THIS AGENDA IS SUBJECT TO CHANGE WITH MINIMUM 24 HOURS NOTICE

JOINT AGENDA OF UNIFIED FIRE SERVICE AREA AND LOCAL BUILDING AUTHORITY OF THE UFSA

November 19, 2024, 8:30 a.m.
(or immediately following the UFA Board meeting, if after 8:30 a.m.)

NOTICE IS HEREBY GIVEN THAT THE UNIFIED FIRE SERVICE AREA BOARD OF TRUSTEES AND THE BOARD OF DIRECTORS OF THE LOCAL BUILDING AUTHORITY OF THE UNIFIED FIRE SERVICE AREA SHALL ASSEMBLE BOTH ELECTRONICALLY AND IN-PERSON FOR A MEETING AT UFA HEADQUARTERS LOCATED AT 3380 SOUTH 900 WEST, SALT LAKE CITY, UT 84119

THE PUBLIC MAY ATTEND IN-PERSON OR ELECTRONICALLY VIA ZOOM WEBINAR AT:
https://zoom.us/j/98255960431?pwd=VW9iWk1KQ0JYTi9lSDIxMS96KzZXZz09
Password: 123911

---

1. Call to Order – Chair Hull

2. Public Comment
   Please limit comments to three minutes each and be germane to the agenda items or UFSA/LBA business. The UFSA/LBA Board typically will not engage directly but may direct staff to address comments following the meeting.
   There are three options for comments during this meeting:
   a. In-Person.
   b. Live during the Webinar by logging in as described above. If you wish to make a comment, select the "Raise Hand" button at the bottom of the screen. You will then be added to the queue and invited to speak.
   c. Email: Public comments will be accepted prior to the meeting via email at publiccomment@unifiedfire.org until 7:00 a.m. November 18, 2024. Emailed comments submitted prior to 7:00 a.m. November 18, 2024, will be read or summarized into the record, comments received after the deadline will be forwarded to the UFSA/LBA Board, but not read into the meeting record or addressed during the meeting.

3. Approval of Joint UFSA/LBA Minutes – Chair Hull
   a. October 3, 2024 UFSA Finance Committee Meeting
   b. October 15, 2024 Joint UFSA/LBA Meeting

4. Approval of 2025 UFSA Board Meeting Schedule – Chair Hull

5. Finance Committee (No meeting) – Chair Overson

6. Discussion and Approval of the 2025 Tentative Budget – CFO Hill

7. District Administrator Report – Rachel Anderson

8. Possible Closed Session

The Unified Fire Service Area or Local Building Authority of the UFSA may temporarily recess the meeting to convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonable imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205 or for attorney-client matters that are privileged pursuant to Utah Code § 78B-1-137, and for other lawful purposes that satisfy the pertinent requirements of the Utah Open and Public Meetings Act.

a. the character, professional competence, or physical or mental health of an individual
b. pending or reasonable imminent litigation
c. the purchase, exchange, or lease of real property as provided by Utah Code Annotated §52-4-205.

(If only discussing topic (A), character, etc., then you may move to not record that portion of the closed session per Utah Code § 52-4-206 (6).)

Re-Open the Meeting

9. Adjournment – Chair Hull

The next Board meeting is tentatively scheduled for December 10, 2024 at 8:30 a.m.

A Public Hearing will be held December 10, 2024 at 6:00 p.m. both electronically and at the at UFA Headquarters located at 3380 South 900 West, Salt Lake City, UT 84119.

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL UFSA MEETINGS.
In accordance with the Americans with Disabilities Act, UFSA will make reasonable accommodation for participation in the meetings. Please call the clerk at least three working days prior to the meeting at 801-743-7213. Motions relating to any of the foregoing, including final action, may be taken at the meeting. This meeting will also be held electronically to allow members of the UFSA/LBA Boards to participate. This agenda is subject to change with a minimum 24-hour notice.

CERTIFICATE OF POSTING

The undersigned, does hereby certify that the above agenda notice was posted on this 18th day of November 2024, on the UFSA bulletin boards, the UFSA website http://unifiedfireservicearea.com , posted on the Utah State Public Notice website http://www.utah.gov/pmn/index.html and was emailed to at least one newspaper of general circulation within the jurisdiction of the public body.

