

VERSION 1.0
January 20, 2021



BOARD OF DIRECTORS MEETING

JANUARY 20, 2021

SUPERSTITION FIRE & MEDICAL DISTRICT BOARD

KATHLEEN CHAMBERLAIN, BOARD CHAIRMAN

JEFF CROSS, BOARD CLERK

TODD HOUSE, BOARD DIRECTOR

JASON MOELLER, BOARD DIRECTOR

SHAWN KURIAN, BOARD DIRECTOR



Superstition Fire & Medical District

Board of Directors Meeting Agenda

January 20, 2021

Mission Statement

Preserve Life ~ Protect Property ~ Add Value to *OUR* Community

The Board will hold a meeting on Wednesday, January 20, 2021. The meeting will be held at the Superstition Fire & 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.

- 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 December 2020 financial reports and bank reconciliations. (BOD #2021-01-01)

2. Recognition of employee performance, achievements, and special recognition for community members. (BOD #2021-01-02)

3. Call to the Public. (BOD #2021-01-N/A)

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 all 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. Consideration and possible approval of all consent agenda items listed below (BOD #2021-01-03):

- A. Fireboard Meeting Minutes from December 16, 2020
- B. Special Board Meeting Minutes from December 16, 2020
- C. Executive Session Minutes from December 16, 2020
- D. Special Board Meeting Minutes from December 28, 2020
- E. Cancer Screening Invoice from Vincere Cancer Center
- F. Special Board Meeting Minutes from December 3, 2020
- G. Disposition of Surplus Property – Computer Equipment
- H. Disposition of Surplus Property – Printer
- I. Disposition of Surplus Property – Fire Apparatus

5. **Discussion, presentation, and possible approval for the SFMD's Financial Statements and Independent Auditor's Report for Fiscal year ending June 30, 2020. As required by Arizona Revised Statutes §48-253, submitted by Henry & Horne, LLP. (BOD #2021-01-04)**
6. **Discussion and possible action regarding the approval and adoption of a planning calendar and process for Fiscal Year 2021/2022 SFMD Revenue and Expenditure Budget. (BOD #2021-01-05)**
7. **Discussion and possible approval of the Comprehensive Annual Financial Report (CAFR) that documents the consolidated actuarial valuation results for the Arizona Public Safety Personnel Retirement System as of June 30, 2020. (BOD #2021-01-06)**
8. **Discussion and possible approval of the annual actuarial valuation report as of June 30, 2020 for Superstition Fire & Medical District's (148) participation in the Arizona Public Safety Personnel Retirement System. (BOD #2021-01-07)**
9. **Discussion, presentation and possible approval of changing the EMS Coordinator position from a civilian position to a sworn position. (BOD #2021-01-08)**
10. **Reports. (BOD #2021-01-09)**
 - Senior Leadership Team (SLT):**
 - Fire Chief Mike Farber**
 - Assistant Chief of Emergency Operations Richard Mooney**
 - Assistant Chief of Planning & Logistics Richard Ochs**
 - Acting Assistant Chief Jeff Cranmer**
 - Administrative Services Director Anna Butel**
 - Finance Director Roger Wood**
 - Captain John Walka**
 - Transportation Services Manager Billy Warren**
11. **New Business / Future Agenda Items. (BOD #2021-01-12)**
12. **Announcements (BOD #2021-01-N/A)**
13. **Adjourn (BOD #2021-01-13)**

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: January 14, 2021

At: 1500 Hours

By: Sherry Mueller

The Superstition Fire & Medical District (SFMD) Administrative Office Board Meeting Room is accessible to the handicapped. In compliance with the American with Disabilities Act (ADA), those with special needs, such as large-type face print or other reasonable accommodations may request those through the SFMD Administration Office (480-982-4440) at least 24-hours before the Board Meeting.

Governing Board Meeting – January 20, 2020

Agenda Item: 1

BOD#: 2021-01-01

Agenda Item Title

Review and approval of the December 2020 financial reports and bank reconciliations.

Submitted By

Finance Director 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), Transport Services (150), 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), Transport Services (150), 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.

Financial Impact(s)/Budget Line Item

N/A

Enclosure(s)

*Monthly Financials provided under separate cover

Recommended Motion

"Motion to approve the December 2020 financial reports and bank reconciliations."



Go to Item 2

Go to Agenda

Superstition Fire & Medical District
Governing Board Acceptance of Fire District's
Financial Statements and Bank Reconciliations

Pursuant to A.R.S. §48-807, by the signature(s) below, the Governing Board of the Superstition Fire & Medical District attests to the review and approval of the following financial report(s) of the fire district for the month of **December 2020**:

1. Financial Statement
2. Bank Reconciliations
 - a. General (100) Fund
 - b. Transport Services (150) Fund
 - c. Capital Projects (200) Fund
 - d. Special Projects (400) Fund
 - e. Debt Principle (500) Fund
 - f. Debt Interest (600) Fund

Kathleen Chamberlain, Board Chair

Date



December 2020

Governing Board Meeting – January 20, 2021

Agenda Item: 2

BOD#: 2021-01-02

Agenda Item Title

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

Submitted By

Fire Chief Mike Farber

Assistant Chief Rick Ochs

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.

Historical Review

Special “Thank-You” for your Service

January Anniversaries

32 Years of Service:

John Christensen, Engineer

20 Years of Service:

Rob Bessee, Captain / Paramedic

18 Years of Service:

Chuck Hanson, Engineer / Paramedic

4 Years of Service:

Brian Dover, Firefighter / Paramedic



Go to Item 3

Go to Agenda

Governing Board Meeting – January 20, 2021

Agenda Item: 3

BOD#: 2021-01-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

Go to Agenda

Governing Board Meeting – January 20, 2021

Agenda Item: 4

BOD#: 2021-01-03

Agenda Item Title

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

- A. Board Meeting Minutes from December 16, 2020 – **Appendix A**
- B. Special Board Meeting Minutes from December 16, 2020 - **Appendix B**
- C. Executive Session Minutes from December 16, 2020
- D. Special Board Meeting Minutes from December 28, 2020 – **Appendix D**
- E. Cancer Screening Invoice from Vincere Cancer Center - **Appendix E**
- F. Special Board Meeting Minutes from December 3, 2020 – **Appendix F**
- G. Disposition of Surplus Property – Computer Equipment – **Appendix G**
- H. Disposition of Surplus Property – Printer – **Appendix H**
- I. Disposition of Surplus Property – Fire Apparatus - **Appendix I**

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 January 20, 2021.”



