LONE PEAK PUBLIC SAFETY DISTRICT AGENDA

Wednesday, September 9, 2026
7:30 am
Highland City Hall, 5400 West Civic Center Drive, Highland, Utah 84003

7:30 AM REGULAR MEETING

Call to Order: Chair Chrissy Hannemann
Invocation: Board Member Brittney P. Bills

UNSCHEDULED PUBLIC APPEARANCES

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

1. PRESENTATIONS

a. **Police Department Accreditation Recertification – Val Shupe, Executive Director, Utah Chiefs of Police Association**

b. **Fire Department Fleet Overview – Fire Chief Brian Patten**

2. CONSENT AGENDA

a. **Approval of Meeting Minutes – May 13, 2026**

b. **Ratification of Large Purchases – July 2026 and August 2026**

3. FIRE DEPARTMENT: APPROVAL FOR SURPLUS AND DISPOSAL OF PUBLIC PROPERTY AND EQUIPMENT

The Board will consider a request to surplus the 2013 Pierce Velocity Transport Engine from the Lone Peak Fire Fleet.

4. POLICE DEPARTMENT: VEHICLE PURCHASE

The Board will consider a request to purchase four (4) vehicles for police department use.

5. DEPARTMENT REPORTS

a. **Administration**
   - I. **Ethical Behavior Pledge**
   - II. **Quarterly Finance Report**
   - III. **Total Compensation Study**

b. **Police Department**
   - I. **AI Report Writing Software**

c. **Fire Department**
   - I. **Wildland Deployment Update**
   - II. **Part-time Staffing**

6. CLOSED MEETING

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

ADJOURNMENT

In accordance with Americans with Disabilities Act, Lone Peak Public Safety District will make reasonable accommodations to participate in the meeting. Requests for assistance can be made by contacting the Recorder at (801) 772-4505 at least three days in advance of the meeting.

ELECTRONIC PARTICIPATION
Members of the Governing Board may participate electronically during this meeting.

CERTIFICATE OF POSTING
I, Stephannie Cottle, the duly appointed Recorder, certify that the foregoing agenda was posted at the principal office of the public body, on the Utah State website (http://pmn.utah.gov), and on Lone Peak Public Safety District website (www.lonepeakpublicsafety.org).

Please note the order of agenda items are subject to change in order to accommodate the needs of the Governing Board, staff, and the public.

Posted and dated this agenda on the 3rd of September 2026 **Stephannie Cottle, CMC|UCC, LPPSD Recorder**

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL LONE PEAK PUBLIC SAFETY DISTRICT BOARD MEETINGS.

LONE PEAK PUBLIC SAFETY DISTRICT MINUTES

Wednesday, May 13, 2026
7:30 am
Waiting Formal Approval

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

7:30 AM REGULAR MEETING

Call to Order: Chair Chrissy Hannemann
Invocation: Board Member Kim Rodela

The meeting was called to order by Chair Chrissy Hannemann as a regular meeting at 7:32 am. The meeting agenda was posted on the *Utah State Public Meeting Website* at least 24 hours prior to the meeting.

PRESIDING: Chrissy Hannemann, Chair

BOARD MEMBERS:
Brittney P. Bills – present
Carla Merrill – present
Kim Rodela – present
Brent Rummler - present

STAFF PRESENT: LPPSD Executive Director Erin Wells, LPPSD Assistant Executive Director Shane Sorensen, Fire Chief Brian Patten, Police Chief Brian Gwilliam, LPPSD Recorder Stephannie Cottle, LPPSD Attorney Walter J. Bird, Human Resources Generalist Jess Andra (left at 8:13 am)

OTHERS PRESENT: Doug Cortney, Brian Hodson, Zach Burkard, Jake Beck, Rusty Bybee, Tayton Christiansen, Liz Rice, Colter Christen, Owen Olsen, Griff Cannon, Nancy Jones, Taylor Lythgoe, Kaden Coleman, Charlie Thurston, Melissa Fahrni

UNSCHEDULED PUBLIC APPEARANCES

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

There were no public comments.

