

VERSION 1.0  
March 19, 2025



# BOARD OF DIRECTORS MEETING

March 19, 2025

SUPERSTITION FIRE & MEDICAL DISTRICT BOARD

KATHLEEN CHAMBERLAIN, BOARD CHAIRMAN

CONNIE VAN DRIEL, BOARD CLERK

JEFF CROSS, BOARD DIRECTOR

JASON MOELLER, BOARD DIRECTOR

SHAWN KURIAN, BOARD DIRECTOR



# Superstition Fire & Medical District

Serving the Communities of Apache Junction and Gold Canyon since 1955

Phone | (480) 982-4440

Website | [sfmd.az.gov](http://sfmd.az.gov)

## BOARD OF DIRECTORS MEETING AGENDA FOR MARCH 19, 2025

Dial in Phone Number: 1-689-206-0397

Phone Conference ID: 575 587 553#

The Board will convene on Wednesday, March 19, 2025, at the Superstition Fire & Medical District's Administrative Office, located at 565 N. Idaho Road, Apache Junction, Arizona. The meeting room will open to the public at 5:00 p.m., with the meeting commencing at 5:30 p.m. local time.

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call

The following agenda items are scheduled for discussion at the board meeting. The Governing Board may or may not decide to take action on any or all items. The order of the agenda items may or may not be taken in the order listed.

- 1. Review and approval of the February 2025 financial reports and bank reconciliations.**
- 2. Recognition of employee performance, achievements, and special recognition for community members.**
- 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 listed below:**

- A. Board Meeting Minutes from February 19, 2025
- B. PSPRS 457(b) Plan Adoption Agreement
- C. Great Places to Work Institute Agreement
- D. 2025 Bubbles and Brews Medical Services Contract
- E. Pinal County Amendment to Lease Agreement
- F. PSPRS Joinder Agreement Supplement

**Administration Office**  
565 North Idaho Road  
Apache Junction, AZ 85119

**Regional Training Center**  
3700 East 16<sup>th</sup> Avenue  
Apache Junction, AZ 85119

**Fleet Services**  
1455 East 18<sup>th</sup> Avenue  
Apache Junction, AZ 85119

5. **Discussion and possible approval of the Fire District’s Independent Auditor’s Report and related financial statements for the fiscal year ending June 30, 2024, as required by Arizona Revised Statute §48-253, and as presented by Baker Tilly US, LLP – Certified Public Accountants.**
6. **Discussion and possible approval of Budget Planning and Tax Rate Approval for the Fiscal Year 2025/26 Preliminary Budget.**
7. **Discussion and possible action regarding updates on the 2025 potential bond election.**
8. **Reports.**
  - Senior Leadership Team (SLT):**
  - Fire Chief John Whitney**
  - Assistant Chief Brian Read**
  - Transportation Services Director Billy Warren**
  - Assistant Chief Richard Mooney**
  - Administrative Services Director Anna Butel**
  - President Colt Weddell**
9. **New Business / Future Agenda Items.**
10. **Announcements and Document Signing.**
11. **Adjourn**

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: March 13, 2025  
At: 1500 Hours  
By: Valerie Blodgett

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.

**Agenda Item Title**

**Review and approval of the February 2025 financial reports and bank reconciliations.**

**Submitted By**

James Vincent Group

**Background/Discussion**

The James Vincent Group 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.
  - a. The Cash Flow report consists of the combined cash balances of all District Funds. These balances include the General (100), Transport Services (150), Capital Projects (200), Special Revenue (400), Debt Principal (500), Debt Interest (600) and Certificates of Participation (700) Funds. The Cash Flow report is updated monthly with the actual revenues deposited into and actual expenditures disbursed from the District’s cash accounts. It is important to note the revenues and expenditures are reported on a Cash Basis. This report is generated to demonstrate that the fire District maintains sufficient cash available to satisfy the projected expenditures budgeted over the course of the fiscal year.

2. Fund Account Bank Reconciliations.

The reconciliation of each of the District’s Fund Cash Accounts (General (100), Transport Services (150), Capital Projects (200), Special Revenue (400), Debt Principal (500), and Debt Interest (600) Funds) between the Pinal County Treasurer’s monthly bank statement and the District’s Fund balance sheet report is provided. To signify Board approval of the monthly financial statements and bank reconciliations, the Board Chairman is requested to sign the attached Letter of Acceptance which will be kept on file at the District.

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

N/A

**Enclosure(s)**

\*Monthly Financials provided under separate cover

**Recommended Motion**  
*“Motion to approve the February 2025 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 **February 2025**:

1. Financial Statement
2. Bank Reconciliations
  - a. General (100) Fund
  - b. Transport Services (150) Fund
  - c. Capital Projects (200) Fund
  - d. Special Projects (400) Fund
  - e. Debt Principle (500) Fund
  - f. Debt Interest (600) Fund
  - g. Certificates of Participation (700) Fund

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Kathleen Chamberlain, Board Chair

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Date



March 2025

## Governing Board Meeting – March 19, 2025

### Agenda Item: 2

#### Agenda Item Title

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

#### Submitted By

Fire Chief John Whitney

Assistant Chief Brian Read

Assistant Chief Richard Mooney

#### 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.

## March Service Anniversaries

### 13 Years of Service

Captain / Paramedic **Ryan Ledbetter**

Battalion Chief **Dan Elliott**

Captain **Bryan Heun**

Captain / Paramedic **Lance Frawley**

Captain / Paramedic **Adam Rodriguez**

Engineer / Paramedic **Matt Perez**

Engineer / Paramedic **Ryan Philips**

Engineer / Paramedic **Brian Garten**

Firefighter **Wayne Emerson**

### 5 Years of Service

Firefighter / Paramedic **Justin Elliott**



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## Governing Board Meeting – March 19, 2025

### Agenda Item: 3

#### Agenda Item Title

Call to the Public

#### A.R.S. §38-431.01(I)

*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 – March 19, 2025

### Agenda Item: 4

#### Agenda Item Title

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

- A. Board Meeting Minutes from February 19, 2025 - **Appendix A**
- B. PSPRS 457(b) Plan Adoption Agreement - **Appendix B**
- C. Great Places to Work Order Form - **Appendix C**
- D. 2025 Bubbles and Brews Medical Services Contract - **Appendix D**
- E. Pinal County Amendment to Lease Agreement - **Appendix E**
- F. PSPRS Joinder Agreement Supplement - **Appendix F**

#### 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 March 19, 2025.”*



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**Governing Board Meeting – March 19, 2025**

**Agenda Item: 5**

**Agenda Item Title**

Discussion and possible approval of the Fire District’s Independent Auditor’s Report and related financial statements for the fiscal year ending June 30, 2024, as required by Arizona Revised Statute §48-253, and as presented by Baker Tilly US, LLP – Certified Public Accountants.

**Submitted By**

Fire Chief John Whitney

**Background/Discussion**

The District’s annual audit was completed as required by A.R.S. §48-253. Steven May, Audit Supervisor – Baker Tilly, will be attending the Board meeting to present information regarding the audit, and will be available to answer questions from the Board.

**Financial Impact**

None

**Enclosures**

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

**Recommended Motion**

*“Motion to approve the Fire District’s Independent Auditor’s Report and related Financial Statements for the fiscal year beginning July 1, 2023 and ending on June 30, 2024, as submitted by Baker Tilly, and to direct Staff to submit the auditor’s report to Pinal County and Maricopa County as required by ARS§48-253.”*



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**Governing Board Meeting – March 19, 2025**

**Agenda Item: 6**

**Agenda Item Title**

Discussion and possible approval of Budget Planning and Tax Rate Approval for the Fiscal Year 2025/26 Preliminary Budget.

**Submitted By**

Fire Chief John Whitney  
James Vincent Group

**Background/Discussion**

A high-level overview of the current plans for the Fiscal Year 2025/26 budget, including options for accomplishing a range of strategic compensation and benefits and operational initiatives by the fund, will be provided for Board discussion and potential direction.

The Board will be asked to set the Tax Rates for Fiscal Year 2025/26 for planning purposes.

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

n/a

**Enclosure(s)**

n/a

**Recommended Motion**

*“Motion to approve the tax rate of \$3.69 per hundred dollars of secondary valuation for District operations, and \$0.11 special assessment related to the 2018 JPMorgan Chase Refinancing Bond for development of the Tentative Budget for Fiscal Year 2025/26.”*



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**Governing Board Meeting – March 19, 2025**

**Agenda Item: 7**

**Agenda Item Title**

2025 Bond Election Update

**Submitted By**

Anna Butel, Administrative Services Director

**Background/Discussion**

The Superstition Fire & Medical District (SFMD) is committed to providing the highest level of fire protection, emergency services, and community support. To continue this mission and meet the growing needs of our community, we are proposing a bond measure that will allow us to invest in essential infrastructure, equipment, and services.

