

THIS AGENDA IS SUBJECT TO CHANGE WITH MINIMUM 24 HOURS NOTICE



UNIFIED FIRE SERVICE AREA AGENDA

August 17, 2021, 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 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=VW9iWk1KQ0JYTj9lSDIxMS96KzZXZz09>

Password: 123911

Notice: Members of the Public will be required to wear a mask if attending in person. UFA Personnel and Board Members will comply with current UFA mask policy (emailed separately).

1. Call to Order – Chair Overson
2. Public Comment
Please limit comments to three minutes each. The UFSA 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 until 7:00 a.m. August 13, 2021. Emailed comments submitted prior to 7:00 a.m. August 13, 2021, will be read or summarized into the record, comments received after the deadline will be forwarded to the UFSA Board, but not read into the meeting record or addressed during the meeting.
3. Approval of Minutes – Chair Overson
 - a. July 20, 2021
4. Finance Committee Report (No meeting held) – Chair Sondak
5. Station Construction and Seismic Retrofit Update
– Assistant Chief Burchett/Division Chief Robinson
6. Fire Station Construction Budget Update – CFO Hill
7. District Administrator Report – Rachel Anderson

8. Possible Closed Session

The Unified Fire Service Area 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).)

Re-Open the Meeting

9. Adjournment – Chair Overton

The next Board meeting will be held September 21, 2021 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 may be held telephonically/electronically to allow a member of the UFSA Board 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 13th day of August 2021 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.

Cynthia Young, UFSA Board Clerk

UNIFIED FIRE SERVICE AREA
Meeting Minutes
9:40 a.m.

This meeting was held at UFA Headquarters and electronically via ZOOM

Board Members Present

Council Member Allan Perry
Council Member Gary Bowen
Council Member Kathleen Bailey
Council Member Trish Hull
Mayor Dan Knopp
Mayor Harris Sondak

Council Member Chrystal Butterfield
Mayor Kristie Overson
Mayor Robert Hale
Mayor Tom Westmoreland
Council Member Dea Theodore
Surveyor Reid Demman

Board Members Absent

Mayor Jeff Silvestrini
Mayor Jenny Wilson

Staff

Tony Hill, UFA CFO
Chief Dan Petersen
Cyndee Young, UFSA Clerk
Rachel Anderson, UFSA Legal Counsel/District Administrator

Guests

AC Burchett
AC Pilgrim
AC Higgs
Arriann Woolf
Aaron Lance
Aaron Whitehead
BC Lynn
BC Fossum
OC Dern
Bill Brass
Captain Beckman
Captain Ayres
Chris Hygon
Calogero Ricotta

Captain Greensides
David Chipman (public)
Division Chief Case
Division Chief Larson
Division Chief Widdison
Division Chief Ball
Division Chief Robinson
Division Chief Mecham
Division Chief Torgersen
Edward Walden
Erica Langenfass
Ginger Watts
Jill Tho
John Guldner, Alta

Justin Watters
Kamarie DeVoogd
Kate Turnbaugh
Kiley Day
Lana Burningham
Larson Wood
Mike Minichino, ATF
Matt McFarland
Patrick Costin
Ryan Love
Shelli Fowlks
Steve Quinn
Tim Tingey, CWH
Tua Tho

.....
Chair Kristie Overson Presided
.....

Called to Order

Chair Overson called the meeting to order at 9:40 a.m. Quorum present.

Midvale Groundbreaking Ceremony – Chair Overson/Mayor Hale

Chair Overson and Mayor Hale were happy with the event and stated that this groundbreaking is a reminder of how carefully UFSA utilizes the monies they are entrusted with and the effort that was put into the study of placement and finding the right companies to bring the station construction and design to this point.

Public Comment

None.

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

Approval of Minutes – Chair Overson

Council Member Perry moved to approve the minutes from the June 15, 2021 and June 22, 2021 Board Meeting as submitted.

Mayor Hale seconded the motion.

All voted in favor, none opposed.

Finance Committee Report – Chair Sondak

No meeting held.

Chair Sondak will work with CFO Hill to schedule a meeting.

Quarterly Financial Report – CFO Hill

CFO Hill reviewed the mid-year report, reminded the Board that UFSA is on the calendar year.

The Board discussed how best to review the progress as spending of the \$37M begins over the coming years. It was decided to create a new agenda item to address the expenses monthly.

Mayor Sondak inquired as to the proceeds from the issuance of the bond. CFO Hill stated that there will be an amendment to the budget, these just over \$400,000 payments are to those agencies who helped us through the bond process. The UFA Finance Division is working to determine where this fits best within the budget.

Mayor Knopp moved to approve the quarterly financial report as presented.

Mayor Sondak seconded the motion.

All voted in favor, none opposed.

