	Available Uncommitted Balance (net of pending)
Revenues:											
C478 Equipment Reimbursement		0.00	0.00	467.66	(467.66)	0.00	0.00	0.00	0.00	#DIV/0!	0.00
N140 Market vs Cost Investment Difference		0.00	0.00	(12,999.63)	12,999.63	0.00	0.00	0.00	0.00	#DIV/0!	0.00
N150 Interest Income/Pooled Funds		5,000.00	5,000.00	34,953.01	(29,953.01)	0.00	0.00	0.00	0.00	899.1%	0.00
T200 Special District Taxes		20,165,000.00	20,165,000.00	20,449,971.00	(284,971.00)	0.00	0.00	0.00	0.00	101.4%	0.00
Total Revenues		20,170,000.00	20,170,000.00	20,472,395.04	(302,395.04)	0.00	0.00	0.00	0.00	101.5%	0.00
Expenditures:											
3134 Other Supplies		0.00	0.00	0.00	0.00	0.00	0.00	1,631.12	0.00	#DIV/0!	(1,631.12)
3806 OTHER UTILITIES		0.00	0.00	0.00	0.00	12,500.00	12,500.00	14,269.87	0.00	114.2%	(1,769.87)
3817 DISPATCH SERVICE		0.00	0.00	0.00	0.00	164,522.00	164,522.00	0.00	162,723.00	0.0%	1,799.00
3714 MAINTENANCE AND REPAIR OF EQUIPMENT		0.00	0.00	0.00	0.00	47,328.00	47,328.00	11,689.85	0.00	24.7%	35,638.15
4208 CITY OF RALEIGH HAZMAT PROGRAM		0.00	0.00	0.00	0.00	87,746.00	87,746.00	87,746.00	0.00	100.0%	0.00
4224 NC DEPT OF NRCD - FORESTRY		0.00	0.00	0.00	0.00	75,086.00	75,086.00	59,355.85	15,730.15	79.1%	0.00
4428 MISC CHARGES FROM OTHER DEPT/DIV		0.00	0.00	0.00	0.00	357,345.00	357,345.00	0.00	0.00	0.0%	357,345.00
4446 800mhz charges from other dept		0.00	0.00	0.00	0.00	128,883.00	128,883.00	64,341.50	64,341.50	50.0%	0.00
4447 CAD charges from other dept		0.00	0.00	0.00	0.00	10,452.00	10,452.00	5,226.00	5,226.00	50.0%	0.00
8104 CONTINGENCY		0.00	0.00	0.00	0.00	15,095.00	11,290.00	0.00	0.00	0.0%	11,290.00
9103 TRANSFER TO CIP CO CONSTRUCTION		0.00	0.00	0.00	0.00	1,338,000.00	1,338,000.00	1,338,000.00	0.00	100.0%	0.00
9109 TRANSFER TO DIS FROM TAX DISTRICT		0.00	0.00	0.00	0.00	1,140,000.00	1,140,000.00	0.00	0.00	0.0%	1,140,000.00
Total Expenditures		0.00	0.00	0.00	0.00	3,376,757.00	3,372,952.00	1,582,260.19	248,020.65	46.9%	1,542,671.16
Subtotal Unit: F250		20,170,000.00	20,170,000.00	20,472,395.04	(302,395.04)	3,376,757.00	3,372,952.00	1,582,260.19	248,020.65	46.9%	1,542,671.16
Subtotal Department: 51		20,170,000.00	20,170,000.00	18,744,584.04	1,425,415.96	20,170,000.00	20,170,000.00	16,940,824.97	1,698,503.87	84.0%	1,542,671.16

WAKE COUNTY FIRE TAX DISTRICT CIP FINANCIAL REPORT (MAY 2013)

Fund: 4400 Fire CIP
 Department 84 Fire And Rescue CIP
 Division 8420 Fire Facilities

Unit	Unit Name	Appropriation Unit	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)
020F	Fire-Bayleaf #1	8400P01	\$3,048,513	\$3,048,513	\$0	\$3,048,513	\$1,616,031	\$2,171,357	(\$7,997)	\$3,776,390	\$166,123	\$166,123
026F	Stony Hill Remediation	8420V01	\$728,348	\$728,348	\$0	\$728,348	\$509,073	\$15,275		\$524,348	\$204,000	\$204,000
050F	Wendell Falls Station, Fire Tax Port	8420V01	\$350,000	\$350,000	\$0	\$350,000	\$2,200		(\$0)	\$2,200	\$347,800	\$347,800
057F	Fire Planned Facility Repairs	8420V01	\$491,231	\$516,000	(\$24,769)	\$491,231	\$136,226	\$57,200		\$193,426	\$297,805	\$322,574
Total Division 8420 Fire Facilities			\$5,518,092	\$5,542,861	(\$24,769)	\$5,518,092	\$2,263,530	\$2,243,832	(\$7,997)	\$4,496,364	\$1,018,728	\$1,043,497

