



NORTH DAVIS FIRE DISTRICT  
BOARD OF TRUSTEES /  
LOCAL BUILDING AUTHORITY

Station 41  
381 North 3150 West  
West Point City, Utah 84015  
(801)525-2850  
[www.northdavisfireut.gov](http://www.northdavisfireut.gov)

*Scott Wiggill, Chair*  
*Megan Ratchford, Vice-Chair*  
*Mark Shepherd, Member*  
*Brian Vincent, Member*  
*Annette Judd, Member*  
*Jerry Chatterton, Member*  
*Nancy Smalling, Member*  
*Ricky Carlson, Member*  
*Dakota Wurth, Member*

*Mark Becraft, Fire Chief*  
*Curt King, Deputy Fire Chief*

**Board Meeting Minutes**

**Thursday, February 19<sup>th</sup>, 2026**

Work Session 6:00 PM / Regular Meeting 6:30 PM  
or Immediately following Work Session

Board Members Present: Dakota Wurth, Annette Judd, Scott Wiggill, Megan Ratchford, Brian Vincent, Ricky Carlson, Mark Shepherd

Excused: Jerry Chatterton, Nancy Smalling

Staff Present: Chief Becraft, Deputy Chief King, Misty Rogers, Jamey Maddy, Amber King, Mike Rawlings

Board of Trustees Work Session 5:30 PM

1. Badge Pinning for New NDFD Firefighters or Promoted Employees - Tabled
2. State of the North Davis Fire District Presentation

Chief Becraft presented Exhibit A to the board.

3. Discussion and Planning for the North Davis Fire District; including but not limited to the State of the District, Fiscal Year 2027 Draft Budget, Capital Improvements Plan, Expenditures, Revenue Sources, and Staffing.

Chief Becraft said that the board will be asked to amend the FY2026 budget during the regular meeting. The budget committee has met and is aware of the proposed amendment. The NDFD Treasurer Mariah Reyes will be in attendance to explain the full amendment. One of amendments is for \$175k being transferred into the Capital Projects fund to start buying loose equipment for the ladder truck that will arrive around July. Chief Becraft

informed the Board that NDFD's Moody rating has improve, and we have an AA3 Lease rating and AA2 rating reflecting a stable economy.

Board of Trustees Regular Session 6:03 PM (immediately following the Work Session)

Board Members Present: Dakota Wurth, Annette Judd, Mark Shepherd, Scott Wiggill, Megan Ratchford, Brian Vincent, Ricky Carlson, Nancy Smalling (6:21 PM)

Excused: Jerry Chatterton

Staff Present: Chief Becraft, Deputy Chief King, Misty Rogers, Jamey Maddy, Mike Rawlings, Amber King

1. Call to Order
2. Invocation or Inspirational Thought – Annette Judd
3. Pledge of Allegiance
4. Give Oath of Office to Newly Appointed North Davis Fire District Board Members District Clerk Misty Rogers swore in Mark Shepherd and Brian Vincent.
5. Citizen Comment - None
6. Consideration of Approval of the NDFD Board of Trustee Meeting Minutes from January 2026

Board Member Carlson motioned to approve the NDFD Board of Trustee Minutes from January 2026. Board Member Wurth seconded the motion. The motion passed.

7. Consideration of Approval of the North Davis Fire District Bills

Board Member Shepherd motioned to approve the NDFD Bills. Board Member Judd seconded the motion. The motion passed.

8. Consideration of Approval of the North Davis Fire District Financial Report

Chief Becraft shared that Fee in Lieu and Property Taxes are on target and we should receive Final Settlement at the end of March. This will help the budget committee project revenues. Wages are also on target; however, vehicle maintenance requires a budget amendment.

Board Member Wurth motioned to approve the NDFD Financial Report. Board Member Vincent seconded the motion. The motion passed.

During the board meeting, item number 10 had been discussed prior to item number 9.

9. Consideration of Approval of Resolution 2026R-01, Amending the North Davis Fire District Budget for FY2026.

Treasurer Reyes presented the proposed budget amendment. The district is looking to increase the transfer into capital projects. The LBA cannot be closed out until the bond is fully paid off, but the remaining funds can be transferred. Chief Becraft said there will likely have to be another amendment in June.

a. Public Hearing – no comment provided

Board Member Carlson motioned to open the public hearing. Board Member Vincent seconded the motion. The motion passed.

