

Superstition Fire and Medical District

# Board of Directors

October 21, 2015



Board Chairman Jeff Cross  
Board Clerk Gene Gehrt  
Board Director Todd House  
Board Director Charlie Fox  
Board Director Jason Moeller

## Superstition Fire & Medical District Governing Board Meeting Agenda

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### **PURSUANT TO A.R.S. §38.431.02**

Notice is hereby given to the general public that the Superstition Fire & Medical District Governing Board will hold a meeting on **Wednesday October 21, 2015**. 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.

### **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 September 2015 financial reports and bank reconciliations.  
**(BOD #2015-10-01)**
2. Recognition of employee performance, achievements, and special recognition for community members.  
**(BOD #2015-10-02)**
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 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 as listed below:  
**(BOD #2015-10-03)**
  - a) Board Meeting Minutes from September 16, 2015
  - b) Executive Session Board Meeting Minutes from September 16, 2015
  - c) Special Board Meeting Minutes from September 30, 2015
  - d) Grant Pass Through Agreement between the City of Apache Junction and the SFMD
5. Discussion and update on the lease/purchase agreement with the Apache Junction Unified School District (AJUSD) regarding Thunder Mountain Middle School. **(BOD #2015-10-04)**
6. Discussion and possible approval of changes to signature authority regarding the District's Wells Fargo bank accounts. **(BOD #2015-10-05)**
7. Discussion and possible approval of a new Pinal County Treasurer's bank (G/L) account for Transport Services activity and adoption of Resolution 2015-08: Establishment of New Fund – Ground Transport Fund. **(BOD #2015-10-06)**
8. Discussion and possible approval of the removal of accounts receivable on record in the District's general ledger due to significant aging and being deemed uncollectible. **(BOD #2015-10-07)**
9. Consideration and approval of assigned authorized and delegated authority to the District's Fire Chief and other members of Staff for the purpose of signing Medicare related documents and adoption of Resolution 2015-09. **(BOD #2015-10-08)**
10. Discussion and update concerning the Fire Chief Evaluation process and timeline. **(BOD #2015-10-09)**
11. Discussion and update of the CCU program and Rescue Operations implementation. **(BOD #2015-10-10)**
12. Chief's Report **(BOD #2015-10-11)**
13. Announcements **(BOD #2015-09-n/a)**
14. Adjourn **(BOD #2015-10-12)**



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 October 15, 2015

At: 1800 hours

By: Jasmin Jones

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 twenty-four hours before the board meeting.



## Governing Board Meeting – October 21, 2015

Agenda Item: 1

BOD#: 2015-10-01

### Agenda Item Title:

Review and approval of the September 2015 financial reports and bank reconciliations.

### Submitted By:

Fire Chief Paul Bourgeois

### 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.

### Financial Impact(s)/Budget Line Item:

N/A

### Enclosure(s):

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

### Recommended Motion:

*"Motion to approve the September 2015 financial reports and bank reconciliations."*



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**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 **September 2015**:

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

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Jeff Cross, Board Chairman

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Date



**Governing Board Meeting – October 21, 2015**

**Agenda Item: 2**

**BOD#: 2015-10-02**

**Agenda Item Title:**

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

**Submitted By:**

Fire Chief Paul Bourgeois

**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.

**October Service Anniversaries:**

<b>16 Years of Service</b>
Battalion Safety Officer / Medic <b>Jeremy Rocha</b>
Fire Captain / Medic <b>Craig Horvath</b>
Firefighter / Medic <b>Dave Pohlmann</b>
<b>8 Years of Service</b>
Firefighter / Medic <b>Sammy Ramirez</b>
Firefighter / Medic <b>John Walka</b>
Firefighter <b>Chris Robson</b>
<b>1 Year of Service</b>
Firefighter <b>Jason Chapman</b>
Firefighter <b>Sean Matuszewski</b>
Firefighter <b>Jay Nelson</b>
Firefighter <b>Casey Schreiner</b>
Firefighter <b>Josiah Stiglitz</b>
Firefighter <b>Andrew Tryon</b>
Firefighter <b>Colt Weddell</b>
Firefighter <b>Travis Yates</b>



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**Governing Board Meeting – October 21, 2015**

**Agenda Item: 3**

**BOD#: 2015-10-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



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**Governing Board Meeting – October 21, 2015**

**Agenda Item: 4**

**BOD#: 2015-10-03**

**Agenda Item Title:**

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

- a) Board Meeting Minutes from September 16, 2015 – **Appendix A**
- b) Executive Session Board Meeting Minutes from September 16, 2015 – **Appendix B**
- c) Special Board Meeting Minutes from September 30, 2015 – **Appendix C**
- d) Grant Pass Through Agreement between the City of Apache Junction and SFMD – **Appendix D**

**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 October 21, 2015.”*



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**Go to Appendices**

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**Governing Board Meeting – October 21, 2015**

**Agenda Item: 5**

**BOD#: 2015-10-04**

**Agenda Item Title:**

Discussion and update on the lease/purchase agreement with the Apache Junction Unified School District (AJUSD) regarding Thunder Mountain Middle School.

**Submitted By:**

Fire Chief Paul Bourgeois

**Background/Discussion:**

An update of the current status of the Lease/Purchase Agreement with AJUSD:

- Purchase will include the structures only, The property is owned by BLM and will need to be Leased to the District once we take possession of the facility.
- Our approach is to purchase the facility over a 20 year period.
- Accepting the structure “as is” or requiring AJUSD to bring all components to “working order” is still being negotiated.
- Donna Aversa is working to review and finalize the Lease / Purchase document. Staff will present all findings to the BOD before bringing it to the AJUSD Board.

**Financial Impact:**

N/A

**Enclosure(s):**

N/A

**Recommended Motion:**

N/A



**Go to Item 6**

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## Governing Board Meeting – October 21, 2015

Agenda Item: 6

BOD#: 2015-10-05

### Agenda Item Title:

Discussion and possible approval of changes to signature authority regarding the District's Wells Fargo bank accounts.

### Submitted By:

Fire Chief Paul Bourgeois

### Background/Discussion:

Due to Mr. Moeller joining the District's Governing Board, and the need to open a new Transport Lockbox account to receive check payments and correspondence related to the District's upcoming ground transport activity, the signature cards at the District's Wells Fargo bank accounts must be updated to reflect the changes.

