

Superstition Fire and Medical District

Board of Directors

August 20, 2014



Mr. Todd House, Board Chairman
Mrs. Linda Shank, Board Clerk
Mr. Jeff Cross, Board Director
Ms. Barbara Cobb, Board Director
Mr. Charlie Fox, Board Director



Superstition Fire and Medical District

Governing Board Meeting Agenda

PURSUANT TO A.R.S. §38.431.02

Notice is hereby given to the general public that the Superstition Fire and Medical District Governing Board will hold a meeting on **Wednesday, August 20, 2014**. The meeting will be held at the Superstition Fire and Medical District's Administrative Office, located at 565 N. Idaho Road, Apache Junction, Arizona. The meeting will be open to the public and will begin at 5:30 p.m. local time.

AGENDA:

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call

The following agenda items are scheduled for discussion at the board meeting. The Governing Board may or may not decide to take action on any or all items. The order of the agenda items may or may not be taken in the order listed.

1. Review and approval of the July 2014 financial reports and bank reconciliations. **(BOD #2014-08-01)**
2. Recognition of employee performance, achievements, and special recognition for community members. **(BOD #2014-08-02)**
3. Call to the Public.
A.R.S. §38-431.01(H) A public body may make an open call to the public during a public meeting, subject to reasonable time, place, and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter, or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.
4. Discussion regarding the impact our City's streets have on our citizens, guest speaker Mr. Bryant Powell. **(BOD #2014-08-03)**
5. Discussion regarding the importance of the Apache Junction Unified School District's future override, guest speaker Dr. Chad Wilson. **(BOD #2014-08-04)**
6. Consideration and possible approval of all consent agenda items as listed below:
(BOD #2014-08-05)
 - a. Board Meeting Minutes from July 1, 2014 and Special Board Meeting Minutes from July 21, 2014.
 - b. Consideration and approval of the purchase of a 3,000 gallon water tender.
 - c. Consideration and approval of the purchase of four (4) Staff vehicles.
7. Consideration and approval of an increase in the District's line of credit (LOC).
(BOD #2014-08-06)
8. Chief's Report **(BOD #2014-08-07)**
9. Announcements **(BOD #2014-08-n/a)**
10. Adjourn **(BOD# 2014-08-08)**

NOTICE: The governing board may go into executive session for the purpose of obtaining legal advice from the fire district's attorney(s) on any of the above agenda items pursuant to A.R.S. 38-431.03(A)(3).

One or more members of the governing board may attend the meeting telephonically.

Governing Board meeting agenda dated and posted (at least 24 hours before the scheduled meeting date and time):

Posted on: August 14, 2014

At: 1800 hours

By: Jasmin Jones



Governing Board Meeting – August 20, 2014

Agenda Item: 1

BOD#: 2014-08-01

Agenda Item Title:

Review and approval of the July 2014 financial reports and bank reconciliations.

Submitted By:

Fire Chief Paul Bourgeois / Finance Manager Roger Wood

Background/Discussion:

The District's accounting department staff prepares the monthly financial reports. The District's annual budget, which is adopted by the Board each June for the following fiscal year (July 1 – June 30), is formatted to mirror the monthly financial statements. The financial reports provide the Board with a monthly recap of expenditures and revenues, along with year-to-date account balance information.

In compliance with A.R.S. §48-807 (O), the following reports have been added to the monthly financial statements packet:

1. **Cash Flow – All Governmental Funds.**

The Cash Flow report consists of the combined cash balances of all District Funds. These balances include the General (100), Capital Projects (200), Bond Proceeds (300), Special Revenue (400), Debt Principal (500), and Debt Interest (600) Funds. The Cash Flow report is updated monthly with the actual revenues deposited into and actual expenditures disbursed from the District's cash accounts. It is important to note the revenues and expenditures are reported on a Cash Basis. This report is generated to demonstrate that the Fire District maintains sufficient cash available to satisfy the projected expenditures budgeted over the course of the fiscal year.

2. **Fund Account Bank Reconciliations.**

The reconciliation of each of the District's Fund cash accounts (General (100), Capital Projects (200), Bond Proceeds (300), Special Revenue (400), Debt Principal (500), and Debt Interest (600) Funds) between the Pinal County Treasurer's monthly bank statement and the District's Fund balance sheet report is provided. To signify Board approval of the monthly financial statements and bank reconciliations, the Board

Chairman is requested to sign the attached Letter of Acceptance which will be kept on file at the District.

Recommended Motion:

"Motion to approve the July 2014 financial reports and bank reconciliations."

Financial Impact(s)/Budget Line Item:

n/a

Enclosure:

Letter of Acceptance of the Fire District's Financial Statements and Bank Reconciliations.

Addendum:

July 2014 financial reports and bank reconciliations

Go to Item 2





Superstition Fire & Medical District

565 North Idaho Road, Apache Junction, AZ 85119

Phone (480) 982-4440, Fax (480) 982-0183

www.sfmd.az.gov



Governing Board Acceptance of the Financial Statements and Bank Reconciliations

Pursuant to A.R.S §48-807, by the signature(s) below, the Governing Board of the Superstition Fire and Medical District attests to the review and approval of the following financial report(s) of the fire district for the month of **July 2014**:

1. Financial Statements
2. Bank Reconciliations
 - a. General (100) Fund
 - b. Capital Projects (200) Fund
 - c. Bond Proceeds (300) Fund
 - d. Special Projects (400) Fund
 - e. Debt Principal (500) Fund
 - f. Debt Interest (600) Fund

Todd House, Chairman

Date

Governing Board Meeting – August 20, 2014

Agenda Item: 2

BOD#: 2014-08-02

Agenda Item Title:

Recognition of employee performance, achievements, and special recognition for community members.

Background/Discussion:

This is a recurring monthly item to provide the Board with information concerning superior employee performance, achievements, and special recognition for community members.

August Service Awards: *(presented for 5, 10, 15, 20, and 25 year anniversaries):*

Captain Jon Williamson	10 Years
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August Service Anniversaries:

Firefighter Paul Gruetzmacher	13 Years
Firefighter Mark Widick	13 Years
Fire Mechanic David Shrock	9 Years
Admin. Assistant Kelly Bartz	7 Years

Special Recognition:

Captain Mark Gomez	Badge Pinning
Captain Mike Ament	Badge Pinning

Employee Performance / Special Recognition for Community Members:

Ladies Club	Donation to Pipes & Drums
Cardiac Survivor & Good Samaritan's	Crew: Capt. Craig Horvath Eng. Brandon Blessum FF Ruben Briones FF Adam Rodriguez
Cardiac Survivor (will not be in attendance)	Crew: Capt. Rob Bessee Eng. Brandon Blessum FF Ruben Briones FF Matt Perez
Good Samaritan Award	Provided at meeting

Go to Item 3



Governing Board Meeting – August 20, 2014

Agenda Item: 3

BOD#: n/a

Agenda Item Title:

Call to the Public

A.R.S. §38-431.01(H):

A public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body.

