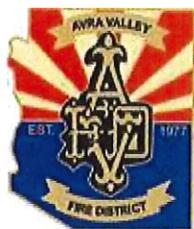


MINUTES

AVRA VALLEY FIRE DISTRICT REGULAR MEETING OF THE BOARD OF DIRECTORS



Meeting Date: Wednesday, March 22, 2017
Meeting Time: 10:00 AM
Location: 21021 E. Homestead Drive, Red Rock, AZ 85145

Recording On.

- 1) **Call To Order** Chairman Castaneda called the meeting to order at 10:00 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.	Chief Delfs
Vice-Chairman Bauer	Assistant Chief Klein
Clerk Neilson	Lorrie Palmquist, Finance/Admin
Director Horch (absent, excused)	Counsel Wencker (present by phone)
Director Armendarez (absent, excused)	8 firefighters and one resident were in attendance
- 4) **Recognition of Personnel** NONE
- 5) **Approval of Minutes from the Regular Meeting and Executive Session held February 28, 2017**

Copies of the *Executive Session Minutes* were distributed to the Board for review. A brief recess was taken at 10:05. Regular session resumed at 10:07. The amended January 25, 2017 *Executive Session Minutes* will be placed on the April 2017 agenda for approval. Chairman Castaneda motioned to approve the *Minutes* from the regular board meeting and executive session held February 28, 2017. Vice-Chairman Bauer seconded. **Motion carried unanimously, 3:0.** The copies of the *Executive Session Minutes* were collected.
- 6) **Call To The Public** NONE
- 7) **Announcements, Current Events & Correspondence**
 - Pinal County Special District's Meeting March 28, 2017
 - State of the Town Address & Luncheon April 14, 2017
- 8) **Chief's Report** Chief Delfs addressed the Board highlighting the following items from his report:
 - Lorrie spent time rewriting several HR and administrative policies. Counsel Wencker edited the revisions as appropriate. Copies were included in the packets.
 - A PSPRS Local Board meeting is scheduled for April 26 prior to regular board meeting.
 - The ISO audit has been completed. The District is hoping for a 3.3Y rating to replace our current 3.8B rating. This would provide our residents an even better classification for their homeowners insurance. ISO indicated the audit went well, sharing that our District received the full 5 points possible for the risk reduction category.
 - We hired 2 firefighters who will begin employment with the District on April 5, 2017. As a result of the extensive process, the District now has a two-year eligibility list. Thanks to Chief Klein and Captain Hemmings for helping with the interview process.
 - The emergency generator at Station 191 went down and has an estimated repair cost of \$2000. The generator is required and there is no choice but to repair it.

- The *Community Paramedicine Program* is going well.
- Response times were met. However, it is getting more and more difficult to meet those times out of Station 193. Because Station 193 often serves as backup response for the residents in the Station 191 area, the travel time is much longer.
- Engine 193 will participate in Founder's Day parade March 25. We will be short on paramedics that day and may need to abandon the parade route in case of an emergency.

9) **Review, Discussion and possible Action to approve the February 2017 Financial Reports and authorize the Chairman and Clerk to sign the *Certificate of Review*.**

Vice-Chairman Bauer motioned to approve the February 2017 Financial Reports and authorize the Chairman and Clerk to sign the *Certificate of Review*. Clerk Neilson seconded. ***Motion carried unanimously, 3:0.***

10) **Review, Discussion and possible Action regarding the five year *Budget Shell* to include voluntary reduction of compensation and hours of the admin staff**

Chief Delfs addressed the Board explaining that while the upcoming fiscal year projection remains steady, the overall 5-year projection is not as solvent. The earlier we can make adjustments, the easier it will be to maintain a legally required balanced budget. Again, we do not have an expenditure problem, but a revenue problem. We are still operating with a 2008 level of tax levies. Because our SAFER Grant expires in January of 2018, our newly hired firefighters have been notified that they may be laid off when the grant period ends. We have run the numbers in various schematics, and layoffs are eminent unless other action can be taken. Other issues that will affect the budget include new SAFER Grant regulations, possible annexations into the District and a possible tax levy override.

