

A G E N D A
Park City Fire Service District
Administrative Control Board Meeting
February 3, 2026

Park City Fire District Administrative Office Building
736 West Bitner Rd. Park City, Utah 84098

5:30 p.m.

Work Session

- I. District Updates: Chief Pete Emery
- II. 2025 Financial Review: CFO Del Barney
- III. Legislative Update: CFO Del Barney and FM Mike Owens
- IV. Station 34 Update: Chief Sean Briley
- V. Attorney's Fees: Chief Pete Emery
- VI. Pano Camera: Chief Pete Emery
- VII. Tuition Reimbursement Policy: Chief Sean Briley
- VIII. Other Divisional Updates (as time permits)

6:30 p.m.

Regular Meeting Called to Order

- I. Roll Call
 - II. Approval of January 6, 2026, Meeting Minutes
 - III. Public Input
 - IV. Commission Reports and Business
 - A. Correspondence
 - B. Financial
 - V. Old Business
 - VI. New Business
 - A. Possible Approval of PCFD Policy Chapter 9, Section 5.0, Tuition Reimbursement Contract
 - 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.
 - X. Adjournment
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The next regularly scheduled meeting of the Park City Fire District Administrative Control Board
will be held March 3, 2026, 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.

DRAFT

**Park City Fire Service District
Administrative Control Board – Work Session Meeting Minutes
Park City Fire District Administrative Office Building
January 6, 2026**

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: 5:31 p.m.

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

Board Members Absent: Nate Brown (excused)

District Personnel Present: Chief Pete Emery, Asst. Chief Sean Briley, Asst. Chief Ashley Lewis, Battalion Chief Joe Sharrar, Battalion Chief Zane Thompson, Battalion Chief Darren Nelson (partial), Battalion Chief McKay Wadley (partial), Fire Marshal Mike Owens, Fire Inspector John Cocca, HR Officer Devin Hirschi, and Admin. Asst. Debbie Colgan

I. Transfer of Command Ceremony

Retiring Battalion Chief Darren Nelson reflected on his years of service with PCFD and the significance of holding a command staff badge. He congratulated newly promoted Battalion Chief McKay Wadley and formally transferred command by pinning his badge on Chief Wadley.

II. District Updates

Chief Emery noted that Chief Wadley has been very active with Utah Task Force 1 (UTTF-1), which is comprised of approximately 14 agencies. Chief Wadley explained that deployments with UTTF-1 provide valuable leadership opportunities and exposure to large-scale incidents. PCFD personnel who deploy with the task force bring back experience and knowledge that enhance the District's ability to respond to local incidents. He added that once each year the task force travels to a realistic disaster training city on the Texas A&M campus, and seven PCFD personnel are scheduled to attend training there in February.

III. Financial Review

Chief Emery said in 2025, the County collected more accurate data regarding the number of nightly rentals in our area needing inspections. In summary:

- PCFD expects to inspect ~800 rental properties, up from ~100 previously
- Two additional employees will be needed to handle increased inspections
- Inspection fees will increase in March

- New fees will apply to nightly rental and business inspections
- Fees are intended to cover new staffing costs
- A possible budget amendment will be discussed at a future meeting

Chief Emery reported that as of the end of November 2025, 92% of the year had elapsed and PCFD was at 76% of its budget. A major contributing factor was the receipt of \$1.4 million in refunded insurance costs. Capital outlay expenditures were at 54%, largely because an engine and an ambulance scheduled for delivery in 2025 will not be received until 2026. Property tax revenues are collected by the County on December 3, so that income was not reflected in the November figures.

IV. Election of 2026 ACB Officers

The officer positions to be filled for 2026 are Chair, Vice Chair, Treasurer, and Secretary. After discussion among the Board members, it was decided Alex Butwinski will be Chair, Christina Miller will be Vice Chair, John Hanrahan will be Treasurer, and Nate Brown will be Secretary. Board officers for 2026 will be elected in the regular meeting this evening.

V. Policy Review

HR Officer Hirschi reported minor revisions to **Policy Section 6, Employment Status**, affecting temporary seasonal employees. The updates remove the annual hour cap for seasonal employees as part of the wildland initiative and add clarifying language to ensure that any mandatory benefits required by law will be provided to seasonal employees.

Revisions were also made to **Policy Section 12, Productive Work Environment**. The term “ambulance personnel” was updated to “EMS personnel.” Additionally, the facial hair policy was standardized across both EMS and suppression personnel, specifying that beards are not permitted.

A further update to Policy Section 12 includes the addition of **Item M: Reporting Criminal Charges, Arrests, and Citations**, which outlines an employee’s obligation to report any criminal charge, arrest, or citation, excluding parking violations.

Christina Miller expressed concern about requiring employees to report minor infractions, such as speeding tickets, unless the citation affects the employee’s ability to operate a motor vehicle. HR Officer Devin suggested revising the policy to require reporting only misdemeanors, felonies, and any citations that impact an employee’s ability to perform the essential functions of their position. The Board reached consensus in support of this revision.

A substantial addition was made to **Policy Section 18, Communications**, to comply with the State-required privacy program. This section details the types of data managed by the organization and the safeguards in place to protect that information. The policy was developed in collaboration with Summit County Attorney Ryan Stack.

The Summit County Attorney's Office has reviewed and vetted all policy changes. Pending Board approval, the updated policies will be forwarded to the Summit County Council for final approval.

HR Officer Hirschi also confirmed that the tattoo policy remains unchanged. It continues to require tattoos to be covered while working in public or in uniform; the only related update is the addition of a long-sleeved uniform shirt.

VI. Fleet Replacement Plan Review/Sale of Surplus Property

Chief Lewis reported that the sale of surplus property valued at more than \$30,000 requires Board approval. With the arrival of new Engine 31, the District now has an engine that is no longer in service and is working toward selling it to the Nephi Fire District. A purchase agreement has been prepared with the assistance of the Summit County Attorney's Office, outlining the equipment included in the sale and the purchase price. The agreement will be presented for Board approval during the regular meeting this evening.

Chief Lewis also stated that the District is in the process of developing a plan for fire station renovations and for maintaining EMS and fire equipment. Once new Engine 37 arrives around March, a determination will be made regarding the disposition of the old engine.

VII. Strategic Plan Discussion

Chief Lewis reported that command staff met in July 2025 to begin developing a two-year strategic plan for the District. The meeting included productive discussions on leadership, and feedback for improvement was gathered from all areas of the organization. Chief Briley stated that this information was compiled into a living document, including an updated mission statement, intended to serve as a roadmap outlining what the District is doing, where it is going, and the rationale behind those efforts.

Chief Lewis stated five key initiatives were identified as part of the strategic planning process:

- Communication
- Training
- Administration
- Operations
- Miscellaneous (encompassing other organizational needs)

The strategic plan is currently in draft form. A final version will be distributed to the Board upon completion.

VIII. ILA for Wildland Protection Services

Chief Emery reported that approximately 50 burn piles were processed on the 910 property for the County in November. An Interlocal Agreement (ILA) has been developed to establish a long-term

contract for providing services at this property in the future. This ILA is beneficial to both PCFD and the County.

IX. Other Divisional Updates

Chief Emery stated that low snowfall this winter has affected call volume and transport numbers for December, which may be reflected in ambulance revenues. If this trend continues, staffing needs will be reevaluated and adjusted accordingly.

Work Session Completed: 6:30 p.m.

DRAFT

**Park City Fire Service District
Administrative Control Board – Regular Meeting Minutes
Park City Fire District Administrative Office Building
January 6, 2026**

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: 6:31 p.m.

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

Board Members Absent: Nate Brown (excused)

District Personnel Present: Chief Pete Emery, Asst. Chief Sean Briley, Asst. Chief Ashley Lewis, Battalion Chief Joe Sharrar, Battalion Chief Zane Thompson, Fire Marshal Mike Owens, Fire Inspector John Cocca, HR Officer Devin Hirschi, and Admin. Asst. Debbie Colgan

I. Roll Call

Alex Butwinski began the meeting by conducting a roll call.

II. Public Input

Fire Inspector John Cocca shared his appreciation for the PCFD command staff and the Board for their continued efforts to move the District forward.

III. Board Member Reports and Business

A. Correspondence

There were no questions regarding the correspondence.

B. Financial

1. Possible Approval of the Purchase Agreement for Engine 137

John Hanrahan made a motion to approve the purchase agreement to sell Engine 137 as laid out in the agreement. The motion was seconded by Christina Miller. Those in favor were Alex Butwinski, John Hanrahan, Christina Miller, and Jeremy Rubell. The motion passed unanimously, 4-0.

IV. Old Business

There was not any old business.

V. New Business

A. Possible Approval of the following PCFD Policies:

- Section 6, Employment Status;
- Section 12, Productive Work Environment; and
- Section 18, Communications

With an amendment suggested in the work session for Policy Section 12, Productive Work Environment, Christina Miller made a motion to approve the policies indicated above. John Hanrahan seconded the motion. Those in favor were Alex Butwinski, John Hanrahan, Christina Miller, and Jeremy Rubell. The motion passed unanimously, 4-0.

B. Possible Approval of the Interlocal Agreement between Park City Fire Service District and Summit County, Utah, for Wildland Protection Services

John Hanrahan made a motion to approve the Interlocal Agreement between Park City Fire Service District and Summit County, Utah, for Wildland Protection Services. The motion was seconded by Christina Miller. Those in favor were Alex Butwinski, John Hanrahan, Christina Miller, and Jeremy Rubell. The motion passed unanimously, 4-0.

C. Election of Administrative Control Board Officers for 2026: Chair, Vice Chair, Secretary, and Treasurer

John Hanrahan made a motion to elect Alex Butwinski as Chair, Christina Miller as Vice Chair, John Hanrahan as Treasurer, and Nate Brown as Secretary for the 2026 Administrative Control Board. The motion was seconded by Christina Miller. Those in favor were Alex Butwinski, John Hanrahan, Christina Miller, and Jeremy Rubell. The motion passed unanimously, 4-0.

VI. Staff Reports and Input

There were no comments on the staff reports.

VII. Approval of December 2, 2025, and December 4, 2025, Meeting Minutes

With a clarification in the December 2, 2025, meeting minutes, Vice Chair Miller made a motion to approve the minutes of the December 2, 2025, and December 4, 2025, Administrative Control Board meetings. The motion was seconded by Treasurer Hanrahan. Those in favor were Chair Butwinski, Vice Chair Miller, Treasurer Hanrahan, and Board Member Rubell. The motion passed unanimously, 4-0.

VIII. Discussion of Possible Future Agenda Items/Additional Comments

There were no future agenda items discussed.

IX. Closed Meeting

There was no need for a closed meeting.

X. Adjournment

Vice Chair Miller made a motion to adjourn the regular meeting, and it was seconded by Treasurer Hanrahan. Those in favor were Chair Butwinski, Vice Chair Miller, Secretary Hanrahan, and Board Member Rubell; the motion passed unanimously, 4-0. The regular meeting of the Park City Fire District Administrative Control Board adjourned at 6:39 p.m.

