



WASATCH COUNTY FIRE PROTECTION SPECIAL SERVICE DISTRICT

FIREBOARD MEETING MINUTES

Tuesday, August 11, 2026 • 3:30 PM MST

25 N Main Street
Heber City, Utah 84032

Councilmembers in Attendance: Mark Nelson, Erik Rowland, Colleen Bonner, Kendall Crittenden (3.36pm) and Fire Board Chair Spencer Park.

Absent: Luke Searle and Michael Murphy

Staff Present: Chief Eric Hales, Clair Provost, Assistant Chief/Director of EMS; Sarah Kodric, Administration; Kierstan Smith, CPA.

Staff Absent: None.

CALL TO ORDER

Chair Park called the Wasatch County Fire Protection Special Service District Board Meeting to order on Tuesday, August 11, 2026, at 3:30 pm.

APPROVAL OF MEETING MINUTES

Chair Park reported that the first item on the agenda was to approve the meeting minutes from June 3, June 9, and July 14, 2026.

A motion was made by Councilmember Erik Rowland to approve the June 3, June 9, and July 14, 2026, meeting minutes as presented. The motion was seconded by Councilmember Colleen Bonner and passed unanimously, 4-0.

APPROVAL OF WARRANTS – JUNE 2026

The June warrants totaled **\$1,337,996.65**.

Chief Hales noted that, in addition to payroll and normal operating expenses, the District purchased a new logistics staff vehicle. The vehicle had been budgeted for the previous year and replaced a refurbished ambulance chassis that had been used for the position for an extended period.

Chief Hales also reported that the District replaced the roof at Station 53 in Midway. The station roof had experienced ongoing leaks since shortly after the building was constructed. A commercial membrane roof was installed. Both the staff vehicle and roof replacement were approximately \$50,000 each.

A motion was made by Councilmember Colleen Bonner to approve the June warrants in the amount of \$1,337,996.65 as presented. The motion was seconded by Councilmember Mark Nelson and passed unanimously.

APPROVAL OF WARRANTS – JUNE 2026

The July warrants totaled **\$2,974,966.95**.

Chief Hales reported that the increased amount was primarily due to construction activity associated with the new fire station in Hideout. The District made a payment of approximately \$440,000 to Extreme Cubes, as well as two payments to Hogan Construction. The June payment, which had not yet been submitted, was approximately \$900,000, and the July payment was approximately \$785,000.

Chief Hales reported that construction of the Hideout station is progressing, with occupancy anticipated for the beginning to middle of October 2026. Approximately three modular cubes had been installed at the time of the meeting, with the remaining cubes expected to be in place by the end of the week. The modular components will then be assembled and completed on site.

A motion was made by Councilmember Mark Nelson to approve the July warrants in the amount of \$2,974,966.95 as presented. The motion was seconded by Councilmember Colleen Bonner and passed unanimously.

CHIEF'S REPORT:

2026 Year to Date: July 2026

Chief Hales reported that the District responded to just over 400 calls for service in July and completed several training activities, including nozzle-forward and firefighter bailout rescue training. Personnel also completed a four-hour classroom portion of the Utah Fire and Rescue Academy's firefighter rescue curriculum, with a practical aircraft rescue exercise planned later in the month.

Construction of Station 56 continues to progress. District representatives completed a final factory walkthrough in Henderson, Nevada, prior to shipment of the modular components. The modules are being delivered with cabinets, lighting, and other interior components installed and will be completed and assembled on site.

The new engine is nearing completion and is expected to arrive in September. The ladder truck, ordered nearly four years ago, has entered the initial stages of production. Chief Hales noted that the District is working toward more standardized apparatus specifications to reduce customization and shorten production timelines.

The District responded to several significant incidents in July, including a vehicle fire in Pine Canyon, the approximately 140-acre Buck Basin Fire, a 10-acre lightning-caused fire in the Strawberry area, and a two-acre lightning-caused fire near Old Highway 40. Crews also responded to a structure fire at a cabinet manufacturing facility in Heber and several medical calls. A recent significant structure fire in Sky Ridge will be discussed at the next meeting.

