



## **UNIFIED FIRE SERVICE AREA FINANCE COMMITTEE MEETING MINUTES**

October 5, 2026

Meeting held both electronically via Zoom Webinar/UFA Headquarters

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### **Board Members Present:**

Mayor Overson  
Councilmember Bailey  
Mayor Jackson  
SLCo Assessor Stavros

Councilmember Butterfield  
Mayor Bourke  
Mayor Sudbury

### **Staff Present:**

Chief Burchett  
CFO Hill

Clerk Dinkel  
District Administrator Anderson

### **Guests:**

|                    |              |
|--------------------|--------------|
| AC Robinson        | AC Russell   |
| DOC Easton         | Captain Park |
| Courtney Samuel    | HRD Day      |
| OC Kay             | AC Dern      |
| Captain Greensides | DC Fossum    |

### Call to Order

Meeting called to order by Chair Overson at 11:03 a.m.

### Public Comments

No members of the public requested to speak either in person or electronically. Public comment was available live and through the posted public comment email address.

### Discussion on the 2027 Tentative Budget – CFO Hill

Chair Overson introduced the discussion of the 2027 tentative budget and invited Chief Financial Officer Hill to present the initial budget message. Chief Financial Officer Hill explained that the purpose of the meeting was to obtain the Committee's direction before presenting the budget to the full UFSA Board. The proposed schedule included an initial review at the October Board meeting, approval of the tentative budget in November, and final budget adoption in December. He invited questions throughout the presentation and offered to prepare additional information for the October Board meeting.

### **Revenue and Member Fee Assumptions**

The proposed budget used a 2% property tax revenue growth assumption for 2027. Chief Financial Officer Hill described this as a conservative estimate based on recent collections. No property tax increase was proposed.

The UFA member fee remained the largest expenditure in the UFSA budget. The January–June 2027 portion was already established through UFA’s approved fiscal-year budget. For July–December 2027, the proposed UFSA budget included a 5.5% member fee increase placeholder.

Chief Financial Officer Hill explained that this placeholder had been used consistently in recent budget planning, while actual increases had remained below that level for approximately three years. The projected annual member fee would increase from approximately \$59.2 million in 2026 to \$62.7 million in 2027.

The proposed budget assumed Eagle Mountain City would remain a member of UFSA throughout 2027. Chief Financial Officer Hill reported that there had been no significant movement toward separation.

The proposed budget included:

- \$2.5 million for payments on the 2016 bond.
- \$2.3 million for payments on the 2021 bond.
- \$1.3 million for the Sandy service contract.

Chief Financial Officer Hill explained that the Sandy contract amount was declining slightly as unincorporated areas were annexed into Sandy. Approximately half of the contract related to White City, with the remaining portion associated with unincorporated islands. Consequently, these changes were not expected to create a significant net financial impact to UFSA. The Sandy contract would continue while White City remained part of UFSA.

### **General Fund Expenditure Overview**

The proposed General Fund expenditures totaled \$78.8 million. Chief Financial Officer Hill reviewed the principal expenditure categories:

- 80% of expenditures supported the UFA member fee.
- 17.8%, or slightly more than \$14 million, supported contractual and fixed obligations, including debt service, redevelopment agency pass-through payments, the Sandy contract, separation agreement payments, and audit services.
- The remaining expenditures primarily supported tax anticipation note interest, building maintenance, and administration.

Redevelopment agency pass-through payments totaled \$7.6 million. Chief Financial Officer Hill explained that these funds were transferred directly from the counties to the redevelopment agencies. Although UFSA did not receive the funds, it was required to account for them in its budget.

The budget also included annual separation agreement payments totaling slightly more than \$100,000 to Herriman and Riverton, along with approximately \$11,500 for the outside auditor.

Chief Financial Officer Hill noted that the expenditure distribution demonstrated that the majority of UFSA funding supported operational services and established contractual obligations.

### **Fund Balance and Financial Position**

Chief Financial Officer Hill reported that UFSA remained in a strong financial position. Previous tax increases supporting expanded service in Eagle Mountain and Kearns had helped strengthen the organization’s fund balance.