Fraud Risk Assessment/Signing Ethical Behavior Statement Annually – Chair Overson

As was discussed in the UFA Board Meeting, the UFSA will also consider a 3-year cycle of ethics training.

Station Construction and Seismic – Assistant Chief Burchett

» Midvale Station 125

The groundbreaking ceremony took place 7/13. Working on an MOU with Midvale City for a “pocket park” adjacent to the station. UFA will provide the initial planting and Midvale City will maintain and provide the upkeep of the park. The construction managers are working through

supply issues for building materials currently and researching alternative options for various supplies and the reworking of plans to address these changes.

- » Magna Station 102
Groundbreaking slated for early September, moving the crew to Station 111. Also modifying the plans to address supply shortages.
- » Eagle Mountain Stations 252/253
Working on land and looking at options and direction from their council.
- » Millcreek Station 112
Discussing rebuilding vs remodeling.
- » Seismic
Stations 110 and 116 have reached 50% completion with the architectural drawings. 4 stations have completed geotechnical reports, the 5th station is not in need as no concerns were found. 20 non-structural retrofits have completed 95% of their drawings. The RFP for the non-structural work closes on July 28.

On schedule with all grant requirements.

District Administrator Report – Rachel Anderson

District Administrator Anderson provided a brief update on current projects:

- » Disposition of existing Station 251 to Eagle Mountain
There appears to be no reversion language in the deed, Eagle Mountain is hoping to receive the station back. It was found that UFSA purchased the land for \$150,000 and made \$500,000 in improvements to the building, with this, DA Anderson feels that this needs to be addressed by the Board. Eagle Mountain is meeting tonight regarding granting UFSA the new property, and they are hoping these two issues can remain separate transactions.

DA Anderson is asking for guidance from the Board in addressing this non-reversionary issue. Mayor Sondak asked how to explain this any other way than as an asset of UFSA. DA Anderson stated that this has been the practice even though the deed doesn't state reversion. Mayor Sondak inquired as to the size of the parcel, how big is this asset? AC Burchett will get this information so the Board can better understand the magnitude of this decision. DA Anderson will also return with more information. Consideration may be given with the new parcel and how we receive the land and the restrictions that accompany it. The Board is concerned with the value that was purchased and put into the parcel and how best to receive that value upon release of the parcel.

- » Discussion of Cost Sharing on Seismic Retrofit for Non UFSA-Owned Stations
Some of the stations needing seismic retrofitting are not owned by UFSA (CWH, Holladay, Riverton) but were included in the project and have monies from the grant. The grant, however, does not cover the complete cost, those municipalities have been informed of their portion for reimbursement. Mayor Hale clarified that Midvale Station 125 needed seismic work, but that none will be done due to the rebuilding of the station.
- » Update on Station 112 Lot Line Adjustment w/Adjacent Landowner
In 2019 it was found that there was a property line discrepancy, and the station was utilizing 790 sq. ft. that belonged to the adjacent property owner. The Board had approved the purchase of this property for \$10 per sq. ft., however, the purchase was never finalized. The property owner is willing to continue with the sell, he is asking that UFSA burden the cost for the financial

institution to change the lien, \$5,000. DA Anderson is asking for direction and general approval to move forward toward formal approval and completion of this transaction. Surveyor Demman also stated that there will be additional costs with the amended plat. There was concern by the Board as to any guarantee of approval from the financial institution, DA Anderson does not anticipate any problems, but will look into this further before moving forward. The Board agreed to allow DA Anderson to move forward toward completion of this purchase.

Closed Session

None

Motion to Adjourn

Mayor Knopp moved to adjourn the July 20, 2021 UFSA Board Meeting.

Mayor Hale seconded the motion.

All voted in favor, none opposed.



Unified Fire Service Area
BUDGET SUMMARY - DRAFT
 11-Aug-2021

EXPENSE SUMMARY					
DESCRIPTION	ORIGINAL BUDGET	TOTAL EXPENDITURES TO DATE	AVAILABLE / UNENCUMBERED	PERCENT BUDGET EXPENDED	
CONSTRUCTION COSTS	\$ 28,956,590	\$ -	\$ 28,956,590	0%	
DEMOLITION	\$ 400,000	\$ -	\$ 400,000	0%	
ARCHITECTS FEES	\$ 1,844,140	\$ 630,270	\$ 1,213,870	31%	
REIMBURSABLES	\$ 44,100	\$ 11,466	\$ 32,634	26%	
IMPACT/CONNECTION FEES	\$ 217,174	\$ 38,792	\$ 178,382	15%	
PERMIT & REVIEW FEES	\$ 248,803	\$ 10,196	\$ 238,607	4%	
PROJECT MANAGEMENT FEES	\$ 637,531	\$ 119,104	\$ 518,427	19%	
OWNER'S CONTINGENCY	\$ 2,895,659	\$ -	\$ 2,895,659	0%	
ENVELOPE CONSULTANT	\$ 72,391	\$ -	\$ 72,391	0%	
COMMISSIONING	\$ 101,348	\$ -	\$ 101,348	0%	
GEOTECHNICAL	\$ 37,500	\$ 17,250	\$ 20,250	44%	
MATERIALS TESTING & INSPECTION	\$ 217,174	\$ 2,400	\$ 214,774	1%	
HAZARDOUS MATERIAL TESTING/ABATEMENT	\$ 40,000	\$ 7,200	\$ 32,800	18%	
SURVEY	\$ 34,000	\$ 26,063	\$ 7,937	70%	
LAND PURCHASE	\$ 600,000	\$ 734,132	\$ (134,132)	122%	
PROJECT COSTS - BOND	\$ 36,346,411	\$ 1,596,873	\$ 34,749,538	4%	



