



LONE PEAK PUBLIC SAFETY DISTRICT DRAFT MINUTES

Wednesday, December 10, 2025

7:30 am

Approved January 14, 2026

Highland City Hall, 5400 West Civic Center Drive, Highland, Utah 84003

7:30 AM REGULAR MEETING

Call to Order: Chair Kim Rodela

Invocation: Board Member Jason Thelin

The meeting was called to order by Chair Kim Rodela as a regular meeting at 7:34 am. The meeting agenda was posted on the *Utah State Public Meeting Website* at least 24 hours prior to the meeting.

PRESIDING: Kim Rodela, Chair

BOARD MEMBERS: Brittney P. Bills – absent
Kurt Ostler – present
Carla Merrill – present
Jason Thelin – present

STAFF PRESENT: LPPSD Executive Director Erin Wells, LPPSD Assistant Executive Director Shane Sorensen, Fire Chief Brian Gwilliam, Police Chief Brian Patten, Deputy Recorder Heather White, Finance Director David Mortensen

OTHERS PRESENT: Captain Cannon, Doug Cortney, Tyler Lythgoe, Andy Butler, Tayton Christiansen, Josh Rich, John Pollock, Hayden Pierce, Dustin Mitchell, Brent Rummler, Liz Rice, Chrissy Hannemann

1. UNSCHEDULED PUBLIC APPEARANCES

Please limit comments to three minutes per person. Please state your name.

There were no public comments.

2. PRESENTATIONS

a. Fire Department Fleet Replacement Program

Captain Griffin Cannon

Chief Patten introduced Captain Griffin Cannon, highlighting his eight years of service as a Lone Peak Firefighter and his recent promotion to captain. Chief Patten explained that Captain Cannon had taken the initiative on the vehicle replacement program while on light duty, demonstrating exceptional capability in developing the project. This program, which started before his promotion to Engineer, materialized during the Engineer qualification

process. He noted Captain Cannon has continued to spearhead this replacement program, embodying a proactive approach the department is eager to adopt.

Captain Cannon presented the department's apparatus replacement plan, explaining that its purpose was to provide clarity, transparency, and objective metrics for vehicle replacement decisions rather than relying on subjective assessments. He provided an overview of the current fleet, which consists of 16 vehicles with an average age of nearly 11 years. He outlined the department's measurable success criteria, including reducing the average frontline apparatus age to 5 years or less by FY 2028, cutting out-of-service hours by 25% within 12 months, keeping repair-to-value costs below 10% for frontline vehicles, and achieving 100% compliance with inspections and preventative maintenance schedules. The presentation included two assessment approaches:

- Time-based life service assessment - based on standards from comparable local agencies (American Fork, Lehi, Saratoga Springs, and Pleasant Grove)
- Cost-based replacement assessment - tracking repair-to-value ratios

Captain Cannon showed how the fleet's condition had improved over the past 6-12 months through the addition of new vehicles, including the new Rosenbauer ladder truck, a new engine received last month, and a new ambulance expected in March. He emphasized that vehicles reaching certain age thresholds wouldn't automatically be replaced, as decisions would incorporate cost analysis as well.

Board Member Ostler questioned whether comparing with neighboring agencies with higher call volumes was appropriate, noting that Lone Peak's lower call volume might result in less wear and tear on vehicles. Captain Cannon clarified that the framework was meant as a guideline rather than a rigid rule, and that cost-based analysis would be the primary driver of replacement decisions. The cost-based analysis matrix showed significant costs associated with the department's two BC command vehicles (Ford F-150s from 2018), with repair costs exceeding 15% of replacement value in 2025 and 19-24% in 2023. Chief Patten explained these trucks had experienced major mechanical issues, including motor replacement, turbo problems, timing belt issues, and transmission failures, partly due to the vehicles having turbocharged engines not suited for emergency response use patterns.

Board members discussed the vehicle types needed, with Chief Patten confirming they were looking at Chevy LT models (mid-range, not high-end) with non-turbocharged engines. He noted that command vehicles require approximately \$15,000 in lighting, siren, and radio equipment, which is factored into replacement considerations.

The presentation concluded by emphasizing that the matrix provides objective data for decision-making but doesn't mandate automatic replacements at specific intervals or cost thresholds.

