

Park City Fire Service District
Administrative Control Board - Regular Public Meeting Minutes
Administration Building, 736 Bitner Road
December 17, 2008

Commissioners Present: Chairman Robbie Beck, Commissioner Jim Bacon, Commissioner Kent Cashel, and Commissioner Shauna Kerr.

Fire District Personnel Present: Chief Kelly Gee, AC/FM Scott Adams, AC Bob Zanetti, BC Mark Billmire, Captain Bob Evans, Patti Berry, Bill Pyper, and Traci Madson.

Public Present: Rick Brough

Chairman Beck called for a motion to open the Public Hearing – 2008/2009 PCFSD General Fund, Special Revenue, Debt Service, and Capital Projects Fund Budgets at 6:30 p.m., moved by Commissioner Kerr, seconded by Commissioner Bacon, passed by all.

Bill Pyper presented and explained the Park City Fire Service District Budget, including the Final 2008 budget and the Proposed 2009 budget.

Bill Pyper reported that a “rainy day” fund was set up with \$500,000 in that fund.

Bill Pyper reported on impact fees related to the Montage project.

Chairman Beck called for a motion to close the Public Hearing – 2008/2009 PCFSD General Fund, Special Revenue, Debt Service, and Capital Projects Fund Budgets at 6:40 p.m., moved by Commissioner Kerr, seconded by Commissioner Cashel, passed by all.

Chairman Beck called for a motion to open the regular public meeting at 6:40 p.m., moved by Commissioner Cashel, seconded by Commissioner Kerr, passed by all.

I. Approval of Previous Meeting Minutes: Chairman Beck called for a motion to approve the minutes of November 19, 2008, moved by Commissioner Cashel, seconded by Commissioner Bacon, passed by all.

II. Public Input: Rick Brough

III. Commission Reports:

A. Correspondence: The Commissioners received a Christmas card from Lewis, Young investment bankers.

Chief Gee reported that Commissioners Bacon, Beck, and Kerr have been re-appointed for another four years.

Chief Gee reported that the Fire District has been named in a lawsuit involving a land management issue.

B. Financials: All bills have been reviewed and signed.

C. Other:

IV. Old Business:

A. None.

V. New Business:

A. Review and Adoption of Final 2008 and Initial 2009 General Fund, Special Revenue Fund, Debt Service Fund, and Capital Projects Fund Budgets. Commissioner Kerr moved to adopt the Final 2008 and the Initial 2009 General Fund, Special Revenue Fund, Debt Service Fund, and Capital Projects Fund Budgets as presented, seconded by Commissioner Bacon, passed by all.

B. Review and Adoption of Policy III-L-100, 2009-2010 PCFSD Compensation Program. Patti Berry presented the policy which was reviewed during the Work Session. Patti gave a brief summary of the compensation package and explained that salaries are adjusted each year. This package also contains a matching 401K incentive. Patti explained other items that were also adjusted, such as the wage for stand-by events. Commissioner Kerr moved to adopt the revised Order Number III-L-100, seconded by Commissioner Cashel, passed by all.

C. Review of Fire Chief's 2009-2010 Contract. Commissioner Kerr moved to take care of this during a closed session following the public meeting, seconded by Commissioner Bacon, passed by all.

VI. Staff Reports:

A. Chief Gee reviewed some key developments and events that took place during 2008 and also outlined future plans and goals for 2009.

B. Chief Gee reported that the new seasonal employees have started their seasonal employment.

C. Chief Gee reported on the recent holiday party and the kids' party.

D. Chief Gee suggested researching impact fees after the first part of the year. With the current economy, the Fire District will need to determine whether or not to adjust impact fees.

E. Chief Gee reported on the current web site and the change in logo, uniforms, etc.

- F. AC/FM Adams reported that the Escala hotels have been finalized.
- G. BC Billmire reported that he would be meeting next week with the ER director of the new hospital.
- H. BC Billmire reported that the Fire District responded on a mutual aid incident in the Kamas area for a residential fire.
- I. Chairman Beck thanked the staff and everyone involved in planning the holiday party. Chairman Beck reported that it was so nice to observe happy employees who love their jobs and reported that it reflects well on the Fire District.
- J. Chief Gee reported that he and other administrative staff met recently with Wasatch County EMS and Fire regarding response to St. Regis Hotel, which should be occupied sometime in 2010. Wasatch County would like to put together an inter-local agreement.

VII. Adjournment: With no further business to come before the board, Chairman Beck called for a motion to adjourn, moved by Commissioner Kerr, seconded by Commissioner Cashel. Meeting adjourned at 7:10 p.m.

VIII. Closed Session: The Commissioners met with Chief Gee in a Closed Session following the regular public meeting.

The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be held January 14, 2009 beginning at 6:30 p.m. at Station #36, located at the Red Pine Fire Station, 1977 West Canyons Resort Drive, Park City, UT.

Approved: _____

Date: _____

Prepared by: Traci Madson