Cynthia Young, UFSA Board Clerk

UNIFIED FIRE SERVICE AREA
FINANCE COMMITTEE MEETING MINUTES
October 3, 2024
Meeting held both electronically via Zoom Webinar/UFA Headquarters

Committee Members Present:
Council Member Hull
Mayor Silvestrini
Council Member Bailey
Mayor Overson
Mayor Stevenson

Staff Present:
Chief Burchett
CFO Hill
Cyndee Young
District Administrator Anderson

Staff Absent:
AC Pilgrim

Guests:
AC Robinson
AC Dern
Adam Park
Courtney Samuel
Kate Turnbaugh
Jon Wilde
Eric Holmes
Kiley Day
Lana Burningham
Nile Easton
Shelli Fowlks

Meeting called to order by Chair Overson at 1:02 p.m.

Public Comments
None
Public comment was made available live and with a posted email address.

Minutes Approval
Mayor Silvestrini moved to approve the minutes from the August 26, 2024, Finance Committee Meeting as submitted.
Council Member Bailey seconded the motion.
All voted in favor, none opposed.

2025 Tentative Budget – CFO Hill
- CFO Hill provided an overview of the tentative budget in preparation for presentation to the Board in November and final adoption in December.
- Starting with a 2025 baseline amount in January, additional costs for the first new station will be added.
- February recruit camp will include 15 additional FTE's.
- June 2025, the first station will be staffed.
- October 2025, UFA will hire an additional 15 FTE's for the second station.

- The second station will open December 2025/January 2026.
- The General Fund expenditures were reviewed.
  - Council Member Bailey asked what the law required for the General Fund Balance minimum; CFO Hill explained 5% is the state law requirement.
- Reviewed were the professional fees provided to UFSA by UFA employees, with reductions due to completion of station construction projects.
- Capital Projects consist of seven projects for consideration by the Board.
  - Also included are standard maintenance projects at the stations.
  - The garage at temporary Station 112, $600,000, has been pulled from the budget for now.
  - The garage will need to be built if a crew is moved into the house in the future.
- Council Member Bailey asked that during the potential tax presentation that it be clarified to the Copperton Council that Copperton only contributes $90,000 for their 3-handed crew.
  - It would be good to point out the benefit to the community and how it is compensated.
- Mayor Overson asked if there will be a lull in remodeling/rebuilding with the remaining stations.
  - Chief Burchett explained that while there will always be maintenance, part of the seismic work was to assess the longevity of each station.
  - Once Station 112 is rebuilt, Stations 109 and 118 would likely be the next for replacement, but they still have at least a 7-10 year lifespan.
  - The majority of the stations are newer and have a longer life, however, maintenance plays a large role in extending their life.
- Mayor Overson hopes that in the grand scheme and once Station 112 is online, there can be some breathing room before the conversation regarding spending large amounts of money on stations can begin again.

Mayor Silvestrini moved to recommend submitting the tentative budget to the UFSA Board of Trustees for consideration.
Council Member Bailey seconded the motion.
All voted in favor, none opposed.

<u>Capital Project Emigration Canyon Station 119 Xeriscape</u> – AC Robinson

- A need to improve the station landscaping was recognized.
- A proposal to complete the landscape as a Firewise model is being considered.
- This is an opportunity to spend a bit more money but show the residents that Firewise landscaping can look good and is an option to just clearing out fuels.
- Mayor Overson, as do members of the Board, feel that this is a great idea.
- This cost has already been included in the 2025 Tentative Budget as discussed and voted upon.

<u>Closed Session</u>

- None

<u>Adjournment</u> – Chair Overson
Mayor Silvestrini moved to adjourn the October 3, 2024 UFSA Finance Committee Meeting.
Mayor Overson seconded the motion.
All voted in favor, none opposed.

