

AGENDA
Park City Fire Service District
Administrative Control Board Meeting
September 2, 2025
Park City Fire District Administrative Office Building
736 West Bitner Rd. Park City, Utah 84098

5:00 p.m.

Work Session

- I. Open and Public Meetings Training: Summit County Attorney's Office
- II. Chief's Update: Chief Pete Emery
- III. July 2025 Financial Review: CFO Del Barney
- IV. Public Entity Resolution: CFO Del Barney
- V. Fleet Purchase Plan: Chief Ashley Lewis
- VI. Policy Review: HR Devin Hirschi
- VII. Recruit Camp Update: Chief Joe Sharrar
- VIII. REMS Update: Chief Sean Briley
- IX. Critical Care Program & Training Captain Position: Chief Briley
- X. Station 34 Update: Chief Ashley Lewis
- XI. The Colony Update: Chief Pete Emery
- XII. Other Divisional Updates (as time permits)

6:30 p.m.

Regular Meeting Called to Order

- I. Roll Call
- II. Approval of August 5, 2025, Meeting Minutes
- III. Public Input
- IV. Commission Reports and Business
 - A. Correspondence
 - B. Financial
- V. Old Business
- VI. New Business
 - A. Approval of Public Entity Resolution for the General Funds Public Treasurer's Investment Fund (PTIF)
 - B. Possible Approval of PCFSD Operational Policies and Procedures Chapter 3 (Administrative Control Board), Section 1.0 (Board Members)
- VII. Staff Reports and Input
- VIII. Discussion of Possible Future Agenda Items/Additional Comments
- IX. Closed Meeting: Discussion of the character, competence, or physical or mental health of an individual; deployment of security personnel, devices, or systems; collective bargaining issues; pending or reasonably imminent litigation; purchase, exchange, lease, or sale of real property; investigative proceedings regarding allegations of criminal misconduct; procurement; and/or consideration of a loan application.

(over)

X. Adjournment

The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be held October 7, 2025, beginning at 6:30 p.m. in the PCFD Administrative Offices, 736 West Bitner Rd., Park City, Utah 84098.

Electronic participation by the public is not available at this time.

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Park City Fire Service District Administrative Control Board – Work Session Meeting Minutes Park City Fire District Administrative Office Building August 5, 2025

Meeting was held at the anchor location of the Park City Fire Service District Administrative Office Building, 736 West Bitner Rd., Park City, Utah, 84098 and via Teams

Administrative Control Board work session called to order: 5:36 p.m.

Board Members Present: Secretary John Hanrahan, Board Member Jeremy Rubell, and Board Member Christina Miller (via Teams)

Board Members Absent: Chair Alex Butwinski and Board Member Nate Brown, both excused

District Personnel Present: Chief Pete Emery, Asst. Chief Sean Briley, Asst. Chief Ashley Lewis, Battalion Chief Max Dosher, Battalion Chief Joe Sharrar, Fire Marshal Mike Owens, Logistics Officer Brett Colgan, CFO Del Barney, and Admin. Asst. Debbie Colgan

Additional Attendees: Patti Berry

I. June 2025 Financial Review

CFO Barney said at the end of June, the District was at 41.6% of the budget and 50% of the year had passed. Last June we were at 44.6% of the budget; we had about \$800K less in expenses this year. There was a \$27M combined fund balance at the end of June. A new engine will be arriving next month and that will take the balance down a bit.

II. Tax Rates and Budgets Resolutions

Resolutions adopting 2025 final certified tax rates and budgets for Wasatch and Summit counties will be up for approval in the regular meeting this evening. The rates went down from 0.000350 to 0.000335 because property values are going up. CFO Barney said a small part of Wasatch County is in our district boundaries and that is why PCFD receives property taxes from Wasatch.

III. SWAT Memorandum of Agreement

There is a Memorandum of Agreement for approval this evening between PCFD and the Summit County Sheriff's Office regarding PCFD paramedics working with the Sheriff's Office SWAT team to enhance medical response capability during SWAT operations. Chief Emery said select PCFD personnel will go through the Special Function Officer (SFO) module of Police Officer's Standards and Training (POST) at the expense of the Sheriff's Office, and then they will go through SWAT training with the Sheriff's Office. Once they are working under that function with the SWAT team, they are 100% an employee of the Sheriff's Office. This will be a part-time job opportunity for some of our paramedics to work with the Sheriff's Office.

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There are two PCFD critical care paramedics who are going through the training initially, and they will be going in with the SWAT teams on certain operations on an on-call basis. The goal is to eventually have 6 PCFD paramedics in this program, and perhaps as many as 12 by the time the Olympics arrive.

Secretary Hanrahan asked if they could be called out for SWAT operations if they are currently on duty. Chief Emery replied during the first phase of this program, that situation could happen and we would send out a call-back to fill their position, but eventually we will have more personnel in the program and off-duty personnel would respond.

IV. Interlocal Agreement for Insurance

There is an Interlocal Agreement regarding health insurance between PCFD and Summit County for approval this evening. In 2012, an agreement was made between PCFD and Summit County for PCFD to roll into the County's insurance plan. Since then, the insurance fund has built up a significant reserve for the entire county.

HR Berry said initially there were no official documents, agreements, or plans on how to look at organizations with different utilizations of the plan. Over the years, PCFD accounted for about 18% of the population, but we were responsible for about 40-50% of the excess reserves. Over the past nine months, representatives of the organizations in the County's plan have been looking at an agreement that is fair for the participants, and the proposed ILA is fairer moving forward.

There is a large amount of money in the insurance fund reserves that is not necessary because best practices say to have about six months' worth of claims in your reserves, and we have close to a year. The reserves need to be brought down to a more reasonable level. We looked at who was responsible for the excess, and PCFD was responsible for about 46% of that excess. When the ILA is signed, they are going to look at the claims through August and see how much excess funds there actually are and divide the excess amount between the organizations based on a tiered system.

Chief Emery said the reserve fund will keep six months' worth of claims. Once the fund hits that amount, at the end of the year Morton & Company will look at the fund and organizations will receive a payout from the excess based on what they put into the system. One of the effects of this is we will not see insurance premium holidays any longer. Chief Emery said he believes staying with the County's insurance is better than PCFD being self-insured on its own, which is what we were doing in 2012 before we moved to the County's insurance plan.

V. Memorandum of Agreement with The Colony

Chief Emery said beginning a few months ago, there were discussions with The Colony HOA on how PCFD could possibly help them by developing a plan to place a fire apparatus in the area. The Memorandum of Agreement up for approval during the regular meeting this evening is a short-term agreement for approximately four months to see if the proposed plan will work well for both parties. At the conclusion of that timeframe, we could move to more of a long-term agreement.

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Chief Emery said we would take the cost of a front-line apparatus for PCFD and capitalize that out over seven years. The depreciation value per engine would be charged to The Colony as part of a service PCFD will perform for them. The PCFD mechanic and Chief Lewis evaluated repair and maintenance costs for our engines, and those costs are also built into the agreement as the responsibility of The Colony. The Colony will also be responsible for housing the apparatus, heating the building the apparatus is in, and snow removal. PCFD crews will have access to the apparatus if we ever need to respond to a fire.

Chief Emery said the most important aspect of this agreement is that the services to be performed will not affect our day-to-day operations, and the apparatus building will not be staffed. Standard operating guidelines have been written for incorporating Station 32 and The Colony into callback situations, such as a fire in Parleys Canyon. If this arrangement does not work, we will retrieve our apparatus and The Colony will take back possession of their buildings.

Board Member Rubell asked where the apparatus would be otherwise, and Chief Emery replied they would most likely be at Fleet Services as reserve units, they would not be front-line apparatus. Board Member Rubell said from this discussion it sounds like this arrangement would be cost-neutral and would not negatively affect day-to-day operations, just something we need to be aware of, and Chief Emery said that is correct.

VI. Burn Camp

Chief Lewis said PCFD has been involved with the University of Utah burn camp for many years, and it has resulted in a good collaboration with them regarding education and training. Chief Dosher said the University of Utah Hospital has one of the best burn centers in the country, and they hold an annual burn camp for children who have been burned as part of their rehabilitation. They have been tied into fire organizations for around 40 years. We have a PCFD firefighter who recently took a special class to be a tour guide to take children participating in the camp out for activities. It has been a very positive experience for everyone.

Board Member Rubell asked which event is held where people can donate money to the burn camp, and Chief Emery replied it is the annual chili cook-off held in the fall. It raises money for the annual burn camp the following summer.

VII. Wildland Update

Chief Emery said we have had a busy wildland fire season so far with several deployments and no interruption in our daily operations. We have had at least one red flag day where we staffed Station 32. Our personnel have gained incredible experience this summer, with one firefighter receiving their engine boss certification and several firefighters being able to complete task book assignments and get their first wildland experience.

Chief Briley said as we entered this wildland season, there was a good deal of uncertainty regarding federal aid with the cuts the government made, and agencies including PCFD began reaching out to other local agencies to form cooperatives.

The first deployment PCFD went on was the Mad River preposition deployment in June in the northern California redwoods. PCFD crews were positioned for any potential fire starts in the area, and they would have provided the initial attack. They also cleared downed trees, widened road corridors to improve fire access and public safety, and went through training evolutions including pump-and-roll operations.

The next deployment was the Deer Creek fire that happened in early July in San Juan County, southeastern Utah, near the Utah-Colorado border. Crews there were assigned initial attack and structure protection, and they witnessed a rare fire tornado that had flames reaching several hundred feet high and tore off roofs and damaged structures. Crews were forced to move into a safety zone during this deployment, where the “firenado” skirted around them.

This morning PCFD received a resource order for our new Rapid Extrication Module (REM) team for a fire in Colorado. It is a team of four red-carded firefighters with wildland experience who are also tech-rescue certified, meaning they have training in ropes and extrication. These teams will straddle a divisional line between deployment divisions and provide rescue and medical services as needed for the crews. Secretary Hanrahan asked if the team would provide services to the public as well, and Chief Emery replied they are primarily there for the firefighters but will respond, if needed, to other situations.

VIII. USAR Update

Chief Briley said PCFD sent personnel with Utah Task Force 1 (UT-TF1) to New Mexico between July 9 and 19 to assist in the search and rescue efforts of catastrophic flash flooding in Rio Ruidoso. Initially we sent three personnel and then sent four additional crew members when they were requested. Secretary Hanrahan asked if this was part of a national organization, and Chief Emery replied Utah has one FEMA team (UT-TF1) that operates under the Department of Homeland Security. The government will reimburse us for the cost of sending personnel as well as the cost for backfilling positions during deployments. Chiefs Briley and Emery said the training PCFD personnel receives as part of our involvement with UT-TF1 is invaluable.

