



UNIFIED FIRE AUTHORITY FINANCE COMMITTEE AGENDA

April 10, 2023, 2:00 p.m.

NOTICE IS HEREBY GIVEN THAT THE UNIFIED FIRE AUTHORITY FINANCE COMMITTEE SHALL ASSEMBLE FOR A MEETING AT 3380 South 900 West, Salt Lake City, UT 84119

THE PUBLIC MAY ATTEND PHYSICALLY OR ELECTRONICALLY VIA ZOOM WEBINAR:
<https://us06web.zoom.us/j/91681046879?pwd=MEtoVmtwRG95ZFYrV0J3TUZtZUNBdz09>

Meeting ID: 916 8104 6879

Password: 8675309

1. Call to Order - Chair Henderson
2. Public Comments
Please limit comments to three minutes each
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 que 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. April 9, 2023. Emailed comments submitted prior to 7:00 a.m. April 9, 2023, will be read or summarized into the record, comments received after the deadline will be forwarded to the UFA Finance Committee, but not read into the meeting record or addressed during the meeting.
3. Minutes Approval - Chair Henderson
 - A. November 30, 2022
4. Budget Message – Chief Burchett
5. Budget Document Overview - CFO Hill
6. Budget Schedule
 - a. April 18 – Update at UFA Board Meeting
 - b. May 9 – Division Budget Presentations to Finance Committee, Recommendation to Board
 - c. May 16 – Board Adopts Tentative Budget
 - d. June 20 – Board Adopts Final Budget

7. Possible Closed Session

The UFA Finance Committee may consider a motion to enter into Closed Session. A closed meeting described under Utah Code Section 52-4-205 may be held for specific purposes including, but not limited to:

- a. discussion of the character, professional competence, or physical or mental health of an individual;
- b. strategy sessions to discuss pending or reasonably imminent litigation;
- c. strategy sessions to discuss the purchase, exchange, or lease of real property;
- d. discussion regarding deployment of security personnel, devices, or systems; and
- e. investigative proceedings regarding allegations of criminal misconduct.

A closed meeting may also be held 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.

Re-Opening the Meeting

8. Adjournment – Chair Henderson

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL UFA MEETINGS.

In accordance with the Americans with Disabilities Act, UFA 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 UFA Finance Committee 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 9th Day of April, 2023 on the UFA bulletin boards, the UFA website www.unifiedfire.org, 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 with the jurisdiction of the public body.

Cyndee Young, UFA Board Clerk



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

March 20, 2023

Meeting held both electronically via Zoom Webinar/UFA Headquarters

Committee Members Present:

Council Member Bailey
Council Member Hull
Mayor Stevenson

Mayor Overson
Mayor Silvestrini

Staff:

Chief Burchett
CFO Hill
Cyndee Young

District Administrator Anderson
AC Pilgrim

Guests:

AC Dern
AC Pilgrim
AC Robinson
Bill Brass
Brook Burton
Kyle Maurer, Herriman
Kylie Day
Mayor Westmoreland
Nile Easton
Patrick Costin
Steve Quinn

Calle Ellingson
Courtney Samuel
Division Chief
Greensides
Division Chief Widdison

Erica Langenfass
Kate Turnbaugh
Kelly Bird

Meeting called to order by District Administrator Anderson at 12:39 p.m.

Public Comments

None

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

Minutes Approval

Mayor Silvestrini moved to approve the minutes from the October 31, 2022 Finance Committee Meeting as submitted

