

July 16, 2024

**JOINT UNIFIED FIRE SERVICE AREA AND  
LOCAL BUILDING AUTHORITY OF THE UFSA  
Meeting Minutes**

Meeting held at UFA Headquarters and electronically via ZOOM

**Board Members Present**

Council Member Tyler Huish  
Council Member Kathleen Bailey  
Council Member Trish Hull  
Mayor Dan Knopp

Council Member Catherine Harris  
Mayor Kristie Overson  
Mayor Marcus Stevenson  
Mayor Tom Westmoreland

**Board Members Absent**

Surveyor Reid Demman  
Mayor Jeff Silvestrini  
Council Member Chrystal Butterfield

Council Member Sheldon Stewart  
Mayor Roger Bourke

**Staff**

Chief Dominic Burchett  
Tony Hill, UFA CFO  
Rachel Anderson, UFSA Legal Counsel/District Administrator  
Cyndee Young, UFSA Clerk

**Guests**

AC Dern  
AC Pilgrim  
AC Robinson  
Anthony Widdison  
Bill Brass  
Brad Larson  
Braden Ellingson  
Bryan Case  
Calogero Ricotta  
Casey Bowden  
Chandler Kingsbury  
Courtney Samuel  
Eric Holmes  
Eric Van Duren  
Erica Langenfass  
Gavin Pate

John Harris  
Jon Wilde  
Kate Turnbaugh  
Kelli Laing  
Kelly Bird  
Kelly Millard  
Ken Aldridge  
Kiley Day  
Kiyoshi Young  
Krystal Griffin  
Laili Couper  
Lana Burningham  
Lee Ascarte  
Mike Greensides  
Mike Swenson  
Molly McClellan

Molly Swenson  
Nile Easton  
OC Russell  
Paul Larsen  
Rachel Anderson  
Scott McNeil  
Shelli Fowlks  
Station 101  
Steve Prokopis  
Steve Quinn  
Tara Behunin  
Tawnee McCay  
Val Greensides

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Vice Chair Rin Harris Presided  
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Prior to the UFSA/LBA Board Meeting, following the UFA Board Meeting, a preview of a new ambulance and engine for Station 125 took place. Notice was posted and neither Board took any action.

Called to Order

Vice Chair Harris called the meeting to order at 8:34 a.m. Quorum present.

Public Comment

None.

Public comment was available live and with a posted email address.

Approval of Joint UFSA and LBA Minutes – Vice Chair Harris

Mayor Overson moved to approve the minutes from the June 18, 2024, Joint UFSA LBA Board Meeting as submitted.

Mayor Knopp seconded the motion.

All voted in favor, none opposed.

Finance Committee – Vice Chair Harris

The next meeting takes place August 26, 2024. The main topic is the 2025 budget, in preparation for discussion at the September 17, 2024 UFSA/LBA Board Meeting.

Fire Station Construction Budget Update – CFO Hill

CFO Hill presented the final budget and expenditures and the remaining amount in the bond. In answer to a question from Mayor Overson regarding the unencumbered \$4.2M that was slated for use on Station 112, it was moved to a tax exempt government security. It will continue to earn interest until a decision on the future of Station 112 is made.

Quarterly Financial Report – CFO Hill

CFO Hill discussed the midpoint quarterly report. As a reminder, property taxes are not realized until the end of the calendar year. Impact Fees are tracked throughout the year and are coming in as expected. No questions.

Mayor Overson moved to approve the quarterly financial report including the list of expenditures for the last quarter as presented.

Mayor Knopp seconded the motion.

Roll call vote taken.

Tax Increment Finance Policy – DA Anderson

DA Anderson explained that this policy was brought before the board years ago, but after a lot of discussion, was not adopted. DA Anderson provided a refresher on tax increment financing for new Board Members. Explained was that this is a tool that is used by cities and municipalities to offer incentives to developers who would otherwise develop in their areas. All entities who impose a property tax agree, via interlocal agreement, to give up a percentage of taxes on new growth for a certain amount of years. Policies are becoming more common and work to provide a guideline and the framework for factors to consider for Boards presented with these requests.

Council Member Bailey remembers that this possibly stalled due to inequity issues for percentages. DA Anderson explained that requests are entertained as they are submitted, the percentage requests vary and are determined by the entity. The amount requested will not be consistent between entities and all projects have different weights when it comes to impacts to response from UFA crews.

DA Anderson feels that this shouldn't be a problem in the adoption of the policy. It is valuable to have a tool to help guide the Board on what to look for and for entities requesting the tax increment, it will help them be prepared to answer questions that may come from the Board.

This will be brought back for approval consideration at the August 20, 2024, UFSA/LBA Board Meeting.

District Administrator Report – Rachel Anderson

Nothing to report.

Closed Session

None

Motion to Adjourn – Vice Chair Harris

Mayor Knopp moved to adjourn the July 16, 2024, Joint UFSA/LBA Board Meeting.

Council Member Huish seconded the motion.

All voted in favor, none opposed.