1. CONSENT AGENDA

a. Approval of Meeting Minutes – April 1, 2026

Board Member Brent Rummler MOVED to adopt the consent agenda.

Board Member Kim Rodela SECONDED the motion.

The vote was recorded as follows:

Board Member Brittney P. Bills Yes
Board Member Carla Merrill Yes

Board Member Kim Rodela *Yes*
Board Member Brent Rummler *Yes*

The motion passed 4:0

2. LONE PEAK PUBLIC SAFETY DISTRICT BUDGET ADJUSTMENTS FY 2025-2026

The Board will consider budget adjustments for Lone Peak Public Safety District FY 2025-2026**.**

LPPSD Executive Director Wells presented the year-end budget adjustments for FY 2025–2026. Because the Board meets every other month, these adjustments were presented in May rather than the typical June timeframe, and Ms. Wells noted that the figures reflect somewhat rounded estimates as a result. Ms. Wells highlighted the following key adjustments:

- **Revenue increases** included modest additional revenue in the Police Department from report fees and similar services; $17,000 in lease revenue carried over from FY 2025 due to timing, with a corresponding offsetting expense; and an additional $62,000 in ambulance charges for services, reflecting the Fire Department's continued growth in call volume. A $2,000,000 revenue and expense entry was noted as an audit-driven recognition of the Zions Bank lease financing for the previously authorized ladder truck and engine — funds that never directly touched the District's accounts but must be recognized per auditor requirements. The sale of the Pierce Tower generated approximately $350,000, which was used first to retire a $100,000 remaining lease obligation, with the balance applied toward equipment for the new engine.
- **Expenditure adjustments** included previously Board-authorized vehicle purchases for the Police Department, dispatch server upgrades, administration vehicles and a side-by-side for the Fire Department, and costs related to the new vehicles authorized in 2022 now being taken into ownership. Wildland budget adjustments were also presented, estimating $495,000 in Wildland revenue with offsetting expenses and a net positive outcome for that program.

Ms. Wells noted that total fund balance, accounting for these adjustments and the tentative FY 2026–2027 budget, is projected to remain near $2,000,000 across all departments, not including Wildland revenue due to its inherent uncertainty.

Chair Hannemann asked for clarification on the revenue source column, specifically whether certain revenues would be charged back to the member cities. Ms. Wells confirmed that departmental revenues — such as fees collected for police reports — are retained by the District and do not flow back to the cities, though the Board could consider such refunds in future years as fund balance grows.

Board Member Brent Rummler MOVED to approve the resolution adjusting the Lone Peak Public Safety District fiscal year 2025-2026 budget as proposed.

Board Member Brittney P. Bills SECONDED the motion.

The vote was recorded as follows:

Board Member Brittney P. Bills *Yes*
Board Member Carla Merrill *Yes*
Board Member Kim Rodela *Yes*

Board Member Brent Rummler Yes

The motion passed 4:0

Later in the meeting, Ms. Wells mentioned that the Board did not open a public hearing regarding the budget adjustments and District Attorney Bird suggested that the Board open a public hearing and revote on the budget adjustments following the public hearing.

Chair Chrissy Hannemann opened the public hearing at 8:16 am.

There were no public comments

Chair Chrissy Hannemann closed the public hearing at 8:16 am.

Board Member Brittney P. Bills MOVED to approve the resolution adjusting the Lone Peak Public Safety District fiscal year 2025-2026 budget as proposed.

Board Member Kim Rodela SECONDED the motion.

The vote was recorded as follows:

Board Member Brittney P. Bills Yes
Board Member Carla Merrill Yes
Board Member Kim Rodela Yes
Board Member Brent Rummler Yes

The motion passed 4:0

3. FORMAL APPROVAL OF DISTRICT PICK-UP OF URS EMPLOYEE CONRIBUTION FOR TIER 2 EMPLOYEES

The Board will consider a resolution approving the District pick-up of the Employee Tier 2 contribution to URS.