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 Kathleen Bailey
Surveyor Reid Demman
Council Member Sheldon Stewart
Council Member Tyler Huish
Council Member Catherine Harris
Mayor Jeff Silvestrini
Council Member Chrystal Butterfield
Mayor Kristie Overson
Mayor Marcus Stevenson

Board Members Absent

Council Member Trish Hull
Mayor Tom Westmoreland
Mayor Dan Knopp
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
Adam Park
Amanda Lawrence
Bill Brass
Brad Larson
Bret Morley
Brian Case
Calogero Ricotta
Courtney Samuel
Dan DeVoogd
Debbie Cigarroa
Erica Langenfass
Evan Berrett, Eagle Mtn.
Jared Gerber
Jared Henderson, Herriman
Jay Torgersen
Jon Wilde
Kelly Bird
Kiley Day
Kiyoshi Young
Lana Burningham
Lee Ascarte
Mike Greensides
Molly Swenson
Nile Easton
Rachel Anderson
Rian Andrus
Rob Ayres
Shelli Fowlks
Station 104
Station 113
Station 115
Steve Prokopis
Tara Behunin
Val Greensides
Wade Russell

Vice Chair Catherine Harris Presided

Called to Order

Vice Chair Harris called the meeting to order at 8:47 a.m. Quorum present.

Public Comment

None.
Public comment was available live and with a posted email address.

<u>Approval of Joint UFSA and LBA Minutes</u> – Vice Chair Harris

Council Member Stewart moved to approve the minutes from the September 17, 2024, joint UFSA LBA Board Meeting as submitted.
Mayor Silvestrini seconded the motion.
All voted in favor, none opposed.

<u>Finance Committee</u> – Chair Overson

A meeting was held October 3, 2024. The Tentative Budget was approved and recommended to the UFSA Board. More information in the following agenda item.

<u>2025 Tentative Budget</u> – CFO Hill

CFO Hill reminded Board Members that no action need be taken, as this is the initial presentation of the budget. The Board will vote on the tentative budget at the November meeting, with a public hearing on the final in December.

CFO Hill presented some highlights of the 2025 budget and how it developed. An estimated 2% in new growth should result in just over $1M in revenue. The staffing costs at Station 107 in Kearns, and Station 253 in Eagle Mountain, will be layered in over the coming year as per the overview provided in the board packet. It is projected that the Fund Balance at the end of 2024 will be $9M, and the Fund Balance is expected to be at 16%, per policy, by the end of 2026.

The overall budget that will be presented for approval at just over $74M, $62M from property tax and the rest from other revenue sources.

Mayor Overson inquired as to how the proposed tax meetings have gone with the councils thus far? CFO Hill explained that there has been no pushback and few questions.

In discussing the Xeriscape for Station 119, which has been included into the Tentative Budget, Council Member Harris feels that a $125,000 cost for Firewise landscaping for residents is not a good example. DC Greensides and Captain Park explained that the estimate is based on similar projects at other stations. The existing landscaping will need to be removed and reconfigured for irrigation for approximately 20,000 sf.

Mayor Silvestrini informed all that the Finance Committee struggled with respect to the amount of the tax increase proposed. He explained that with the tax increase last year and reaching for a larger amount this year, UFSA will avoid another increase next year and that this is in the best interest of UFSA and UFA.

<u>Quarterly Financial Report</u> – CFO Hill

CFO Hill noted that this report is for the third quarter, the end of September. Revenue collected was $7.6M, 12% of the budget and normal for how property taxes are collected. The $1.1M in Impact Fees are coming in as expected. An overview of expenditures was given, and they too are as expected. The Debt Service Fund is fully paid for 2024.

Mayor Overson moved to approve the quarterly financial report including the list of expenditures for the last quarter as presented.
Mayor Silvestrini seconded the motion.
All voted in favor, none opposed.

Consider Resolution 10-2024A Approving the Interlocal Agreement between Eagle Mountain Redevelopment Agency/Triple Tail CRA and Unified Fire Service Area – District Administrator Anderson

Evan Berrett from Eagle Mountain presented the proposal. The intent is for a large campus located between two different properties, but that represent a large, single investment in data center development. Eagle Mountain has come to understand the value of data centers and the minimal impact and amount of contribution to the community they provide.

The goal was an agreement that made sense for all parties. It is unknown the number of buildings and which companies will occupy the data buildings, therefore, the project was structured to be successful, but not give away too much.

DA Anderson explained that changes were made to the agreement to include the inspection costs for the data centers. The fees implemented are based on a scale of square footage. CFO Hill explained that the the project participation amounts have decreased, this will be 55/55% vs 61/74% with the last project.