The 2025 ending fund balance was \$16.5 million, or 22%. UFSA Board policy established a minimum fund balance of 15%.

The long-range projection showed fund balance increasing to 26%–27% during 2026–2028, followed by a gradual drawdown as expenditure growth exceeded revenue growth. Chief Financial Officer Hill stated that the projected financial position remained favorable through 2030.

UFA's repayment of the warehouse loan also contributed to the improved position. UFSA had received the repayment, totaling slightly less than \$1 million, during 2026, and the funds increased fund balance.

### **Detailed Revenue and Expenditure Review**

Chief Financial Officer Hill reviewed the proposed budget document, which included approximately \$80 million in total General Fund revenue. Major revenue assumptions included:

- \$66.4 million in operating property tax revenue.
- \$7.6 million in redevelopment agency pass-through revenue.
- \$154,000 in property tax increment remittances from Midvale.
- \$1 million in delinquent property taxes.
- \$2.7 million in fee-in-lieu revenue.
- \$700,000 in impact fee revenue.

The impact fee estimate was reduced to reflect slower collections. Interest income was expected to remain relatively consistent. Intergovernmental revenue primarily included Herriman and Riverton payments toward their share of bond obligations under the separation agreements.

Other expenditures reviewed included administrative supplies, Utah Association of Special Districts membership, bank fees, professional services, tax anticipation note issuance costs, potential impact fee refunds, capital maintenance, debt service, and contract payments.

Bank fees totaled slightly more than \$10,000, with most associated with electronic impact fee collections. Tax anticipation note issuance costs were \$33,000.

### **Capital Projects and Debt Service Funds**

No expenditures were proposed in the Capital Projects Fund for 2027. The fund held \$4.5 million–\$5 million for the future Station 112 replacement project, but there were no current plans to begin construction.

Debt Service Fund payments corresponded to the \$4.9 million transfer from the General Fund.

### **Clarification of Maintenance Budget Categories**

Chair Overson asked why the maintenance of buildings and land line showed no proposed expenditure when the prior year included approximately \$110,000.

Chief Financial Officer Hill explained that the noncapital maintenance and capital maintenance lines should be considered together. Prior-year projects, including carpet replacement, required noncapital classification. The projects currently identified for 2027 were expected to qualify as capital maintenance and were therefore included in that budget line.

### **Midvale Property Tax Increment Remittance**

Mayor Jackson requested clarification regarding the Midvale property tax increment remittance. Chief Financial Officer Hill explained that most redevelopment agreements provided for the county to distribute the appropriate portions directly to UFSA and the redevelopment agency. Under the Midvale agreement, the county instead sent the entire amount to the redevelopment agency, which then remitted UFSA's 20% share directly to UFSA.

The arrangement produced the same financial result but required a different accounting treatment because of the order in which the funds were distributed.

### **Professional Fees and Impact Fee Study**

The professional fees budget remained unchanged from 2026 at \$149,000. The largest component was \$110,000 for legal services and administration. Other services included trust management, continuing disclosure, and impact fee support through Zions Bank.

The proposed budget carried forward \$20,000 previously allocated for an impact fee study. The study had not been completed during 2026 because of uncertainty surrounding Eagle Mountain's potential separation. Staff were working with Zions Bank to determine the appropriate timing. Depending on the separation process, the funding could be carried forward again into 2028. Chief Financial Officer Hill noted that the last impact fee study was completed in 2021 and that an updated study remained necessary.

### **UFA Administrative Fee**

Chief Financial Officer Hill reviewed the worksheet used to calculate the cost of UFA employees who provided administrative, finance, facilities, and support services to UFSA.

The calculation incorporated employee compensation and benefit changes, along with adjustments to the percentage of time allocated to UFSA. Allocations for several positions were reduced to reflect the current workload, particularly the absence of active station construction projects.