3. CONSENT AGENDA

a. 2026 Meeting Schedule

Annual Meeting Schedule for the 2026 Calendar Year

Executive Director Wells presented the proposed 2026 meeting schedule. Board Member Carla Merrill asked about potentially moving the April 1st meeting due to travel plans, but it was noted that this date was important for budget approval timing. The Board agreed to keep the schedule as proposed with the possibility of revisiting the April meeting date if needed closer to the time.

Board Member Kurt Ostler MOVED to approve the 2026 Regular Meeting Schedule.

Board Member Jason Thelin SECONDED the motion.

The vote was recorded as follows:

Board Member Kurt Ostler	Yes
Board Member Brittney Bills	Absent
Board Member Carl Merrill	Yes
Board Member Jason Thelin	Yes

The motion passed 3:0

Chair Rodela indicated she needed to leave the meeting soon and Board Member Ostler agreed to conduct the rest of the meeting.

4. VEHICLE REPLACEMENT/PURCHASE FOR FIRE DEPARTMENT

The Board will consider the replacement and purchase of vehicles to be used by the Fire Department.

A staff report from Chief Patten explained that during the November 10, 2025 Board meeting, staff presented a financial update covering the final quarter of Fiscal Year 2025. As part of that discussion, staff indicated that pending completion of the annual audit, the District is projected to finish the fiscal year with an estimated \$3.4 million in total fund balance (not including recent wildland net revenue), approximately \$840,000 of which is attributable to the Fire Department. The Fire Department currently operates two 2018 Ford F-150 administrative vehicles. As was shown as a part of the fleet replacement plan in this meeting, both units have exceeded their intended service life, are experiencing increasing maintenance/repair needs, and no longer meet current safety and reliability expectations. These vehicles are scheduled to be surplussed and sold. To ensure safe and dependable transportation for administrative and operational functions, the Department recommends replacing them and adding one additional vehicle to meet current administrative needs including battalion chief coverage, trips for training and conferences, and growing needs in the wildland urban interface area. Listed below are the costs of the vehicle and additional equipment.

- (3) 2026 Chevrolet 1500 - \$48,828
- (3) Vehicle Lighting & Equipment per vehicle - \$15,000
- TOTAL = \$191,484

Staff proposed that the purchase be funded from the Fire Department's portion of the general fund balance. Originally, staff had budgeted for these items to be split between the vehicle lease line (10-47-74) in the current fiscal year budget and fund balance savings from the vehicle lease line in the prior fiscal year. However, given the amount of fund balance, staff felt it made sense to pull the entire purchase from fund balance. This purchase, when combined with the police vehicle outright purchases previously approved by the board, will decrease the fund balance to approximately \$3,000,000.

Board Member Ostler asked if the light packages can be taken from the old trucks and added to the new trucks. Chief Patten stated he will look into that matter, but typically the light package is specific to each truck model.

Board Member Jason Thelin MOVED that the Lone Peak Public Safety District Board authorizes the use of the Fire Department fund balance to purchase three administrative vehicles and the emergency lighting/equipment packages for the vehicles, as outlined in this report.

Board Member Kurt Ostler SECONDED the motion.

The vote was recorded as follows:

Board Member Kurt Ostler	Yes
Board Member Brittney Bills	Absent
Board Member Carl Merrill	Yes

The motion passed 3:0

Chair Kim Rodela left the meeting at 8:21 a.m.

5. DEPARTMENT REPORTS

a. Administration

Discussion on Fund Balance

Finance Director David Mortensen presented an analysis of the district's fund balance, which has grown significantly in recent years to approximately \$3.4 million (not including the most recent wildland surplus of approximately \$150,000-\$200,000). He displayed charts showing the growth pattern over five years, with fund balances assigned to administration (\$830,000), police (\$1.9 million), and fire (\$840,000). He explained that conservative budgeting practices, interest revenues exceeding projections, and expenditures consistently coming in below budget were primary contributors to the growing fund balance. Other factors contributing to the surplus included:

- For administration: lower-than-budgeted dispatch costs and legal fees
- For police: vehicle sales, Alpine School District revenues above budget, security service revenues, unfilled positions, and lower-than-budgeted 401k participation
- For fire: wildland surplus, ambulance service revenues, Utah County call reimbursements, and lower-than-budgeted vehicle lease payments

Mr. Mortensen outlined potential uses for the fund balance, including already-approved purchases (ambulance, brush truck, equipment) and potential payments to Alpine (\$150,000) and Highland (\$300,000) as previously discussed. He also suggested the board consider establishing a dedicated capital fund for equipment replacement and determining an appropriate fund balance level to maintain.