- A. Authorization Certificate.
  - a. Need new signature specimens for all Board members and Finance Director.
  - b. Need signature acknowledgment by Chairman Cross.
  
- B. Transport Lockbox Account.
  - a. Need new signature specimens for all Board members and Finance Director.
  - b. Need signature acknowledgment by Chairman Cross.
  
- C. Payroll Clearing Account.
  - a. Need signature specimen for Mr. Moeller.
  - b. Authorize removal of Ms. Cobb.
  - c. Need signature acknowledgment by Chairman Cross.
  
- D. Electronic Payments Account.
  - a. Need signature specimens for Board members Cross, Moeller, Fox and House.
  - b. Need signature acknowledgment by Chairman Cross.

The addition of Roger Wood, Finance Director, is for emergency for emergency check signing purposes.

### Staff Recommendation:

Staff recommends approval of the changes on the Wells Fargo signature card.

### Financial Impact:

N/A

### Enclosure(s):

Available at Board Meeting

### Recommended Motion:

*"Motion to approve the changes to the authorized signatories on the District's Wells Fargo bank accounts including adding Director Jason Moeller, removing former Director Barbara Cobb, and adding Finance Director Roger Wood for emergency check signing purposes."*



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**Governing Board Meeting – October 21, 2015**

**Agenda Item: 7**

**BOD#: 2015-10-06**

**Agenda Item Title:**

Discussion and possible approval of a new Pinal County Treasurer's bank (G/L) account for Transport Services activity and adoption of Resolution 2015-08: Establishing of New Fund – Ground Transport Fund.

**Submitted By:**

Fire Chief Paul Bourgeois

**Background/Discussion:**

To support the Transport Services operations, Staff is recommending that a new Pinal County Treasurer's Office ("PCT") bank account be established.

This will allow the segregation of Transport Services revenues and expense in a stand-alone bank account which will provide greater transparency of monthly and fiscal year results.

**A Board Resolution is required by PCT to facilitate the opening of the new bank (G/L) account.**

**Staff Recommendation:**

Staff recommends approval of the establishment of a new GL account with Pinal County and adoption of Resolution 2015-08

**Financial Impact:**

N/A

**Enclosure(s):**

PCT New G/L Account Set-up Special District Form – Provided at Meeting  
Resolution 2015-08: Establishing of New Fund – Ground Transport Fund

**Recommended Motion:**

*"Motion to approve a new Pinal County Treasurer's Office bank account for Transport Services activity and adoption of Resolution 2015-08 to establish the account."*



**Go to Item 8**

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**RESOLUTION 2015-08**  
**Superstition Fire and Medical District Medical**  
**ESTABLISHMENT OF NEW FUND – GROUND TRANSPORT FUND**

**A RESOLUTION OF THE CHAIRMAN AND GOVERNING BOARD OF DIRECTORS OF THE SUPERSTITION FIRE AND MEDICAL DISTRICT, DIRECTING PINAL COUNTY TREASURER, DOLORES “DODIE” J. DOOLITTLE, TO ESTABLISH A NEW FUND ACCOUNT TITLED GROUND TRANSPORT FUND.**

WITH THE FOLLOWING STIPULATIONS AND PROCEDURES:

**WHEREAS**, the Board acknowledges the necessity and long-term fiscal responsibility to establish transparency to operate ground transportation services; and

**WHEREAS**, in accordance with Arizona Revised Statutes and Pinal County, to establish a new fund titled Ground Transport; with the Pinal County Treasurer,

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF DIRECTORS OF THE SUPERSTITION FIRE AND MEDICAL DISTRICT AS FOLLOWS:

That the Superstition Fire & Medical District is establishing a new fund with the Pinal County Treasurer titled Ground Transport, Fund 150.

PASSED AND ADOPTED THIS TWENTY FIRST DAY OF OCTOBER 2015, BY THE CHAIRMAN AND GOVERNING BOARD OF DIRECTORS OF THE SUPERSTITION FIRE AND MEDICAL DISTRICT.

\_\_\_\_\_  
*Jeff Cross, Board Chairman*

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*Gene Gehrt, Board Clerk*

\_\_\_\_\_  
*Jason Moeller, Board Director*

\_\_\_\_\_  
*Charlie Fox, Board Director*

\_\_\_\_\_  
*Todd House, Board Director*

**Governing Board Meeting – October 21, 2015**

**Agenda Item: 8**

**BOD#: 2015-10-07**

**Agenda Item Title:**

Discussion and possible approval of the removal of accounts receivable on record in the District's general ledger due to significant aging and being deemed uncollectible.

**Submitted By:**

Fire Chief Paul Bourgeois

**Background/Discussion:**

All reasonable collection efforts have been exhausted related to the following accounts receivable balances related to business permits:

- \$91.07                      January 4, 2010
- \$38.45                      July 1, 2012
- \$43.18                      October 1, 2012
- \$132.54                     August 21, 2014

While uncollectible accounts may be written off the District's financial records and are no longer recognized as collectible receivables for financial reporting purposes, the legal obligation to pay the debt remains valid until collected or the statute of limitations expires.

The District will recognize the income should these receivables be paid in future months.

**Staff Recommendation:**

Staff recommends removing the above items from the GL.

**Financial Impact:**

\$305.24 / Acct 100-10-45900-10 Misc. Income (Loss)

**Enclosure(s):**

N/A

**Recommended Motion:**

*"Motion to approve the write-off of four (4) account receivable balances totaling \$305.24 from the District's general ledger."*



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**Governing Board Meeting – October 21, 2015**

**Agenda Item: 9**

**BOD#: 2015-10-08**

**Agenda Item Title:**

Consideration and approval of assigned authorized and delegated authority to the District's Fire Chief and other members of Staff for the purpose of signing Medicare related documents 2016 and adoption of Resolution 2015-09: Recognizing Authorized Signatures for Medicare.

**Submitted By:**

Fire Chief Paul Bourgeois

**Background/Discussion:**

To facilitate the District's Medicare application, the Governing Board must officially designate an authorized individual and delegated individuals who have the authority to act on behalf of the District in matters between Medicare and the District.