Division 8430 Fire Fighting Equipment

Unit	Unit Name	Appropriation Unit	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 MATCH	8400P01	\$131,603	\$131,603	\$0	\$131,603	\$108,118	\$0		\$108,118	\$23,485	\$23,485
044F	TURNOUT GEAR	8430V03	\$1,404,000	\$1,404,000	\$0	\$1,404,000	\$1,069,453	\$0		\$1,069,453	\$334,547	\$334,547
060F	Fire 800MHZ - Omnilink Upgrade	8430V03	\$256,000	\$256,000	\$0	\$256,000	\$255,000	\$0		\$255,000	\$4,000	\$4,000
061F	Fire Air Bottle Replacement	8430V03	\$160,000	\$160,000	\$0	\$160,000	\$0	\$0		\$0	\$160,000	\$160,000
062F	Fire Defibrillators	8430V03	\$94,000	\$94,000	\$0	\$94,000	\$41,345	\$43,626		\$85,271	\$8,729	\$8,729
063F	Fire Thermal Imaging Cameras	8430V03	\$331,000	\$331,000	\$0	\$331,000	\$151,488	\$0		\$151,488	\$179,514	\$179,514
066F	Fire SCBA's	8430V03	\$611,000	\$611,000	\$0	\$611,000	\$204,412	\$0		\$204,412	\$406,588	\$406,588
069F	Fire Small Capital - FY13	8430V03	\$150,000	\$125,231	\$24,769	\$150,000	\$117,746	\$0		\$117,746	\$32,254	\$7,485
Total Division 8430 Fire Fighting Equipment			\$3,140,603	\$3,115,834	\$24,769	\$3,140,603	\$1,947,560	\$43,626		\$1,991,485	\$1,146,118	\$1,124,349

Unit	Unit Name	Appropriation Unit	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	8440V01	\$77,085	\$77,085	\$0	\$77,085	\$1,356	\$0		\$1,356	\$75,729	\$75,729
056F	Fire Small Vehicles	8440V01	\$311,371	\$311,371	\$0	\$311,371	\$161,653	\$8,825		\$170,478	\$140,893	\$140,893
067F	FY13 Large Apparatus - Rural	8440V01	\$1,211,000	\$1,211,000	\$0	\$1,211,000	\$35,000	\$904,170		\$939,170	\$271,830	\$271,830
068F	FY13 Large Apparatus - Municipal	8440V01	\$210,000	\$210,000	\$0	\$210,000	\$72,601	\$157,297		\$228,898	(\$19,898)	(\$19,898)
999F	Fire CIP - Installation Proceeds	8440V01	\$0	\$1,255	(\$1,255)	\$0	\$0	\$0		\$0	\$0	\$1,255
Total Division 8440 Fire Apparatus			\$1,809,456	\$1,810,710	(\$1,255)	\$1,809,456	\$270,610	\$1,070,262		\$1,340,902	\$468,554	\$469,808

Division 8499 Fire Capital Uncommitted

Unit	Unit Name	Appropriation Unit	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)
098F	Garner Station #4 Interlocal Agreem	8490V01	\$60,000	\$30,500	\$29,500	\$60,000	\$0	\$0		\$0	\$60,000	\$30,500
099F	Fire Capital Uncommitted	8490V01	\$0	\$755,960	(\$755,960)	\$0	\$0	\$0		\$0	\$0	\$755,960
Total Division 8499 Fire Capital Uncommitted			\$60,000	\$786,460	(\$726,460)	\$60,000	\$0	\$0		\$0	\$60,000	\$786,460
Total Department 84 Fire And Rescue CIP			\$10,528,151	\$11,255,866	(\$727,715)	\$10,528,151	\$4,481,699	\$3,358,046	(\$7,997)	\$7,831,751	\$2,666,399	\$3,424,114
Total Fund: 4400 Fire CIP			\$10,528,151	\$11,255,866	(\$727,715)	\$10,528,151	\$4,481,699	\$3,358,046	(\$7,997)	\$7,831,751	\$2,666,399	\$3,424,114

CHAIR REPORT

None.

Chair Lucius Jones wanted to recognize Chief Chris Perry for his role as the new Chief of the Zebulon Fire Department, as well as recognize Chief Brian Staples who was installed recently as the Chief of the Wendell Fire Department.

FIRE AND EMERGENCY MANAGEMENT DIRECTOR REPORT

Deputy County Manager Joe Durham informed the Fire Commission that the County went through an extensive recruitment process for the Fire Service Director. He stated that he made an offer to one of the candidates and the offer was declined. Mr. Durham informed the Fire

Commission that the County is regrouping and planning to re-advertise the position and he would update the Fire Commission on the status at the next Fire Commission meeting.

OTHER BUSINESS

None.

PUBLIC COMMENTS

None.

ADJOURNMENT

There being no further business, the meeting was adjourned