IX. North Summit Fire District Engine

Chief Emery said North Summit Fire ran into a situation where they no longer had access to a front-line engine. They contacted Chief Emery and he agreed to lend them a PCFD reserve engine for their use until they can get another engine secured. An interlocal agreement has been signed between North Summit Fire and PCFD for the use of the engine at no cost, but North Summit Fire will be responsible for any mechanical or accident-related repair costs. Chief Emery said he believes this will be a short-term arrangement. Chief Lewis said at the conclusion of three months after the contract was signed, North Summit will have the opportunity to purchase the engine at

market value or return it. There is also a clause in the contract stating the engine will be returned to PCFD if we need it.

X. Station 34 Update

Chief Lewis said PCFD completed the RFP process for finding a contractor to complete the repairs at Station 34. North Face Roofing is located in Park City and has submitted a repair proposal from the most basic repair to possibly replacing the roof. We will be meeting with North Face Roofing and Stantec tomorrow and will move forward from there. Chief Emery said North Face is confident they can get the repairs done before snowfall. Once the roof is repaired, we will shift our focus back to the inside of the building and working with insurance to get everything wrapped up.

XI. Other Divisional Updates

Chief Emery said there were two incidents involving fatalities on Friday night. One was a motorcycle accident on I-80 eastbound in the Jeremy Ranch area, and the other was an auto-pedestrian accident that also occurred on I-80 eastbound near Station 33. Occupants of the vehicle involved in the auto-pedestrian incident, including several children, were taken to Station 33 to await transportation back home, and our crews did their best to try to calm them while they were there.

Secretary Hanrahan asked if there was a policy to have counseling available for personnel after such incidents. Chief Emery said several years ago when PCFD began developing a critical stress debriefing program, we found some of our personnel would not ask for help. Now when there is a critical incident, whether it involves a fatality or the battalion chief feels it was just a shaky situation, we have an automatic mental health debriefing. There are personnel on each platoon who are trained to do this. Additionally, outside resources are offered to those who want it.

Chief Emery mentioned Firefighter Cody Hughes and Paramedic Joshua Humphrey will be honored as PCFD's Firefighter of the Year and Paramedic of the Year, respectively, at the Park City Elks Lodge annual barbecue on August 11. Chief Emery encouraged anyone who can attend to do so.

Work Session Concluded: 6:30 p.m.

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**Park City Fire Service District
Administrative Control Board – Regular Meeting Minutes
Park City Fire District Administrative Office Building
August 5, 2025**

Meeting was held at the anchor location of the Park City Fire Service District Administrative Office Building, 736 West Bitner Rd., Park City, Utah, 84098 and via Teams

Administrative Control Board regular meeting called to order: 6:30 p.m.

Board Members Present: Secretary John Hanrahan, Board Member Jeremy Rubell, and Board Member Christina Miller (via Teams)

Board Members Absent: Chair Alex Butwinski and Board Member Nate Brown, both excused

District Personnel Present: Chief Pete Emery, Asst. Chief Sean Briley, Asst. Chief Ashley Lewis, Battalion Chief Max Dosher, Battalion Chief Joe Sharrar, Fire Marshal Mike Owens, Logistics Officer Brett Colgan, CFO Del Barney, and Admin. Asst. Debbie Colgan

Additional Attendees: Patti Berry

I. Roll Call

Secretary Hanrahan began the meeting by conducting a roll call.

II. Approval of June 3, 2025, Meeting Minutes

Board Member Rubell made a motion to approve the minutes of the June 3, 2025, Administrative Control Board meeting. The motion was seconded by Board Member Miller. Those in favor were Secretary Hanrahan, Board Member Miller, and Board Member Rubell. The motion passed unanimously, 3-0.

III. Public Input

Secretary Hanrahan opened the meeting for public comment.

Tim Lewis, General Manager of The Colony HOA, said over the last four years The Colony has spent \$3-4M a year on fire mitigation efforts. The fire committee at The Colony is constantly working on how they can do a better job in the mitigation of future fires. They discussed setting up a couple of fire back stations to get homes outside of the 5-mile rate into it to help their ISO rating, insurance costs, and to have two fire trucks in The Colony for use by PCFD personnel to help fight a fire. Mr. Lewis said he appreciates there was no controversy or problems regarding what The Colony wants to do with the back stations. He said The Colony is pleased with the way discussions have gone between The Colony and PCFD, and they look forward to continuing their relationship with PCFD in the future.

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Mr. Lewis asked if there were any questions the Board had regarding the agreement between The Colony and PCFD that will be approved later during this meeting. Secretary Hanrahan replied Chief Emery has been updating the Board over the past few months on discussions leading up to this agreement, and the Board is comfortable with it.

Rick Smaligo, the co-chair of The Colony fire committee, said there is an overwhelming majority of owners in The Colony who are in favor of rolling out this first phase. Hopefully the ISO rating will go down and they can work to have something more permanent in place.

Secretary Hanrahan thanked both gentlemen for their comments and closed the public comment session.

IV. Board Member Reports and Business

A. Correspondence

There were no comments regarding correspondence.

B. Financial

There were no questions regarding the financials.

V. Old Business

There was not any old business.

VI. New Business

A. Possible Approval of Resolution Adopting Final Tax Rates and Budgets for Summit County in Tax Year 2025

Board Member Rubell commended the District for running a very fiscally responsible organization, because property values going up is not the only reason we are able to keep that effective rate low. This is very appreciated by the community and something the Park City Council hears often.

Board Member Miller made a motion to approve the Resolution Adopting Final Tax Rates and Budgets for Summit County in Tax Year 2025. Board Member Rubell seconded the motion. Those in favor were Secretary Hanrahan, Board Member Miller, and Board Member Rubell; the motion passed unanimously, 3-0.

B. Possible Approval of Resolution Adopting Final Tax Rates and Budgets for Wasatch County in Tax Year 2025

Board Member Miller made a motion to approve the Resolution Adopting Final Tax Rates and Budgets for Wasatch County in Tax Year 2025. Board Member Rubell seconded the motion. Those in favor were Secretary Hanrahan, Board Member Miller, and Board Member Rubell; the motion passed unanimously, 3-0.

C. Possible Approval of Memorandum of Agreement between the Park City Fire Service District and The Colony HOA

Board Member Miller made a motion to approve the Memorandum of Agreement between the Park City Fire Service District and The Colony HOA. Board Member Rubell seconded the motion. Those in favor were Secretary Hanrahan, Board Member Miller, and Board Member Rubell; the motion passed unanimously, 3-0.

D. Possible Approval of Memorandum of Agreement between the Park City Fire Service District and Summit County Sheriff's Office for Enhancing EMS Capability During SWAT Operations

Board Member Miller made a motion to approve the Memorandum of Agreement between the Park City Fire Service District and Summit County Sheriff's Office for Enhancing EMS Capability During SWAT Operations. Board Member Rubell seconded the motion. Those in favor were Secretary Hanrahan, Board Member Miller, and Board Member Rubell; the motion passed unanimously, 3-0.

E. Possible Approval of Interlocal Agreement between the Park City Fire Service District and Summit County for Health Insurance

Board Member Rubell made a motion to approve the Interlocal Agreement between the Park City Fire Service District and Summit County for Health Insurance. Board Member Miller seconded the motion. Those in favor were Secretary Hanrahan, Board Member Miller, and Board Member Rubell; the motion passed unanimously, 3-0.

VII. Staff Reports and Input

There were no comments on the staff reports.

VIII. Discussion of Possible Future Agenda Items/Additional Comments

There were no additional comments or future agenda items identified.

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IX. Closed Meeting

There was no need for a closed meeting.

X. Adjournment

Board Member Miller made a motion to adjourn the regular meeting, and it was seconded by Board Member Rubell. Those in favor were Secretary Hanrahan, Board Member Miller, and Board Member Rubell; the motion passed unanimously, 3-0. The regular meeting of the Park City Fire District Administrative Control Board adjourned at 6:40 p.m.

The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be on September 2, 2025, beginning at 6:30 p.m. in the PCFD Administrative Offices, 736 W. Bitner Road, Park City, UT 84098.

Park City Fire Service District
Balance Sheet
General Funds
July 31, 2025

	General	Capital Projects	Other Non-Major Governmental Funds	Total Governmental Funds	Special Revenue Fund	Debt Service Fund	Local Building Authority	Total Non-Major Governmental Funds
Assets:								
Cash - Regular Checking	76,665							
Cash and Cash Equivalents	251,068	0	5,025	256,093				5,025
Bond Escrow Holdings	0	0	55	55	0	55	0	55
Cash Deposited in Public Treasurer's Investment Fund	6,869,317	17,418,847	0	24,288,164			0	0
Receivables:								
Accounts Receivable	1,720	0	0	1,720	0	0	0	0
Taxes	45,850		0	45,850	0	0	0	0
Ambulance Operations	0		0	0	0	0	0	0
Other Assets								
Restricted Assets:								
Cash and Cash Equivalents	193,908		27	193,935	0	27		27
Prepaid Assets	0			0				
Cash Deposited in Public Treasurer's Investment Fund	804,301	0	740,038	1,544,340	740,038		0	740,038
Accounts Receivable				0				
Investments				0				
Total Assets	<u><u>8,166,164</u></u>	<u><u>17,418,847</u></u>	<u><u>745,146</u></u>	<u><u>26,330,156</u></u>	<u><u>740,038</u></u>	<u><u>82</u></u>	<u><u>5,025</u></u>	<u><u>745,146</u></u>
Liabilities and Fund Balances:								
Liabilities:								
Accounts Payable	104,300	0	0	104,300	0	0	0	0
Bond Interest Payable			0	0		0		0
Accrued Liabilities	554,981			554,981				
Total Liabilities	<u><u>659,281</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>659,281</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
Fund Balances:								
Restricted for:								
Debt Service			82	82		82		82
Impact Fees			740,038	740,038	740,038			740,038
Assigned for:								
Building Construction and Equipment Purchases		17,418,847	5,025	17,423,872			5,025	5,025
Unassigned								
General Fund	7,506,883			7,506,883				
Capital Projects Fund								
Total Fund Balance	<u><u>7,506,883</u></u>	<u><u>17,418,847</u></u>	<u><u>745,146</u></u>	<u><u>25,670,876</u></u>	<u><u>740,038</u></u>	<u><u>82</u></u>	<u><u>5,025</u></u>	<u><u>745,146</u></u>
Total Liabilities and Fund Balance	<u><u>8,166,164</u></u>	<u><u>17,418,847</u></u>	<u><u>745,146</u></u>	<u><u>26,330,156</u></u>	<u><u>740,038</u></u>	<u><u>82</u></u>	<u><u>5,025</u></u>	<u><u>745,146</u></u>