[Go to Item 5](#)

[Go to Appendices](#)

[Go to Agenda](#)

Governing Board Meeting – January 20, 2021

Agenda Item: 5

BOD#: 2021-01-04

Agenda Item Title

Discussion and possible approval of the Fire District’s Independent Auditor’s Report and related financial statements for the fiscal year ending June 30, 2020, as required by Arizona Revised Statute §48-253, and as presented by Aaron Funk, CPA, Audit Manager – Henry & Horne, LLP – Certified Public Accountants.

Submitted By

Roger Wood, Finance Director
Fire Chief Mike Farber

Background/Discussion

The District’s annual audit was completed as required by A.R.S. §48-253. Mr. Funk will be attending the Board meeting to present information regarding the audit, and will be available to answer questions from the Board.

Financial Impact

None.

Enclosures

A hardcopy of Audit report will be provided to Board Member’s at the Board Meeting.

Recommended Motion

“Motion to approve the Fire District’s Independent Auditor’s Report and related Financial Statements for the fiscal year beginning July 1, 2019 and ending on June 30, 2020, as submitted by Aaron Funk, CPA, and to direct Staff to submit the auditor’s report to Pinal County and Maricopa County as required by ARS§48-253.”



Go to Item 6

Go to Agenda

Governing Board Meeting – January 20, 2021

Agenda Item: 6

BOD#: 2021-01-05

Agenda Item Title

Discussion and possible approval of a planning calendar and process for Fiscal Year 2021 / 2022 SFMD Revenue and Expenditure Budget.

Submitted By

Finance Director Roger Wood

Fire Chief Mike Farber

Background/Discussion

Enclosed for reference and review is the proposed schedule and planning calendar for budget preparation over the next six (6) months. This schedule represents a streamlined version of similar and successful methodologies and processes used in past years to ensure the most efficient use of Staff time.

The schedule details Governing Board planning, activity, and decisions occurring at the regularly scheduled Governing Board meetings (the third Wednesday of each month). The final adoption of the FY 2021 / 2022 budget is scheduled on July 21, 2021, which coincides with the regularly scheduled meeting for the month.

Following past practice, the proposed budget planning calendar considers key items such as:

- On **February 20, 2021**: Staff will provide the preliminary property tax abstracts from Pinal and Maricopa Counties and the corresponding preliminary Revenue Budget estimate for FY2021 / 2022.
- Labor and Management will be meeting throughout the budget planning process to ensure discussion and consideration of items of mutual interest. The Labor organization may choose to make a presentation to the Board at the March Governing Board meeting. This allows Staff approximately one month to provide funding information on any Labor proposals for the May Board meeting.
- Staff will also be meeting with the unrepresented employees to discuss their items of interest for the upcoming budget year, as is done for the represented employees.
- At the **March 17, 2021** Governing Board meeting, Staff will present the FY2021/2022 Key Initiative(s) listing, and a high level summary of the status of budget development. This meeting will also be a time when the Board may choose to discuss any funding or program additions or changes they feel may be necessary.
- After receiving specific direction from the Board at the May meeting, the Fire Chief and Staff will discuss the **Preliminary Budget** status at the **May 19, 2021** Board meeting.
- The **Tentative Budget** adoption is scheduled for the **June 16, 2021** Board meeting, at which time the Board can encourage public comment for the official public hearing that will occur during the board meeting scheduled on July 21, 2021.
- On June 17, in compliance with §A.R.S. 48-805.02(A), the **Consolidated Tentative Budget** will be posted in three public places and a complete copy of the Tentative Budget will be published on the District's website for the required minimum 20 days for public comment.
-



[Go to Item 7](#)

[Go to Agenda](#)

- Staff is proposing the regularly scheduled Board meeting on **July 21, 2021** be designated as the time for the public hearing and adoption of the FY 2021 / 2022 budget. The adopted budget will then be submitted to both Pinal and Maricopa County and the State of Arizona before the July 31 deadline.

Staff recommends approval of the Budget Planning Calendar for FY 2021 / 2022 budget planning.

Financial Impact

N/A

Enclosure(s)

FY 2021 / 2022 Budget Planning Calendar

Recommended Motion

“Motion to adopt the Fiscal Year 2021/2022 Budget Planning Calendar as presented, and to schedule the July Governing Board Meeting for Wednesday, July 21, 2021 at 5:30 pm when the Fiscal Year 2021/2022 budget will be adopted.”



