

VERSION 1.0

December 3, 2020



# BOARD OF DIRECTORS MEETING

DECEMBER 3, 2020

SUPERSTITION FIRE & MEDICAL DISTRICT BOARD

TODD HOUSE, BOARD CHAIRMAN

KATHLEEN CHAMBERLAIN, BOARD CLERK

JEFF CROSS, BOARD DIRECTOR

JASON MOELLER, BOARD DIRECTOR

SHAWN KURIAN, BOARD DIRECTOR



## Superstition Fire & Medical District Board of Directors Special Meeting Agenda December 3, 2020

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### Mission Statement

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

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The Board will hold a meeting on Thursday, December 3rd, 2020. 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 4:00 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. 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 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.

**2. Discussion, consideration, and possible action regarding the approval of the Tentative Amended Budget for Fiscal Year 2020 / 2021 Revenue and Expenditure Budget, and the adoption of Resolution 2020-12-03-12 which sets the date and time for the Special Board following the 20-day Public Comment Period as December 28, 2020 at 4:00 p.m. where the Board will discuss and possibly approve the Final Amended Budget for Fiscal Year 2020 / 2021. (BOD #2020-12-01)**

**3. Adjourn (BOD #2020-12-02)**

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: November 30, 2020

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 – December 3, 2020**

**Agenda Item: 1**

**BOD#: 2020-12-01**

**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 2**

**Go to Agenda**

## Governing Board Meeting – December 3, 2020

Agenda Item: #2

BOD#: 2020-12-02

### Agenda Item Title

Discussion, consideration, and possible action regarding the approval of the Tentative Amended Budget for Fiscal Year 2020 / 2021 Revenue and Expenditure Budget, and the adoption of Resolution **2020-12-03-12** which sets the date and time for the Special Board following the 20-day Public Comment Period as December 28, 2020 at 4:00 p.m. where the Board will discuss and possibly approve the Final Amended Budget for Fiscal Year 2020 / 2021.

### Submitted By

Fire Chief Mike Farber

Finance Director Roger Wood

### Background/Discussion

A Tentative Amended Fiscal Year 2020 / 2021 Revenue and Expenditure Budget is scheduled to be adopted at this board meeting in correlation with the opening of a 20-day public comment period.

The Board will be presented with a budget that may still be modified and adjusted as the Board decides. It is suggested that the Board adopt a tentative budget by adopting **Resolution 2020-12-03-12** at this meeting after any adjustments, changes, or other modifications. This allows sufficient time for staff to post the budget as required by law and meet timelines necessary for allowing at least 20-day public review and comment period.

The budget the Staff is presenting represents a tax rate of \$3.25 per hundred dollars of secondary valuation for District operations, a \$0.25 special assessment related to the Tax Override Initiative, and a \$0.15 special assessment related to the JPMorgan Chase Refinancing Bond debt principal and interest repayment.

### Staff Recommendation:

Approval of **Resolution 2020-12-03-12**: Tentative Amended FY 2020 / 2021 Budget

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

N/A

### Enclosure(s)

Resolution 2020-12-03-12

### Recommended Motion:

*“Motion to Adopt Resolution 2020-12-03-12 adopting a tentative 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 tentative budget, as well as a time and place for a public meeting to hear comments prior to final adoption of the budget as required by law.”*



Go To Item 3

Go to Agenda

**RESOLUTION 2020-12-03-12**  
**Superstition Fire & Medical District Medical**  
**BUDGET HEARING**

**A RESOLUTION OF THE CHAIRMAN AND GOVERNING BOARD OF DIRECTORS OF THE SUPERSTITION FIRE & MEDICAL DISTRICT, ADOPTING A TENTATIVE AMENDED BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021, AND GIVING NOTICE OF THE TIME AND PLACE FOR HEARING TAXPAYERS COMMENTS PRIOR TO THE ADOPTION OF THE BUDGET.**

**WHEREAS**, in accordance with the provisions of Section 48-805, Arizona Revised Statutes, the Governing Board has on this third day of December 2020, made amended tentative estimates of the amount required to meet the public expenses for the ensuing year, and the receipts from sources other than direct taxation by the Superstition Fire and Medical District; and

**WHEREAS**, in accordance with said section of the Arizona Revised Statutes, the Governing Board wishes to establish a date of public comments.

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

That the amended estimates of revenues and expenditures provided for adoption now establish the adopted estimates of the proposed expenditures by the Superstition Fire & Medical District for the fiscal year beginning July 1, 2020 and ending June 30, 2021, and;

The Governing Board of Directors hereby authorizes the clerk of the Superstition Fire & Medical District to publish, in the manner prescribed by law, the adopted estimates. The Governing Board of Directors will meet for the purpose of holding a public hearing and taking public comment prior to adopting the annual budget for the 2020 / 2021 fiscal year for the Superstition Fire & Medical District, on December 28, 2020. The hearing and meeting will take place at 4:00 p.m. at the Administrative Office, located at 565 N. Idaho Rd., Apache Junction, Arizona.

