**A G E N D A**
**Park City Fire Service District**
**Administrative Control Board Meeting**
**December 1, 2026**
Park City Fire District Administrative Office Building
736 West Bitner Rd. Park City, Utah 84098

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**5:30 p.m.** **Work Session**

I. Chief's Update: Chief Pete Emery
II. October 2026 Financials Review: CFO Jane Watts
III. 2027 Budget and 2026 Budget Resolution: CFO Jane Watts
IV. 2027 Local Building Authority Budget: CFO Jane Watts
V. Utah Government Data Privacy Act Resolution: Admin. Asst. Debbie Colgan
VI. 2027 ACB Meeting Schedule: Admin. Asst. Debbie Colgan
VII. Policy Review: Chief Pete Emery
VIII. Discussion of Proposed Changes in PCFD Fee Schedule: Chief Max Dosher
IX. IT Officer Hiring Process: Asst. Chief Ashley Lewis
X. High School EMT Course: Captain Mike Dean
XI. Recruit Graduation: Battalion Chief Max Dosher
XII. Other Divisional Updates (as time permits)

**6:30 p.m.** **Regular Meeting Called to Order**

I. Roll Call

II. Approval of November 3, 2026, Meeting Minutes

III. Public Input

IV. Commission Reports and Business
   A. Correspondence
   B. Financial

V. Old Business

VI. New Business
   A. Possible Approval to Recommend the Final 2027 Budget to the Governing Board for Approval
   B. Possible Adoption of PCFD Resolution 2026-02 regarding 2026 Budget Amendments and the 2027 Budget
   C. Possible Adoption of PCFD Resolution 2026-03 Appointing Assistant Chief Ashley Lewis as Chief Administrative Officer for purposes of the Utah Government Data Privacy Act
   D. Possible Approval PCFD Policy Section 7, Personnel Actions
   E. Possible Approval of PCFD Operational Policy Chapter 19 (Financial Services), Section 9.0 (Administrative and Operational Service Fees)
   F. Possible Approval of the 2027 Administrative Control Board Meeting Schedule

(over)

VII. Dismiss as PCFSD Administrative Control Board and Convene as the Local Building Authority Board of the Park City Fire Service District, Utah

A. Possible Approval of the 2027 Budget of the Local Building Authority

VIII. Dismiss as the Local Building Authority of the Park City Fire Service District, Utah, and reconvene as the PCFSD Administrative Control Board

IX. Staff Reports and Input

X. Discussion of Possible Future Agenda Items/Additional Comments

XI. Closed Meeting: Discussion of the character, competence, or 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.

XII. Adjournment

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The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be held January 5, 2027, 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.