At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda.

However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

Background / Discussion:

Call to the Public is provided so citizens may address the public body (Governing Board) with matters concerning the Fire District. Arizona public meeting law provides that the public body may discuss, consider, or decide only matters listed on the agenda and other matters related thereto. Since the public body will generally not know what specific matters may be raised at call to the public, they will be unable to act until the matter is placed on a subsequent meeting agenda (at the Board's discretion). The Board may also direct staff to follow up on the issue with the citizen.

Scheduled:

None

Go to Item 4



Governing Board Meeting – August 20, 2014

Agenda Item: 4

BOD#: 2014-08-03

Agenda Item Title:

Discussion regarding the impact our City's streets have on our citizen

Background / Discussion:

Guest Speaker, Mr. Bryant Powell will address the Board of Directors.

Recommended Motion:

None

Enclosure:

City Street Information Flyer

Go to Item 5





COST NOW - \$3 MILLION

COST 2020 - \$12 MILLION

FIX APACHE TRAIL

FACT

The stretch of Apache Trail from Meridian to Idaho Road is in dire condition. This portion of "The Trail" not only runs through the heart of the community, it is the heart. We gather and socialize here. We honor our veterans here. We celebrate our history and heritage here.

FACT

Since 2007, Highway User Revenue Funds (HURF) have decreased from \$7.3 million to \$3.8 million. With diminished HURF monies, a supplemental revenue source must be established. The Apache Junction City Council will consider increasing the city sales tax from 2.2% to 2.4%. All funds generated from the .2% increase (approximately 1 million per year) will go directly to pay for road improvements, with Apache Trail as the priority.

FACT

Apache Junction relies heavily on sales tax since there is not a city property tax. The current sales tax is 8.9%. If you spend \$100 in Apache Junction, the state receives \$5.60 (5.6%), the county receives \$1.10 (1.1%) and Apache Junction receives \$2.20 (2.2%); a .2% increase would result in Apache Junction receiving \$2.40 (2.4%).

FACT

The negative economic impact of declining roads, to both the city and its resident, cannot be overstated. Declining roads are bad for business and bad for your car.



**Bad roads cost you
\$247 a year.**

Seven percent of Arizona's roads are in poor condition. Driving on roads in need of repair costs Arizona motorists \$1.2 billion a year in extra vehicle repairs and operating costs – \$247 per motorist.*

**More Info? 480-474-5080
ajcity.net/fixapachetrail**

*www.tripnet.org/docs/Fact_Sheet_AZ.pdf

Governing Board Meeting – August 20, 2014

Agenda Item: 5

BOD#: 2014-08-04

Agenda Item Title:

Discussion regarding the importance of the Apache Junction Unified School District's (AJUSD) future override.

Background / Discussion:

Guest Speaker Dr. Chad Wilson, Superintendent of AJUSD

Recommended Motion:

None

Enclosure:

Powerpoint Presentation – handed out at meeting

Go to Item 6



Governing Board Meeting – August 20, 2014

Agenda Item: 6

BOD#: 2014-08-05

Agenda Item Title:

Consideration and possible approval of all consent agenda items as listed below:

- a. Board Meeting Minutes from July 1, 2014 and Special Board Meeting Minutes from July 21, 2014.
- b. Consideration and approval of the purchase of a 3,000 gallon water tender.
- c. Consideration and approval of the purchase of four (4) Staff vehicles.

Background/Discussion:

The consent agenda allows the Board of Directors (BOD) to consider contracts, purchases, and other routine administrative matters having authorized funding within the current fiscal year budget as a single decision. Items may be withdrawn from the consent agenda and discussed separately upon request by any member of the BOD or Staff. Information for each consent agenda item and corresponding supporting document is within the packet.

Recommended Motion:

"Motion to approve the consent agenda items for August 20, 2014."

Go to CA a)



a) Board Meeting Minutes from July 1, 2014 and Special Meeting Minutes from July 21, 2014.

Submitted By:

Fire Chief Paul Bourgeois / Executive Administrative Assistant Jasmin Jones

Background / Discussion:

The board meeting minutes of the previous meeting(s) are provided for BOD approval. If the BOD would like to discuss the minutes, they may be removed from the consent agenda. After approval, minutes are signed by the Clerk of the BOD and kept as the official public record.

Enclosure:

July 1, 2014 Board Meeting Minutes

July 21, 2014 Special Board Meeting Minutes

Go to CA b)





Superstition Fire & Medical District

565 North Idaho Road, Apache Junction, AZ 85119

Phone (480) 982-4440, Fax (480) 982-0183

www.sfmnd.gov



Governing Board Meeting Minutes

July 1, 2014

PURSUANT TO A.R.S. §38.431.02, NOTICE IS HEREBY GIVEN TO THE GENERAL PUBLIC THAT THE SUPERSTITION FIRE AND MEDICAL DISTRICT GOVERNING BOARD OF DIRECTORS HELD A MEETING ON TUESDAY, JULY 1, 2014. THE MEETING WAS HELD AT THE SUPERSTITION FIRE AND MEDICAL DISTRICT'S ADMINISTRATION OFFICE, 565 N. IDAHO ROAD, APACHE JUNCTION, ARIZONA.

THIS MEETING WAS OPEN TO THE GENERAL PUBLIC AND BEGAN AT 5:30 P.M.

- A. Board Chairman Todd House called the meeting to order at 5:30 p.m.
- B. The Pledge of Allegiance was led by Director Fox.
- C. Roll Call showed Board Chairman Todd House, Board Director Barbara Cobb, Board Director Jeff Cross, and Board Director Charlie Fox as present. Board Clerk Linda Shank was absent.

Senior Leadership in attendance: Fire Chief Paul Bourgeois, Assistant Chief Jerome Schirmer, Assistant Chief Dave Montgomery, Assistant Chief Mike Farber, Finance Manager Roger Wood, and Executive Assistant acting as Board Secretary Jasmin Jones were also present for the meeting. Legal Counsel Donna Aversa was absent.

Item 1: *Review and approval of the June 2014 financial reports and bank reconciliations. (BOD #2014-07-01)*

Chairman House asked the Board of Directors (BOD) to review the financials which were provided in hard copy at the board meeting, emailed to the BOD earlier in the day, and posted on our District's website.