Staff is recommending the following:

Authorized Individual: Paul Bourgeois, Fire Chief \*\*

Delegated Individuals: Mike Farber, Assistant Chief  
Roger Wood, Finance Director

\*\*The Fire Chief is the mandatory Authorized Individual for a fire district.

**Staff Recommendation:**

Staff recommends approval of the authorized and delegated signers and adoption of Resolution 2015-09.

**Financial Impact:**

N/A

**Enclosure(s):**

Resolution 2015-09: Recognizing Authorized Signatures for Medicare

**Recommended Motion:**

*"Motion to authorize Fire Chief Paul Bourgeois as the Authorized Individual, as well as Assistant Chief Mike Farber and Finance Director Roger Wood the delegated individuals for the District in all matters related to the District's Medicare application and on-going matters and to adopt Resolution 2015-09: Recognizing Authorized Signatures for Medicare."*



**Go to Item 10**

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**RESOLUTION 2015-09**  
**Superstition Fire and Medical District Medical**  
**RECOGNIZING AUTHORIZED SIGNATURES FOR MEDICARE**

**A RESOLUTION OF THE CHAIRMAN AND GOVERNING BOARD OF DIRECTORS OF THE SUPERSTITION FIRE AND MEDICAL DISTRICT, RECOGNIZING AUTHORIZED SIGNATURES FOR MEDICARE.**

**WHEREAS**, the Board acknowledges the importance of having authorized signers to facilitate the District's Medicare application; and

**WHEREAS**, the individuals will have the authority to act on behalf of the District in matters between Medicare and the District;

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF DIRECTORS OF THE SUPERSTITION FIRE AND MEDICAL DISTRICT AS FOLLOWS:**

That the Superstition Fire & Medical District Board of Directors gives authority to Fire Chief Paul Bourgeois to be the Authorized Individual in all dealings with Medicare and Assistant Chief Mike Farber and Finance Director Roger Wood be Delegated Individuals in his absence.

PASSED AND ADOPTED THIS TWENTY FIRST DAY OF OCTOBER 2015, BY THE CHAIRMAN AND GOVERNING BOARD OF DIRECTORS OF THE SUPERSTITION FIRE AND MEDICAL DISTRICT.

\_\_\_\_\_  
*Jeff Cross, Board Chairman*

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*Gene Gehrt, Board Clerk*

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*Jason Moeller, Board Director*

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*Charlie Fox, Board Director*

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*Todd House, Board Director*

**Governing Board Meeting – October 21, 2015**

**Agenda Item: 10**

**BOD#: 2015-10-09**

**Agenda Item Title:**

Discussion and update concerning the Fire Chief Evaluation process and timeline.

**Submitted By:**

Fire Chief Paul Bourgeois

**Background/Discussion:**

Human Resources Generalist Donny Le, in the absence of Donna Aversa, will give a brief update on the Fire Chief Evaluation process and timeline.

**Staff Recommendation:**

N/A

**Financial Impact:**

N/A

**Enclosure(s):**

N/A

**Recommended Motion:**

N/A



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**Governing Board Meeting – October 21, 2015**

**Agenda Item: 11**

**BOD#: 2015-10-10**

**Agenda Item Title:**

Discussion and update of the CCU program and Rescue Operations implementation.

**Submitted By:**

Fire Chief Paul Bourgeois

**Background/Discussion:**

Assistant Chief Jerome Schirmer or his designee will give an update on both the CCU program and the Rescue Operations implementation planning process.

**Financial Impact:**

N/A

**Enclosure(s):**

N/A

**Recommended Motion:**

N/A



**Go to Item 12**

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**Governing Board Meeting – October 21, 2015**

**Agenda Item: 12**

**BOD#: 2015-10-11**

**Agenda Item Title:**

Chief's Report

**Background / Discussion:**

This item is for the fire chief 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.

