



Superstition Fire & Medical District

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Governing Board Meeting Minutes June 20, 2018

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, JUNE 20, 2018. 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 PM.

A. Call to Order

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

B. Pledge of Allegiance

Pledge of Allegiance was led by Director Strand.

C. Roll Call

Chairman Todd House, Clerk Gene Gehrt, and Director Larry Strand were present. Director Jason Moeller attended by phone. Director Jeff Cross was not in attendance.

Senior Leadership Team in attendance were Fire Chief Mike Farber, Acting Assistant Chief Richard Ochs, Acting Assistant Chief Jeff Cranmer, Finance Director Roger Wood, and Acting Administrative Director Anna Butel.

Legal Counsel William Whittington and Board Secretary Sherry Mueller were also present for the meeting.

1. Review and approval of the May 2018 financial reports and bank reconciliations. (BOD #2018-06-01)

Motion by Clerk Gehrt to approve the May 2018 financial reports and bank reconciliations.

Seconded by Director Strand.

Vote 4 ayes, 0 nays. **MOTION PASSED.**

2. Recognition of employee performance, achievements, and special recognition for community members. (BOD #2018-06-02)

Employee Service Anniversaries were recognized: 24 years of service for Battalion Chief Jeff Cranmer and Engineer / Paramedic Mike Wolfe, 17 years of service for Firefighter Ryan Elowe, 12 years of service for Captain / Paramedic Alex Dupuis and Engineer / Paramedic Bill Tavares, and 11 years of service for Engineer Brandon Blessum, Firefighter / Paramedic Ryan Rodriguez and Captain / Paramedic Geof Shively.

Also recognized were the Apache Junction Police Department. Acting Assistant Chief Jeff Cranmer presented the AJPD with a special recognition for their Nasal Narcan Program for overdose patients. Often, the AJPD are on the scene first with drug patients. They were all trained in 2017 to administer Narcan. With AJPD's quick efforts, and working with SFMD, we have had good results in saving lives.

3. Call to the Public. (BOD #2018-06-N/A)

N/A

4. Consideration and possible approval of all consent agenda items listed below: (BOD #2018-06 – 03)

A. Board Meeting Minutes from May 16, 2018

Motion by Director Strand to approve all consent agenda items. **Seconded** by Clerk Gehrt.

Vote 4 ayes, 0 nays. **MOTION PASSED.**

5. Presentation by Bryant Powell, Apache Junction City Manager, regarding Proposition 423 - Permanent Base Adjustment - as this will be on the August 28, 2018 Primary ballot. (BOD #2018-06-04)

Bryant Powell spoke to the Board about a Proposition 423 - Permanent Base Adjustment option that will be on the Primary Ballot on August 28, 2018. Currently, Apache Junction uses the "Home Rule" option. Home rule prescribes the method the city or town will use to calculate its expenditure limitation each year. Home rule applies to four fiscal years. Permanent Base Adjustment allows a city or town to permanently adjust its base limit with voter approval. Permanent base adjustment applies to all future years; however, voters may adopt additional adjustments.

Proposition 423, the permanent base adjustment option, provides local control to meet local needs, instead of having to use a state-imposed formula based on the city's 1979/1980 budget. Proposition 423 does not impose any new or additional taxes and does not raise existing taxes.

Without an increase to the expenditure limit, the City will eventually be unable to spend some of the revenue that it collects on services such as public safety, economic development, capital improvements and roadway maintenance.

Without permanent base or home rule, the state – imposed limit would force the city to cut about half of its budget – the equivalent of several city departments.

The Permanent Base Adjustment option allows Apache Junction City Council and citizens to generate a budget for the long term at the local level.

6. Discussion and possible approval of transferring funds for June 30, 2018 Debt Service Payments. (BOD #2018-06-05)

Finance Director Roger Wood spoke to the Board and said every 6 months, Staff comes to the Board and asks for the authority to make the payments related to the 2006 GADA Bond. On June 30, 2018, we have a principal and interest payment due. The principal payment is \$465,000 and the interest payment is \$145,500. We have more than enough in our GADA Bond specific fund to make those payments.

Motion by Director Strand to authorize payment by executing letter of direction to Pinal County Treasurer's Office to wire transfer funds for the GADA debt service payments on June 29th to the U.S. Bank on June 30, 2018. **Seconded** by Clerk Gehrt and Director Moeller.