Evan Berrett explained that there are still other entities who have yet to sign off on this agreement.

The actual impact that was identified falls with the inspections of these large buildings. These are extremely costly, therefore, the inspection fee schedule was created and has been included with the agreement. This will offset the cost for UFA staff to perform fire inspections. No further questions.

Mayor Silvestrini moved to adopt Resolution 10-2024A approving the Interlocal Agreement between Eagle Mountain Redevelopment Agency/Triple Tail CRA and Unified Fire Service Area, with the addition of the inspection costs as discussed.
Mayor Overson seconded the motion.
All voted in favor, none opposed.

Closed Session

None

Motion to Adjourn – Chair Hull

Council Member Stewart moved to adjourn the October 15, 2024, Joint UFSA/LBA Board Meeting.
Mayor Overson seconded the motion.
All voted in favor, none opposed.

UNIFIED FIRE SERVICE AREA BOARD OF TRUSTEES
2025 MEETING SCHEDULE

Meeting Start Time 8:30 a.m.
(or immediately following the UFA Board Meeting, if after 8:30 a.m.)
UFA Headquarters - 3380 South 900 West, Salt Lake City, UT 84119 (unless otherwise noted)

The UFSA Board meets every 3rd Tuesday of each month as noted below

January 21, 2025

February 18, 2025

March 18, 2025

April 15, 2025

May 20, 2025

June 17, 2025

July 15, 2025

August 19, 2025

September 16, 2025

October 21, 2025

November 18, 2025

December 16, 2025

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL UFSA MEETINGS.
In accordance with the Americans with Disabilities Act, UFSA will make reasonable accommodation for participation in the meetings. Please call the clerk at least three working days prior to the meeting at 801-743-7213. Motions relating to any of the foregoing, including final action, may be taken at the meetings. The meetings will be held electronically to allow members of the UFSA Board to participate.

UNIFIED FIRE SERVICE AREA

TO: UFSA Board of Trustees
FROM: Tony Hill, CFO
SUBJECT: 2025 Tentative Budget Message
DATE: November 19, 2024

I am pleased to present the Unified Fire Service Area (UFSA) 2025 Tentative Budget for your review and consideration. The Tentative Budget will be approved by the Board at the November meeting and following a public hearing, final adoption of the 2025 budget will take place at the December board meeting. Staff has prepared the budget in accordance with Fiscal Procedures for Local Districts (UCA 17B-6).

2025 General Fund Budget Highlights

Below are some of the highlights of the 2025 budget development:

- Property Taxes
    - 2.0% new growth estimate
    - $11,473,218 in additional revenue above certified amount
        - $93.23 annual increase for average residential parcel
        - $7.77 monthly increase for average residential parcel

- UFA member fee increase
    - $5,330,243 total estimated increase for 2025
    - Begin staffing 107 in Kearns and 253 in Eagle Mountain

2025 UFSA Member Fee					
	2024 Amount	Baseline Amount	Additional Stations		
January	4,046,107	4,265,172	0		
February	4,046,107	4,265,172	99,660		Hire and begin training of 15 FTE's for 1st additional station
March	4,046,107	4,265,172	99,660		
April	4,046,107	4,265,172	99,660		
May	4,046,107	4,265,172	99,660		
June	4,046,107	4,265,172	258,955		Staff 1st additional station
July	4,265,172	4,499,756	273,198		5.5% increase for UFA's FY25/26 budget
August	4,265,172	4,499,756	273,198		
September	4,265,172	4,499,756	273,198		
October	4,265,172	4,499,756	377,052		Hire and begin training of 15 FTE's for 2nd additional station
November	4,265,172	4,499,756	377,052		
December	4,265,172	4,499,756	377,052		
Total	49,867,671	52,589,571	2,608,344	55,197,914	

- Bond Payments
    - $2,591,250 – Series 2016 Bond
    - $2,393,000 – Series 2021 Bond

- Sandy contract (85% of property taxes collected to Sandy, 15% stays with UFSA)
    - $1,036,960 in 2023, $1,094,073 in 2024, $1,164,712 in 2025 budget