Board Member Judd motioned to close the public hearing. Board Member Shepherd seconded the motion. The motion passed.

b. Action

Vice Chair Ratchford motioned to approve Resolution 2026R-01, Amending the North Davis Fire District Budget for FY2026. Board Member Wurth seconded the motion. The motion passed.

Scott Wiggill (non-voting)

Annette Judd – Aye

Megan Ratchford – Aye

Ricky Carlson – Aye

Dakota Wurth – Aye

Mark Shepherd – Aye

Brian Vincent – Aye

Nancy Smalling - Aye

10. Consideration of Approval of Resolution 2026R-02, Authorizing the North Davis Fire District to Enter into one of more Master Lease-Purchase Agreement for the Purpose of Acquiring Equipment and Providing for an Effective Date.

Chief Becraft shared that a ladder truck was ordered nearly 40 months ago, and it should be arriving in July. It cost \$1.5 million. The board previously decided to do lease purchasing for the two most expensive trucks. For a 10-year purchase agreement with an \$80k payment

amount, it requires just over \$1 million. The budget amendment includes buying supplies for loose equipment for the vehicle before it arrives.

Board Member Shepherd motioned to approve Resolution 2026R-02, Authorizing the North Davis Fire District to Enter into one or more Master Lease-Purchase Agreement for the Purpose of Acquiring Equipment and Providing for an Effective Date. Vice Chair Ratchford seconded the motion. The motion passed.

Scott Wiggill (non-voting)

Annette Judd – Aye

Megan Ratchford – Aye

Ricky Carlson – Aye

Dakota Wurth – Aye

Mark Shepherd – Aye

Brian Vincent – Aye

Nancy Smalling – *(excused)*

#### 11. Fire Chiefs Report

Chief Becraft said that he is proud of the state of the district and the service provided.

#### 12. Member City Updates

Board Member Shepherd shared the Clearfield Town Square is on the market. The HAFB will break ground on their new building in 30-60 days.

Board Member Vincent shared that Nielsen's Frozen Custard and West Coast Sourdough is coming to West Point City. The extension of the West Davis Corridor is being worked on.

Board Chair Wiggill shared that there is a big housing project by the city building and they have started pouring foundation there. There are supposed to be 96 units there. The weather has helped all of the construction projects move along.

Board Chair Wiggill shared that there will be a sign-up process for signing checks. The signing card needs to be redone. There is also a sign-up sheet for the inspirational thought or invocation for the board meetings.

#### 13. Consideration of adjourning into a Closed Session pursuant to one or more of the provisions of Section 52-4-205(1) of the Open and Public Meetings Law - Tabled

#### 14. Motion to Adjourn

Board Member Shepherd motioned to adjourn. Board Member Smalling seconded the motion. The motion passed.

Dated the 19<sup>th</sup> day of March 2026.



ATTEST:

By: *Misty Rogers*  
MISTY ROGERS, CLERK

By: *Scott Wiggill*  
SCOTT WIGGILL, CHAIR

EXHIBIT A

# North Davis Fire District Board of Trustee Meeting February 19, 2026



EXHIBIT A

# North Davis Fire District – Mission Statement

**WE, THE MEMBERS OF THE NORTH DAVIS FIRE DISTRICT, ARE COMMITTED TO PROVIDING THE HIGHEST-LEVEL CUSTOMER SERVICE TO THE CITIZENS WE SERVE AND TO THE MEMBERS OF OUR DISTRICT. THROUGH OUR CORE VALUES WE WILL WORK FOR THE SAFETY AND PROTECTION OF ALL LIFE AND PROPERTY ENTRUSTED TO OUR CARE.**

*We strive for EXCELLENCE through continued training and education to advance our skills and knowledge. We maintain a constant STATE of READINESS by preparing ourselves to manage any situation we might encounter, and by maintaining our apparatus and equipment in a ready state. We expect PROFESSIONALISM in everything we do, holding ourselves to the highest level of conduct. INTEGRITY in our dealings and COMPASSION in the performance of our duties are values we hold high. We recognize that the safety of the citizens of the communities we serve is the reason we are here, and that the level of CUSTOMER SERVICE that we provide is the measure of our department. We know that it requires excellent TEAM WORK to perform our duties. It is through all these, our CORE VALUES that we can accomplish our goals and perform our duties with the highest of these values, SAFETY, at the forefront.*

