



Superstition Fire & Medical District

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

Administration Office
565 North Idaho Road
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Governing Board Meeting Minutes

July 21, 2021

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, JULY 21, 2021. 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 Chamberlain called the meeting to order at 5:30 PM.

B. Pledge of Allegiance

The Pledge of Allegiance led by Sherry Mueller

C. Roll Call

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

Senior Leadership Team in attendance were Fire Chief John Whitney, Assistant Chief Rick Ochs, Assistant Chief Richard Mooney, Acting Assistant Chief Jeff Cranmer, Finance Director Roger Wood, Administrative Services Director Anna Butel and Captain John Walka. Also in attendance was Sherry Mueller, Human Resources Generalist / Board Secretary and Legal Counsel William Whittington.

1. Review and approval of the June 2021 financial reports and bank reconciliations. (BOD #2021-07-01)

Motion by Director House to approve the June 2021 financial reports and bank reconciliations.

Seconded by Director Moeller

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

2. Recognition of employee performance, achievements, and special recognition for community members. (BOD #2021-07-02)

July Anniversaries

28 Years of Service

Battalion Chief Amy Brooks

26 Years of Service

Battalion Chief Brett Broman

25 Years of Service

Captain Brian Logsdon

Captain / Paramedic Brian Wyatt

21 Years of Service

Captain / Paramedic Jeff Ehrlich

Captain Joe Garcia

20 Years of Service

Captain / Paramedic Mark Castaneda

Firefighter Dan McKinney

3 Years of Service

EMT Kelsey Christensen

1 Years of Service

Paramedic Brian Urquiza



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Recognition of retiring Engineer Andrew Colby

Recognition of Engineer Promotions: Matthew Perez and Lance Frawley

3. Call to the Public. (BOD #2021-07)

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 #2021-07-03):

- A. Board Meeting Minutes from June 16, 2021
- B. Executive Session Meeting Minutes (Session 1) from June 16, 2021
- C. Executive Session Meeting Minutes (Session 2) from June 16, 2021
- D. Possible Approval of Changing Natural Gas Vendors
- E. TSI Inc. maintenance agreement for the District's PortaCount machine calibration
- F. The Preplanners Agreement for GIS Data Custodian Services
- G. The Preplanners Agreement for Pre-Fire documents

Consent agenda item "D" was pulled from the list for further discussion.

Motion by Director Moeller to approve consent agenda items A, B C, E, F and G for July 21, 2021.

Seconded by Director House

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

There was questions and discussion between Board Members and Staff about the change in natural gas vendors. The current vendor discontinued service in Gold Canyon, therefore we were forced to change vendors.

Motion by Director House to approve consent agenda item D for July 21, 2021.

Seconded by Director Cross

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

5. Public Hearing in accordance with ARS §48-805.02 in order to hear taxpayer's comments on the proposed Superstition Fire & Medical District revenue and expenditure for Fiscal Year 2021/2022. (BOD #2021-07-04)

This Public Hearing is required by ARS §48-805.02. Board of Directors Chairman will consider audience comments / questions on issues related to the proposed Fiscal Year 2021/2022 Revenue and Expenditure Budget. The Board of Director Chairman closed the Public Hearing after no one from the Public attended or made a request to speak.

There was no person from the public that made a request to speak.

No Motion



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6. Discussion and possible approval of FY2021/2022 budget and adoption of Resolution #2021-07-21-01: Budget Adoption. (BOD #2021-07-05)

Superstition Fire & Medical District Budget - FY 2021 / 2022

Budget Income Summary

Revenue Summary by Fund Account (includes beginning cash balance)

