



Rio Verde Fire District
25608 North Forest Road
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**MINUTES OF THE
RIO VERDE FIRE DISTRICT
BOARD OF DIRECTORS GENERAL SESSION**

April 25, 2016

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April 25, 2016

COMMISSIONERS PRESENT: Marty Bowin, Jerry Fickes, Jeanne Finney,
and Birdie Pasenelli

COMMISSIONERS ABSENT: George Kattermann

ALSO PRESENT: Chief Gary Bradbury, Assistant Chief Eric Merrill, Administrative
Manager Jo Lewis, Engineer Matt Oden, and Carol James, Gloria Johnson, and Dennis
Meyers, Resource Specialists; Rio Verde Fire District

I. CALL TO ORDER

The Monday, April 25, 2016, General Session of the Board of Directors was called to
order by Chairperson Birdie Pasenelli at 8:30 a.m. in the Rio Verde Community Center
Conference Room, 18816 E. Four Peaks Blvd., Rio Verde, Arizona 85263.

II. ROLL CALL OF BOARD MEMBERS

All commissioners attended, with the exception of Commissioner Kattermann.

III. CERTIFICATE OF POSTING

The District's Certificate of Posting was presented, certifying that the meeting's agenda
had been posted at least twenty-four hours prior to the meeting. This certificate was
posted at the fire station, Rio Verde Post Office, Rio Verde Community Center, the
Tonto Verde Community Center, and on the District's website.

IV. RESOURCE SPECIALIST REPORT

Dennis Meyers reported that resource specialists' volunteer list is slimming down due to
participants leaving the area for the summer. On behalf of Mary Vanselow, Chairperson
Pasenelli thanked the resource specialists for attending the recent funeral of Past-
Commissioner Neal Vanselow.

V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

VI. APPROVAL OF MINUTES

March 28, 2016, General Session

Commissioner Finney moved the approval of the March 28, 2016, General Session minutes as submitted. That motion was seconded by Commissioner Bowin and passed unanimously.

March 28, 2016, Executive Session

Commissioner Fickes moved the approval of the March 28, 2016, Executive Session minutes as submitted. That motion was seconded by Commissioner Bowin and passed unanimously.

April 12 and 13, 2016, Special Session

Commissioner Bowin moved the approval of the April 12 and 13, 2016, Special Session minutes as submitted. That motion was seconded by Commissioner Finney and passed unanimously.

April 12 and 13, 2016, Special Executive Session

Commissioner Bowin moved the approval of the April 12 and 13, 2016, Special Executive Session minutes as submitted. That motion was seconded by Commissioner Finney and passed unanimously.

VII. DISCUSSION OF F/Y 2016/2017 BUDGET

Chief Bradbury led discussion on the initial draft of the F/Y 2016/2017 budget worksheet. He noted that Commissioner Kattermann, who was unable to attend the meeting, was pleased with the draft and was ready to move forward with the budget.

Bradbury indicated that even though not all health insurance cost information had been received, he anticipated a 5% increase with out-of-pocket costs doubling. He then cautioned that these figures could fluctuate when current cost information is received.

Commissioner Fickes reported on the Local PSPRS' recommendation regarding pension contributions for the upcoming year.

Regarding additional DROP payments and credited service, Chairperson Pasenelli asked the Board to adhere to the plan agreed to at the April 27, 2015, Board meeting. That plan was as follows:

F/Y	Contribution Amount
2015/2016	\$60,000
2016/2017	\$50,000
2017/2018	\$40,000
2018/2019	\$30,000
2019/2020	\$20,000
2020/2021	\$10,000

It was agreed that the District contribute \$50,000 as DROP payments and credited service to the Local PSPRS for F/Y 2016/2017. Eighteen thousand dollars (\$18,000) will be reduced from the contingency fund and earmarked for the Local PSPRS in the general operating budget, if needed.