LPPSD Executive Director Wells presented a resolution formalizing the District's existing practice of covering the Tier 2 employee contribution gap to the Utah Retirement Systems (URS) for public safety employees — a practice that has been in place for approximately five years. She acknowledged that the item came as a short-notice addition to the agenda, explaining that during a recent URS audit, the District was informed that a formal Board resolution was required to authorize and document the pickup amount on an ongoing basis. Ms. Wells emphasized that the funds are already included in the budget previously reviewed by the Board and that no additional appropriation was being requested.

Police Chief Briam Gwilliam provided historical context, noting that the pickup was implemented around 2021 amid significant law enforcement staffing pressures. At that time, the practice of covering the Tier 2 gap was widespread among Utah County agencies and was incorporated into the District's budget with Board awareness, though not as a standalone resolution. Chief Gwilliam confirmed that a recent survey of Utah County law enforcement agencies indicated all respondents were continuing to pick up this amount for the current year.

Board Member Rummler offered detailed background on the mechanics of the URS Tier 2 system. He explained that the Utah Legislature created Tier 2 in 2011 to reduce pension costs, establishing a 10% contribution cap for civilian employees and incrementally setting higher mandatory contribution thresholds — 12%, then 14% — for public safety employees. The current URS public safety contribution rate has risen to approximately 19.8%, creating a gap above the legislatively mandated 14% floor. State law expressly authorizes municipalities to pick up the excess for public safety employees, but does not permit a direct pickup above 10% for civilian (non-public safety) employees. Ms. Wells and the District's HR Generalist, Jess Andra, clarified that for civilian Tier 2 employees, the District addresses the gap through a quarterly bonus — a legally compliant workaround used by Highland and Alpine Cities as well.

The Board engaged in substantive discussion about the broader policy implications of the matter. Board Member Rummler expressed that while he supports competitive total compensation, he wanted to ensure that future comparisons with peer agencies are genuinely comprehensive — accounting for all elements including the URS pickup, the District's Social Security exemption, and the 401(k)-style matching contributions in lieu of Social Security. The District's HR Generalist clarified that the District contributes a base of 2.5% per employee into a URS 401 fund regardless of employee participation, and matches an additional 2.5% if the employee contributes the same, for a potential total of 7.5% — comparable to, though slightly less than, the 6.2% Social Security contribution made by agencies that are not Social Security-exempt.

Board Member Merrill expressed reservations about the late notice of the item and stated she would like more comprehensive salary and benefits data before approving future budgets. She noted she had reached out to North Utah County mayors that morning and received mixed responses regarding whether other cities were participating in the Tier 2 pickup, with at least one city not doing so and another treating it as a contentious budget issue. She indicated that while she would not oppose approval at this meeting given that the funding was already embedded in the budget, she expects a full total compensation analysis to accompany any future tentative budget.

Chair Hannemann added perspective from her prior experience with education governance, noting the long policy debate that preceded the creation of Tier 2 and expressing concern that the pickup practice effectively circumvents the intent of the legislature's cost-containment measure. She clarified she does not have a vote on the Board but wanted the concern on the record.

The Board directed staff to incorporate a comprehensive total compensation study — covering salary, URS pickup, Social Security exemption, 401 matching, and comparable peer agency data — as part of the FY 2027–2028 budget process.

Board Member Brittney P. Bills MOVED that the Board approve the resolution authorizing the Lone Peak Public Safety District to pick-up the Tier 2 employee contribution to URS.

Board Member Carla Merrill SECONDED the motion.

The vote was recorded as follows:

Board Member Brittney P. Bills Yes
Board Member Carla Merrill Yes
Board Member Kim Rodela Yes
Board Member Brent Rummler Yes

The motion passed 4:0

4. LONE PEAK PUBLIC SAFETY DISTRICT FINAL BUDGET FOR FY 2026-2027

The Board will consider the final budget for the Lone Peak Public Safety District for FY 2026-2027.