Go to Item 7

Go to Agenda

SFMD 2021 / 2022 BUDGET PLANNING TIMELINE

<i>BUDGET TIMELINE ACTIVITY</i>	<i>DUE DATE</i>	<i>RESPONSIBILITY</i>
JANUARY 2021		
Board Meeting: Budget Planning Overview <ul style="list-style-type: none"> • Discuss FY 2021 / 2022 Budget Planning Process • Distribute FY 2021 / 2022 Budget Planning Calendar 	01/20/21	CHIEF FARBER
FEBRUARY 2021		
Board Meeting: Budget Development <ul style="list-style-type: none"> • Review Tax Abstracts & Preliminary Revenue Budget Estimates • Discuss Funding Priorities & Planning Tax Rate 	02/17/21	CHIEF FARBER
MARCH 2021		
Board Meeting: Budget Development <ul style="list-style-type: none"> • Discuss High Level Status of Budget Development 	03/17/21	CHIEF FARBER
APRIL 2021		
MAY 2021		
Board Meeting: Budget Development <ul style="list-style-type: none"> • Discuss Preliminary Budget Status 	05/19/21	CHIEF FARBER
JUNE 2021		
Board Meeting: Tentative Budget Adoption <ul style="list-style-type: none"> • TENTATIVE BUDGET ADOPTION FOR FISCAL YEAR 2021 / 2022 	06/16/21	GOVERNING BOARD
JULY 2021		
Fiscal Year 2021 / 2022 Begins	07/01/21	
Board Meeting: Final Public Hearing & Budget Adoption <ul style="list-style-type: none"> • FINAL PUBLIC HEARING & BUDGET ADOPTION FOR FISCAL YEAR 2021 / 2022 	07/21/21	GOVERNING BOARD
Budget Submittal to Pinal & Maricopa Counties & State of Arizona	07/22/21	ADMIN STAFF

Governing Board Meeting – January 20, 2021

Agenda Item: #7

BOD#: 2021-01-06

Agenda Item Title

Discussion of the Comprehensive Annual Financial Report (CAFR) that documents the consolidated actuarial valuation results for the Arizona Public Safety Personnel Retirement System as of June 30, 2020.

Submitted By

Finance Director Roger Wood

Background/Discussion

Per A.R.S. §38-847(D)(7), the Local Pension Board is “To receive and review the actuarial valuation of the system for its group of members.” This report is the consolidated result of the total fund for all of the Arizona PSPRS as of June 30, 2020.

The entire Comprehensive Annual Financial Report (CAFR) for the period ending June 30, 2020, can be accessed via the following link:

<http://www.psprs.com/investments--financials/annual-reports>

At the highest summary level, the report indicates the following key metrics for the consolidated PSPRS pension system:

- A. Funded percentage as of June 30, 2020: 48.2% (including health insurance subsidy)
- B. PSPRS received a clean audit opinion from Clifton Larson Allen LLP, their external audit firm.

The CAFR report for the entire State of Arizona was presented to and approved by the SFMD Pension Board at their January 14, 2021 Board meeting.

Financial Impact(s)/Budget Line Item

Enclosure(s)

None

Recommended Motion

N/A – for information only.



Go To Item 8

Go to Agenda

Governing Board Meeting – January 20, 2021

Agenda Item: #8

BOD#: 2021-01-07

Agenda Item Title

Discussion of the annual actuarial valuation report as of June 30, 2020 for Superstition Fire & Medical District’s (148) participation in the Arizona Public Safety Personnel Retirement System.

Submitted By

Finance Director Roger Wood

Background/Discussion

This report is also to be received and reviewed per A.R.S. This report provides the annual actuarial valuation of the Superstition Fire & Medical District’s participation in the Arizona Public Safety Personnel Retirement System as of June 30, 2020, and applies directly to SFMD, with our current benefits and liabilities.

	July 1, 2020	July 1, 2021	
SFMD Tier 1 & Tier 2 Contribution Rate	31.84%	32.54%	+0.70%
SFMD Tier 2 Defined Contribution Rate	4.00%	4.00%	
SFMD Tier 3	26.01%	27.50%	+1.49%
SFMD Tier 3 Defined Contribution Rate	3.00%	3.00%	
Employee Contribution Rate	7.65% / 11.65%	7.65% / 11.65%	

SFMD’s Funded Status (including pension and health insurance subsidy)

Tier 1 & 2	67.7%	+ 0.50%
Tier 3	103.0%	-15.40%

The entire report can be accessed via the following link:

<https://members2.psprs.com/Estimators/actuarials.aspx>

Use the Drop Down windows to choose Superstition Fire And Medial Dis (PSPRS) (148) and Fiscal year 2020 to retrieve the full report.

The actuarial report for SFMD was presented to and approved by the SFMD Pension Board at their January 14, 2021 Board meeting.

Financial Impact(s)/Budget Line Item

Enclosure(s)

None

Recommended Motion

N/A – for information only.



Go To Item 9

Go to Agenda

Governing Board Meeting – January 20, 2021

Agenda Item: #9

BOD#: 2021-01-08

Agenda Item Title

Discussion and possible approval of changing the EMS Coordinator position from a Civilian position to a Sworn position.

Submitted By

Fire Chief Mike Farber

Background/Discussion

Due to the recent vacancy of the EMS Coordinator position, an opportunity came up to place an extremely qualified candidate in this role. Captain Dave Pohlmann was temporarily promoted to the position of Division Chief of EMS. Chief Pohlmann brings a wealth of knowledge to the EMS division and a passion for EMS that is truly inspirational. He holds a Bachelor of Science Degree from Grand Canyon University in Nursing and numerous medical certifications as an instructor. Chief Pohlmann previously owned and operated *DC Med Prep*, which has certified many paramedic students over the years.

The position of Division Chief of EMS is temporary until the next Fire Chief can evaluate the roles and direction for the EMS Division.

The approval of this position is integral in maintaining the SAFER requirements for number of personnel.

Financial Impact(s)/Budget Line Item

The EMS Coordinator position was not replaced, therefore a savings. However, Chief Pohlmann received an 8.9% salary increase due to the temporary promotion.

Enclosure(s)

Recommended Motion

“Motion to approve changing the EMS Coordinator position from a Civilian position to a Sworn position.”



Go To Item 10

Go to Agenda

Governing Board Meeting – January 20, 2021

Agenda Item: 10

BOD#: 2021-01-09

Agenda Item Title

Reports

Background / Discussion

This item is for the fire chief and his staff to share information with the Board 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. 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.

- **Senior Leadership Team**
- **Labor**

Recommended Motion:

N/A



Go to Item 11

Go to Agenda

Governing Board Meeting – January 20, 2021

Agenda Item: 11

BOD#: 2021-01-10

Agenda Item Title

New Business / Future Agenda Items

Submitted By

Board of Directors

Background/Discussion

This item is used as a placeholder to discuss New Business / Future Agenda Items, the Board may want on a future agenda.

