



Rio Verde Fire District
25608 North Forest Road
Rio Verde, AZ 85263
Phone: (480) 471-2304
Fax: (480) 471-1821

**MINUTES OF THE
RIO VERDE FIRE DISTRICT
BOARD OF DIRECTORS GENERAL SESSION**

May 31, 2016

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May 31, 2016

COMMISSIONERS PRESENT: Marty Bowin, Jerry Fickes, Jeanne Finney,
and George Kattermann

COMMISSIONERS ABSENT: None

ALSO PRESENT: Chief Gary Bradbury, Incoming Chief Jay Ducote, Assistant Chief Eric Merrill, Administrative Manager Jo Lewis, Captain Mike Roggenstein, Engineers Chris Cavanaugh, Matt Oden and Ed Price, and Firefighter Kerrie Nolan Proctor, Dennis Meyers, Resource Specialists, Rio Verde Fire District; John Kross and Dale Shaw, TRWC; Barb Charzuk, *The Fountain Hills Times*, and Libby Floyd Davis, My Personal Secretary (retained for the purpose of recording minutes)

I. CALL TO ORDER

The Tuesday, May 31, 2016, General Session of the Board of Directors was called to order by District Clerk Jerry Fickes 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.

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. ACKNOWLEDGEMENT OF THE DEATH OF CHAIRPERSON BIRDIE PASENELLI

With sorrow, Commissioner Fickes acknowledged the recent death of Chairperson Birdie Pasenelli. He outlined several projects that were either spearheaded by or contributed to by Chairperson Birdie Pasenelli:

1. New station building
2. District ambulance
3. Certificate of Necessity
4. Outstanding staff

Fickes then requested a moment of silence in her honor.

V. RESOURCE SPECIALIST REPORT

Dennis Meyers reported that a summer Resource Specialist staff is available and that applications are being collected for additional members.

VI. TRWC RECOGNITION PRESENTATION – CHIEF GARY BRADBURY

John Kross, Queen Creek Town Manager and Topaz Regional Wireless Cooperative (TRWC) Chairman, addressed the Board to recognize Chief Gary Bradbury for his contribution to the formation and guidance of the TRWC. Mr. Kross noted that Chief Bradbury was “leaving a positive lasting legacy” in his work in public safety and had offered “quiet, calm, steady” leadership, touching the lives of many.

TRWC links the radio systems of multiple jurisdictions to maximize public safety and service-oriented communications.

VII. CALL TO THE PUBLIC

There was no response to the Call to the Public.

VIII. APPROVAL OF MINUTES

April 25, 2016, General Session

Commissioner Bowin moved the approval of the April 25, 2016, General Session minutes as submitted. That motion was seconded by Commissioner Finney and passed unanimously.

April 25, 2016, Executive Session

Commissioner Finney moved the approval of the April 25, 2016, Executive Session minutes as submitted. That motion was seconded by Commissioner Bowin and passed unanimously.

May 9, 2016, Special Session

Commissioner Kattermann moved the approval of the May 9, 2016, Special Session minutes as submitted. That motion was seconded by Commissioner Finney and passed unanimously.

IX. FINANCE/AUDIT REPORT

Financial Report – April 30, 2016	
Revenue	\$412,584.82
Expenses	\$192,452.50
Other Income (Expense)	\$24,233.46
Net Income (Loss)	\$244,365.79
Monthly Budgeted Net Income (Loss)	\$146,745.84
YTD Budgeted Net Income (Loss)	\$345,740.44
YTD Actual Net Income (Loss)	\$500,744.86
General Fund Operating Cash	\$509,657.34
Capital Fund Cash	\$1,183,173.74
Capital Fund Advances to General Fund	\$100,000.00
Capital Fund Equity	\$1,183,173.74

Commissioner Kattermann reviewed the April 30, 2016, financial documents, indicating that expenses to date are in line with the budget.

Commissioner Kattermann moved that the Board accept the April 30, 2016, Financial Report as presented. That motion was seconded by Commissioner Bowin and passed unanimously.

Commissioner Kattermann moved that the Board accept the April 30, 2016, Cleared Warrant Report as submitted. Commissioner Bowin seconded the motion, and it passed unanimously.