FUND	2020 / 2021 Actual	2020 / 2021 Approved Budget	2020 / 2021 Amended Budget	2021 / 2022 Approved Budget	2022 / 2023 Budget Forecast	2023 / 2024 Budget Forecast
General Operating (M&O)	\$ 17,802,674.90	\$ 17,297,194.00	\$ 17,297,194.00	\$ 44,485,475.90	\$ 18,928,766.90	\$ 19,756,153.90
Transport Services	\$ 3,789,713.13	\$ 3,585,291.15	\$ 3,585,291.15	\$ 3,628,310.52	\$ 3,662,106.00	\$ 3,635,348.00
Capital Projects	\$ 1,729,900.22	\$ 1,737,206.74	\$ 1,737,206.74	\$ 2,267,142.49	\$ 1,793,607.49	\$ 708,678.49
Special Revenue	\$ 90,061.48	\$ 88,356.98	\$ 88,356.98	\$ 81,500.03	\$ 25,800.00	\$ 25,800.00
Debt Retirement Principal	\$ 813,168.90	\$ 792,437.08	\$ 792,437.08	\$ 764,973.82	\$ 727,797.82	\$ 733,681.82
Debt Retirement Interest	\$ 162,916.51	\$ 190,513.62	\$ 190,513.62	\$ 132,140.43	\$ 122,071.73	\$ 99,663.83
Certificate of Participation Reserve	\$ -	\$ -	\$ -	\$ 3,324,954.00	\$ 3,335,454.00	\$ 3,346,454.00
	\$24,388,435.14	\$23,690,999.57	\$23,690,999.57	\$54,684,497.19	\$28,595,603.94	\$28,305,780.04

Motion by Director House to adopt Resolution 2021-07-21-01: Budget Adoption, fully adopting the estimates of proposed revenues and expenditures by the Superstition Fire & Medical District for the fiscal year beginning July 1, 2021 and ending June 30, 2022 in the amount of \$54,684,497.19 and declaring that such shall establish the budget of the Superstition Fire & Medical District for Fiscal Year 2021/2022.

Seconded by Director Cross

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

7. Discussion and possible approval of a six (6) month extension to the terms of the FY2020/2021 Memorandum of Understanding between the Superstition Fire & Medical District and the United Mesa Firefighters Association, Superstition Chapter, Local 2260. (BOD #2021-07-06)

The MOU was first established and approved by the SFMD Board of Directors in 2017. This document is updated annually to reflect changes within the District. This was a collaborative effort between the Senior Leadership Team and the Superstition Fire & Medical Firefighters Chapter of Local 2260.

This extension has been mutually agreed upon by the Fire Chief and the Employee Organization. The extension of terms is necessary and mutually beneficial due to the timing of revenue discovery, a possible budget amendment, and continued negotiations.

Section 7.5, Paragraph 2 of the approved 2020/2021 Memorandum of Understanding between the Superstition Fire and Medical District and United Mesa Firefighters Association, Superstition Chapter, Local 2260. *[In the event the parties are unable to reach agreement on a new MOU, prior to the expiration of this MOU, the SFMD Governing Board of Directors and the Employee Organization may extend this MOU by mutual agreement for the time period necessary to complete negotiations. All terms of this agreement shall remain in effect during continued negotiations.]*



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Motion by Director Moeller to approve the 6-month extension to the terms of the 2020/2021 Memorandum of Understanding (MOU) between the Superstition Fire & Medical District and the United Mesa Firefighters, Local 2260, Superstition Chapter.”

Seconded by Director Kurian

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

8. Discussion and possible approval regarding the reclassification of the *Transportation Services Manager* title and job description to *Transportation Services Director*. (BOD #2021-07-07)

The *Transportation Services Manager* position was previously vacated and remained unfilled. The duties of the position were dispersed amongst remaining staff. In an interest to recentralize and focus operations in the Transportation Services Division, it was deemed appropriate to rehire for a similar position. There is a renewed focus on elevating the expectations of that position to enhance the capabilities of the Transportation Services Division as a valued component of the District. Staff requests reclassification of the *Transportation Services Manager* position to a new position, *Transportation Services Director*. The increase in compensation was previously presented as part of the budget process due to timing needs. The updated position will be a member of the Senior Leadership Team and will report directly to the Fire Chief. This reclassification elevates and clarifies expectations for this position as the point person for the Transportation Services Division.