Financial Impact

N/A

Enclosure(s)

N/A

Recommended Motion:

N/A



Go to Item 12

Go to Agenda

Governing Board Meeting – January 20, 2021

Agenda Item: 12

BOD#: 2021-01-n/a

Agenda Item Title

Announcements

Background / Discussion

The BOD and staff may share and discuss items to be placed on future BOD agendas.

Recommended Motion:

N/A



Go to Item 13

Go to Agenda

Governing Board Meeting – January 20, 2021

Agenda Item: 13

BOD#: 2021-01-11

Agenda Item Title

Adjournment

Recommended Motion:

“Motion to adjourn the Board meeting.”



[Go to Agenda](#)

Appendix A

A. Regular Board Meeting Minutes from December 16, 2020

Submitted By

Board Secretary Sherry Mueller

Background / Discussion

The board meeting minutes of the previous meeting(s) are provided for the BOD to approve. 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 Board and kept as the official public record.

Financial Impact/Budget Line Item

N/A

Enclosure(s)

December 16, 2020 Regular Board Meeting Minutes





Superstition Fire & Medical District

Phone (480) 982-4440 ~ sfmd.az.gov

Administration Office
565 North Idaho Road
Apache Junction, AZ 85119
Fax (480) 982-0183

Regional Training Center
3700 East 16th Avenue
Apache Junction, AZ 85119
Fax (480) 982-3268

Fleet & Facilities Services
1455 East 18th Avenue
Apache Junction, AZ 85119
Fax (480) 983-7443

Governing Board Meeting Minutes

December 16, 2020

PURSUANT TO A.R.S. §38.431.02, NOTICE IS HEREBY GIVEN TO THE GENERAL PUBLIC THAT THE SUPERSTITION FIRE & MEDICAL DISTRICT GOVERNING BOARD OF DIRECTORS HELD A MEETING ON WEDNESDAY, DECEMBER 16, 2020. THE MEETING WAS HELD AT THE SUPERSTITION FIRE & MEDICAL DISTRICT'S ADMINISTRATION OFFICE, 565 N. IDAHO ROAD, APACHE JUNCTION, ARIZONA.

[THIS MEETING WAS OPEN TO THE GENERAL PUBLIC \(VIA CONFERENCE CALL\) AND BEGAN AT 5:30 PM.](#)

A. Call to Order

Chairman House called the meeting to order at 5:30 PM.

B. Pledge of Allegiance

The Pledge of Allegiance led by Chairman House

C. Roll Call

Board Members in attendance were Chairman Todd House, Clerk Kathleen Chamberlain, Director Jeff Cross, Director Jason Moeller and Director Shawn Kurian.

Senior Leadership Team in attendance were Fire Chief Mike Farber, Assistant Chief Richard Mooney, Assistant Chief Rick Ochs, Finance Director Roger Wood, Acting Assistant Chief Jeff Cranmer and Administrative Services Director Anna Butel. Also in attendance was Sherry Mueller, Human Resources Generalist and Board Secretary. Legal Counsel William Whittington attended via conference call.

1. Review and approval of the November 2020 financial reports and bank reconciliations. (BOD #2020-12-01)

Motion by Director Moeller to approve the November 2020 financial reports and bank reconciliations.

Seconded by Director Cross

Vote 5 ayes, 0 nays, **MOTION PASSED.**

2. Recognition of employee performance, achievements, and special recognition for community members. (BOD #2020-12-02)

Historical Review

1985 AJFD Christmas Party at the old Annex – Santa in the Ladder bucket

Graduation from Paramedic School

- Zachary Leon
- Nat Erickson



Superstition Fire & Medical District

Phone (480) 982-4440 ~ sfmd.az.gov

Administration Office
565 North Idaho Road
Apache Junction, AZ 85119
Fax (480) 982-0183

Regional Training Center
3700 East 16th Avenue
Apache Junction, AZ 85119
Fax (480) 982-3268

Fleet & Facilities Services
1455 East 18th Avenue
Apache Junction, AZ 85119
Fax (480) 983-7443

Graduation from TRT School

- Matt Perez
- Brandon Blessum

December Anniversaries

8 Years: Fire Mechanic II - George Nasello

3. Call to the Public. (BOD #2020-12-N/A)

Due to the Covid-19 virus, the Board Meeting was a closed-door meeting to the public. A notice was posted on our website, front door, Regional Training Center and Station 264 with our conference call number and pin code if anyone from the public wanted to call in and listen to the meeting. There was no person from the public over the conference phone.

NONE

4. Consideration and possible approval of all consent agenda items listed below (BOD #2020-12-03):

- A. Board Meeting Minutes from November 18, 2020
- B. Pinal County Treasurer's Office and Wells Fargo Bank signature authority
- C. Transfer of funds for the January 1, 2021 debt service interest payment

Motion by Director Cross to approve all consent agenda items for December 16, 2020.

Seconded by Director Moeller

Vote 5 ayes, 0 nays, **MOTION PASSED**

5. Discussion and possible action to appoint the SFMD Board of Director's Chair and Clerk positions (BOD #2020-12-04)

Motion by Director Moeller to appoint Kathleen Chamberlain as SFMD Board Chair.

Seconded by Director Cross

Vote 5 ayes, 0 nays, **MOTION PASSED**

Motion by Director Moeller to appoint Jeff Cross as SFMD Board Clerk.

Seconded by Director Kurian

Vote 5 ayes, 0 nays, **MOTION PASSED**

The new Board Chairperson, Kathleen Chamberlain, moved seats and took over running the Board Meeting.

6. Discussion and possible action regarding conflict of interest or potential conflict of interest of SFMD Governing Board Members. (BOD #2020-12-05)

Director Moeller stated that his wife sits on the Board for Pinal County Parks and Recreation Department and if any conflicts of interest came up, he would recuse himself.

