



Herriman City Fire Service Area Agenda

Wednesday, August 27, 2025

NOTICE IS HEREBY GIVEN that the Herriman City Fire Service Area Board shall assemble for a meeting in the City Council Chambers, located at
5355 WEST HERRIMAN MAIN STREET, HERRIMAN, UTAH

1. **Call to Order - 6:30 p.m. (or as soon as possible thereafter)**
2. **Consent Agenda**
 - 2.1. Approval of the August 13, 2025 HCFSa Meeting Minutes
 - 2.2. Approval of a policy outlining the process on how the Herriman City Fire Service Area meeting minutes will be approved
3. **Public Hearing**
 - 3.1. Public hearing and consideration of a Resolution amending the Herriman City Fire Service Area fiscal year 2026 budget.
4. **Adjournment**

In accordance with the Americans with Disabilities Act, Herriman City will make reasonable accommodation for participation in the meeting. Request assistance by contacting Herriman City at (801) 446-5323 or info@herriman.gov and provide at least 48 hours advance notice of the meeting.

ELECTRONIC PARTICIPATION: Members may participate electronically via telephone, Skype, or other electronic means during this meeting.

I, Jackie Nostrom, certify the foregoing agenda was emailed to at least one newspaper of general circulation within the geographic jurisdiction of the public body, at the principal office of the public body, on the Utah State Public Notice website

www.utah.gov/pmn/index.html and on Herriman City's website at www.herriman.gov

Posted and Dated this 21st day of August, 2025

Jackie Nostrom
City Recorder



Special Herriman City Fire Service Area Meeting Minutes

Wednesday, August 13, 2025
Awaiting Formal Approval

The following are the minutes of the Herriman City Fire Safety Area meeting. The meeting was held on **Wednesday, August 13, 2025, at 6:30 p.m.** in the Herriman City Council Chambers, 5355 West Herriman Main Street, Herriman, Utah. Adequate notice of this meeting, as required by law, was posted in City Hall, on the City's website, and delivered to members of the Council, media, and interested citizens.

Presiding: Chair Lorin Palmer

Trustees Present: Terrah Anderson, Jared Henderson, and Teddy Hodges

Trustees Excused: Sherrie Ohrn

Staff Present: City Manager Nathan Cherpeski, Assistant City Manager Wendy Thomas, City Recorder Jackie Nostrom, Finance Director Kyle Maurer, City Attorney Todd Sheeran, Communications Manager Jonathan LaFollette, Community Development Director Blake Thomas, Deputy Police Chief Cody Stromberg, UFA Division Chief Anthony Widdison, City Planner Michael Maloy, Operations Director Jonathan Bowers, City Engineer Bryce Terry, Public Utilities Engineering Manager Jonathan Bowers, and Assistant to the City Manager Trevor Ram.

1. Call to Order - 6:30 p.m. (or as soon as possible thereafter)

Chair Lorin Palmer called the meeting to order at 6:39 p.m. Trustee Sherrie Ohrn was excused from the meeting.

2. Public Hearing

2.1. Public hearing and consideration of a Resolution adopting a property tax rate that exceeds the Certified Tax Rate – Kyle Maurer, Finance Director

Finance Director Kyle Maurer provided a detailed presentation on the proposed property tax rate increase for the Herriman City Fire Service Area (HCFSA). He began by explaining the basics of property tax in Utah, noting that the county auditor calculated a certified tax rate designed to generate the same revenue as the previous year plus new growth, making it revenue-neutral overall.

Director Maurer presented a six-year history of the Unified Fire Authority (UFA) assessment, showing that the amount had increased from approximately \$4.2 million in 2021 to nearly \$5.7 million in the recently adopted budget. The average yearly increase was about \$204,000, with the highest percentage increase (9.13%) occurring in fiscal year 2023. The recent increase for Herriman was 2.74%.

Director Maurer addressed the question of whether remaining in the Unified Fire Service Area (UFSA) would have been more economical. He displayed data showing that in 2021, Herriman residents were paying \$956,000 more to Unified Fire than they were receiving back in services. With the most recent rate increase, that difference would have been approximately \$1.9 million in 2026, effectively meaning Herriman residents would be subsidizing fire service to other entities.

