



UNIFIED FIRE SERVICE AREA BOARD MINUTES

OCTOBER 21, 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 9:01 am.

- Public Comment

None

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

- Minutes Approval

a. September 16, 2025 UFSA LBA Joint Board Meeting Minutes

Mayor Gettel made a motion to approve the minutes from the September 16, 2025, UFSA Board Meeting minutes as submitted. Council Member Butterfield seconded the motion, and all voted in favor; none opposed.

- UFSA Finance Committee Update and Meeting Minutes Approval

a. September 30, 2025 UFSA Finance Committee Meeting Minutes

Mayor Overson reported on the September 30, 2025, UFSA Finance Committee Meeting. During the meeting, the committee reviewed the tentative 2026 UFSA budget.

Mayor Overson made a motion to approve the minutes from the September 30, 2025, UFSA Finance Committee as submitted. Council Member Jackson seconded the motion, and all voted in favor; none opposed.

- Review of the 2026 Tentative Budget—CFO Hill

CFO Hill presented the 2026 tentative budget to the board and noted that there will be no action taken on the budget at this meeting. The full UFSA Board will approve the 2026 Tentative Budget in the November meeting. The final adoption of the budget will be approved in the December meeting.

CFO Hill presented the following highlights from the 2026 tentative budget.

- 2026 General Fund Highlights
 - Property Taxes
 - 2.0% new growth estimate
 - No proposed tax increase
 - UFA Member Fee Increase
 - Fully captures the cost for Station 253 and 107
 - 5.5 % placeholder increase for July through December
 - \$59,681,355 total estimate for 2026

2026 UFSA Member Fee		
	2025	2026
January	4,265,172	4,797,489
February	4,353,348	4,797,489
March	4,353,348	4,797,489
April	4,353,348	4,797,489
May	4,353,348	4,797,489
June	4,524,129	4,797,489
July	4,797,489	5,149,403
August	4,797,489	5,149,403
September	4,797,489	5,149,403
October	4,797,489	5,149,403
November	4,797,489	5,149,403
December	4,797,489	5,149,403
Total	54,987,628	59,681,355

- Bond Payments
 - \$2,589,750-Series 2016 Bond
 - \$2,398,625-Series 2021 Bond

- Sandy Contract (85% of property tax collected to Sandy, 15% stay with UFSA)
 - \$1,094,073 in 2024
 - \$1,314,712 in 2025
 - \$1,414,159 in 2026 budget

- Building Maintenance in Fire Stations
 - \$803,443 in 2026 budget

- UFA Administration Fee
 - \$438,414 in 2024
 - \$403,014 in 2025
 - \$399,784 in 2026

2026 General Fund Expenditures

- UFA Member Fee \$59,681,355 (79.46%)
 - Fixed or Contract Costs \$13,115,807 (17.46%)
 - Debt Service \$4,988,375
 - Tax Payment \$6,600,000
 - Sandy Contract \$1,414,159
 - Herriman/Riverton \$101,773
 - Outside/Auditor \$11,500
 - Tax Revenue Anticipation Note (TRAN) Costs \$920,753 (1.23%)
 - Building Maintenance \$803,443 (1.07%)
- CFO Hill highlighted the capital improvement projects slated for the 2026 budget.
- Administrative Costs \$589,319 (0.78%)
 - UFA admin fee for finance/facilities/clerk, administrator, legal, UASD membership

Fund Balance Impact

The chart below shows the ending fund balance position through 2028. Using current assumptions, the ending balance of each year is above the board-adopted minimum fund balance reserve.

UNIFIED FIRE SERVICE AREA	ENDING FUND BALANCE	MIMINUM FUND BALANCE RESERVE %
2024 ACTUAL	\$10,149,282	16.3%
2025 BUDGET	\$15,919,543	21.3%
2026 BUDGET	\$17,756,800	23.2%
2027 PROJECTION	\$17,835,133	22.7%
2028 PROJECTION	\$15,749,961	19.6%

Council Member Huish asked if the property tax loss from annexed parcels and a reduction in the Sandy contract cost would wash. CFO Hill stated that the agreement is structured to be

essentially neutral. When UFSA no longer provides service and stops collecting taxes in that area, the corresponding contact cost will also fall away. CFO Hill and Council Member Huish will meet to discuss a breakdown of the overhead/administrative costs of the Sandy contract.