Examples included reducing the facilities manager allocation from 80% to 70% and the logistics division chief allocation from 20% to 10%, along with reductions for support services and finance positions.

The proposed administrative fee decreased from \$399,000 to \$347,000. Chief Financial Officer Hill explained that allocations could increase again when station construction resumed.

### **Proposed Capital Maintenance Projects**

The initial capital maintenance proposal totaled \$731,000, including a recurring \$40,000 allowance for urgent equipment and appliance replacements, such as water heaters, HVAC equipment, ovens, and refrigerators.

Chief Financial Officer Hill explained that this allowance enabled facilities staff to address essential failures promptly.

The proposed station projects included:

| Station               | Proposed Work                                                                                                                                                                 |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 107—Kearns            | Replace apparatus bay doors and the concrete apron; add HVAC to bedrooms created during the remodel; replace windows. The combined work totaled slightly more than \$200,000. |
| 111—Magna             | Install a flashing warning signal to alert motorists when apparatus exited the station.                                                                                       |
| 112—Millcreek         | Repair the sewer line at an estimated cost of approximately \$44,000.                                                                                                         |
| 115—Copperton         | Replace the nonfunctioning generator. Staff reported that this was the last station generator requiring replacement.                                                          |
| 118—Taylorsville      | Repair bathrooms, complete exterior painting and repairs, and replace original, inoperable windows.                                                                           |
| 119—Emigration Canyon | Complete exterior repairs and replace windows.                                                                                                                                |

Chair Overson asked whether the Station 111 project involved a full traffic signal or flashing warning lights. Facilities staff clarified that the proposed installation would be a **flashing warning system**, consistent with installations at other stations.

Staff also requested moving the Station 109 kitchen remodel, estimated at \$120,000, from the future-project list into the 2027 budget. Although facilities staffing capacity had initially been a concern, staff believed the project could be accommodated. Adding the kitchen remodel would increase the proposed capital maintenance budget to approximately \$851,000, which Chief Financial Officer Hill described as comparable to the current year's maintenance funding.

### Long-Range Financial Plan

Chief Financial Officer Hill reviewed the long-range plan, which used the same 2% property tax growth and 5.5% UFA member fee growth assumptions.

The projected ending fund balance increased from \$16.4 million–\$16.5 million to roughly \$22 million during 2027–2028, followed by reductions in 2029–2030 as expenditures began to outpace revenue.

Chief Financial Officer Hill emphasized that property tax revenue and the UFA member fee remained the primary factors driving UFSA's financial outlook.

### Station 112 Replacement Discussion

Mayor Jackson expressed concern about continuing repairs at Station 112 and asked when a more permanent solution should be pursued. Chief Burchett explained that replacement remained dependent on information from the federal government concerning the ability to rebuild at the existing location. Alternative properties continued to be evaluated. The Eastwood property had been considered but presented significant challenges because of a fault line and its previous use as a dump site. Facilities staff were also working with a real estate agent to identify other suitable properties in the area.

Chief Burchett emphasized that the current Station 112 location provided effective service to Olympus Hills and access to 3300 South. Recent repairs had improved the living conditions, and the proposed sewer work was necessary to support continued occupancy.

If a replacement solution did not appear likely within approximately ten years, additional investment in the existing station might be necessary.

### **Committee Comments**

Committee members expressed support for the budget's conservative assumptions and the detail provided in the presentation.

Mayor Roger Bourke commended the presentation as thorough, professional, and consistent with the organization's standards. Other members also expressed appreciation for staff's work and the supporting information.

Mayor Jackson made a motion to recommend submitting the 2027 tentative budget with the addition of the kitchen remodel of Station 109 to the Board of Directors for consideration during the October UFSA Board Meeting. Mayor Sudbury seconded the motion. All voted in favor; none opposed. Motion carried unanimously.

### Closed Session

None

### Adjournment – Chair Overson

Mayor Jackson moved to adjourn the October 5, 2026, UFSA Finance Committee Meeting. Mayor Sudbury seconded the motion. All voted in favor, none opposed. Motion carried unanimously.