Motion by Director Cross to approve the June 2014 financial reports and bank reconciliations. Seconded by Director Fox.

Vote 4 ayes, 0 nays (Clerk Shank Absent). Motion passed.

Item 2: *Recognition of employee performance and/or achievements. (BOD #2014-07-02)*

- Captain Amy Brooks – 21 Years
- Battalion Chief Brett Broman – 19 Years
- Captain Brian Wyatt – 18 Years
- Captain Brian White – 18 Years
- Firefighter Steve Gereg – 18 Years
- Captain Brian Logsdon – 18 Years
- Engineer Andrew Colby – 18 Years
- Firefighter Jeff Ehrlich – 14 Years
- Captain Joe Garcia – 14 Years
- Multi-Media Specialist Dan McKinney – 13 Years
- Captain Mark Castaneda – 13 Years

June Service Award (presented in July):

Engineer Mike Wolfe received a 20 Year Plaque presented by Fire Chief Paul Bourgeois.

July Milestone Awards:

Engineer Mark Blackstone and newly Retired Battalion Safety Officer Mike Gregorie received a 30 Year Bugle presented by Fire Chief Paul Bourgeois.

Special Recognition:

Fire Chief Paul Bourgeois presented newly appointed Fire Captain Geof Shively his new helmet and badge. As tradition holds his wife Katy was present to pin his new Captain's Badge for him.

Fire Chief Paul Bourgeois presented newly appointed Fire Engineer Brandon Blessum his new badge. As tradition holds, his wife Katy was present to pin his new Engineer Badge for him.

Retired Battalion Safety Officer Mike Gregorie received special recognition for his 30 Years of Service with our District including a video presentation, SFMD plaque and an axe. Mr. Gregorie also served over 20 years as an AJPD SWAT Medic, AJPD presented a plaque as well.

Item 3: *Call to the Public.* None

Item 4: *Consideration and possible approval of all consent agenda items as listed below: (BOD #2014-07-03)*

- a. Board Meeting Minutes from June 18, 2014.
- b. Approval of the revisions of the Procurement and Disposition Policies.
- c. Approval of Kathy Steadman of Coppersmith Brockelman PLC engagement letter.

Motion by Director Fox to approve the consent agenda items for July 1, 2014. Seconded by Director Cobb.

Vote 4 ayes, 0 nays (Clerk Shank Absent). Motion passed

Item 5: *Public Hearing in accordance with A.R.S. §48-805.A.2 in order to hear taxpayer's comments on the proposed Superstition Fire and Medical District revenue and expenditure budget for Fiscal Year 2014/2015. (BOD #2014-07-04)*

Chairman House opened the public hearing and stated that this is required by statute, any member of the public could address the Board of Directors regarding Fiscal Year 2014/2015 Budget. Chairman House asked if anyone would like to speak, he asked three times; no one addressed the BOD. Chairman House then closed the public hearing.

Item 6: *Discussion of the proposed Fiscal Year 2014/2015 budget and potential adoption of Resolution 2014-03: Budget Adoption. (BOD #2014-07-05).*

Finance Manager Roger Wood briefly recapped the direction the BOD gave to Staff at the May 21, 2014 board meeting when the tentative budget and Resolution 2014-01 were adopted. At the May meeting Staff proposed a \$3.05 tax rate, however, the BOD voted for the tax rate to be set at \$3.19 in order to put money towards saving for future capital purchases.

Director Cross commended Roger and the entire Staff for putting together such a great budget this year, the process was streamlined and easy for the BOD to understand.

Director Fox stated that he is extremely happy with our District and the direction we are going. He has a firm belief that when and if a tax rate has to be raised it has to be for the right reasons. The tax rate being set at \$3.19 is fiscally responsible for the future planning of our District, we need to continue to be the best fire District in Arizona and have equipment and training for our personnel to assist our citizens.

Director Cobb stated that our District is "*Grass Roots Government*". She appreciates that our budget is transparent for all of our citizens to see on our website, they can see where their tax dollars are being spent and that our District provides a valued service.

Chairman House stated he was not able to attend the May 21, 2014 BOD meeting when the tax rate was unanimously voted in at \$3.19. He felt that we could have completed a comprehensive budget at the \$3.05 tax rate. He understands the BOD suggested the \$3.19 tax rate to save for future capital purchases, however, he would have voted against that rate.

Motion by Director Cross to adopt Resolution 2014-03: Budget Adoption, fully adopting the estimates of proposed revenues and expenditures by the Superstition Fire and Medical District for the fiscal year beginning July 1, 2014 and ending June 30, 2015, in the amount of \$20,615,453.76 and declaring that such shall establish the budget of the Superstition Fire and Medical District for Fiscal Year 2014/2015. Seconded by Director Fox.

Vote 3 ayes, 1 nay (Chairman House). (Clerk Shank Absent). Motion passed.

Item 7: *Announcements (BOD# 2014-07-n/a)*

Chairman House announced that he attended the Sunlife Family Health Center ribbon cutting ceremony. Sunlife provides health care for the underprivileged including free care for homeless citizens in our community.

Item 8: *Adjourn (BOD# 2014-07-06)*

Motion by Director Cross at 6:04 p.m. to adjourn the meeting. Seconded by Director Cobb.

Vote 4 ayes, 0 nays (Clerk Shank Absent). Motion passed.

Governing Board Approval:

Linda Shank, Board Clerk



Superstition Fire & Medical District

565 North Idaho Road, Apache Junction, AZ 85119

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www.sfmd.az.gov



Special Governing Board Meeting Minutes July 21, 2014

PURSUANT TO A.R.S. §38.431.02, NOTICE IS HEREBY GIVEN TO THE GENERAL PUBLIC THAT THE SUPERSTITION FIRE AND MEDICAL DISTRICT GOVERNING BOARD OF DIRECTORS HELD A SPECIAL MEETING ON MONDAY, JULY 21, 2014. THE MEETING WAS HELD AT THE SUPERSTITION FIRE AND MEDICAL DISTRICT'S ADMINISTRATION OFFICE, 565 N. IDAHO ROAD, APACHE JUNCTION, ARIZONA.

THIS MEETING WAS OPEN TO THE GENERAL PUBLIC AND BEGAN AT 5:32 P.M.