The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be February 3, 2026, 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
December 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	608,844							
Cash and Cash Equivalents	719,430	0	5,025	724,455			5,025	5,025
Bond Escrow Holdings	0	0	56	56	0	56	0	56
Cash Deposited in Public Treasurer's Investment Fund	12,029,141	19,068,283	0	31,097,424			0	0
Receivables:								
Accounts Receivable	0	0	0	0	0		0	0
Taxes	3,409,566		0	3,409,566	0	0	0	0
Ambulance Operations	0		0	0	0	0	0	0
Other Assets								
Restricted Assets:								
Cash and Cash Equivalents	197,471		748	198,219	0	748		748
Prepaid Assets	0			0				
Cash Deposited in Public Treasurer's Investment Fund	818,742	0	549,129	1,367,871	549,129		0	549,129
Accounts Receivable				0				
Investments				0				
Total Assets	<u>17,174,350</u>	<u>19,068,283</u>	<u>554,958</u>	<u>36,797,591</u>	<u>549,129</u>	<u>804</u>	<u>5,025</u>	<u>554,958</u>
Liabilities and Fund Balances:								
Liabilities:								
Accounts Payable	108,620	25,177	0	133,796	0	0	0	0
Bond Interest Payable			0	0		0		0
Accrued Liabilities	740,638			740,638				
Total Liabilities	<u>849,258</u>	<u>25,177</u>	<u>0</u>	<u>874,434</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Fund Balances:								
Restricted for:								
Debt Service			804	804		804		804
Impact Fees			549,129	549,129	549,129			549,129
Assigned for:								
Building Construction and Equipment Purchases		19,043,106	5,025	19,048,131			5,025	5,025
Unassigned	16,325,092			16,325,092				
General Fund								
Capital Projects Fund								
Total Fund Balance	<u>16,325,092</u>	<u>19,043,106</u>	<u>554,958</u>	<u>35,923,157</u>	<u>549,129</u>	<u>804</u>	<u>5,025</u>	<u>554,958</u>
Total Liabilities and Fund Balance	<u>17,174,350</u>	<u>19,068,283</u>	<u>554,958</u>	<u>36,797,591</u>	<u>549,129</u>	<u>804</u>	<u>5,025</u>	<u>554,958</u>

PARK CITY FIRE SERVICE DISTRICT

Budget to Actual
General Fund
For the Period Ending
December 31, 2025

	Budget Amounts		Actual Amounts	Variance with Final Budget - Over (Under)	Percent
	Original	Adjusted			
Revenues:					
Property Taxes	15,250,500	15,250,500	15,718,961	468,461	103.1%
Fee-in-lieu	275,000	275,000	235,363	(39,637)	85.6%
Licenses & Permits	350,000	350,000	408,725	58,725	116.8%
Intergovernmental (Grants & Wildland Program)	270,000	270,000	714,803	444,803	264.7%
Charges for Services	6,260,750	6,260,750	6,927,384	666,634	110.6%
Refunds	0	0	0	0	0.0%
Interest Income	525,000	525,000	454,509	(70,491)	86.6%
Sale of Fixed Assets	40,000	40,000	127,500	87,500	0.0%
Miscellaneous Revenue	1,500	1,500	96	(1,404)	6.4%
Contributions & Transfers	500	500	620	120	124.0%
Total Revenues	22,973,250	22,973,250	24,587,961	1,614,711	107.0%
Expenditures:					
Personnel:					
Salaries and Wages	12,431,043	12,431,043	12,183,408	247,635	98.0%
Fringe Benefits	5,255,521	5,255,521	3,123,679	2,131,842	59.4%
Fire Operations	2,055,306	2,055,306	1,672,887	382,419	81.4%
Fire Prevention Operations	48,273	48,273	31,150	17,123	64.5%
Administration	403,946	403,946	358,312	45,634	88.7%
Ambulance Operations	749,900	749,900	712,504	37,396	95.0%
Capital Outlay	976,000	976,000	566,483	409,517	58.0%
Transfers	3,900,000	3,900,000	2,904,627	995,373	74.5%
Total Expenditures	25,819,989	25,819,989	21,553,050	4,266,939	83.5%
Excess of Revenues Over Expenditures	2,846,739	2,846,739	3,034,911	5,881,650	
Fund Balances - Beginning	13,290,182	13,290,182	13,290,182		
Fund Balances - Ending	10,443,443	10,443,443	16,325,093		
	21,553,050	Total Expenditures			
	566,483	Less Capital Outlay			
	2,904,627	Less Interfund Transfers			
	18,081,940	Operating Expenses			

Park City Fire Service District
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Period Ending
December 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	15,718,961	0	0	15,718,961	0	0	0	0
Fee -in-Lieu	235,363	0	0	235,363	0	0	0	0
Interest Income	454,509	767,353	31,780	1,253,642	30,997	783	0	31,780
Other Income	96	0	0	96	0	0	0	0
Sale of Fixed Assets	127,500	0	0	127,500	0	0	0	0
Grants and Donations	70,456	0	0	70,456	0	0	0	0
Fees and Permits	7,981,076	0	175,483	8,156,560	175,483	0	0	175,483
Total Revenues	24,587,961	767,353	207,264	25,562,577	206,481	783	0	207,264
Expenditures:								
Current:								
Personnel:								
Salaries and Wages	12,183,408	0	0	12,183,408	0	0	0	0
Fringe Benefits	3,123,679	0	0	3,123,679	0	0	0	0
Operations	2,416,541	0	0	2,416,541	0	0	0	0
General and Administrative	358,312	0	1,583	359,895	0	1,500	83	1,583
Capital Outlay	566,483	1,047,561	0	1,614,044	0	0	0	0
Debt Service:								
Principle Retirement	0	0	275,000	275,000	0	275,000	0	275,000
Interest and Fiscal Charges	0	0	12,356	12,356	0	12,356	0	12,356
Total Expenditures	18,648,423	1,047,561	288,939	19,984,922	0	288,856	83	288,939
Excess (Deficiency) of Revenues								
Over (Under) Expenditures	5,939,538	(280,208)	(81,675)	5,577,655	206,481	(288,072)	(83)	(81,675)
Other Financing Sources (Uses):								
Operating Transfers	(2,904,627)	2,847,384	57,243	0	(230,767)	287,926	83	57,243
Proceeds from Sale of Equipment	0	0	0	0	0	0	0	0
Total Other Financing Sources (Uses)	(2,904,627)	2,847,384	57,243	(0)	(230,767)	287,926	83	57,243
Net Change in Fund Balance	3,034,911	2,567,177	(24,432)	5,577,655	(24,286)	(146)	0	(24,432)
Fund Balances - Beginning	13,290,182	16,475,930	579,390	30,345,503	573,416	949	5,025	579,390
Fund Balances - Ending	16,325,093	19,043,107	554,958	35,923,158	549,130	803	5,025	554,958

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
December 31, 2025

		Budgeted Amounts		Actual	Variance With	
		Original	Final	Amounts	Final Budget - Positive (Negative)	Percent
Reveunes:						
Local Revenue:						
	Property Taxes	15,250,500	15,250,500	15,718,961	(468,461)	103.1%
	Fee-in-Lieu	275,000	275,000	235,363	39,637	85.6%
	Interest Income	1,245,100	1,245,100	1,253,642	(8,542)	100.7%
	Other Income	1,500	1,500	96	1,404	6.4%
	Sale of Fixed Assets	40,000	40,000	127,500	(87,500)	0.0%
	Grants and Donations	270,500	270,500	70,456	200,044	26.0%
	Fees and Permits	7,060,750	7,060,750	8,156,560	(1,095,810)	115.5%
	Total Revenues	24,143,350	24,143,350	25,562,577	(1,619,272)	105.9%
Expenditures:						
	Personnel:					
	Salaries and Wages	12,431,043	12,431,043	12,183,408	(247,635)	98.0%
	Fringe Benefits	5,255,520	5,255,520	3,123,679	(2,131,841)	59.4%
	Operations	2,653,579	2,653,579	2,416,541	193,683	91.1%
	General and Administrative	400,486	400,486	359,895	(40,591)	89.9%
	Capital Outlay	2,987,000	2,987,000	1,614,044	(1,372,956)	54.0%
	Debt Service				0	
	Principle Retirement	275,000	275,000	275,000	0	100.0%
	Interest and Fiscal Charges	12,500	12,500	12,356	(145)	98.8%
	Total Expenditures	24,015,128	24,015,128	19,984,922	(4,030,206)	83.2%
	Excess of Revenues Over Expenditures	128,222	128,222	5,577,655	(5,649,478)	
Other Financing Sources (Uses):						
	Operating Transfers to Other Funds	3,975,000	3,975,000	2,904,627	1,070,373	-73.1%
	Operating Transfers From Other Funds	3,975,000	3,975,000	2,904,627	1,070,373	-73.1%
	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	5,577,655	(5,649,478)	
Fund Balances - Beginning		30,345,503	30,345,503	30,345,503	30,345,503	
Fund Balances - Ending		30,473,725	30,473,725	35,923,158	24,696,025	

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	Amended Budget 2025
Revenues:						
Property taxes	14,579,256	14,903,181	15,718,961	15,250,500	15,250,500	15,250,500
Fee-in-lieu	230,668	210,084	235,363	275,000	275,000	275,000
Interest income	1,120,741	1,337,830	1,253,642	1,245,100	1,245,100	1,245,100
Misc income	210,861	43,514	127,596	77,053	41,500	41,500
Grants and donations	73,844	275,871	70,456	100,000	270,500	270,500
Bond proceeds	0	0	0	0		0
Fees and Permits	6,683,187	7,147,188	8,156,560	7,325,000	7,060,750	7,060,750
Total revenues	22,898,557	23,917,668	25,562,577	24,272,653	24,143,350	24,143,350
Expenditures:						
Current:						
Salaries and wages	10,913,695	11,535,761	12,183,408	12,133,278	12,431,043	12,431,043
Fringe benefits	4,633,483	4,544,024	3,123,679	4,729,881	5,255,520	5,255,520
Total wages and fringe benefits	15,547,178	16,079,785	15,307,087	16,863,159	17,686,563	17,686,563
Operations:						
Station expenditures	696,102	884,559	930,420	925,690	1,065,806	1,065,806
Ambulance operational expenditures	892,112	676,189	712,504	656,502	744,900	744,900
Apparatus maintenance	238,200	231,645	310,811	307,000	387,000	387,000
Fire, spec. ops. And communication equip.	105,396	79,130	97,565	106,795	142,673	142,673
Fuel	158,300	112,069	104,923	120,622	126,000	126,000
Uniforms and safety gear	173,646	154,414	140,706	148,000	158,000	158,000
Travel, training and tuitions	80,611	136,878	122,469	88,375	227,100	227,100
Other operations	2,535	1,568	1,583	2,100	2,100	2,100
Total operations	2,346,902	2,276,452	2,420,980	2,355,084	2,853,579	2,853,579
General and administrative:						
General liability insurance	86,675	122,976	139,669	138,189	130,000	145,000
Professional and consulting services	24,709	14,508	18,840	22,000	22,000	22,000
Audit and accounting services	18,800	19,400	20,000	20,000	22,000	22,000
Legal services	3,972	6,062	28,307	50,000	50,000	50,000
Certificates of participation- cost of issuance	0	0	0	0	0	0
Other general and administrative	131,866	133,776	148,641	152,000	176,486	176,486
Total general and administrative	266,022	296,722	355,456	382,189	400,486	415,486
Capital outlay:						
Apparatus and vehicles	595,728	1,513,920	1,217,386	2,676,000	2,676,000	2,676,000
Land, buildings and building improvements	2,714,470	379,295	206,505	65,000	65,000	65,000
Furniture and equipment	750,118	394,262	190,153	246,000	246,000	246,000
Total capital outlay	4,060,316	2,287,477	1,614,044	2,987,000	2,987,000	2,987,000
Debt service:						
Principle retirement	867,475	681,897	275,000	275,000	275,000	275,000
Interest charges	22,587	21,923	12,356	12,500	12,500	12,500
Total debt service	890,062	703,820	287,356	287,500	287,500	287,500
Total expenditures	23,110,480	21,644,257	19,984,922	22,874,932	24,215,128	24,230,128
Excess (deficit) of revenue over expenditures before operating transfers	(211,921)	2,273,412	5,577,655	1,397,721	(71,777)	(86,777)
Operating transfers out	5,856,636	3,695,666	2,904,627	3,975,000	3,975,000	3,975,000
Operating transfers in	5,856,636	3,695,666	2,904,627	3,975,000	3,975,000	3,975,000
Total transfers	0	0	0	0	0	0
Totals	(211,921)	2,273,412	5,577,655	1,397,721	(71,777)	(86,777)
Fund Balances - Beginning	28,284,012	28,072,091	30,345,503	30,345,503	30,345,503	30,345,503
Fund Balances - Ending	28,072,091	30,345,503	35,923,158	31,743,224	30,273,726	30,258,726