- Statistical Reports for September 2015

**Governing Board Meeting – October 21, 2015**

**Agenda Item: 13**

**BOD#: 2015-10-n/a**

**Agenda Item Title:**

Announcements

**Background / Discussion:**

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

**Governing Board Meeting – October 21, 2015**

**Agenda Item: 14**

**BOD#: 2015-10-12**

**Agenda Item Title:**

Adjournment

**Recommended Motion:**

*"Motion to adjourn the board meeting."*

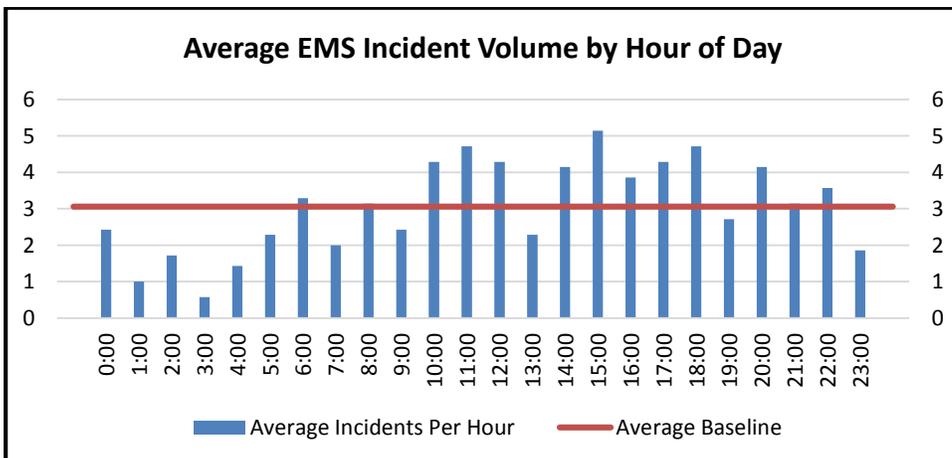
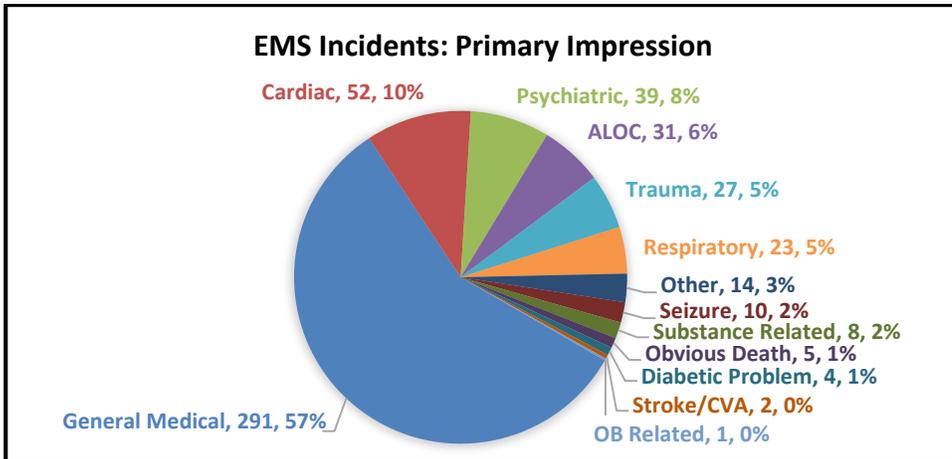
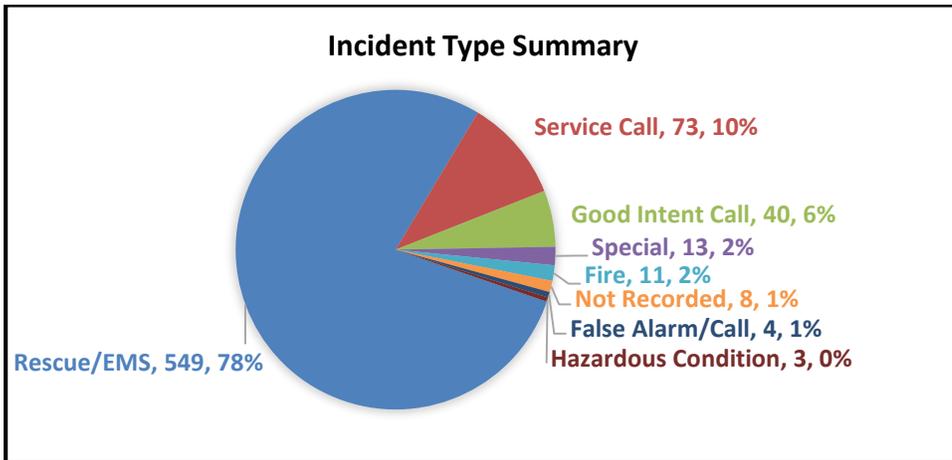


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# Superstition Fire & Medical District September 2015 - Monthly Report

Average Travel Time				
	Metro	Urban	Suburban	Rural
Travel Time Goal	5:12	5:12	6:30	13:00
Average Travel Time by Population Density	4:33	5:07	5:03	5:14
Average Travel Time District Wide	4:48			

Dispatches by Unit		
Unit	Dispatches	Fiscal YTD
B261	15	53
E261	225	697
E262	81	246
L263	266	823
L264	82	241
E265	41	102
CCU263	103	314
TRV263	0	2
U262	2	9
BR262	4	10
BR263	1	6
BR265	3	12
RH264	2	14



### Population Density Definitions

<b>Metropolitan</b>
An area with a population density of 3,000 or more people per square mile. <b>15%</b>
<b>Urban</b>
An area with a population density of 2,000-2,999 people per square mile. <b>8%</b>
<b>Suburban</b>
An area with a population density of 1,000-1,999 people per square mile. <b>10%</b>
<b>Rural</b>
An area with a population density of 0-1,000 people per square mile. <b>67%</b>

# Superstition Fire & Medical District September 2015 - Operational Report

## Community Services & Activities

Description	Sep 2015	Fiscal YTD
Blood Pressure Check Events	9	23
Car Seats Installed/Placed	6	23
CCR Demonstrations	4	11
CCR Demo Students	47	16
Community Events/Festivals	6	9
Community PSAs Produced	0	2
CPR & 1st Aid Classes	1	4
CPR & 1st Aid Students	5	20
CPR & AED Classes	5	17
CPR & AED Students	32	73
Fire Investigations	0	3
Fire Station Tours	1	2
Inspections - Business	15	34
Inspections - Specialty/Complaint	10	36
Juvenile Fire Setter Program	0	2
Neighborhood Canvass - Post-Drowning	0	0
Neighborhood Canvass - Post-Fire	0	1
Plan Reviews	16	40
Safety Classes - Fire & Water	1	7
School - Fire Drills	3	3
School - Pub Ed Classes	0	0
Smoke Alarms Placed	8	25

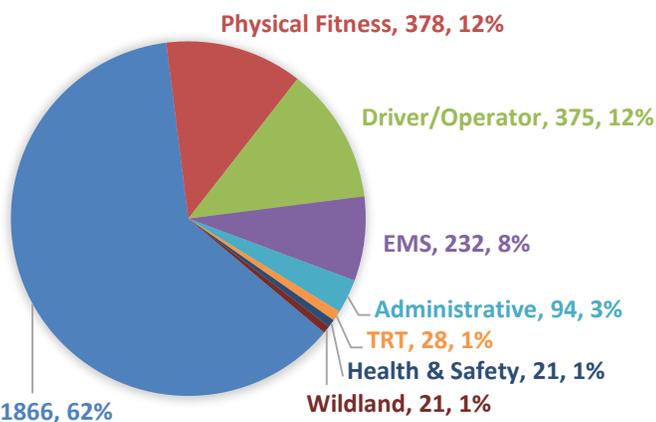
## Injury Report

	Sep 2015	Fiscal YTD
Injuries	0	3
Exposures	0	0
Sharps	0	0



Assistant Chief Mike Farber and SFMD crews execute a Tender Shuttle in preparation for SFMD's upcoming ISO review.

## TRAINING HOURS CATEGORIES



SFMD and the City of Apache Junction Parks and Recreation Dept. put on a hiking safety event at Silly Mountain. Special thanks to our own Technical Rescue Team for helping to plan and execute this great event. (from left: SFMD Volunteer Jane Gehrt and Fire & Life Safety Educator Tina Gerola)

## Appendix A

### a) Board Meeting Minutes from September 16, 2015

**Submitted By:**

Fire Chief Paul Bourgeois

**Background / Discussion:**

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

**Financial Impact/Budget Line Item:**

N/A

**Staff Recommendation:**

Staff recommends approval of September 16, 2015 board meeting minutes.