- A. Chairman House called the meeting to order at 5:32 p.m.
- B. The Pledge of Allegiance was led by Chairman House.
- C. Roll Call showed Board Chairman Todd House, Board Clerk Linda Shank (telephonically), Board Director Barbara Cobb, Board Director Jeff Cross, and Board Director Charlie Fox as present. Senior Leadership in attendance: Fire Chief Paul Bourgeois, Assistant Chief Dave Montgomery, Assistant Chief Mike Farber, and Finance Manager, acting as Board Secretary, Roger Wood were also present. Legal Counsel Donna Aversa was absent.

Item 1: *Discussion and possible approval of Resolution 2014-04: Call for Election.
(BOD #2014-07-07)*

Motion by Director Cobb to approve Resolution 2014-04: Call for Election, and hereby call for an election to be held on November 4, 2014 for the purpose of electing two (2) individuals to serve as board directors for a four (4) year term. Seconded by Director Fox.

Vote 5 ayes, 0 nays. Motion passed.

Item 2: *Discussion and possible approval of Resolution 2014-06: Election Workers.
(BOD #2014-07-08)*

Motion by Director Fox to approve Resolution 2014-06: Election Workers, designating that the Superstition Fire and Medical District's election workers shall coincide with, and be, the election workers utilized by Pinal County. Seconded by Director Cobb.

Vote 5 ayes, 0 nays. Motion passed.

Item 3: *Discussion and possible approval of Resolution 2014-05: Precincts and Polling Places.
(BOD #2014-07-09)*

Motion by Director Cross to approve Resolution 2014-05: Precincts and Polling Places, that the Superstition Fire and Medical District's Precincts and Polling Places, which are within the boundaries of the District, shall coincide with those of Pinal County. Seconded by Director Fox.

Vote 5 ayes, 0 nays. Motion passed.

Item 4: *Discussion and ratification of Board Meeting Agenda dated July 1, 2014.*
(BOD #2014-07-10)

Chairman House briefly explained that the Board Meeting Agenda dated July 1, 2014 had a scrivener's error, reading Wednesday, July 1, 2014; the day of the meeting was Tuesday, July 1, 2014. Chairman House explained this is a low risk issue, however, per A.R.S. §38-431.05, ratification should occur within 30 days of the discovery of the error.

Motion by Director Cobb to ratify the July 1, 2014 Board Meeting Agenda to read Tuesday, July 1, 2014 to correct the scrivener's error of Wednesday, July 1, 2014 per A.R.S §38-431.05 and to direct Staff to include a written description as a part of the minutes of the ratification date of July 21, 2014. Seconded by Director Cross.

Vote 5 ayes, 0 nays. Motion passed.

Item 5: *Discussion and approval of contracts for Nationwide Retirement Solutions.*
(BOD #2014-07-11)

Finance Manager, Roger Wood briefly explained that this item was merely a house-keeping issue on an item the BOD already approved in the month of June. The update was from Nationwide's audit department needing the newer version of the forms signed. Roger stated the only change in the document was the date as to when the audit department revised the form.

Motion by Director Fox to approve the contracts for Nationwide Retirement Solutions. Seconded by Director Cross.

Vote 5 ayes, 0 nays. Motion passed.

Item 6: *Call to Public: None*

Item 7: *Announcements (BOD# 2014-07-n/a)*

Fire Chief Paul Bourgeois announced that he had just left Mountain Vista Hospital visiting former Mayor Doug Coleman's family. His wife did go into cardiac arrest at Church, because of advanced life support from both our crews, and the family and friends performing CPR, Mrs. Coleman will make a 100% recovery. Chief Bourgeois stated, Mr. Coleman expressed his gratitude for the crews that saved his wife's life.

Item 8: *Adjourn (BOD# 2014-07-12) 5:40 p.m.*

Motion by Director Fox to adjourn the board meeting. Seconded by Director Cross.

Vote 5 ayes, 0 nays. Motion passed.

Governing Board Approval:

Linda Shank, Board Clerk

b) Consideration and approval of the purchase of a 3,000 gallon water tender.

Submitted by:

Assistant Chief Mike Farber / Finance Manager Roger Wood

Background/Discussion:

Superstition Fire and Medical District (SFMD) has several Fire Management Zones in the first due areas of Stations 261, 262, 264, and 265 that require a Tender response for a structure fire or wildland fire. This is due to no or very poor hydrants in these areas.

In addition, SFMD is required to have an Insurance Service Office (ISO) audit once every five years according to new requirements by the ISO. During the last ISO audit in 2004, the District successfully reduced its ISO rating from a (4) to a (3). The District is required to have another ISO audit during FY14/15.

The ISO audit is the industry's gold standard for performance measurement. The ISO test validates and measures the performance of the District based on scientific research and studies of the insurance industry to protect the community.

The ISO rating is extremely important to property owners in the District as it impacts the fire insurance premiums homeowners and businesses pay. SFMD's performance in this ISO audit can help save the District's property owners money, and validate that SFMD is providing much needed value-added services to the District. In essence, an excellent performance in this area shows the community that they are getting what they are paying for.

Currently the District has two tenders; a 2,400 gallon tender and a 3,000 gallon tender. With the purchase of the proposed new 3,000 gallon tender to be placed at Station 262, we will have three tenders in the District which will assist in the ISO audit / rating, and provide consistency and uniformity of coverage at all of the District's locations.

Staff is exercising the Waiver of Competition – Standardization / Compatibility clause of the Procurement Policy dated July 2014 by recommending the purchase of a Pierce Freightliner JC373 3,000 gallon Tender. Furthermore, Staff is recommending that the Board approve the prepayment of the purchase price of the Tender which will save approximately \$15,844 or 4% of the purchase price.

The estimated cost of the Pierce Freightliner JC373 3,000 gallon Tender after prepayment discount is \$387,548.30. Additional equipment will be needed to fully equip the tender. The total cost is estimated to be \$410,000.00.

This item was budgeted for in the FY14/15 budget.

Financial Impact/Budget Line Item:

\$410,000.00 / Line item 200-70-72240-20

Enclosure:

Pierce Freightliner JC373 Tender Price Proposal

Photo of Pierce Freightliner Tender (an example for informational purposes only)

Go to CA c)





Superstition Fire Medical - Formerly Apache Junction
One (1) Freightliner Tanker JC373

7/21/2014

Proposal Price		\$ 372,477.00
Arizona State Sales Tax @	5.60%	20,858.71
Phoenix Sales Tax @	2.70%	10,056.88
<i>Total Bid Price Including Sales Tax</i>		<u>\$ 403,392.59</u>

Less payment upon completion @ factory discount (4,173.00)

* Deduct for 100% pre-payment with contract (10,457.00)

If this option is elected, the discount is in addition to the chassis progress payment discount and the payment upon completion at the factory discount.