Mayor Overson seconded the motion

All voted in favor, none opposed

UFA Member Fee Discussion and Impact on UFSA – CFO Hill/DA Anderson

- ◆ The purpose of this meeting is to provide an update on the canyon contribution discussions taking place between SLCo, various stockholders, and UFA.
- ◆ With SLCo reducing the contribution, the operations and UFA Member Fee will impact UFSA.
- ◆ CFO Hill presented a chart that displayed the fund balance for the coming years and the 2024 tax increase or expenditure reductions necessary once drawing down on the fund balance begins.
- ◆ The 2023 fund balance includes the 4th FTE at the stations that were previously approved.
- ◆ The 2024 budget fund balance drops to 8.72% due to the 2021 debt service payment and the additional FTE's.
- ◆ Both are assuming that there is a 5% Member Fee both 2023 and 2024.
- ◆ Mayor Overson asked if this includes any projections?
 - ◆ CFO Hill stated that the numbers provided get UFSA back to minimum reserve.
 - ◆ There may also be new costs for funding the new Eagle Mountain station and adding 4-handed staffing elsewhere.
 - ◆ Work will be needed to ensure we give ourselves flexibility moving forward, but there is the option to just conduct the tax increase for 2024 or size it to get UFSA through a few years before it is necessary to address the balance again.
 - ◆ The numbers provided on the document are just status quo to get UFSA back to minimum reserve.
- ◆ Council Member Bailey inquired if this is in response to the SLCo canyon contribution?
 - ◆ CFO Hill clarified that it is not the sole driver, it's part of the conversation, but the new bond added \$2.3M worth of expenses for new stations and the 4-person staffing added expenses as well, it's a combination of all.
 - ◆ DA Anderson stated that the tax increase was coming regardless of the canyon contribution challenge.
- ◆ Chief Burchett clarified that his role has been as an advocate for the services UFA provides and to provide information to help the discussion move forward.
 - ◆ Thus far, a solution has not been found.
 - ◆ Chief Burchett referenced the memo included in the packet outlining the evolution of the contribution since 2008.
 - ◆ In 2018 the Member Fee system was implemented and is used to this day.
 - ◆ The funding provided by SLCo has been used as revenue to offset all Member Fees.
 - ◆ There is no reference to the conversation addressing leaving as a revenue source, but this was discussed with then Board Member Reberg.
 - ◆ Chief Burchett stated that the canyon service is a strain to the entire system and was part of the basis for leaving as it was.
 - Every member has benefitted from this revenue
- ◆ Chief Burchett feels that there is a better way to attribute calls to those who are directly affected.
 - ◆ If funding continues, Chief Burchett feels this revenue should be attributed to those member stations who are directly impacted by the canyon response.
- ◆ Much discussion was had regarding the revenue allocation for additional canyons.
 - ◆ Chief Burchett clarified that this funding is earmarked only for canyons designated as Recreation Areas by SLCo.
 - The canyons designated are Millcreek, BCC, LCC.
- ◆ DA Anderson explained that SLCo's stance is that once Brighton incorporated, the obligation to provide public safety became their responsibility and they will no longer subsidize with extra funding.
 - ◆ DA Anderson's concern is that the UFSA does not fund city-by-city, all residents are charged the same rate and there are no situations where one pays more.
 - ◆ The concern is about upsetting the balance in the current system.

- ♦ If Brighton implements additional funding mechanisms, there is no requirement to automatically share those funds with the rest of UFSA.
- ♦ This is a UFSA problem more so than a Brighton problem.
- ♦ If SLCo pulls the funding, those costs for service will need to go somewhere, it's not just SLCo, it's the rest of the boundary area that must fill in the gaps.
 - The cost would be allocated to all members and the fee would increase.
- ♦ There are big decisions and must come to the Board, everyone should consider the potential of what to do with these costs.
- ♦ Mayor Silvestrini explained the breakdown of a deal between SLCo and Brighton whereas Brighton was to remain in the Mountainous Planning District, which they have left.
 - ♦ It is not reasonable for UFSA to bear these costs; it is a countywide service.
 - ♦ An option may be to pull back service in the canyons.
 - ♦ Increased costs could also cause other members to leave UFSA.
- ♦ Chief Burchett noted that to date, all members have been benefitting from this revenue with a reduction in their Member Fee.
 - ♦ This will be part of the discussion at the Board Meetings tomorrow.
- ♦ Chief Burchett is in need of answers in order to complete the FY23/24 UFA budget.
 - ♦ Also noted is that in actuality, the funding should be higher based on what UFA spends.
 - ♦ UFSA is already subsidizing much of the canyon response and Chief Burchett will propose looking at this revenue disbursement in different ways.
 - ♦ Chief Burchett hopes to find a solution so that this issue does not arise annually.
- ♦ DA Anderson asked that committee members consider whether they want more frequent smaller tax increases or less frequent larger increases.

Closed Session

- ♦ None

Adjournment

Mayor Overson moved to adjourn the March 20, 2023 UFSA Finance Committee Meeting

Mayor Stevenson seconded the motion

All voted in favor, none opposed