To ensure transparency, accountability, and community involvement, SFMD has established a Citizen Advisory Committee (CAC). This diverse group of community members will play a crucial role in guiding the recommendation put forth to the SFMD Governing Board in April.

This is an update regarding the meetings that have occurred thus far.

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

n/a

**Enclosure(s)**

n/a

**Recommended Motion**

N/A



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## Governing Board Meeting – March 19, 2025

### Agenda Item: 8

#### Agenda Item Title

#### Reports

#### Background / Discussion

This item is for the fire chief and his staff to share information with the Board of items occurring within, or related to, the fire district. Any item shared is for information only. Upon request of the Board, any item shared during this agenda item may be moved to the agenda for future meetings. Board discussion, other than clarifying questions, cannot occur and no action, position, or direction may occur until the specific item is placed on the agenda.

- Senior Leadership Team
- Labor

#### Recommended Motion:

N/A



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**Governing Board Meeting – March 19, 2025**

**Agenda Item: 9**

**Agenda Item Title**

**New Business / Future Agenda Items**

**Financial Impact**

N/A

**Enclosure(s)**

N/A

**Recommended Motion:**

*“TBD”*



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**Governing Board Meeting – March 19, 2025**

**Agenda Item: 10**

**Agenda Item Title**

**Announcements and Document Signing**

**Background / Discussion**

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

**Recommended Motion:**

N/A



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**Governing Board Meeting – March 19, 2025**

**Agenda Item: 11**

**Agenda Item Title**

**Adjournment**

**Recommended Motion:**

*“Motion to adjourn the Board meeting.”*



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# Appendix A

## A. Board Meeting Minutes from February 19, 2025

### Submitted By

Board Secretary Valerie Blodgett

### Background / Discussion

The board meeting minutes of the previous meeting(s) are provided for the BOD to approve. If the BOD would like to discuss the minutes, they may be removed from the consent agenda. After approval, minutes are signed by the Clerk of the Board and kept as the official public record.

### Financial Impact/Budget Line Item

N/A

### Enclosure(s)

February 19, 2025 Board Meeting Minutes







# Superstition Fire & Medical District

Serving the Communities of Apache Junction and Gold Canyon since 1955

Phone | (480) 982-4440

Website | [sfmd.az.gov](http://sfmd.az.gov)

## Governing Board Meeting Minutes

### FEBRUARY 19, 2025

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 TUESDAY, JANUARY 14, 2025. 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 Chamberlain called the meeting to order at 5:30 PM.

#### B. Pledge of Allegiance

The Pledge of Allegiance led by Anna Butel & Carlos Rivera

#### C. Roll Call

Board Members in attendance were Chairman Kathleen Chamberlain, Director Jeff Cross, and Director Jason Moeller. Clerk Connie Van Driel joined via phone at 5:50 PM.

Senior Leadership Team in attendance were Fire Chief John Whitney, Assistant Chief Brian Read, Assistant Chief Richard Mooney, Deputy Chief Dave Pohlmann, Transportation Services Director Billy Warren, Administrative Services Director Anna Butel. Also in attendance were Alena Sampson, HR Manager, as the Board Secretary, and Ben Archer with James Vincent Group.

#### 1. Review and approval of the January 2025 financial reports and bank reconciliations.

**Motion** by Director Jeff Cross to approve the January 2025 financial reports and bank reconciliations.

**Seconded** by Director Jason Moeller

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

*Administration Office*  
565 North Idaho Road  
Apache Junction, AZ 85119

*Regional Training Center*  
3700 East 16<sup>th</sup> Avenue  
Apache Junction, AZ 85119

*Fleet Services*  
1455 East 18<sup>th</sup> Avenue  
Apache Junction, AZ 85119

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

**February Anniversaries**

25 Years of Service:

**Anna Butel**, Administrative Services Director  
**Carlos Rivera**, Fire Captain/Paramedic

16 Years of Service:

**Vaughn Croshaw**, Fleet Superintendent

12 Years of Service:

**Dave Endres**, Captain/Paramedic  
**Monte Fuller**, Engineer  
**Chris Furgeson**, Captain/Paramedic

6 Years of Service:

**Matt Leon**, Firefighter/Paramedic  
**Ryan Markham**, Firefighter/Paramedic

3 Years of Service:

**Erik Arbit**, Firefighter  
**Logan Garman**, Firefighter  
**Max Gregor**, Firefighter  
**Haden Langenhorst**, Firefighter  
**David Tavares**, Firefighter/Paramedic  
**Jordan Wilkes**, Firefighter/Paramedic

**3. Call to the Public.**

None

**4. Discussion and possible approval of all consent agenda items listed below:**

- A. Board Meeting Minutes from January 15, 2025
- B. Contract for medical services for the Blues & Brews Art Festival
- C. Contract for Under the Shield
- D. Professional Liability Insurance

**Motion** by Director Jason Moeller to approve all consent agenda items for February 19, 2025.

**Seconded** by Director Jeff Cross  
**Vote 3** ayes, 0 nays, **MOTION PASSED**

**5. Discussion and possible action regarding conflict of interest or potential conflict of interest of SFMD Governing Board Members**

Board Members completed the annual requirement of completing the conflict of interest or potential conflict of interest form which are on file for 2025.

**6. Discussion and possible approval regarding the selection of board chair and board clerk**

**Motion** by Director Jeff Cross to keep Kathleen Chamberlain as the Board Chair and Connie Van Driel as the Board Clerk.

**Seconded** by Director Jason Moeller  
**Vote 4 ayes, 0 nays, MOTION PASSED**

**7. Discussion and possible approval of the 2025 disclosure statement of meeting notice posting locations and dates for the Superstition Fire & Medical District Governing Board Meetings and Local Pension Board Meetings.**

**Motion** by Director Jason Moeller to approve filing the 2025 disclosure statement with board meeting dates and times with the Pinal and Maricopa County Board of Supervisors and for posting meeting notices and agendas at the locations specified in the statement and on the District's website.

**Seconded** by Director Jeff Cross  
**Vote 4 ayes, 0 nays, MOTION PASSED**

**8. Discussion and possible approval of the purchase of a 2026 Horton 623 ambulance.**

Transportation Director Billy Warren discussed that this was part of the 5-year replacement plan approved in 2022. Three ambulances have been purchased so far through a capital lease, and this is the fourth ambulance. The first ambulance was received in 2022 and the second and third ambulances should be arriving at the end of March 2025. The fourth ambulance should arrive July 2026. Director Warren also discussed that the use of ARPA funds saved SFMD \$442,000 dollars over 5 years. Director Cross asked if the old ambulances are kept in the fleet, and Director Warren confirmed that we do keep them as reserves. We currently have one reserve.

**Motion** by Director Jeff Cross approving the purchase of a 2026 Horton 623 ambulance.

**Seconded** by Director Jason Moeller  
**Vote 4 ayes, 0 nays, MOTION PASSED**

**9. Discussion and possible approval of the adoption of the 2025/2026 fiscal year budget planning**

Chief John Whitney discussed the timeline of the budget build out. The Public Safety Personnel Retirement System rates have all increased, resulting in an increased cost of \$235,000 for the upcoming fiscal year. Tiers 1 and 2 are 92.4% funded with an unfunded liability as of 06/30/2024 of \$6.396 million. Tier 3 is 107.9% funded with an unfunded liability as of 06/30/2024 of \$13.1

million. Total District NAV increased by 8.22% up to \$46,322,393. Our current tax rate is \$3.69. This is the fourth year in a row where we are below the tax cap of \$3.75. SRP NAV will be available in early March.

High Level Budget Priorities:

- Contractual Increases
- Compromised Staffing
- Cost of Living Increase
- Training
- Financial Reserves
- Capital Improvement Fund
- Rising Costs – Costs of Goods and Services

**Motion** by Director Jason Moeller to approve the adoption of the 2025/2026 fiscal year budget planning calendar as presented.

**Seconded** by Director Jeff Cross

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

## **10. Discussion of updates on the 2025 potential bond election**

Chief Whitney conveyed that the Citizen’s Advisory Committee has had two meetings with discussions on the following topics:

Session #1

- Introductions
- Process Approach
- District History & Overview
- Fire District Funding Basics
- Legislative Challenges
- Budget Process, Overview, Challenges & Steps Taken

Session #2

- Vision, Mission, Values
- Labor/Management Process
- Recruitment & Retention
- Bond Process Overview
- Capital Replacement Plan
- Capital Needs
- Challenges of Capital Funding

There will be two more meetings, which will include tours of our fire stations and training facility. The plan is to come forward in April and present a staff presentation to the Board. Chief Whitney thanked the Citizen’s Advisory Committee for their participation in the process.