No Motion



Superstition Fire & Medical District

Phone (480) 982-4440 ~ sfmd.az.gov

Administration Office
565 North Idaho Road
Apache Junction, AZ 85119
Fax (480) 982-0183

Regional Training Center
3700 East 16th Avenue
Apache Junction, AZ 85119
Fax (480) 982-3268

Fleet & Facilities Services
1455 East 18th Avenue
Apache Junction, AZ 85119
Fax (480) 983-7443

7. Discussion and possible approval of the 2021 disclosure statement of meeting notice posting locations and dates for Superstition Fire & Medical District Governing Board Meetings and Local Pension Board Meetings. (BOD #2020-12-06)

Fire Chief Mike Farber stated this is a housekeeping item we do every December, which lists the upcoming meetings for 2021. Both will be sent to the Pinal and Maricopa County Board of Supervisors for record per A.R.S. They will also be posted on our website as well as at our Administrative office, Regional Training Center and in the Community Room Lobby at Station 264.

Motion by Director Moeller to approve filing the 2021 disclosure statement with board meeting dates and times with the Pinal & Maricopa County Board of Supervisors and for posting meeting notices and agendas at the locations specified in the statement and on the District's website."

Seconded by Clerk Jeff Cross

Vote 5 ayes, 0 nays, **MOTION PASSED**

8. Discussion, presentation and possible approval of changing the EMS Coordinator position from civilian to sworn. (BOD #2020-12-07)

This item was pulled from the agenda until the January 2021 meeting

No Motion

9. Reports (BOD #2020-12-08)

Senior Leadership Team (SLT):

Fire Chief Mike Farber

- COVID Vaccine Update
- Facility access changes due to Covid
- Phoenix Fire Academy – COVID
- Staffing algorithms
- IGA with the City of Apache Junction
- Joint Annexation with the City of Apache Junction

Acting Assistant Chief Jeff Cranmer

- City Christmas Parade
- Citizen/horse assist
- Review of recent incidents
- Review of recent training



Superstition Fire & Medical District

Phone (480) 982-4440 ~ sfmd.az.gov

Administration Office
565 North Idaho Road
Apache Junction, AZ 85119
Fax (480) 982-0183

Regional Training Center
3700 East 16th Avenue
Apache Junction, AZ 85119
Fax (480) 982-3268

Fleet & Facilities Services
1455 East 18th Avenue
Apache Junction, AZ 85119
Fax (480) 983-7443

Assistant Chief Rick Ochs

Fire Prevention & Community Events

- Many canceled events (COVID)
- L264 to lead Montessa Golf Cart Parade Dec. 21st
- AED Public Access Program
 - Two Year upgrade not completed
 - LP500's all replaced with new units

Growth & Development

- Barros Pizza
- Walgreens & Village Medical
- Desert Sky RV

Administrative Services Director Anna Butel

- AFDA has postponed the Phoenix and Tucson Classes
 - Still on the schedule for 1/22/21 in Kingman
 - The 6 hours of mandated training can also be completed via Self-Study
- COVID testing results
- New Employees – Suppression
 - Benjamin Young, Firefighter
 - Steven Schaeken, Firefighter
- New Employees – Transportation
 - Robert Guice, EMT
 - Rory Wirth, EMT

Finance Director Roger Wood

- FY19/20 Audit Report is final. Auditors to present the report to the Board at the January 20, 2021 meeting via WebEx
- FY19/20 ARCR (Transport Div. annual report) is due Dec. 31st
- Preparations for FY21/22 budget have been initiated. Budget calendar to be presented to Board at the January 20, 2021 meeting

10. New Business / Future Agenda Items. (BOD #2020-12-09)

- A. Scheduling a Special Session Board Meeting on Jan. 13, 2021 at 16:00 to discuss the new Fire Chief hiring process
- B. Need to review Bylaws for the Pension Board to assure accuracy
- C. Need to review Bylaws for the Regular Board to assure accuracy

11. Announcements (BOD #2020-12-N/A)

Lost Dutchman Days and the Renaissance Festival have both been canceled for 2021



Superstition Fire & Medical District

Phone (480) 982-4440 ~ sfmd.az.gov

Administration Office
565 North Idaho Road
Apache Junction, AZ 85119
Fax (480) 982-0183

Regional Training Center
3700 East 16th Avenue
Apache Junction, AZ 85119
Fax (480) 982-3268

Fleet & Facilities Services
1455 East 18th Avenue
Apache Junction, AZ 85119
Fax (480) 983-7443

12. Adjourn (BOD #2020-12-10)

Motion by Director Moeller at 6:18 p.m. to adjourn the meeting

Seconded by Director Kurian

Vote 5 ayes, 0 nays. **MOTION PASSED.**

Governing Board Approval:

Board Clerk Jeff Cross
Sherry Mueller

Appendix B

B. Special Board Meeting Minutes from December 16, 2020

Submitted By

Board Secretary Sherry Mueller

Background / Discussion

The board meeting minutes of the previous meeting(s) are provided for the BOD to approve. 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 Board and kept as the official public record.

Financial Impact/Budget Line Item

N/A

Enclosure(s)

December 16, 2020 Special Board Meeting Minutes





Superstition Fire & Medical District

Serving the Communities of Apache Junction and Gold Canyon since 1955

Phone | (480) 982-4440

Website | sfmd.az.gov

Special Board Meeting Minutes

December 16, 2020

PURSUANT TO A.R.S. §38.431.02, NOTICE IS HEREBY GIVEN TO THE GENERAL PUBLIC THAT THE SUPERSTITION FIRE & MEDICAL DISTRICT GOVERNING BOARD OF DIRECTORS HELD A MEETING ON WEDNESDAY, DECEMBER 16, 2020. THE MEETING WAS HELD AT THE SUPERSTITION FIRE & MEDICAL DISTRICT'S ADMINISTRATION OFFICE, 565 N. IDAHO ROAD, APACHE JUNCTION, ARIZONA.