- Capital maintenance at fire station's (more detail in packet)
    - $558,233 in 2025 budget

- UFA Administration Fee (more detail in packet)
    - $489,432 in 2022, $511,601 in 2023, $438,414 in 2024, $403,014 in 2025

2025 General Fund Expenditures

Below, UFSA's 2025 general fund budget is divided into its major categories for review:

- UFA Member Fee - $55,197,914 (79.88%)
- Fixed or Contract Costs - $11,765,735 (17.03%)
    - Debt Service $4,984,250
    - Tax Payments to RDA/CDA $5,500,000
    - Sandy Contract $1,164,712
    - Herriman/Riverton $101,773
    - Outside Auditor $15,000
- Tax Revenue Anticipation Note (TRAN) Issuance Costs - $984,092 (1.42%)
- Capital Maintenance - $558,233 (0.81%)
- Administrative costs - $597,214 (0.86%)
    - UFA admin fee for finance/facilities/clerk, administrator, legal, UASD membership

Fund Balance Impact

The chart below shows the ending fund balance position through 2026. Because the 2024 tax increase was split over 2 years, we anticipate dropping below the board adopted 15% minimum reserve in 2024. You can also see a 19.4% projected ending fund balance percentage in 2025 because of the board's effort to fully fund the staffing at the 2 additional stations with the 2025 tax increase.

UNIFIED FIRE SERVICE AREA	ENDING FUND BALANCE	FUND BALANCE %
2022 ACTUAL	$14,749,419	27.7%
2023 ACTUAL	$10,815,505	19.6%
2024 BUDGET	$9,046,179	14.8%
2025 PROJECTION	$14,395,846	19.4%
2026 PROJECTION	$12,236,854	16.1%

UNIFIED FIRE SERVICE AREA
TENTATIVE BUDGET
For the Year Ended December 31, 2025

	GENERAL FUND			CAPITAL PROJECTS FUND (LOCAL BLDG AUTHORITY)			DEBT SERVICE FUND (LOCAL BLDG AUTHORITY)		
	PRIOR YR 2023	CURRENT YR ESTIMATE	BUDGET 2025	PRIOR YR 2023	CURRENT YR ESTIMATE	BUDGET 2025	PRIOR YR 2023	CURRENT YR ESTIMATE	BUDGET 2025
REVENUES									
Taxes: Property	44,064,328	49,883,556	62,354,445						
Taxes: Property - Pass Thru	4,131,152	5,000,000	5,500,000						
Taxes: Property - Increment Remit	53,241	82,560	90,816						
Taxes: Delinquent	764,054	895,250	895,250						
Taxes: Judgement Levy	219,860	16,475	16,475						
Fee-in-Lieu of Taxes	2,167,771	2,266,000	2,266,000						
Impact Fees	1,208,364	1,500,000	1,500,000						
Interest Income	673,228	675,000	675,000	482,420	200,000	150,000	16,862		
Miscellaneous	867,845	21,000	9,264						
Grant Revenue	206,592	168,561	0						
Intergovernmental Revenue	774,689	762,941	775,119						
Other Financing Sources:									
Lease Revenue							4,946,184	4,973,375	4,984,250
Use of Fund Balance		2,008,878			217,000				
TOTAL REVENUES	55,131,124	63,280,221	74,082,369	482,420	417,000	150,000	4,963,046	4,973,375	4,984,250
EXPENSES									
Administrative & Overhead:									
Supplies	1,862	2,000	2,000						
Memberships (UASD)	14,393	16,500	17,000						
Outside Auditor	10,000	15,000	15,000						
*UFA Admin Fee	511,601	438,414	403,014						
Bank Fees	10,146	11,200	11,200						
*Professional Fees	182,759	149,000	129,000						
Capital Outlay:									
Station 112 Land	11,846								
Construction Costs - Station 102				3,149,418	67,000				
Construction Costs - Station 125				113,054					
Construction Costs - Station 251				2,671,880	100,000				
Construction Costs - Station 253				5,129,789	50,000				
*Capital Maintenance	167,988	383,010	558,233						
Capital Maintenance - Seismic Retrofits	181,292	224,748	0						
Capital Lease	4,946,184	4,973,375	4,984,250						
Principle Payment on Long-Term Debt							2,930,000	3,075,000	3,225,000
Interest Expense	672,253	984,092	984,092				2,030,875	1,898,375	1,759,250
Note/Bond Issuance Costs	17,600	25,000	25,000						
Sandy Contract	1,036,959	1,078,438	1,164,712						
Tax Payments to RDA/CDA/CRA	4,131,152	5,000,000	5,500,000						
Fund Balance Payments to Herriman/Riverton	101,773	101,773	101,773						
Impact Fee Refunds	15,942	10,000	10,000						
UFA Contract Fees	47,182,800	49,867,671	55,197,914						
Other Financing Uses:									
Contribution to Fund Balance			4,979,181		200,000	150,000			
TOTAL EXPENSES	59,196,550	63,280,221	74,082,369	11,064,141	417,000	150,000	4,960,875	4,973,375	4,984,250

