

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**

January 20, 2026, 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 – Vice Chair Harris
  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](mailto:publiccomment@unifiedfire.org) until 7:00 a.m. January 19, 2026. Emailed comments submitted prior to 7:00 a.m. January 19, 2026, 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 – Vice Chair Harris
    - a. December 9, 2025
  4. Board Chair and Vice Chair Elections – District Administrator Anderson
  5. Review/Approval of Arbitrage Payment on the Lease Revenue Bonds, Series 2021 –CFO Hill
  6. Fire Station Design Award –Fire Chief Burchett
  7. UFSA Finance Committee Update – Chair Overson

a. No Meeting

8. District Administrator Report – District Administrator Anderson

a. Conflict of Interest Disclosure Form

9. 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).)

10. Adjournment – Vice Chair Harris

**The next Board meeting will be held on February 17, 2026, 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 15th day of January, 2026, 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

DECEMBER 9, 2025, 8:30 AM (or immediately following the UFA Board Meeting)  
Electronically via Zoom Webinar/UFA Headquarters-3380 South 900 West SLC, UT 84119

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- Call to Order

Quorum present

Chair Hull called the meeting to order at 9:07 am.

- Public Comment

None

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

- Approval of Joint UFSA/LBA Minutes

a. November 18, 2025 UFSA LBA Joint Board Meeting Minutes

Mayor Knopp made a motion to approve the minutes from the November 18, 2025, UFSA Board Meeting as submitted. Mayor Overson seconded the motion, and all voted in favor; none opposed.

- Approval of 2026 UFSA Board Meeting Schedule

Mayor Overson made a motion to approve the 2026 UFSA Board Meeting Schedule as presented. Council Member Stewart seconded the motion, and all voted in favor; none opposed.

- Consider Resolution 12-2025A to Approve Proposed Exhibit A to the UFA/UFSA Interlocal Agreement for Services For Calendar Year 2026

CFO Hill introduced Resolution 12-2025A, requesting Board approval of the updated Exhibit A to the interlocal agreement between the Unified Fire Authority (UFA) and the Unified Fire Service Area (UFSA). He explained that Exhibit A identifies UFA employees who dedicate a portion of their time to providing administrative and operational support to UFSA. The exhibit includes updated percentages and associated costs and is reviewed annually in accordance with the interlocal agreement approved in 2017.

Tony noted that minor staffing adjustments were reflected within the finance department; other staff allocations remained unchanged. The updated allocation results in a total annual cost to UFSA of just under \$400,000.

Councilmember Stewart made a motion to approve Resolution 12-2025A to Approve Proposed Exhibit A to the UFA/UFSA Interlocal Agreement for Services for Calendar Year 2026. Mayor Knopp seconded the motion, and a roll call vote was taken.

Bailey	Yes	Bourke	Yes
Butterfield	Yes	Gettel	-
Harris	Yes	Huish	Yes
Hull	Yes	Jackson	Yes
Knopp	Yes	Overson	Yes
Stewart	Yes	Stavros	Yes
Westmoreland	Yes		

• Public Hearing to Receive and Consider Comments on the Final 2026 Budget

Councilmember Stewart made a motion to open the Public Hearing to Receive and Consider Comments on the Final 2026 Budget. Mayor Knopp seconded the motion, and a roll call vote was taken.

Bailey	Yes	Bourke	Yes
Butterfield	Yes	Gettel	-
Harris	Yes	Huish	Yes
Hull	Yes	Jackson	Yes
Knopp	Yes	Overson	Yes
Stewart	Yes	Stavros	-
Westmoreland	Yes		

With the public hearing open, CFO Hill gave an overview of the budget, highlighting the proposed revenue of \$76.5 million, of which \$71.3 million is property tax, and noting other revenues such as impact fees, fee-in-lieu, and other miscellaneous totaling \$5.2 million.

Proposed Expenditures for 2026

UFA Contract Fee \$59.6 million

Sandy Contract \$1.4 million

Debt Service Payments \$4.9 million

Capital Maintenance is just under \$700,000

Other small administrative and general costs are detailed in the budget. The tentative budget includes an estimated contribution to the fund balance of approximately \$1.4 million.

CFO Hill highlighted that there are no new budgeted expenditures for 2026 in the capital projects fund. The debt service fund is budgeted at approximately \$4.9 million to cover debt service.

Chair Hull asked for any public comments during the open public hearing. David Arnold from White City addressed the Board. He thanked the police and fire department for their services. Mr. Arnold raised concerns regarding large increases in fire taxes over the last five years and comparative tax rates between Sandy City and unincorporated county areas. He asked for an explanation of cost drivers and reasons for the large increases.