## **11. Senior Leadership Team Reports**

## **Fire Chief Report**

- AFDA Conference
  - Labor/Management Relations
- AJ Water Board
- Bond Project
- Budget Process
- Labor Management
- Fire Investigation Conversation
- Recruit Family Night
- All-Staff
- EMT Interviews
- Engineer Interviews
- East Valley Fire Chiefs
- Western Fire Chiefs Presidents Forum
- Ignite Conference
- Operations Meeting

## **Emergency Services**

### **Operations – District & Regional**

- SFMD/Pinal County Collaboration – Joint messaging for Wildland
- SFMD/AJPD – Fire Investigation Discussion
- Special Event Staffing
- Recruitment Committee
- LDD Rodeo/Carnival Site Walkthrough
- Branded Bill Collaboration – PIO
- Captain Zach Leon spoke at the Peralta Trails and Vista Del Camino HOA Meetings
- East Valley AC Meeting
- Regional Operations Consistency Committee
- Class 25-1 Recruit Family Night

### Significant Incidents:

#### Residential Fire

- 01/13/2025 – E. 35<sup>th</sup> Avenue
- 2<sup>nd</sup> floor outlet with extension into wall
- Fire contained to the wall, no extension into the attic

#### Trail Rescue

- 01/13/2025 – Peralta Trail
- Mutual Aid request from PCSO
- L264 & E262 responded
- SFMD crews evaluated and extracted the patient from the trail
- Patient refused treatment upon reaching the parking lot

#### Wildland Urban Interface

- 01/23/2025 – Queen Valley
- Mutual Aid request from Queen Valley Fire
- BR261 responded with a 4-person crew

- Fire contained to approximately 3 acres
- No civilian or FF injuries reported

#### 2N1 MVA

- 02/01/2025 – Lost Dutchman/N. Goldfield
- Side by Side rollover
- E26, E263, LT263, M263, M261, BC261
- 3 patients
  - 1 fatal
  - 2 left the scene before SFMD's arrival

### **Training – District & Regional**

- Engineer Promotional Process
  - Process complete
  - 3 members on the Engineer Promotional List
- Candidate Development Program
  - Hosted two sessions this month, including mock interviews and PT sessions focusing on workouts similar to assessment/intern requirements
- Cadre Meetings
  - Held meetings with both the Tactical Cadre and Engineer Cadre
  - Developed a yearly schedule of workshops for CAC and CAE
- Academy Class 25-1
  - Six Recruit Firefighters at the Mesa Public Safety Training Facility
  - Captain Ledbetter is serving as the RTO
- Recruit Firefighter Process
  - Candidates have completed the written test
  - Building out the Assessment Center
- Can Act Captain
  - Hosted three different tactical sets/reps workshops
- Unified Command at Lost Dutchman Marathon
- Meetings and Events
  - East Valley Steering Meeting in Tempe
  - Fire Ops 101 Meeting on 02/21/2025 at Mesa Public Safety Training Facility
  - EVIT Meeting to discuss the progress of live fire training at the Gilbert Training Facility
  - Received approval from Gilbert to host the training
- Extrication Training
  - Crews assisted the East Valley Fire Cadets with extrication training
- East Valley Ladder Training in Chandler
  - 35-foot ladder raise with rescue, forcible entry, commercial ventilation, at grade/below grade fire attack with master stream device
- Technical Rescue Training (TRT)
  - Elevator Rescue
  - High Rise Window Washer Rescue

### **EMS – District & Regional**

- AFDA Conference
- Station 264 – Medication Dispensing Machine
- Renaissance Festival first aid station deployment

- New Hire Orientation
- EleGARD Hands On Skills Review
- National Registry Certification Renewal
- Unified Command Lost Dutchman Marathon
- East Valley Agencies
- EMS ROCC
- Phoenix-Mesa Gateway Triannual Training

### **Transportation Services**

- Level Zero Tracking Update
- AEMS Education Committee, AEMS Functional Group Meeting, AEMS Board of Governors
- New Hire Training – 3 Paramedics, 1 EMT
- EMS ROCC Billing Sub Committee Meeting
- EMS ROCC
- East Valley Agency Meeting
- Deferred Comp Meeting
- Central AZ EMS Guidelines – Medical Directors Consortium

### **Support Services**

- State of the City Address
- Gold Canyon Republicans Meeting
- Superstition Mountain Republican Club
- TRWC Check-In Meeting
- Comm Ops Meeting
- LEPC Meeting
- Fire Investigation Discussion with Queen Creek
- Special Event Task Force Meeting
- Lost Dutchman Days Site Meeting
- Tower Lease Follow-Up Meeting
- Meeting with AJPD at RTC about Wellness Room
- Assisted with Engineer Testing
- GIS Transition Discussion with Administrative Services
- Fire Investigation Discussion with AJPD
- Labor Management
- Water Board Meeting with AJ City Council
- CAC Ribbon Cutting
- Inspection of New Pumper at Pierce (Croshaw & Nelson)
- AJ Health & Wellness Fair at Horizon Health
- Rock Shadows RV Park Appreciation Lunch
- Station 263 Tour with Webelos Boy Scouts
- Lost Dutchman RV Chili Cookoff (E261 judged)

### **Administrative Services**

- Bond Committee Meetings
- Citizens Advisory Meetings
- Admin Stand Up
- JVG meeting

- GIS Transition Meeting
- All Staff
- Worker’s Compensation Audit
  - NCCI (National Council on Compensation Insurance (Class Coding))
- Worker’s Compensation Audit –
  - Davies (Premiums & Payroll)
- Worker’s Compensation – Claims Review
- Deferred Compensation Meeting
- Recruiting Update
  - Recruit Firefighter
    - 262 Applications (92% increase over 2024)
    - 199 at Written Test, 181 passed
    - 168 signed up for Assessment Center at time of this meeting
  - Administrative Specialist
    - 27 Applications
    - 19 Taking Written Test
    - 12 Passed Written Test at time of this meeting
- New Hires
  - Alex Couillard – Transport Paramedic
  - Joseph Kaehr – Transport Paramedic
  - Jordan Hershberger – Transport Paramedic
  - Cayden Serdy – Transport EMT

**12. New Business / Future Agenda Items**

None

**13. Announcements / Document Signing**

- Roger Luth wanted to express gratitude to Chief Dan Elliott for getting an EMT volunteer for the Pony Express Ride

**14. Adjourn**

**Motion** by Director Jason Moeller to adjourn the board meeting at 6.59 p.m.

**Seconded** by Director Jeff Cross

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

**Governing Board Approval:**

---

Board Clerk Connie Van Driel



## **Appendix B**

### **B. PSPRS 457(b) Plan Adoption Agreement**

#### **Submitted By**

Anna Butel, Administrative Services Director

#### **Background/Discussion**

The Deferred Compensation Committee recommends moving our existing Nationwide Plans to the PSPRS Nationwide plan. It's worth noting that the PSPRS Nationwide plans offer lower fees and possibly better performance, which can significantly impact retirement savings overall. Moving our plan is a strategic move that will optimize retirement funds and achieve long-term financial objectives for our membership.

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

N/a

#### **Enclosure(s)**

PSPRS 457(b) Plan Adoption Agreement



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**PSPRS 457(b) PLAN ADOPTION AGREEMENT**

Participating Employer Name: \_\_\_\_\_

Legal Plan Name: \_\_\_\_\_

The undersigned, by executing this Adoption Agreement, elects to become a Participating Employer in the Plan identified above, as if the Participating Employer were a signatory to that Plan Document. The Participating Employer accepts and agrees to be bound by all of the elections granted under the provisions of the Plan as made by the Plan Sponsor.

The effective date of the Plan for the Participating Employer is: \_\_\_\_\_

**IN WITNESS WHEREOF**, the parties hereto have executed this Joinder Agreement effective as of the effective date above. Upon execution of this Joinder Agreement, eligible employees of the Participating Employer are permitted to begin Contributions into the Plan as of the effective date.

Participating Employer Name: \_\_\_\_\_

Authorized Signatory Name: \_\_\_\_\_

Authorized Signatory Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Acceptance by the Plan Administrator on the Adoption Agreement**

Plan Administrator or Designee: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



Plan Type

Please Select One: [ ] NACo [ ] USCM [ ] IAFF-FC Program [ ] Other
Please Select One: [ ] 457(b) [ ] 401(a) [ ] 401(k) [ ] 403(b) [ ] OBRA
Select Only if Applicable to Plan: [ ] Creative Planning, LLC Fiduciary Services

Employer Information (required)

Employer Name:
Nationwide Plan Number:
Plan Name:
Physical Address:
Street Address:
City: State: ZIP:
Mailing Address (for priority/overnight):
[ ] Same as Physical Address (if not, complete below)
Street Address:
City: State: ZIP:
Employer Contact:
Name: Title:
Phone: Email:
Number of Eligible Employees: Employer Tax ID Number (from W-2):

Payroll Center Information

Provide information on page 2 if more than one payroll center exists and separate payroll confirmations are desired.

Asterisk (\*) Indicates that the field is required.