LPPSD Executive Director Wells presented the final FY 2026–2027 budget, summarizing the changes from the tentative budget previously approved by the Board. Two adjustments were noted: a minor downward correction to retirement figures that had been slightly overstated, resulting in a modest reduction of approximately $5,000 in city assessments; and the addition of $78,600 for outfitting costs (equipment, striping, and related installation) for the four approved police vehicles and motorcycle, which had been omitted from the tentative budget. Per prior Board direction, the outfitting costs are to be funded from fund balance.

Chair Chrissy Hannemann opened the public hearing at 8:15 am.

There were no public comments.

Chair Chrissy Hannemann closed the public hearing at 8:15 am.

Board Member Brent Rummler MOVED that the Board approve the resolution adopting the Fiscal Year 2026-2027 Budget for Lone Peak Public Safety District.

Board Member Carla Merrill SECONDED the motion.

The vote was recorded as follows:

Board Member Brittney P. Bills	*Yes*
Board Member Carla Merrill	*Yes*
Board Member Kim Rodela	*Yes*
Board Member Brent Rummler	*Yes*

The motion passed 4:0

5. POLICE DEPARTMENT MOTORCYCLE PURCHASE

The Board will consider a request by the Lone Peak Police Department to purchase two (2) Harley-Davidson motorcycles.

Chief Gwilliam presented a request to purchase two Harley-Davidson police motorcycles outright from fund balance rather than continuing the Department's eight-year practice of leasing motorcycles on a two-year cycle. The existing lease expired in April, and arrangements were made to retain the current units pending Board action. The total cost of the two motorcycles, including equipment and decals, is $60,590.

Responsive to a question asked by Chair Hanneman about the usefulness of motorcycles, Chief Gwilliam noted that the motorcycles are deployed from approximately March through October depending on road conditions, and are used for traffic enforcement, parades, public relations, and line-of-duty funeral escorts. He further noted their value in locations where a standard patrol vehicle cannot safely be positioned, and their utility in high-traffic conditions. Board Member Rummler confirmed these operational advantages.

Board Member Brent Rummler MOVED to approve the purchase of two Harley Davidson police motorcycles to include the additional equipment and installation.

Board Member Brittney P. Bills SECONDED the motion.

The vote was recorded as follows:

Board Member Brittney P. Bills	*Yes*
Board Member Carla Merrill	*Yes*
Board Member Kim Rodela	*Yes*
Board Member Brent Rummler	*Yes*

The motion passed 4:0

6. DEPARTMENT REPORTS

a. Administration

I. Fraud Risk Assessment

Ms. Wells presented the District's annual Fraud Risk Assessment, required by both the District's insurance carrier and the State Auditor. The District's current score is 350 out of 395 points, placing it in the "Low" risk category — unchanged from the prior year. Ms. Wells noted that achieving the "Very Low" category would require at least six additional points, which would necessitate implementing a formal internal audit function or finance committee, neither of which the Board has elected to pursue. Two specific action items were identified: staff is preparing a conflict of interest and ethical behavior statement for all Board members to sign, which will be distributed shortly; and Board members were reminded of a requirement to complete entity-specific governance training before the close of the fiscal year. Ms. Wells indicated that staff would follow up to confirm completion status and provide any necessary links or materials.

The Board was also informed that recent improvements in staff qualifications and the separation of financial duties have contributed to a clean audit record over the past three years, resolving deficiencies that had existed previously. No Board action was required on this item.

b. Police Department

Chief Gwilliam reported that the Department is preparing for the summer season, historically a busier period for law enforcement. Testing for a newly approved Sergeant position is underway, with a promotion anticipated on July 1 at the start of the new fiscal year. Concurrently, the Department has begun recruitment for a new officer position to backfill the anticipated internal promotion. Chief Gwilliam noted that this is the first recruitment in several years that is not replacing a departing officer, reflecting a period of full staffing and departmental stability over the past five to six months. Chief Gwilliam also reported on the Department's participation in a multi-county distracted driving enforcement effort during April, funded by state overtime reimbursements. The effort resulted in more than 70 traffic stops across both cities, with 30 to 40 citations issued for distracted driving.