EXHIBIT A



# North Davis Fire District

*Utah Code, Title 17B – Local District*

## Presentation Includes:

- NDFD Flow Chart
- Service and Response Area
- History of EMS in Davis County
- Call Volume
- Personnel



EXHIBIT A

## North Davis Fire District - Organizational Flow Chart

*NDFD Board of Trustees - 9 member board with 1 chair and 1 vice-chair (the chair is a non-voting position)*

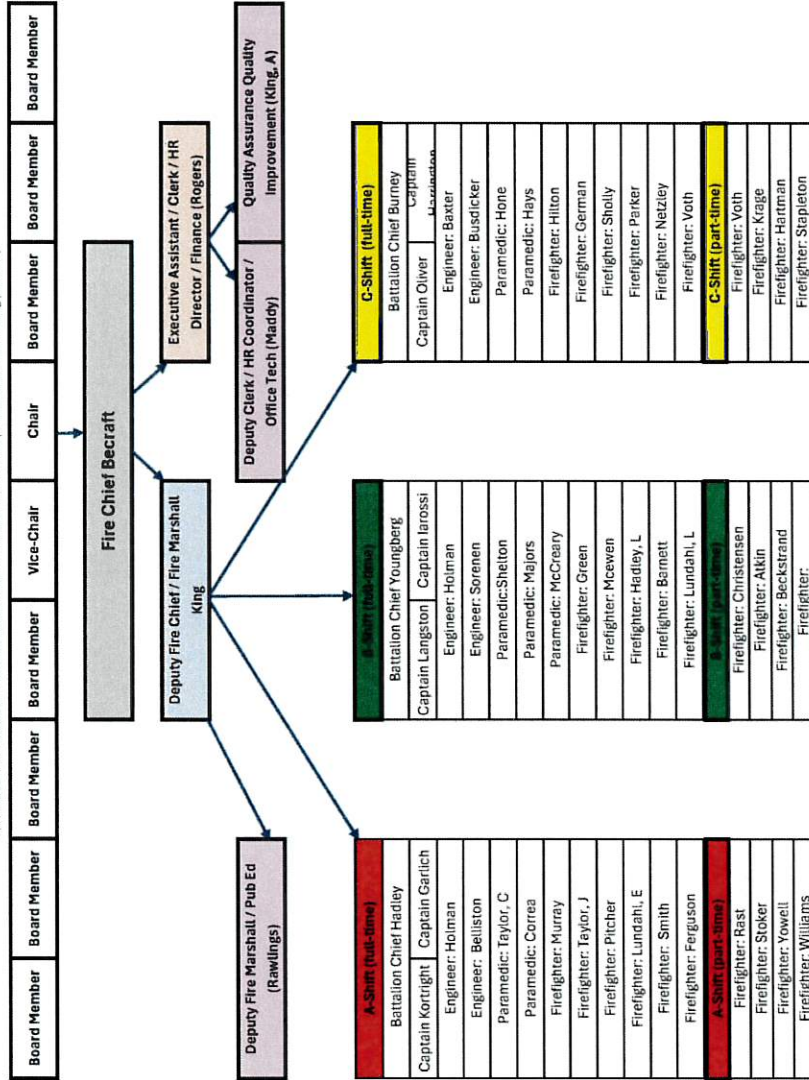
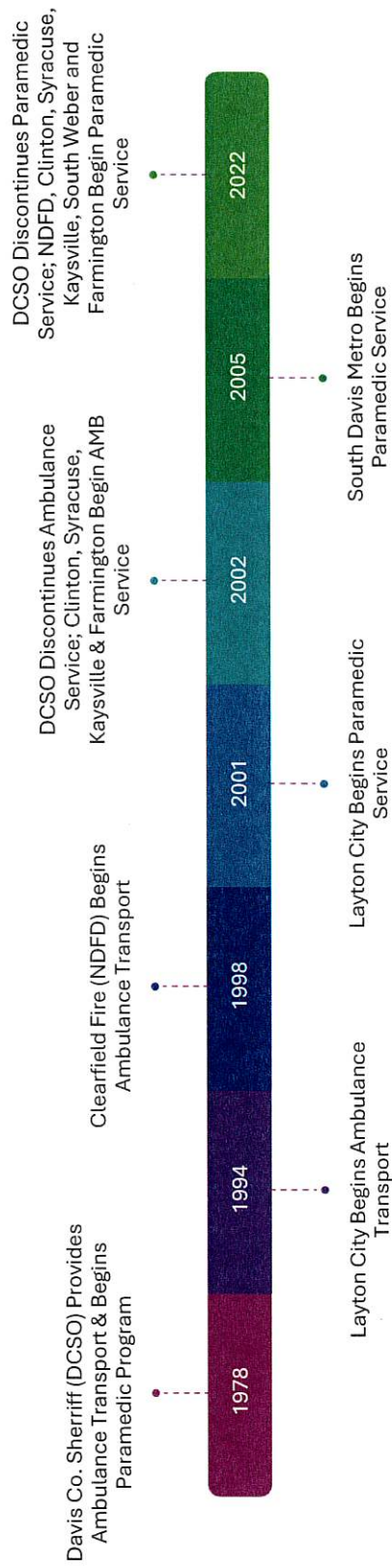