PASSED AND ADOPTED THIS THIRD DAY OF DECEMBER 2020, BY THE CHAIRMAN AND GOVERNING BOARD OF DIRECTORS OF THE SUPERSTITION FIRE & MEDICAL DISTRICT.

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*Todd House, Board Chairman*

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*Kathleen Chamberlain, Board Clerk*

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*Jason Moeller, Board Director*

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*Shawn Kurian, Board Director*

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*Jeff Cross, Board Director*

*Signed Copy on File with Board Secretary*

# Superstition Fire & Medical District

## Consolidated Amended Budget Fiscal Year 2020 / 2021

GENERAL OPERATING FUND	Account Totals	Division Totals	Grand Totals
<b>ADMINISTRATIVE SERVICES DIVISION</b>			
<u>Compensation &amp; Benefits</u>			
Compensation		\$650,719.00	
Benefits		\$4,490,438.00	
<u>Operating Expenditures</u>			
Equipment & Machinery	\$0.00		
Operating Supplies	\$256,800.00		
Parts & Supplies	\$162,300.00		
Services			
Facility	\$265,975.00		
Operating	\$91,506.00		
Professional	\$488,941.00		
Financial	\$1,270,743.00		
Training	\$21,970.00	\$2,558,235.00	<b>\$7,699,392.00</b>
<b>TECHNICAL SERVICES DIVISION</b>			
<u>Compensation &amp; Benefits</u>			
Compensation		\$278,348.00	
<u>Operating Expenditures</u>			
Equipment & Machinery	\$3,550.00		
Operating Supplies	\$169,700.00		
Parts & Supplies	\$105,630.00		
Services			
Professional	\$25,100.00		
Training	\$4,000.00	\$307,980.00	<b>\$586,328.00</b>
<b>COMMUNICATION SERVICES DIVISION</b>			
<u>Operating Expenditures</u>			
Parts & Supplies	\$2,150.00		
Services			
Facility	\$6,000.00		
Operating	\$76,960.00		
Professional	\$130,770.00	\$215,880.00	<b>\$215,880.00</b>
<b>EMERGENCY SERVICES DIVISION</b>			
<u>Compensation &amp; Benefits</u>			
Compensation		\$8,316,288.00	
<u>Operating Expenditures</u>			
Equipment & Machinery	\$40,833.00		
Operating Supplies	\$92,290.00		
Parts & Supplies	\$87,500.00		
Services			
Operating	\$13,290.00		
Professional	\$79,667.00		
Training	\$47,833.00	\$361,413.00	<b>\$8,677,701.00</b>
<b>COMMUNITY SERVICES / FIRE PREVENTION DIVISION</b>			
<u>Compensation &amp; Benefits</u>			
Compensation		\$86,843.00	
<u>Operating Expenditures</u>			
Equipment & Machinery	\$0.00		
Operating Supplies	\$2,000.00		
Parts & Supplies	\$3,000.00		
Services			
Operating	\$2,300.00		
Professional	\$20,250.00		
Training	\$3,500.00	\$31,050.00	<b>\$117,893.00</b>
<b>GENERAL OPERATING FUND</b>			<b>\$17,297,194.00</b>
<b>TRANSPORT SERVICES FUND</b>			<b>\$3,585,291.15</b>
<b>CAPITAL PROJECTS FUND</b>			<b>\$1,737,206.74</b>
<b>SPECIAL REVENUE FUND</b>			<b>\$88,356.98</b>
<b>DEBT RETIREMENT PRINCIPAL FUND</b>			<b>\$792,437.08</b>
<b>DEBT RETIREMENT INTEREST FUND</b>			<b>\$190,513.62</b>
<b>EXPENDITURE TOTAL</b>			<b>\$23,690,999.57</b>