Budget timeline:

- The revised draft budget will be presented for publishing approval to the RVFD Board at its May 31, 2016, meeting.
- The revised draft budget will be posted for at least 20 days in the Fountain Hills Times, RVFD District website, Tonto Verde Clubhouse, RV Community Center, and the Rio Verde Post Office.
- The final budget will be adopted at the Board's June meeting.
- Prior to August 1, 2016, the final budget will be electronically submitted to the Maricopa County Clerk, Board of Supervisors, and Maricopa County Department of Finance.
- The Maricopa County Department of Finance will reply electronically, and the Board treasurer will review the confirmation. The fire chief and administrative manager will respond electronically to confirm the District assistance tax, property tax levy, new assessed value, and tax rate.
- The Property Tax Oversight Commission will send a written confirmation that their review of the levy limit for the RVFD was found to be in proper order.

VIII. ADJOURN TO EXECUTIVE SESSION/RECONVENE TO GENERAL SESSION

At 9:45 a.m., Commissioner Fickes moved that the Board adjourn to Executive Session to discuss the new fire chief's benefits package and the District's real estate/capital purchase options. That motion was seconded and passed unanimously.

The Board reconvened to General Session at 10:32 a.m.

Commissioner Fickes moved that the Board approve the benefits package for upcoming Fire Chief Jay Ducote as discussed. That motion was seconded by Commissioner Bowin and passed unanimously.

IX. DISCUSSION ON THE PURCHASE OF REPLACEMENT FIRE ENGINE

Chief Bradbury reviewed that a replacement engine was being considered from Pierce Manufacturing to replace Engine 441. The current engine is 13 years old and is becoming obsolete in some areas. During its annual maintenance, it was out of service for 30 days, primarily due to unavailable parts. It was returned without the red rotating lights on top of the truck and a circuit board that operates the truck's electronics. Additionally, the foam injection system and operator controls on the pump handle are operational but cannot be fully repaired.

Pierce Manufacturing has provided the District with a quote for their 2016 Impel pumper. Bradbury noted that with discounts, that amount could be reduced to \$590,705. Vehicle parts availability would be guaranteed for the full 25-year life of the vehicle. This quote also includes the electric safety stairs.

An additional \$15,000 in communications equipment and another \$15,000 in hoses and equipment will be purchased by the District and installed through the District's City of Mesa maintenance contract.

Commissioner Fickes moved that the Board approve the purchase price of Pierce Manufacturing's 2016 Impel pumper at a cost of \$590,705 plus sales tax, contingent upon the approval of Commissioner Kattermann (not present). That motion was seconded by Commissioner Bowin and passed unanimously.

Payment will be made for the full amount of the truck, and it is anticipated to arrive within six (6) months. Engine 441 will be maintained as a spare.

X. REPORTS AND CORRESPONDENCE

Clerk's Report

Future Meetings

Commissioner Fickes noted the following meeting dates:

- Tuesday, May 31, 2016
- Monday, June 27, 2016
- Monday, July 25, 2016

All the above meetings will be held in the Rio Verde Community Center Conference Room.

Attorney General Opinion – Use of Public Funds to Influence Elections (PSPRS)

Commissioner Fickes informed the Board of the attorney general's opinion on the use of public funds to influence elections (currently relating to Prop 124 on pensions). Briefly, no funds produced by taxes may be used to influence any election, including personnel

time and office supplies. Since a Board member is not paid by the District, he/she may enter into activities related to the election process. Therefore, Commissioner Fickes will submit a short article (voicing the support of the Local PSPRS Board and the RVFD Board) on Prop 124 to the Tonto Times, the Rio Verde Roadrunner, and the Fountain Hills Times.