*Additional Documentation

Professional Fees

	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Road Easement - Station 111	1,206	2,440	0	0
Legal Services/Administrator	102,888	96,435	125,000	110,000
Newspaper Ads	348	3,600	1,500	1,500
Website Restoration/Hosting/Maintenance	785	66	500	500
Truth in Taxation - Postcard Mailings	0	12,674	5,000	0
Trust Management, Continuing Disclosure, Impact Fee	7,000	7,000	7,000	7,000
Other	10,258	60,545	10,000	10,000
	122,484	182,759	149,000	129,000

Exhibit A for Calendar Year 2025

Position	Jan-24 % of Time Worked	Jan-24 Salary & Benefits	Jan-25 % of Time Worked	Jan-25 Salary & Benefits	Responsibilities
Logistics Facilities Manager	80%	$123,961	80%	$127,274	Specifications/RFP/Bids/Management/ for capital improvement projects; compiling operational and maintenance documents; works through any warranty items on newer projects. Seismic evaluations and retrofit assessments. Station architectural design, rendering, and construction.
Logistics Facilities Specialist	5%	$4,777	5%	$5,092	Assists Facilities Manager when needed; provides information for Capital Improvement needs; Meets with contractors.
Logistics Facilities Specialist	2%	$1,608	2%	$1,605	Assists Facilities Manager when needed; provides information for Capital Improvement needs; Meets with contractors.
Logistics Purchasing Coordinator	2%	$2,099	2%	$2,154	Assists with the processing of MR's and invoices for capital projects.
Logistics Data Coordinator	1%	$921	1%	$980	Researches information for Logistics as requested.
Logistics Division Chief	25%	$44,588	20%	$36,557	Develops, manages, and administers capital improvements budgets; Provides overall direction and management to UFSA facility management. Leads and guides discussions for future fire station designs. Researches optional uses and associated fees of portions of fire stations, such as office space leasing. Co-coordinates seismic evaluations and seismic upgrades projects. Provides project-specific content for use in presentations to the UFSA Board of Directors and communities/members, in preparation for station construction.
Support Services Assistant Chief	20%	$51,090	10%	$26,326	Researches property descriptions/locations for fire station rebuilds and new construction. Captures and records the details of properties for fire station constructions. Leads and guides discussions for future fire station design and construction. Researches optional uses and associated fees of portions of fire stations, such as office space leasing. Co-coordinates seismic evaluations and seismic upgrades projects. Provides project-specific content for use in presentations to the UFSA Board of Directors and communities/members, for bonding and bond elections. Meets with individual board members to discuss property and fire station construction issues and strategies.
Finance Purchasing Agent/Contracts	45%	$61,034	30%	$42,821	RFP/RFQ/Purchasing processing. Contract coordination and tracking.
Finance Senior Accountant	9%	$12,054	11.5%	$16,152	Cash receipting, online payment reporting, impact fee reporting, external audit, capital assets, state transparency
Finance AP/AR Manager	4%	$5,321	1.5%	$2,269	AP/AR oversight
Finance Sr. Accounting Specialists	2%	$1,833	12.0%	$11,591	UFSA Desktop Deposits, AR, AP entry & review
Finance Assistant Finance Director	7%	$14,148	7.5%	$16,143	External audit, financial statements, accounting oversight, online payment admin, cash receipting review/close, bank reconcilations
CFO	15%	$40,155	15%	$42,878	Financial Management, Treasurer
UFSA Clerk	10%	$11,815	10%	$12,433	Time needed to fully meet the responsibilities of the Clerk
Records Manager	1%	$801	1%	$841	Managing UFSA record requests. Retention schedule and archives
ECC Receptionist	3%	$1,929	3%	$2,020	Impact fee collection/receipts, phone calls
Director of Communications	1%	$2,049	1%	$2,151	Community Outreach
Community Outreach Specialist	1%	$1,047	1%	$1,159	Community Outreach/Construction Projects/Website Maintenance
		$381,230		$350,447	
Overhead Charge	15%	$57,184	15%	$52,567	Office Space, IT, supplies, etc.
TOTAL		$438,414		$403,014	
	Logs	204,647	Logs	199,713	
	Fin	154,727	Fin	151,632	
	Admin	75,480	Admin	47,863	
	IO	3,560	IO	3,807	
		438,414		403,014	