Commissioner Kattermann moved that the Board accept the April 30, 2016, bank reconciliations as submitted. That motion was seconded by Commissioner Finney and passed unanimously.

Commissioner Kattermann suggested that \$100,000 be repaid from the General Fund to the Capital Fund as soon as the Maricopa County figures are received for the month of May (before the end of June).

X. MEDICAL INSURANCE DISCUSSION

Medical Insurance

Commissioner Fickes led discussion on the employee health insurance contract(s) for the next fiscal year. Two specific options were reviewed – Health Net Gold \$500 (called “Option 2”) and Health Net Silver H.S.A. \$2,600 (called “Option 4”).

Due to the costs and time involved in changing medical insurance companies (administrative, doctors, claims/accounting), it was agreed that the District should continue with Health Net for the next year. The dollar difference between Health Net and United was negligible compared to the costs that could be incurred. Coverage offered by companies during the next year may change rapidly if there are any changes to the Affordable Care Act (Obamacare).

Health Savings Accounts, a new option for the District, are pre-tax, private savings accounts designed to pay for current and future medical expenses. HSA accounts could be a good option for retiring firefighters who have not planned for medical coverage.

Chief Bradbury's recommendation was that staff members be given their choice between Options 2 and 4. The District could then budget at the cost of the most expensive of the options, Option 2 at \$141,853.68, and provide a subsidy for those who choose an HSA program.

COBRA

Commissioner Fickes noted that the District is currently subject to COBRA regulations and costs. Though the District does not have 20 full-time employees, COBRA counts both part-time and full-time employee hours to determine whether a company is subject to COBRA, so the District would actually have 21 positions. Fickes recommended that the District set up its COBRA account at this time. The District will incur an annual administrative fee of \$100 and a monthly management fee based upon service.

Commissioner Kattermann moved that the District:

- 1. Offer both Health Net Gold \$500 (Option 2) and Health Net Silver H.S.A. \$2,600 (Option 4) plans to its employees, with matching H.S.A. funds on a quarterly basis, and \$75 (employee) /\$75 (spouse) /\$25 (child) copays,**
- 2. Proceed with setting up a COBRA account.**

That motion was seconded by Commissioner Finney and passed unanimously.

XI. F/Y 2016/2017 BUDGET DISCUSSION

Chief Bradbury reviewed the changes to the budget from the Board's prior meeting as well as the insurance costs. Additional changes were requested to the draft budget by Board members, and the revised draft budget will be reviewed by Commissioners Fickes and Kattermann prior to posting. Posting must be at least 20 days prior to the vote. The final budget will be adopted at the Board's June 27 meeting and filed with the Maricopa County Clerk, Board of Supervisors, and Department of Finance.

Commissioner Kattermann moved that the District approve the revised draft budget as amended for posting. That motion was seconded by Commissioner Finney and passed unanimously.

XII. ELECTION OF NEW CHAIRPERSON

Commissioner Fickes moved that Commissioner Kattermann be elected as the next chairperson of the RVFD. That motion was seconded by Commissioner Bowin, and there were no further nominations. Commissioner Kattermann was elected by unanimous consent.

Commissioner Fickes then turned the meeting chair over to the new chairperson, Commissioner George Kattermann.

XIII. SWEARING IN OF NEW FIRE CHIEF – JAY DUCOTE

Chairperson Kattermann swore in Jay Ducote as the District's next fire chief.

XIV. REPORTS AND CORRESPONDENCE

Clerk's Report

Call to Election

Two qualified individuals have applied to fill the Board position of the late Birdie Pasenelli, whose term would have expired in November 2018. (Pasenelli was scheduled to retire from the Board in June 2016.) No further applications will be accepted after Thursday, June 2, 2016, for this position. Applicant résumés will be distributed to all Board members, with interviews held during the June 27 meeting. The new Board member will also be selected and sworn in at that meeting.

Commissioner Fickes issued a Call to Election for November 8, 2016, for the three regularly scheduled Board seats available (Commissioners Fickes, Finney, and Kattermann). Board packets can be picked up at the station for any Board member willing to run for re-election or any additional newcomers.