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/26	01/13/2026	2243	17990	AETNA	10-201000-0000	895.75
01/26	01/13/2026	2244	18093	LESLIE PACE	10-201000-0000	46.97
01/26	01/13/2026	2245	18094	MINGQIONG LAN	10-201000-0000	1,095.30
01/26	01/13/2026	2246	18092	OPTUMCARE	10-201000-0000	731.28
01/26	01/13/2026	2247	17884	SELECT HEALTH	10-201000-0000	3,715.18
01/26	01/13/2026	2248	17938	UNITED HEALTHCARE	10-201000-0000	808.49
01/26	01/28/2026	2249	17434	PROFESSIONAL SALES & SERVICE, LC	10-201000-0000	314,944.00
01/26	01/13/2026	1010894	17542	ADVANCED FITNESS REPAIR	10-201000-0000	345.00
01/26	01/13/2026	1010895	17954	AFLAC GROUP INSURANCE	10-201000-0000	1,409.44
01/26	01/13/2026	1010896	220	ALL WEST COMMUNICATIONS	10-201000-0000	332.18
01/26	01/13/2026	1010897	8200	ASHLEY LEWIS	10-201000-0000	1,078.10
01/26	01/13/2026	1010898	17681	BEHR MOUNTAIN ELECTRIC	10-201000-0000	3,316.14
01/26	01/13/2026	1010899	17668	BLOMQUIST HALE CONSULTING, INC	10-201000-0000	491.05
01/26	01/13/2026	1010900	1680	BOUND TREE MEDICAL LLC	10-201000-0000	16,591.81
01/26	01/13/2026	1010901	2260	CACTUS & TROPICALS	10-201000-0000	145.00
01/26	01/13/2026	1010902	3070	CANON U.S.A., INC.	10-201000-0000	111.64
01/26	01/13/2026	1010903	3190	CCI SERVICE	10-201000-0000	702.68
01/26	01/13/2026	1010904	3030	CENTURYLINK	10-201000-0000	368.33
01/26	01/13/2026	1010905	17532	CENTURYLINK	10-201000-0000	47.21
01/26	01/13/2026	1010906	17926	DATA CENTER WAREHOUSE LLC	10-201000-0000	1,753.69
01/26	01/13/2026	1010907	17636	DISCOUNTCELL, INC	10-201000-0000	1,419.30
01/26	01/13/2026	1010908	17435	ENBRIDGE GAS	10-201000-0000	6,118.77
01/26	01/13/2026	1010909	17942	FARMER BROTHERS CO	10-201000-0000	104.63
01/26	01/13/2026	1010910	17524	FLEETPRIDE	10-201000-0000	281.00
01/26	01/13/2026	1010911	6060	HENRY SCHEIN INC.	10-201000-0000	954.56
01/26	01/13/2026	1010912	6110	HOME DEPOT CREDIT SERVICES	10-201000-0000	155.09
01/26	01/13/2026	1010913	6240	HOSE & RUBBER SUPPLY LLC	10-201000-0000	11.13
01/26	01/13/2026	1010914	17699	Intermountain WorkMed	10-201000-0000	7,564.62
01/26	01/13/2026	1010915	18020	JAN-PRO of UTAH	10-201000-0000	694.00
01/26	01/13/2026	1010916	2860	L N CURTIS & SONS	10-201000-0000	980.50
01/26	01/13/2026	1010917	9210	MASIMO AMERICAS, INC.	10-201000-0000	249.00
01/26	01/13/2026	1010918	8970	MOUNTAIN REGIONAL WATER SSD	10-201000-0000	713.38
01/26	01/13/2026	1010919	17928	NATIONWIDE PREMIUM HOLDING	10-201000-0000	210.29
01/26	01/13/2026	1010920	17827	odp Business Solutions, LLC	10-201000-0000	247.49
01/26	01/13/2026	1010921	17651	OXYGEN UTAH, LLC	10-201000-0000	2,739.28
01/26	01/13/2026	1010922	10710	PARK CITY MUNICIPAL CORP	10-201000-0000	1,515.13
01/26	01/13/2026	1010923	17809	PATRICK WELLS	10-201000-0000	2,709.31
01/26	01/13/2026	1010924	11400	PUBLIC EMPLOYEES HEALTH PROG	10-201000-0000	3,926.00
01/26	01/13/2026	1010925	17516	RelaDyne West LLC	10-201000-0000	3,075.65
01/26	01/13/2026	1010926	12280	REPUBLIC SERVICES #864	10-201000-0000	3,457.79
01/26	01/13/2026	1010927	12550	ROCKY MOUNTAIN POWER	10-201000-0000	3,099.83
01/26	01/13/2026	1010928	12320	ROCKY MTN POWER	10-201000-0000	750.95
01/26	01/13/2026	1010929	18063	ROTO FLUSH	10-201000-0000	1,390.00
01/26	01/13/2026	1010930	17994	RUSSELL BUHECKER	10-201000-0000	2,709.31
01/26	01/13/2026	1010931	17912	SEAWESTERN FIRE FIGHTING EQUIPMENT	10-201000-0000	702.85
01/26	01/13/2026	1010932	14170	SHI INTERNATIONAL CORP	10-201000-0000	3,370.55
01/26	01/13/2026	1010933	17900	SHRED SALT LAKE	10-201000-0000	259.90
01/26	01/13/2026	1010934	17709	SIDDONS-MARTIN EMERGENCY GROUP	10-201000-0000	1,992.04
01/26	01/13/2026	1010935	13060	SKAGGS COMPANIES, INC.	10-201000-0000	1,298.80
01/26	01/13/2026	1010936	13120	SMITHS CUSTOMER CHARGES	10-201000-0000	543.69
01/26	01/13/2026	1010937	13130	SNYDERVILLE BASIN W R D	10-201000-0000	724.75
01/26	01/13/2026	1010938	14070	SOUTH FORK HARDWARE PARK CITY	10-201000-0000	20.98
01/26	01/13/2026	1010939	18049	SPRINKLER REPAIR PARK CITY	10-201000-0000	505.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/26	01/13/2026	1010940	17731	STATE OF UTAH FUEL NETWORK (DGO)	10-201000-0000	22.41
01/26	01/13/2026	1010941	18064	STRATEGIC COMMUNICATIONS SOLUTIONS LLC	10-201000-0000	1,083.79
01/26	01/13/2026	1010942	14310	SUMMIT AUTO REPAIR	10-201000-0000	5,830.53
01/26	01/13/2026	1010943	13490	SUMMIT WATER DISTRIBUTION CO	10-201000-0000	735.16
01/26	01/13/2026	1010944	14810	THE UPS STORE #3471	10-201000-0000	70.61
01/26	01/13/2026	1010945	15890	UTAH MANUFACTURERS ASSOCIATION	10-201000-0000	900.00
01/26	01/13/2026	1010946	17597	VERIFIED FIRST	10-201000-0000	147.17
01/26	01/13/2026	1010947	16080	VERIZON WIRELESS	10-201000-0000	1,604.07
01/26	01/13/2026	1010948	17170	WORKFORCEQA, LLC	10-201000-0000	150.00
01/26	01/28/2026	1010949	17542	ADVANCED FITNESS REPAIR	10-201000-0000	325.00
01/26	01/28/2026	1010950	17332	AFFORDABLE HEATING & COOLING	10-201000-0000	864.07
01/26	01/28/2026	1010951	14280	AMAZON CAPITAL SERVICES	10-201000-0000	117.94
01/26	01/28/2026	1010952	17924	AMERITAS LIFE INSURANCE CORP.	10-201000-0000	815.96
01/26	01/28/2026	1010953	700	AT&T MOBILITY	10-201000-0000	40.54
01/26	01/28/2026	1010954	17700	BEE LINE PEST CONTROL	10-201000-0000	1,045.00
01/26	01/28/2026	1010955	1680	BOUND TREE MEDICAL LLC	10-201000-0000	2,585.04
01/26	01/28/2026	1010956	3170	Caselle, Inc.	10-201000-0000	3,697.00
01/26	01/28/2026	1010957	17532	CENTURYLINK	10-201000-0000	2,312.18
01/26	01/28/2026	1010958	17754	CHAOSINK	10-201000-0000	8,691.27
01/26	01/28/2026	1010959	2750	CRAWFORD DOOR SALES	10-201000-0000	2,054.00
01/26	01/28/2026	1010960	17745	CULLIGAN WATER CONDITIONING	10-201000-0000	153.50
01/26	01/28/2026	1010961	18095	DNA MANAGEMENT GROUP, LLC	10-201000-0000	415.00
01/26	01/28/2026	1010962	6370	ERIC HOCKRIDGE	10-201000-0000	240.08
01/26	01/28/2026	1010963	17663	FIRST DIGITAL	10-201000-0000	2,599.20
01/26	01/28/2026	1010964	17524	FLEETPRIDE	10-201000-0000	239.98
01/26	01/28/2026	1010965	17863	GOLD CROSS SERVICES, INC	10-201000-0000	14,210.36
01/26	01/28/2026	1010966	5580	GRAHAM FIRE APPARATUS SALES &	10-201000-0000	5,664.61
01/26	01/28/2026	1010967	5840	HEBER & PARK CITY APPLIANCE	10-201000-0000	135.00
01/26	01/28/2026	1010968	6060	HENRY SCHEIN INC.	10-201000-0000	144.94
01/26	01/28/2026	1010969	17804	KARL MALONE FORD PARK CITY	10-201000-0000	340.20
01/26	01/28/2026	1010970	17868	Karl Malone Jeep RAM	10-201000-0000	44.40
01/26	01/28/2026	1010971	2860	L N CURTIS & SONS	10-201000-0000	4,446.00
01/26	01/28/2026	1010972	8250	LEGALSHIELD	10-201000-0000	228.35
01/26	01/28/2026	1010973	17824	MEDICAL DYNAMICS	10-201000-0000	90.23
01/26	01/28/2026	1010974	17928	NATIONWIDE PREMIUM HOLDING	10-201000-0000	210.29
01/26	01/28/2026	1010975	17592	North Face Roofing, Inc.	10-201000-0000	23,288.99
01/26	01/28/2026	1010976	17827	odp Business Solutions, LLC	10-201000-0000	144.73
01/26	01/28/2026	1010977	17686	PARSONS BEHLE & LATIMER	10-201000-0000	165.00
01/26	01/28/2026	1010978	11460	PEHP-LONG TERM DISABILITY	10-201000-0000	477.73
01/26	01/28/2026	1010979	11400	PUBLIC EMPLOYEES HEALTH PROG	10-201000-0000	928.56
01/26	01/28/2026	1010980	17516	RelaDyne West LLC	10-201000-0000	2,876.21
01/26	01/28/2026	1010981	12550	ROCKY MOUNTAIN POWER	10-201000-0000	3,254.39
01/26	01/28/2026	1010982	12320	ROCKY MTN POWER	10-201000-0000	927.42
01/26	01/28/2026	1010983	18074	SERVPRO	40-201000-0000	18,906.56
01/26	01/28/2026	1010984	17900	SHRED SALT LAKE	10-201000-0000	259.90
01/26	01/28/2026	1010985	13060	SKAGGS COMPANIES, INC.	10-201000-0000	314.96
01/26	01/28/2026	1010986	18065	STANTEC CONSULTING SERVICES INC	40-201000-0000	6,270.00
01/26	01/28/2026	1010987	14350	STATE OF UTAH Health Care Financing	10-201000-0000	37,884.25
01/26	01/28/2026	1010988	14330	SUMMIT PRINTING	10-201000-0000	46.00
01/26	01/28/2026	1010989	16000	UT ASSOC OF SPECIAL DISTRICTS	10-201000-0000	14,183.00
01/26	01/28/2026	1010990	15900	UTAH CORRECTIONAL INDUSTRIES	10-201000-0000	1,995.00
01/26	01/28/2026	1010991	17713	ZAYO GROUP, LLC	10-201000-0000	1,146.39
01/26	01/28/2026	1010992	17497	ZOLL MEDICAL CORP	10-201000-0000	2,922.80
Grand Totals:						581,670.58