UFSA Capital Projects 2025

10/1/24

Capital Maintenance

Site	Project	Notes	Cost	Running Total
All	Heating/AC/Hot Water/Appliances	Replace as needed	$40,000	$40,000
101	Flooring Replacement	Replace flooring in bedrooms, BC office, dayroom, and upstairs	$28,000	$68,000
118	Kitchen	Kitchen remodel with appliances	$115,000	$183,000
118	Flooring Replacement	Replace all tile in station with polished concrete floors	$25,000	$208,000
119	Landscape	Create xeriscape landscaping	$125,000	$333,000
125	West Gate	Add a gate on the westside of the station	$6,500	$339,500
252	Overhead Door Upgrade	Door's have met their life expectancy and are continually causing issues	$25,000	$364,500
252	Concrete	Demo and replace concrete on back patio and front entry	$150,000	$514,500
All	8.5% Contingency		$43,733	**$558,233**

Future Year Projects (Sorted by Station)

Site	Project	Notes	Cost	Running Total
101	New rocks and barrier for border of property		$15,000	$573,233
106	Xeriscape station grounds		$10,000	$583,233
109	Kitchen remodel		$95,000	$678,233
109	Fans and/or AC placed in bay		$35,000	$713,233
111	More rocks and boulders for landscaping.		$7,500	$720,733
113	Fix bay floor drains (clean, improv. Drainage)		$25,000	$745,733
117	Blinds on windows on west end of kitchen		$7,500	$753,233
117	Replacement of broken concrete		$30,000	$783,233
117	Rebuild of all the kitchen drawers and sliders		$6,000	$789,233
118	Bathroom remodel		$65,000	$854,233
119	Window coverings throughout		$8,500	$862,733
126	Kitchen cabinets and flooring		$120,000	$982,733
126	Men's/Women's bathroom remodel		$55,000	$1,037,733
126	Station flooring - Tile/Carpet		$10,000	$1,047,733
252	Remove bushes in back of station and xeriscape		$10,000	$1,057,733
252	Garage doors- damaged sections replaced		$15,000	$1,072,733

