



UNIFIED FIRE SERVICE AREA BOARD MINUTES

JANUARY 20, 2026, 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

Vice Chair Harris called the meeting to order at 8:34 am.

- Public Comment

None

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

- Approval of Joint UFSA/LBA Minutes

a. December 9, 2025 UFSA LBA Joint Board Meeting Minutes

Mayor Jackson made a motion to approve the minutes from the December 9, 2025, UFSA Board Meeting as submitted. Council Member Butterfield seconded the motion, and all voted in favor; none opposed.

- Board Chair and Vice Chair Elections

District Administrator Anderson explained that chair and vice chair elections are held annually in January. Historically, the Board has followed tradition where the chair serves for two years, and the vice chair typically rolls into the chair, but she emphasized that this is a tradition rather than a requirement, and the Board may choose any approach each year.

Rachel noted that due to Trish Hull no longer serving in her city council role, she is no longer on the UFSA Board. Council Member Catherine Harris served as a vice chair the prior year; therefore, the expectation was that she might be elected as chair, at the Board's full discretion.

Mayor Jackson made a motion to appoint Council Member Catherine Harris as the UFSA Board Chair. Mayor Gettel seconded the motion, and all voted in favor; none opposed.

Council Member Huish made a motion to appoint Mayor Cheri Jackson as the UFSA Vice Chair. Council Member Bailey seconded the motion, and all voted in favor; none opposed.

Rachel highlighted the new board members in attendance and stated that they will be sworn in during the February or March UFSA meetings. Rachel encouraged the new board members to attend the UFA/UFSA new board member orientation with Chief Burchett and staff to help familiarize themselves with UFSA. Chair Harris reminded the new board members to send their official board appointments to Clerk Micayla Dinkel. Chair Harris welcomed the new members of the UFSA Board, Mayor Jared Gray from Eagle Mountain and Mayor Scotty John from Brighton.

- Review/Approval of Arbitrage Payment on the Lease Revenue Bonds, Series 2021

CFO Hill requested Board approval to proceed with an arbitrage/yield reduction payment associated with UFSA's 2021 lease revenue bond issuance. Tony stated that a formal budget amendment would be brought later, following proper public notice. Tony introduced Japeth McGee, UFSA's public finance advisor, who was present to support and answer questions the board might have.

Bond Background and Timeline

- March 30, 2021: UFSA issued \$34.9 million in construction bonds to build five new fire stations.
- UFSA had three years to spend down the bond proceeds, ending March 30, 2024.
- If not spent by then, unspent funds were required to be moved into a yield-restricted account.
- Due to known construction delays (including issues related to Station 112) and remaining punch list items, UFSA did not meet the full three-year spend-down requirement.
- Between March 30, 2024 and August 5, 2024, UFSA retained \$4.3 million in unexpended construction funds while withholding final payments/retainage pending completion of punch list items.

Use of SLGS ("SLUGS")

- On August 5, 2024, UFSA transferred the remaining funds to State and Local Government Series (SLGS) securities (commonly called "slugs"), a U.S. Treasury program designed to help state and local governments comply with IRS yield restriction rules.
- CFO Hill explained that these securities have been in use since 1972 and are intended for the proper investment of bond proceeds.

Arbitrage/Yield Restriction Issue

CFO Hill explained that the interest earned between March 31, 2024 and August 5, 2024 exceeded the allowable yield limit, creating a yield reduction liability (commonly referred to as arbitrage in this context). He clarified that municipal bond arbitrage concerns occur when tax-exempt borrowed funds are invested at a higher yield than permitted.

Financial Impact

- Actual interest earned during the restricted period: approximately \$69,000

- Allowable interest amount: approximately \$23,500
- Yield reduction payment due to IRS: \$46,085

CFO Hill stated the payment would be made from the construction bond account (Fund 75 – Capital Projects/Construction Fund) and would not impact the general fund. The payment is due March 30, 2026. A formal budget amendment to properly recognize the appropriation would be brought in June through the normal process.