**Enclosure(s):**

September 16, 2015 Board Meeting Minutes



**Go to Appendix B**

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**Governing Board Meeting Minutes  
 September 16, 2015**

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, SEPTEMBER 16, 2015. 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 AND BEGAN AT 5:30 P.M.

- A. Chairman Cross called the meeting to order at 5:31 p.m.
- B. The Pledge of Allegiance was led by Director House
- C. Roll Call showed Chairman Jeff Cross, Clerk Gene Gehrt, Director Todd House, Director Charlie Fox, and Director Jason Moeller as present.

Senior Leadership in attendance: Fire Chief Paul Bourgeois, Assistant Chief Jerome Schirmer, Assistant Chief Dave Montgomery, Assistant Chief Mike Farber, Finance Director Roger Wood, and Battalion Chief Jeff Cranmer were present.

Legal Counsel Donna Aversa and Executive Assistant acting as Board Secretary Jasmin Jones were also present for the meeting.

**Item 1:** *Review and approval of the August 2015 financial reports and bank reconciliations. (BOD #2015-09-01)*

Finance Director Roger Wood, explained to the Board of Directors (BOD), that because of the integration of the Tyler Software, the Financial Reports were not complete. He explained to the BOD that we would hold a Special Board Meeting to approve the Financials Statements on or before September 30, 2015.

**Item 2:** *Recognition of employee performance, achievements and special recognition for community members. (BOD #2015-09-02)*

Fire Chief Paul Bourgeois presented the September Milestone Award

Assistant Chief Mike Farber	30 Years
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Fire Chief Bourgeois presented the following September Service Awards

Fire Engineer John Taylor	15 Years
Fire Captain / Paramedic Ruben Briones	10 Years
Fire Engineer / Paramedic Tanner Fox	10 Years
Fire Engineer Rob McMinn	10 Years
Firefighter / Paramedic Randy VandeKrol	10 Years

Chairman Cross read the list of the following September Service Anniversaries

Assistant Chief Dave Montgomery	24 Years
Division Chief Richard Ochs	24 Years
Fire Captain / Paramedic Mike Paul	23 Years

Battalion Chief / Paramedic Richard Mooney	17 Years
Fire Engineer Kevin Johnston	17 Years
Fire Engineer Jose Sepulveda	17 Years
Firefighter Nat Erickson	17 Years
Fire Captain / Paramedic Craig Halver	13 Years
Fire Engineer / Paramedic Jim Crowley	13 Years
Fire Engineer Aaron McDonald	13 Years
Fire Captain / Paramedic Mike Ament	9 Years
Firefighter / Paramedic Ken Simkins	9 Years
Firefighter / Paramedic Eric Ellsworth	9 Years
Firefighter / Paramedic Dustin Farber	9 Years

Fire Chief Paul Bourgeois recognized Fire & Life Safety Educator Tina Gerola for being awarded the Fire & Burn Educator of the Year for the State of Arizona.

**Item 3:** *Call to the Public. (BOD #2015-09-n/a)*  
None

**Item 4:** *Consideration and possible approval of all consent agenda items listed below: (BOD #2015-09-03)*

- a) *Board Meeting Minutes from August 19, 2015*
- b) *Special Board Meeting Minutes from August 31, 2015*
- c) *Purchase of a 5 new Motorola APX700E Dual Band Portable Radios*

**Motion** by Director House to approve consent agenda items for September 16, 2015. Seconded by Director Fox.

**Vote** 5 ayes, 0 nays. Motion passed.

**Item 5:** *Discussion and possible action to adopt Resolution 2015-05: Using the Compliance Engine, an internet based solution for the tracking and enforcement of special systems inspections. (BOD #2015-09-04)*

Assistant Chief Dave Montgomery explained to the BOD that the Fire Prevention Bureau was tasked, through the adoption of the International Fire Code and other National Standards and Guidelines such as NFPA codes, to inspect special fire protection systems, including but not limited to, fire sprinkler systems, fire alarm systems, kitchen hood systems, and fire pump systems just to name a few.

The Compliance Engine is a simple, internet based tool for Fire Prevention Bureaus to track and drive code compliance, reduce false alarm activity, and provide a safer community. It provides a secure cloud environment in which third-party contractors that inspect, test, and maintain fire protections systems, can submit their reports via Brycer's web portal direct to the Authority Having Jurisdiction, facilitating a more efficient review, tracking, and follow-up process with occupants to correct deficiencies and maintain systems.

Brycer also provides a proactive service, in addition to the web-based technology, that includes hard and soft copy notifications to help increase testing and maintenance activity in a given jurisdiction. The end result is a comprehensive and accurate aggregation of data around which buildings have what types of systems, when they were last tested, and if there are any open deficiencies that could jeopardize their successful deployment in the event of an incident.

With The Compliance Engine, our SFMD Fire Prevention Division will be better equipped to do more with less in our mission to achieve 100% code compliance for all special systems within our jurisdiction.

**Motion** by Clerk Gehrt to adopt Resolution 2015-05, For the Purpose of Using 'The Compliance Engine' for the tracking and enforcement for special systems inspections. Seconded by Director House.

**Vote** 5 ayes, 0 nays. Motion passed.

**Item 6:** *Discussion and possible adoption of Resolution 2015-06: Adopting the 2015 Edition of the International Fire Code, through an ordinance process before January 1, 2016. (BOD #2015-09-05)*

Assistant Chief Dave Montgomery stated the Fire Prevention Bureau is beginning to prepare a comprehensive review of the 2015 International Fire Code (IFC), as part of the planning for this requested adoption, the SFMD Resolution 2015-06 needs to be approved. Normally, all components of the adoption process would come forward at one time, however, because of the unique opportunity to enhance our position in the upcoming ISO testing and grading process, it was determined that the timing of a resolution intending to adopt the newer version of the IFC should happen immediately with the ordinance to follow before January 1, 2016.