PARK CITY FIRE SERVICE DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual
All Funds and the Local Building Authority
For the Period Ending
July 31, 2025

	Budgeted Amounts		Actual Amounts	Variance With Final Budget -		
	Original	Final		Positive (Negative)	Percent	
Revenues:						
Local Revenue:						
Property Taxes	15,250,500	15,250,500	912,945	14,337,555	6.0%	
Fee-in-Lieu	275,000	275,000	136,065	138,935	49.5%	
Interest Income	1,245,100	1,245,100	809,967	435,133	65.1%	
Other Income	1,500	1,500	53	1,448	3.5%	
Sale of Fixed Assets	40,000	40,000	27,000	13,000	0.0%	
Grants and Donations	270,500	270,500	18,436	252,064	6.8%	
Fees and Permits	7,060,750	7,060,750	5,599,408	1,461,342	79.3%	
Total Revenues	24,143,350	24,143,350	7,503,873	16,387,413	31.1%	
Expenditures:						
Personnel:						
Salaries and Wages	12,431,043	12,431,043	6,996,310	(5,434,733)	56.3%	
Fringe Benefits	5,255,520	5,255,520	2,712,344	(2,543,176)	51.6%	
Operations	2,653,579	2,653,579	1,273,711	(1,379,868)	48.0%	
General and Administrative	400,486	400,486	270,543	(129,943)	67.6%	
Capital Outlay	2,987,000	2,987,000	919,414	(2,067,586)	30.8%	
Debt Service			0			
Principle Retirement	275,000	275,000	0	(275,000)	0.0%	
Interest and Fiscal Charges	12,500	12,500	6,178	(6,322)	49.4%	
Total Expenditures	24,015,128	24,015,128	12,178,500	(11,836,628)	50.7%	
Excess of Revenues Over Expenditures	128,222	128,222	(4,674,626)	4,550,784		
Other Financing Sources (Uses):						
Operating Transfers to Other Funds	3,975,000	3,975,000	958,295	3,016,705	-24.1%	
Operating Transfers From Other Funds	3,975,000	3,975,000	958,295	3,016,705	-24.1%	
Total Other Financing Sources (Uses)	0	0	0	0	0.0%	
Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Net Change in Fund Balance	128,222	128,222	(4,674,626)	4,550,784		
Fund Balances - Beginning	30,345,503	30,345,503	30,345,503	30,345,503		
Fund Balances - Ending	30,473,725	30,473,725	25,670,877	34,896,287		

Park City Fire Service District
Summary of Revenues, Expenditures and Transfers for all Funds and the Local Building Authority
For the Years Ending December 31, 2023, 2024 and 2025

	Actual 2023	Actual 2024	Year-to Date 2025	Projected 2025	Budget 2025
Revenues:					
Property taxes	14,579,256	14,903,181	912,945	15,250,500	15,250,500
Fee-in-lieu	230,668	210,084	136,065	275,000	275,000
Interest income	1,120,741	1,337,830	809,967	1,320,000	1,245,100
Misc income	210,861	43,514	27,053	41,500	41,500
Grants and donations	73,844	275,871	18,436	270,500	270,500
Bond proceeds	0	0	0	0	0
Fees and Permits	6,683,187	7,147,188	5,599,408	8,160,000	7,060,750
Total revenues	22,898,557	23,917,668	7,503,873	25,317,500	24,143,350
Expenditures:					
Current:					
Salaries and wages	10,913,695	11,535,761	6,996,310	11,650,000	12,431,043
Fringe benefits	4,633,483	4,544,024	2,712,344	4,575,000	5,255,520
Total wages and fringe benefits	15,547,178	16,079,785	9,708,654	16,225,000	17,686,563
Operations:					
Station expenditures	696,102	884,559	499,784	856,200	1,065,806
Ambulance operational expenditures	892,112	676,189	408,808	600,550	744,900
Apparatus maintenance	238,200	231,645	134,775	387,000	387,000
Fire, spec. ops. And communication equip.	105,396	79,130	72,389	126,795	142,673
Fuel	158,300	112,069	64,110	120,622	126,000
Uniforms and safety gear	173,646	154,414	46,939	158,000	158,000
Travel, training and tuitions	80,611	136,878	47,765	89,375	227,100
Other operations	2,535	1,568	65	2,100	2,100
Total operations	2,346,902	2,276,452	1,274,635	2,340,642	2,853,579
General and administrative:					
General liability insurance	86,675	122,976	138,189	138,189	130,000
Professional and consulting services	24,709	14,508	15,711	22,000	22,000
Audit and accounting services	18,800	19,400	20,000	20,000	22,000
Legal services	3,972	6,062	4,960	50,000	50,000
Certificates of participation- cost of issuance	0	0	0	0	0
Other general and administrative	131,866	133,776	90,760	163,000	176,486
Total general and administrative	266,022	296,722	269,619	393,189	400,486
Capital outlay:					
Apparatus and vehicles	595,728	1,513,920	746,068	2,676,000	2,676,000
Land, buildings and building improvements	2,714,470	379,295	19,779	65,000	65,000
Furniture and equipment	750,118	394,262	153,567	246,000	246,000
Total capital outlay	4,060,316	2,287,477	919,414	2,987,000	2,987,000
Debt service:					
Principle retirement	867,475	681,897	0	275,000	275,000
Interest charges	22,587	21,923	6,178	12,500	12,500
Total debt service	890,062	703,820	6,178	287,500	287,500
Total expenditures	23,110,480	21,644,257	12,178,500	22,233,331	24,215,128
Excess (deficit) of revenue over expenditures before operating transfers	(211,921)	2,273,412	(4,674,626)	3,084,169	(71,777)
Operating transfers out	5,856,636	3,695,666	958,295	3,975,000	3,975,000
Operating transfers in	5,856,636	3,695,666	958,295	3,975,000	3,975,000
Total transfers	0	0	0	0	0
Totals	(211,921)	2,273,412	(4,674,626)	3,084,169	(71,777)
Fund Balances - Beginning	28,284,012	28,072,091	30,345,503	30,345,503	30,345,503
Fund Balances - Ending	28,072,091	30,345,503	25,670,877	33,429,672	30,273,726

PARK CITY FIRE SERVICE DISTRICT

Budget to Actual

General Fund

For the Period Ending

July 31, 2025

	Budget Amounts		Actual Amounts	Variance with Final Budget -	
	Original	Adjusted		Over (Under)	Percent
Revenues:					
Property Taxes	15,250,500	15,250,500	912,945	(14,337,555)	6.0%
Fee-in-lieu	275,000	275,000	136,065	(138,935)	49.5%
Licenses & Permits	350,000	350,000	223,925	(126,075)	64.0%
Intergovernmental (Grants & Wildland Program)	270,000	270,000	234,242	(35,758)	86.8%
Charges for Services	6,260,750	6,260,750	5,023,526	(1,237,224)	80.2%
Refunds	0	0	0	0	0.0%
Interest Income	525,000	525,000	349,380	(175,620)	66.5%
Sale of Fixed Assets	40,000	40,000	27,000	(13,000)	0.0%
Miscellaneous Revenue	1,500	1,500	53	(1,448)	3.5%
Contributions & Transfers	500	500	600	100	120.0%
Total Revenues	22,973,250	22,973,250	6,907,736	(16,065,514)	30.1%
Expenditures:					
Personnel:					
Salaries and Wages	12,431,043	12,431,043	6,996,310	5,434,733	56.3%
Fringe Benefits	5,255,521	5,255,521	2,712,344	2,543,177	51.6%
Fire Operations	2,055,306	2,055,306	839,945	1,215,361	40.9%
Fire Prevention Operations	48,273	48,273	24,959	23,314	51.7%
Administration	403,946	403,946	270,478	133,468	67.0%
Ambulance Operations	749,900	749,900	408,808	306,926	54.5%
Capital Outlay	976,000	976,000	479,897	496,103	49.2%
Transfers	3,900,000	3,900,000	958,295	2,941,705	24.6%
Total Expenditures	25,819,989	25,819,989	12,691,035	13,094,788	49.2%
Excess of Revenues Over Expenditures	2,846,739	2,846,739	(5,783,298)	(2,970,726)	
Fund Balances - Beginning	13,290,182	13,290,182	13,290,182		
Fund Balances - Ending	10,443,443	10,443,443	7,506,884		
	12,691,035	Total Expenditures			
	479,897	Less Capital Outlay			
	958,295	Less Interfund Transfers			
	11,252,843	Operating Expenses			

Park City Fire Service District
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Period Ending
July 31, 2025

	General	Capital Projects	Other Nonmajor Governmental Funds	Total Governmental Funds	Special Revenue Fund	Debt Service Fund	Local Building Authority	Total Governmental Funds
Revenues:								
Property Taxes	912,945	0	0	912,945	0	0	0	0
Fee -in-Lieu	136,065	0	0	136,065	0	0	0	0
Interest Income	349,380	442,917	17,670	809,967	17,636	33	0	17,670
Other Income	53	0	0	53	0	0	0	0
Sale of Fixed Assets	27,000	0	0	27,000	0	0	0	0
Grants and Donations	18,436	0	0	18,436	0	0	0	0
Fees and Permits	5,463,858	0	135,550	5,599,408	135,550	0	0	135,550
Total Revenues	6,907,736	442,917	153,220	7,503,873	153,186	33	0	153,220
Expenditures:								
Current:								
Personnel:								
Salaries and Wages	6,996,310	0	0	6,996,310	0	0	0	0
Fringe Benefits	2,712,344	0	0	2,712,344	0	0	0	0
Operations	1,273,711	0	0	1,273,711	0	0	0	0
General and Administrative	270,478	0	65	270,543	0	0	65	65
Capital Outlay	479,897	439,517	0	919,414	0	0	0	0
Debt Service:								
Principle Retirement	0	0	0	0	0	0	0	0
Interest and Fiscal Charges	0	0	6,178	6,178	0	6,178	0	6,178
Total Expenditures	11,732,740	439,517	6,243	12,178,500	0	6,178	65	6,243
Excess (Deficiency) of Revenues								
Over (Under) Expenditures	(4,825,003)	3,400	146,977	(4,674,626)	153,186	(6,144)	(65)	146,977
Other Financing Sources (Uses):								
Operating Transfers	(958,295)	939,517	18,778	0	13,437	5,276	65	18,778
Proceeds from Sale of Equipment	0	0	0	0	0	0	0	0
Total Other Financing Sources (Uses)	(958,295)	939,517	18,778	0	13,437	5,276	65	18,778
Net Change in Fund Balance	(5,783,298)	942,917	165,755	(4,674,626)	166,623	(868)	0	165,755
Fund Balances - Beginning	13,290,182	16,475,930	579,390	30,345,503	573,416	949	5,025	579,390
Fund Balances - Ending	7,506,884	17,418,847	745,145	25,670,877	740,039	81	5,025	745,145

