

**Park City Fire Service District
Administrative Control Board – Work Session Minutes
Park City Fire District Administrative Office Building
October 10, 2023**

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 electronically via Zoom

Administrative Control Board work session called to order: 8:00 a.m.

Board Members Present (via Zoom): Chair Jeremy Rubell, Vice Chair Alex Butwinski, Treasurer Christina Miller, Secretary John Hanrahan, and Board Member Steve Briley

District Personnel Present at Anchor Location: Chief Bob Zanetti and Admin. Asst. Debbie Colgan

I. Discussion of Extensions to the First Amendments to the Interlocal Cooperation Agreements Between Park City Fire Service and Summit County District Regarding the Park City Ambulance, North Summit Ambulance, and South Summit Ambulance Services

Chief Zanetti began the meeting by showing the Board an email from Summit County Manager Shayne Scott dated October 9, 2023, regarding extensions to the first amendments of the Interlocal Cooperation Agreements (ILAs) that were discussed during the October 3, 2023, PCFD Administrative Control Board Meeting. Chief Zanetti said he also spoke to County Manager Scott prior to receiving the email, and County Manager Scott told Chief Zanetti he believed financial compensation to PCFD for two months of extended EMS service to the east side was appropriate. In the email, County Manager Scott presented the following:

- The extensions to the ILAs are intended to bridge the gap between November and December, 2023, between the last agreement, where Summit County paid \$900K for an ambulance provided to the North Summit area and \$900K for an ambulance to the South Summit area, and the new ILA for EMS services that begins January 1, 2024.
- The County will provide financial compensation for these 2 months in the same manner that it did over the previous 12 months from October 2022 to October 2023, resulting in an amount of \$300K for November and December 2023.
- Based on the facts above, County Manager Shayne said he was prepared to authorize the \$300K payment to PCFD and notified Matt Leavitt he should expect to see an invoice from PCFD for EMS services provided by PCFD during this interim time.

The payment determined for PCFD to provide EMS services to the east side for November and December 2023 (\$300K) was agreed to be appropriate by everyone present. Chief Zanetti said he will get with CFO Barney following this meeting and discuss preparing an invoice to send to the County.

Vice Chair Butwinski asked where the language regarding compensation came from. Chief Zanetti replied there wasn't a specific amount indicated in the ILAs, but under Recital D of the extension documents we received, there was a statement that the County will provide appropriate budgetary allocation to support the extension. Vice Chair Butwinski asked if the amount should be included in the extension documents, and Treasurer Miller commented the amount does not necessarily need to be in the documents because we now have an email stating what PCFD will be getting. She said if there were any pushback, it would come during the budgeting process in November, and we can assert we signed the agreements reliant on the statements provided by County Manager Scott in his email to Chief Zanetti. Chair Rubell said this could be included in the motion if we wanted to.

Work Session Concluded: 8:05 a.m.

**Park City Fire Service District
Administrative Control Board – Regular Meeting Minutes
Park City Fire District Administrative Office Building
October 10, 2023**

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 electronically via Zoom

Administrative Control Board regular meeting called to order: 8:05 a.m.

Board Members Present (via Zoom): Chair Jeremy Rubell, Vice Chair Alex Butwinski, Treasurer Christina Miller, Secretary John Hanrahan, and Board Member Steve Briley

District Personnel Present at Anchor Location: Chief Bob Zanetti and Admin. Asst. Debbie Colgan

I. Roll Call

Chair Rubell began the meeting by conducting a roll call.

II. Public Input

There was no public input.

III. Old Business

A. Possible Approval of the Extension to the First Amendment to the Interlocal Cooperation Agreement Between Park City Fire Service District and Summit County Regarding North Summit Ambulance Service

Given the verbal and written commitments made by Summit County Manager Shayne Scott, Treasurer Miller made a motion to approve the extension to the first amendment to the Interlocal Cooperation Agreement between Park City Fire Service District and Summit County regarding North Summit Ambulance Service as presented to the Administrative Control Board on October 3, 2023. The motion was seconded by Vice Chair Butwinski. Those in favor were Chair Rubell, Vice Chair Butwinski, Treasurer Miller, Secretary Hanrahan, and Board Member Briley; the motion passed unanimously, 5-0.

B. Possible Approval of the Extension to the First Amendment to the Interlocal Cooperation Agreement Between Park City Fire Service District and Summit County Regarding South Summit Ambulance Service

Given the verbal and written commitments made by Summit County Manager Shayne Scott, Treasurer Miller made a motion to approve the extension to the first amendment to the Interlocal Cooperation Agreement between Park City Fire

Service District and Summit County regarding South Summit Ambulance Service as presented to the Administrative Control Board on October 3, 2023. The motion was seconded by Vice Chair Butwinski. Those in favor were Chair Rubell, Vice Chair Butwinski, Treasurer Miller, Secretary Hanrahan, and Board Member Briley; the motion passed unanimously, 5-0.

C. Possible Approval of the Extension to the First Amendment to the Interlocal Cooperation Agreement Between Park City Fire Service District and Summit County Regarding Park City Ambulance Service

Chair Rubell wanted to confirm that the extension to the Park City Ambulance Service agreement does not have a financial amount attached, and Chief Zanetti replied that is correct.

Treasurer Miller made a motion to approve the extension to the first amendment to the Interlocal Cooperation Agreement between Park City Fire Service District and Summit County regarding Park City Ambulance Service as presented to the Administrative Control Board on October 3, 2023. The motion was seconded by Secretary Hanrahan. Those in favor were Chair Rubell, Vice Chair Butwinski, Treasurer Miller, Secretary Hanrahan, and Board Member Briley; the motion passed unanimously, 5-0.

IV. Adjournment

Vice Chair Butwinski made a motion to adjourn the regular meeting and it was seconded by Board Member Briley. Those in favor were Chair Rubell, Vice Chair Butwinski, Treasurer Miller, Secretary Hanrahan, and Board Member Briley; the motion passed unanimously, 5-0. The regular meeting of the Park City Fire District Administrative Control Board adjourned at 8:10 a.m.

The next regularly scheduled meeting of the Park City Fire District Administrative Control Board will be November 7, 2023, beginning at 6:30 p.m. in the PCFD Administrative Offices, 736 West Bitner Road, Park City, UT 84098.