Unified Fire Service Area - Magna 102

BUDGET SUMMARY - DRAFT

11-Aug-2021

EXPENSE SUMMARY		TOTAL				PERCENT
DESCRIPTION	ORIGINAL BUDGET	EXPENDITURES TO DATE	AVAILABLE / UNENCUMBERED	BUDGET EXPENDED		
CONSTRUCTION COSTS	\$ 5,073,720	\$ -	\$ 5,073,720	0%		
DEMOLITION	\$ 200,000	\$ -	\$ 200,000	0%		
ARCHITECTS FEES	\$ 273,450	\$ 124,075	\$ 149,375	34%		
REIMBURSABLES	\$ 8,820	\$ 1,764	\$ 7,056	20%		
IMPACT/CONNECTION FEES	\$ 38,053	\$ -	\$ 38,053	0%		
PERMIT & REVIEW FEES	\$ 47,428	\$ 966	\$ 46,462	2%		
PROJECT MANAGEMENT FEES (1.63%)	\$ 111,781	\$ 23,863	\$ 87,918	21%		
OWNER'S CONTINGENCY	\$ 507,372	\$ -	\$ 507,372	0%		
ENVELOPE CONSULTANT	\$ 12,684	\$ -	\$ 12,684	0%		
COMMISSIONING	\$ 17,758	\$ -	\$ 17,758	0%		
GEOTECHNICAL	\$ 7,500	\$ 5,450	\$ 2,050	73%		
MATERIALS TESTING & INSPECTION	\$ 38,053	\$ -	\$ 38,053	0%		
HAZARDOUS MATERIAL TESTING/ABATEMENT	\$ 20,000	\$ 3,400	\$ 16,600	17%		
SURVEY	\$ 6,800	\$ 6,800	\$ -	100%		
PROJECT COSTS - BOND	\$ 6,363,419	\$ 166,318	\$ 6,197,101	3%		



Unified Fire Service Area - Millcreek 112

BUDGET SUMMARY - DRAFT

11-Aug-2021

EXPENSE SUMMARY		TOTAL		PERCENT	
DESCRIPTION	ORIGINAL BUDGET	EXPENDITURES TO DATE	AVAILABLE / UNENCUMBERED	BUDGET EXPENDED	
CONSTRUCTION COSTS	\$ 5,073,720	\$ -	\$ 5,073,720	0%	
DEMOLITION	\$ 200,000	\$ -	\$ 200,000	0%	
ARCHITECTS FEES	\$ 386,770	\$ 87,500	\$ 299,270	24%	
REIMBURSABLES	\$ 8,820	\$ 882	\$ 7,938	10%	
IMPACT/CONNECTION FEES	\$ 38,053	\$ -	\$ 38,053	0%	
PERMIT & REVIEW FEES	\$ 47,428	\$ -	\$ 47,428	0%	
PROJECT MANAGEMENT FEES (1.63%)	\$ 113,628	\$ 24,515	\$ 89,113	22%	
OWNER'S CONTINGENCY	\$ 507,372	\$ -	\$ 507,372	0%	
ENVELOPE CONSULTANT	\$ 12,684	\$ -	\$ 12,684	0%	
COMMISSIONING	\$ 17,758	\$ -	\$ 17,758	0%	
GEOTECHNICAL	\$ 7,500	\$ 4,900	\$ 2,600	65%	
MATERIALS TESTING & INSPECTION	\$ 38,053	\$ -	\$ 38,053	0%	
HAZARDOUS MATERIAL TESTING/ABATEMENT	\$ 20,000	\$ 3,800	\$ 16,200	19%	
SURVEY	\$ 6,800	\$ 6,800	\$ -	100%	
PROJECT COSTS - BOND	\$ 6,478,587	\$ 128,397	\$ 6,350,189	2%	