House Bill 48 and Residential Building Code

The Utah Division of Forestry, Fire and State Lands is revisiting the House Bill 48 high-hazard map. District staff are working with County GIS personnel to provide updated information on building density and structures.

Chief Hales also reported on proposed residential building code amendments that could limit fire department review. The District is working with state fire chiefs and fire marshals to maintain fire-safety requirements related to fire flow, emergency access, and other provisions.

Hiring

The Deputy Financial Officer position is currently being recruited for following the resignation of the previous employee. The District is also preparing to hire additional part-time EMS personnel for the upcoming winter season. Deer Valley expects increased use of the District's side of the mountain, and the District is coordinating with area hospitals regarding patient distribution and load leveling.

Statewide Fire Responses

District personnel continue to provide wildfire assistance throughout Utah. Troy Morgan assisted with the Widemouth Fire in Millard County and subsequently assisted Summit County. The District is also providing engine crews for night and structure-protection operations while maintaining local coverage. The District continues to coordinate with County Public Works and other partners to maintain equipment and resources for rapid deployment during high-fire-danger conditions.

Timber Lakes Fire Access Road

The Board discussed the recently completed Timber Lakes fire access road, which was constructed through collaboration among the County, Fire District, Forest Service, Timber Lakes, private property owners, and County Public Works. The road provides an additional emergency access route for the area.

QUARTERLY FINANCIAL REPORT:

The Board reviewed the quarterly financial statements dated June 30, 2026.

Staff reported that general fund revenues were approximately 20% of the annual budget at the end of June. The timing of property tax and sales and use tax recognition contributes to the lower percentage at this point in the fiscal year.

Inspection revenue was approximately 84% of the budgeted amount at midyear, while impact fee revenue was approximately 98% of the projected annual budget. Staff noted that these figures demonstrate that growth in the County is occurring more quickly than originally projected.

General fund salary and benefit expenses were approximately 42% of the annual budget. Operating expenses were approximately 27% of the budget, with fluctuations expected throughout the year because of the timing of certain annual expenses.

Capital outlay was approximately 27% of the annual budget and is expected to increase as construction projects, apparatus purchases, the training tower, and other capital projects progress.

The Capital Projects Fund had received approximately 98% of its budgeted impact fee revenue. Staff explained that the District expects to use impact fee revenues for eligible capital projects, including new fire stations and the ladder truck.

OPERATING RESERVE ANALYSIS

Staff presented the annual operating reserve analysis required under District policy.

The District's operating reserve target is approximately 25% of budgeted operating expenses, or three months of expenses.

At the end of December 2025, the District had approximately \$1.8 million in its operating reserve. The budget provides for an additional \$500,000 transfer to the operating reserve.

Staff reviewed the calculation used to determine the amount available for the transfer, including changes in operating cash, budgeted transfers to capital reserves, and remaining available funds. Staff reported that the District has sufficient funds to make the budgeted \$500,000 transfer.

A motion was made by Councilmember Kendall Crittenden to approve the financial report and operating reserve analysis. The motion was seconded by Councilmember Erik Rowland and passed unanimously.

ADVISORY COMMISSION UPDATE:

Chief Hales reported that the Fire Advisory Commission met during the month and received updates regarding the District's capital projects.

Chief Provost, Chief Jason, and Clint provided updates regarding their respective divisions. EMS updates included current grant opportunities being pursued with the State.

The Commission also discussed the House Bill 48 high-hazard map update and proposed construction amendments.

An update was provided regarding the recent recruit graduation, current staffing levels, and the District's proposed hiring of additional EMS personnel for the upcoming winter season.

Chief Hales also reported that the District continues to work on a community survey intended to obtain public feedback regarding District services and future priorities. Staff is working with County personnel and local municipalities to determine the best methods for distributing the survey and obtaining broad community participation.

OTHER

No additional business was discussed.

CLOSED SESSION

None.

ADJOURN MEETING

A motion was made by Councilmember Kendall Crittenden to adjourn the meeting. The motion was seconded by Councilmember Mark Nelson and passed unanimously.

The meeting adjourned at approximately 4:00 pm.