Payroll Center Contact:
Name\*: Title:
Phone: Fax: Email\*:
Is this person also a Loan Contact? [ ] Yes [ ] No If No, provide Loan Contact information (if applicable).
Loan Contact (if different from Payroll Center Contact):
Name\*: Title:
Phone: Fax: Email\*:
Payroll Center Address\*:
Street Address\*:
City\*: State\*: ZIP\*:
Frequency of Payroll Deductions\*: [ ] Weekly [ ] Bi-Weekly [ ] Semi-Monthly [ ] Monthly [ ] Other:
Contribution Type\*: [ ] Percentage [ ] Dollar Amount Number of Payroll Centers\*: (up to 4)
Will Payroll Center furnish detail on web-based app? [ ] Yes [ ] No

Contributions must be remitted to Nationwide as frequently as deductions are made. OBRA Payroll Data must be segregated from the payroll data for your voluntary 457 deferred compensation plans.

Unforeseeable Emergency/Hardship Requests (if permitted)

Who will review and make determinations for Unforeseeable Emergency requests? [ ] Nationwide [ ] The Employer
If the Employer will make these determinations, please indicate the names and titles of the individuals authorized to review.
Name: Title:
Name: Title:

## Additional Payroll Center Information

Provide additional payroll center information when separate payroll confirmations are desired for each payroll center.

Asterisk (\*) indicates that the field is **required**.

### Payroll Center #2:

Payroll Center Contact:

Name\*: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email\*: \_\_\_\_\_

Is this person also a Loan Contact?  Yes  No If No, provide Loan Contact information (if applicable).

Loan Contact (if different from Payroll Center Contact):

Name\*: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email\*: \_\_\_\_\_

Payroll Center Address\*:

Street Address\*: \_\_\_\_\_

City\*: \_\_\_\_\_ State\*: \_\_\_\_\_ ZIP\*: \_\_\_\_\_

Frequency of Payroll Deductions\*:  Weekly  Bi-Weekly  Semi-Monthly  Monthly  Other: \_\_\_\_\_

Contribution Type\*:  Percentage  Dollar Amount

Will Payroll Center furnish detail on web-based app?  Yes  No

### Payroll Center #3:

Payroll Center Contact:

Name\*: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email\*: \_\_\_\_\_

Is this person also a Loan Contact?  Yes  No If No, provide Loan Contact information (if applicable).

Loan Contact (if different from Payroll Center Contact):

Name\*: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email\*: \_\_\_\_\_

Payroll Center Address\*:

Street Address\*: \_\_\_\_\_

City\*: \_\_\_\_\_ State\*: \_\_\_\_\_ ZIP\*: \_\_\_\_\_

Frequency of Payroll Deductions\*:  Weekly  Bi-Weekly  Semi-Monthly  Monthly  Other: \_\_\_\_\_

Contribution Type\*:  Percentage  Dollar Amount

Will Payroll Center furnish detail on web-based app?  Yes  No

### Payroll Center #4:

Payroll Center Contact:

Name\*: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email\*: \_\_\_\_\_

Is this person also a Loan Contact?  Yes  No If No, provide Loan Contact information (if applicable).

Loan Contact (if different from Payroll Center Contact):

Name\*: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email\*: \_\_\_\_\_

Payroll Center Address\*:

Street Address\*: \_\_\_\_\_

City\*: \_\_\_\_\_ State\*: \_\_\_\_\_ ZIP\*: \_\_\_\_\_

Frequency of Payroll Deductions\*:  Weekly  Bi-Weekly  Semi-Monthly  Monthly  Other: \_\_\_\_\_

Contribution Type\*:  Percentage  Dollar Amount

Will Payroll Center furnish detail on web-based app?  Yes  No

**Departmental Information (if applicable)**

Use this page to establish Departments.

Asterisk (\*) indicates that the field is **required**.

Double Asterisk (\*\*) indicates that the field is **required for Departmental Recordkeeping Plans**.

Will Plan use Departmental Recordkeeping?  Yes  No

1. Department Name\*: \_\_\_\_\_ Department ID\*: \_\_\_\_\_

Department Contact:

Name\*: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Department Physical Address\*:

Street Address\*: \_\_\_\_\_

City\*: \_\_\_\_\_ State\*: \_\_\_\_\_ ZIP\*: \_\_\_\_\_

Department Mailing Address:  Same as Physical Address (if not, complete below)

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Associated Pay Center (If not indicated, default Pay Center will be used)\*: \_\_\_\_\_

Allow Department for all Plans? \*\*  Yes  No Default Department (limit one per Plan)? \*\*  Yes  No

Payroll Frequency (if Pay Center has multiple; select one)\*\*:

Weekly  Bi-Weekly  Semi-Monthly  Monthly  Other: \_\_\_\_\_

2. Department Name\*: \_\_\_\_\_ Department ID\*: \_\_\_\_\_

Department Contact:

Name\*: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Department Physical Address\*:

Street Address\*: \_\_\_\_\_

City\*: \_\_\_\_\_ State\*: \_\_\_\_\_ ZIP\*: \_\_\_\_\_

Department Mailing Address:  Same as Physical Address (if not, complete below)

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Associated Pay Center (If not indicated, default Pay Center will be used)\*: \_\_\_\_\_

Allow Department for all Plans? \*\*  Yes  No Default Department (limit one per Plan)? \*\*  Yes  No

Payroll Frequency (if Pay Center has multiple; select one)\*\*:

Weekly  Bi-Weekly  Semi-Monthly  Monthly  Other: \_\_\_\_\_

3. Department Name\*: \_\_\_\_\_ Department ID\*: \_\_\_\_\_

Department Contact:

Name\*: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Department Physical Address\*:

Street Address\*: \_\_\_\_\_

City\*: \_\_\_\_\_ State\*: \_\_\_\_\_ ZIP\*: \_\_\_\_\_

Department Mailing Address:  Same as Physical Address (if not, complete below)

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Associated Pay Center (If not indicated, default Pay Center will be used)\*: \_\_\_\_\_

Allow Department for all Plans? \*\*  Yes  No Default Department (limit one per Plan)? \*\*  Yes  No

Payroll Frequency (if Pay Center has multiple; select one)\*\*:

Weekly  Bi-Weekly  Semi-Monthly  Monthly  Other: \_\_\_\_\_



## Plan Sponsor Information

Plan Sponsor Name: \_\_\_\_\_

Employer Tax ID Number: \_\_\_\_\_

Plan Sponsor Number (Nationwide Assigned): \_\_\_\_\_

Do you have multiple payroll departments that submit payroll & census separately?  Yes  No

Address Line 1: \_\_\_\_\_

Address Line 2: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Is this an update to your existing address?  Yes  No

## PRIMARY AUTHORIZED Contact

The Plan can only have **one** Primary Authorized Company Representative of which is the recipient of Plan Statements and other Plan-related administrative messages. Updating the Primary Authorized Company Representative will supersede any previous Primary Authorized Company Representative.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Preferred Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

## Plan Sponsor Web Features

**FastPay:** A fully digital payroll and census submission system. Secure participant information, save time, improve accuracy, and eliminate manual entry when submitting your plan's payroll and census data.

**Task Center:** Payroll Change Notices and Employment Status Tasks will be generated as an action item in Task Center for a digital and streamlined processing experience. Email notifications will be generated daily at 12 p.m. Eastern for any outstanding tasks.

**Reporting:** Create and view plan and participant level reports.

## Primary Website User

This section is required to establish **one** person within the Plan Sponsor's office as the primary website user on the NRS website. The primary user will assign and administer all other website roles for the Plan's account, including any contacts noted below that are required for your Plan's online data submission.

New Primary User Access  Replace Existing Primary User

### Primary Website User Contact Information:

Same as Primary Authorized Contact

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Preferred Phone: \_\_\_\_\_ Email: \_\_\_\_\_

The primary website user will have access to all Plan Sponsor website functions and permissions.

## Secondary Website Users

Role Access Chart				
Online/Web Access:	Primary <sup>1</sup>	Manager	Payroll	Reporting
<b>FastPay</b>				
Process payroll	✓	✓	✓	
Enroll participants electronically	✓	✓	✓	
<b>Task Center<sup>2</sup></b>				
Verify Termination of Employment for Participant Withdrawal Requests	✓	✓		
View and complete payroll change notices	✓	✓	✓	
<b>Reporting</b>				
Create and view reports	✓	✓		✓
<b>Manage User Accounts</b>				
Create secondary users	✓	✓		

<sup>1</sup>We take protecting retirement plan account information very seriously at Nationwide. Therefore, the Primary website user is responsible for performing periodic audits to verify that the secondary website user accounts are being used by the original user for legitimate business purposes.

<sup>2</sup>Role accesses may be changed by the Primary user by clicking Administer Task Access on Task Center.