So, in an effort to maintain a balanced bottomline and hopefully not have to layoff firefighters, both chiefs and the mechanic have volunteered to move to a 4-day work week with a 14% reduction in compensation. The changes will take effect April 1, 2017. This will be revisited as we watch how various budgetary unknowns unfold and we move through future budget discussions. Chairman Castaneda expressed thanks to staff for their efforts, commenting that it is humbling to understand that current leadership will do whatever it takes to keep staffing levels intact to meet community needs. The Chairman also commented that although a 2-year projection is required, our District is unprecedented in their efforts to maintain a rolling 5-year budgetary plan.

11) **Review, Discussion and possible Action regarding placing the tax levy override on the general election ballot for November 2017.**

Vice-Chairman Bauer motioned to direct staff to prepare a call for election to place a tax levy override from \$3.25 to \$3.50 on the November 2017 general election ballot. Clerk Neilson seconded. ***Motion carried unanimously, 3:0.***

12) **Review, Discussion and possible Action regarding Resolution 2017-01 authorizing the amendment of the Avra Valley Fire District's boundaries to include land within Pinal County and adjacent to the boundaries of the Avra Valley Fire District upon written request of the property owner pursuant to A.R.S. 48-262(1).**

Chief Delfs explained that this resolution relates to 2 small properties in Pinal County which are owned by the Aguirre-Vogler family. Chairman Castaneda motioned to authorize the amendment of the District's boundaries to include land within Pinal County and adjacent to the boundaries of the District upon written request of the property owner pursuant to A.R.S. 48-262(1). Vice-Chairman Bauer seconded. ***Motion carried unanimously, 3:0.***

13) Review, Discussion and possible Action regarding approval of a ten year extension to the Intergovernmental Agreement between Avra Valley Fire District and the City of Tucson for fire protection services

Chief Delfs explained that our existing IGA with the City of Tucson to provide fire protection services for their water properties expires after three years. Therefore, the District approached the City to extend the agreement for 10 years. The City has agreed and our District Counsel has revised the agreement accordingly. Vice-Chairman Bauer motioned to approve the 10-year extension of the IGA between Avra Valley Fire District and the City of Tucson for fire protection services. Clerk Neilson seconded. *Motion carried unanimously, 3:0.*

14) Review, Discussion and possible Action regarding updates to the Avra Valley Fire District Policy Manual

Chief Delfs addressed the Board explaining that upon the annual review of the District Policy Manual, 4 policies were revised to include required language and 3 policies were added. The revised policies include updates to the I9/Immigration Reform, Medical/Dental/COBRA, Open Door/Whistleblower, and paycheck distribution policies. The added policies relate to employee fingerprints, driver's licenses/motor vehicle reports, and records/information management. Counsel Wencker has reviewed all the revisions/updates, and the policies were included in the Board packets. Vice-Chairman Bauer motioned to approve the updated policies for the Avra Valley Fire District Policy Manual. Chairman Castaneda seconded. *Motion carried unanimously, 3:0.*

15) Review, Discussion and possible Action regarding the District Facebook

Vice-Chairman Bauer stated that the District Facebook page either needs to include more substance or be shut down. Discussion ensued regarding information dissemination through Facebook as compared to the District website, including retention of social media records. After discussion, Chairman Castaneda motioned to instruct staff to take down the District's Facebook page. Vice-Chairman Bauer added a friendly amendment to include an update to the kids page on the District's website. Clerk Neilson seconded. *Motion carried unanimously, 3:0.*

16) Reports of Board Members and Staff NONE

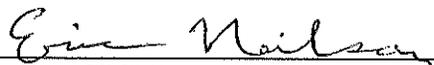
17) Future Agenda Items : Proposed FY18 Budget

18) Date of Next Board Meeting: April 26, 2017

19) Adjournment

Vice-Chairman Bauer motioned to adjourn the meeting. Chairman Castaneda seconded. Motion carried unanimously, 3:0. Meeting adjourned at 11:00 AM.

Recording Off.



SIGNED

4-26-17

DATE

Board Members

Luis Castaneda, Jr. Sara Bauer Eric Neilson Brian Horch Thomas Armendarez

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).