Chief Montgomery went on to explain that SFMD currently follows the IFC 2006 edition, adopted in early January 2007 with amendments. Prior to this we utilized the 1997 and 1991 Uniform Fire Codes. Intergovernmental Agreements with the City and County allow us to enforce the fire code within the jurisdictional boundaries of the fire district. The City of Apache Junction is preparing to adopt the 2015 Edition of the International Code Series which includes the 2015 IFC. Our district has always maintained an unofficial policy of adopting the same code and edition that the City of Apache Junction has adopted.

The 2015 IFC provides new provisions and changes that directly benefit the community and the health and safety of firefighters. Builders can now benefit in several ways by voluntarily adding automatic fire sprinkler systems and other fire and life safety systems into building designs. The new code also benefits firefighters through requirements for 'Air Replenishment Systems' in certain commercial buildings.

It has always been the primary objective of our organization to maintain the highest possible standards of fire and life safety for citizens we serve. The adoption of this new code with local amendments will continue that legacy and provide a modern, up-to-date fire code that addresses all hazards to life and property using both prescriptive and performance-based design provisions.

Chief Montgomery answered general questions from the members of the board regarding the 2015 IFC.

**Motion** by Director House to adopt Resolution 2015-06 Adopting the 2015 Edition of the International Fire Code, through an ordinance before January 1, 2016. Seconded by Chairman Cross.

**Vote** 5 ayes, 0 nays. Motion passed.

**Item 7:** *Consideration and approval of a capital lease from PNC Equipment Finance, LLC (formerly known as Oshkosh Capital) to finance the purchase of the 2016 Pierce Quantum Pumper ("Pumper") authorized by the Board at the August 19, 2015 Board Meeting and adoption of Resolution 2015-07. (BOD #2015-09-06)*

Finance Director Roger Wood explained that at the August 19, 2015 Board Meeting, the Governing Board authorized Staff to purchase a 2016 Pierce Quantum Pumper at a price not to exceed \$736,047.11. The total bid price reflects \$56,322.00 in discounts.

Staff has negotiated a 10-year / 3.50% / \$1.00 buy-out capital lease with PNC Equipment Finance, LLC to finance the purchase of the Pumper. The annual payment for the lease is \$86,098.48, with the first payment due September 21, 2016.

**Motion** by Clerk Gehrt to approve the financing of the purchase of the 2016 Pierce Quantum Pumper through the negotiated 10-year Capital Lease Schedule Number 192659000 from PNC Equipment Finance, LLC and adoption of Resolution 2015-07. Seconded by Director House.

**Vote** 5 ayes, 0 nays. Motion passed.

**Item 8:** *Consideration and approval of a contract between Superstition Fire & Medical District and Advanced Data Processing, Inc., DBA Intermedix to provide Ambulance Billing Professional Services for the District's upcoming emergency ground transport services. (BOD #2015-09-07)*

Fire Chief Paul Bourgeois explained to the board to support the launch of the district's emergency ground transport services projected to begin on January 1, 2016, staff has evaluated numerous EMS billing service alternatives to identify the best cost/quality/service solution, including an inter-district alternative with North County Fire & Medical District. After extensive analysis and research, staff has determined that Intermedix will provide the best solution for the district.

SFMD is leveraging an existing contract with the City of Yuma and Intermedix to receive the most favorable terms and conditions in the industry. Chief Bourgeois explained that other fire agencies and cities including Northwest, Surprise, and Mesa have all recently exercised the same ability to leverage the City of Yuma / Intermedix contract. He went over the following factors staff is relying on:

- The District Procurement Policy, Section 3 – Waiver of Competition which allow for the waiver of competition if an existing Government, State Contract and Inter-Governmental Agency Agreement exists.
- The City of Yuma's Contract with Intermedix – Section 7.0 which states “ In addition to the City of Yuma and the approval of the contracted vendor, this Agreement may be extended for use by other municipalities, school districts and governmental agencies of the state. Any such usage by other entities must be in accordance with the City Code, Charter and/or procurement rules and regulations of the respective governmental entity.”

This item was budgeted for in the FY 15/16 budget within the 150 Transport Services Fund. The District budget and ARCR application both assumed a billing cost of 7.0%, the agreement is 1.3% less which will result in a cost savings for the district over the next 5 years.

**Motion** by Director House to approve the contract between the District and Advanced Data Processing, Inc. DBA Intermedix for the provision of Ambulance Billing Professional Services. Seconded by Director Fox.

**Vote** 5 ayes, 0 nays. Motion passed.

**Item 9:** *Discussion and possible action concerning the Fire Chief Evaluation Template and Timeline. (BOD #2015-09-08)*

Donna Aversa explained to the board that November 2015 marks the yearly fire chief evaluation process. During the 2014 evaluation process the board simplified the process and approved the Fire Chief Evaluation Policy. The board all agreed the internal evaluators will be the Senior Leadership Team (Schirmer, Montgomery, Farber, and Wood). The External Community Partners are Dr. Wilson from AJUSD, Chief Tom Kelly from AJPD, and Mr. Powell from the City of Apache Junction.

**Motion** by Director House to direct staff to distribute the template of the Fire Chief Evaluation to the Board and to the internal and external community partners. Seconded by Director Moeller.

**Vote** 5 ayes, 0 nays. Motion passed.

**Item 10:** *Presentation and possible discussion of the FY 2014/2015 Annual Report. (BOD #2015-09-09)*

Fire Chief Paul Bourgeois presented the FY 2014/2015 Annual Report as a part of Item 9 for his evaluation process. There was a brief discussion regarding the district's accomplishments.

**Item 11:** *Discussion and possible action of the proposed updated SFMD Governing Board By-Laws. (BOD #2015-09-10)*

This item was brought to the board by the request of Clerk Gene Gehrt at the August 19, 2015 Board Meeting. The following changes were made:

- Name Change
- Board Member's Names
- URL links added for items pertaining to ARS
- Updated to show approved 2015 Fire Code
- Statutory Board & Fire Chief Training
- Board Member attendance regulations
- Formatting

**Motion** by Director House to approve and adopt the updated SFMD Governing Board By-Laws, Version 2, as presented. Seconded by Director Fox.