THIS MEETING WAS OPEN TO THE GENERAL PUBLIC (VIA CONFERENCE CALL) AND BEGAN AT 3:36 PM.

A. Call to Order

Acting Chairman Jeff Cross called the meeting to order at 3:36 PM.

B. Pledge of Allegiance

The Pledge of Allegiance led by Acting Chairman Jeff Cross

C. Roll Call

Board Members in attendance were Clerk Kathleen Chamberlain, Director Jeff Cross (Acting Chairman), Director Shawn Kurian and Director Jason Moeller. Chairman Todd House was not in attendance. Senior Leadership Team in attendance were Director Roger Wood and Administrative Services Director Anna Butel. Also in attendance was Sherry Mueller, Human Resources Generalist and Board Secretary. Legal Counsel William Whittington and Recruiter, Heather Renschler from Ralph Anderson & Associates and Captain John Walka attended via video conference call.

1. **Call to the Public. (BOD #2020-12-n/a)** A.R.S. §38-431.01(H) A public body may make an open call to the public during a public meeting, subject to a reasonable time, place, and manner restrictions, to all 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.

NONE

2. **Possible vote to go into Executive Session. The Board may vote to go into Executive Session pursuant to ARS §38-431.03(A)(1) for personnel matters. ARS § 38-431.03(A)(3) for legal advice; re: the recruitment and selection of the Fire Chief position. (BOD #2020-12-01)**

Note: Executive Sessions are confidential pursuant to ARS §38-431.03(C).

Motion by Director Moeller to go into Executive Session at 3:38 p.m. pursuant to ARS §38-431.03(A)(1) for personnel matters. ARS § 38-431.03(A)(3) for legal advice; re: the recruitment and selection of the Fire Chief position.

Seconded by Clerk Chamberlain
Vote 4 ayes, 0 nays, MOTION PASSED

3. Discussion and possible direction regarding the Fire Chief selection process. (BOD #2020-12-02)

The public session resumed at 4:06 p.m.

Finance Director Roger Wood asked if this would be an appropriate time to set up our next meeting to go over the candidates information and set up Zoom interviews?

Heather Renschler said we are on track with our original calendar. It would be beneficial to establish a date and time for review of the information and resumes of the top tier and back-up group before we set up the video interviews. We would fine-tune that group and pick a future date for the video interviews.

Director Cross stated that the committee wants to see the top tier group, the back-ups and the other resumes as well to see why they didn't make the top tier and the back-up group.

Heather said that the committee can decide if they agree with her determination or wish to make a different decision on the candidates placement in groups.

Director Cross said we will let Heather know what future date the committee would like to meet to review and discuss the candidate information.

Director Cross stated that he would like the committee to interview selected candidates twice.

Heather stated that typically the second interview should be done in person. Heather also said at the next meeting, she would like to talk about the format of the interview and the interview questions. Heather suggests to have the candidates provide a presentation to the committee so the committee can see the candidate's presentation skills.

Director Cross stated that the Board Members are aware that they will need to come up with interview questions for the candidates

Motion by Director Moeller to direct Heather Renschler with Ralph Anderson & Associates to close the job postings for the search for the next fire chief as of 5:00 p.m. on December 16, 2020.

Seconded by Director Kurian
Vote 4 ayes, 0 nays, MOTION PASSED

4. Adjourn (BOD #2020-12-03)

Motion by Director Moeller to adjourn the meeting at 4:22 p.m.

Seconded by Director Kurian
Vote 4 ayes, 0 nays, MOTION PASSED

Governing Board Approval:

Board Clerk Jeff Cross
Sherry Mueller

Appendix D

D. Special Board Meeting Minutes from December 28, 2020

Submitted By

Board Secretary Sherry Mueller

Background / Discussion

The board meeting minutes of the previous meeting(s) are provided for the BOD to approve. 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 Board and kept as the official public record.

Financial Impact/Budget Line Item

N/A

Enclosure(s)

December 28, 2020 Special Board Meeting Minutes





Superstition Fire & Medical District

Serving the Communities of Apache Junction and Gold Canyon since 1955

Phone | (480) 982-4440

Website | sfmd.az.gov

Special Board Meeting Minutes

December 28, 2020

PURSUANT TO A.R.S. §38.431.02, NOTICE IS HEREBY GIVEN TO THE GENERAL PUBLIC THAT THE SUPERSTITION FIRE & MEDICAL DISTRICT GOVERNING BOARD OF DIRECTORS HELD A MEETING ON MONDAY, DECEMBER 28, 2020. THE MEETING WAS HELD AT THE SUPERSTITION FIRE & MEDICAL DISTRICT'S ADMINISTRATION OFFICE, 565 N. IDAHO ROAD, APACHE JUNCTION, ARIZONA.

THIS MEETING WAS OPEN TO THE GENERAL PUBLIC (VIA CONFERENCE CALL) AND BEGAN AT 5:00 PM.

A. Call to Order

Chairman Kathleen Chamberlain called the meeting to order at 5:00 PM.

B. Pledge of Allegiance

The Pledge of Allegiance led by Director Moeller

C. Roll Call

Board Members in attendance were Chairman Kathleen Chamberlain, Clerk Jeff Cross and Director Jason Moeller. Director Todd House and Director Shawn Kurian were not present.

Senior Leadership Team in attendance were Fire Chief Mike Farber, Assistant Chief Rick Ochs, Assistant Chief Richard Mooney, Acting Assistant Chief Jeff Cranmer, Finance Director Roger Wood and Administrative Services Director Anna Butel. Also in attendance was Sherry Mueller, Human Resources Generalist and Board Secretary. Legal Counsel William Whittington attended via conference call.

1. **Call to the Public. (BOD #2020-12-n/a)** A.R.S. §38-431.01(H) A public body may make an open call to the public during a public meeting, subject to a reasonable time, place, and manner restrictions, to all 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.