Proposal price including discounts	<u>357,847.00</u>
------------------------------------	-------------------

Arizona State Sales Tax @	5.60%	20,039.43
Phoenix Sales Tax @	2.70%	9,661.87
<i>Total Bid Price Including Sales Tax</i>		<u>\$ 387,548.30</u>

Terms:

The unit would be ready for delivery from the factory within 8 to 10 months after contract execution. The delivery time is subject to change prior to contract execution.

The above pre-payment discount will be valid for 90 days.

If payment options are not elected, standard payment terms will apply: final payment will be due 30 days after the unit leaves the factory for delivery.

Transportation of the unit to be driven from the factory is included in the pricing. However, if we are unable to obtain necessary permits, due to the weight of the unit, and the unit must be transported on a flat bed, additional transportation charges will be the responsibility of the purchaser. We will provide pricing at that time if necessary.



c) Consideration and approval of the purchase of four new staff vehicles.

Submitted by:

Assistant Chief Mike Farber / Finance Manager Roger Wood

Background/Discussion:

The District is short on Staff vehicles due to the addition of new staff positions over the last two years such as the Assistant Chief of Administration Services and the Multimedia Specialist all of whom require vehicles. In addition, vehicles are needed at the fire stations to shuttle personnel to training, physicals, special projects, and/or from the rover pool to fill vacancies that arise throughout the course of a forty-eight hour shift.

Moving personnel for training or to cover vacancies requires that the firefighters transport their gear with them. Currently, some of these individuals are using their own vehicles to perform these District duties, which creates the potential for unforeseen liability risk. There is a health and safety concern for our firefighters and their families. It is not recommended to transport turnout gear in the passenger compartment of a vehicle due to off gassing of toxic chemicals our gear is exposed to. To safely transport our firefighters and their gear, a pickup truck is preferred.

Staff recommends the purchase of 2014 F-150 Ford 4x4 pickup trucks for several reasons. First, it is imperative that the vehicles have 4x4 capabilities when utilized as a chase truck on brush fires, water rescues and other TRT calls. Secondly, the 4x4 capability allows us to utilize these vehicles when they are retired from staff positions and are rotated into the field.

The assembly of 2014 model year trucks is scheduled to end in the next couple months. Since the lag time between model years can be up to 3 months, and the fact that prices normally increase with new model years, staff is recommending the District purchase new 2014 model vehicles before their assembly is discontinued.

Attached are quotes for 2014 Ford 4X4 pickup trucks as follows:

1. Sanderson Ford \$31,508.55 each *
2. Berge Ford \$31,928.84 each *
3. Robert Horne \$33,163.33 each *

** These prices do not include the cost of light and radio packages that are required to fully outfit the Staff vehicles. The light and radio packages will be purchased and added separate of the acquisition of the pickup trucks. The total cost of 4 fully equipped Staff vehicles is estimated to be \$202,000.

At this time, Staff is recommending the Board grant the authority to purchase four new Staff vehicles from Sanderson Ford, and the purchase of light and radio packages to fully outfit the new Staff vehicles. The purchase of these Staff vehicles was budgeted for in the FY14/15 budget.

Financial Impact:

\$202,000.00 / Line item 200-70-72240-20

Enclosure:

Three competitive quotes.



Government Fleet Sales Managers

Dave Harris	(623) 930-5961	dharris@sandersonford.com
Richard Fowler	(623) 930-5962	rfowler@sandersonford.com
Tony Friedley	(623) 930-5963	tfriedley@sandersonford.com
Bob Allen	(623) 930-5960	ballen@sandersonford.com
Tim McWilliams	(623)842-8808	tmac@sandersonford.com

Department Fax: (623) 930-5966

Date: 7/22/2014

Customer: Superstition Fire and Medical Dist.

FAX: _____

Vehicle Description: 2014 Ford F150 XLT Supercrew 4x4 5.5' box (W1E)

*****### STATE of AZ Contract ADSP012-016670**

Base Price: \$27,630.00

Upgrade Options:

- | | | |
|-----|---|-------|
| 1. | <u>301A pkg.</u> | _____ |
| 2. | <u>5.0L V8 FFV</u> | _____ |
| 3. | <u>3.55 L/S diff</u> | _____ |
| 4. | <u>skid plates</u> | _____ |
| 5. | <u>bucket seats w/ factory console</u> | _____ |
| 6. | <u>dealer installed window tint film</u> | _____ |
| 7. | <u>2 extra chip keys (no Fobs)</u> | _____ |
| 8. | _____ | _____ |
| 9. | _____ | _____ |
| 10. | <u>delivered as is, no extra electronics /emergency</u> | _____ |
| 11. | <u>equipment</u> | _____ |
| 12. | <u>approx lead time 60-90 days A.R.O.</u> | _____ |

Upgrade Options Total: \$0.00

Bid Price (w/options): \$27,630.00

Sales Tax (8.5%): \$2,348.55

Tire Tax: \$5.00

5 yr/100K 50 ded Premium Ford Extended Service Plan: \$1,525.00

Total Delivered Price: \$31,508.55

Berge Ford

CNGP030

VEHICLE ORDER CONFIRMATION

07/22/14 18:14:39

==>

Dealer: F71175

2014 F-150

Page: 1 of 2

Order No: 0000 Priority: K1 Ord FIN: QA356 Order Type: 5B Price Level: 430

Ord PEP: 301A Cust/Flt Name: AJ FIRE

PO Number:

RETAIL

RETAIL

W1E F150 4X4 CREW \$39960

446 ELEC 6-SPD AUTO

145" WHEELBASE

.P265 OWL A/T

E4 VERMILLION RED

XL9 3.55 ELEC LOCK 470

M PREM CLOTH

7350# GVWR

S STEEL GRAY INT

36 GAL TANK

301A EQUIP GRP 1310

CA XLT VALUE PK

.XLT SERIES

413 SKID PLATES 160

.XLT CONVEN PKG

TOTAL BASE AND OPTIONS 43095

.PWR DRIVER SEAT

301A EQUIPMENT GROUP D (500)

.ADJUST PEDALS

TOTAL 42595

.CD/LCD/SYNC BAS

THIS IS NOT AN INVOICE

.SLCT SHFT TRANS

.SIRIUSXM RADIO

* MORE ORDER INFO NEXT PAGE *

.17" ALUM W/ACC

F8=Next

99F 5.0L V8 FFV ENG

CNGP030

VEHICLE ORDER CONFIRMATION

07/22/14 18:42:50

==>

Dealer: F71175

2014 F-150

Page: 2 of 2

Order No: 0000 Priority: K1 Ord FIN: QA356 Order Type: 5B Price Level: 430

Ord PEP: 301A Cust/Flt Name: AJ FIRE

PO Number:

RETAIL

RETAIL

SP DLR ACCT ADJ

SP FLT ACCT CR

FUEL CHARGE

B4A NET INV FLT OPT NC

DEST AND DELIV 1195

Price - \$28,259.⁸⁴
Tax - \$2274.⁸⁴
Each - \$30,533.⁸⁴

TOTAL BASE AND OPTIONS 43095

301A EQUIPMENT GROUP D (500)

TOTAL 42595

THIS IS NOT AN INVOICE

5yr/100,000 mile Extra Care

Price \$1395. - Ext.H.