Future Meetings

Commissioner Fickes noted the following meeting dates:

- Monday, June 27, 2016 (Budget vote)
- Monday, July 25, 2016
- Monday, August 29, 2016

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

EMS Survey Report

Commissioner Finney indicated that 17 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

Station 441 Property Purchase/Swap Update

Chief Bradbury provided a proposed site plan for the expansion of the current fire station, which would require the purchase of land and a swap for adjoining land. He indicated that the Century Link property was not available, nor was the property owned by Alexander Homes.

Station 442 Property Update

The proposed two-acre parcel is no longer available for sale at this time, though future negotiations could be held with the new owner. The property owned by Trilogy at Verde River, however, is still available for purchase. This original Shea Homes .9-acre site increases to 1.42 acres by including the common areas. A draft design of the fire station sitting on that property has been completed. Chief Bradbury has requested copies of the legal documents from Shea Homes for the District's legal review.

Pierce Impel Pumper Purchase

The purchase of the Impel pumper has been concluded with Pierce Manufacturing, and the loan is being processed by Chase Bank.

Wildland Fire Funding

SB 1244 was approved, funding \$9 million to pay wildland firefighting costs. As soon as the District has been called to fight a wildland fire, its accounts receivable (\$75,000 cap) will be monitored closely.

PSPRS Reform

SB 1428 passed overwhelmingly to proceed with PSPRS reform.

Deputy Chief's Report

Activity Report – District Response Times – April 2016

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

Call Type	Response Time
In-District EMS (Average)	4:04
Out-of-District EMS (Average) (Fountain Hills)	10:00
Out-of-District Corridor (Average)	13:00
In-District Non-Emergency (Average)	4:32

Call Type	# Occurrences	
	2016	2015
Year		
EMS In-District Calls	30	24
EMS Out-of-District Calls	1	4
EMS Corridor Calls	14	6
Non-EMS In-District	67	57
Transports	30	23
BP/Information Services	41	46
Station Tours/Walk-in First Aid	22	12
Child Seat Install	24	9
Outside Rescue Used Within District	1*	3
Fire-related Calls	4**	

*Transporting another resident

**1 false alarm, 2 gas odors, 1 controlled burn - orchard

CoN Report

Merrill announced that the Medicare provider number application had been approved. Currently, staff is integrating billing data with the billing provider (Intermedix).

Chief Bradbury commended Merrill for his patience and commitment to obtaining the CoN and its related undertakings.

Administrative Manager Jo Lewis indicated that due to the need for a change in signature cards, staff had met with the Chase Bank also to finalize the billing account and lockbox. All Board members were asked to sign new signature cards.

Administrative Manager's Report

Jo Lewis reviewed the Arizona Fire District Association (AFDA) conference to be held July 14—16, 2016, in Glendale, Arizona. No required classes are being offered at the July conference. Staff will check the policy for expense reimbursement regarding hotels.

A retirement party for Chief Bradbury will be held on Sunday, June 26, 2016, at the RVCA. Lewis asked for additional names and addresses of anyone who should be invited to the party.

XV. BOARD COMMENTS

Regarding the problem with plans approval for the Tonto Verde golf cart building, Commissioner Finney indicated that the paperwork had been changed to assure the requirement for fire district compliance.

Commissioner Fickes requested that staff show the transfer of funds for the new fire engine from the Capital Fund to the General Fund in the 2016/2017 budget.

XVI. CHAIRPERSON COMMENTS

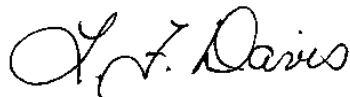
Chairperson Kattermann thanked Birdie Pasenelli and the Board for moving into the new fiscal year with a clear strategic plan.

Katterman reviewed a video of Pasenelli regarding her history with the FBI. He described Pasenelli as a moral leader with great determination, goal setting, and a strong sense of accountability. He also expressed that the Verde communities were far better off because of what she had done, and that she would be missed both as a leader and a friend.

XVII. ADJOURNMENT

Commissioner Fickes moved that the meeting adjourn at 10:12 a.m. That motion was seconded by Commissioner Bowin and passed unanimously.

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary

lfd