

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

September 16, 2025, 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=VW9iWk1KQ0JYTj9lSDlxMS96KzZXZz09>

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. September 15, 2025. Emailed comments submitted prior to 7:00 a.m. September 15, 2025, 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. July 15, 2025

4. Quarterly Financial Report—CFO Hill

5. UFSA Finance Committee Update – Chair Overson

- a. Reminder UFSA Finance Committee Meeting-September 30, 2025 1:00 PM
- b. Review UFSA Finance Committee Members

6. District Administrator Report – Rachel Anderson

7. 2025 Capital Maintenance Update – AC Robinson

8. Possible Closed Session

None

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).)

9. Adjournment – Chair Hull

**The next Board meeting will be held October 21, 2025, at 8:30 a.m. both electronically and 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 13th day of September, 2025, 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.

Micayla Dinkel, UFSA Board Clerk



UNIFIED FIRE SERVICE AREA BOARD MINUTES

JULY 15, 2025, 8:30 AM (or immediately following the UFA Board Meeting)

Electronically via Zoom Webinar/UFA Headquarters-3380 South 900 West SLC, UT 84119

- Call to Order

Quorum present

Chair Hull called the meeting to order at 8:36 am

- Public Comment

None

Public comment was available live and with a posted email address

- Minutes Approval

a. June 11, 2025 UFA Finance Committee Meeting Minutes

b. June 17, 2025 UFA Board Meeting Minutes

Mayor Knopp made a motion to approve the minutes from the June 11, 2025, UFA Finance Committee Meeting Minutes, as well as the approval of the June 17, 2025, Board Meeting Minutes as submitted. Mayor Gettel seconded the motion, and all voted in favor; none opposed.

- Finance Committee Update-Chair Overson

No meeting was held

- District Administrator Report-Rachel Anderson

The SLCO/Special Districts meeting took place a few weeks ago. The meeting was very productive and educational. A second workshop is scheduled to take place in the next few weeks to start addressing the concerns.

Council Member Hull stated that the meeting was very neutral and the facilitator running the group discussion did a great job. District Administrator Anderson informed the Board that she will continue to participate in the discussions and keep the Board Members informed.

- Possible Closed Session

None

- Adjournment

Council Member Huish moved to adjourn the July 15, 2025 UFA Board Meeting. Council Member Jackson seconded the motion, and all voted in favor; none opposed.

BOARD MEMBERS IN ATTENDANCE

Council Member Catherine Harris
Mayor Dustin Gettel
Council Member Trish Hull
Mayor Dan Knopp
Mayor Kristie Overson
Councilmember Kathleen Bailey

Council Member Cheri Jackson
Council Member Tyler Huish
Council Member Sheldon Stewart
Council Member Chrystal Butterfield
SLCO Assessor Chris Stavros

BOARD MEMBERS ABSENT

Mayor Tom Westmoreland
Mayor Roger Bourke

STAFF IN ATTENDANCE

CFO Hill
District Manager Anderson
Clerk Cyndee Young
Clerk Micayla Dinkel

DRAFT

ATTENDEES

AC Dern
AC Robinson
AC Russell
Anthony Widdison
Ben Porter
Courtney Samuel
Embret Fossum
Kiley Day
Mike Greensides
Nile Easton