\$31,928.84

F7=Prev

F3/F12=Veh Ord Menu

F1=Help

F2=Return to Order

F4=Submit

F5=Add to Library

S099 - PRESS F4 TO SUBMIT

QC203051



Government Fleet Sales Manager

Tony Pettricone (480) 474-2529 tpettricone@roberthorneford.com
Department Fax (480) 474- 2515

Date: Friday, July 18, 2014

Customer: Apache Junction Fire Dist

Line item/State Contract # _____

Vehicle Description: 2014 F-150 CREW CAB 4X4

Base Bid Price: \$ 27,006.00

Upgrade Options

1 301A EQUIPMENT GRP	1,310.00
2 WINDOW TINT	199.00
3 3.55 ELOCKING REAR AXLE	470.00
4 SKID PLATES	160.00

5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20

\$ 2,139.00

Bid Price (with options) \$ **29,145.00**

Tire Tax
Sales Tax

\$ 2,318.33

Ford Extended Service Plan

\$ 1,700.00

5 Year / 100,000 Miles ExtraCare
Warranty with \$50 Deductible

Transportation Fee

Total Delivered Price

\$ **33,163.33**

Times 4

\$132,653.32

NOTES

Thank You,
Tony

Governing Board Meeting – August 20, 2014

Agenda Item: 7

BOD#: 2014-08-06

Agenda Item Title:

Consideration and approval of an increase in the District's line of credit (LOC).

Submitted By:

Fire Chief Paul Bourgeois / Finance Manager Roger Wood

Background/Discussion:

Per A.R.S. §11-604.01 a fire district may establish a Line of Credit (LOC) with the county's contract servicing bank with the assistance of the county treasurer. The establishment of a LOC is the predominant method of short term financing used by fire districts to finance operations during the absence of secondary property tax receipts. Many fire districts begin the fiscal year with minimal cash fund balances and draw upon the LOC until secondary property taxes are received in November and again in spring during the April / May timeframe. The LOC is statutorily limited to a maximum of 45% of the secondary property tax levy of the preceding fiscal year. Establishing a LOC requires a resolution of the fire district elected body and approval of the county servicing bank. The LOC can be established at less than the 45% maximum threshold and is at the sole discretion of the servicing bank.

Under A.R.S §11-604.01 parameters, the District could establish a maximum LOC of approximately \$4.5 million.

Recently, the District has been awarded its share of the 3-year Community Care Response Initiative in conjunction with City of Mesa Fire & Medical Department and Town of Queen Creek Fire & Medical Department. While the exact timing of expenditures related to the Initiative is not known at this time, what is known is that the reimbursement of expenses from the federal government will result in months of lag time before the District will receive reimbursement.

The District currently has a total LOC of \$500,000 with only \$220,000 being activated. The last time the LOC was updated was in August 2011. The LOC is serviced by Wells Fargo bank, and the current interest rate is 1.8525%.

Staff is recommending that the Board approve an increase in the existing LOC not to exceed \$2 million to ensure sufficient liquidity over the next several years as the Community Care Response Initiative, and other initiatives being contemplated such as a Certificate of Need, are implemented.

Recommended Motion:

"Motion to approve an increase in the District's existing line of credit not to exceed \$2 million."

Financial Impact/Budget Line Item:

None

Enclosure:

None

Go to Items 8-10



Governing Board Meeting – August 20, 2014

Agenda Item: 8

BOD#: 2014-08-07

Agenda Item Title:

Chief's Report

Background / Discussion:

This item is for the Fire Chief to share information with the Board of any variety of items occurring within, or related to, the Fire District. Any item shared is for information only. Upon request of the Board, any item shared during this agenda item may be moved to the agenda for future meetings. Governing Board discussion, other than clarifying questions, cannot occur and no action, position, or direction may occur until the specific item is placed on the agenda.

- Statistical Reports for June and July.

Governing Board Meeting – August 20, 2014

Agenda Item: 9

BOD#: n/a

Agenda Item Title:

Announcements

Background / Discussion:

The BOD and/or Staff may share information at this time.

Governing Board Meeting – August 20, 2014

Agenda Item: 10

BOD#: 2014-08-08

Agenda Item Title:

Announcements

Recommended Motion:

"Motion to adjourn the Board Meeting."

Go to Statistical Reports



Superstition Fire & Medical District

June 2014 - Monthly Report

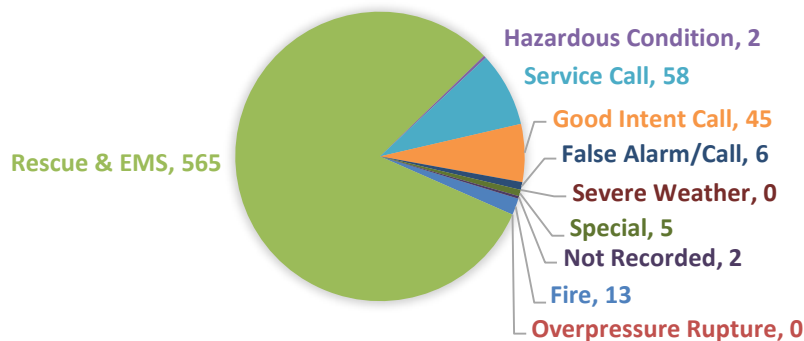
Average Travel Time

	<u>Metro</u>	<u>Urban</u>	<u>Suburban</u>	<u>Rural</u>
Travel Time Goal	5:12	5:12	6:30	13:00
Average Travel Time by Population Density	4:22	4:55	5:10	5:38
Average Travel Time District Wide	4:42			