Regarding fund balance, Director Maurer reported unaudited figures of approximately \$9 million at the end of 2025. He noted that \$8.3 million of those funds would be used to rebuild Fire Station 103, which was on the City Council agenda for approval that evening. The long-range model anticipated the need for additional fire stations in 2029 and 2033, with operating costs increasing by \$600,000-\$730,000 per station. While Station 103 could be paid for in cash, future stations would require partial or full bonding.

For context, Director Maurer explained that the Fire Service Area represented approximately 12% of a homeowner's overall property tax bill. He noted that the certified tax rate would generate an additional \$382,000 strictly due to growth, and the average home tax amount was \$468. Staff recommended increasing the tax rate to cover the \$147,766 assessment increase from Unified Fire, which would represent a 1.7% increase and cost the average homeowner an additional \$8 per year.

Director Maurer concluded by outlining future steps, including updating the long-term financial models and bringing them back to the Board to discuss fiscal sustainability. He suggested developing policies on whether to implement small incremental increases or larger

periodic increases and potentially establishing specific financial policies for contracted services.

Trustee Teddy Hodges thanked Director Maurer for the presentation, particularly the comparison showing the financial benefits of having left the UFSA.

Mayor Palmer opened the public hearing.

There were no comments offered.

Trustee Hodges moved to close the public hearing. Trustee Terrah Anderson seconded the motion and all present voted aye.

Trustee Jared Henderson provided an extensive explanation of the Fire Service Area for public understanding, elaborating on the division and operation of property taxes in Herriman. He began by clarifying how property taxes work, emphasizing that the rate itself is not what matters; rather, it is the calculation based on the current value of properties that determines the dollar amount the City could collect. He further elaborated that as property values increase, the tax rate effectively decreases to maintain the same dollar amount collected, illustrating this with his personal experience; since moving to Herriman in 2009, while his home's value has tripled, the tax amount billed to Herriman City increased minimally from \$99 to \$119, due to this equalization formula.

Trustee Henderson explained Herriman's decision to separate from the Unified Fire Service Area (UFSA), where Herriman had only 1 vote out of 18, highlighting their lack of influence over decisions on fund allocations and service levels. By creating its own taxing district for fire services, Herriman gained control over where to allocate its funds and how to manage service levels. He noted that Herriman residents were essentially subsidizing other areas under the UFSA arrangement, contributing more to taxes than the services received in return.

Trustee Henderson outlined that the Herriman City Fire Service Area (HCFSA) now owned the land and buildings while contracting with Unified Fire Authority (UFA) for trucks, equipment, and personnel. By being on the Unified Fire Authority Finance Committee as Chair, he noted that they had significantly worked to curtail cost increases, reducing them from the typically \$300,000-\$500,000 a year down to about \$150,000, mainly due to controlling inflationary costs such as wages and benefits.

The strategic separation from UFSA and prudent financial management have permitted Herriman to save enough money to cash fund the rebuilding of Station 103. In discussing future plans, Trustee Henderson pointed out the importance of developing commercial areas

to generate sales tax revenue. Such revenue can help offset property taxes, offering relief particularly for public safety costs, which are crucial for maintaining service levels as the City grows.

Trustee Hodges emphasized that while a 1.7% tax increase might seem minor, the Board recognizes the significant impact on citizens. He assured that any tax increase is only by the minimum necessary to maintain required service levels and noted that through financial responsibility and strategic management, they've avoided implementing much larger tax increases. Trustee Hodges acknowledged the importance of being responsive to residents' financial burdens while ensuring adequate city services, emphasizing the Board's commitment to transparency and fiscal responsibility in managing taxpayer money.

Trustee Henderson moved to approve Resolution R02-25 adopting the rate of tax of 0.001352 and levying taxes upon all real and personal property within the Herriman City Fire Service Are. Trustee Hodges seconded the motion.

The vote was recorded as follows:

<i>Trustee Terrah Anderson</i>	<i>Aye</i>
<i>Trustee Jared Henderson</i>	<i>Aye</i>
<i>Trustee Teddy Hodges</i>	<i>Aye</i>
<i>Trustee Sherrie Ohrn</i>	<i>Absent</i>
<i>Chair Lorin Palmer</i>	<i>Aye</i>

The motion passed unanimously with Trustee Sherrie Ohrn being absent.

3. Adjournment

Trustee Hodges moved to adjourn the Herriman City Fire Service Area meeting at 7:05 p.m. Trustee Henderson seconded the motion, and all voted aye.