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
2243									
01/26	01/13/2026	2243	17990	AETNA	BILLED IN ER	10-348-430-3000	.00	895.75	895.75
Total 2243:							.00	895.75	
2244									
01/26	01/13/2026	2244	18093	LESLIE PACE	INSURANCE	10-348-430-3000	.00	46.97	46.97
Total 2244:							.00	46.97	
2245									
01/26	01/13/2026	2245	18094	MINGQIONG LAN	INSURANCE	10-348-430-3000	.00	1,095.30	1,095.30
Total 2245:							.00	1,095.30	
2246									
01/26	01/13/2026	2246	18092	OPTUMCARE	PAID BY PRIM	10-348-430-3000	.00	731.28	731.28
Total 2246:							.00	731.28	
2247									
01/26	01/13/2026	2247	17884	SELECT HEALTH	WORKERS C	10-348-430-3000	.00	3,715.18	3,715.18
Total 2247:							.00	3,715.18	
2248									
01/26	01/13/2026	2248	17938	UNITED HEALTHCARE	WORKERS C	10-348-430-3000	.00	808.49	808.49
Total 2248:							.00	808.49	
2249									
01/26	01/28/2026	2249	17434	PROFESSIONAL SALES & SERVICE, L	35194	10-43-726-00003	.00	314,944.00	314,944.00
Total 2249:							.00	314,944.00	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
1010894									
01/26	01/13/2026	1010894	17542	ADVANCED FITNESS REPAIR	19115	10-40-347-34000	.00	345.00	345.00
Total 1010894:							.00		345.00
1010895									
01/26	01/13/2026	1010895	17954	AFLAC GROUP INSURANCE	DEC 2025	10-218700-0000	.00	1,409.44	1,409.44
Total 1010895:							.00		1,409.44
1010896									
01/26	01/13/2026	1010896	220	ALL WEST COMMUNICATIONS	JAN 2026	10-40-440-30000	.00	104.28	104.28
01/26	01/13/2026	1010896	220	ALL WEST COMMUNICATIONS	JAN 2026	10-40-286-00000	.00	227.90	227.90
Total 1010896:							.00		332.18
1010897									
01/26	01/13/2026	1010897	8200	ASHLEY LEWIS	CHRISTMAS	10-42-518-00000	.00	1,078.10	1,078.10
Total 1010897:							.00		1,078.10
1010898									
01/26	01/13/2026	1010898	17681	BEHR MOUNTAIN ELECTRIC	42590	10-40-316-34000	.00	366.39	366.39
01/26	01/13/2026	1010898	17681	BEHR MOUNTAIN ELECTRIC	42635	10-40-480-32000	.00	2,949.75	2,949.75
Total 1010898:							.00		3,316.14
1010899									
01/26	01/13/2026	1010899	17668	BLOMQUIST HALE CONSULTING, INC	JAN26-1295	10-43-130-30000	.00	491.05	491.05
Total 1010899:							.00		491.05
1010900									
01/26	01/13/2026	1010900	1680	BOUND TREE MEDICAL LLC	DECEM 2025	10-43-300-30000	.00	1,664.49	1,664.49
01/26	01/13/2026	1010900	1680	BOUND TREE MEDICAL LLC	DECEMBER	10-43-300-30000	.00	9,561.40	9,561.40
01/26	01/13/2026	1010900	1680	BOUND TREE MEDICAL LLC	DECEMBER 20	10-43-300-30000	.00	2,208.80	2,208.80
01/26	01/13/2026	1010900	1680	BOUND TREE MEDICAL LLC	DECMBR 202	10-43-300-30000	.00	3,157.12	3,157.12

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 1010900:							.00		16,591.81
1010901									
01/26	01/13/2026	1010901	2260	CACTUS & TROPICALS	0393625	10-42-290-00002	.00	145.00	145.00
Total 1010901:							.00		145.00
1010902									
01/26	01/13/2026	1010902	3070	CANON U.S.A., INC.	6014371443	10-42-290-00002	.00	79.31	79.31
01/26	01/13/2026	1010902	3070	CANON U.S.A., INC.	6014453881	10-42-290-00002	.00	32.33	32.33
Total 1010902:							.00		111.64
1010903									
01/26	01/13/2026	1010903	3190	CCI SERVICE	SLC0198269	10-42-480-00000	.00	702.68	702.68
Total 1010903:							.00		702.68
1010904									
01/26	01/13/2026	1010904	3030	CENTURYLINK	JAN 2026	10-40-286-37000	.00	325.61	325.61
01/26	01/13/2026	1010904	3030	CENTURYLINK	JAN 26	10-42-286-00000	.00	42.72	42.72
Total 1010904:							.00		368.33
1010905									
01/26	01/13/2026	1010905	17532	CENTURYLINK	764652747	10-42-286-00000	.00	47.21	47.21
Total 1010905:							.00		47.21
1010906									
01/26	01/13/2026	1010906	17926	DATA CENTER WAREHOUSE LLC	INV-014471	10-42-285-00000	.00	1,753.69	1,753.69
Total 1010906:							.00		1,753.69
1010907									
01/26	01/13/2026	1010907	17636	DISCOUNTCCELL, INC	INV-00001945	10-43-310-30000	.00	1,419.30	1,419.30

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 1010907:							.00		1,419.30
1010908									
01/26	01/13/2026	1010908	17435	ENBRIDGE GAS	DEC 2025	10-40-440-32000	.00	6,118.77	6,118.77
Total 1010908:							.00		6,118.77
1010909									
01/26	01/13/2026	1010909	17942	FARMER BROTHERS CO	51931485	10-42-290-00002	.00	104.63	104.63
Total 1010909:							.00		104.63
1010910									
01/26	01/13/2026	1010910	17524	FLEETPRIDE	DEC 2025	10-40-293-30000	.00	281.00	281.00
Total 1010910:							.00		281.00
1010911									
01/26	01/13/2026	1010911	6060	HENRY SCHEIN INC.	50783640	10-43-300-30000	.00	954.56	954.56
Total 1010911:							.00		954.56
1010912									
01/26	01/13/2026	1010912	6110	HOME DEPOT CREDIT SERVICES	DEC 2025	10-40-316-37000	.00	155.09	155.09
Total 1010912:							.00		155.09
1010913									
01/26	01/13/2026	1010913	6240	HOSE & RUBBER SUPPLY LLC	02149771	10-40-034-00000	.00	11.13	11.13
Total 1010913:							.00		11.13
1010914									
01/26	01/13/2026	1010914	17699	Intermountain WorkMed	DEC 2025	10-43-348-30000	.00	3,560.62	3,560.62
01/26	01/13/2026	1010914	17699	Intermountain WorkMed	DEC 2025	10-43-348-30000	.00	4,004.00	4,004.00
Total 1010914:							.00		7,564.62

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
1010915									
01/26	01/13/2026	1010915	18020	JAN-PRO of UTAH	357555	10-42-480-00000	.00	694.00	694.00
Total 1010915:							.00	694.00	
1010916									
01/26	01/13/2026	1010916	2860	L N CURTIS & SONS	INV1021166	10-40-073-00000	.00	594.50	594.50
01/26	01/13/2026	1010916	2860	L N CURTIS & SONS	INV1023996	10-40-029-00000	.00	364.00	364.00
01/26	01/13/2026	1010916	2860	L N CURTIS & SONS	INV1048120	10-40-041-00000	.00	22.00	22.00
Total 1010916:							.00	980.50	
1010917									
01/26	01/13/2026	1010917	9210	MASIMO AMERICAS, INC.	DEC 2025	10-43-305-30000	.00	249.00	249.00
Total 1010917:							.00	249.00	
1010918									
01/26	01/13/2026	1010918	8970	MOUNTAIN REGIONAL WATER SSD	DEC 2025	10-40-440-37000	.00	713.38	713.38
Total 1010918:							.00	713.38	
1010919									
01/26	01/13/2026	1010919	17928	NATIONWIDE PREMIUM HOLDING	JAN 2026	10-217500-0000	.00	210.29	210.29
Total 1010919:							.00	210.29	
1010920									
01/26	01/13/2026	1010920	17827	odp Business Solutions, LLC	DEC 2025	10-41-136-00000	.00	247.49	247.49
Total 1010920:							.00	247.49	
1010921									
01/26	01/13/2026	1010921	17651	OXYGEN UTAH, LLC	DEC 2025	10-40-029-00000	.00	2,739.28	2,739.28
Total 1010921:							.00	2,739.28	
1010922									
01/26	01/13/2026	1010922	10710	PARK CITY MUNICIPAL CORP	DEC 2025	10-40-440-31000	.00	1,515.13	1,515.13

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 1010922:							.00		1,515.13
1010923									
01/26	01/13/2026	1010923	17809	PATRICK WELLS	TUITION	10-40-125-00000	.00	2,709.31	2,709.31
Total 1010923:							.00		2,709.31
1010924									
01/26	01/13/2026	1010924	11400	PUBLIC EMPLOYEES HEALTH PROG	DECEMBER	10-219000-0000	.00	3,926.00	3,926.00
Total 1010924:							.00		3,926.00
1010925									
01/26	01/13/2026	1010925	17516	RelaDyne West LLC	1319321-IN	10-40-017-00000	.00	1,299.36	1,299.36
01/26	01/13/2026	1010925	17516	RelaDyne West LLC	1321877-IN	10-40-017-00000	.00	1,776.29	1,776.29
Total 1010925:							.00		3,075.65
1010926									
01/26	01/13/2026	1010926	12280	REPUBLIC SERVICES #864	0864-0021894	10-42-440-00000	.00	3,457.79	3,457.79
Total 1010926:							.00		3,457.79
1010927									
01/26	01/13/2026	1010927	12550	ROCKY MOUNTAIN POWER	DEC 2025	10-42-440-00000	.00	3,099.83	3,099.83
Total 1010927:							.00		3,099.83
1010928									
01/26	01/13/2026	1010928	12320	ROCKY MTN POWER	DEC 2025	10-40-440-34000	.00	750.95	750.95
Total 1010928:							.00		750.95
1010929									
01/26	01/13/2026	1010929	18063	ROTO FLUSH	JAN 2026	10-40-316-37000	.00	1,390.00	1,390.00
Total 1010929:							.00		1,390.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
1010930									
01/26	01/13/2026	1010930	17994	RUSSELL BUHECKER	DEC 2025	10-40-125-00000	.00	2,709.31	2,709.31
Total 1010930:							.00	2,709.31	
1010931									
01/26	01/13/2026	1010931	17912	SEAWESTERN FIRE FIGHTING EQUIP	INV50132	10-40-073-00000	.00	702.85	702.85
Total 1010931:							.00	702.85	
1010932									
01/26	01/13/2026	1010932	14170	SHI INTERNATIONAL CORP	B20634720	10-42-285-00000	.00	3,370.55	3,370.55
Total 1010932:							.00	3,370.55	
1010933									
01/26	01/13/2026	1010933	17900	SHRED SALT LAKE	71269123025	10-42-290-00001	.00	259.90	259.90
Total 1010933:							.00	259.90	
1010934									
01/26	01/13/2026	1010934	17709	SIDDONS-MARTIN EMERGENCY GRO	DEC 2025	10-40-293-30000	.00	1,992.04	1,992.04
Total 1010934:							.00	1,992.04	
1010935									
01/26	01/13/2026	1010935	13060	SKAGGS COMPANIES, INC.	DECEMBER	10-40-071-00000	.00	1,298.80	1,298.80
Total 1010935:							.00	1,298.80	
1010936									
01/26	01/13/2026	1010936	13120	SMITHS CUSTOMER CHARGES	DEC 2025	10-42-275-00000	.00	543.69	543.69
Total 1010936:							.00	543.69	
1010937									
01/26	01/13/2026	1010937	13130	SNYDERVILLE BASIN W R D	JAN 2026	10-40-440-30000	.00	38.89	38.89
01/26	01/13/2026	1010937	13130	SNYDERVILLE BASIN W R D	JAN 2026	10-40-440-00000	.00	685.86	685.86

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 1010937:							.00		724.75
1010938									
01/26	01/13/2026	1010938	14070	SOUTH FORK HARDWARE PARK CITY	595217	10-40-291-00000	.00	20.98	20.98
Total 1010938:							.00		20.98
1010939									
01/26	01/13/2026	1010939	18049	SPRINKLER REPAIR PARK CITY	DEC 2025	10-40-316-38000	.00	505.00	505.00
Total 1010939:							.00		505.00
1010940									
01/26	01/13/2026	1010940	17731	STATE OF UTAH FUEL NETWORK (DG	F2606E00850	10-40-015-00000	.00	22.41	22.41
Total 1010940:							.00		22.41
1010941									
01/26	01/13/2026	1010941	18064	STRATEGIC COMMUNICATIONS SOLU	25SCS-2320	10-40-500-00136	.00	1,083.79	1,083.79
Total 1010941:							.00		1,083.79
1010942									
01/26	01/13/2026	1010942	14310	SUMMIT AUTO REPAIR	10008	10-43-500-00531	.00	5,830.53	5,830.53
Total 1010942:							.00		5,830.53
1010943									
01/26	01/13/2026	1010943	13490	SUMMIT WATER DISTRIBUTION CO	DEC 2025	10-40-440-33000	.00	735.16	735.16
Total 1010943:							.00		735.16
1010944									
01/26	01/13/2026	1010944	14810	THE UPS STORE #3471	26, 34	10-40-290-00000	.00	70.61	70.61
Total 1010944:							.00		70.61