# Superstition Fire & Medical District Budget - FY 2020 / 2021

## General Operating Fund

Fund	Division	Account #	Manager	Account Description	2020 / 2021 Approved Budget	2020 / 2021 Amended Budget	Change
100	10	53710	10	Pension (PSPRS)	\$2,271,488.00	\$2,339,944.00	68,456.00
100	10	53810	10	Social Security	\$55,678.00	\$55,663.00	(15.00)
100	10	53830	10	Medicare	\$134,634.00	\$137,747.00	3,113.00
100	10	53860	10	Industrial Insurance	\$156,421.00	\$160,813.00	4,392.00
100	10	55060	08	Computer / Printer Supplies & Maintenance	\$22,000.00	\$17,000.00	(5,000.00)
100	10	55550	12	Office Furniture & Equipment Parts & Supplies	\$16,200.00	\$8,200.00	(8,000.00)
100	10	55670	50	Volunteer Expenses	\$100.00	\$0.00	(100.00)
100	10	56600	12	Facility Maintenance	\$26,750.00	\$18,750.00	(8,000.00)
100	10	57660	12	Peer Support	\$200.00	\$0.00	(200.00)
100	10	58150	12	Uniforms (Volunteers)	\$500.00	\$0.00	(500.00)
100	10	59020	12	Electricity	\$104,000.00	\$100,000.00	(4,000.00)
100	10	60620	08	Individual Software Licensing	\$4,000.00	\$3,000.00	(1,000.00)
100	10	61300	12	Labor Relations Consulting / Conferences	\$3,667.00	\$0.00	(3,667.00)
100	10	61400	12	Contracted NIMS Training	\$6,000.00	\$3,000.00	(3,000.00)
100	10	61920	12	Medical Exam Services	\$135,500.00	\$131,900.00	(3,600.00)
100	10	62020	12	Printing / Publishing Services	\$2,500.00	\$1,500.00	(1,000.00)
100	10	62060	12	Professional Organizations / Memberships	\$5,150.00	\$3,150.00	(2,000.00)
100	10	63150	10	Reserve - Financial	\$1,495,162.00	\$1,265,643.00	(229,519.00)
100	10	64020	12	Administrative Training / Conferences	\$4,000.00	\$2,000.00	(2,000.00)
100	10	64040	12	Board of Directors Training	\$1,200.00	\$500.00	(700.00)
100	10	64060	12	College Tuition Reimbursement	\$21,470.00	\$19,470.00	(2,000.00)
100	20	55400	20	Mechanical Equipment Parts & Supplies	\$6,000.00	\$5,200.00	(800.00)
100	20	57060	20	Miscellaneous Shop Supplies	\$8,370.00	\$7,470.00	(900.00)
100	40	52700	12	Ops. Admin Staff Overtime	\$500.00	\$0.00	(500.00)
100	40	52740	12	Shift Overtime	\$135,000.00	\$385,000.00	250,000.00
100	40	52850	47	SCBA Overtime	\$1,500.00	\$0.00	(1,500.00)
100	40	53260	41	Fire Operational Training OT	\$25,000.00	\$13,000.00	(12,000.00)
100	40	53360	41	Officer Development OT	\$14,200.00	\$11,000.00	(3,200.00)
100	40	53500	41	Special Operations OT	\$9,400.00	\$1,400.00	(8,000.00)
100	40	54165	41	Fire Ops. Training Equipment (Asset)	\$6,000.00	\$4,000.00	(2,000.00)
100	40	55560	41	Special Ops. (TRT/Haz-Mat) Operating Expenses	\$13,500.00	\$4,500.00	(9,000.00)
100	40	55580	41	Special Ops. (Wildland) Operating Expenses	\$9,000.00	\$2,590.00	(6,410.00)
100	40	61660	41	Instructor Services - CE	\$2,000.00	\$0.00	(2,000.00)
100	40	61800	41	Image Trend Enhancement (New)	\$7,717.00	\$6,717.00	(1,000.00)
100	40	64020	41	Fire Ops. / EMS Outside Training	\$6,000.00	\$3,500.00	(2,500.00)
100	40	64400	42	Health, Safety & Wellness Training & Supplies	\$2,333.00	\$1,333.00	(1,000.00)
100	50	60200	50	Self Inspection Supplies	\$500.00	\$300.00	(200.00)
100	50	61340	50	Fire Prevention Week Supplies	\$500.00	\$350.00	(150.00)
100	50	61370	50	Community Relations Printed Materials	\$1,500.00	\$1,000.00	(500.00)
					<b>\$17,297,194.00</b>	<b>\$17,297,194.00</b>	<b>0.00</b>

# Superstition Fire & Medical District Budget - FY 2020 / 2021

## Transport Services Fund

Fund	Division	Account #	Manager	Account Description	2020 / 2021 Approved Budget	2020 / 2021 Amended Budget	Change
150	10	55550	12	Office Furniture & Equipment Parts & Supplies	\$7,800.00	\$7,000.00	(800.00)
150	10	55670	50	Volunteer Group Supplies	\$100.00	\$0.00	(100.00)
150	10	57660	12	Peer Support	\$100.00	\$0.00	(100.00)
150	10	61300	12	Labor Relations Consulting / Conferences	\$1,333.00	\$0.00	(1,333.00)
150	10	63150	10	Financial Reserve	\$103,064.15	\$108,147.15	5,083.00
150	10	64020	12	Administrative Training / Conferences	\$800.00	\$0.00	(800.00)
150	10	64040	12	Board of Directors Training	\$200.00	\$0.00	(200.00)
150	40	52850	47	SCBA Overtime	\$750.00	\$0.00	(750.00)
150	40	55440	42	Physical Fitness Training Tools, Supplies & Maintenance	\$1,000.00	\$500.00	(500.00)
150	40	61800	41	Image Trend Enhancements (New Account)	\$3,333.00	\$2,833.00	(500.00)
					<b>\$3,585,291.15</b>	<b>\$3,585,291.15</b>	<b>0.00</b>



**Governing Board Meeting – December 3, 2020**

**Agenda Item: 3**

**BOD#: 2020-12-02**

**Agenda Item Title**

Adjournment

**Recommended Motion:**

*“Motion to adjourn the Board meeting.”*



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