NONE

2. **Public Hearing in accordance with A.R.S. §48-805.02(E) in order to hear taxpayers' comments on the proposed Superstition Fire & Medical District Amended Revenue and Expenditure Budget for Fiscal Year 2020/2021. (BOD #2020-12-01)**

There were no comments by anyone from the public.

No Motion

3. **Discussion, consideration and possible approval of the Final Amended Fiscal Year 2020/2021 Revenue and Expenditure Budget that was adopted at the December 7, 2020 board meeting and the possible adoption of Resolution 2020-12-28-13. (BOD #2020-12-02)**

Director of Finance, Roger Wood, stated that the total budget amount stays the same. There was reallocation of funds to add an additional \$250,000 for overtime.

Motion by Director Moeller to Adopt Resolution 2020-12-28-13 adopting the final amended budget in the amount of \$23,690,999.57 for the fiscal year beginning July 1, 2020 and ending June 30, 2021 and giving notice to the public of the final amended budget.

Seconded by Director Cross

Vote 3 ayes, 0 nays, **MOTION PASSED**

4. **Adjourn (BOD #2020-12-03)**

Motion by Director Cross to adjourn the meeting at 5:06 p.m.

Seconded by Director Moeller

Vote 3 ayes, 0 nays, **MOTION PASSED**

Governing Board Approval:

Board Clerk Jeff Cross
Sherry Mueller

Appendix E

E Cancer Screening Invoice for Vincere Cancer Center for Approval

Agenda Item Title

Cancer Screening Invoice for Approval

Submitted By

Fire Chief Mike Farber

Assistant Chief Richard Mooney

Background/Discussion

This invoice represents the cost of cancer screening during the months of October and November for 28 firefighters of various ranks. This cost is 90% covered by the FEMA grant that the District has been awarded for cancer screening.

The logistics of payment are that the District pays Vincere Physician's Group for the total invoice, and then requests reimbursement of 90% from FEMA.

Financial Impact(s)/Budget Line Item

100-10-61920-10: \$9,464.00 (10% of total invoice representing co-pay share of FEMA Grant)

Enclosure(s)

Vincere Physician's Group Invoice 0102020

SFMD Purchase Order 019711





VINCERE PHYSICIAN'S GROUP
7469 E MONTE CRISTO AVE, SCOTTSDALE, AZ
85260 | 480-306-5390
TAX ID: 82-2539609

INVOICE

INVOICE DATE: JANUARY 4, 2021
DATE DUE: Upon receiving invoice
INVOICE NO: 0102020

Superstition Fire District
565 N Idaho Rd
Gold Canyon, AZ 85118

APPROVED
[Signature]

PAYMENT METHOD

Please make check out to
Vincere Physician's Group
7469 E Monte Cristo Ave
Scottsdale, AZ 85260

ITEM	QTY	PRICE	TOTAL
October 28th			
Consult with Dr. Shukla	13	\$180	\$2,340
Consult with Dr. Bans	12	\$200	\$2,400
Derm Consult with Dr. Prichard	13	\$200	\$2,600
Low Dose Lung CT	10	\$400	\$4,000
Whole Body MRI	13	\$2,500	\$32,500
		Sub Total:	\$43,840
Nov 4th			
Consult with Dr. Shukla	15	\$180	\$2,700
Consult with Dr. Bans	9	\$200	\$1,800
Derm Consult with Dr. Prichard	14	\$200	\$2,800
Low Dose Lung CT	15	\$400	\$6,000
Whole Body MRI	15	\$2,500	\$37,500
		Sub Total:	\$50,800
		Subtotal	\$94,640
Questions? Email: drshukla@vincerecancer.com or call at O: (480) 306-5390		Payment on Account	-
		GRAND TOTAL	\$94,640



Superstition Fire & Medical District

Purchase Order

565 North Idaho Rd. Apache Junction, AZ 85119-4014
Phone: (480) 982-4440 Fax: (480) 982-0183



Date: January 06, 2021

TO: Vincere Physician's Group
PO Box 207429
Dallas, TX 75320-7529

Vendor ID: VIPHGR
Purchase Order #: 019711

Requisition #: 18,821

Ship To: Support Services
1455 E 18th Av
Apache Junction, AZ 85219

Buyer: FC
Created by: JDB
Created Date: 1/6/2021
Updated by: JDB
Updated Date: 1/6/2021

Page #: 1

Order Description: Cancer Screenings

Line	AJFD Product #	Description	GL Acct #	Quantity	Unit Price	Amount
1	NIL	Cancer Screenings / Oct 2020	100106192012	1.00	\$43,840.0000	\$43,840.00
2	NIL	Cancer Screenings / Nov 2020	100106192012	1.00	\$50,800.0000	\$50,800.00

Important Conditions

1. Invoice in Duplicate
2. If price(s) are higher than specified, do not ship, advise us.
3. Do not ship or render any service prior to specified date, unless noted.
4. Goods subject to our inspection on arrival, not withstanding prior payment to obtain cash discount.
5. Goods rejected due to inferior quality or workmanship will be returned to you with charge for transportation both ways, and are not to be replaced except upon receipt of replacement PO from us.
6. Orders not shipped on date specified may be cancelled by us.
7. If these conditions are not acceptable, please advise us on receipt of the orders and before you make any shipment.

TOTAL **\$94,640.00**

Purchasing Manager

Fire Chief

Appendix F

F. Special Board Meeting Minutes from December 3, 2020

Submitted By

Board Secretary Sherry Mueller

Background / Discussion

The board meeting minutes of the previous meeting(s) are provided for the BOD to approve. 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 Board and kept as the official public record.