EXHIBIT A

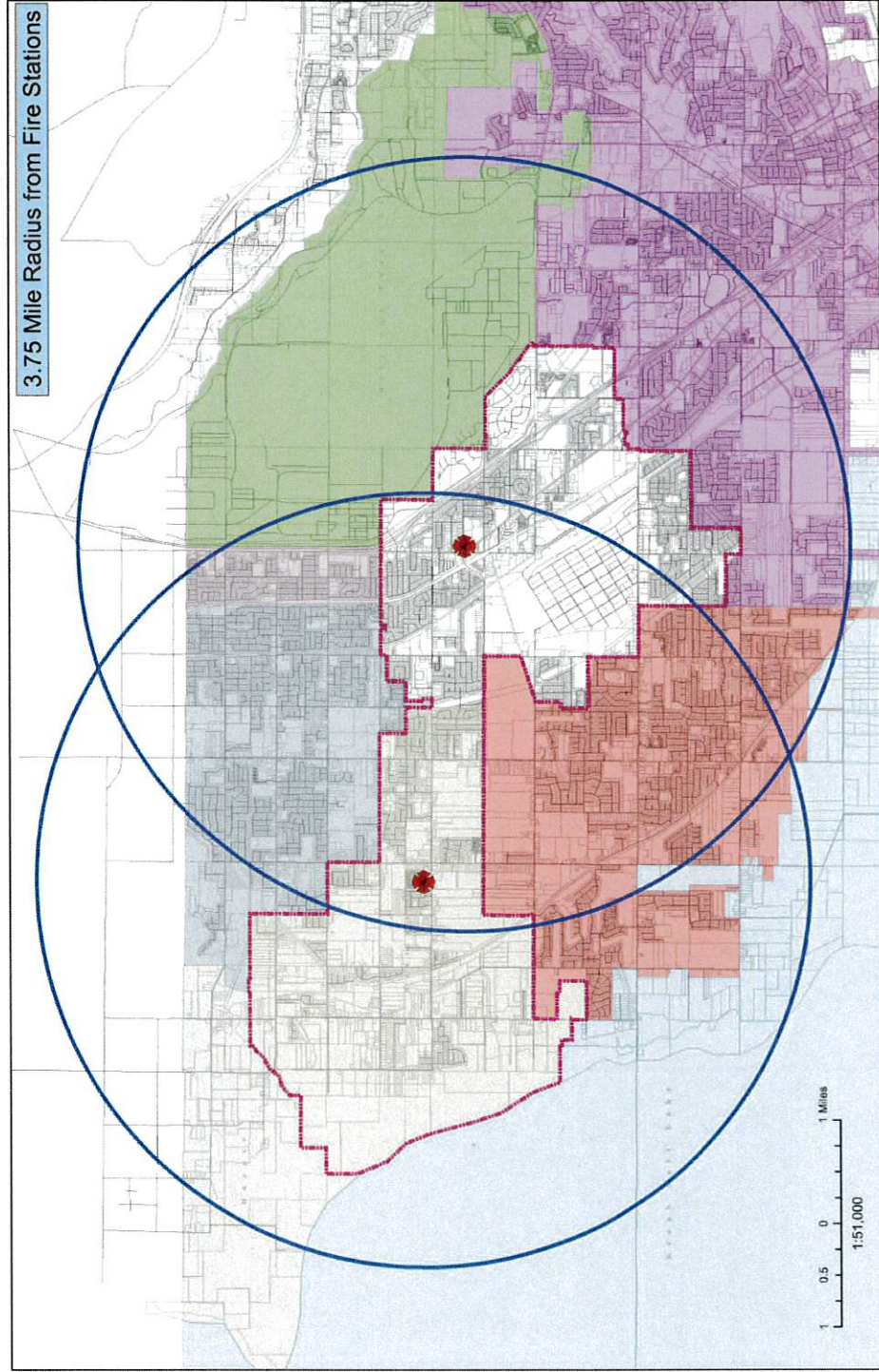
# HISTORY OF EMS IN DAVIS COUNTY



### NDFD RESPONSE AREA

North Davis Fire District's current automatic-aid response system—based on closest available unit response (commonly referred to as “boundary drops”)—provides an improved ability to assemble the appropriate number of personnel for a first-alarm structure fire. Under this system, a first-alarm assignment of 14 personnel can be achieved within an average travel time of approximately eight (8) minutes, 90 percent of the time. This approach represents a significant improvement over traditional “stand-alone” response systems operated independently by individual fire departments.

The North Davis Fire District utilizes closest-unit automatic-aid fire companies to support NDFD responses. Two control points are used to estimate travel times under normal driving conditions. It is anticipated that under “Code 3” emergency response conditions, actual travel times would be shorter. The following map illustrates the locations of NDFD's two existing fire stations.



**Population by City Projections**  
<https://worldpopulationreview.com/us-cities/utah>

- The population projections provided do **NOT** include the influx of commuters and commercial business employees who are within the boundaries of NDFD on any given day.

<b>NDFD Cities</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>Increase/Decrease</b>
Clearfield City	34,470	35,322	35,494	36,210	2.02% Annual Change