I, Jackie Nostrom, City Recorder for Herriman City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on August 13, 2025. This document constitutes the official minutes for the Herriman City Fire Service Area Meeting.

Jackie Nostrom, MMC
City Recorder



STAFF REPORT

DATE: June 13, 2025

TO: The Herriman City Fire Service Area Board

FROM: Jackie Nostrom

SUBJECT: Consideration of a policy outlining the process on how the Herriman City Fire Service Area meeting minutes will be approved

RECOMMENDATION:

Staff recommend the approval of the Policy on preparation and approval of meeting minutes as presented, allowing for the automatic approval of meeting minutes following the designated review process.

ISSUE BEFORE BOARD:

Would the Board like to adopt a policy to outline a process for approving board meeting minutes?

ALIGNMENT WITH STRATEGIC PLAN:

CE-2 Promote trust in government

BACKGROUND/SUMMARY:

The current process for approving board meeting minutes requires a motion by the board to outline the finalization process for each specific open meeting. To improve efficiency and streamline administrative processes, staff have developed a policy that outlines a structured review and approval procedure for minutes outside of the board meetings. The policy allows for timely review, correction, and automatic approval of minutes without the need for formal board action during regular meetings.

DISCUSSION:

The proposed policy includes provisions for the preparation, distribution, review, revision, approval and recordkeeping of the HCFSA Board meetings.

ALTERNATIVES:

The Board may determine not to adopt a policy and could have minutes drafted and presented during open meetings for action or make a motion during each board meeting outlining the process for review and finalization of the minutes.

ATTACHMENTS:

Policy

HERRIMAN CITY FIRE SERVICE AREA

RESOLUTION NO. Rxx-xx

**A RESOLUTION OF THE HERRIMAN CITY FIRE SERVICE AREA APPROVING
THE POLICY OUTLINING THE PROCEDURES FOR THE APPROVAL OF
MEETING MINUTES**

WHEREAS, the Herriman City Fire Service Area (“Agency”) met in a regular meeting on August 27, 2025, to consider, among other things, approving a policy outlining the procedures for the approval of meeting minutes; and

WHEREAS, formal adoption of policies helps maintain stability, continuity, limitations, and overall compliance; and

WHEREAS, the Agency wishes to define certain practices and procedures as they relate to meeting minutes.

NOW, THEREFORE, BE IT RESOLVED that the attached Approval of Meeting Minutes Policy be hereby adopted as written.

PASSED AND APPROVED by the Herriman City Fire Service Area, Utah, this 27th day of August, 2025.

HERRIMAN CITY FIRE SERVICE AREA

By: _____
Chair Lorin Palmer

Secretary



Document # LP-27-001	Title: HCFSA Approval of Meeting Minutes	Print Date: 6/13/2025
Revision # 1	Prepared By: Jackie Nostrom, City Recorder	Date Prepared: 6/12/2025
Effective Date:	Reviewed By: HCFSA Board	Date Reviewed:

Purpose:

To establish a clear process for the preparation, distribution, review, and approval of the Herriman City Fire Service Area meeting minutes without requiring formal approval during subsequent board meetings.

Policy:

1. Preparation of Minutes
 - The Board Clerk (or designee) shall prepare the minutes of each board meeting with a reasonable time following the meeting.
2. Distribution
 - The prepared minutes shall be distributed to all board members electronically within a reasonable timeframe after the open meeting.
3. Review Period
 - Board members shall have 10 days from the date of distribution to review the minutes and submit any corrections or requested changes to the Clerk (or designee).
4. Approval Process
 - If no corrections are submitted within the ten-day review period, the minutes shall be considered automatically approved and finalized.
 - If corrections are submitted, the Clerk (or designee) shall revise and redistribute the updated minutes.
 - The revised minutes will be subject to a new ten-day review period.
 - This process will continue until no further corrections are received and the minutes are considered approved.
5. Recordkeeping
 - Once approved, the final version of the minutes shall be filed, published, and maintained as prescribed by Utah State Code.

References:

Form #	Record/Form/Activity Name	Satisfies Clause
Required by Standard		



Form #	Record/Form/Activity Name	Satisfies Clause
XXXXX	Record	
Other Forms/Records		
XXXXX	Record	
XXXXX	Record	
XXXXX	Record	



STAFF REPORT

DATE: August 17, 2025

TO: The Honorable Mayor and City Council

FROM: Kyle Maurer, Director of Finance and Administrative Services

SUBJECT: Public hearing and consideration of a Resolution amending the Herriman City Fire Service Area fiscal year 2026 budget.