### Established Secondary Users

1. Name: \_\_\_\_\_ Title: \_\_\_\_\_

Preferred Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please specify pay center number or name (if applicable): \_\_\_\_\_

Please select the role(s) for this user, given the accesses marked in the chart above:

Manager  Payroll  Reporting

2. Name: \_\_\_\_\_ Title: \_\_\_\_\_

Preferred Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please specify pay center number or name (if applicable): \_\_\_\_\_

Please select the role(s) for this user, given the accesses marked in the chart above:

Manager  Payroll  Reporting

**I have additional payroll contacts.** If you want to add more than two contacts, you may attach a page with the additional contact information. Any time a new contact is added the above fields are required.

### Required Authorization

By signing below, you are authorizing the activation of online features which includes FastPay and Task Center. Users designated will be responsible for monitoring and processing ongoing administrative tasks.

#### Primary Authorized Company Representative:

Name (print): \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Form Return Instructions

Email: nrscontr@nationwide.com

Fax: 877-677-4329

## Appendix C

### C. Great Places to Work Order Form

#### Submitted By

HR Manager Alena Sampson

#### Background/Discussion

This certification offers a visual representation that we are an organization that people want to work for, which would benefit us and help with our recruitment goals. Additionally, this certification process can help us to identify areas needing attention to prevent flight risks.

The benefits of becoming a Great Place to Work include:

- Boosting employee engagement & pride in driving retention
- Discovering our culture strengths and opportunities
- Elevating our employer brand

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

\$3,500

#### Enclosure(s)

Great Places to Work Order Form



**Go To Next Item**

**Go to Agenda**



## GREAT PLACE TO WORK® INSTITUTE INC. ORDER FORM

Customer: Superstition Fire & Medical District

Effective Date:

This Order Form is effective as of the Effective Date (as identified above) for the purchase by the customer identified in the signature block below ("Customer") of the products and services listed below from Great Place To Work Institute Inc. ("GPTW"). The pricing quoted in this Order Form expires: 4/30/2025 12:00:00 AM

### PRODUCTS AND SERVICES\*<sup>1</sup>

PRODUCTS AND SERVICES	DESCRIPTION
<b>Analyze</b>	<p>Leverage Emprising™, GPTW's people analytics platform, to review survey results modules including interactive dashboards, comparison filters, heat maps, applicable benchmarks, comments and .CSV or .DOC exports, where applicable.</p> <p>Subscription includes (1) Certification™ and Best Workplaces™ List-eligible Trust Index® Survey* as well as ability to add custom statements and demographics.</p> <p>Includes one (1) 30-minute virtual results call with a Customer Success Manager.</p> <p>*Organizations with 5000 or fewer US-based employees must invite all employees to survey.</p>

\*All Products and Services shall automatically renew per the terms below unless otherwise specified.

### SUBSCRIPTION AND PAYMENTS

The Initial Term of the subscription as detailed in this Order Form shall begin as of the Subscription Start Date and continue for the Initial Term Length stated below (the Initial Subscription Term).

SUBSCRIPTION START DATE	INITIAL TERM LENGTH	TOTAL PRICE**
	12 months	\$3,500.00

\*\*Plus applicable tax.

### AUTOMATIC RENEWAL

Upon the expiration of the Initial Subscription Term, this Order Form shall automatically renew for successive periods of twelve (12) months (each a "Renewal Subscription Term"), unless either Party provides written notice to the other Party of its intent not to renew at least thirty (30) days prior to the expiration of the Initial Subscription Term or any then current Renewal Subscription Term.

Prices for the above Products and Services shall be increased once during each Renewal Subscription Term, and will be five percent (5%) or the Consumer Price Index, whichever is higher.

Non-renewal requests must be submitted to US\_LegalSupport@greatplacetowork.com.

### CERTIFICATION PERIOD

If, during the Initial Subscription Term or Renewal Subscription Term ("Subscription Term"), Customer meets the Certification Eligibility Requirements described in <https://www.greatplacetowork.com/certification-best-workplaces-lists-terms>, Customer will be designated as Great Place To Work® Certified™.

Customer's designation as Great Place to Work Certified will continue only for twelve months from the date Customer receives the designation ("Certification Period"). The Certification Period shall be twelve months only, irrespective of whether the Order Form's Subscription Term is then in effect or has expired. Customer acknowledges and agrees that Customer's designation as Great Place To Work Certified does not automatically renew after the expiration of the Certification Period. Customer must meet the then current Certification Eligibility Requirements during an active Subscription Term to be designated as Great Place To Work Certified for any additional Certification Period. Customer may only survey their employees for purposes of achieving Certification during an active Subscription Term. As the majority of customers complete the Certification process within 90 days of the start of an Initial Subscription Term or Renewal Subscription Term, the Subscription Term and Certification Period will not be the same.

**CONTACTS**

**PRIMARY CONTACT**  
 Primary point of contact for GPTW, will have access to the Services and is authorized by Customer to govern access to Customer's data and responsible for user account maintenance, including that of Secondary Contact, if necessary.

Contact Name:	Alena Sampson
Contact Email:	alena.sampson@sfmd.az.gov
Contact Phone:	

**SECONDARY CONTACT**  
 Secondary point of contact for GPTW if Primary Contact is unavailable and is authorized by Customer to govern access to Customer's data and responsible for user account maintenance. Secondary Contact must be different from Primary Contact.

Contact Name:	
Contact Email:	
Contact Phone:	

**BILLING CONTACT**

Billing Contact Name:		Customer Address:	565 N Idaho Rd Apache Junction, AZ 85119-4014 United States
Billing Contact Email:			
Billing Contact Phone:			

**PAYMENT TERMS**

- Payment Frequency: 100% Invoiced upon signature

- Payment Terms: Net 30 Days
- PO #:
  - (If PO not required, enter "N/A")
  - Please send a copy of PO to [US\\_AccountsReceivable@greatplacetowork.com](mailto:US_AccountsReceivable@greatplacetowork.com)
- Check box if sales tax exempt:
  - Customer must send a valid and current sales tax exemption certification to the following email address: [US\\_AccountsReceivable@greatplacetowork.com](mailto:US_AccountsReceivable@greatplacetowork.com)
- Please note, should Customer prefer to pay by credit card, an additional 3% charge will be incurred for Order Forms greater than \$2,000.

## TERMS & CONDITIONS

The Customer hereby agrees that this Order Form incorporates by reference and is governed by the terms and conditions available at <https://www.greatplacetowork.com/master-services-agreement> (MSA), the security survey information at <https://www.greatplacetowork.com/privacy-security-notice> (PSN), and <https://www.greatplacetowork.com/certification-best-workplaces-lists-terms> (Certification Terms) (all together, the "Agreement"). In the event of a conflict between or among the aforementioned documents, the Parties agree that the order of priority to resolve the conflict shall be: (1) this Order Form, (2) the MSA, (3) the PSN, and (4) the Certification Terms.

All capitalized terms used but not defined in this Order Form have the meaning given them in the MSA. The Agreement supersedes any other terms, including, but not limited to, any terms and conditions in Customer's purchase orders. All fees are earned in advance and are non-refundable. The above products are deemed accepted upon the signing of this Order Form. GPTW reserves the right to discontinue and replace products/services with ones of comparable value or offer prorated refunds.

## TAXES & ADDITIONAL FEES

GPTW's fees do not include any taxes, levies, duties, or similar governmental assessments of any nature ("Taxes"), assessable by any jurisdiction whatsoever. Customer is responsible for paying all Taxes associated with its purchases or subscriptions, other than Taxes assessed against GPTW for its income, property, or employees. If GPTW has the legal obligation to pay or collect Taxes for which Customer is responsible under this section, GPTW will invoice Customer and Customer will pay that amount unless Customer provides GPTW with a valid tax exemption certificate authorized by the appropriate taxing authority. GPTW will continue to include Taxes on the invoice until Customer provides a valid and current tax exemption certification to the following email address:

[US\\_AccountsReceivable@greatplacetowork.com](mailto:US_AccountsReceivable@greatplacetowork.com).

Dependent upon the Services purchased, additional fees may apply for changes to employee count per country and/or Certification, delivery dates and/or requests made by Customer that require additional work, such as filling out security surveys, vendor registration forms, or providing Certificates of Insurance. Should additional fees apply, Customer agrees to pay additional invoices for these services. GPTW will notify Customer of the applicable fees prior to completing any work.

## CANCELLATION POLICY

All GPTW orders are final, non-cancellable and not refundable. During the Subscription Term of the Agreement, Customer will be able to utilize the Products and Services listed in this Order Form, including survey(s), report packages, online data analytics, and manager access.

**AUTHORIZATION**

Each person signing this Order Form represents and warrants that they have full authority to execute this Order Form for the party on whose behalf they are signing, and Customer has read and understands and accepts all the terms of the Agreement.