Sunset City	5,358	5,320	5,347	5,323	-0.45% Annual Change
West Point City	12,479	12,950	13,141	13,557	3.17% Annual Change

EXHIBIT A

**NORTH DAVIS FIRE DISTRICT**  
**Call Volume 2010-Current**  
**(approximate)**

<b>YEAR</b>	<b>EMS</b>	<b>FIRE</b>	<b>TOTAL</b>	<b>Incident Count Per Apparatus</b>
2010	1,612	480	2,092	
2011	2,002	534	2,536	
2012	2,180	467	2,647	
2013	2,146	500	2,646	
2014	2,512	501	3,013	
2015	2,673	484	3,157	
2016	2,542	551	3,093	
2017	2,785	543	3,328	
2018	2,839	573	3,412	5,053
2019	2,900	546	3,446	5,443
2020	3,269	666	3,935	6,087
2021	3,465	607	4,072	6,189
2022			4,253	8,499
2023	3,155	889	4,044	8,166
2024	3,057	1,128	4,185	
2025	3,523	797	4,320	8,527
2026				

# North Davis Fire District Overlapping Calls 2023-2025

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## CREW EXPECTATIONS WHILE ON DUTY:

Incident Response & Reporting, Patient Care, Fire Education/Training, EMS Education/Training Day to Day Operations, Public Addresses, Vehicle Maintenance, Station Cleaning & Maintenance, Physical Fitness, Sleep, Etc. *(this list is not all inclusive)*

2023			2024			2025		
Number of Calls in Progress	Occurrences	% of Occurrences	Number of Calls in Progress	Occurrences	% of Occurrences	Number of Calls in Progress	Occurrences	% of Occurrences
0		34.83%	0		35.86%	0		35.51%
1	3,839	47.51%	1	3982	47.68%	1	4,136	47.95%
2	1,205	14.91%	2	1154	13.82%	2	1,232	14.28%
3	200	2.48%	3	191	2.29%	3	176	2.04%
4	21	0.26%	4	27	0.32%	4	18	0.21%
5	1	0.01%	5	3	0.04%	5	0	0.00%