Report Criteria:

Report type: Summary

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/25	08/05/2025	2205	15560	UTAH STATE TAX COMMISSION	10-201000-0000	6.00
08/25	08/11/2025	2206	18040	DANIEL HURFORD	10-201000-0000	978.37
08/25	08/11/2025	2207	18055	SANDRA RABINS	10-201000-0000	145.89
08/25	08/11/2025	2208	18046	TRICARE	10-201000-0000	145.89
08/25	08/13/2025	1010423	18054	A PLUS GARAGE DOORS	10-201000-0000	757.00
08/25	08/13/2025	1010424	17542	ADVANCED FITNESS REPAIR	10-201000-0000	582.14
08/25	08/13/2025	1010425	17954	AFLAC GROUP INSURANCE	10-201000-0000	1,377.30
08/25	08/13/2025	1010426	220	ALL WEST COMMUNICATIONS	10-201000-0000	332.18
08/25	08/13/2025	1010427	17924	AMERITAS LIFE INSURANCE CORP.	10-201000-0000	698.72
08/25	08/13/2025	1010428	8200	ASHLEY LEWIS	10-201000-0000	172.12
08/25	08/13/2025	1010429	700	AT&T MOBILITY	10-201000-0000	40.04
08/25	08/13/2025	1010430	17668	BLOMQUIST HALE CONSULTING, INC	10-201000-0000	491.05
08/25	08/13/2025	1010431	1680	BOUND TREE MEDICAL LLC	10-201000-0000	5,865.56
08/25	08/13/2025	1010432	2260	CACTUS & TROPICALS	10-201000-0000	145.00
08/25	08/13/2025	1010433	3070	CANON U.S.A., INC.	10-201000-0000	169.11
08/25	08/13/2025	1010434	3170	Caselle, Inc.	10-201000-0000	3,697.00
08/25	08/13/2025	1010435	17899	CHRISTENSEN OIL CO.	10-201000-0000	245.00
08/25	08/13/2025	1010436	17745	CULLIGAN WATER CONDITIONING	10-201000-0000	767.50
08/25	08/13/2025	1010437	2910	CUMMINS ROCKY MOUNTAIN, LLC	10-201000-0000	444.80
08/25	08/13/2025	1010438	3180	DEBBIE COLGAN	10-201000-0000	17.23
08/25	08/13/2025	1010439	3370	DELL MARKETING L.P.	10-201000-0000	2,167.49
08/25	08/13/2025	1010440	17828	EMS LOGIK	10-201000-0000	11,724.00
08/25	08/13/2025	1010441	17435	ENBRIDGE GAS	10-201000-0000	617.01
08/25	08/13/2025	1010442	17663	FIRST DIGITAL	10-201000-0000	2,599.20
08/25	08/13/2025	1010443	17524	FLEETPRIDE	10-201000-0000	890.40
08/25	08/13/2025	1010444	17863	GOLD CROSS SERVICES, INC	10-201000-0000	14,634.59
08/25	08/13/2025	1010445	5580	GRAHAM FIRE APPARATUS SALES &	10-201000-0000	938.30
08/25	08/13/2025	1010446	6110	HOME DEPOT CREDIT SERVICES	10-201000-0000	1,384.93
08/25	08/13/2025	1010447	6240	HOSE & RUBBER SUPPLY LLC	10-201000-0000	1,019.45
08/25	08/13/2025	1010448	17718	INSIGHT PUBLIC SECTOR, INC	10-201000-0000	4,346.82
08/25	08/13/2025	1010449	17699	Intermountain WorkMed	10-201000-0000	53.00
08/25	08/13/2025	1010450	18020	JAN-PRO of UTAH	10-201000-0000	694.00
08/25	08/13/2025	1010451	2860	L N CURTIS & SONS	10-201000-0000	191.54
08/25	08/13/2025	1010452	18050	LEFLER BROTHERS PAINTING	10-201000-0000	3,600.00
08/25	08/13/2025	1010453	7960	LIFE-ASSIST INC	10-201000-0000	279.45
08/25	08/13/2025	1010454	18033	MCGEE COMPANY	10-201000-0000	77.60
08/25	08/13/2025	1010455	8970	MOUNTAIN REGIONAL WATER SSD	10-201000-0000	742.81
08/25	08/13/2025	1010456	17658	Park City Auto Parts	10-201000-0000	653.00
08/25	08/13/2025	1010457	17516	RelaDyne West LLC	10-201000-0000	5,699.81
08/25	08/13/2025	1010458	12280	REPUBLIC SERVICES #864	10-201000-0000	3,072.84
08/25	08/13/2025	1010459	12550	ROCKY MOUNTAIN POWER	10-201000-0000	1,283.21
08/25	08/13/2025	1010460	17536	RUSH TRUCK CENTER,	10-201000-0000	33,152.08
08/25	08/13/2025	1010461	14180	SALT LAKE VALLEY CRYSLER	10-201000-0000	30.30
08/25	08/13/2025	1010462	17851	Sam Croft	10-201000-0000	679.83
08/25	08/13/2025	1010463	13060	SKAGGS COMPANIES, INC.	10-201000-0000	618.96
08/25	08/13/2025	1010464	13130	SNYDERVILLE BASIN W R D	10-201000-0000	686.65
08/25	08/13/2025	1010465	14070	SOUTH FORK HARDWARE PARK CITY	10-201000-0000	18.45
08/25	08/13/2025	1010466	13210	SPEEDS POWER EQUIPMENT	10-201000-0000	255.40
08/25	08/13/2025	1010467	18049	SPRINKLER REPAIR PARK CITY	10-201000-0000	380.00
08/25	08/13/2025	1010468	17995	State Fire DC Specialties	10-201000-0000	825.18
08/25	08/13/2025	1010469	17731	STATE OF UTAH FUEL NETWORK (DGO)	10-201000-0000	837.88
08/25	08/13/2025	1010470	14330	SUMMIT PRINTING	10-201000-0000	562.00
08/25	08/13/2025	1010471	13490	SUMMIT WATER DISTRIBUTION CO	10-201000-0000	913.48

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/25	08/13/2025	1010472	18005	TEAM CHEEVER PLUMBING & HEATING	10-201000-0000	620.00
08/25	08/13/2025	1010473	14810	THE UPS STORE #3471	10-201000-0000	130.50
08/25	08/13/2025	1010474	15200	UTAH LOCAL GOVERNMENTS TRUST	10-201000-0000	1,479.59
08/25	08/13/2025	1010475	15760	UTAH VALLEY UNIVERSITY	10-201000-0000	375.00
08/25	08/13/2025	1010476	17597	VERIFIED FIRST	10-201000-0000	102.73
08/25	08/13/2025	1010477	16080	VERIZON WIRELESS	10-201000-0000	1,835.14
08/25	08/13/2025	1010478	16820	WORKERS COMPENSATION FUND	10-201000-0000	2,478.00
08/25	08/13/2025	1010479	17713	ZAYO GROUP, LLC	10-201000-0000	883.08
08/25	08/25/2025	1010480	17542	ADVANCED FITNESS REPAIR	10-201000-0000	1,417.22
08/25	08/25/2025	1010481	17512	Battery Systems	10-201000-0000	311.97
08/25	08/25/2025	1010482	1980	BEEHIVE PLUMBING	10-201000-0000	492.36
08/25	08/25/2025	1010483	1680	BOUND TREE MEDICAL LLC	10-201000-0000	4,639.34
08/25	08/25/2025	1010484	17775	BUTTERFLY NETWORK INC	10-201000-0000	420.00
08/25	08/25/2025	1010485	3190	CCI SERVICE	10-201000-0000	2,049.70
08/25	08/25/2025	1010486	3030	CENTURYLINK	10-201000-0000	373.66
08/25	08/25/2025	1010487	17532	CENTURYLINK	10-201000-0000	2,265.36
08/25	08/25/2025	1010488	17754	CHAOSINK	10-201000-0000	2,191.43
08/25	08/25/2025	1010489	17899	CHRISTENSEN OIL CO.	10-201000-0000	560.43
08/25	08/25/2025	1010490	2750	CRAWFORD DOOR SALES	10-201000-0000	1,443.00
08/25	08/25/2025	1010491	17745	CULLIGAN WATER CONDITIONING	10-201000-0000	153.50
08/25	08/25/2025	1010492	2820	CUMMINS SALES AND SERVICE	10-201000-0000	488.00
08/25	08/25/2025	1010493	18056	E T TECHNOLOGIES, INC	10-201000-0000	800.00
08/25	08/25/2025	1010494	6370	ERIC HOCKRIDGE	10-201000-0000	141.54
08/25	08/25/2025	1010495	17942	FARMER BROTHERS CO	10-201000-0000	118.32
08/25	08/25/2025	1010496	4670	FIRE ENGINEERING COMPANY, INC.	10-201000-0000	812.68
08/25	08/25/2025	1010497	17870	FIRST RESPONDERS FIRST	10-201000-0000	675.00
08/25	08/25/2025	1010498	17524	FLEETPRIDE	10-201000-0000	27.69
08/25	08/25/2025	1010499	5580	GRAHAM FIRE APPARATUS SALES &	10-201000-0000	2,113.32
08/25	08/25/2025	1010500	6810	INTERMOUNTAIN MEDICAL GROUP	10-201000-0000	6,851.00
08/25	08/25/2025	1010501	17986	JAMES BRUCE	10-201000-0000	281.00
08/25	08/25/2025	1010502	17964	JONATHAN PRICE	10-201000-0000	385.00
08/25	08/25/2025	1010503	18058	JOSHUA HUMPHREY	10-201000-0000	770.00
08/25	08/25/2025	1010504	17804	KARL MALONE FORD PARK CITY	10-201000-0000	11.35
08/25	08/25/2025	1010505	2860	L N CURTIS & SONS	10-201000-0000	2,087.73
08/25	08/25/2025	1010506	18057	LEAH FULTONBERG	10-201000-0000	122.50
08/25	08/25/2025	1010507	17858	MATTHEW BOUFFARD	10-201000-0000	385.00
08/25	08/25/2025	1010508	18033	MCGEE COMPANY	10-201000-0000	71.34
08/25	08/25/2025	1010509	17616	Mendenhall Commercial Laundry Equipment	10-201000-0000	300.00
08/25	08/25/2025	1010510	17581	Michael Dean	10-201000-0000	1,068.24
08/25	08/25/2025	1010511	17658	Park City Auto Parts	10-201000-0000	193.38
08/25	08/25/2025	1010512	10710	PARK CITY MUNICIPAL CORP	10-201000-0000	1,618.07
08/25	08/25/2025	1010513	17686	PARSONS BEHLE & LATIMER	10-201000-0000	275.00
08/25	08/25/2025	1010514	17972	PREMIER VEHICLE INSTALLATION, INC	10-201000-0000	3,110.00
08/25	08/25/2025	1010515	11220	PRE-PAID LEGAL SERVICES INC	10-201000-0000	232.35
08/25	08/25/2025	1010516	17434	PROFESSIONAL SALES & SERVICE, LC	10-201000-0000	1,110.00
08/25	08/25/2025	1010517	11400	PUBLIC EMPLOYEES HEALTH PROG	10-201000-0000	3,769.61
08/25	08/25/2025	1010518	17516	RelaDyne West LLC	10-201000-0000	3,433.85
08/25	08/25/2025	1010519	12320	ROCKY MTN POWER	10-201000-0000	196.85
08/25	08/25/2025	1010520	17536	RUSH TRUCK CENTER,	10-201000-0000	3,463.65
08/25	08/25/2025	1010521	17900	SHRED SALT LAKE	10-201000-0000	259.90
08/25	08/25/2025	1010522	13060	SKAGGS COMPANIES, INC.	10-201000-0000	456.00
08/25	08/25/2025	1010523	13120	SMITHS CUSTOMER CHARGES	10-201000-0000	147.24
08/25	08/25/2025	1010524	14070	SOUTH FORK HARDWARE PARK CITY	10-201000-0000	2.99
08/25	08/25/2025	1010525	18049	SPRINKLER REPAIR PARK CITY	10-201000-0000	105.00
08/25	08/25/2025	1010526	13640	SYMBOL ARTS, LLC	10-201000-0000	736.50
08/25	08/25/2025	1010527	17170	WORKFORCEQA	10-201000-0000	160.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
Grand Totals:						173,709.67