**Vote** 5 ayes, 0 nays. Motion passed.

**Item 12:** *Executive Session pursuant to ARS §38-731.03(A)(4) for discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation. (BOD #2015-09-11)*

**Motion** by Director House at 6:33 pm to go into Executive Session pursuant to ARS §38-731.03(A)(4) for discussion or consultation with the attorney of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid or resolve litigation. Seconded by Director Moeller.

**Vote** 5 ayes, 0 nays. Motion passed.

**Regular Session reconvened at 7:10 pm, Chairman Cross reminded those in attendance of Executive Session that all items discussed are confidential.**

**Item 13:** *Presentation, discussion, and possible action regarding status conversion to Tyler Integrated Software System and alternatives. (BOD #2015-09-12)*

Fire Chief Paul Bourgeois discussed the issues and shortcomings with the Tyler Integration Software System. The product that was sold to our District is not what the software package delivers.

The Board of Directors directed Attorney Donna Aversa to pen a notice of breach of contract / termination letter to Tyler Technologies as soon as possible. Ms. Aversa reminded the BOD after the letter is sent, any agreement would then come before the board for final approval.

**Motion** by Director Moeller to direct the attorney and the staff to initiate the process to terminate the contract with Tyler Technologies. Seconded by Clerk Gehrt.

**Vote** 5 ayes, 0 nays. Motion passed.

**Item 14:** *Discussion and update of the CCU program and Rescue Operations implementation. (BOD #2015-09-13)*

Assistant Chief Jerome Schirmer gave a brief update on the hiring process for the Rescue Operations implementation. The BOD directed Staff to bring an update regarding the savings the CCU program has provided so far.

**Item 15:** *Chief's Report. (BOD# 2015-09-14)*

➤ **Dates to Remember**

- Silly Mountain Trail Walk – 9/26/15
- Fire Prevention Festival – 10/4/15

➤ **Patriot's Day**

- Staff was invited to the Adult Center for lunch, dancing, and cake
- Staff was also invited to Avalon Elementary School for their annual remembrance assembly

➤ **SFMD Volunteer Program**

- Administration – Customer Service Volunteers – Launched 9/8/15
- Special Events Volunteers
- Support Services

**Item 16:** *Announcements (BOD# 2015-09-n/a)*

N/A

**Item 17:** *Adjourn (BOD# 2015-09-15)*

**Motion** by Director House at 7:31 p.m. to adjourn the meeting. Seconded by Director Fox.

**Vote** 5 ayes, 0 nays. Motion passed.

**Governing Board Approval:**

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Gene Gehrt, Board Clerk

*Jasmin Jones*

## Appendix B

### b) Executive Session Board Meeting Minutes from September 16, 2015

**Submitted By:**

Fire Chief Paul Bourgeois

**Background / Discussion:**

The special board meeting minutes of the previous special board meeting are provided for the 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 Board and kept as the official public record.

**Financial Impact/Budget Line Item:**

N/A

**Staff Recommendation:**

Staff recommends approval of September 16, 2015 executive session board meeting minutes.

**Enclosure(s):**

Confidential Minutes to be provided at the board meeting.



**Go to Appendix C**

**Go to Agenda**

## Appendix C

### c) Special Board Meeting Minutes from September 30, 2015

**Submitted By:**

Fire Chief Paul Bourgeois

**Background / Discussion:**

The special board meeting minutes of the previous special board meeting are provided for the 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 Board and kept as the official public record.

**Financial Impact/Budget Line Item:**

N/A

**Staff Recommendation:**

Staff recommends approval of September 30, 2015 special board meeting minutes.

**Enclosure(s):**

September 30, 2015 Special Board Meeting Minutes



**Go to Appendix D**

**Go to Agenda**

## Appendix D

### d) Grant Pass Through Agreement between the City of Apache Junction and the SFMD

**Submitted By:**

Fire Chief Paul Bourgeois

**Background / Discussion:**

This item comes before the governing board for the purpose of transferring monies via a pass through agreement with the City of Apache Junction.

Per ARS the Gila River Indian Community can only release funds to municipalities and other designated entities. Because fire districts are excluded from this list the City of Apache Junction can accept the funding on our behalf, and then pass it to the SFMD. This agreement allows the City of Apache Junction and SFMD to complete the final step in this process.

**Financial Impact/Budget Line Item:**

\$200,539.35 Revenue for the procurement of one (1) ambulance / 200-10-10200-10

**Staff Recommendation:**

Staff recommends approval of the grant pass through agreement

**Enclosure(s):**

Grant Pass Through Agreement



**Go to Item 5**

**Go to Agenda**

When recorded return to:  
Richard Joel Stern, Esq.  
Apache Junction City Attorney  
300 East Superstition Blvd.  
Apache Junction, AZ 85119

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**GRANT PASS THROUGH AGREEMENT BETWEEN THE CITY OF APACHE  
JUNCTION AND SUPERSTITION FIRE AND MEDICAL DISTRICT**

THIS GRANT PASS THROUGH AGREEMENT (the "Agreement") is made as of the \_\_\_\_ day of \_\_\_\_\_ 2015, ("Execution Date") by and between CITY OF APACHE JUNCTION, ARIZONA, an Arizona municipal corporation ("City") and Superstition Fire and Medical District, a special taxing district ("SFMD"). City and SFMD are sometimes referred to herein collectively as the "Parties," or individually as a "Party."

**RECITALS**

A. SFMD is a special taxing district which provides fire and medical services for Apache Junction residents.

B. SFMD desires to utilize Gila River Indian Community ("GRIC") funds for the purchase of an ambulance to be used in Apache Junction.

C. GRIC desires to convey to City a portion of its annual 12% local revenue-sharing contribution required to be paid to local governments for the benefit of the general public in accordance with the Tribal-State Gaming Compact executed by and between GRIC and the State of Arizona in 2003, and pursuant to A.R.S. § 5-601.02, for disbursement by City to SFMD.

D. City desires to disburse the aforementioned contribution to the SFMD and to set forth the mutual understandings between City and SFMD.