Motion by Director House to approve the reclassification of the Transportation Services Manager title and job description to Transportation Services Director.

Seconded by Director Cross

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

9. Possible vote to go into Executive Session for legal advice pursuant to § A.R.S. 38-431.03(A)(3) and possible instructions to legal counsel pursuant to § A.R.S. 38-431.03(A)(4) re: the pending White personnel matter; upcoming mediation and hearing regarding the same. (BOD #2021-07-08)

Motion by Director Cross to go into Executive Session at 6:06 PM for legal advice pursuant to ARS §38-431.03(A)(3) and possible instructions to legal counsel pursuant to § A.R.S. 38-431.03(A)(4) re: the pending White personnel matter; and upcoming mediation and hearing regarding the same.

Seconded by Director Kurian

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

The Executive Session ended at 7:11 PM.



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10. Public Session began at 7:17 PM. Discussion and possible action re: the pending White personnel matter; upcoming mediation and hearing regarding the same; possible directions to Fire Chief, staff and legal counsel relating to the same (BOD #2021-07-09)

Motion by Director Moeller to authorize legal counsel to proceed as directed by the Board during the Executive Session, and further authorize Chief Whitney to pursue a possible settlement agreement and authorize Chief Whitney to confer with Chairman Chamberlain in regard to all such matters related to the Brian White personnel matter.

Seconded by Director Cross

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

11. Reports (BOD #2021-07-10)

Senior Leadership Team (SLT):

Fire Chief John Whitney

- COP (Certificate of Participation) Sale
- AFDA/AFCA Conference
- Fire Board Bylaws Committee Update
- Superstition Vistas
- AJUSD
- CARES Act Funding
- Committee Work
- Foundational Solidification & Identity
- Strategic Planning Process

Assistant Chief Rick Ochs

Community and Growth & Development

- Keystone Homes, Superstition / Royal Palm (167 Units)
- North Idaho Apartments – Phase I (213 Units)
- North Idaho Townhomes – Phase II (172 Units)
- Review of Growth & Development data; past 3 years

Assistant Chief Richard Mooney

Transportation Division

- June Transports Data
 - 387 Transports for June 2021
 - 396 Transports for June 2020
- Total of 23 Code 3 Responses for June 2021
- Transportation Hiring Process Completed
- SFMD has established an EMT & Paramedic List
 - List of 4 Paramedics
 - List of 8 EMT's



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Acting Assistant Chief Jeff Cranmer

YTD Call Volume

- 2021 YTD through June – 5,345
- 2020 YTD through June – 5598

May Call Volume

- Fires – 18
- EMS – 554
- Other – 290
- TOTAL = 862

Administrative Services Update

- Recruit Firefighter Process
 - July 8th Written Exam
 - July 14th – 20th Panel Interviews
 - July 24th – 25th Intern Academy
- Update on Exchange bug known as Hafnium

Financial Services Update

- Update to District pension policy at August Board meeting
- Changes to Employer Contribution rates as a result of paying off unfunded liability for PSPRS

12. New Business / Future Agenda Items. (BOD #2021-07-11)

- For the August 2021 meeting: Discussion on the performance evaluation process for Chief Whitney
- For the August 2021 meeting: Discussion regarding opening up the Board Meetings to in-person for the public again

13. Announcements (BOD #2021-07)

- Director House discussed the 11,000 – 12,000 acres in Entrada Del Oro – builders trying to change the area from housing to commercial
- Chief Whitney stated we will be tracking current Covid trends

14. Adjourn (BOD #2021-07-12)

Motion by Director House to adjourn the meeting at 7:56 PM.

Seconded by Director Cross

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

Governing Board Approval:


Board Clerk Jeff Cross
Sherry Mueller