Tara Behunin
David Chipman
Bill Brass
Chief Burchett
David Chipman

Unified Fire Service Area Budget vs. Actual

		70 - General Fund		
		Jan - Jun 25	Budget	%
Ordinary Income/Expense				
Income				
7031100 · Property Taxes-Salt Lake County	2,206,816	53,561,478	4.1%	
7031110 · Property Taxes - Utah County	109,954	8,888,291	1.2%	
7031120 · Property Taxes-SLCo Pass Thru	0	3,000,000	0.0%	
7031122 · Property Taxes-UTCo Pass Thru	0	3,000,000	0.0%	
7031125 · Property Taxes-Increment Remit	123,776	123,776	100.0%	
7031130 · Property Taxes-Delinquent-SL Co	470,078	695,250	67.6%	
7031140 · Property Taxes-Delinquent-UT Co	98,655	200,000	49.3%	
7031150 · Judgement Levy	392	0	#DIV/0!	
7031200 · Fee-in-Lieu-Salt Lake County	956,903	1,910,000	50.1%	
7031210 · Fee-in-Lieu - Utah County	244,622	490,000	49.9%	
7032100 · Impact Fees		1,500,000		
7032101 · Impact Fees - Single Family Res	153,538	0		
7032102 · Impact Fees - Multi-Family Res	95,678	0		
7032103 · Impact Fees - Commercial	37,529	0		
7032104 · Impact Fees - Industrial	160	0		
7032105 · Impact Fees - Institutional	10,856	0		
Total 7032100 · Impact Fees	297,761	1,500,000	19.9%	
7034210 · Contribution for Debt Service - Herriman	447,250	447,250	100.0%	
7034220 · Contribution for Debt Service - Riverton	316,133	316,133	100.0%	
7039100 · Miscellaneous Income	13,965	21,000	66.5%	
7039105 · Interest Income	353,126	700,000	50.4%	
Total Income	5,639,430	74,853,178	7.5%	
Expense				
7091000 · Operations				
7091293 · Tax Payments to RDA/CDA	0	6,000,000	0.0%	
7091340 · Interfund Lease Payments	4,137,461	4,984,250	83.0%	
7091390 · Sandy Contract	571,473	1,314,712	43.5%	
7091395 · UFA Contract Fees	26,202,693	54,987,628	47.7%	
7091490 · Impact Fee Refunds	0	10,000	0.0%	
Total 7091000 · Operations	30,911,627	67,296,590	45.9%	
7092000 · General & Administrative				
7092205 · Auditor	11,500	15,000	76.7%	
7092209 · Bank Fees	2,457	11,200	21.9%	
7092345 · Office Supplies	781	2,000	39.0%	
7092350 · Professional Fees	30,397	129,000	23.6%	
7092355 · UFA Administrative Fees	201,507	403,014	50.0%	
7092415 · Subscriptions & Memberships	16,913	17,000	99.5%	
7092810 · Fund Balance Distribution - Herriman	37,941	37,941	100.0%	
7092820 · Fund Balance Distribution - Riverton	63,832	63,832	100.0%	
Total 7092000 · General & Administrative	365,327	678,987	53.8%	

Unified Fire Service Area

Budget vs. Actual

70 - General Fund			
	Jan - Jun 25	Budget	%
7095500 · Capital maintenance	8,461	558,233	1.5%
7096620 · Bond/Note Issuance Costs	23,500	25,000	94.0%
7096630 · Interest expense	0	895,753	0.0%
Total Expense	31,308,915	69,454,563	45.1%

GENERAL FUND

Account	Date	Name	Memo	Amount
7091340 · Interfund Lease Payments				
	03/13/2025	Zions First National Bank	Series 2016 Bond Payment	2,250,716.15
	03/13/2025	Zions First National Bank	Series 2021 Bond Payment	1,886,744.57
TOTAL				<u>4,137,460.72</u>
7091390 · Sandy Contract				
	01/21/2025	Sandy City Corporation	Fire Service Contract - January - June	571,473.47
TOTAL				<u>571,473.47</u>
7091395 · UFA contract fees				
	01/01/2025	Unified Fire Authority	3rd Quarter Fee for FY24/25 - January	4,265,172.00
	02/01/2025	Unified Fire Authority	3rd Quarter Fee for FY24/25 - February	4,353,348.00
	03/01/2025	Unified Fire Authority	3rd Quarter Fee for FY24/25 - March	4,353,348.00
	04/01/2025	Unified Fire Authority	4th Quarter Fee for FY24/25 - April	4,353,348.00
	05/01/2025	Unified Fire Authority	4th Quarter Fee for FY24/25 - May	4,353,348.00
	06/01/2025	Unified Fire Authority	4th Quarter Fee for FY24/25 - June	4,524,129.00
TOTAL				<u>26,202,693.00</u>
7092205 · Auditor				
	06/09/2025	K&C, CPA'S	2024 Financial Statement Audit	11,500.00
TOTAL				<u>11,500.00</u>
7092209 · Bank Fees				
	Multiple	Chase Merchant Services	Paymentech Service Fee	1,644.72
	Multiple	Xpress Bill Pay	Bill Pay Fee	169.00
	Multiple	Wells Fargo	Client Analysis Fee	642.78
TOTAL				<u>2,456.50</u>
7092345 · Office Supplies				
	02/13/2025	Unified Fire Authority	Jan-Jun Caselle Software Support/Maintenance	780.92
TOTAL				<u>780.92</u>
7092350 · Professional fees				
	02/13/2025	Fabian Van Cott	Legal/Administrator Services - January	7,460.00
	03/07/2025	Fabian Van Cott	Legal/Administrator Services - February	4,025.00
	03/17/2025	Moody's Analytics	Annual Professional Fee	1,500.00
	04/16/2025	Fabian Van Cott	Legal/Administrator Services - March	4,085.00
	04/25/2025	Wix.com	UFSA Website	761.99
	05/07/2025	Fabian Van Cott	Legal/Administrator Services - April	2,605.00
	05/09/2025	Zions Bank Corporate Trust	Trust Agent Fee	2,500.00
	06/13/2025	Fabian Van Cott	Legal/Administrator Services - May	7,460.00
TOTAL				<u>30,396.99</u>
7092355 · UFA Management Fees				
	06/03/2025	Unified Fire Authority	Jan - Jun Administrative Fee	201,507.00
TOTAL				<u>201,507.00</u>
7092415 · Subscriptions & Memberships				
	01/01/2025	Utah Association of Special Districts	2025 Membership Dues	16,913.00
TOTAL				<u>16,913.00</u>
7092810 · Fund Balance Distribution - Herriman				
	04/25/2025	Herriman City	Fund Balance Distribution	37,940.85
TOTAL				<u>37,940.85</u>
7092820 · Fund Balance Distribution - Riverton				
	01/07/2025	Riverton Fire Service Area	Fund Balance Distribution	63,831.72
TOTAL				<u>63,831.72</u>
7095500 · Capital Maintenance				
	03/04/2025	Contract Appliance Sales, Inc	Duel Range Oven - Station #252	5,500.00
	05/09/2025	Eden Garden Design LLC	Landscape Design - Station #119	1,000.00
	05/16/2025	CDC	Replace Shaft Operator & Panel - Station #252	1,961.00
TOTAL				<u>8,461.00</u>
7096630 · Bond/Note Issuance Costs				
	04/01/2025	Gilmore Bell	TRAN Series 2025 Note Counsel Fee	9,500.00
	04/01/2025	Zions Bank Public Finance	TRAN Series 2025 Municipal Advisory Fee	14,000.00
TOTAL				<u>23,500.00</u>
GENERAL FUND TOTAL				31,308,915.17