UFSA District Administrator Anderson explained that UFSA is funded almost entirely through property taxes. Property tax in the State of Utah is the dollar amount that you request every year, which stays static. UFSA would not get any additional money unless it chose to do a tax increase. Recent increases (2024 and 2025) funded additional staffing to meet population growth and call volume (new engine companies and four-person crews in Big Cottonwood, Little Cottonwood, Eagle Mountain, Kearns). Prior to the previous two years increases, it had been seven years since a tax increase.

Staff highlighted that the organization has done a good job managing tax increases. Tax calculations are based on home valuations; although rates may appear high, actual percentage rates have decreased as property values increased.

The Unified Fire Service Area covers the unincorporated county plus multiple cities within Salt Lake County including Eagle Mountain City, with revenue proportional to service delivery. UFSA also provides mutual aid and contracted services (e.g., Sandy City) for broader emergency coverage. Mr. Arnold thanked the Board and staff for clarification.

Chair Hull asked if there were any other public comments concerning the 2026 budget. Seeing none, Councilmember Stewart made a motion to close the Public Hearing to Receive and Consider Comments on the Final 2026 Budget. Mayor Knopp seconded the motion, and a roll call vote was taken.

Bailey	Yes	Bourke	Yes
Butterfield	Yes	Gettel	-
Harris	Yes	Huish	Yes
Hull	Yes	Jackson	Yes
Knopp	Yes	Overson	Yes
Stewart	Yes	Stavros	-
Westmoreland	Yes		

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- Consider the Resolution 12-2025B Approving the 2026 Final Budget

Mayor Overson made a motion to approve Resolution 12-2025B, Approving the 2026 Final Budget. Council Member Stewart seconded the motion, and a roll call vote was taken.

Bailey	Yes	Bourke	Yes
Butterfield	Yes	Gettel	-
Harris	Yes	Huish	Yes
Hull	Yes	Jackson	Yes
Knopp	Yes	Overson	Yes
Stewart	Yes	Stavros	-
Westmoreland	Yes		

- Consider Adoption of UFSA Policies and Procedures Chapter 12-Privacy Program Policy

District Administrator Anderson informed the Board that State legislation mandates annual privacy programs for government entities. UFSA, with no employees, primarily collects and distributes funds, with limited public interaction. The proposed policy is based on a state-provided template, slightly adapted for UFSA. The new policy ensures compliance, data security, and privacy reporting. UFA policies will also be reviewed for parallel compliance.

Councilmember Stewart made a motion to adopt Chapter 12, Privacy Program Policy. Mayor Overson seconded the motion, and a roll call vote was taken.

Bailey	Yes	Bourke	Yes
Butterfield	Yes	Gettel	-
Harris	Yes	Huish	Yes
Hull	Yes	Jackson	Yes
Knopp	Yes	Overson	Yes
Stewart	Yes	Stavros	-
Westmoreland	Yes		

- District Administrator Report-Rachel Anderson

District Administrator Anderson thanked the UFSA Board Members who are departing and thanked them for their service.

Rachel reminded the Board that chair and vice chair elections will take place in the January/February meetings. Council Member Harris is the current vice chair and can transition to the board chair, leaving the vice chair seat open.

- Possible Closed Session

None

- Adjournment

Council Member Stewart moved to adjourn the December 9, 2025, UFSA Board Meeting. Mayor Overson seconded the motion, and all voted in favor; none opposed.

BOARD MEMBERS IN ATTENDANCE

Council Member Tyler Huish

Mayor Dan Knopp

Mayor Tom Westmoreland

Council Member Sheldon Stewart

Mayor Roger Bourke

Council Member Kathleen Bailey

Council Member Trish Hull

Council Member Catherine Harris

Mayor Cheri Jackson

Mayor Kristie Overson

Council Member Chystal Butterfield

BOARD MEMBERS ABSENT

Mayor Dustin Gettel

Chris Stravros

STAFF IN ATTENDANCE

CFO Tony Hill

District Manager Rachel Anderson

Clerk Micayla Dinkel

ATTENDEES

Chief Burchett

AC Dern

Courtney Samuel

DC Greensides

AC Russell

DOC Easton

FM Watkins

OC Kay

AC Robinson

BC Fossum

HRD Day





## 2026 UFA/UFSA Board Sub-Committees

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

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
		X-UFSA
	Jackson	Millcreek-UFSA
		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
	Jackson	Millcreek
	Overson	Taylorsville