- Consider the Date of December 9, 2025, for a Public Hearing to Receive and Consider Comments on Proposed Amendments to the 2025 Budget and on the Final Budget for 2026

Mayor Overson made a motion to set December 9, 2025, as the date for a public hearing to receive and consider comments on proposed amendments to the 2025 budget and the final 2025 budget. Councilmember Jackson seconded this motion, and all voted in favor; none opposed.

- Consider Resolution 10-2025A, Approving Terms of Conduit Financing for Unified Fire Authority's Lease Purchase Agreement with JPMorgan Chase Bank, N.A. —District Administrator Anderson/CFO Hill

CFO Hill reminded the Board that UFSA will enter into the lease with JPMorgan Chase. UFA will then enter into a sublease with UFSA and will use the funds and make the payments under the sublease. The Board reviewed the supporting documents.

Mayor Knopp made a motion to approve resolution 10-2025A, approving terms of conduit financing for Unified Fire Authority's lease purchase agreement with JPMorgan Chase Bank, N.A. Council Member Jackson seconded the motion, and all voted in favor; none opposed.

- Use of Fire Station Design-Rachel Anderson

Chief Burchett has received some informal requests from entities outside UFSA seeking the possible use of UFSA's fire station designs. Chief Burchett stated that the UFSA Board would need to authorize any use of the station designs, as it is UFSA intellectual property.

District Administrator Anderson stated that the design firm cannot release the design without the board's permission, and that if the board chooses, they may authorize the use of the design by other public agencies, with or without a fee. The Board discussed the pros and cons of sharing the design and whether to charge a fee or release it for free.

Given differing views and the need for more detail, it was suggested that a governing policy or resolution might be appropriate to outline the details. Mayor Knopp made a motion to table the discussion of fire station designs until the November 2025 UFSA Board Meeting. Mayor Overson seconded the motion, and all voted in favor; none opposed.

- Community Reinvestment Agency (CRA) Overview—CFO Hill

At the Finance Committee’s request, CFO Hill presented an updated overview of UFSA’s current participation in Community Reinvestment Agency projects. UFSA passed through just under \$5 million in property tax increments to CRA projects in 2024. A few years ago, the totals were nearly \$2 million; they have more than doubled as more projects have been triggered.

UFSA continues to receive 100% of its base tax. CRA projects are intended to generate development that ultimately benefits UFSA after the CRA periods expire. However, the time to “break even” varies widely and can be lengthy for large projects.

- District Administrator Report-Rachel Anderson

District Administrator Anderson will report on the UFSA workshops at the November UFSA Board Meeting.

- Possible Closed Session

None

- Adjournment

Council Member Jackson moved to adjourn the October 21, 2025, UFA Board Meeting. Mayor Knopp seconded the motion, and all voted in favor; none opposed.

BOARD MEMBERS IN ATTENDANCE

Mayor Dustin Gettel	Council Member Tyler Huish
Council Member Trish Hull	Council Member Cheri Jackson
Mayor Dan Knopp	Council Member Chystal Butterfield
Mayor Kristie Overson	Council Member Catherine Harris
Mayor Tom Westmoreland	Chris Stavros

BOARD MEMBERS ABSENT

Council Member Kathleen Bailey	Council Member Sheldon Stewart
Mayor Roger Bourke	

STAFF IN ATTENDANCE

CFO Tony Hill
District Manager Rachel Anderson
Clerk Micayla Dinkel

ATTENDEES

Chief Burchett

AC Dern

AC Robinson

AC Russell

HRD Day

DOC Easton

Captain Park

CLO Roberts

FM Watkins

DC Widdison

Firefighter Ben Porter

Courtney Samuel

BC Fossum

DC Greensides

Captain Barker

BC Torgerson

OC Kay

Firefighter Bird