Board members discussed whether the district needed such a large fund balance and considered strategies for potentially returning funds to the cities or reducing future assessments. Board Member Thelin suggested setting specific fund balance targets for each department (Fire, Police, Administration) and using excesses to reduce city assessments in future budget cycles.

Erin Wells expressed that it might be sensible to maintain sufficient fund balances to avoid midyear adjustments that could necessitate changing city allocations. There was no specific decision made on altering fund balances, but the discussion highlighted a need for continued evaluation and possible action in the future.

Fire Department Financing Payoff Option

Mr. Mortensen presented the option of using fund balance to pay off the remaining \$102,000 owed on the transport vehicle. This would reduce future lease payments and free up budget capacity for the new ladder truck payments starting in FY27. Board Member Merrill requested an analysis comparing the interest rate on the lease versus interest earned on fund balance before making a decision.

b. Police Department

Chief Gwilliam reported that the police department was fully staffed for the first time in several years. He noted that hiring pools for law enforcement officers was increasing, with applications nearly doubling in the past two years after the post-2020 downturn in interest. He expressed satisfaction with the quality of new recruits.

c. Fire Department

Chief Patten brought fire truck calendars for Board Members, noting that Lone Peak's new ladder truck was featured on the cover of the Rosenbauer 2026 calendar. He thanked representatives of both Highland and Alpine Lone Peak Public Safety District APPROVED Minutes – December 10, 2025

City for their support of the Fire Department, noting the Department is operating with a positive balance and making an impact on the communities it serves.

Thank You to Outgoing Board Members

Executive Director Erin Wells, along with Chiefs Patten and Gwilliam, presented boxing gloves as gifts to outgoing Board Members Kurt Ostler and Jason Thelin in recognition of their service. Both chiefs expressed their gratitude to the outgoing board members for their support in improving the departments.

Mayor Ostler and Board Member Thelin both reflected on the positive changes they had witnessed during their tenure, particularly praising the leadership of both Chiefs in creating positive departmental cultures and improving services.

6. CLOSED SESSION

The Board may recess to convene in a closed session for the purpose of discussing items as provided by Utah Code Annotated §52-4-205.

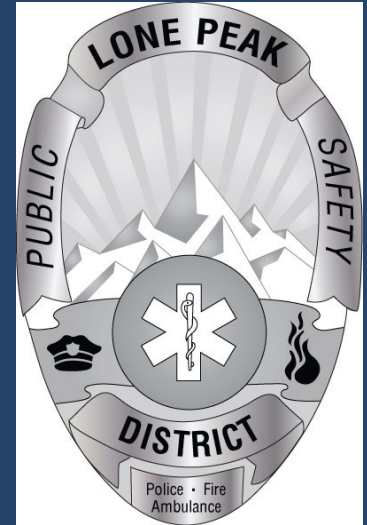
ADJOURNMENT

Board Member Merrill MOVED to adjourn the regular meeting and Board Member Thelin SECONDED the motion. All voted in favor and the motion passed unanimously.

The meeting adjourned at 9:09 PM.

I, Heather White, Deputy Recorder, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on December 10, 2025. This document constitutes the official minutes for the Lone Peak Public Safety District Board Meeting.