Vote 4 ayes, 0 nays. MOTION PASSED

7. Discussion and possible approval of Combined Resolution Affecting County Treasurer Transactions for Fiscal year 2018/2019 from the Pinal County Treasurer's Office. (BOD #2018-06-06)

Finance Director Roger Wood spoke to the Board and said this is another housekeeping item. At the beginning of the Fiscal Year, we have to provide documentation and signatures to the Pinal County Treasures office so they can recognize who can sign the checks and manage the funds for the District. This Resolution is provided every year and has to be signed by each Board member.

Motion by Clerk Gehrt to approve the Combined Resolution Affecting County Treasurer Transactions for Fiscal Year 2018/2019. **Seconded** by Director Strand.

Vote 4 ayes, 0 nays. MOTION PASSED.

8. Discussion and possible approval of Resolution #2018-06-20-09, authorizing the establishment of a line of credit with Wells Fargo for Fiscal Year 2018/2019. (BOD #2018-06-07)

Finance Director Roger Wood spoke to the Board and said this is yet another housekeeping item. At the beginning of each Fiscal Year, we asked the Board to sign a Resolution that allows us to establish a line of credit with Wells Fargo Bank. We need this line of credit because of the nature of how our tax revenues come in a very sporadic manner. This year he recommends we establish a line of credit in the amount of \$1.5 million, which is less than last year. The interest rate is 4.75%.

Motion by Director Strand to approve Resolution #2018-06-20-09, authorizing the establishment of a line of credit with Wells Fargo, \$1.5 million for Fiscal Year 2018/2019. **Seconded** by Clerk Gehrt.

Vote 4 ayes, 0 nays. MOTION PASSED

9. Discussion and possible approval of Pinal County Community College District, Central Arizona College Affiliation Agreement. (BOD #2018-06-08)

Acting Assistant Chief Richard Ochs addressed the members of the Board and said this agreement covers three things. The first is that it allows CAC students to ride on our fire apparatus to get there vehicular clinical time. The second is that it states they agreed to pay us \$6,440 annually and in trade, we can put one of our members in their class each year and it is cost neutral. The third is it sets some rules for the students to comply with while they're here on our watch.

Motion by Director Strand to approve the agreement between the Superstition Fire & Medical District and Central Arizona College, effective June 21, 2018. **Seconded** by Clerk Gehrt.

Vote 4 ayes, 0 nays. MOTION PASSED

10. Reports (BOD #2018-06-09)

- Senior Leadership Team
- Labor
- Pension Board
- Board Sanctioned Committees

Senior Leadership Reports

Fire Chief Update

Fire Chief Mike Farber

- May Fires – Impact of E263
- Review of Travel Times with addition of E263
- Firefighter of the Year Award Banquet

Operations

Acting Assistant Chief of Operations Jeff Cranmer

- May 22nd – 16-Year-Old mare in Gold Canyon, E265, L263 and L263 crews
- May 29th – Jim Crowley
- June 4th – Shed Fire at 975 S. Idaho Road
- June 5th – First Medical Wildland Deployment
- June 6th – Gold Canyon Training
- June 8th – Swift Water Training
- June 13th – Active Shooter AJPD
- June 13th – 691 S. Gold and Rural Metro Mutual Aid
- June 18th – 597 E. Old West and 1066 W. Windsong Street

Planning & Logistics Update

Acting Assistant Chief Richard Ochs

- Transportation Division; Paramedic Interviews completed
- Pre-Fire Plans completed for 2017/2018 FY
- Assisted Florence Fire Department with their Captain Testing
- SFMD Captain Testing Process; Tactical Exercise June 27th
- Self-Inspection Program to begin July 2nd
- Lexipol overview

Finance Director Roger Wood

- 2006 GADA Bond Refinance Status
 - Document / Information Submission (6/6)
 - Due diligence conference call (6/13)
 - Lender Request for Proposal (6/14)
 - Targeting 6/29 as final proposal submission date
 - Interest rate can vary until loan is finalized
 - May need Special Board Meeting in early July
 - Currently, \$475K - \$480K savings possible

Administrative Services Update

Acting Administrative Director Anna Butel

- Successfully facilitated Employee Benefit Open Enrollment
- Participated in the TeleStaff “kick-off meeting”
- SFMD Members met with MFMD to discuss CAD, Mapping, and other Technical changes that will be coming our way in the next year or two

Labor Report

Firefighter Andrew Tryon

Charities Update:

Community members that have supported Engineer Crowley and his family:

- Mountain Brook - \$1,500
- Janice Siddons - \$1,000
- Nancy Balinsky - \$1,000
- Julie Burns - \$ 500

Fire District contributions:

- AFMA \$ 500
- EVFFC \$2,000
- Camp Navajo Local 1505 - \$100

Will be donating:

- 100 Club \$1,000
- Chandler Fire \$ 500
(WHOO Foundation)

Last two events:

- Texas Roadhouse “dine to donate”
Donations:
 - Texas Roadhouse
 - Phoenix Fire: Dinner at the firehouse prize
 - James Downin: Donated a custom wood flag
 - AZ Diamondbacks: 8 dugout suit tickets / 2 signed baseballs
- Brass Tap Brewery
** Huge thank you to Lance Frawley and Kevin Montgomery for putting this event together
Partner:
 - Brass Tap
 - EVP & D
 - One Minute Millionaires
 - SRP
 - MVMC (Phoenix Mercury floor seats)

Total amount raised – approximately \$21,000

***Special Thanks to the Day- Staff at the RTC for supporting Michelle and Kids with meals and facilitating collections**

Future Events to come:

- Arizona Grand Gold Resort - Golf tournament in August
- Corn Whole Tournament in September - Flat Iron Park

United Superstition Firefighters are in the process of creating a non-profit 501©(3) “relief fund”

USFF “No One Fights Alone”

- we will be there to help members in need for medical emergencies, tragedies or unforeseen family or personal problems.
- Also start doing events to raise money and show appreciation for the support from our community and to give back to them if there are special circumstances when someone might be in financial need.

Pension Board

Clerk Gene Gehrt

Captain Amy Brooks is entering the DROP. We now have 9 employees in the DROP system.

Board Sanctioned Committees

No report given

11. New Business / Future Agenda Items (BOD #2018-06-10)

Chief Farber's position becomes official July 1st, 2018. Clerk Gehrt would like to plan a special board meeting for a "Badge Pinning" ceremony. Date to be determined.

12. Announcements (BOD 2018-06-N/A)

N/A

13. Adjourn (BOD #2018-06-11)

Motion by Director Strand at 6:36 p.m. to adjourn the meeting. **Seconded** by Clerk Gehrt.

Vote 4 ayes, 0 nays. **MOTION PASSED.**

Governing Board Approval:



Gene Gehrt, Board Clerk

Sherry Mueller



Agenda Item #1

BOD # 2018-06-01

Review and approval of the May, 2018 financial reports and bank reconciliations.



Agenda Item #2

BOD # 2018-06-02

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



24 Years of Service



Jeff Cranmer
Battalion Chief



Mike Wolfe
Engineer/Paramedic



17 Years of Service



Ryan Elowe
Firefighter/EMT



12 Years of Service



Alex Dupuis
Captain/Paramedic



Bill Tavares
Firefighter/Paramedic



11 Years of Service



Brandon Blessum
Engineer/EMT



Ryan Rodriguez
Firefighter/Paramedic



Geof Shively
Captain/Paramedic



AJPD Recognition

- Nasal Narcan used to reverse an overdose patient
- CPR performed on a two year old female



Agenda Item #3

BOD # 2018-06-11/a

Call to the Public

A.R.S. §38-431.01(1) 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.



Agenda Item #4

BOD # 2018-06-03

Consideration and possible approval of all consent agenda items listed below.

- Board Meeting Minutes from May 16, 2018



Agenda Item #5

BOD #2018-06-04

Presentation by Bryant Powell and Matt Busby (City of Apache Junction) regarding Proposition 423 – Permanent Base Adjustment – as it will be on the August 28, 2018 Primary Election ballot.



Agenda Item #6

BOD #2018-06-05

Discussion and possible approval transferring funds for the June 30, 2018 Debt Service Payments.



Agenda Item #7

BOD #2018-06-06

Discussion and possible approval of Combined Resolution Affecting County Treasurer Transactions for Fiscal year 2018/2019 from the Pinal County Treasurer's Office.



Agenda Item #8

BOD #2018-06-07

Discussion and possible adoption of Resolution 2018-06-20-09, authorizing the establishment of a line of credit with Wells Fargo for Fiscal Year 2018/2019.



Agenda Item #9

BOD #2018-06-08

Pinal County Community College District, Central Arizona College Affiliation Agreement