Financial Report

Financial Report – March 31, 2016	
Revenue	\$195,513.53
Expenses	\$264,834.22
Other Income (Expense)	\$101,106.59
Net Income (Loss)	\$31,785.90
Monthly Budgeted Net Income (Loss)	(\$66,577.40)
YTD Budgeted Net Income (Loss)	\$198,994.60
YTD Actual Net Income (Loss)	\$94,285.48
General Fund Operating Cash	\$270,377.37
Capital Fund Cash	\$1,207,155.40
Capital Fund Advances to General Fund	\$100,000.00
Capital Fund Equity	\$1,207,155.40

In the absence of Commissioner Kattermann, Commissioner Bowin reviewed the March 31, 2016, financial documents.

Commissioner Fickes moved that the Board accept the March 31, 2016, Financial Report as presented. That motion was seconded by Commissioner Bowin and passed unanimously.

Commissioner Bowin moved that the Board accept the March 31, 2016, Profit & Loss Budget vs. Actual as presented. That motion was seconded by Commissioner Fickes and passed unanimously.

Commissioner Fickes moved that the Board accept the March 31, 2016, Cleared Warrant Report as submitted. Commissioner Finney seconded the motion, and it passed unanimously.

Commissioner Fickes moved that the Board accept the March 31, 2016, bank reconciliations as submitted. That motion was seconded by Commissioner Bowin and passed unanimously.

Commissioner Fickes moved that the Board approve the transfer of funds up to \$250,000 between the capital and general accounts, if required to meet ongoing expenses. That motion was seconded by Commissioner Finney and passed unanimously.

EMS Survey Report

Commissioner Finney indicated that 10 survey responses had been received, all listing their service as “Outstanding.” No negative attributes were identified, and no requests were made for follow-up contacts.

Chief's Report

Chief Bradbury had no further report.

Deputy Chief's Report

Activity Report – District Response Times – March 2016

Deputy Chief Eric Merrill noted the following response times for the month of March 2016:

Call Type	Response Time
In-District EMS (Average)	2:33
Out-of-District EMS (Average) (Fountain Hills)	10:00
Out-of-District Corridor (Average)	15:10
In-District Non-Emergency (Average)	4:04

Call Type	# Occurrences	
	2016	2015
Year		
EMS In-District Calls	22	36
EMS Out-of-District Calls	5	9
EMS Corridor Calls	6	9
Non-EMS In-District	45	34
Transports	20	34
BP/Information Services	41	50
Station Tours/Walk-in First Aid	22	14
Child Seat Install	24	18
Outside Rescue Used Within District	0	0
Fire-related Calls	3*	

*False alarms

Billing Updates

Merrill provided an update of activities pertaining to the District's ability to bill for ambulance services:

1. All paperwork had been submitted to Medicare, and Merrill is awaiting the Medicare provider number and a billing start date.

2. Application to ZeePay (a credit card processor) has been completed.
3. Preauthorization to BlueCross/BlueShield of Arizona has been completed.

Administrative Manager's Report

Administrative Manager Jo Lewis had no additional report.

XI. BOARD COMMENTS

Commissioner Bowin personally thanked the Fire Chief Search Committee – Doris Findley, Hampton Braun, Scott Thiss, Mike Roggenstein, Randy Roberts, and Commissioner Kattermann. Special thanks was extended to Chief Gary Bradbury and Administrative Manager Jo Lewis.

Chairperson Pasenelli and the Board also provided congratulations and acknowledgement to Commissioners Bowin and Kattermann.

Commissioner Fickes informed the Board that he had received a qualified response to fill one of the upcoming Board positions.

Fickes also reported on the recent Local PSPRS Board meeting. He presented the RVFD Board with a summary of PSPRS payment history and reasons why contribution amounts shift, primarily the two-year lag in actuarial reports.

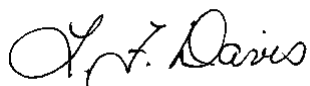
XII. CHAIRPERSON COMMENTS

There were no further chairperson comments.

XIII. ADJOURNMENT

Commissioner Bowin moved that the meeting adjourn at 11:03 a.m. That motion was seconded by Commissioner Fickes and passed unanimously.

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary
(Recorded from Voice Recording)