**Superstition Fire & Medical District (“Customer”)**

By:

Print Name:

Title:

Date:

**Great Place To Work Institute, Inc. (“GPTW”)**

By:

*Maggie Green*

Print Name: Maggie Green

Title: Sr. Director, Sales

Date:

## Appendix D

### D. 2025 Bubbles and Brews Medical Services Contract

#### Submitted By

Assistant Chief Richard Mooney

#### Background/Discussion

The projected attendance shows a need for a medical team on-site during the event at Painted Sky Park in Blossom Rock at Superstition Vistas. This contract would provide two medical services personnel and one person from Fleet Services. The Superstition Fire & Medical District will provide a first aid station and emergency services during the March 29, 2025, event. The Fleet Services person is needed to transport the UTV to and from the site on a trailer.

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

The 2025 Bubbles & Brews contract is a paid-for-service contract allowing SFMD to recoup all costs for apparatus, fire, and medical services used during the event.

#### Enclosure(s)

Contract

COI



**Go To Next Item**

**Go to Agenda**





# Superstition Fire & Medical District

Serving the Communities of Apache Junction and Gold Canyon since 1955

Phone | (480) 982-4440

Website | [sfmd.az.gov](http://sfmd.az.gov)

March 19, 2025

## **2025 Bubbles & Brews**

Community Engagement Manager, Blossom Rock

Ikaika Maldonado

10075 S. Dutchman Dr.

Apache Junction, 85120

480-809-7570

IMaldonado@coherlife.com

## **2025 Bubbles & Brews Event; Medical Staffing Agreement**

This Medical Staffing Agreement represents the cost associated with providing Emergency Medical Services (E.M.S.) to staff a Medical Aid Station for the 2025 Bubbles & Brews Event on March 29, 2025. This joint agreement between Cohere Life at the Brookfield Development and the Superstition Fire & Medical District is only valid for the scheduled event scheduled for March 29, 2025. This Agreement provides for one E.M.T. Basic provider, one Paramedic, and one fleet service person to provide medical aid services for the event.

Both parties agree upon the following obligations as per the execution of this Agreement for services:

### **Fire District's Obligations:**

1. Provide one (1) State Certified Paramedic, advanced level provider, and one (1) State Certified E.M.T., basic level provider, to staff a medical aid station at the special event located at Painted Sky Park 10075 S. Dutchman Dr., Apache Junction, AZ 85120, on Saturday, March 29, 2025, from 12:00 pm until 4:00 pm.
2. Provide all necessary advanced life support equipment required for Paramedic level care.
3. Provide all necessary disposable medical supplies.
4. Provide a fleet service person to ensure that equipment is delivered to the site.
5. Provide communications equipment for contacting the Mesa Regional Dispatch Center to request additional resources for treating or transporting patients at the event.
6. Provide for the disposal of medical waste or other biohazard materials generated by treating patients at the event.

### **Cohere Life Obligations:**

1. Agree to pay for the services of one Fleet Service person, one (1) State Certified Paramedic provider, and one (1) State Certified E.M.T. provider to staff a medical aid station at the special event located at (Painted Sky Park)10075 S. Dutchman Dr. Apache Junction, AZ 85120, on Saturday, March 29, 2025, from the hours of 11:00 am until 5:00 pm (6 hours total per provider) per Schedule 'A' (attached).
2. Provide a secure and centralized location for staging an Emergency Vehicle. This location should have direct access in and out of the festival grounds to avoid any delays in the transportation of patients or response of additional emergency vehicles.
3. Signage to identify the medical aid service's location.
4. Provide radio equipment to facilitate communications between the medical aid station staff, the event security staff, and the event coordinators throughout the duration of the event.
5. Always provide unobstructed access for emergency vehicle traffic into the event.

**Miscellaneous Provisions:**

1. Indemnification: To the fullest extent permitted by law, Cohere Life & Brookfield Development shall defend, indemnify, and hold harmless the Fire District, its agents, representatives, officers, directors, officials, and employees from and against all claims, damages, losses, and expenses, including, but not limited to, attorney fees, court costs, expert witness fees, and the cost of appellate proceedings, relating to, arising out of, or alleged to have resulted from the negligent acts, errors, omissions, mistakes or malfeasance relating to the performance of this Agreement by Cohere Life Community at Brookfield Development, as well as any person or entity for whose acts, errors, omissions, mistakes or malfeasance may be legally liable. Nothing herein shall be construed to modify the gross negligence standard in A.R.S. § 48-818.
2. Termination: SFMD may terminate this Agreement pursuant to A.R.S. §38-511 provisions.
3. Non-Discrimination: Notwithstanding any provision or proposal to the contrary, the Cohere Life liability shall not be limited to the amount of its fees, but instead, the Cohere Life shall be liable for any damages as a result of the Cohere Life breach of the Agreement or negligent acts or omissions.
4. Limitations: Nothing in this Agreement shall be construed as limiting or expanding the parties' statutory responsibilities.
5. Relationships: In the performance of the services described herein, the district shall act solely as an independent contractor, and nothing herein or implied herein shall at any time be construed as to create the relationship between employer and employee, partnership, principal and agent, or joint venture between the District and the Cohere Life.



6. Governing Law: This Agreement shall be construed and interpreted under the laws of Arizona.
  7. Insurance: The shall purchase (and maintain) from a company or companies lawfully authorized to do business in Arizona such insurance as will protect the Cohere Life and SFMD from claims set forth below, which may arise out of or result from the Cohere Life's operations under the parties' Agreement and for which the Cohere Life may be legally liable, whether such operations be by the Cohere Life or by a Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:
    - a. claims under Workers' compensation, disability benefit, and other similar employee benefit acts which are applicable to the Work to be performed; (the Vendor and all subcontractors of Cohere Life, on request, shall furnish to SFMD duly executed forms as prescribed by the Arizona Industrial Commission showing that Workmen's Compensation and Occupational Disease Insurance is in full force and effect);
    - b. claims for damages because of bodily injury, occupational sickness or disease, or death of the Cohere Life employees;
    - c. claims for damages because of bodily injury, sickness or disease, or death of any person other than the Cohere Life employees, where attributable to Cohere Life's act or omission;
    - d. claims for damages as a result of personal injury, whether or not arising out of the employment with Cohere Life;
    - e. claims for damages because of injury to or destruction of tangible property, including loss of use resulting therefrom;
    - f. claims for professional errors or omissions; remove
    - g. claims for damages because of bodily injury, death of a person, or property damage arising out of ownership, maintenance, or use of a motor vehicle; and
    - h. claims involving the party's obligations of indemnity under the parties' agreement.
-

If the parties agree upon all conditions and obligations, the Fire District and Cohere Life at Brookfield Development, this document, and representative(s) signature(s) shall be considered and accepted as a binding agreement.

For this Agreement to remain valid, affixed signatures and payment receipts must be received at our administration office, 565 N. Idaho Rd, Apache Junction, AZ, 85119, before the scheduled event date.

**Superstition Fire and Medical District**

**Cohere Life**

Board Chair: \_\_\_\_\_

Agent: \_\_\_\_\_

*Printed:* \_\_\_\_\_

*Printed:* \_\_\_\_\_

Board Clerk: \_\_\_\_\_

Co-Agent: \_\_\_\_\_

Printed: \_\_\_\_\_

Printed: \_\_\_\_\_



# Superstition Fire & Medical District

Serving the Communities of Apache Junction and Gold Canyon since 1955

Phone | (480) 982-4440

Website | [sfmd.az.gov](http://sfmd.az.gov)

## SCHEDULE 'A'

The cost is based on two personnel working a total of 6 hours each (11:00 a.m. through 5:00 p.m.). The cost will be based on actual hours worked. One hour is added for setting up and one for returning personnel and equipment.

<u>Personnel costs for each position for who may work at the event:</u>	<u>Cost for 6 hours.</u>
• Certified Paramedic                      \$85/hour	\$510
• Certified EMT                                 \$75/hour	\$450
• Certified Fleet Mechanic                 \$75/hour	\$450
Apparatus Cost (11:00 pm- 5:00 pm)	
• UTV    Cost per Hour                      \$50/hour	\$300
<b>Total cost: (Personnel cost/hour plus apparatus cost/hour)</b>	<b>\$1710</b>

\*These costs represent actual hourly overtime rates for personnel based on current SFMD special event overtime rates. These costs can be used to calculate additional resources if needed.

**Upon provision of services, the Superstition Fire & Medical District will invoice the total cost based on the personnel who work at the event, as displayed above. The Invoice is payable within 30 days of receipt.**

# Appendix E

## E. Pinal County Amendment to Lease Agreement

### Submitted By

Anna Butel, Administrative Services Director

### Background/Discussion

This agreement is a government-to-government lease amendment to the lease agreement between Pinal County and SFMD. Pinal County leases a piece of property to SFMD for our Headquarters. This agreement largely reflects the legal description, and the name change from Apache Junction Fire District to Superstition Fire & Medical District.

Staff recommend approval of the amended lease agreement.