EXHIBIT A

# STAFFING

FISCAL YEAR STAFFING	FY2015	FY2018	FY2021	FY2023	FY2024	FY2025	FY2026	FY2027
CALENDAR YEAR CALL VOLUME	3,157	3,412	4,072	4,044	4,185	4,320	500 <i>(as of 2/16/2025)</i>	
Full-Time Fire Chief	1	1	1	1	1	1	1	1
Full-Time Deputy Fire Chief/Fire Marshal	1	1	1	1	1	1	1	1
Full-Time Deputy Fire Marshal					1	1	1	1
Full-Time Executive Assistant	1	1	1	1	1	1	1	1
Part-Time Office Tech/HR			1					
Full-Time Office Tech/HR				1	1	1	1	1
Full-Time Battalion Chief		3	3	3	3	3	3	3
Full-Time Captain	6	3	6	6	6	6	6	6
Full-Time Firefighter/AEMT	15	18	24					
Part-Time Firefighter/AEMT	21	20	10					
Full-Time Firefighter/AEMT/Paramedics				27	30	30	30	33
Part-Time Firefighter/AEMT/Paramedics				10	10	10	10	12

EXHIBIT A



## Revenue Sources

# Explanation of NDFD Revenue Sources

- **Impact Fees**

One-time fee charged to new development to help offset the capital costs associated with new growth. By statute, impact fees can be used for fire buildings and specific fire vehicles that cost more than \$500,000.

- **Property Taxes**

The most dependable source of revenue

- **Ambulance Fees**

Collections depend on demographics, transfers, contractual write-offs, and ability to pay for services.

- **Fire Incident Recovery Fees**

Minimal collections, dependent upon the insured's insurance policy and willingness to pay.

- **Plan Review Fees & Inspection/Miscellaneous Fees**

Minimal revenue

- **Property Tax - Contributions to Other Government (RDA, CDRA)**

These are pass-through funds in which agencies are allowed to collect the Taxing Entities portion of the tax increment in accordance with the terms and conditions outlined in Interlocal Agreements.

- **Sales Tax**

As a Local Service District, North Davis Fire District is **NOT ELIGIBLE** to receive sales tax, fuel tax, or utility tax revenue.

EXHIBIT A

# North Davis Fire District Ambulance Revenue

- FY 2019 (7/1/2018–6/30/2019) \$1,032,410
- FY 2020 (7/1/2019-6/30/2020) \$1,137,661
- FY 2021 (7/1/2020-6/30/2021) \$1,198,636
- FY 2022 (7/1/2021-6/30/2022) \$ 1,138,819
- FY 2023 (7/1/2022-6/30/2023) \$1,076,291
- FY 2024 (7/1/2023-6/30/2024) \$1,177,353
- FY 2025 (7/1/2025-6/30/2026) \$1,435,297
- **FY 2026 (7/1/2025-6/30/2026)**  
budgeted  
**\$643,101** (collected as of 2/18/2026)



# Historical Data Property Tax Rates Assessed by NDFD

EXHIBIT A

Calendar Year	Fiscal Year	Property Tax Rate	Notes:	Budgeted Revenue (per CTR website)	Final Revenue Received <i>audit</i>	(per
2018	FY2019	0.001205	TNT Held - Final Tax Rate 0.001205 (CTR was 0.001098)	\$ 2,435,931.00	\$ 2,687,934.45	
2019	FY2020	0.001108	Accepted CTR	\$ 2,466,214.00	\$ 2,718,667.35	
2020	FY2021	0.001175	TNT Held - Final Tax Rate 0.001175 (CTR was 0.001083) - Sunset Annex.	\$ 2,987,691.00	\$ 3,481,277.64	
2021	FY2022	0.001540	TNT Held - Final Tax Rate 0.001540 (CTR was 0.001053) - Paramedic Prog.	\$ 4,448,529.00	\$ 5,334,492.95	
2022	FY2023	0.001235	Accepted CTR	\$ 4,583,808.00	\$ 5,068,410.04	
2023	FY2024	0.001238	Accepted the CTR	\$ 4,759,085.00	\$ 5,065,099.88	
2024	FY2025	0.001560	TNT Held - Final Tax Rate 0.001560 (CTR was 0.001191) - 3 FT Firefighters	\$ 6,528,930.00	\$ 7,686,216.73	
2025	FY2026	0.001557	Accepted the CTR	\$ 6,827,300.00	\$ 6,078,406.60	as of 2/15/2026
2026	FY2027	Proposing to Hire 3 Additional Full-Time Firefighters				



EXHIBIT A