Heather White, Highland City Deputy Recorder

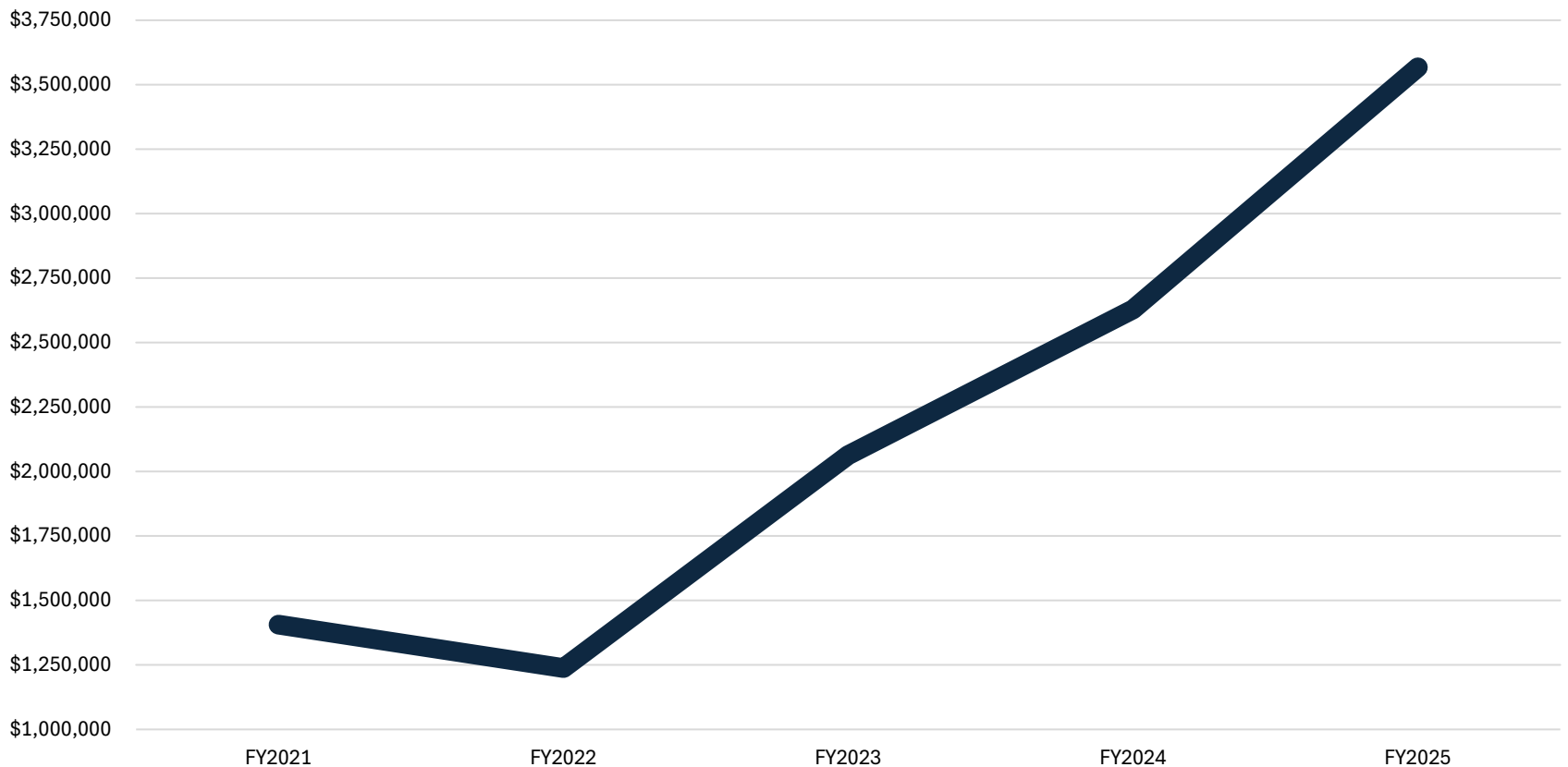


LPPSD FUND BALANCE

Presented by – David Mortensen, Finance Director

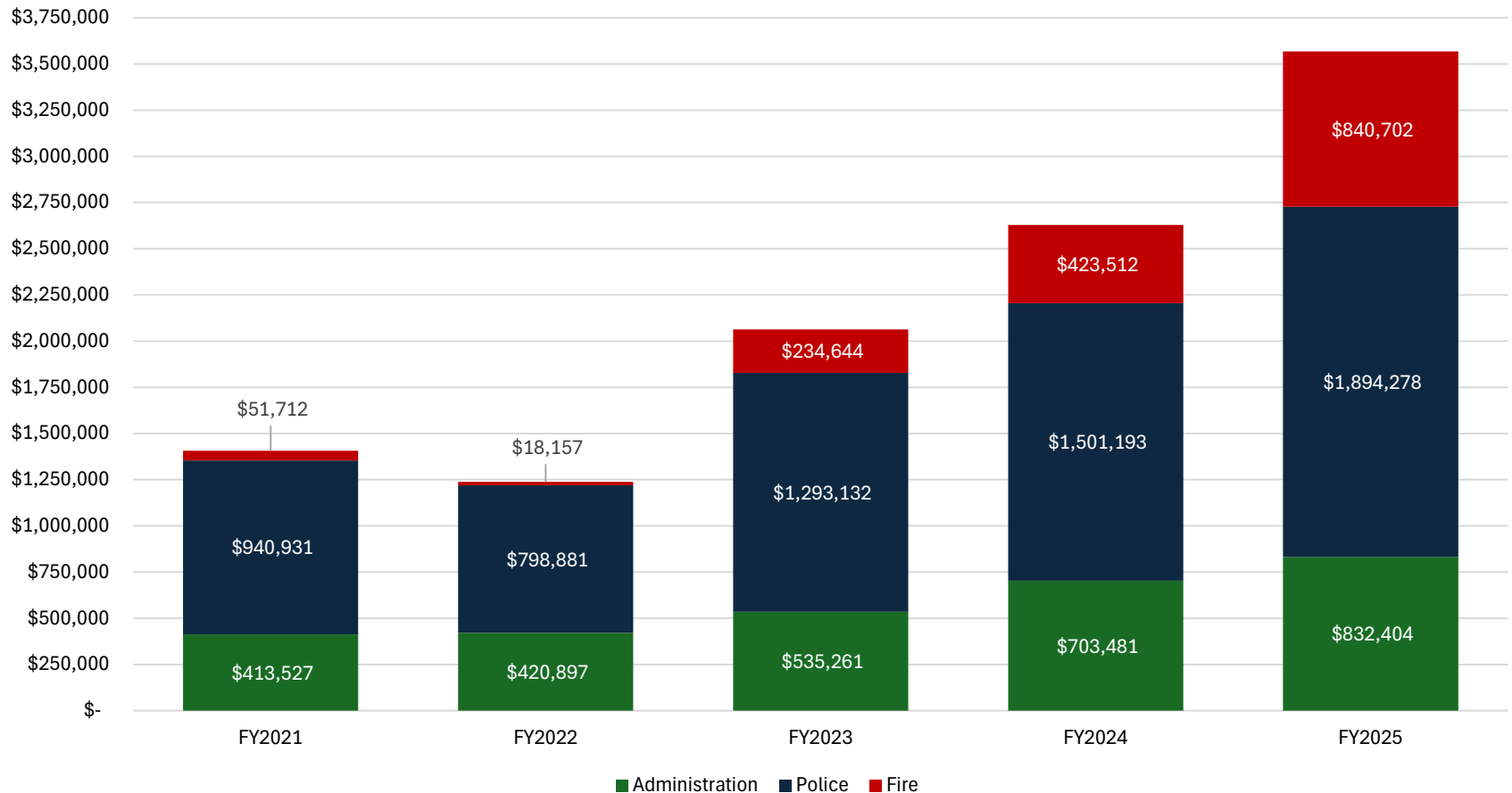
Fund Balance FY21-FY25

LPPSD Fund Balance



Fund Balance by Dept

LPPSD Fund Balance



Reasons for Increase

- Administration
 - Interest income above budget
 - Expenditures below budget (dispatch, legal fees, misc.)
- Police
 - Sales of assets
 - Alpine School District revenue above budget
 - Security services revenue above budget
 - Miscellaneous income
 - Expenditures below budget (crossing guards, PT, 401(k), insurance, vehicle lease, misc.)

Reasons for Increase

- Fire
 - Sales of assets
 - Wildland surplus
 - Ambulance services revenue above budget
 - Utah County calls/reimbursements above budget
 - Miscellaneous income
 - Expenditures below budget (401(k), insurance, vehicle lease, misc.)

Potential Use of Fund Balance

- Fire (Beginning estimated = \$840,000)
 - Ambulance - \$403,000 – previously approved
 - Brush Truck - \$80,000 – previously approved
 - Ladder Equipment - \$60,000 – previously approved
 - Engine Equipment - \$70,000 – previously approved
 - Admin Trucks - \$200,000 – proposed Dec 2025
 - Pay off Transport - \$102,000 – proposed Dec 2025
 - Revenue from sale of Tower = \$340,000 added to FY26 fund balance
- Remaining estimated = \$265,000

Potential Use of Fund Balance

- Police (Beginning estimated = \$1,900,000)
 - 2025 Vehicle Purchases - \$200,000 – previously approved
 - Remaining estimated = \$1,700,000
- Administration (Beginning estimated = \$830,000)
 - Alpine Gap - \$150,000
 - Highland Payout - \$300,000
 - Remaining estimated = \$380,000

Overall Considerations

- Creation of a capital fund to fund small equipment purchases
- Balances don't necessarily need to stay within the assigned department
- Staff recommends keeping some amount of fund balance so any mid-year budget adjustments approved by the board can be made without changing city allocations