

**Park City Fire Service District
Administrative Control Board – Regular Meeting Minutes
Fire District Administrative Office Building
736 West Bitner Road, Park City, Utah
July 12, 2016**

Administrative Control Board regular meeting called to order: 6:36 p.m.

Board Members Present: Chair Christina Miller, Secretary Jack Thomas, and Member Dianne Walker

Board Members Absent: Vice Chair Jay Dyal and Treasurer Michael Howard

District Personnel Present: Chief Paul Hewitt, AC/FM Scott Adams, BC Ray Huntzinger, Inspector Casey Vorwaller, CFO Del Barney, Human Resources Officer Patti Berry, IT Officer Dave Dorsey, Admin. Asst. Debbie Colgan

I. Approval of June 7 and June 30, 2016 Meeting Minutes

The approval of the June 30, 2016, meeting minutes was tabled to the next meeting as a quorum was not present for those who attended the June 30 meeting.

Board Member Thomas made a motion to approve the minutes of the June 7, 2016, Administrative Control Board meeting. The motion was seconded by Board Member Walker and passed unanimously, 3-0.

II. Public Input

There was no public input.

III. Board Member Reports and Business

A. Correspondence

There was no discussion of the correspondence.

B. Financial

There were no questions about the financial reports.

IV. Old Business

CFO Barney commented that the bond has closed.

V. New Business

A. Oath of Office to be taken by Administrative Control Board Members

The oath of office was tabled to a future meeting when all board members are present and may take the oath at the same time.

VI. Staff Reports and Input

There was no input on staff reports.

VII. Discussion of Possible Future Agenda Items/Additional Comments

There were no future agenda items to be added beyond those items tabled above.

VIII. Adjournment

Board Member Thomas made a motion to adjourn and it was seconded by Board Member Walker. The regular meeting of the Park City Fire District Administrative Control Board adjourned at 6:38 p.m.

The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be August 2, 2016, beginning at 6:30 p.m. in the PCFD Administrative Offices, 736 West Bitner Road, Park City, UT 84098.

Approved: _____

Date: _____