c. Fire Department

Fire Chief Patten reported that outfitting of the new ladder truck and engine is nearing completion, with some ordered components still arriving. Both Wildland deployment crews have recently returned, with one engine crew returning less than 24 hours prior to the meeting. Chief Patten stated that fire danger is expected to be exceptionally high throughout the year, both locally and across the western United States. He briefed the Board on significant legislative developments affecting the District and member cities. House Bill 48 (2025) and House

Bill 41 (2026) together will require each city to formally adopt a Community Wildfire Protection Plan (CWPP) and a Cooperative Wildfire Services (CWS) agreement with the state, as well as a new urban interface map and the 2024 Urban Interface Code. He indicated that the CWPP is expected to be delivered to each city council for adoption within the next one to two weeks, with a target adoption date before July 1, 2026. The CWS agreement has already been completed; city managers and city attorneys have been provided with the associated MOU documents. Chief Patten explained that the CWS agreement is particularly important because it positions the state to cover costs in the event of a wildland fire within the cities, provided the District can demonstrate qualifying investments and mitigation efforts — including the new engine, water system improvements, and other in-kind contributions. He noted that failure to maintain the agreement would leave the cities financially exposed. Regarding the 2024 Urban Interface Code and the new state-dictated interface map, He clarified that the compliance and enforcement burden will fall primarily on city code enforcement staff rather than the Fire Department, as the code will be incorporated into city ordinance and will apply to both new construction and existing properties. He noted that the state's current interface map is drawn more narrowly than the District has historically defined the interface, and cities may petition to add areas but have limited ability to remove areas from the designation. Chief Patten acknowledged that wildland mitigation is an ongoing and continuous challenge given growth patterns and open space within the cities, and that any expanded community risk reduction function for the Department would require dedicated funding and staffing beyond current capacity.

7. CLOSED MEETING

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

There was no closed meeting.

ADJOURNMENT

Board Member Carla Merrill MOVED to adjourn the regular meeting and Board Member Brittney P. Bills SECONDED the motion. All voted in favor and the motion passed unanimously.

The meeting adjourned at 8:41 am.

I, Stephannie B. Cottle, LPPSD Recorder, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on May 13, 2026. This document constitutes the official minutes for the Lone Peak Public Safety District Board Meeting.

Stephannie B. Cottle, CMC, UCC
LPPSD Recorder

LPPSD Large Purchases Tracking ($25,000+)

Fiscal Year: 2026-2027

Month: July 2026

Date	Vendor	Check #	GL Account	Amount	Description
7/8/2026	Central Utah 911	41774	10-43-80, 10-43-81	$ 51,998.50	Dispatch Fees
7/8/2026	Zions Bank	41792	10-45-74, 10-47-74	$ 299,668.58	Police and Fire Lease Payments
7/15/2026	Motorola Solutions, Inc	41806	10-45-58	$ 26,365.77	Annual Police Radio Payment
7/22/2026	Harley Davidson of SLC	41826	10-45-76	$ 59,291.90	2 Harley-Davidson Motorcycles
7/29/2026	Highland City	41847	10-43-10, 10-43-90, 10-45-40, 10-45-69, 10-47-40, 10-47-69	$ 98,535.69	FY26 Quarter 4 Rent and Admin

LPPSD Large Purchases Tracking ($25,000+)

Fiscal Year: 2026-2027

Month: August 2026

Date	Vendor	Check #	GL Account	Amount	Description
8/5/2026	Utah Local Governments Trust	2729	10-45-79, 10-47-79	$ 71,848.92	Annual Auto Insurance Premiums
8/5/2026	Utah Local Governments Trust	2731	10-43-79, 10-45-79, 10-47-79	$ 28,149.47	Annual Liability Insurance Premiums
8/26/2026	Highland City	2749	10-43-91	$ 258,541.00	Refund of LPPSD Fund Balance Reserves
8/5/2026	North Valley Animal Services	41869	10-45-58	$ 36,590.00	Annual Shelter Participation Fees
8/12/2026	Alpine City Corp	41883	10-43-91	$ 140,717.00	Refund of LPPSD Fund Balance Reserves