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
1010945									
01/26	01/13/2026	1010945	15890	UTAH MANUFACTURERS ASSOCIATIO	6434	10-40-075-00000	.00	900.00	900.00
Total 1010945:							.00	900.00	
1010946									
01/26	01/13/2026	1010946	17597	VERIFIED FIRST	INV-00059008	10-43-205-30000	.00	147.17	147.17
Total 1010946:							.00	147.17	
1010947									
01/26	01/13/2026	1010947	16080	VERIZON WIRELESS	6132683254	10-40-350-00000	.00	1,604.07	1,604.07
Total 1010947:							.00	1,604.07	
1010948									
01/26	01/13/2026	1010948	17170	WORKFORCEQA, LLC	INV128445	10-43-348-30000	.00	150.00	150.00
Total 1010948:							.00	150.00	
1010949									
01/26	01/28/2026	1010949	17542	ADVANCED FITNESS REPAIR	19256	10-40-347-31000	.00	325.00	325.00
Total 1010949:							.00	325.00	
1010950									
01/26	01/28/2026	1010950	17332	AFFORDABLE HEATING & COOLING	733220	10-40-316-36000	.00	864.07	864.07
Total 1010950:							.00	864.07	
1010951									
01/26	01/28/2026	1010951	14280	AMAZON CAPITAL SERVICES	1HNY-CFXD-L	10-42-285-00000	.00	117.94	117.94
Total 1010951:							.00	117.94	
1010952									
01/26	01/28/2026	1010952	17924	AMERITAS LIFE INSURANCE CORP.	JAN 2026	10-217710-4300	.00	815.96	815.96

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 1010952:							.00		815.96
1010953									
01/26	01/28/2026	1010953	700	AT&T MOBILITY	287287652583	10-40-365-00000	.00	40.54	40.54
Total 1010953:							.00		40.54
1010954									
01/26	01/28/2026	1010954	17700	BEELINE PEST CONTROL	JAN 2026	10-40-316-35000	.00	1,045.00	1,045.00
Total 1010954:							.00		1,045.00
1010955									
01/26	01/28/2026	1010955	1680	BOUND TREE MEDICAL LLC	JAN 2026	10-43-300-30000	.00	1,231.16	1,231.16
01/26	01/28/2026	1010955	1680	BOUND TREE MEDICAL LLC	JAN 2026	10-43-300-30000	.00	1,353.88	1,353.88
Total 1010955:							.00		2,585.04
1010956									
01/26	01/28/2026	1010956	3170	Caselle, Inc.	14952	10-42-285-00000	.00	3,697.00	3,697.00
Total 1010956:							.00		3,697.00
1010957									
01/26	01/28/2026	1010957	17532	CENTURYLINK	768395404	10-40-286-36000	.00	957.74	957.74
01/26	01/28/2026	1010957	17532	CENTURYLINK	768526921	10-42-286-00000	.00	951.47	951.47
01/26	01/28/2026	1010957	17532	CENTURYLINK	768757298	10-42-286-00000	.00	46.63	46.63
01/26	01/28/2026	1010957	17532	CENTURYLINK	JAN 2026	10-40-286-37000	.00	356.34	356.34
Total 1010957:							.00		2,312.18
1010958									
01/26	01/28/2026	1010958	17754	CHAOSINK	20550	10-40-071-00000	.00	155.12	155.12
01/26	01/28/2026	1010958	17754	CHAOSINK	20749	10-40-071-00000	.00	8,536.15	8,536.15
Total 1010958:							.00		8,691.27

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
1010959									
01/26	01/28/2026	1010959	2750	CRAWFORD DOOR SALES	55310	10-40-316-37000	.00	2,054.00	2,054.00
Total 1010959:							.00	2,054.00	
1010960									
01/26	01/28/2026	1010960	17745	CULLIGAN WATER CONDITIONING	465X2886170	10-40-316-34000	.00	153.50	153.50
Total 1010960:							.00	153.50	
1010961									
01/26	01/28/2026	1010961	18095	DNA MANAGEMENT GROUP, LLC	CONDO RENT	10-40-064-00000	.00	415.00	415.00
Total 1010961:							.00	415.00	
1010962									
01/26	01/28/2026	1010962	6370	ERIC HOCKRIDGE	UNIFORMS	10-40-071-00000	.00	240.08	240.08
Total 1010962:							.00	240.08	
1010963									
01/26	01/28/2026	1010963	17663	FIRST DIGITAL	00919634-1	10-42-286-00000	.00	2,599.20	2,599.20
Total 1010963:							.00	2,599.20	
1010964									
01/26	01/28/2026	1010964	17524	FLEETPRIDE	131575480	10-40-500-00145	.00	239.98	239.98
Total 1010964:							.00	239.98	
1010965									
01/26	01/28/2026	1010965	17863	GOLD CROSS SERVICES, INC	4582	10-43-235-30000	.00	14,210.36	14,210.36
Total 1010965:							.00	14,210.36	
1010966									
01/26	01/28/2026	1010966	5580	GRAHAM FIRE APPARATUS SALES &	1619	10-40-500-00136	.00	779.63	779.63
01/26	01/28/2026	1010966	5580	GRAHAM FIRE APPARATUS SALES &	1620	10-40-500-00134	.00	1,514.96	1,514.96
01/26	01/28/2026	1010966	5580	GRAHAM FIRE APPARATUS SALES &	JAN 2026	10-40-293-30000	.00	3,370.02	3,370.02

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 1010966:							.00		5,664.61
1010967									
01/26	01/28/2026	1010967	5840	HEBER & PARK CITY APPLIANCE	233922A-C	10-40-316-34000	.00	135.00	135.00
Total 1010967:							.00		135.00
1010968									
01/26	01/28/2026	1010968	6060	HENRY SCHEIN INC.	52174530	10-43-300-30000	.00	144.94	144.94
Total 1010968:							.00		144.94
1010969									
01/26	01/28/2026	1010969	17804	KARL MALONE FORD PARK CITY	202203	10-40-293-30000	.00	340.20	340.20
Total 1010969:							.00		340.20
1010970									
01/26	01/28/2026	1010970	17868	Karl Malone Jeep RAM	JAN 2026	10-43-500-00530	.00	44.40	44.40
Total 1010970:							.00		44.40
1010971									
01/26	01/28/2026	1010971	2860	L N CURTIS & SONS	INV1028014	10-40-076-00000	.00	3,896.00	3,896.00
01/26	01/28/2026	1010971	2860	L N CURTIS & SONS	INV1028183	10-40-071-00000	.00	550.00	550.00
Total 1010971:							.00		4,446.00
1010972									
01/26	01/28/2026	1010972	8250	LEGALSHIELD	JAN 2026	10-219200-0000	.00	228.35	228.35
Total 1010972:							.00		228.35
1010973									
01/26	01/28/2026	1010973	17824	MEDICAL DYNAMICS	49885	10-43-300-30000	.00	90.23	90.23
Total 1010973:							.00		90.23

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
1010974									
01/26	01/28/2026	1010974	17928	NATIONWIDE PREMIUM HOLDING	JAN 2026	10-217500-0000	.00	210.29	210.29
Total 1010974:							.00	210.29	
1010975									
01/26	01/28/2026	1010975	17592	North Face Roofing, Inc.	DECEMBER	40-42-782-34000	.00	21,953.99	21,953.99
01/26	01/28/2026	1010975	17592	North Face Roofing, Inc.	JAN 2026	10-40-480-36000	.00	1,335.00	1,335.00
Total 1010975:							.00	23,288.99	
1010976									
01/26	01/28/2026	1010976	17827	odp Business Solutions, LLC	JAN 2026	10-42-290-00000	.00	144.73	144.73
Total 1010976:							.00	144.73	
1010977									
01/26	01/28/2026	1010977	17686	PARSONS BEHLE & LATIMER	1763489	10-42-515-00000	.00	165.00	165.00
Total 1010977:							.00	165.00	
1010978									
01/26	01/28/2026	1010978	11460	PEHP-LONG TERM DISABILITY	DEC 2025	10-42-130-00000	.00	477.73	477.73
Total 1010978:							.00	477.73	
1010979									
01/26	01/28/2026	1010979	11400	PUBLIC EMPLOYEES HEALTH PROG	JAN 2026	10-219000-0000	.00	928.56	928.56
Total 1010979:							.00	928.56	
1010980									
01/26	01/28/2026	1010980	17516	RelaDyne West LLC	JAN 2026	10-40-017-00000	.00	2,876.21	2,876.21
Total 1010980:							.00	2,876.21	
1010981									
01/26	01/28/2026	1010981	12550	ROCKY MOUNTAIN POWER	DEC 2025	10-42-440-00000	.00	3,254.39	3,254.39

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 1010981:							.00		3,254.39
1010982									
01/26	01/28/2026	1010982	12320	ROCKY MTN POWER	JAN 2026	10-40-440-34000	.00	927.42	927.42
Total 1010982:							.00		927.42
1010983									
01/26	01/28/2026	1010983	18074	SERVPRO	DEC 2025	40-42-782-34000	.00	18,906.56	18,906.56
Total 1010983:							.00		18,906.56
1010984									
01/26	01/28/2026	1010984	17900	SHRED SALT LAKE	71269012826	10-42-290-00001	.00	259.90	259.90
Total 1010984:							.00		259.90
1010985									
01/26	01/28/2026	1010985	13060	SKAGGS COMPANIES, INC.	450 A 324592	10-40-071-00000	.00	314.96	314.96
Total 1010985:							.00		314.96
1010986									
01/26	01/28/2026	1010986	18065	STANTEC CONSULTING SERVICES IN	2491712	40-42-782-34000	.00	6,270.00	6,270.00
Total 1010986:							.00		6,270.00
1010987									
01/26	01/28/2026	1010987	14350	STATE OF UTAH Health Care Financing	26H5000561	10-43-232-30000	.00	37,884.25	37,884.25
Total 1010987:							.00		37,884.25
1010988									
01/26	01/28/2026	1010988	14330	SUMMIT PRINTING	230553	10-40-290-00000	.00	46.00	46.00
Total 1010988:							.00		46.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
1010989									
01/26	01/28/2026	1010989	16000	UT ASSOC OF SPECIAL DISTRICTS	JAN 2026	10-42-518-00000	.00	14,183.00	14,183.00
Total 1010989:							.00	14,183.00	
1010990									
01/26	01/28/2026	1010990	15900	UTAH CORRECTIONAL INDUSTRIES	RE267E00170	10-40-314-38000	.00	1,995.00	1,995.00
Total 1010990:							.00	1,995.00	
1010991									
01/26	01/28/2026	1010991	17713	ZAYO GROUP, LLC	22094972	10-42-365-00000	.00	1,146.39	1,146.39
Total 1010991:							.00	1,146.39	
1010992									
01/26	01/28/2026	1010992	17497	ZOLL MEDICAL CORP	4395507	10-43-300-30000	.00	1,870.74	1,870.74
01/26	01/28/2026	1010992	17497	ZOLL MEDICAL CORP	4396507	10-43-300-30000	.00	1,052.06	1,052.06
Total 1010992:							.00	2,922.80	
Grand Totals:							.00	581,670.58	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-201000-0000	149.36	534,689.39-	534,540.03-
10-217500-0000	420.58	.00	420.58
10-217710-4300	815.96	.00	815.96
10-218700-0000	1,409.44	.00	1,409.44
10-219000-0000	4,854.56	.00	4,854.56
10-219200-0000	228.35	.00	228.35
10-348-430-3000	7,292.97	.00	7,292.97
10-40-015-00000	1,194.84	.00	1,194.84
10-40-017-00000	4,779.43	.00	4,779.43
10-40-029-00000	3,103.28	.00	3,103.28