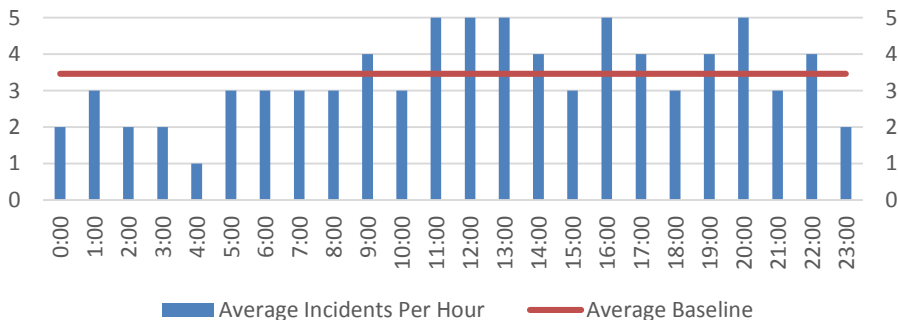
Dispatches by Unit

<u>Unit</u>	<u>Dispatches</u>	<u>YTD</u>
B261	23	136
E261	250	1540
E262	87	507
L263	276	1756
L264	92	558
E265	37	263
TRV263	10	103
U262	5	15
R264	1	18
BR262	3	18
BR263	4	32
BR265	2	30
RH264	4	9

Incident Type Summary



Average Incident Volume by Hour of Day



Population Density Definitions

Metropolitan

An area with a population density of 3,000 or more people per square mile.
15%

Urban

An area with a population density of 2,000-2,999 people per square mile.
8%

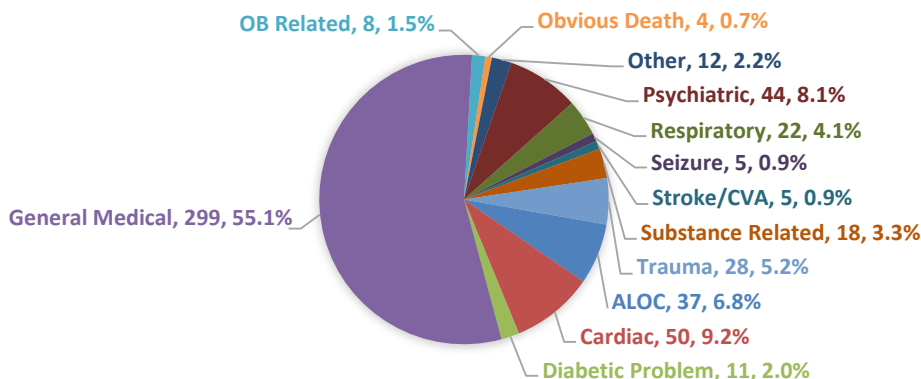
Suburban

An area with a population density of 1,000-1,999 people per square mile.
10%

Rural

An area with a population density of 0-1,000 people per square mile.
67%

EMS Incidents: Provider Impression



Superstition Fire & Medical District June 2014 - Operational Report

Community Services & Activities

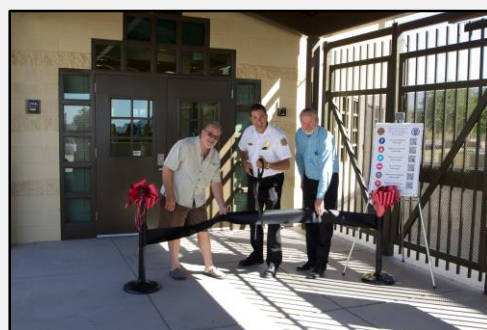
Description	June 2014	YTD
Blood Pressure Check Events	6	57
Car Seats Installed/Placed	9	41
CCR Demonstrations	0	20
CCR Demo Students	0	511
Community Events/Festivals	5	36
Community PSAs Produced	0	0
CPR & 1st Aid Classes	2	7
CPR & 1st Aid Students	12	42
CPR & AED Classes	1	7
CPR & AED Students	36	79
Fire Investigations	1	6
Fire Station Tours	1	13
Inspections - Business	15	115
Inspections - Specialty/Complaint	6	58
Neighborhood Canvass - Post-Drowning	0	0
Neighborhood Canvass - Post-Fire	0	0
Plan Reviews	6	39
Safety Classes - Fire & Water	7	30
School - Fire Drills	0	10
School - Pub Ed Classes	0	7
Smoke Alarms Placed	0	50

Injury Report

	June 2014	YTD
Injuries	1	6
Exposures	0	12
Sharps	0	0

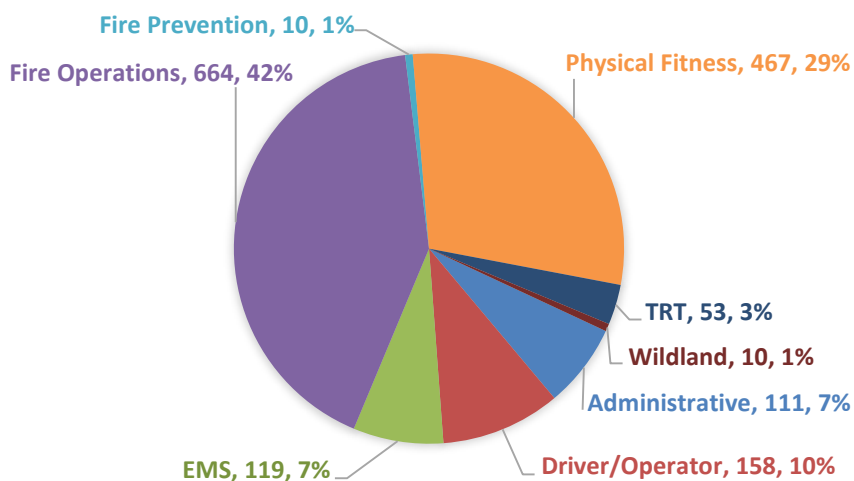


June 10, 2014 - L263 and BR263
Brush fire near Southern & Ironwood



June, 14, 2014 - Ribbon Cutting Ceremony
at the newly opened Regional Training Center.
(left to right: Mike Weaver, Fire Chief Paul
Bourgeois, Todd House)

Training Hours Categories



June, 14, 2014
Regional Training Center Open House
Events included a Pancake Breakfast,
Tours of the Facility, and CCR Demonstrations.