Financial Impact/Budget Line Item

N/A

Enclosure(s)

December 28, 2020 Special Board Meeting Minutes





Superstition Fire & Medical District

Serving the Communities of Apache Junction and Gold Canyon since 1955

Phone | (480) 982-4440

Website | sfmd.az.gov

Special Board Meeting Minutes

December 3, 2020

PURSUANT TO A.R.S. §38.431.02, NOTICE IS HEREBY GIVEN TO THE GENERAL PUBLIC THAT THE SUPERSTITION FIRE & MEDICAL DISTRICT GOVERNING BOARD OF DIRECTORS HELD A MEETING ON MONDAY, DECEMBER 3, 2020. THE MEETING WAS HELD AT THE SUPERSTITION FIRE & MEDICAL DISTRICT'S ADMINISTRATION OFFICE, 565 N. IDAHO ROAD, APACHE JUNCTION, ARIZONA.

[THIS MEETING WAS OPEN TO THE GENERAL PUBLIC \(VIA CONFERENCE CALL\) AND BEGAN AT 4:00 P.M.](#)

A. Call to Order

Chairman House called the meeting to order at 4:00 p.m.

B. Pledge of Allegiance

The Pledge of Allegiance led by Clerk Chamberlain

C. Roll Call

Board Members in attendance were Chairman Todd House, Clerk Kathleen Chamberlain, Director Jeff Cross, Director Shawn Kurian, and Director Jason Moeller.

Senior Leadership Team in attendance were Fire Chief Mike Farber, Acting Assistant Chief Jeff Cranmer, and Administrative Services Director Anna Butel (acted as Board Secretary).

Legal Counsel William Whittington attended via conference call.

Upon advice from Legal Counsel William Whittington, the Board chose to postpone and reschedule this meeting. The new meeting date and time will be Monday, December 7, 2020, at 5:00 p.m.

All other agenda items were deferred.

5. Adjourn

Motion by Director Moeller to adjourn the meeting at 4:05 p.m.

Seconded by Director Cross

Vote 5 ayes, 0 nays, MOTION PASSED

Governing Board Approval:

Board Clerk Kathleen Chamberlain

Sherry Mueller

Appendix G

G. Disposition of Surplus Property – Computer Equipment

Submitted By

Anna Butel, Administrative Services Director
Lauren Daniel, Information Systems Coordinator

Background / Discussion

Computer equipment past its useful life has been inventoried for disposition.

Pending approval from the Board, these items will be sent to DMD Systems Recovery for asset disposition. DMD will pull hard drives and provide SFMD with certificates of data destruction.

DMD will evaluate the equipment and send a quote for purchase before stripping materials that can be recycled.

Financial Impact/Budget Line Item

Since DMD purchases the equipment following the data destruction, this item is usually savings positive.

- Data destruction (hard drives wipe) - \$15 each
- DMD purchase of equipment – approximately \$45 per computer

Enclosure(s)

List – Computer Equipment for Disposition (January 2021)



SFMD Computer Equipment for Disposition

January 2021

Asset Tag #	Asset Tag Year	Description
5125	2004	Philips 16" Monitor
5756	2007	Plotter - HP DesignJet 5500
5979	2008	MS Office Professional 2007
5980	2008	MS Office Professional 2007
5981	2008	MS Office Professional 2007
5988	2008	MS Office Professional 2007
6455	2011	HP Pro 3000 SFF
6532	2012	HP Pro 3400 Series MT
6548	2012	HP Pro 3400 Series MT
6549	2012	HP Pro 3400 Series MT
6670	2013	iPad
6929	2013-2015	HP Compaq Pro 4300 Small Form Factor
6931	2013-2015	HP ProDesk 400 G1 MT
6933	2013	HP Pro 3500 Series MT
6935	2013-2015	HP Pro 3500 Series MT
6938	2013-2015	HP Pro 3500 Series MT
6962	2014	HP ProDesk 400 G1 MT
6975	2014	HP EliteDesk 800 G1 TWR
7031	2015	HP Pro 3500 Series MT
7144		Panasonic Toughbook CF-C2 (EPCR)
7148		Panasonic Toughbook CF-C2 (EPCR)
7153		Panasonic Toughbook CF-C2 (EPCR)
7154		Panasonic Toughbook CF-C2 (EPCR)
7189	2016	iPad
7191	2016	iPad
n/a		Battery backup (x8)
n/a		Brother HL-5250 DN Printer
n/a		Cisco Wireless Access Points (x2, no asset tag)
n/a		Dell 20" Monitor
n/a		HP Compaq Pro 4300 Small Form Factor
n/a		HP Laserjet Pro 400 Color
n/a		iPad (x9)
n/a		Miscellaneous Hardware (keyboards, cables, speakers, docking stations, etc.)
n/a		MS Office Professional 2007 (11 copies)
n/a		MS Office Professional Edition 2003

Appendix H

H. Disposition of Surplus Property - Printer

Submitted By

Fire Chief Mike Farber
Assistant Chief Ochs

Background/Discussion

SFMD has a need to dispose of certain items to maintain adequate work and storage space around the Annex Property. The intent is to find a buyer or donate to Good Will.

This process is in line with the Disposition of Surplus Property Policy. Please see the items listed below;

Quantity	Item Description	Property Type	Amount for Listing
1	HP Designjet 5500	Asset # 2007/5756	Best Offer

Financial Impact/Budget Line Item

This item is out of date and parts to repair are no longer available.

Enclosure(s)



Appendix I

I. Disposition of Surplus Property – Fire Apparatus

Submitted By

Fire Chief Mike Farber
Assistant Chief Ochs

Background/Discussion

SFMD has a desire to dispose of an apparatus that has been destroyed by fire. In accordance with the District’s Procurement Policy, we are asking for the Board’s approval to dispose of this vehicle by having Harman’s Recycling remove it and pay the District \$500. This means of disposal is in place of using a public or private auction since this option was researched and found to not be possible.

Quantity	Item Description	Property Type	Amount for Listing
1	2000 American LaFrance Ladder Truck	Fire Apparatus	\$500.00

Financial Impact/Budget Line Item

Enclosure(s)