GL Account	Debit	Credit	Proof
10-40-034-00000	11.13	.00	11.13
10-40-041-00000	22.00	.00	22.00
10-40-064-00000	415.00	.00	415.00
10-40-071-00000	11,095.11	.00	11,095.11
10-40-073-00000	1,297.35	.00	1,297.35
10-40-075-00000	900.00	.00	900.00
10-40-076-00000	3,896.00	.00	3,896.00
10-40-125-00000	5,418.62	.00	5,418.62
10-40-285-00000	7,224.42	.00	7,224.42
10-40-286-00000	2,720.62	.00	2,720.62
10-40-286-31000	215.06	.00	215.06
10-40-286-33000	134.12	.00	134.12
10-40-286-34000	312.20	.00	312.20
10-40-286-35000	349.20	.00	349.20
10-40-286-36000	349.19	.00	349.19
10-40-286-37000	344.08	.00	344.08
10-40-286-38000	215.92	.00	215.92
10-40-290-00000	116.61	.00	116.61
10-40-291-00000	20.98	.00	20.98
10-40-291-30000	29.82	.00	29.82
10-40-293-30000	5,983.26	.00	5,983.26
10-40-314-38000	1,995.00	.00	1,995.00
10-40-316-31000	392.00	.00	392.00
10-40-316-32000	710.00	.00	710.00
10-40-316-33000	151.01	.00	151.01
10-40-316-34000	654.89	.00	654.89
10-40-316-35000	187.00	.00	187.00
10-40-316-36000	1,101.07	.00	1,101.07
10-40-316-37000	3,008.97	.00	3,008.97
10-40-316-38000	412.00	.00	412.00
10-40-347-31000	325.00	.00	325.00
10-40-347-34000	345.00	.00	345.00
10-40-350-00000	706.06	.00	706.06
10-40-365-00000	373.23	.00	373.23
10-40-440-00000	596.32	.00	596.32
10-40-440-30000	1,130.40	.00	1,130.40
10-40-440-31000	2,558.41	.00	2,558.41
10-40-440-32000	591.58	.00	591.58
10-40-440-33000	2,619.65	.00	2,619.65
10-40-440-34000	3,005.68	.00	3,005.68

GL Account	Debit	Credit	Proof
10-40-440-35000	1,276.43	.00	1,276.43
10-40-440-36000	2,370.72	.00	2,370.72
10-40-440-37000	2,288.06	.00	2,288.06
10-40-440-38000	1,352.65	.00	1,352.65
10-40-480-32000	2,949.75	.00	2,949.75
10-40-480-36000	695.00	.00	695.00
10-40-480-37000	640.00	.00	640.00
10-40-500-00134	1,514.96	.00	1,514.96
10-40-500-00136	1,290.18	.00	1,290.18
10-40-500-00139	21.29	.00	21.29
10-40-500-00145	239.98	.00	239.98
10-41-136-00000	329.83	.00	329.83
10-41-285-00000	211.75	.00	211.75
10-41-286-00000	144.14	.00	144.14
10-41-350-00000	80.08	.00	80.08
10-41-365-00000	184.83	.00	184.83
10-42-130-00000	477.73	.00	477.73
10-42-275-00000	262.89	.00	262.89
10-42-285-00000	1,503.01	.00	1,503.01
10-42-286-00000	770.29	.00	770.29
10-42-290-00000	62.39	.00	62.39
10-42-290-00001	519.80	.00	519.80
10-42-290-00002	642.07	.00	642.07
10-42-365-00000	668.55	.00	668.55
10-42-440-00000	3,611.95	.00	3,611.95
10-42-480-00000	1,396.68	.00	1,396.68
10-42-515-00000	165.00	.00	165.00
10-42-518-00000	15,261.10	.00	15,261.10
10-43-130-30000	491.05	.00	491.05
10-43-205-30000	147.17	.00	147.17
10-43-232-30000	37,884.25	.00	37,884.25
10-43-235-30000	14,210.36	.00	14,210.36
10-43-300-30000	23,289.38	.00	23,289.38
10-43-305-30000	249.00	.00	249.00
10-43-310-30000	215.10	.00	215.10
10-43-348-30000	7,714.62	.00	7,714.62
10-43-350-30000	460.81	.00	460.81
10-43-365-30000	317.44	.00	317.44
10-43-500-00530	193.76	149.36-	44.40
10-43-500-00531	5,830.53	.00	5,830.53

GL Account	Debit	Credit	Proof
10-43-500-00538	573.24	.00	573.24
10-43-500-00539	1,204.20	.00	1,204.20
10-43-726-00003	314,944.00	.00	314,944.00
40-201000-0000	6,539.00	53,669.55-	47,130.55-
40-42-782-34000	53,669.55	6,539.00-	47,130.55
Grand Totals:	595,047.30	595,047.30-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment"

SECTION 9 - FRINGE BENEFITS

A. Employee Categories

As used in this Section:

1. Administrative Division employees working 40 hours per week (2080 hours annually) are defined as Full-Time Administrative Employees.
2. EMS Division employees working an average of 42 hours per week (2184 hours annually) or 56 hours per week (2920 hours annually) are defined as Full-Time EMS Employees.
3. Suppression Division employees working an average of 56 hours per week (2920 hours annually) are defined as Full-Time Suppression Employees.
4. Qualifying Part-time Employees are defined as employees working the equivalent of 30 hours per week (1560 hours annually) or more.

Part time employees working less than 30 hours per week, temporary and seasonal employees, contractors and volunteers are not eligible for any benefits, except those as required by law.

B. Group Insurance

The District may pay all or partial premiums for health, dental, life insurance, and accidental death and dismemberment, for full-time employees and their dependents.

The District may pay a premium for health insurance for Qualifying Part-Time Employees.

C. Continuation of Benefits

The District recognizes and follows COBRA regulations for insurance coverage after employment by the District for all employees. Employees separating from District employment who are participating in health care prior to the qualifying event will be allowed to continue group medical and dental insurance coverage at cost to the employee for up to eighteen (18) months from the date of separation (except when terminated for cause). The District assesses a minimum of 2% of the premium as an administrative fee (*see* Utah Code §31A-22-714, or Consolidated Omnibus Budget Reconciliation Act, 1985 (COBRA)). Employees and/or dependents shall be notified within thirty (30) days from date of separation regarding extension and conversion privileges and must reply in writing within sixty (60) days of notice or forfeit their extension right. Payment must be made within forty-five (45) days of acceptance of COBRA benefits or benefits will be canceled.

1. Dependents of employees are eligible to continue insurance at their cost for up to thirty-six (36) months upon the occurrence of the following:
 - a. Upon legal separation or divorce from the covered employee;
 - b. The death of the covered employee;

- c. When dependents cease to be dependent under the definition of the policy;
 - d. When Medicare eligible employees cease participation in employer sponsored plans;
- 2. Insurance cannot be continued beyond any of the following:
 - a. The date the premium is not paid;
 - b. The date when the individual becomes covered under any other group health plan or is entitled to Medicare benefits;
 - c. In the case of a spouse, when the spouse remarries or becomes covered under another group health plan; and
 - d. On the date when the employer ceases to provide any group plan, except the District would be obligated to allow employees or dependents to continue coverage under any replacing group policy or policies.

D. Short-Term Disability Insurance Program

Disability coverage beginning on the 31st day for accidents and illness is provided for full-time employees. Family & Medical Leave shall run concurrently during disability but shall begin the first day the employee is not able to work. In the event of disability, health, dental and life insurance premium payments will be paid by the District for a period of six (6) months from date of inception of the disability. An employee returning to work after disability leave shall provide a return-to-work release from their physician listing accommodations, if any. The District may restrict the employee's return to work if the accommodations preclude the employee from fully participating in their job responsibilities. An employee who cannot return to their regular work responsibilities or perform the essential functions of the job after the six-month period following the inception of the disability shall be separated from employment with the District.

E. Social Security

Employees are required by law to have a valid Social Security number and to contribute to the Social Security system, unless otherwise covered through a qualified public retirement system. The District is covered by the Utah Retirement Systems and has opted out of Social Security, only the Medicare portion of the FICA deduction is withheld from the employees and matched by the District.

F. Leave Status

Vacation, sick, comp time, holidays, trade time worked, or funeral leave shall not be used in overtime calculations.

G. Vacation

- 1. All full-time employees are eligible to accrue vacation. To establish vacation accrual rates, the District will use the employee's full-time hire date. If the employee had leave without pay and their seniority and accrual dates have been adjusted, the adjusted date shall be used.
- 2. The per-pay-period (26 pay periods per year) accumulation of vacation

shall be based upon the following schedule:

Full-time Suppression and Full-time EMS Employees on a 56-hour Work Week

Hire date through the end of the 1 st year	8.30 Hours
Beginning of the 2 nd year through the end of the 5 th year	10.15 Hours
Beginning of the 6 th year through the end of the 10 th year	12.00 Hours
Beginning of the 11 th year through the end of the 15 th year	13.85 Hours
Beginning of the 16 th year through the end of the 20 th year	16.62 Hours
Beginning of the 21 st year and over	17.54 Hours

Full-time EMS Employees on a 42-hour work week

Hire date through the end of the 1 st year	6.08 Hours
Beginning of the 2 nd year through the end of the 5 th year	7.46 Hours
Beginning of the 6 th year through the end of the 10 th year	9.08 Hours
Beginning of the 11 th year through the end of the 15 th year	10.46 Hours
Beginning of the 16 th year through the end of the 20 th year	12.08 Hours
Beginning of the 21 st year and over	12.77 Hours

Full-time non-exempt Administrative Employees

Hire date through the end of the 1 st year	2.08 Hours
Beginning of the 2 nd year through the end of the 5 th year	3.46 Hours
Beginning of the 6 th year through the end of the 10 th year	5.08 Hours
Beginning of the 11 th year through the end of the 15 th year	6.46 Hours
Beginning of the 16 th year through the end of the 20 th year	8.08 Hours
Beginning of the 21 st year and over	8.77 Hours

Full-time FLSA-Exempt Administrative

Hire date through the end of the 1 st year	3.62 Hours
Beginning of the 2 nd year through the end of the 5 th year	4.99 Hours
Beginning of the 6 th year through the end of the 10 th year	6.55 Hours
Beginning of the 11 th year through the end of the 15 th year	7.99 Hours
Beginning of the 16 th year through the end of the 20 th year	9.61 Hours
Beginning of the 21 st year and over	10.30 Hours

3. Vacation leave shall not be accrued during a period of time when an employee is receiving long-term disability pay or is on extended leave without pay and has exhausted all FMLA entitlement.
4. Vacation leave shall not accrue during a period where a leave of absence without pay is being granted for reasons other than personal or family-related illness or condition as defined by the Family & Medical Leave Act (FMLA).
5. Employees may accrue and/or carry unused vacation leave over to the next year at a maximum of the following:

Administrative Employees	260 Hours
EMS Employees Working 42 hours per week	332 Hours
EMS Employees Working 56 hours per week	456 Hours
Suppression Employees	456 Hours

6. Once an employee accrues the maximum accruable hours, vacation accruals will stop until the employee reduces the number of accrued hours.
7. Utilization: Any accrued compensatory time must be used before using accrued vacation leave. Vacation leave shall be scheduled through the scheduling program.
8. An authorized holiday which falls within the time period of an administrative employee's scheduled vacation shall not be charged as used vacation.
9. The District will not advance vacation days.
10. Vacations are to be taken as time off and there will be no pay in lieu of time off.
11. Scheduled vacation leave and traded time off may not exceed 30 consecutive calendar days unless approved by the Fire Chief, or when taken in conjunction with FMLA.
12. Suppression and EMS personnel must use vacation in full-shift increments.
13. Resignation: Upon resignation or retirement, an employee will be paid the cash value of 100% of the earned vacation leave (carried over and earned).
 - a. If employment terminates before the employee meets five years of full-time employment with the District, all accrued vacation leave will be forfeited.
14. Record Keeping: Any discrepancies in accrual balances shall be reconciled directly through the Human Resource Officer. If discrepancies are not reported within thirty (30) days, all information shall be deemed correct.