LONE PEAK PUBLIC SAFETY DISTRICT AGENDA REPORT #4

DATE: 9/9/2026

TO: Lone Peak Public Safety District Board Members

FROM: Brian Patten, Fire Chief

SUBJECT: Approval for Surplus and Disposal of Public Property and Equipment

PURPOSE

The Lone Peak Public Safety Board will consider a request to surplus the following vehicle from the Lone Peak Fire fleet:

- 2013 Pierce Velocity Transport Engine

BACKGROUND

2013 Pierce Velocity Transport Engine

Pierce Velocity Transport Engine (Year: 2013 / Mileage:94,756 Hours:8224)

The 2013 Pierce Velocity Transport Engine currently serves as one of two backup engines within the Lone Peak Fire fleet. With the purchase of new fire apparatus as part of its ongoing fleet replacement and rotation plan, maintaining two backup engines is no longer necessary to meet the District's operational and reserve apparatus needs. The District will retain one backup engine (2014 Toyne) to provide reserve coverage when frontline apparatus is unavailable due to maintenance, repairs, training, or other operational needs.

Surplusing the 2013 Pierce Velocity Transport Engine will reduce unnecessary fleet inventory and associated maintenance, inspection, and ownership costs while allowing the District to maintain appropriate frontline and reserve fire response capabilities.

PROCESS

Once the Public Safety Board approves the disposal, the Department plans to place the vehicle on a national fire engine sale website. This is the method that has been used in the past to sell heavy apparatus as it is the best way to market a specialized piece of equipment such as this.

Memorandum

Date: August 26, 2026

To: Lone Peak Public Safety Board

From: Chief Brian J. Gwilliam
CC:

Subject: FY 2026-27 Purchase 4 Replacement Vehicles

Recommendation:

Authorize purchase of 4 vehicles for police department use.

Background:

As part of the FY 2026–27 budget, the Lone Peak Public Safety Board approved the purchase of four police vehicles: three replacement vehicles and one additional vehicle associated with the hiring of a new officer. Funding for these purchases will come from the Police Department fund balance.

The three replacement vehicles are intended to replace older, aging vehicles that have reached the end of their useful service life. The fourth vehicle will be added to the fleet to accommodate the additional sworn position.

It should also be noted that only one additional Axon in-car camera system is required. The existing Axon camera systems from the three vehicles being replaced will be transferred and installed in their respective replacement vehicles.

Listed below are the costs associated with each vehicle and the necessary equipment. All prices shown are **per unit**.

- 2027 Ford F150 - $49,219.73 (x4)	-$ 196,878.92
- Vehicle Lighting & Equipment - $21,930.69 (x4)	-$ 87,722.76
- Axon Dash Camera - $4,000 (X1)	-$ 4,000
- Vehicle Striping - $1,050 (x4)	-$ 4,200

- **TOTAL - = $ 292,801.68**

Fiscal Impact:

After the purchase of these vehicles, along with the other items budgeted for with the use of fund balance this fiscal year, the fund balance attributed to the police department will be approximately $1,200,000, not including any additional revenue over expense from FY26.

Motion:

I move that we authorize the purchase of the four replacement vehicles and related equipment outlined by Chief Gwilliam, utilizing the Lone Peak Public Safety fund balance surplus as the funding source.

FISCAL IMPACT

Funds received from the sale of this surplus vehicle will be deposited into the District's fund balance, unless otherwise directed by the Lone Peak Public Safety Board.

MOTION

I move to approve the surplus of one 2013 Pierce Velocity Transport Engine and proceed with its sale.