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

n/a

### Enclosure(s)

Amendment to Lease Agreement



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**AMENDMENT  
TO  
LEASE AGREEMENT**

This Amendment to Lease Agreement (“**Amendment**”) is effective April 1, 2025, and is made by and between PINAL COUNTY, a political subdivision of the State of Arizona (“**Landlord**”) and SUPERSTITION FIRE AND MEDICAL DISTRICT, a political subdivision of the State of Arizona, fka Apache Junction Fire District (“**Tenant**”).

**RECITALS**

WHEREAS, Landlord and Tenant are parties to that certain Lease Agreement made and entered into the April 2, 2003, (collectively, the “Lease”), in connection with the property located at 565 N Idaho Rd, Apache Junction, AZ 85119; and

WHEREAS, Landlord and Tenant desire to amend the Lease to reflect the change in Tenant’s name to SUPERSTITION FIRE AND MEDICAL DISTRICT, a political subdivision of the State of Arizona, revising the legal description for the Premises and revising the insurance language.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. INCORPORATION OF LEASE. All provisions of the Lease not expressly amended herein are incorporated by this reference into this Amendment. The provisions of the Lease shall continue in full force and effect except as specifically amended and/or supplemented by this Amendment.
2. NAME CHANGE. The Lease is hereby amended by changing the name of the Tenant in the Lease to SUPERSTITION FIRE AND MEDICAL DISTRICT, a political subdivision of the State of Arizona.
3. REVISED LEGAL DESCRIPTION. The Lease is hereby amended by revising the legal description for the Premises, as shown in Exhibit A.

4. INSURANCE. The paragraph 11 Lease is hereby amended by revising the insurance language to read in its entirety as follows:

11. INSURANCE: Prior to the effective date of this Lease Agreement, Lessee shall procure and maintain the following insurance from an insurer satisfactory to Lessor:

a. General Liability Insurance, including provision insuring against contracted liability, bodily injury and property damage in the minimum amount of ONE MILLION DOLLARS (\$1,000,000) each occurrence and ONE MILLION DOLLARS (\$1,000,000) General Aggregate Limit.

(1.) Lessee shall require insurance coverage, in the same amounts set forth above, from each and every organization using the Premises for any purpose.

(2.) The insurance coverage required by this LEASE AGREEMENT shall name Lessor, its agents, representatives, directors, officials, employees and officers as Additional Insureds, and each policy shall specify that said insurance shall be primary insurance and that any insurance coverage carried by Lessor, its agents, representatives, directors, officials, employees, and officers shall be excess coverage to that provided by Lessee. The insurance policy or policies required by the LEASE AGREEMENT shall not be cancelled without thirty (30) days prior notice to Lessor.

(3.) In the event any insurance policy required by the LEASE AGREEMENT is written on a claims-made basis, coverage shall extend for two (2) years past the termination of this LEASE AGREEMENT.

b. Property insurance, written on Special Causes of Loss form, at replacement cost value amount. Coverage shall include flood coverage if property is in A or AO flood zone or required by any other agreement.

(1.) Lessor must be named as Loss Payee.

(2.) If improvements are partially or totally destroyed by a casualty loss, Lessor may terminate the Lease or use the insurance proceeds to replace all improvements.

(SIGNATURE PAGES FOLLOW)

IN WITNESS WHEREOF, the parties hereto, have executed this Amendment as of the day and year set forth below.

**“Landlord”**

PINAL COUNTY, a political subdivision of the State of Arizona

By: \_\_\_\_\_  
Chairman of the Board of Supervisors

Dated: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Clerk/Deputy Clerk of the Board of Supervisors

APPROVED AS TO FORM:

\_\_\_\_\_  
Deputy County Attorney

**“Tenant”**

SUPERSTITION FIRE AND MEDICAL DISTRICT, a political subdivision of the state of Arizona.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
District Attorney

State of ARIZONA            )  
  ) ss  
County of \_\_\_\_\_)

The foregoing Lease Agreement was acknowledged before this \_\_\_\_ day of \_\_\_\_\_, 2025 by \_\_\_\_\_, the Fire Chief of Superstition Fire and Medical District, a political subdivision of the State of Arizona.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_



**EXHIBIT A - LEGAL DESCRIPTION**

A PORTION OF THE PARCEL OF LAND DESCRIBED AS THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 21, TOWNSHIP 01 NORTH, RANGE 08 EAST OF THE GILA AND SALT RIVER MERIDIAN, PINAL COUNTY, ARIZONA IN UNITED STATES OF AMERICA PATENT 02-67-0037 WHICH IS RECORDED IN DOCKET 491, PAGE 87 IN THE OFFICE OF THE COUNTY RECORDER OF PINAL COUNTY, ARIZONA. SAID PORTION MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**COMMENCING** AT THE NORTHWEST CORNER OF SAID SECTION 21;

**THENCE** ALONG THE WEST LINE OF SAID NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 21, SOUTH 00 DEGREES 10 MINUTES 28 SECONDS EAST, A DISTANCE OF 760.67 FEET;

**THENCE** LEAVING SAID WEST LINE, NORTH 88 DEGREES 11 MINUTES 20 SECONDS EAST A DISTANCE OF 82.03 FEET TO THE **POINT OF BEGINNING**;

**THENCE** NORTH 71 DEGREES 01 MINUTES 51 SECONDS EAST A DISTANCE OF 160.18 FEET;

**THENCE** ALONG THE FOLLOWING COURSES AND DISTANCES:

SOUTH 57 DEGREES 10 MINUTES 31 SECONDS EAST, 20.86 FEET;

SOUTH 58 DEGREES 03 MINUTES 17 SECONDS EAST, 27.54 FEET;

SOUTH 51 DEGREES 41 MINUTES 37 SECONDS EAST, 11.98 FEET;

SOUTH 38 DEGREES 50 MINUTES 48 SECONDS EAST, 6.17 FEET;

SOUTH 48 DEGREES 39 MINUTES 12 SECONDS WEST, 37.24 FEET;

SOUTH 41 DEGREES 13 MINUTES 27 SECONDS EAST, 30.42 FEET;

NORTH 48 DEGREES 56 MINUTES 17 SECONDS EAST, 44.41 FEET;

**THENCE** SOUTH 41 DEGREES 03 MINUTES 43 SECONDS EAST A DISTANCE OF 52.16 FEET TO THE INTERSECTION WITH NORTHERLY RIGHT OF WAY LINE OF ARIZONA STATE ROUTE 88 (ALSO KNOWN AS APACHE TRAIL) AS SHOWN ON ARIZONA DEPARTMENT OF TRANSPORTATION (ADOT) "RIGHT OF WAY PLANS OF THE APACHE TRAIL SUPERSTITION BLVD INTERSECTION 088 PN 196 H8308 088-A(201)T D-11-T-496"

**THENCE** ALONG SAID RIGHT OF WAY LINE, SOUTH 49 DEGREES 27 MINUTES 57 SECONDS WEST A DISTANCE OF 154.77 FEET TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE SOUTHEASTERLY, THE RADIUS POINT OF WHICH BEARS SOUTH 40 DEGREES 46 MINUTES 55 SECONDS EAST AT A DISTANCE OF 2914.79 FEET;

**THENCE** SOUTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 01 DEGREES 49 MINUTES 06 SECONDS A DISTANCE OF 92.50 FEET TO THE BEGINNING OF A PORTION OF ADOT RIGHT OF WAY TRANSITION BETWEEN SAID NORTHERLY LINE OF STATE ROUTE 88 RIGHT OF WAY AND THE EAST LINE OF THE IDAHO ROAD RIGHT OF WAY FOR ALSO SHOWN ON SAID ADOT RIGHT OF WAY PLANS;

**THENCE** ALONG SAID RIGHT OF WAY TRANSITION, NORTH 71 DEGREES 56 MINUTES 33 SECONDS WEST A DISTANCE OF 115.98 FEET TO THE INTERSECTION WITH SAID EAST LINE OF THE IDAHO ROAD RIGHT OF WAY;

**THENCE** ALONG SAID EAST LINE OF THE IDAHO ROAD RIGHT OF WAY BEING PARALLEL WITH AND 50 FEET EAST OF SAID WEST LINE OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER, NORTH 00 DEGREES 10 MINUTES 28 SECONDS WEST A DISTANCE OF 138.83 FEET;

**THENCE** LEAVING SAID RIGHT OF WAY LINE, NORTH 88 DEGREES 11 MINUTES 20 SECONDS EAST A DISTANCE OF 32.01 FEET;

**THENCE** ALONG A LINE PARALLEL WITH AND 82.00 FEET EAST OF SAID WEST LINE, NORTH 00 DEGREES 10 MINUTES 28 SECONDS WEST A DISTANCE OF 30.00 FEET TO THE **POINT OF BEGINNING**.