RECOMMENDATION:

Staff recommends approval of the Resolution.

ISSUE BEFORE COUNCIL:

Should the Board of Trustees approve the budget amendment as presented?

ALIGNMENT WITH STRATEGIC PLAN:

ES 8 – Ensure Fiscal Sustainability Within all City Functions

BACKGROUND/SUMMARY:

Staff recommend amending the current fiscal year 2026 budget to account for updated property tax projections and the recently approved Fire Station 103 construction contract.

DISCUSSION:

The Herriman City Council recently approved a construction contract for the rebuilding of Fire Station 103. Staff are proposing a budget amendment to transfer \$7,361,840 to the City for completion of this project. In addition, staff propose updating anticipated property tax revenue to account for the Area's recent Truth in Taxation hearing and redevelopment area equalization outlined in state Code.

ALTERNATIVES:

The Board may choose not to approve the amendment or change the amounts of the amendment.

FISCAL IMPACT:

Reduction in estimated fund balance in fiscal year 2026 – \$3,573,380. The fund still meets fund balance policy recommendations.

ATTACHMENTS:

Amendment Detail

Resolution



City of Herriman
Herriman City Fire Service Area (HCFA) Fiscal Year 2026 Proposed Budget Amendments

GL Account and Description	FY2026 Budget (Current)	Proposed Amendment	2026 Adjusted Budget (Proposed)	Explanation
27-31100 Property Tax - Current	\$ 7,485,500	\$ 1,066,560	\$ 8,552,060	\$147,766 - Approved property tax increase; \$918,794 - Adjustment made for RDA participation (estimate made in calendar year 2023)
27-31150 Motor Vehicle in Lieu	381,930	80,000	461,930	Increase to match FY2025 actuals
27-39000 Use of Fund Balance	3,573,380	723,000	4,296,380	Increase in fund balance to account for Fire Station 103 rebuild contract and amount of
TOTAL REVENUE ADJUSTMENTS - HCFA FUND	\$ 11,440,810	\$ 1,869,560	\$ 13,310,370	

GL Account and Description	FY2026 Budget (Current)	Proposed Amendment	2026 Adjusted Budget (Proposed)	Explanation
27-47550 0048-00 Fire Station 103 Replacement	\$ 5,492,280	\$ (5,492,280)	\$ -	Moving budget for Fire Station 103 rebuild to Capital Projects Fund
27-47940 Transfer to Capital Projects Fund	-	7,361,840	7,361,840	Transfer for Fire Station 103 rebuild project
TOTAL EXPENDITURE ADJUSTMENTS - HCFA FUND	\$ 5,492,280	\$ 1,869,560	\$ 7,361,840	

Fund Balance Available				
	FY2023 (ACFR)	FY2024 (ACFR)	FY2025 (Estimated)*	FY2026 (Budget)
Beginning Balance	\$ 1,152,984	\$ 3,320,407	\$ 6,586,519	\$ 9,052,498
Addition (Use of)	2,167,423	3,266,112	2,465,979	(3,573,380)
Ending Balance	\$ 3,320,407	\$ 6,586,519	\$ 9,052,498	\$ 5,479,118

**Preliminary, unaudited*

HERRIMAN CITY FIRE SERVICE AREA

RESOLUTION NO. _____

**A RESOLUTION OF THE HERRIMAN CITY FIRE SERVICE AREA
APPROVING AN AMENDMENT TO THE 2026
FISCAL YEAR BUDGET**

WHEREAS, the Herriman City Fire Service Area (“HCFA”) met in regular meeting on August 27, 2025, to consider, among other things, approving amendments to the 2026 fiscal year budget; and

WHEREAS, the Board of Trustees of the HCFA has determined it necessary to amend the budget to reflect various changes; and

WHEREAS, the Board of Trustees of the HCFA determines that the amendment presented to the Board is necessary and appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees that the budget for the period of July 1, 2025, through June 30, 2026, is hereby amended as set forth on the attached amended budget.

This Resolution, shall take effect immediately upon passage and acceptance as provided herein.

PASSED AND APPROVED by the Board of Trustees of the HCFA this 27th day of August, 2025.

HERRIMAN CITY FIRE SERVICE AREA

By: _____
Chairman

District Clerk