UNIFIED FIRE SERVICE AREA	Actual		Actual		Budget		Projection		Projection
LONG RANGE PLAN	2022	%	2023	%	2024	%	2025	%	2026
BEGINNING FUND BALANCE	**14,308,692**	**3.08%**	**14,749,419**	**-26.67%**	**10,815,505**	**-16.36%**	**9,046,179**	**59.14%**	**14,395,846**
PRINCIPAL PAYMENTS RECEIVED FROM RELATED PARTY	126,363	4.07%	131,512	4.07%	136,870	4.07%	142,446	4.07%	148,244
TRANSFER TO/FROM CAPITAL PROJECTS FUND									
UNRESTRICTED FUND BALANCE:	**14,435,055**	**3.09%**	**14,880,931**	**-26.40%**	**10,952,375**	**-16.10%**	**9,188,625**	**58.28%**	**14,544,090**
PROPERTY TAXES	43,223,225	1.95%	44,064,328	13.21%	49,883,556	25.00%	62,354,445	2.00%	63,601,534
PROPERTY TAXES - PASS THRU	3,188,017	29.58%	4,131,152	21.03%	5,000,000	10.00%	5,500,000	10.00%	6,050,000
PROPERTY TAXES - INCREMENT REMIT	33,958	56.78%	53,241	55.07%	82,560	10.00%	90,816	10.00%	99,898
PROPERTY TAXES - DELINQUENT	814,253	-6.17%	764,054	17.17%	895,250	0.00%	895,250	0.00%	895,250
JUDGEMENT LEVY	64,015	243.45%	219,860	-92.51%	16,475	0.00%	16,475	0.00%	16,475
FEE-IN-LIEU	2,117,760	2.36%	2,167,771	4.53%	2,266,000	0.00%	2,266,000	0.00%	2,266,000
IMPACT FEES	1,264,248	-4.42%	1,208,364	24.13%	1,500,000	0.00%	1,500,000	0.00%	1,500,000
INTEREST INCOME	192,341	250.02%	673,228	0.26%	675,000	0.00%	675,000	-5.00%	641,250
MISCELLANEOUS REVENUE	18,503	4590.29%	867,845	-98.93%	9,264	0.00%	9,264	0.00%	9,264
GRANT REVENUE	1,286,728	-83.94%	206,592	-18.41%	168,561	-100.00%	0	-100.00%	0
INTERGOVERNMENTAL REVENUE	982,874	-21.18%	774,689	0.00%	774,677	0.06%	775,119	-0.06%	774,677
CURRENT REVENUE:	**53,185,922**	**3.66%**	**55,131,124**	**11.14%**	**61,271,343**	**20.91%**	**74,082,369**	**2.39%**	**75,854,347**
UFA CONTRACT FEES	43,518,810	8.42%	47,182,800	5.69%	49,867,671	10.69%	55,197,914	15.00%	63,477,601
SANDY CONTRACT	993,917	4.33%	1,036,959	4.00%	1,078,438	8.00%	1,164,713	4.00%	1,211,302
TAX PAYMENTS TO RDA/CDA	3,188,017	29.58%	4,131,152	21.03%	5,000,000	10.00%	5,500,000	10.00%	6,050,000
ADMINISTRATIVE/OPERATIONS	674,769	14.65%	773,599	-13.76%	667,114	-8.23%	612,214	3.00%	630,580
FUND BALANCE DISTRIBUTION TO HERRIMAN/RIVERTON	101,773	0.00%	101,773	0.00%	101,773	0.00%	101,773	0.00%	101,773
DEBT SERVICE PAYMENT (2016 BOND)	2,577,123	-0.01%	2,576,857	0.50%	2,589,750	0.06%	2,591,250	-0.06%	2,589,750
DEBT SERVICE PAYMENT (2021 BOND)			2,369,327	0.60%	2,383,625	0.39%	2,393,000	0.22%	2,398,365
CAPITAL MAINTENANCE/OUTLAY	130,848	37.44%	179,834	446.62%	983,010	-45.97%	558,233	75.00%	976,908
CAPITAL MAINTENANCE - SEISMIC RETROFIT	1,574,149	-89.07%	171,996	30.67%	224,748				
INTEREST EXPENSE	112,153	499.41%	672,253	46.39%	984,092	0.00%	984,092	0.00%	984,092
TOTAL BUDGET:	**52,871,558**	**11.96%**	**59,196,550**	**7.91%**	**63,880,221**	**8.18%**	**69,103,189**	**13.48%**	**78,420,370**
RESERVE (MINIMUM) 15% OF CURRENT REVENUE	7,977,888		8,269,669		9,190,701		11,112,355		11,378,152
ENDING SURPLUS (PROBLEM):	**6,771,531**		**2,545,836**		**-847,205**		**3,055,450**		**599,914**
TOTAL BUDGETED FUND BALANCE:	**14,749,419**		**10,815,505**		**8,343,497**		**14,167,805**		**11,978,066**
PROJECTED UNDER EXPEND/OVER REVENUE	0	0.00%	0	1.10%	702,682	0.33%	228,041	0.33%	258,787
PROJECTED UNASSIGNED FUND BALANCE	**14,749,419**		**10,815,505**		**9,046,179**		**14,395,846**		**12,236,854**
	27.7%		19.6%		14.8%		19.4%		16.1%