Report Criteria:

Report type: Summary
Check.Type = {<>} "Adjustment"

Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
2205									
08/25	08/05/2025	2205	15560	UTAH STATE TAX COMMISSION	538	10-43-500-00538	.00	6.00	6.00
Total 2205:									
.00									
2206									
08/25	08/11/2025	2206	18040	DANIEL HURFORD	PC3833001 J	10-348-430-3000	.00	978.37	978.37
Total 2206:									
.00									
2207									
08/25	08/11/2025	2207	18055	SANDRA RABINS	PC5501010	10-348-430-3000	.00	145.89	145.89
Total 2207:									
.00									
2208									
08/25	08/11/2025	2208	18046	TRICARE	CLM# 202509	10-348-430-3000	.00	145.89	145.89
Total 2208:									
.00									
1010423									
08/25	08/13/2025	1010423	18054	A PLUS GARAGE DOORS	319718	10-40-316-35000	.00	757.00	757.00
Total 1010423:									
.00									
1010424									
08/25	08/13/2025	1010424	17542	ADVANCED FITNESS REPAIR	18136	10-40-347-35000	.00	582.14	582.14
Total 1010424:									
.00									
1010425									
08/25	08/13/2025	1010425	17954	AFLAC GROUP INSURANCE	JULY 2025	10-218700-0000	.00	1,377.30	1,377.30
Total 1010425:									
.00									

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
1010426									
08/25	08/13/2025	1010426	220	ALL WEST COMMUNICATIONS	AUGUST 202	10-40-286-00000	.00	332.18	332.18
Total 1010426:									
.00									
1010427									
08/25	08/13/2025	1010427	17924	AMERITAS LIFE INSURANCE CORP.	JULY 2025	10-217710-4300	.00	698.72	698.72
Total 1010427:									
.00									
1010428									
08/25	08/13/2025	1010428	8200	ASHLEY LEWIS	ALYSSA REF	10-40-285-00000	.00	172.12	172.12
Total 1010428:									
.00									
1010429									
08/25	08/13/2025	1010429	700	AT&T MOBILITY	287287652583	10-40-365-00000	.00	40.04	40.04
Total 1010429:									
.00									
1010430									
08/25	08/13/2025	1010430	17668	BLOMQUIST HALE CONSULTING, INC	AUG25-9832	10-43-130-30000	.00	491.05	491.05
Total 1010430:									
.00									
1010431									
08/25	08/13/2025	1010431	1680	BOUND TREE MEDICAL LLC	85858799	10-43-300-30000	.00	1,164.50	1,164.50
08/25	08/13/2025	1010431	1680	BOUND TREE MEDICAL LLC	JULY 25	10-43-300-30000	.00	4,701.06	4,701.06
Total 1010431:									
.00									
1010432									
08/25	08/13/2025	1010432	2260	CACTUS & TROPICALS	0389443	10-42-290-00002	.00	145.00	145.00
Total 1010432:									
.00									
1010433									
08/25	08/13/2025	1010433	3070	CANON U.S.A., INC.	6012679460	10-42-290-00002	.00	120.84	120.84
08/25	08/13/2025	1010433	3070	CANON U.S.A., INC.	6012755892	10-42-290-00002	.00	48.27	48.27

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 1010433:									
1010434	08/25	08/13/2025	1010434	3170 Caselle, Inc.	09494	10-42-285-00000	.00	3,697.00	3,697.00
Total 1010434:									
1010435	08/25	08/13/2025	1010435	17899 CHRISTENSEN OIL CO.	0448444	10-40-019-00000	.00	245.00	245.00
Total 1010435:									
1010436	08/25	08/13/2025	1010436	17745 CULLIGAN WATER CONDITIONING	JULY 2025	10-40-316-35000	.00	767.50	767.50
Total 1010436:									
1010437	08/25	08/13/2025	1010437	2910 CUMMINS ROCKY MOUNTAIN, LLC	JULY 2025	10-40-293-30000	.00	444.80	444.80
Total 1010437:									
1010438	08/25	08/13/2025	1010438	3180 DEBBIE COLGAN	PATTI RETIRE	10-40-291-00000	.00	17.23	17.23
Total 1010438:									
1010439	08/25	08/13/2025	1010439	3370 DELL MARKETING L.P.	10826983188	10-42-285-00000	.00	2,167.49	2,167.49
Total 1010439:									
1010440	08/25	08/13/2025	1010440	17828 EMS LOGIK	36311	10-43-300-30000	.00	11,724.00	11,724.00
Total 1010440:									

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
1010441									
08/25	08/13/2025	1010441	17435	ENBRIDGE GAS	JULY 2025	10-40-440-32000	.00	617.01	617.01
Total 1010441:									
.00									
1010442									
08/25	08/13/2025	1010442	17663	FIRST DIGITAL	00859007-1	10-42-286-00000	.00	2,599.20	2,599.20
Total 1010442:									
.00									
1010443									
08/25	08/13/2025	1010443	17524	FLEETPRIDE	127198009	10-40-293-30000	.00	104.99	104.99
08/25	08/13/2025	1010443	17524	FLEETPRIDE	AUGUST 202	10-40-293-30000	.00	785.41	785.41
Total 1010443:									
.00									
1010444									
08/25	08/13/2025	1010444	17863	GOLD CROSS SERVICES, INC	4315	10-43-235-30000	.00	14,634.59	14,634.59
Total 1010444:									
.00									
1010445									
08/25	08/13/2025	1010445	5580	GRAHAM FIRE APPARATUS SALES &	1032	10-40-500-00140	.00	722.40	722.40
08/25	08/13/2025	1010445	5580	GRAHAM FIRE APPARATUS SALES &	1276	10-40-293-30000	.00	215.90	215.90
Total 1010445:									
.00									
1010446									
08/25	08/13/2025	1010446	6110	HOME DEPOT CREDIT SERVICES	JULY 2025	10-40-021-00000	.00	1,384.93	1,384.93
Total 1010446:									
.00									
1010447									
08/25	08/13/2025	1010447	6240	HOSE & RUBBER SUPPLY LLC	JULY 2025	10-40-034-00000	.00	1,019.45	1,019.45
Total 1010447:									
.00									
1010448									
08/25	08/13/2025	1010448	17718	INSIGHT PUBLIC SECTOR, INC	1101293164	10-42-285-00000	.00	4,346.82	4,346.82

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 1010448:									
1010449	08/25	08/13/2025	1010449	17699 Intermountain WorkMed	PC3625224	10-43-348-30000	.00	53.00	53.00
Total 1010449:									
1010450	08/25	08/13/2025	1010450	18020 JAN-PRO of UTAH	353767	10-42-480-00000	.00	694.00	694.00
Total 1010450:									
1010451	08/25	08/13/2025	1010451	2860 L N CURTIS & SONS	INV975157	10-40-073-00000	.00	191.54	191.54
Total 1010451:									
1010452	08/25	08/13/2025	1010452	18050 LEFLER BROTHERS PAINTING	6	10-40-480-36000	.00	3,600.00	3,600.00
Total 1010452:									
1010453	08/25	08/13/2025	1010453	7960 LIFE-ASSIST INC	1620212	10-43-300-30000	.00	279.45	279.45
Total 1010453:									
1010454	08/25	08/13/2025	1010454	18033 MCGEE COMPANY	20144324-00	10-40-293-30000	.00	77.60	77.60
Total 1010454:									
1010455	08/25	08/13/2025	1010455	8970 MOUNTAIN REGIONAL WATER SSD	JULY 2025	10-40-440-37000	.00	742.81	742.81
Total 1010455:									

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
1010456									
08/25	08/13/2025	1010456	17658	Park City Auto Parts	130361	10-40-293-30000	.00	239.70-	239.70-
08/25	08/13/2025	1010456	17658	Park City Auto Parts	AUGUST 2025	10-40-500-00093	.00	232.06	232.06
08/25	08/13/2025	1010456	17658	Park City Auto Parts	JULY 25	10-40-293-30000	.00	660.64	660.64
Total 1010456:							.00		653.00
1010457									
08/25	08/13/2025	1010457	17516	RelaDyne West LLC	1259530-IN	10-40-017-00000	.00	2,122.62	2,122.62
08/25	08/13/2025	1010457	17516	RelaDyne West LLC	AUGUST 202	10-40-017-00000	.00	3,577.19	3,577.19
Total 1010457:							.00		5,699.81
1010458									
08/25	08/13/2025	1010458	12280	REPUBLIC SERVICES #864	0864-0021467	10-42-440-00000	.00	3,072.84	3,072.84
Total 1010458:							.00		3,072.84
1010459									
08/25	08/13/2025	1010459	12550	ROCKY MOUNTAIN POWER	JULY 2025	10-42-440-00000	.00	1,283.21	1,283.21
Total 1010459:							.00		1,283.21
1010460									
08/25	08/13/2025	1010460	17536	RUSH TRUCK CENTER,	3042407116	10-40-500-00139	.00	30,402.20	30,402.20
08/25	08/13/2025	1010460	17536	RUSH TRUCK CENTER,	3042582209	10-40-500-00132	.00	1,320.00	1,320.00
08/25	08/13/2025	1010460	17536	RUSH TRUCK CENTER,	3042724426	10-40-500-00132	.00	245.82	245.82
08/25	08/13/2025	1010460	17536	RUSH TRUCK CENTER,	JULY 25	10-40-293-30000	.00	1,410.16	1,410.16
08/25	08/13/2025	1010460	17536	RUSH TRUCK CENTER,	JULY 25	10-40-500-00140	.00	226.10-	226.10-
Total 1010460:							.00		33,152.08
1010461									
08/25	08/13/2025	1010461	14180	SALT LAKE VALLEY CRYSLER	6713058	10-43-500-00530	.00	30.30	30.30
Total 1010461:							.00		30.30
1010462									
08/25	08/13/2025	1010462	17851	Sam Croft	REMS	10-40-024-00000	.00	679.83	679.83

