



FINANCE COMMITTEE MEETING MINUTES

I. CALL TO ORDER, 5:00 P.M., Hybrid @ VRFA Station 31 and Zoom:

Chair Osborn called the VRFA Finance Committee Regular Meeting to order at 5:00 p.m.

Members present included Chair Osborn and Member Garberding.

Staff members present included Chief Brad Thompson, Deputy Chief Tim Day, Deputy Chief Rick Olson, and Clerk of the Committee Stefanie Harper.

II. AGENDA MODIFICATIONS

There were no agenda modifications.

III. APPROVAL OF MINUTES

A. Minutes

The minutes of the April 11, 2023, Regular Meeting were reviewed.

There being no questions or discussion, Member Garberding moved, and Chair Osborn seconded to approve the Minutes of April 11, 2023, regular meeting.

MOTION CARRIED UNANIMOUSLY 2 - 0

IV. CONSENT ITEMS

A. Vouchers

1. Claims

Check numbers 211129 through 211188 in the amount of \$635,632.48 and electronic payments in the amount of \$13,966.21 totaling \$649,598.69, dated May 10, 2023.

2. Payroll

Payroll check number 99696 in the amount of \$9,675.00 and electronic deposit transmissions in the amount of \$2,226,954.48 for a grand total of \$2,236,629.48 for the period covering April 1, 2023, to April 30, 2023.

There being no further discussion or questions regarding Claims or Payroll, Member Garberding moved, and Chair Osborn seconded to approve and move to the full Board, the Claims and Payroll.

MOTION CARRIED UNANIMOUSLY 2 – 0

V. RESOLUTIONS & MOTIONS**A. Cintas Contract Renewal**

DC Day stated that the VRFA has contracted with Cintas for uniform services since 2006 and the agreement presented this evening provided pricing and terms for uniform rental and cleaning for a 36-month term.

There being no questions or discussion, Member Garberding moved, and Chair Osborn seconded to approve and move to the full board the Cintas Contract.

MOTION CARRIED UNANIMOUSLY 2 – 0

B. Braun Aid Unit Purchase

DC Day provided the Committee with an update on the model year 2023 Braun aid unit purchase that was approved at the April 12, 2022 board meeting. He explained that the original delivery date was expected to be in Q1 of 2024 with payment being in 2024. Braun has completed the build and is scheduling delivery for late May 2023. Because the pending air car acquisition was not included in the 2023 budget, a budget amendment may be proposed later in the year if additional expenditure authority is needed. DC asked the Committee to authorize and forward to the full Board for approval, the expenditure of \$263,145.48 to complete the acquisition of the aid unit.

There being no questions or discussion, Member Garberding moved, and Chair Osborn seconded to approve and move to the full Board the approval of the expenditure to complete the acquisition of the aid unit.

MOTION CARRIED UNANIMOUSLY 2 – 0

C. Fleet Replacement

DC stated Staff was seeking Board approval to spend approximately \$4,400,000 on fleet replacement and enhancement. He then provided an update on current fleet conditions and the needed replacements. He asked the Committee to approve and forward it to the full Board to authorize the Fire Chief to spend approximately \$4,400,000 on fleet replacement and enhancements.

There being no questions or discussions, Member Garberding moved, and Chair seconded to approve and move to the full Board to authorize the Fire Chief to spend approximately \$4,400,000 on fleet replacement and enhancements.

MOTION CARRIED UNANIMOUSLY 2 – 0

VI. INFORMATION/DISCUSSION**A. 2023 Q1 Financial update**

CFO Horaski presented to the Committee a review of the VRFA's first quarter 2023 finances. He stated VRFA was currently running under budget, with an expenditure rate of 22.2%. Nothing the Admin and Operations Benefits expenditures and Admin Services expenditures were tracking high, as they typically do this time of the year.

He provided an update on an internal controls review performed in Q1 and stated no deficiencies were noted in the review.

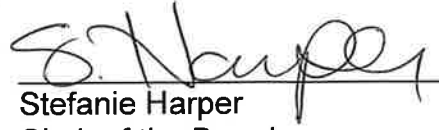
VII. ADJOURNMENT

There being no further business for the Committee, the meeting was adjourned at 5:10 p.m.

Dated this 13th day of June 2023.



Lynda Osborn
Chair



Stefanie Harper
Clerk of the Board