Agenda Item 10

BOD # 2018-06-09

Reports

- Senior Leadership Team
- Labor
- Pension Board
- Board Sanctioned Committees

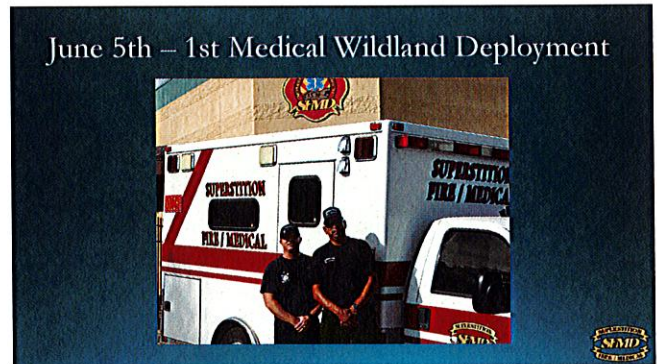
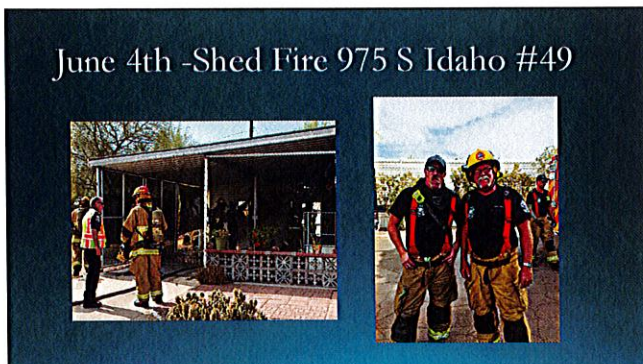
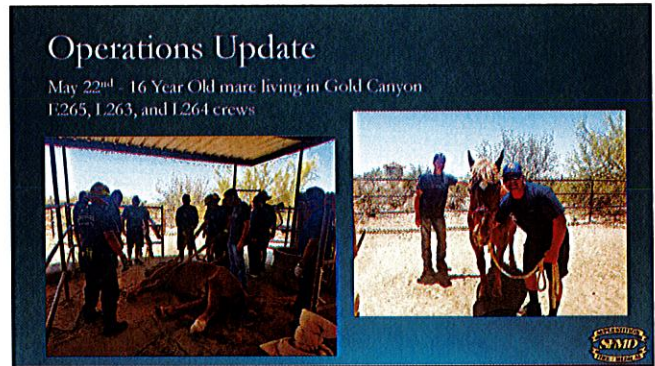
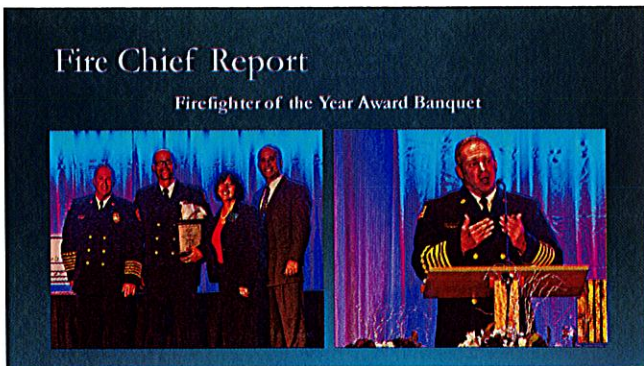
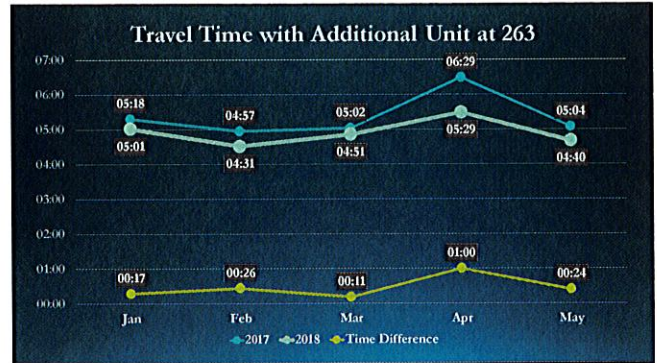
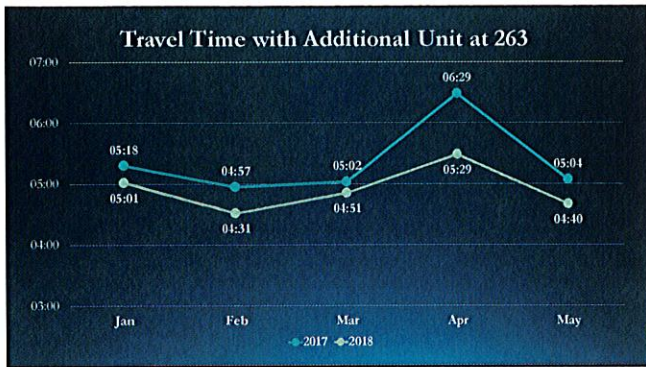