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 1010462:									
							.00		679.83
1010463	08/25	08/13/2025	1010463	13060 SKAGGS COMPANIES, INC.	JULY 25	10-40-071-00000	.00	618.96	618.96
Total 1010463:									
							.00		618.96
1010464	08/25	08/13/2025	1010464	13130 SNYDERVILLE BASIN W R D	AUGUST 202	10-40-440-00000	.00	649.62	649.62
	08/25	08/13/2025	1010464	13130 SNYDERVILLE BASIN W R D	AUGUST 2025	10-40-440-30000	.00	37.03	37.03
Total 1010464:									
							.00		686.65
1010465	08/25	08/13/2025	1010465	14070 SOUTH FORK HARDWARE PARK CITY	579865	10-40-316-38000	.00	16.56	16.56
	08/25	08/13/2025	1010465	14070 SOUTH FORK HARDWARE PARK CITY	AUG 2025	10-40-316-36000	.00	1.89	1.89
Total 1010465:									
							.00		18.45
1010466	08/25	08/13/2025	1010466	13210 SPEEDS POWER EQUIPMENT	JULY 2025	10-40-023-00000	.00	255.40	255.40
Total 1010466:									
							.00		255.40
1010467	08/25	08/13/2025	1010467	18049 SPRINKLER REPAIR PARK CITY	7057	10-40-480-33000	.00	380.00	380.00
Total 1010467:									
							.00		380.00
1010468	08/25	08/13/2025	1010468	17995 State Fire DC Specialties	JULY 2025	10-40-316-30000	.00	825.18	825.18
Total 1010468:									
							.00		825.18
1010469	08/25	08/13/2025	1010469	17731 STATE OF UTAH FUEL NETWORK (DG	F2601E00965	10-40-015-00000	.00	837.88	837.88

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 1010469:									
1010470	08/25	08/13/2025	1010470	14330	SUMMIT PRINTING	JULY 2025	10-42-290-00000	.00	562.00
Total 1010470:									
1010471	08/25	08/13/2025	1010471	13490	SUMMIT WATER DISTRIBUTION CO	JULY 2025	10-40-440-33000	.00	913.48
Total 1010471:									
1010472	08/25	08/13/2025	1010472	18005	TEAM CHEEVER PLUMBING & HEATIN	21377043	10-40-316-38000	.00	620.00
Total 1010472:									
1010473	08/25	08/13/2025	1010473	14810	THE UPS STORE #3471	JULY 2025	10-40-290-00000	.00	130.50
Total 1010473:									
1010474	08/25	08/13/2025	1010474	15200	UTAH LOCAL GOVERNMENTS TRUST	1622093	10-42-500-00000	.00	1,479.59
Total 1010474:									
1010475	08/25	08/13/2025	1010475	15760	UTAH VALLEY UNIVERSITY	AC1580	10-40-090-00000	.00	375.00
Total 1010475:									
1010476	08/25	08/13/2025	1010476	17597	VERIFIED FIRST	INV-00055728	10-43-205-30000	.00	102.73
Total 1010476:									

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
1010477									
08/25	08/13/2025	1010477	16080	VERIZON WIRELESS	6120201287	10-40-350-00000	.00	1,835.14	1,835.14
Total 1010477:									
.00									
1010478									
08/25	08/13/2025	1010478	16820	WORKERS COMPENSATION FUND	8175201	10-40-130-00004	.00	2,478.00	2,478.00
Total 1010478:									
.00									
1010479									
08/25	08/13/2025	1010479	17713	ZAYO GROUP, LLC	21716298	10-42-365-00000	.00	883.08	883.08
Total 1010479:									
.00									
1010480									
08/25	08/25/2025	1010480	17542	ADVANCED FITNESS REPAIR	AUGUST 2025	10-40-347-36000	.00	1,417.22	1,417.22
Total 1010480:									
.00									
1010481									
08/25	08/25/2025	1010481	17512	Battery Systems	7675322	10-40-500-00140	.00	311.97	311.97
Total 1010481:									
.00									
1010482									
08/25	08/25/2025	1010482	1980	BEEHIVE PLUMBING	137627223	10-40-316-36000	.00	492.36	492.36
Total 1010482:									
.00									
1010483									
08/25	08/25/2025	1010483	1680	BOUND TREE MEDICAL LLC	85867813	10-43-300-30000	.00	1,117.80	1,117.80
08/25	08/25/2025	1010483	1680	BOUND TREE MEDICAL LLC	AUGUST 202	10-43-300-30000	.00	3,521.54	3,521.54
Total 1010483:									
.00									
1010484									
08/25	08/25/2025	1010484	17775	BUTTERFLY NETWORK INC	INV-BF-18424	10-43-305-30000	.00	420.00	420.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
1010492									
08/25	08/25/2025	1010492	2820	CUMMINS SALES AND SERVICE	60-250868788	10-40-500-00132	.00	43.20	43.20
08/25	08/25/2025	1010492	2820	CUMMINS SALES AND SERVICE	JULY 2025	10-40-500-00132	.00	444.80	444.80
Total 1010492:									
							.00		488.00
1010493									
08/25	08/25/2025	1010493	18056	E T TECHNOLOGIES, INC	86265	10-40-316-34000	.00	800.00	800.00
Total 1010493:									
							.00		800.00
1010494									
08/25	08/25/2025	1010494	6370	ERIC HOCKRIDGE	BOONIE HAT	10-40-071-00000	.00	141.54	141.54
Total 1010494:									
							.00		141.54
1010495									
08/25	08/25/2025	1010495	17942	FARMER BROTHERS CO	31930373	10-42-290-00002	.00	118.32	118.32
Total 1010495:									
							.00		118.32
1010496									
08/25	08/25/2025	1010496	4670	FIRE ENGINEERING COMPANY, INC.	11707	10-40-316-33000	.00	812.68	812.68
Total 1010496:									
							.00		812.68
1010497									
08/25	08/25/2025	1010497	17870	FIRST RESPONDERS FIRST	PARK CITY FI	10-43-260-30000	.00	675.00	675.00
Total 1010497:									
							.00		675.00
1010498									
08/25	08/25/2025	1010498	17524	FLEETPRIDE	127890822	10-40-293-30000	.00	27.69	27.69
Total 1010498:									
							.00		27.69
1010499									
08/25	08/25/2025	1010499	5580	GRAHAM FIRE APPARATUS SALES &	1300	10-40-293-30000	.00	2,113.32	2,113.32

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
1010507									
08/25	08/25/2025	1010507	17858	MATTHEW BOUFFARD	FLIGHT PARA	10-43-420-30000	.00	385.00	385.00
Total 1010507:									
1010508									
08/25	08/25/2025	1010508	18033	MCGEE COMPANY	20144770-00	10-40-293-30000	.00	45.20	45.20
08/25	08/25/2025	1010508	18033	MCGEE COMPANY	20144796-00	10-40-293-30000	.00	26.14	26.14
Total 1010508:									
1010509									
08/25	08/25/2025	1010509	17616	Mendenhall Commercial Laundry Equip	1151853	10-40-316-37000	.00	300.00	300.00
Total 1010509:									
1010510									
08/25	08/25/2025	1010510	17581	Michael Dean	RTF GEAR	10-40-073-00000	.00	1,068.24	1,068.24
Total 1010510:									
1010511									
08/25	08/25/2025	1010511	17658	Park City Auto Parts	131812	10-43-500-00523	.00	144.61	144.61
08/25	08/25/2025	1010511	17658	Park City Auto Parts	AUGUST 202	10-40-500-00132	.00	48.77	48.77
Total 1010511:									
1010512									
08/25	08/25/2025	1010512	10710	PARK CITY MUNICIPAL CORP	JULY 2025	10-40-440-31000	.00	1,618.07	1,618.07
Total 1010512:									
1010513									
08/25	08/25/2025	1010513	17686	PARSONS BEHLE & LATIMER	1723092	10-42-515-00000	.00	275.00	275.00
Total 1010513:									
1010514									
08/25	08/25/2025	1010514	17972	PREMIER VEHICLE INSTALLATION, IN	48336	10-43-500-00538	.00	3,110.00	3,110.00

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-201000-0000	725.25	174,434.92-	173,709.67-
10-217710-4300	698.72	.00	698.72
10-218700-0000	1,377.30	.00	1,377.30
10-219000-0000	3,769.61	.00	3,769.61
10-219200-0000	232.35	.00	232.35
10-348-430-3000	1,270.15	.00	1,270.15
10-40-015-00000	2,019.59	.00	2,019.59
10-40-017-00000	7,951.95	.00	7,951.95
10-40-019-00000	825.37	.00	825.37
10-40-021-00000	359.10	.00	359.10
10-40-023-00000	255.40	.00	255.40
10-40-024-00000	679.83	.00	679.83
10-40-028-00000	73.23	.00	73.23
10-40-034-00000	1,084.90	65.45-	1,019.45
10-40-071-00000	1,953.00	.00	1,953.00
10-40-072-00000	2,313.93	.00	2,313.93
10-40-073-00000	1,259.78	.00	1,259.78
10-40-089-00000	2,014.50	.00	2,014.50
10-40-090-00000	375.00	.00	375.00
10-40-130-00004	2,478.00	.00	2,478.00
10-40-285-00000	6,139.81	.00	6,139.81
10-40-286-00000	2,721.21	.00	2,721.21
10-40-286-31000	215.65	.00	215.65
10-40-286-33000	134.12	.00	134.12
10-40-286-34000	312.20	.00	312.20
10-40-286-35000	349.79	.00	349.79
10-40-286-36000	349.78	.00	349.78
10-40-286-37000	344.67	.00	344.67
10-40-286-38000	216.51	.00	216.51
10-40-290-00000	606.50	.00	606.50
10-40-291-00000	52.02	.00	52.02
10-40-291-36000	45.90	.00	45.90
10-40-293-30000	7,180.79	442.05-	6,738.74
10-40-314-34000	.00	118.00-	118.00-
10-40-316-30000	480.18	.00	480.18
10-40-316-30300	473.13	.00	473.13
10-40-316-31000	498.50	.00	498.50
10-40-316-32000	39.98	.00	39.98
10-40-316-33000	3,120.58	.00	3,120.58
10-40-316-34000	800.00	.00	800.00