H. Sick Leave

Sick leave is allowed for full-time employees as a benefit and may be used for the employee's own injury or illness. Accrued sick leave is a District-owned benefit afforded to those District employees who become ill or injured and cannot perform their normal duties. The District will not advance sick time.

1. The per-pay-period (26 pay periods per year) sick leave accrual shall be based upon the following schedule:

Administrative Employees	3.08 Hours
EMS Employees Working 42 hours per week	3.08 Hours
EMS Employees Working 56 hours per week	4.60 Hours
Suppression Employees	4.60 Hours
2. Maximum amount of sick leave carried over from year to year:

Administrative Employees	680 Hours
EMS Employees Working 42 hours per week	680 Hours

EMS Employees Working 56 hours per week
Suppression Employees

960 Hours
960 Hours

3. Sick leave shall not accrue during a period where a leave of absence without pay is being granted for reasons other than personal or family-related illness or condition as defined by the Family & Medical Leave Act (FMLA).
4. Sick leave may not be accrued during a period of time when an employee is on long-term disability insurance or is on extended leave-without pay and has exhausted all FMLA entitlement.
5. Sick Leave Payout :
 - a. Upon an eligible employee's termination of employment, the employee will receive a cash benefit equal to 50% of the cash value of the employee's accumulated, unused sick leave in accordance with paragraphs b. and c. below.
 - b. If an individual's employment terminates before the employee meets ten years of full-time employment with the District, all accrued sick leave will be forfeited.
 - c. If the employee qualifies for retirement through the Utah Retirement Systems and has less than ten years of full-time employment, the employee is eligible for sick leave cash benefit as defined in section a. above.
6. District designated holidays occurring while an administrative employee is on sick leave shall not be charged as used sick leave.
7. Notification to the employee's Supervisor for the use of sick leave shall be made no later than one (1) hour prior to employee's regular reporting time.
8. Supervisors are charged with the responsibility to approve or disapprove sick leave requests, and may require the employee to provide evidence of illness or injury.
9. The official record of accrued and used sick leave is to be kept by the District through a formal leave accounting system. Any discrepancies shall be reconciled directly through the Human Resource Officer. If discrepancies are not reported within thirty (30) days, all information shall be deemed correct.
10. Workers Compensation: In the event an employee is injured on the job, they must immediately report the injury to the Human Resource Officer, and submit to any necessary drug testing (*see* Section 12) and apply for workers compensation. If the employee is unable to work and is receiving workers compensation pay, the employee may supplement workers compensation income with accrued sick leave. This shall not be construed as allowing a gross income, inclusive of industrial compensation, in excess of the

employee's regular monthly salary or earnings.

11. Short-term disability insurance benefits are provided for more serious illness or accidents. While insurance policies pay 60% of the normal wage, sick leave time then vacation time will be used on a pro-rata basis to maintain normal income. During the duration of an employee supplementing their disability benefit with accrued leave, sick leave and vacation accruals will continue. If no sick leave or vacation time is available, sick leave and vacation will not accrue when FMLA benefits have been exhausted.

I. Dependent Care Leave

An eligible employee may request up to 24 hours per year of Dependent Care Leave to care for the eligible employee's child, spouse, or parent who is ill or injured but may not have a serious health condition (non-FMLA qualifying event).

1. PCFD may require an eligible employee to provide information about the need for Dependent Care Leave.
2. An eligible employee's sick leave accrual shall be reduced by the number of hours taken by an employee as Dependent Care Leave under this paragraph.

J. Funeral Leave

An employee's Vacation leave accrual shall be reduced by the number of hours taken. The granting of funeral leave is to override rules for vacation use. Full-time employees may use funeral leave in accordance with the following.

1. Funeral leave with pay, not to exceed one (1) week, may be allowed in the loss of the following:
 - a. Spouses, Adult Designee (as noted for health insurance) Son, Daughter, Mother, Father, Grandson, Granddaughter, Stepmother, Stepfather, Stepson, Stepdaughter, Son-in-law, and Daughter-in-law.
2. Funeral leave with pay, not to exceed one shift, may be allowed in the loss of the following:
 - a. Grandparents, Sister, Brother, Father-in-law, Mother-in-law, Sister-in-law, and Brother-in-law.

K. Holiday Leave

1. The following days have been designated by the District to be paid holidays for Administrative Employees¹:

New Year's Day	January 1 st
Martin Luther King Jr. Day	3 rd Monday in January
President's Day	3 rd Monday in February

¹ Suppression and full-time EMS employees accrue vacation time at higher rates to compensate for lack of any designated paid holidays (see paragraph G above.)

Memorial Day	Last Monday of May
Juneteenth	June 19 th
Independence Day	July 4 th
Labor Day	1 st Monday in September
Columbus Day	2 nd Monday in October
Veteran's Day	November 11 th
Thanksgiving Day	4 th Thursday of November
Christmas Day	December 25 th

2. When any of the above holidays fall on a non-working day, the closest workday shall be observed as the holiday. The exception is New Year's Day. The holiday will be taken on the first working day of the new year.
3. Should a holiday occur while an employee is on vacation, the employee will not be charged with vacation the day of the holiday.
4. Holiday Pay: Administrative Employees who are required to work on a designated holiday will receive compensation at the regular rate for the holiday plus compensation at the regular rate for all hours actually worked on the holiday.

L. Court or Jury Leave

Each full-time employee entitled to paid leave under these rules shall, during regularly scheduled work time only, be entitled to leave of absence with full pay for such period of required absence when, in obedience to a subpoena or direction by proper authority, the employee is to appear as a witness in a case involving the federal government, the State of Utah, or a political subdivision thereof, or to serve on a jury. Witness or juror's fees paid to employees on leave with pay status shall be returned to the District for deposit in the general fund. Per diem and witness or juror fees may be retained by an employee who elects to use vacation leave while on jury duty or acting as a witness. Absence due to litigation not required by the employee's position, but as an individual, shall be taken as vacation leave, comp time, or leave without pay.

M. Maternity Leave

1. An employee who becomes pregnant may continue working until such time as they can no longer satisfactorily perform their duties or their physical condition is such that their attending physician deems continued employment to be hazardous to the employee's health or the health of the unborn child.
2. Paid sick leave or Family & Medical Leave without pay, which is available to cover the time for physical examinations and periods of incapacitation, will be available to the pregnant employee for the same purpose.
3. Leave granted for maternity purposes shall be allowed. Such leave may also be eligible for short-term disability compensation according to District insurance program guidelines.

4. Employees who have exhausted all accumulated sick leave and vacation leave, but have not exhausted their FMLA leave, shall be granted Family & Medical Leave without pay for maternity and other allowed purposes. Family & Medical Leave shall run concurrently with the use of sick time and vacation time and shall begin the first day the employee is not able to work. Employees desiring extended leave due to "pregnancy disability" shall receive it on the same basis as any other disability.

N. Military Leave

Leave shall be granted for a period of active military service. Extended military leave is six (6) months or more, not to exceed five (5) years unless approved by the District. Short-term military leave is any leave of less than six (6) months in duration, normally not longer than 120 hours.

1. Short-term Military Leave is authorized for full-time employees pursuant to the following conditions:
 - a. Administrative and EMS Employees working a 42-hour work week are entitled to one hundred and twenty (120) hours and Suppression and EMS Employees working a 56-hour work week are entitled to one-hundred and sixty-eight (168) hours of military leave per year without loss of regular pay or other fringe benefits. The employee may take military leave when activated. After the employee has exhausted their hours of military leave, they may take unpaid leave or substitute vacation or trades.
 - b. Whenever possible, employees who are members of reserve units of the military shall notify the Fire Chief and Human Resource Officer within one week of receipt of an activation notice and shall indicate in writing their intention and anticipation with regard to participating in periods of active duty. Such written notification shall be made a part of the individual employee's personnel file.
 - c. Employees requesting short-term military leave may go on leave without pay status after exhausting paid military leave. Employees may substitute leave without pay with accrued vacation, shift trades or comp-time.
 - d. While on short term military leave without pay, none of the employee's benefits shall accrue, except that health, dental and life insurance benefits will remain in force.
 - e. If the employee does not return to District employment after six (6) months, the Fire Chief may declare the position vacant.
2. Extended Military Leave Without Pay shall be granted to employees who enlist, are drafted, or are recalled to active service in the armed forces of the United States in accordance with the provision of the Universal Military Training and Service Act. Former employees shall be permitted to return to District employment without loss of benefits pursuant to the provisions of the Utah Code §39-3-1. The following conditions shall apply:
 - a. USERRA provides that an individual may serve up to 5 years in the uniformed services, in a single period of service or in cumulative

periods totaling 5 years and retain the right to re-employment by their pre-service employer (38 USC 4312(c)).

- b. The employee must have satisfactorily completed the period of active duty and furnish a certificate to that effect. The District shall follow USERRA regulations regarding the reinstatement of an employee returning from active military duty. If the employee declines an offer for position vacancy, reinstatement rights may be canceled by the Fire Chief.
- d. If, due to a service-connected disability or for some other reason, an employee is not qualified to perform all the duties of their former position, they will be placed in the closest comparable position for which they are qualified or the employee will be placed on a list of eligibles for consideration for future openings. Under the American's With Disabilities Act, reasonable accommodation shall be provided unless to do so would prove to be an undue hardship.

O. Administrative Leave

In cases of training, special educational pursuits, hardships, or other cases not provided for in these policies, the Fire Chief may grant short-term leaves at full pay, partial pay, or without pay. The approval or denial of such requests is at the discretion of the Fire Chief and is not subject to appeal.

P. Family & Medical Leave Without Pay

The District will comply with all applicable requirements of the Family & Medical Leave Act of 1993 (FMLA).

- 1. Eligibility: All employees who have worked for the District for at least 12 months (which need not be a consecutive 12-month period) and have worked for the District at least 1250 hours in the previous consecutive 12-month period qualify for family & medical leave without pay.
- 2. Eligible employees may receive up to 12 weeks of unpaid, job-protected leave in any 12-month period for the following reasons:
 - a. To care for a child upon birth or upon placement for adoption or foster care;
 - b. To care for a parent, spouse, or child with a serious health condition, or,
 - c. When an employee is unable to work because of a serious health condition. A serious health condition is defined as "any illness, injury, impairment, or physical or mental condition that involves either inpatient care or continuing treatment by a health care provider (i.e., doctors, podiatrists, dentists, clinical psychologists, optometrists, chiropractors, nurse practitioners, nurse midwives, and Christian Scientist practitioners). In addition, a single event or occasion, which results in a regimen of continuing treatment under the supervision of the health care provider, such as a regimen of medication or physical therapy, qualifies. Excluded from coverage are voluntary or cosmetic treatments which are not medically necessary, and preventive

physical examinations. An employee returning to work after FMLA leave for their own serious health conditions shall provide a return to work release from their physician listing accommodations, if any. The District may restrict the employee's return to work if the accommodations preclude the employee from fully participating in their job responsibilities.

- d. When a family member is called on active military duty or called to active military duty.
3. Eligible employees may receive up to 26 weeks of unpaid, job-protected leave in any 12-month period to care for a family member who sustained an injury or illness in the line of active military duty.
4. Notice & Verification: Employees who want to take FMLA leave ordinarily must provide the District with at least 30 days' notice of the need for leave, if the need for leave is foreseeable. If the need is not foreseeable, the employee should give as much notice as is practicable. The employee notice shall contain the reason for the leave, the anticipated timing of the leave and the expected duration of the leave. In addition, employees who need leave for their own or a family member's serious health condition must provide medical certification of the serious health condition within 15 days after the request or as soon thereafter as is seasonably possible. The District may also require a second or third opinion (at the District's expense), periodic recertification of the serious health condition (as frequently as every 30 days), and, when the leave is a result of the employee's own serious health condition, a fitness for duty report to return to work. The District may deny leave to employees who do not provide proper advance leave notice or medical certification within the established time frame.
5. District Communication Requirements: Upon receiving notice of an employee need for FMLA leave, the District must provide the employee with a detailed notice specifying the employee's rights and obligations in connection with the law and District policy and explain any consequences of a failure to meet these obligations. The District notice shall include:
 - a. A statement that the leave will be counted against the employee's annual FMLA leave entitlement;
 - b. Requirements for the employee to furnish medical certification of a serious health condition and the consequences for failing to do so;
 - c. The requirement for the employee to use accrued paid leave;
 - d. Any requirements for the employee to make or participate in the payment of insurance premiums, and the methods for doing so;
 - e. Any requirement of the employee to present a fitness for duty certificate in order to return to work;
 - f. The employee reinstatement rights to the same or equivalent job;
 - g. The employee's status as a "key employee" and the conditions under which reinstatement may be denied; and
 - h. The employee's potential liability for health insurance premiums paid by the District during the leave if the employee does not return

to work.