Unified Fire Service Area - Midvale 125

BUDGET SUMMARY - DRAFT

11-Aug-2021

EXPENSE SUMMARY DESCRIPTION	ORIGINAL BUDGET	TOTAL EXPENDITURES TO DATE	AVAILABLE / UNENCUMBERED	PERCENT BUDGET EXPENDED
CONSTRUCTION COSTS	\$ 6,867,715	\$ -	\$ 6,867,715	0%
ARCHITECTS FEES	\$ 531,020	\$ 382,820	\$ 148,200	72%
REIMBURSABLES	\$ 8,820	\$ 8,820	\$ -	100%
IMPACT/CONNECTION FEES	\$ 51,508	\$ 38,792	\$ 12,716	43%
PERMIT & REVIEW FEES	\$ 53,259	\$ 7,430	\$ 45,829	14%
PROJECT MANAGEMENT FEES (1.63%)	\$ 148,431	\$ 34,159	\$ 114,272	23%
OWNER'S CONTINGENCY	\$ 686,772	\$ -	\$ 686,772	0%
ENVELOPE CONSULTANT	\$ 17,169	\$ -	\$ 17,169	0%
COMMISSIONING	\$ 24,037	\$ -	\$ 24,037	0%
GEOTECHNICAL	\$ 7,500	\$ 6,900	\$ 600	78%
MATERIALS TESTING & INSPECTION	\$ 51,508	\$ -	\$ 51,508	0%
SURVEY	\$ 6,800	\$ 10,300	\$ (3,500)	100%
PROJECT COSTS - BOND	\$ 8,454,538	\$ 489,221	\$ 7,965,318	6%



Unified Fire Service Area - Eagle Mountain 251

BUDGET SUMMARY - DRAFT

11-Aug-2021

EXPENSE SUMMARY DESCRIPTION	ORIGINAL BUDGET	TOTAL EXPENDITURES TO DATE	AVAILABLE / UNENCUMBERED	PERCENT BUDGET EXPENDED
CONSTRUCTION COSTS	\$ 5,073,720	\$ -	\$ 5,073,720	0%
ARCHITECTS FEES	\$ 273,450	\$ 17,500	\$ 255,950	5%
REIMBURSABLES	\$ 8,820	\$ -	\$ 8,820	0%
IMPACT/CONNECTION FEES	\$ 38,053	\$ -	\$ 38,053	0%
PERMIT & REVIEW FEES	\$ 47,428	\$ 1,800	\$ 45,628	4%
PROJECT MANAGEMENT FEES (1.63%)	\$ 117,730	\$ 17,315	\$ 100,415	15%
OWNER'S CONTINGENCY	\$ 507,372	\$ -	\$ 507,372	0%
ENVELOPE CONSULTANT	\$ 12,684	\$ -	\$ 12,684	0%
COMMISSIONING	\$ 17,758	\$ -	\$ 17,758	0%
GEOTECHNICAL	\$ 7,500	\$ -	\$ 7,500	0%
MATERIALS TESTING & INSPECTION	\$ 38,053	\$ 2,400	\$ 35,653	6%
SURVEY	\$ 6,800	\$ 2,163	\$ 4,637	32%
LAND PURCHASE	\$ 600,000	\$ 734,132	\$ (134,132)	122%
PROJECT COSTS - BOND	\$ 6,749,369	\$ 775,310	\$ 5,974,059	11%



Unified Fire Service Area - Eagle Mountain 253

BUDGET SUMMARY - DRAFT

11-Aug-2021

EXPENSE SUMMARY		TOTAL		PERCENT	
DESCRIPTION	ORIGINAL BUDGET	EXPENDITURES TO DATE	AVAILABLE / UNENCUMBERED	BUDGET EXPENDED	
CONSTRUCTION COSTS	\$ 6,867,715	\$ -	\$ 6,867,715	0%	
ARCHITECTS FEES	\$ 379,450	\$ 18,375	\$ 361,075	5%	
REIMBURSABLES	\$ 8,820	\$ -	\$ 8,820	0%	
IMPACT/CONNECTION FEES	\$ 51,508	\$ -	\$ 51,508	0%	
PERMIT & REVIEW FEES	\$ 53,259	\$ -	\$ 53,259	0%	
PROJECT MANAGEMENT FEES (1.63%)	\$ 145,960	\$ 19,252	\$ 126,708	13%	
OWNER'S CONTINGENCY	\$ 686,772	\$ -	\$ 686,772	0%	
ENVELOPE CONSULTANT	\$ 17,169	\$ -	\$ 17,169	0%	
COMMISSIONING	\$ 24,037	\$ -	\$ 24,037	0%	
GEOTECHNICAL	\$ 7,500	\$ -	\$ 7,500	0%	
MATERIALS TESTING & INSPECTION	\$ 51,508	\$ -	\$ 51,508	0%	
SURVEY	\$ 6,800	\$ -	\$ 6,800	0%	
PROJECT COSTS - BOND	\$ 8,300,498	\$ 37,627	\$ 8,262,871	0%	