GL Account	Debit	Credit	Proof
10-40-316-35000	1,015.50	.00	1,015.50
10-40-316-36000	829.82	.00	829.82
10-40-316-37000	2,594.26	.00	2,594.26
10-40-316-38000	639.55	.00	639.55
10-40-347-31000	388.09	.00	388.09
10-40-347-35000	503.34	.00	503.34
10-40-347-36000	1,107.93	.00	1,107.93
10-40-350-00000	914.10	.00	914.10
10-40-365-00000	296.46	.00	296.46
10-40-440-00000	119.93	.00	119.93
10-40-440-30000	459.01	.00	459.01
10-40-440-31000	1,073.34	.00	1,073.34
10-40-440-32000	286.61	.00	286.61
10-40-440-33000	1,061.51	.00	1,061.51
10-40-440-34000	1,112.65	.00	1,112.65
10-40-440-35000	970.42	.00	970.42
10-40-440-36000	769.19	.00	769.19
10-40-440-37000	1,330.41	.00	1,330.41
10-40-440-38000	852.05	.00	852.05
10-40-480-33000	380.00	.00	380.00
10-40-480-36000	3,600.00	.00	3,600.00
10-40-500-00093	250.07	.00	250.07
10-40-500-00132	2,082.65	.00	2,082.65
10-40-500-00139	33,215.85	.00	33,215.85
10-40-500-00140	1,034.37	99.75-	934.62
10-40-500-00141	217.76	.00	217.76
10-40-500-00146	5.99	.00	5.99
10-41-285-00000	304.48	.00	304.48
10-41-286-00000	182.28	.00	182.28
10-41-350-00000	80.08	.00	80.08
10-41-365-00000	142.45	.00	142.45
10-42-285-00000	3,939.14	.00	3,939.14
10-42-286-00000	639.91	.00	639.91
10-42-290-00000	86.00	.00	86.00
10-42-290-00001	259.90	.00	259.90
10-42-290-00002	579.67	.00	579.67
10-42-365-00000	523.86	.00	523.86
10-42-440-00000	1,200.08	.00	1,200.08
10-42-480-00000	694.00	.00	694.00
10-42-500-00000	1,479.59	.00	1,479.59

GL Account	Debit	Credit	Proof
10-42-515-00000	275.00	.00	275.00
10-43-130-30000	491.05	.00	491.05
10-43-205-30000	102.73	.00	102.73
10-43-235-30000	14,634.59	.00	14,634.59
10-43-260-30000	7,526.00	.00	7,526.00
10-43-300-30000	22,508.35	.00	22,508.35
10-43-305-30000	420.00	.00	420.00
10-43-348-30000	213.00	.00	213.00
10-43-350-30000	484.11	.00	484.11
10-43-365-30000	317.20	.00	317.20
10-43-420-30000	1,540.00	.00	1,540.00
10-43-500-00523	144.61	.00	144.61
10-43-500-00530	366.95	.00	366.95
10-43-500-00538	3,116.00	.00	3,116.00
Grand Totals:	175,160.17	175,160.17-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

GL Account	Debit	Credit	Proof
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Report Criteria:

Report type: Invoice detail
Check.Type = {<>} "Adjustment"



Office of the
State Treasurer

Public Entity Resolution

1. Certification of Authorized Individuals

I, Joseph Butwinski (Name) hereby certify that the following are authorized: to add or delete users to access and/or transact with PTIF accounts; to add, delete, or make changes to bank accounts tied to PTIF accounts; to open or close PTIF accounts; and to execute any necessary forms in connection with such changes on behalf of Park City Fire Service District (Name of Legal Entity). Please list at least two individuals. Each individual must have a unique email.

Name	Title	Email	Signature(s)
Peter Emrey	Fire Chief	pemery@pcfd.org	
Ashley Lewis	Assistant Chief	alewis@pcfd.org	
Del Barney	Chief Financial Officer	dbarney@pcfd.org	

The authority of the named individuals to act on behalf of Park City Fire Service District
(Name of Legal Entity) shall remain in full force and effect until written revocation from
Park City Fire Service District(Name of Legal Entity) is delivered to the Office of the State Treasurer.

2. Signature of Authorization

I, the undersigned, Board Chair (Title) of the above named entity, do hereby certify that the forgoing is a true copy of a resolution adopted by the governing body for banking and investments of said entity on the 2nd day of September, 2025, at which a quorum was present and voted; that said resolution is now in full force and effect; and that the signatures as shown above are genuine.

Signature	Date	Printed Name	Title
	September , 2025	Joseph Butwinski	Board Chair

STATE OF UTAH)
COUNTY OF _____)
§)

Subscribed and sworn to me on this _____ day of September _____, 20 25, by
Joseph Butwinski _____ (Name), as _____ Board Chair _____ (Title) of
Park City Fire Service District _____ (Name of Entity), proved to me on the basis of
satisfactory evidence to be the person(s) who appeared before me.

(seal)

Signature _____

Park City Fire Service District

Rules, Policies and Procedures

PCFSD Operational Policies and Procedures	Chapter 3 Administrative Control Board	Section 1.0 Board Members
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I. ADMINISTRATIVE CONTROL BOARD MEMBERS

A. MAKE UP OF BOARD MEMBERS

The ACB of the PCFSD shall consist of no more than seven (7) and no fewer than five members, one of whom shall be appointed by the Park City council and the remainder shall be appointed by the county council. Appointed members of the ACB shall serve a term of four (4) years unless appointed to fill the remainder of an unexpired term.

All members of the ACB shall serve as in accordance with Utah Code. Members of the ACB shall be called "Commissioners" of the PCFSD.

Vacancies occurring on the ACB for other than expiration of an appointed term shall be filled as readily as possible in accordance with procedures adopted by resolution of the Summit County Council, Summit County, Utah

Before entering upon the duties of office, each member of the board shall take the oath of office specified in Utah Constitution Article IV, Section 10. An oath of office may be administered by a judge, county clerk, or notary public. Each oath of office shall be filed with the clerk.

B. QUALIFICATIONS

An ACB member must be (a) a registered voter at the location of the member's residence; and (b) a resident within the boundaries of the District. ACB members may not be employed by the District, whether as an employee or under contract.

The interests of the PCFSD are best served if a balance is achieved among ACB members. Such balance strives, if possible, to give representation to the following interests:

1. Fire service background.
2. Financial background.
3. One commissioner representing Park City Municipal Corporation.
4. One commissioner representing Summit County.

C. TERM LIMITS

The interests of the PCFSD are best served by limiting the length of service of an ACB member to three (3) appointed terms.

D. ELECTION OF BOARD OFFICERS

Officers of the ACB shall be elected by the members of said board at the first scheduled public meeting in January and annually thereafter, except if the changing of a commission seat in mid-year necessitates a reassigning of offices and/or duties. Officers and duties shall be as follows:

1. Chair
 - a) Conducts meetings.

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- b) Schedules public meetings and any or all special public meetings.
- c) Act as official spokesperson for the ACB to the public or designate such spokesperson.
- d) Coordinate and follow through on projects and assignments of ACB members.
- e) Arrange for on-going dialogue and interaction with interfacing entities, i.e., Park City Council, Summit County Council, and other public entities for the purposes of information exchange, insight and analyzing future growth and development.

2. Vice Chair
 - a) Act as Chair in the absence or at the direction of same.
3. Clerk/Secretary
 - a) Attend the meetings and keep a record of the proceedings of the board.
 - b) Maintain financial records.
 - c) Present a financial report at least quarterly to the board.
4. Treasurer
 - a) Primary responsibility for the funds and assets of the PCFSD and accountability for same.
 - b) Review of the placement and status of the monetary funds of the PCFSD.
5. Entire Board
 - a) Provide policy framework: Vision/Goals/Policies
 - b) Delegate policy implementation to Fire Chief.
 - c) At least quarterly, review all expenditures authorized by the financial officer.

E. REMOVAL OF BOARD MEMBER

The interests of the PCFSD are best served by allowing for the recall of an ACB member by the Summit County Council, Summit County, Utah, when a majority of the ACB perceives that a member no longer fulfills the responsibilities of an ACB member. Reasons for recall can include, but are not necessarily limited to, the following:

1. Unreasonable absence from 3 consecutive meetings.
2. Unreasonable absence from 4 regularly-scheduled meetings per year.
3. Failure to abide by the guidelines and duties for ACB members as set forth in the Policies and Procedures.
4. Conduct unbecoming to a public official.
5. Gross disinterest or failure to perform needed or necessary duties on behalf of the PCFSD.
6. Impairment of impartial and objective decision-making abilities because of a conflict of interest which is either personal or business/employment related.

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Since recall is an extreme measure, and leave of absence is a practical impossibility, the ACB member in question should be accorded the opportunity to either resign voluntarily or reprioritize his/her commitment to the PCFSD before any action is taken before the Summit County Council

F. BOARD MEMBER COMPENSATION

ACB members receive compensation in accordance with Utah Code. The amount of compensation paid to Commissioners may not exceed \$5,000.00 per year. In addition, board members may receive per diem compensation, as governed by the rules of the State Division of Finance, for up to 12 extra meetings or activities per year, plus expense reimbursement, plus up to \$100 per day for one training event per year.

II. OPEN AND PUBLIC MEETINGS

A. OPEN MEETINGS

The PCFSD Administrative Control Board operates within the guidelines of the Open and Public Meetings Act of the State of Utah. Annual training will be scheduled by PCFSD administration regarding the Open and Public Meetings Act. The Chair of the ACB will ensure that its members are provided with annual training on the requirements of the Open and Public Meetings Act. Within one year of appointment PCFSD Administrative Control Board members will complete State Auditor's Office/Utah Association of Special Districts training.

With a quorum present, an open meeting will include workshops and Executive Sessions but does not include chance meetings or social meetings.

B. CLOSED MEETINGS

A Closed Meeting is closed to the public and to the press, and may be convened only for the following purposes: the character, competence, or health of an individual; deployment of security personnel, devices, or systems; pending or reasonably imminent litigation; investigative proceedings regarding allegations of criminal misconduct; purchase, exchange, lease, or sale of real property, including any form of a water right or water shares, if such discussion prevents the District from completing a transaction on the best possible terms.