6. Method of Leave Usage: The leave may be taken intermittently or on a reduced leave schedule when medically necessary; therefore, Supervisors shall take an active role in verifying medical necessity, especially in the case of emergencies and short-notice situations. Medically necessary FMLA leave may be taken in half-hour, hourly, daily or weekly blocks of time, but may not be taken intermittently for any other non-medical purpose.
7. Employee Entitlements: Employees taking qualified FMLA leave are entitled to receive health benefits during the leave at the same level and terms of coverage as if they had been working throughout the leave. In addition, the District shall reinstate an employee returning from FMLA leave to the same or equivalent position with equivalent pay, benefits, and other employment terms as previously provided. The District's obligation under FMLA to reinstate an employee returning from leave ceases once the employee has used up their 12/26 week entitlement and continues on another form of leave, paid or unpaid. Also, the District may deny reinstatement if it can be demonstrated that the employee would not otherwise have been employed at the time the reinstatement request is made, such as when an employee's position is eliminated due to a layoff.
8. Accrued Benefit Impact: Employees use of FMLA leave will not result in the loss of any employment benefit that accrued prior to the start of the employee's leave. However, the employee must first use any accrued paid vacation, compensatory time, and sick leave during a FMLA leave for the employee's own serious health condition or for a seriously ill family member. In addition, the employee must first use any accrued paid vacation or compensatory time, but not sick leave, during FMLA leave to care for a newborn or newly placed child, and no more than 2 paid sick days for suppression personnel and 4 paid sick days for administrative and EMS personnel may be included in FMLA leave taken to care for a seriously ill family member (see sick leave policy). In calculating the number of leave days used as part of the 12/26 week FMLA limit, all paid leave shall be included.
9. Defining 12-month period: The District shall use a rolling 12-month period measured backward from the date an employee uses any FMLA leave.
10. Return to Work
 - a. Prior to returning to work, an employee whose FMLA leave was due to the employee's own serious health condition shall provide a release to return to work from his health care provider. In addition, an employee who has been absent due to illness or injury may also be required to undergo a Return to Work / Fitness for Duty Evaluation through a District-appointed physician. In such event, the district shall cover the cost of such examination.
 - b. If the employee has not exhausted their FMLA or other leave, the

employee shall be restored to the same position held before the FMLA leave or to an equivalent position with equivalent pay and benefits, unless the employee has been identified as a “key employee.”

11. Temporary Work Assignments: Where medical necessity dictates the need to use scheduled intermittent leave or a reduced work schedule, the District may require the employee to transfer temporarily to an alternative position that better accommodates recurring periods of leave than the employee's regular position.
12. Record Keeping Requirements: Records retention for FMLA purposes must be maintained in accordance with record keeping requirements of the Fair Labor Standards Act (FLSA). Records must be kept for a minimum of three years, which includes the following information:
 - a. Basic payroll records;
 - b. Dates that FMLA leave is taken;
 - c. Hours of FMLA leave;
 - d. Copies of employee notification given to employer;
 - e. Copies of employer notices regarding employee rights and obligations;
 - f. Copies of District policies and procedures describing benefits and leave provisions;
 - g. Premium payments of employee benefits;
 - h. Documents pertaining to disputes regarding designation of FMLA leave. All records relating to medical information must be kept in separate, confidential medical files.

Q. Retirement

The District is a participant in the Public Employee and Fire Fighters' retirement programs of the Utah Retirement Systems (URS) and does not contribute to Social Security. In lieu of Social Security payments, part-time employees are enrolled in a qualified 457 retirement program through the District. The district will contribute a percentage of the employee's gross wages based on the current social Security rate; part-time employees will contribute a minimum of 5% of their gross wages to their 457 account. Full-time, post-retired employees will receive a contribution to a 401(k) retirement plan in lieu of Social Security at the current Social Security rate as per IRS regulations.

Qualifying suppression and EMS personnel participate in the URS Tier I or Tier II, Division “B”, Firefighters Retirement System. Qualifying Administrative personnel participate in the Tier I or Tier II Public Employees Retirement System.

The District endorses the concept that performance, not age, should be the standard for retaining qualified employees. There shall be no set retirement age from District employment. Contributions into the retirement system shall be made for all employees working full time.

1. Employees, at their discretion, may choose to retire any time after they are eligible under provisions of the Retirement Act.
2. Employees over retirement age, as defined by the Social Security Administration, can be retained or hired as long as they are physically and mentally able to satisfactorily discharge the duties of the position.
3. The retirement system provides a number of benefits to the employee, including retirement benefits, death benefits, and survivor's allowances. Contributions are made by the employer as allowed by the retirement system.
4. Employees working less than full time but at least 20 hours per week and receiving any other non-mandated benefit from the District will be enrolled in the District Retirement program.
5. Retirement credit will continue to accrue while an employee is receiving short-term disability.
6. Retirement credit will not accrue while an employee is receiving long-term disability or when an employee is on unpaid leave and has exhausted all FMLA entitlement.

R. Housing Allowance

1. Full-time personnel who reside within the jurisdictional boundaries of the PCFD may receive a monthly housing allowance.
2. In order for an employee to qualify for the housing allowance, the employee must provide proof of primary residency within the District boundaries. This proof may consist of a Summit County tax notice, mortgage statement, lease agreement, utility bill in their name, or voter registration card. A local mailing address must be provided for proof and use for all District correspondence.
3. In the event the employee moves outside of the District, Human Resources shall be notified immediately of the address change.
4. The status of employees' residency within the District may be reviewed by the District at any time. If it is determined that the employee has lived outside the District boundaries while receiving the housing allowance, the employee shall be required to reimburse the District and may be subject to disciplinary action.

S. Unemployment Insurance

The District participates in the State Unemployment Insurance Program and each person that terminates will be eligible for unemployment benefits in accordance with the rules and provisions as provided by the State. Employees terminated for

cause shall not be eligible for unemployment benefits from the District.

T. Education Assistance

If a full-time employee desires to enhance their own education through academic pursuits which are viewed by the Fire Chief as being directly related to the job, the District may give consideration in tuition expenses.

Tuition expenses must be budgeted during the District's regular budget process. Employees requesting tuition reimbursement must be employed, full-time, by the District for a minimum of one2-(1) years, and clear of any required orientation period. The District may reimburse 100% of tuition-only expenses, not to exceed the IRS tax exempt rates for educational expenses per year. Education expenses may be taxable by the IRS. Employees with approved educational assistance must enter into a written agreement that upon termination (voluntary or involuntary, except for reduction in force) they will refund to the District monies received for educational assistance based upon the following schedule:

<u>Time Period Between Date Of Termination & Conclusion of Educational Course(s)</u>	<u>Portion Of Expenses Refunded To District</u>
Less than Two Years	100%
Two Years, But Less than Three Years	75%
Three Years, But Less than Four Years	50%
Greater than Four Years	0%

Employees who participate in this benefit shall maintain a 3.0 (B) grade or better (on a 4.0 scale) in all classes at the end of each term or semester. Employees that do not receive a 3.0 (B) or better for the semester may not be eligible for tuition reimbursement prorated.

Park City Fire District – January 2026

Administrative Control Board Monthly Report



Captain Brandon Moore Flag Ceremony

The Park City Fire District started 2026 with strong momentum accomplishing a variety of organizational goals. Despite local winter weather uncertainty and the final year of the Sundance Film Festival, Park City Fire District remained a steady and reliable presence in the community throughout January. The District maintained historically strong staffing levels, continued to improve service delivery, response capability, and training, and remained aligned with our mission, vision, and core values as we enter the first year of our new strategic plan.

January reflected a month of transition and momentum, marked by employee achievements including field promotions and successful completion of improvement plans leading to EMS certifications. PCFD continues to demonstrate an ability to adapt across a wide range of operational and administrative demands while maintaining consistent response expectations. As the year progresses, focus remains on meeting seasonal ambulance demand, finalizing the wildland division plan, and continuing to build the District's Critical Care Program.



PCFD crews operating at scene of Summit Park slide off.

Operations

Operational activity remained high across all platoons in January, driven by winter weather, increased EMS demand, and special events. The District maintained full operational readiness throughout the month. January began with responses to a structure fire on Lakeside Circle, where crews identified and mitigated a furnace-related issue with minimal damage, and several winter-related motor vehicle accidents on I-80 and surrounding roadways. Early in the month, PCFD also responded to a winter drowning recovery and a bomb threat at Canyons Village, coordinating closely with law enforcement and regional partners.

Mid-month operations included multiple rollover accidents, a fully involved vehicle fire on Marsac Avenue, and several high-acuity EMS incidents requiring coordination with air medical resources. Crews also responded to critical medical calls involving stroke symptoms, traumatic injury, and cardiac arrest, demonstrating strong inter-platoon coordination and advanced clinical capabilities.



Winter MVA on SR 40



Late January operations were influenced by Sundance-related activity, including staging for a large but peaceful public demonstration in Old Town. The month concluded with the highest EMS demand day of the period, during which ambulance availability was temporarily exceeded. Surge resources were prepared and available – these measures include active IFT management, mutual aid assistance, and temporary staffing of a PCFD ambulance, allowing the District to manage demand without service disruption.

Ice rescue training at Silver Spring's Ponds

Training

Training efforts in January focused on clinical excellence, system improvements, and winter operational readiness. All personnel completed training on the District's updated narcotic storage system and participated in Rapid Sequence Intubation (RSI) refresher training led by PCFD Critical Care Paramedics.

Dedicated Critical Care Paramedic training sessions reinforced advanced patient care skills including ventilator management, infusion pumps, and critical care medications. The Training Division also implemented a new mobile platform providing real-time access to protocols, Standard Operating Guidelines, and policies, improving consistency and field decision-making.

Winter preparedness was reinforced through hands-on ice rescue refresher training at Silver Springs Ponds, ensuring both operational- and technician-level proficiency during cold weather operations.

Administration

Administrative efforts in January emphasized leadership transition support, early-year planning, and advancement of facilities, apparatus, and technology initiatives aligned with FY 2026 strategic goals.

Administrative leadership continued engagement with newly promoted officers to reinforce expectations, communication standards, and accountability. Oversight of personnel matters, policy coordination, and interagency communication ensured continuity of operations during peak winter demand.

Key accomplishments included completion of the Engine 137 sale, final stages of Station 34 repairs, and continued planning for Station 32 renovations in preparation for the 2026 wildland season. The District also advanced implementation of the PSTRAX equipment tracking platform, improving accountability and coordination between field operations, fleet, and logistics. Planning continued for website modernization and cybersecurity education initiatives to support public engagement and data protection.

Fire Marks

January included several notable milestones and recognitions highlighting the professionalism, commitment, and accomplishments of PCFD personnel:

- **Retirement:** Captain Brandon Moore retired from the Park City Fire District after a distinguished career of service. His leadership and contributions were formally recognized during a retirement ceremony.
- **Field Promotions:** The District recognized the promotion of Battalion Chief McKay Wadley, Captain Logan Rodriguez, Captain Tyler Goetz, Captain Crispin Calvert, and Engineer Matthew Carlton, reflecting continued investment in leadership development and succession planning.
- **Completion of Probation:** Firefighter Andrew Bradley successfully completed his probationary period, marking an important professional milestone and full integration into the District's operational workforce.
- **Life-Saving Recognition:** Captain Eric Anderson, Firefighter Cody Hughes, and Paramedic Josh Craigle were formally recognized for heroic life-saving actions during a ceremony held at Park City Police Department headquarters. The event also recognized the coordinated efforts of dispatchers, civilian partners, and law enforcement personnel, underscoring the importance of interagency collaboration in emergency response.