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
	Jackson	Millcreek

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



### Information and Instructions

*This form was prepared in compliance with the Utah Public Officers' and Employees' Ethics Act, Utah Code Ann. § 67-16-16, which requires "special public officers" to prepare a written conflict of interest disclosure statement and submit it to the governing body of the district **no sooner than January 1 and no later than January 31** of each year during which the special public officer holds elected or appointed office. This form requires a response to each item of information described in Utah Code Ann. § 20A-11-1604(6). This requirement only applies to districts with an annual budget of \$10 Million or greater.*

*"Special public officers" include members of a board of trustees of a special district or members of an administrative control board of a special service district.*

*This disclosure form shall be posted on the district's website within ten days of submission, and the Lieutenant Governor of Utah will be provided with a link to the electronic posting.*

***Note that it is unlawful for a special public officer to fail to comply with these requirements. Special public officers who fail to comply are guilty of a class B misdemeanor, and the district is required to report violations to the attorney general. Additionally, the district must impose a civil fine of \$100 against special public officers who violate these requirements.***

*The district shall notify special public officers of a failure to comply within 5 days after the district determines that a violation has occurred and shall direct the officer to submit a report or an amended report to correct the problem within seven days.*

*For a special public officer who is also a state legislator, a member of a legislative body of a county or municipality, or who is otherwise required to make a written disclosure under another provision of law, you are not required to submit a second conflict of interest disclosure form, but you must provide a link to the disclosure statement posted on such relevant agency's website.*

*For more detailed information on these requirements, please refer to Utah Code Ann. § 67-16-16.*

*This form uses tables. Please add as many additional rows as necessary for each item.*

Date This Form was Completed	
Name of Officeholder	

### **Section 1: Employment**

*You must disclose all current employers as well as any employers during the preceding year.*

Current Employer	Address	Occupation/Job Title

Non-current Employers from Preceding Year	Address	Occupation/Job Title

### **Section 2: Entities in which you are an owner or officer**

*You must disclose all current entities as well as any entities during the preceding year.*

Name of Entity (Current)	Type of business or activity conducted by the entity	Your position in the entity

Non-current Entities from preceding year	Type of business or activity conducted by the entity	Your position in the entity

### **Section 3: Income Sources**

*You must disclose each individual or entity from whom you have received \$5,000 or more in income currently and during the preceding year.*

*If you provide goods or services to multiple customers or clients as part of a business or a licensed profession, you are only required to provide this information in relation to the entity or practice through which the regulated officeholder provides the goods or services and you are not required to provide the information in relation to individual customers or clients.*

Name of Individual or Entity	Type of business or activity conducted by the individual or entity

**Section 4: Investments**

*You must disclose each entity in which you hold any stocks or bonds having a fair market value of \$5,000 or more as of the date of disclosure or during the preceding year but excluding funds that are managed by a third party, including blind trusts, managed investment accounts, and mutual funds.*

Name of Entity (Current)	Type of business or activity conducted by the entity

Non-current Entities from Preceding Year	Type of business or activity conducted by the entity

**Section 5: Leadership Roles**

*You must disclose each entity in which you currently serve, or served in the preceding year, in a paid leadership capacity or in a paid or unpaid position on a board of directors. Do not include entities that you already included in Sections 2, 3 or 4.*

Name of Entity (Current)	Type of business or activity conducted by the entity	Your position in the entity

Non-current Entities from Preceding Year	Type of business or activity conducted by the entity	Your position in the entity

**Section 6: Real Property (Optional)**

*You may disclose a real property that you hold an ownership or other financial interest that you believe may constitute a conflict of interest.*

Property Details	Type of Interest Held

**Section 7: Spouse**

*You must disclose the name of your spouse as well as all current employers as well as any employers during the preceding year.*

Name of Spouse	
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Current Employer of Spouse	Address	Occupation/Job Title

Non-current Employers of Spouse from Preceding Year	Address	Occupation/Job Title

### Section 8: Other Adult Household Members

*You must disclose the name of any adult in your household who is not related by blood or marriage as well as all current employers and occupations. Please copy and paste these tables if you need to disclose more than one individual.*

Name of Individual	
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Current Employer of Individual	Address	Occupation/Job Title

### Section 9: Additional Disclosures (Optional)

*You may disclose any other matter or interest that you believe may constitute a conflict of interest.*

Description	
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**I certify that I believe this form to be true and accurate to the best of my knowledge.**

\_\_\_\_\_  
Signature of Special Public Officer