The ACB may enter a Closed Meeting only from a properly-noticed Open Meeting, with a motion to enter a Closed Meeting. Two-thirds vote will be required of ACB members present at an Open Meeting to enter a Closed Meeting, and the motion to convene a Closed Meeting must be publicly announced and recorded. The reason for closing the meeting must be clearly stated, and the location of the Closed Meeting must be recorded. The vote of each board member must also be recorded. No board action may be taken in a Closed Meeting. No recorded minutes are required if the meeting is closed to discuss: the character, competence, or health of an individual; or, the deployment of security personnel, devices, or systems. In lieu of recorded minutes, requirements dictate sworn written statement. All other Closed Meetings require that the board must record the closed portion of the meeting, and the ACB may keep detailed written minutes.

C. EMERGENCY MEETINGS

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Emergency meetings may be held in the event of unforeseen circumstances. Practicable notice must be given of meeting date, time, place, and items to be considered. A reasonable attempt will be made to notify all ACB members, and a majority of the ACB members must approve of the meeting.

D. ELECTRONIC MEETINGS

The ACB may conduct electronic meetings consistent with the provisions of Utah Code § 52-4-207 and Summit County Resolution 2021-06.

E. ELECTRONIC MESSAGES

During open meetings, ACB members shall not transmit electronic messages. Electronic messages are defined as: electronic mail, instant messaging, electronic chat, text messaging, or other means of electronic messaging. All ACB members will be issued a PCFSD e-mail address and PCFSD phone number upon appointment.

III. ETHICS – Utah Code Title 67 Chapter 16

A. GIFTS

ACB members will not solicit or accept gifts. An occasional non-pecuniary gift having a value of less than of \$50 or an award publicly presented in recognition of public services may be accepted.

B. CONFLICTS OF INTEREST

Any potential conflicts of interest require full disclosure. An ACB member may not have a personal investment in any business entity which will create a substantial conflict between private interests and public duties.

IV. PENALTIES

Certain penalties under Utah Code may apply in the event of breach of conduct in accordance with the above-stated policy.

Park City Fire District

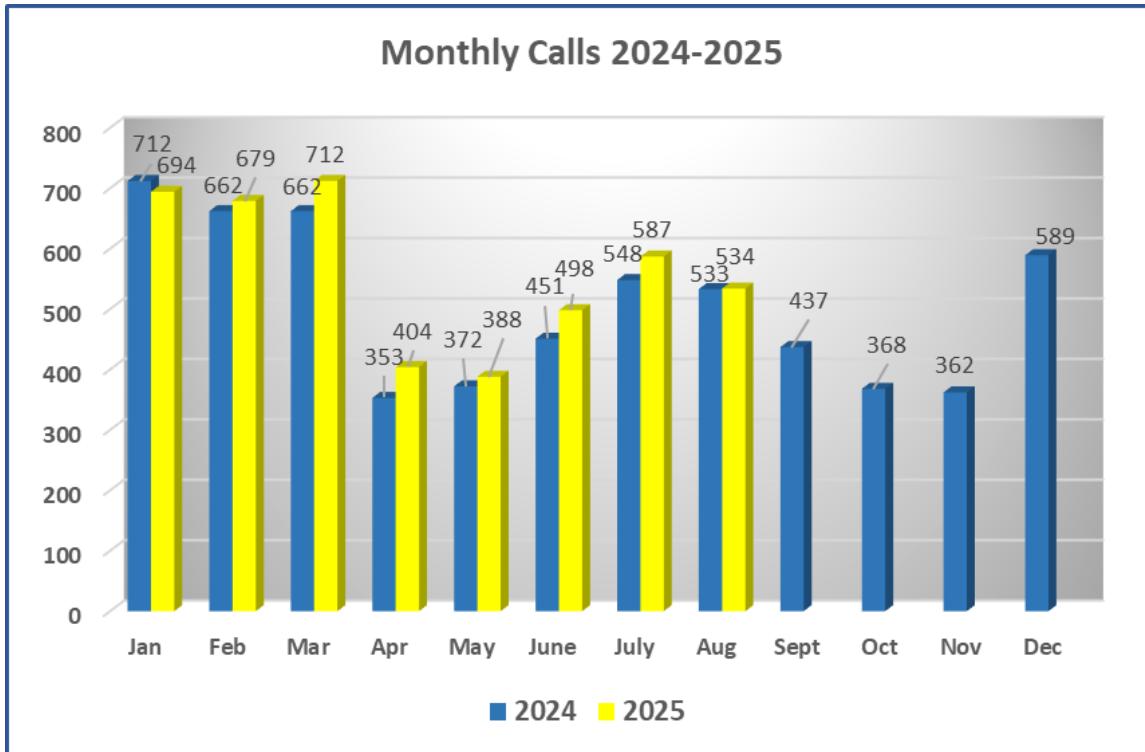
Monthly Report – August 2025

Prepared for the Administrative Control Board



Dollar Lake Fire in Wyoming

Monthly Operations Report August 2025



Significant Incidents – Operations

- 8/2 Backcountry Rescues – Two incidents at Park City Mountain Resort: a 37-year-old male with compound fracture and a 51-year-old male with head/neck injuries. Patients transported stable to PKMC and UMED.
- 8/6 Critical Care Transport – 52-year-old female with lacerated spleen transported to IMC.
- 8/6 Two-car MVA on I-80 MM146 – High-speed collision with two patients; extrication performed, one patient transported to UMED, second released.
- 8/8 Motorcycle Accident, bottom of Parley's Canyon – Patient with abdominal trauma, transported to UMED but later passed.
- 8/8 Auto-Pedestrian, I-80 Kimball Jct – Pedestrian struck by pickup in construction zone; patient flown to University of Utah but did not survive. This was the second fatality in the zone within six hours.
- 8/11 Trash Truck Rollover, Round Valley – 29-year-old male uninjured; crews mitigated fluid spills.
- 8/11 Dump Truck Rollover, The Colony – 52-year-old male extricated and transported stable with injuries.

Monthly Operations Report August 2025

- 8/12 Single-car Rollover, Jeremy Ranch – 72-year-old male extricated and transported with minor injuries.
- 8/20 Trailer Fire, Red Pine – Paint supply trailer ignited with 15-foot flames. Quickly contained, no structures lost.
- 8/21 Dump Truck Incident, Deer Valley – Vehicle lost brakes, went through roundabout, no injuries; hazmat leak patched.
- 8/22 Infant Medical Emergency – 5-week-old female in distress arrived at Station 36. Paramedics intervened, patient transported to Primary Children's Hospital.
- 8/24 Armed standoff at Trailside Park after robbery of PC Gun Club. Station 37 stood by for nearly two hours, standoff ended without violence, suspect and one LEO evaluated for injuries. Backcountry Rescue, Prospector – 52-year-old female mountain biker with leg injury extricated and transported to PKMC.

Operational Photos – August Incidents



Dump truck rollover in The Colony

Monthly Operations Report August 2025



2025 Elks First Responder Award Recipients



Single-car MVA in Jeremy Ranch



Garbage truck rollover on Round Valley Way

Monthly Operations Report August 2025

Training

- Rescue Task Force (RTF) Certification – Captains Dean and Zwahlen completed advanced certification.
- Engineer I Course – Delivered by PCFD instructors, focused on pump operations and tactical leadership.
- Engineer Promotional Examination – Two candidates completed written, interview, and practical testing.
- Recruit Onboarding – 12 new firefighters selected for Recruit Camp beginning September.
- Probationary Firefighter Testing – Year-end evaluations completed; successful candidates awarded black shields.
- Platoon Training – Scenario-based training included forcible entry, ladders, size-up, incident command, and TPT practice.

Administration

- IT Division – Developed 2026 budget; began reprogramming radios with UCA; deployed new onboard computers for fire engines.
- EMS Operations – Two members joined Summit County SWAT; coordinated coverage to maintain local readiness.
- Fleet – Apparatus prepared for training camps; Fleet Replacement Plan updated.
- Logistics – Advanced logistics management software implementation; gathered input across divisions; rollout planning underway.
- Facilities – Station 34 roof repair progressing with contractor coordination to minimize disruption.
- Employee Recognition – Firefighter of the Year: Cody Hughes; Paramedic of the Year: Joshua Humphrey. Both recognized during 2025 Elks First Responder Recognition Barbeque.
- Looking Ahead – Finalize FY26 budget drafts, Wildland Division hiring, fall training initiatives, and Station 34 project work.

Monthly Operations Report August 2025

Wildland Fire Special Operations Highlight



- PCFD's inaugural REMS deployment – Elk RBX/Lee Fires, Colorado.
- Staffed by Chief Thompson, Captains Croft and Letterman, and Engineer Szukala.
- Fire grew from 22,000 to 135,000 acres during deployment.
- REMS supported safety on the fire line, provided first aid, assisted evacuees, and led training on CPR, rope systems, and medical coordination.
- Commended by overhead; agencies sought PCFD guidance on forming REMS teams.

Impact: Enhanced PCFD's wildland, medical, and rope rescue skills, establishing a leadership role in REMS capability.

Debbie Colgan

From: Mike Owens
Sent: Tuesday, August 12, 2025 10:26 AM
To: Elyssa
Cc:
Subject: RE: Game On! Sports 4 Girls Thank You!!!

Thank you. I'm glad the girls had a good time. We will be happy to see you next year.

Battalion Chief Mike Owens
District Fire Marshal
Fire Prevention Bureau



From: Elyssa
Sent: Monday, August 11, 2025 4:12 PM
To: Information <info@pcfd.org>; Mike Owens <mowens@pcfd.org>
Subject: Game On! Sports 4 Girls Thank You!!!

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi All,

Thank you so very much for coming to our camps to be in front of our Game On! Girls!! They had an absolute blast!!! The girls loved talking about everything they learned from you and showing off their new skills!! It was so much fun for them!!

We seriously couldn't have done it without you; we are so very thankful for your support!! So I will say we already can't wait for next summer!!!

We put on events and clinics throughout the school year and we would love to partner with you again! If you ever have anything that you would like us to promote to our campers let us know and we are happy to share it and vice versa 😊

Have a wonderful week!!

Thank you,

--

Elyssa

Game On! Sports 4 Girls – Northern Utah
Multi-Sport Summer Camps & School Year Programs Just 4 Girls (Ages 4-14)

Debbie Colgan

From: Mike Owens
Sent: Thursday, August 14, 2025 6:06 PM
To: Nancy
Cc:
Subject: RE: Wood chipping

You're welcome. Thanks for taking care of your corner of this beautiful area.

Have a great day.

Battalion Chief Mike Owens
District Fire Marshal
Fire Prevention Bureau

-----Original Message-----

From: Nancy
Sent: Thursday, August 14, 2025 2:00 PM
To: Mike Owens <mowens@pcfd.org>
Subject: Re: Wood chipping

Looks like you guys took the pile today. Just wanted to say thanks for having this program available.
Nancy