

MINUTES

AVRA VALLEY FIRE DISTRICT REGULAR MEETING OF THE BOARD OF DIRECTORS



Meeting Date: Friday, May 25, 2018
Meeting Time: 8:00 AM
Location: 21021 E. Homestead Drive, Red Rock, AZ 85145

Recording On

- 1) **Call To Order** Chairman Castaneda called the meeting to order at 8:04 AM
- 2) **Pledge of Allegiance** The *Pledge of Allegiance* was recited by all present.
- 3) **Roll Call** Secretary Palmquist called roll. In attendance:
Chairman Castaneda, Jr. (present by phone) Chief Delfs
Vice-Chairman Bauer, absent/excused Assistant Chief Klein
Clerk Neilson (present by phone) Lorrie Palmquist, Finance/Admin
Director Armendarez Counsel Wencker, (Joined by phone after Agenda Item #3)
Director Haffner

- 4) **Recognition of Personnel** Lorrie Palmquist, 5 Years

- 5) **Call To The Public** None.

6) **Announcements, Current Events & Correspondence**

- AFDA Conference will be held July 10-12, 2018 in Glendale.
The rooms have been reserved, please turn in your class registration.
- A General Election will be held in November 2018
Our District has 3 incumbents who are actively working on reelection.

7) **Review, Discussion and possible Action regarding the following items for consent:**

- **Minutes from the regular meeting held April 27, 2018**

Director Armendarez motioned to approve the consent agenda. Clerk Neilson seconded.

Motion carried unanimously, 4:0.

8) **Chief's Report**

The Fire Chief may update the Board on items of interest relating to but not limited to the following: Response times, vehicles, facilities, labor relations, personnel, finance, grants, communications and/or training. Alternatively, the Fire Chief may provide written comments in the Board Member's packets or by email. The Board Members may ask clarifying questions and they may direct the Chief to place items on future agendas for further discussion or action.

The Chief highlighted the following items from his report:

- There is a ban on open burning until September 4, 2018.
- Benefit open enrollment is scheduled for June 5-7. There will be a change in the benefits package which will require all employees to contribute an amount toward the premium.
- We are in the process of renewing our CON through the State.

9) **Review, Discussion and possible Action to approve the April 2018 Financial Reports and authorize the Chairman and Clerk to sign the Certificate of Review.**

The Chief addressed the Board indicating that the budget is on track at April 30. To date, the District has collected 73% of anticipated revenue and spent 71% of the anticipated expenditures. See more discussion under Agenda item 10 below. Director Armendarez motioned to approve the April 2018 Financial Reports and authorize the Chairman and Clerk to sign the *Certificate of Review*. Clerk Neilson seconded. ***Motion carried unanimously, 4:0.***

10) **Review, Discussion and possible Action to adopt the FY19 Proposed Budget and Bond Levy Rate**

The Chief addressed the Board commenting on several items regarding the FY19 Proposed Budget:

- The Proposed Budget will be posted for at least 20 days on our website and in 4 locations prior to Public Hearings and the Board meetings scheduled for June 22, 2018.
- Our current fiscal year budget is \$47,000 higher than what we are proposing for next year. The following budget year shows a further decrease.
- This downward trend is largely due to the 18% reduction in assessed property values for our District which resulted in a 16% reduction in tax levy income. Even with the voter-approved tax levy override, FY19 will be operating at 2012 income levels.
- We have been successful at acquiring subscription agreements.
- We have not budgeted any capital or travel, and we are not anticipating any major maintenance expenditures. We will seek grant funding as necessary.
- Last fiscal year ended with a carryover to our current fiscal year of \$800,000 mainly due to the Pulte funds and the SAFER grant funding which supplemented the employee related expenditures.
- We are anticipating a carryover to next fiscal year of \$650,000. The following fiscal years will have even lower carryovers.
- The real message is that we will be operating the budget on 2012 income levels matched to current expense rates.
- The bond levy rate will go up by 2 cents to help offset the decrease in tax revenue.

Director Armendarez motioned to adopt the FY19 Proposed Budget and Bond Levy Rate. Clerk Neilson seconded. ***Motion carried unanimously, 4.0.***

11) **Review, Discussion and possible Action regarding adopting Resolution 2018-04 announcing and authorizing the election of three Board Members and authorizing staff to enter into Intergovernmental Agreements with Pima and Pinal Counties for the November 2018 election.**

Chief Delfs commented that if no other candidates run for election, the District can cancel the election and not incur the expense. Director Armendarez motioned to adopt Resolution 2018-04 announcing and authorizing the election of three Board members and authorizing staff to enter into Intergovernmental Agreements with Pima and Pinal Counties for the November 2018 election. Clerk Neilson seconded. ***Motion carried unanimously, 4:0.***

12) **Review, Discussion and possible Action** to consider the annexation into the Avra Valley Fire District of property owned by Constance White known as Pinal County Parcel 409-19-0010 at 14860 E. Whirl Wind Way, Pinal County, AZ.

Chairman Castaneda motioned to approve the annexation of property owned by Constance White located at 14860 E. Whirl Wind Way in Pinal County. Director Armendarez seconded.

Motion carried unanimously, 4:0.

13) **Review, Discussion and possible Action** to consider the annexation into the Avra Valley Fire District of property owned by T.A. White known as Pinal County Parcel 409-15-0020 at 14860 E. Whirl Wind Way, Pinal County, AZ.

Director Armendarez motioned to approve the annexation of property owned by T.A. White located at 14860 E. Whirl Wind Way in Pinal County. Clerk Neilson seconded.

Motion carried unanimously, 4:0.

14) **Reports of Board Members and Staff** **Nothing to report.**

15) **Future Agenda Items**

Public Hearing 8:00 AM ST 194 June 22, 2018

Public Hearing 6:00 PM ST 191 June 22, 2018

16) **Date of Next Board Meeting : June 22, 2018** **FY19 Budget Adoption**

17) **Adjournment**

Director Armendarez motioned to adjourn the meeting. Director Haffner seconded.

Motion carried unanimously, 4:0. Meeting adjourned at 8:38 AM.

Recording Off



SIGNED

6-22-18

DATE

Board Members

Luis Castaneda, Jr. Sara Bauer Eric Neilson Thomas Armendarez James Haffner

In accordance with the Federal law and the U.S. Department of Agriculture policy, Avra Valley Fire District is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202)720-6382 (TDD).