Fire Chief Report

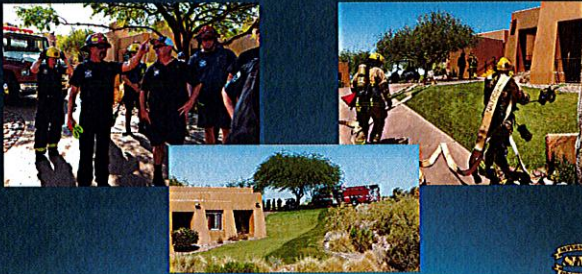


May Fires – Impact of E263

May 22, 2018 – 939 N Acacia			May 27, 2018 – 1482 S Hale Drive		
Unit	Travel Time	<8 Minutes	Unit	Travel Time	<8 Minutes
M261	3:41	✓	E261	1:06	✓
E262	3:59	✓	L263	5:01	✓
E263	5:27	✓	E263	5:55	✓
L263	7:01	✓			
E265	9:54				
B261	11:45				
E217	13:37				



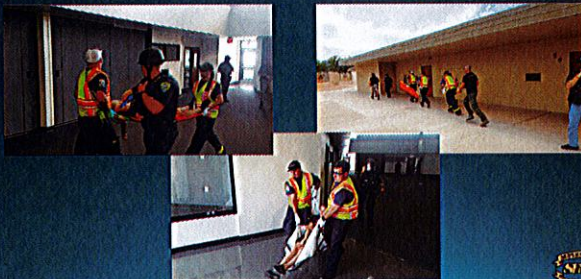
June 6th – Gold Canyon Training



June 8th - Swift Water Training



June 13th – Active Shooter AJPD



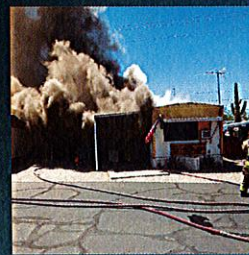
June 13th - 691 S Gold and Rural Metro Mutual Aid



June 15th Shed Fire with extension 450 S Smythe #9



June 18th
597 E Old West and 1066 W Windsong



Planning & Logistics Update

- Transportation Division; Paramedic Interviews completed
- Pre-Fire Plans completed for 2017/2018 FY
- Assisted Florence Fire Department with their Captain Testing
- Captain Testing Process; Tactical Exercise June 27th
- Self-Inspection Program to begin July 2nd
- Lexipol

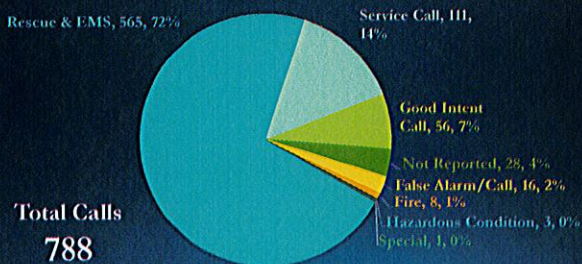


Lexipol Overview

- Provide legally defensible, state-specific policy
- Regular policy updates in response to changing statutes, laws, regulations and best practices
- Web-based daily training tool to keep personnel up-to-date and compliant with our organizational policies
- Procedural component to include Volume II



Incident Type Categories



Transport Services Update



Administrative Services Update

- Successfully facilitated Employee Benefit Open Enrollment
- TeleStaff "kick-off meeting"
- SFMD members met with MFMD to discuss CAD, Mapping, and other Technical changes that will be coming our way in the next year or two.



Finance / Accounting Update

- 2006 GADA Bond Refinance Status
 - Document / information submission (6/6)
 - Due diligence conference call (6/13)
 - Lender Request for Proposal (6/14)
 - Targeting 6/29 as final proposal submission date
 - Interest rate can vary until loan is finalized
 - May need Special Board Meeting in early July
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Finance / Accounting Update

• Rural Metro Billing

May 4, 2018 – Incident 201836560

430 South Crismon, Mesa

\$1,611.66

June 13, 2018 – Incident 2018047572

715 S 97th Street, Mesa

\$3,119.41

• State Land Billings

District is owed \$158,842 with \$68,605 that is 168 – 232 days outstanding



Youtube Video



May 29th - Jim Crowley



Brass Tap Event

Donators

- Brass Tap
- Pipes and Drums
- One Minute Millionaires
- SHP
- MVMC



Texas Roadhouse Charity Event



Donators

- Texas Roadhouse
- Phoenix Fire
- James Downin
- Az DiamondBacks



Agenda Item #11

BOD # 2018-06-10

New Business / Future Agenda Items.



Agenda Item 12

BOD #2018-06-11

Announcements



Pierce Goes All the Way to Ketchikan!



Agenda Item #13

BOD # 2018-06-12

Adjourn