Superstition Fire & Medical District

July 2014 - Monthly Report

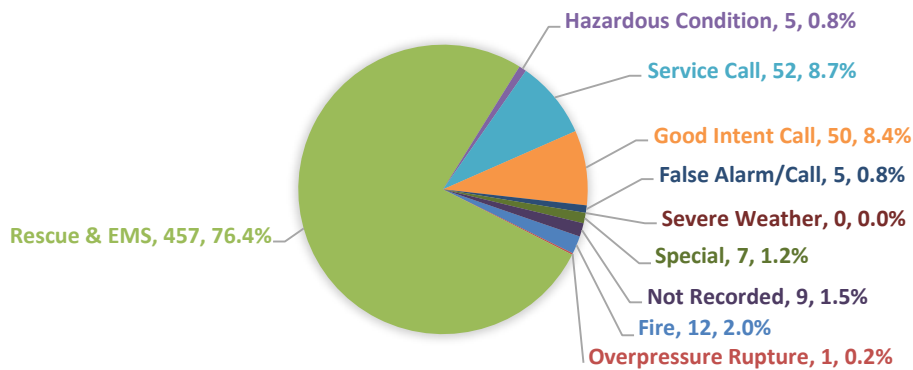
Average Travel Time

	<u>Metro</u>	<u>Urban</u>	<u>Suburban</u>	<u>Rural</u>
Travel Time Goal	5:12	5:12	6:30	13:00
Average Travel Time by Population Density	4:14	4:41	4:23	5:34
Average Travel Time District Wide	4:32			

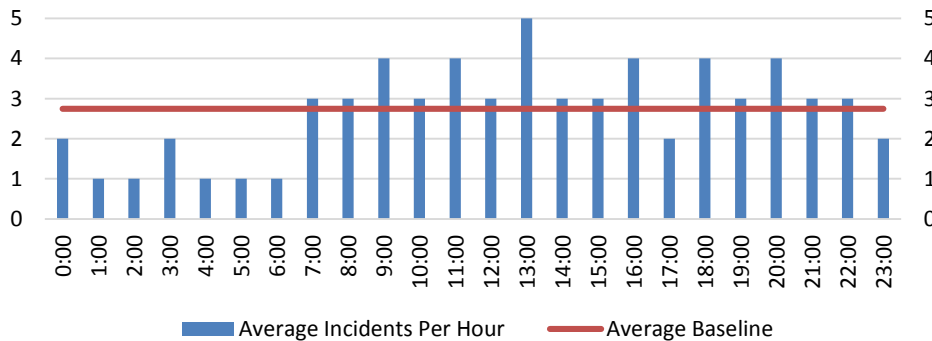
Dispatches by Unit

<u>Unit</u>	<u>Dispatches</u>	<u>Fiscal YTD</u>
B261	16	16
E261	227	227
E262	80	80
L263	220	220
L264	69	69
E265	37	37
TRV263	3	3
U262	4	4
R264	0	0
BR262	4	4
BR263	5	5
BR265	3	3
RH264	5	5

Incident Type Summary



Average Incident Volume by Hour of Day



Population Density Definitions

Metropolitan

An area with a population density of 3,000 or more people per square mile.
15%

Urban

An area with a population density of 2,000-2,999 people per square mile.
8%

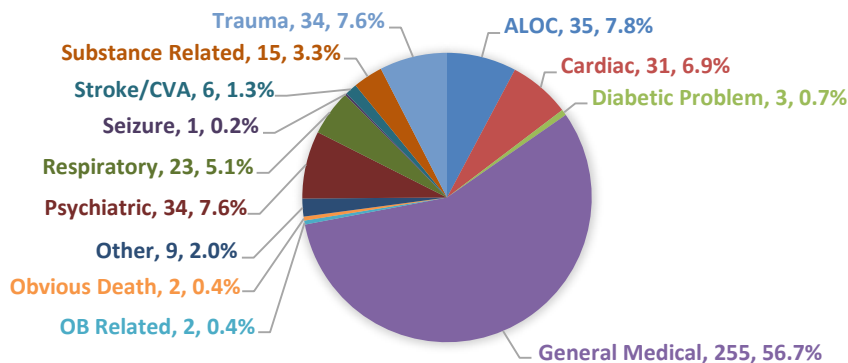
Suburban

An area with a population density of 1,000-1,999 people per square mile.
10%

Rural

An area with a population density of 0-1,000 people per square mile.
67%

EMS Incidents: Provider Impression



Superstition Fire & Medical District July 2014 - Operational Report

Community Services & Activities

Description	July 2014	Fiscal YTD
Blood Pressure Check Events	10	10
Car Seats Installed/Placed	12	12
CCR Demonstrations	0	0
CCR Demo Students	0	0
Community Events/Festivals	4	4
Community PSAs Produced	0	0
CPR & 1st Aid Classes	1	1
CPR & 1st Aid Students	11	11
CPR & AED Classes	1	1
CPR & AED Students	11	11
Fire Investigations	3	3
Fire Station Tours	0	0
Inspections - Business	15	15
Inspections - Specialty/Complaint	10	10
Neighborhood Canvass - Post-Drowning	1	1
Neighborhood Canvass - Post-Fire	0	0
Plan Reviews	11	11
Safety Classes - Fire & Water	4	4
School - Fire Drills	0	0
School - Pub Ed Classes	0	0
Smoke Alarms Placed	17	17

Injury Report

	July 2014	Fiscal YTD
Injuries	1	1
Exposures	0	0
Sharps	0	0

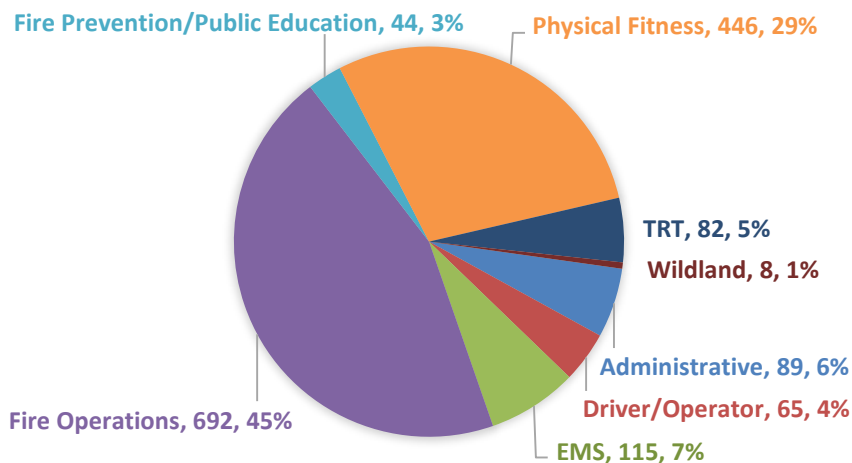


Quarterly Training - Crews practice maneuvering through small spaces with their SCBA and Turnout gear on.



SFMD Staff and Crew Members attended the Annual Purple Ribbon Event in recognition of Drowning Impact Awareness Month.

Training Hours Categories



July 30, 2014 - SFMD L263, E262, B261, and MFMD E217 respond to a roll-over with ejection at the Idaho on-ramp and US-60 freeway.