**CONTAINING:**

1.0736 ACRES OR 46,767 SQUARE FEET, MORE OR LESS.

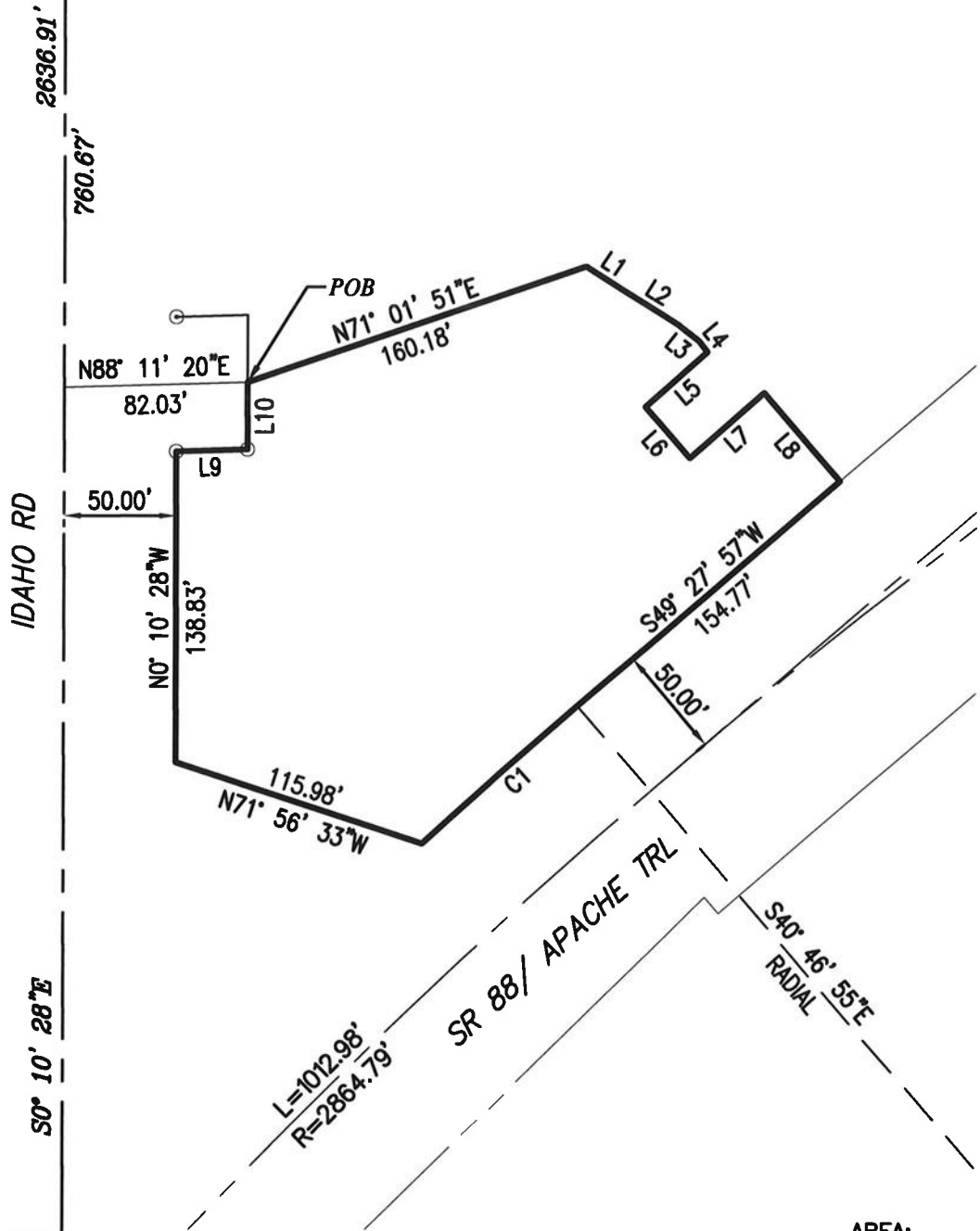


Exp. 3/31/2027

# EXHIBIT OF DESCRIPTION

TOWNSHIP 01N,  
RANGE 08E,  
SECTION 21,  
G&SRM

NW CORNER,  
SEC. 21,  
T1N, R8E  
POC



W 1/4 CORNER,  
SEC. 21,  
T1N, R8E

THIS EXHIBIT IS MEANT TO ACCOMPANY  
A DESCRIPTION AND DOES NOT  
CONSTITUTE A BOUNDARY SURVEY.

AREA:  
1.0736 ACRES  
OR 46,767 SF.

SHEET 1 OR 2



PINAL COUNTY DEPARTMENT OF PUBLIC WORKS

SURVEY



COST CENTER #: 3111664

FILE: AJ COMPLEX fire lease.dwg

DATE: 7/30/2024

# EXHIBIT OF DESCRIPTION

Line Table		
Line #	Direction	Length
L1	S57° 10' 31"E	20.86
L2	S58° 03' 17"E	27.54
L3	S51° 41' 37"E	11.98
L4	S38° 50' 48"E	6.17
L5	S48° 39' 12"W	37.24
L6	S41° 13' 27"E	30.42
L7	N48° 56' 17"E	44.41
L8	S41° 03' 43"E	52.16
L9	N88° 11' 20"E	32.01
L10	N0° 10' 28"W	30.00

Curve Table			
Curve #	Radius	Delta	Length
C1	2914.79	1° 49' 06"	92.50

*SHEET 2 OR 2*



PINAL COUNTY DEPARTMENT OF PUBLIC WORKS

*SURVEY*



COST CENTER #: 3111664

FILE: AJ COMPLEX fire lease.dwg

DATE: 7/30/2024

## Appendix F

### F. PSPRS Joinder Agreement Supplement

#### Submitted By

Anna Butel, Admin Services

#### Background/Discussion

This 401(a) agreement works in conjunction with the PSPRS 457(b) Plan Adoption Agreement. It ensures the routing of deferred contributions to an employee's retirement and is overseen by the PSPRS DCP Committee.

Staff recommends the board approve the PSPRS Joinder Agreement.

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

n/a

#### Enclosure(s)

PSPRS Joinder Agreement Supplement



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[Go to Agenda](#)

**THE BOARD OF TRUSTEES**  
**Public Safety Personnel Retirement System**  
**of the State of Arizona**

Agreement to participate in the Supplemental 401(a) Defined Contribution Plan

**THIS AGREEMENT**, entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, effective as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the undersigned Employer and The Board of Trustees of the Arizona Public Safety Personnel Retirement System

**WITNESSETH:**

**WHEREAS**, the Employer is a public body deriving its powers from the legislature of the State of Arizona which employs certain employees who are members of either the Elected Officials Retirement Plan, the Public Safety Personnel Retirement System or the Corrections Officer Retirement Plan, and

**WHEREAS**, the Employer has determined to provide additional benefits for such employees through the supplemental defined contribution plan (the "Plan") authorized by Title 38, Chapter 5, Article 8, Arizona Revised Statutes, and has adopted a resolution or motion by the employer's governing authority and followed such other appropriate procedures to elect to provide such benefits, and

**WHEREAS**, The Board of Trustees of the Arizona Public Safety Personnel Retirement System has prepared a plan document for the Plan and has entered into a contract with at least one vendor to administer the Plan, and

**WHEREAS**, The Board of Trustees of the Arizona Public Safety Personnel Retirement System has considered the request of the undersigned Employer to join the Plan and has approved the participation of the Employer in the Plan;

**NOW, THEREFORE**, for and in consideration of the premises and the mutual covenants herein contained, the Employer and The Board of Trustees hereby agree as follows:

1. By execution of this Joinder Agreement the undersigned Employer unconditionally adopts, accepts and agrees to be bound by all the terms and conditions of the Plan with respect to employees of the employer (the "Eligible Employees") who are members of either the Elected Officials' Retirement Plan, the Public Safety Personnel Retirement System or the Corrections Officer Retirement Plan.
2. The undersigned Employer agrees that all of the Eligible Employees at their election may participate in the Plan and if such election is made will require these Eligible Employees to make employee contributions pursuant to A.R.S. section 38-953, subsection D.
3. The undersigned Employer further agrees that it will make reductions or deductions in the Eligible Employees' salary as required by law, will notify The Board of Trustees or The Board of Trustees' vendor of any employer matching monies and will submit reports as required by either The Board of Trustees or The Board of Trustees' vendor.
4. In consideration of the above, The Board of Trustees, by execution of this Joinder Agreement, accepts the Employer for participation in the Plan.

**IN WITNESS WHEREOF**, the Employer has caused to be executed in its behalf by a duly authorized officer and The Board of Trustees has executed this Joinder Agreement this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

BOARD OF TRUSTEES:

EMPLOYER:

\_\_\_\_\_  
Chairman, The Board of Trustees  
Public Safety Personnel Retirement System

BY

\_\_\_\_\_  
(Official Position or Title)