E. There is a need for mutual cooperation for a pass through of grant funds from GRIC to City and ultimately to SFMD.

F. Mutual cooperation would result in SFMD's obtaining assistance from City, which translates to public savings.

G. The Parties have mutual interests in this project and wish to enter into this Agreement with certain terms and conditions.

**AGREEMENT**

NOW, THEREFORE, in consideration of the foregoing Recitals and the mutual promises and covenants set forth herein, and for other consideration,

the receipt and adequacy of which is hereby acknowledged, the Parties agree as follows:

1. **Accuracy of the Recitals.** The Parties hereby confirm the accuracy of the Recitals set forth above, which are incorporated herein by this reference.

2. **Purpose.** The purpose of this Agreement is to set forth the rights and responsibilities of the Parties with respect to the acceptance and distribution of the contribution to SFMD.

3. **Term.** The Term of this Agreement is one calendar year from the Execution Date.

4. **City's Obligations.** City agrees to do all of the following:

a. Disburse the aforementioned GRIC contribution to SFMD.

b. Review copies of all reports and documents sent to GRIC by SFMD related to funded project.

5. **SFMD's Obligations.** SFMD agrees to do all of the following:

a. Hold harmless the City of Apache Junction and its agents for any acts or omissions by City, its elected officials, appointees, and employees.

b. Provide to the City of Apache Junction a copy of all reports and documents sent to GRIC related to funded project no later than 30 days after their submission to GRIC.

6. **Funding Schedule.** GRIC shall deliver a one-time payment of \$200,539.35 to the City for disbursement to SFMD for the provision of purchasing an ambulance. The purpose of the contribution is to provide City residents with ambulatory services.

7. **Indemnification.** SFMD shall defend, indemnify and hold harmless City, its elected and appointed officers, officials, agents, and employees from and against any and all liability including but not limited to demands, claims, actions, fees, costs and expenses, including attorney and expert witness fees, arising from or connected with or alleged to have arisen from or connected with, relating to, arising out of, or alleged to have resulted from the acts, errors, mistakes, omissions, work or services of SFMD, its agents, employees, or any tier of SFMD's subcontractors in the performance of this Agreement. SFMD's duty to defend, hold harmless and indemnify City, its special districts, elected and appointed officers, officials, agents, and employees shall arise in connection with any tortious claim, damage, loss or expense that is attributable to bodily injury, sickness, disease, death, or injury to, impairment, or destruction

of property including loss of use resulting therefrom, caused by an SFMD's acts, errors, mistakes, omissions, misuse or unsubstantiated use of the GRIC funds, work or services in the performance of this Agreement including any employee of SFMD, any tier of SFMD's subcontractor or any other person for whose acts, errors, mistakes, omissions, misuse of funds, work or services SFMD may be legally liable.

8. Conflicts of Interest. The Parties acknowledge that this Agreement is subject to cancellation pursuant to the provisions of A.R.S. § 38-511.

9. Waiver. No waiver, whether written or tacit, of any remedy or provision of this Agreement shall be deemed to constitute a waiver of any other provision hereof or a permanent waiver of the provision concerned, unless otherwise stated in writing by the Party to be bound thereby.

10. Applicable Law and Venue. The terms and conditions of this Agreement shall be governed by and interpreted in accordance with the laws of the State of Arizona. Any action at law or in equity brought by either Party for the purpose of enforcing a right or rights provided for in this Agreement, shall be tried in a court of competent jurisdiction in Pinal County, State of Arizona. The Parties hereby waive all provisions of law providing for a change of venue in such proceeding to any other county or for removal to federal court. In the event either Party shall bring suit to enforce any term of this Agreement or to recover any damages for and on account of the breach of any term or condition in this Agreement, it is mutually agreed that the prevailing Party in such action shall recover all costs including: all litigation and appeal expenses, collection expenses, reasonable attorneys' fees, necessary witness fees and court costs to be determined by the court in such action.

11. Severability. City and SFMD each believe that the execution, delivery and performance of this Agreement are in compliance with all applicable laws. However, in the unlikely event that any provision of this Agreement is declared void or unenforceable (or is construed as requiring City to do any act in violation of any applicable laws, including any constitutional provision, law, regulation, or city code), such provision shall be deemed severed from this Agreement and this Agreement shall otherwise remain in full force and effect; provided that this Agreement shall retroactively be deemed reformed to the extent reasonably possible in such a manner so that the reformed agreement (and any related agreements effective as of the same date) provide essentially the same rights and benefits (economic and otherwise) to the Parties as if such severance and reformation were not required. Unless prohibited by Applicable Laws, the Parties further shall perform all acts and execute, acknowledge and/or deliver all amendments, instruments and consents necessary to accomplish and to give effect to the purposes of this Agreement, as reformed.

12. **No Third Party Beneficiary Rights.** The Parties agree that no third party rights attach to this agreement.

13. **Notices.** Except as otherwise required by law, any notice required or permitted under this Agreement shall be in writing and shall be given by personal delivery, or by deposit in the United States mail, certified or registered, return receipt requested, postage prepaid, addressed to the Parties at their respective addresses set forth below, or at such other address as a Party may designate in writing pursuant to the terms of this Section, or by telecopy or telefacsimile machine, or by any nationally recognized express or overnight delivery service (e.g. Federal Express or UPS), delivery charges prepaid:

**If to City:** City of Apache Junction  
Attn: City Manager  
300 E. Superstition Blvd.  
Apache Junction, Arizona 85119-2899  
Telephone: (480) 474-5066  
Facsimile: (480) 474-5110

**If to SFMD:** Superstition Fire and Medical District  
Attn: Fire Chief  
565 North Idaho Road  
Apache Junction, Arizona 85119  
Telephone: (480) 982-4440  
Facsimile: (480) 982-0183

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first set forth above.

**SUPERSTITION FIRE AND MEDICAL DISTRICT, a  
special taxing district**

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**By: Jeff Cross  
Its: Chairman**

**CITY OF APACHE JUNCTION, ARIZONA, an  
Arizona municipal corporation**

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**By: John S. Insalaco  
Its: Mayor**

**ATTEST:**

**By:** \_\_\_\_\_  
**Kathy Connelly, City Clerk**

**APPROVE AS TO FORM:**

**By:** \_\_\_\_\_  
**Richard J. Stern, City Attorney**