The Board asked about process controls to ensure bond proceeds are spent as intended and to avoid returning funds. CFO Hill clarified:

- UFSA is not returning principal; only a portion of interest earnings must be returned due to yield rules.
- UFSA has earned and retained substantial interest overall, which has helped fund station construction.
- Staff monitored the timing closely but delayed the SLGS transfer to avoid restricting access to funds needed to make final payments while punch list issues remained unresolved.

The board asked whether all interest earned after moving to SLGS can be kept. CFO Hill confirmed the purpose of the SLGS investment is to maintain compliance while allowing UFSA to retain allowable interest going forward until the final station is completed.

Council Member Huish made a motion to approve the arbitrage payment on the Lease Revenue Bonds, Series 2021, as submitted. Mayor Jackson seconded the motion, and all voted in favor; none opposed.

- Fire Station Design Award

Chief Burchett showcased a design award UFSA received for Station 253 in Eagle Mountain. Chief Burchett reported that UFSA stations have received multiple Firehouse Magazine Station Design Awards, which are nationally recognized by the architect. Station 125, Station 102, and now Station 253 have received awards. Chief Burchett stated that the awards reflect favorably on the planning and station design work done over the past few years, including efforts by Assistant Chief Robinson and his team.

- UFSA Finance Committee Update

Chair Harris stated that there is an opening on the UFSA Finance Committee. Mayor Gray from Eagle Mountain expressed interest in serving on the committee.

Mayor Jackson made a motion to appoint Mayor Gray to serve as a member of the UFSA Finance

Committee. Council Member Butterfield seconded the motion, and all voted in favor; none opposed.

- District Administrator Report-Rachel Anderson

- a. Conflict of Interest and Financial Disclosure

District Administrator Anderson explained that the state legislature enacted a new law requiring all governance members (boards, councils, commissions) to complete financial disclosure and conflict of interest forms similar to those required of state legislators. The disclosure must be completed annually by January 31.

If members completed it last year, they must complete it again this year. Members may complete the form by paper or request an electronic version. If members have already completed a similar form for another entity (e.g., their city or another board), they may submit that version instead; UFSA only needs one completed disclosure per person. UFSA is required to post the disclosures on its website. Rachel requested that members submit the completed disclosure to her or Clerk Micayla Dinkel by the end of the month.

- b. Board Member Training (Once Per Term; Within 12 Months of Appointment)

District Administrator Anderson stated that board members must complete board member training once per term, and within 12 months of appointment for newly appointed members. She clarified that board appointments are legally treated as four-year terms, even if members have served for many years, and training must be renewed accordingly.

Two options were provided:

- Online training via the Utah State Auditor's website (certificate required; to be submitted to UFSA).
 - Attendance at the Utah Association of Special Districts annual convention (November), which offers training that qualifies under the statute.

Rachel stated that she would coordinate with Micayla to track members' term dates and advise individuals if retraining is required.

- c. Open and Public Meetings Act (OPMA) Annual Training

District Administrator Anderson reminded members they must complete annual OPMA training. UFSA's independent auditor reviews compliance annually and may spot-check documentation. Staff will follow up if needed.

- Possible Closed Session

None

- Adjournment

Council Member Huish moved to adjourn the January 20, 2026, UFSA Board Meeting. Mayor Jackson seconded the motion, and all voted in favor; none opposed.

BOARD MEMBERS IN ATTENDANCE

Council Member Tyler Huish	Council Member Catherine Harris
Mayor Cheri Jackson	Council Member Chystal Butterfield
Council Member Kathleen Bailey	Mayor Scotty John
SLCo Accessor Chris Stravros	Mayor Dustin Gettel
Mayor Tish Buroker	Mayor Jared Gray

BOARD MEMBERS ABSENT

Mayor Kristie Overson	Mayor Roger Bourke
Council Member Sheldon Stewart	

STAFF IN ATTENDANCE

CFO Tony Hill	
District Manager Rachel Anderson	
Shelli Fowlks	

ATTENDEES

Chief Burchett	AC Russell	AC Robinson
AC Dern	DOC Easton	BC Fossum
Courtney Samuel	HRD Day	EM Director Behunin
DC Greensides	OC Kay	Bill Brass
FF Bird	DC Prokopis	BC Bogenschutz
DC Widdison	BC Wilde	Japheth McGee