Unified Fire Service Area

Budget vs. Actual

75 - Capital Projects Fund			
	Jan - Jun 25	Budget	%
Ordinary Income/Expense			
Income			
7539105 · Interest Income	71,660	150,000	47.8%
Total Income	71,660	150,000	47.8%
Expense			
7594500 · Construction Costs			
7594502 · Construction Costs - #102	0	0	#DIV/0!
7594512 · Construction Costs - #112	0	0	#DIV/0!
7594525 · Construction Costs - #125	0	0	#DIV/0!
7594551 · Construction Costs - #251	0	0	#DIV/0!
7594553 · Construction Costs - #253	0	0	#DIV/0!
Total 7594500 · Construction Costs	0	0	#DIV/0!
7581900 Contribution to Fund Balance	0	150,000	0.0%
Total Expense	0	150,000	0.0%
Other Income			
7587910 Transfer to General Fund	0	0	#DIV/0!

Unified Fire Service Area

Budget vs. Actual

77 - Debt Service Fund			
	Jan - Jun 25	Budget	%
Ordinary Income/Expense			
Income			
7735100 · Lease Revenue	4,137,461	4,984,250	83.0%
7739105 · Interest Income	9,775	0	#DIV/0!
Total Income	4,147,236	4,984,250	83.2%
Expense			
7796600 · Payments on LT debt			
7796610 · Bond Interest Payments	3,225,000	3,225,000	100.0%
7796620 · Payments on LT debt - Other	915,250	1,759,250	52.0%
Total 7796600 · Payments on LT debt	4,140,250	4,984,250	83.1%
7781900 · Contribution to Fund Balance	0	0	#DIV/0!
Total Expense	4,140,250	4,984,250	83.1%

2025 UFA/UFSA Board Sub-Committees

UFA Governance Committee		
Chair	Gettel	Midvale
	Butterfield	Kearns
	Jackson	Millcreek
	Kanter	SLCo
	Overson	Taylorsville
	Westmoreland	Eagle Mountain

Staff: Dominic Burchett, Brian Roberts, Micayla Dinkel

UFA Finance Committee-5 UFSA Members/4 UFA Members		
Chair	Henderson	Herriman
	Bailey	Copperton-UFSA
	Buroker	Riverton
	Butterfield	Kearns-UFSA
	Fotheringham	Holladay
	Harris	Emigration-UFSA
	Hull	Magna-UFSA
	Jackson	Millcreek-UFSA
	Weichers	Cottonwood Heights

Staff: Dominic Burchett, Brian Roberts, Tony Hill, Wade Russell, Kate Turnbaugh, Micayla Dinkel

UFA Benefits and Compensation		
Chair	Unfilled	
	Buroker	Riverton
	Fotheringham	Holladay
	Henderson	Herriman
	Hull	Magna
	Jackson	Millcreek
	Overson	Taylorsville
	Weichers	Cottonwood Heights

Staff: Dominic Burchett, Brian Roberts, Tony Hill, Kiley Day, Kiyoshi Young, Micayla Dinkel

UFSA Finance Committee		
Chair	Overson	Taylorsville
	Bailey	Copperton
	Butterfield	Kearns
	Gettel	Midvale
	Hull	Magna
	Jackson	Millcreek

Staff: Dominic Burchett, Tony Hill, Micayla Dinkel, Kate Turnbaugh, Rachel Anderson