



**SUMMIT FIRE & MEDICAL DISTRICT  
GOVERNING BOARD  
PUBLIC HEARING FOR BUDGET AND  
REGULAR BOARD MEETING  
May 16, 2018  
MINUTES**

**PUBLIC HEARING FOR 2018/2019 BUDGET**

**1. CALL TO ORDER**

Board Chairman Rick Parker called the Governing Board Public Hearing for 2018/19 Budget to order on Wednesday, May 16, 2018, at 3:03 pm, at Station 37, 5500 N Fort Valley Road, Flagstaff, Arizona.

**2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM**

Members Present: Board Chairman Rick Parker, Board Clerk Jim Timney, Board Member Jim Doscocil, Board Member Mike Milich

Board Member Jim Newkirk arrived at 3:47pm

Members Absent: None

Administrative: Deputy Fire Chief Jerry Bills, Administrative Officer Chris Gioia, Administrative Assistant Tammy Schieffer

Public: Larry Forbach, Dianna Patterson, Sue Walka

**3. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

**4. PUBLIC HEARING - Proposed Fiscal Year 2018/2019 Budget, GO Bond Budget and GO Bond Repayment Budget**

**a. Overview of Proposed Fiscal Year 2018/2019 Budget**

Deputy Chief Bills presented to the board the Proposed Fiscal Year 2018/2019 Budget and answered any questions. (A copy of the proposed budget is included in the board packet in the attachments).



b. Overview of Proposed Fiscal Year 2018/2019 GO Bond Budget

Administrative Officer Gioia presented to the board the Proposed Fiscal Year 2018/2019 GO Bond Budget. (A copy of the proposed budget is included in the board packet in the attachments).

c. Public Hearing/Comments

Larry Forbach stated: I am unfamiliar with these numbers and I see a smattering of percentages showing. Looks like some are totaled. As you guys as a board deal with these things, do you look at percentages on a line item basis as you work these proposals type of thing or do you pretty much work off totals?

Administrative Officer Gioia: We do have reports completed every month. On a month to month basis we do have yearly percentages and totals for where we are year to date, and we do have percentages with that. Our assessed evaluations cannot go above 5% each year.

5. Discussion and possible Action on adopting the Fiscal Year 2018/2019 District Budget and Operational Plan for 20-day posting.

Deputy Chief Bills and Administrative Officer Gioia answered any questions from the board regarding adopting the Fiscal Year 2018/2019 District Budget and Operations Plan for 20-day posting.

Board Chairman Parker asked if administration had the breakdown for the IGA amount of \$142,500.

Administrative Officer Gioia stated she will have that next Wednesday.

Chairman Parker explained to the board a little more of what the \$142,500 IGA consisted of. It included payment for the chief, the cross over assistance from the deputy chief in reference to our office. Who is going to remain at Station 32 in that office. They went through and separated all the difference cost related to the city for the benefit Summit Fire would receive. It consists of several items. There was further discussion.

**Board Clerk Timney motioned to adopt the Fiscal Year 2018/2019 District Budget and Operational Plan for 20-day posting. Board Member Milich seconded the motion**

Vote Conducted. **MOTION CARRIED**

AYES: Parker, Timney, Doscocil, Milich

NAYES: None



6. Discussion and possible Action on adopting the Fiscal Year 2018/2019 GO Bond Budget for 20-day posting

**Board Member Milich motioned to adopt the Fiscal Year 2018/2019 District Budget and Operational Plan for 20-day posting. Board Member Daskocil seconded the motion**

Vote Conducted. **MOTION CARRIED**

AYES: Parker, Timney, Daskocil, Milich  
NAYES: None

7. **Adjourn Public Hearing**

**Board Clerk Timney motioned to adjourn the Public Hearing. Board Member Milich seconded the motion.**

Vote conducted. **MOTION CARRIED**  
**Public Hearing adjourned at 3:24 pm**

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1. **CALL TO ORDER REGULAR BUSINESS MEETING**

Board Chairman Rick Parker called the Governing Board Regular Meeting to order on Wednesday, May 16, 2018, at 3:24 pm, at Station 37, 5500 N Fort Valley Road, Flagstaff, Arizona.

2. **CALL TO THE PUBLIC** There was no response from the public

3. **CONSENT AGENDA**

- a. Discussion and Approval of the Regular Board Meeting Minutes of April 18, 2018
- b. Discussion and Approval of the Budget Special Meeting Minutes of May 2, 2018
- c. Approval of Reconciliations and Financial Reports for April, 2018

Administrative Officer Gioia answered any questions from the Board regarding the Regular Board Meeting Minutes of April 18, 2018, Budget Special Meeting Minutes of May 2, 2018, and Reconciliations and Financial Reports for April, 2018 that includes the County Treasurers Report, Wildland checking account, Visa Account, Petty Cash Account, Board Report, and Income and Expense Report. We are 83% through the year with income at 98.32% and expenses at 69.81%



Board Chairman Parker motioned that the Regular Board Meeting Minutes of April 18, 2018, Budget Special Meeting Minutes of May 2, 2018, and Reconciliations and Financial Reports for April, 2018 be approved. Board Clerk Timney seconded the motion.

Voted Conducted. **MOTION CARRIED**

AYES: Parker, Timney, Milich, Doscocil, Newkirk

NAYES: None

#### **4. Current Events Summaries, Reports, and/or Correspondence**

##### **a. Monthly Department Updates**

Battalion Chief Fennell:

- Calls to service for March were a total of 105. Station 37 numbers were up due to backing up city Station 5 and brush fire calls.
- Captain Hernandez is working on getting the UTV up and running so we can start taking it out on wildland assignments. He is providing training for it
- Magne Group Exhaust is set up to come out May 31<sup>st</sup> and start installing our exhaust system and have it up and running by July 1<sup>st</sup>.

##### **b. Local 1505 Update**

Firefighter Matt Gibbs:

- Our charity efforts have been high. We will be raffling off a bow that was donated by Bull Basin Archery.
- We are doing the parking for the rodeo and get to keep all the money from that for our charities
- We still have the Yeti cooler with 30 more tickets to sell for \$15 each

##### **c. Other Items**

Deputy Chief Bills:

- Four of our Type 1's have all got their new radios installed in communications and in the midst of switching over to the 800 system. Station 33 was installed a new base station. We found if we dispatch multiple tones, the radios won't recognize our tones, so we had to go to upgraded versions to do that.
- We have a bond check for you to sign for the communications equipment
- Crews have been out on wildland assignments. One was a mixed crew between the city and Summit. They were for ALS coverage on a fire.
- Chief had a meeting with JR Murry for property to put the new station on this side. They seemed positive and was going back to the owner of Snowbowl to discuss where that might be.



- I did a conference call with Verizon and the county emergence manager regarding Verizon issues over in Mt Elden Estates. They were not getting out our received the Code Red notifications in case of a wildland call. Verizon went up on the mountain and turned the antenna's down a little bit. That seemed to help, but not for everyone. Verizon does have an extender the residents can call for. The last fix would be going back to land lines.
- The AFDA Conference is coming up in July. If you want to attend, let us know so we can get you registered and rooms set up.

## 5. NEW BUSINESS / ACTION ITEMS

- a. Review, discuss and possible approval of IGA between SFMD and Coconino County Treasurer's Office for Bond repayment plan for year 1.

Administrative Officer Gioia presented to the board and answered any questions regarding the IGA between SFMD and Coconino County Treasurer's Office for Bond repayment plan for year 1. Sue Walka from the Coconino County Treasurer's Office was also available to answer any questions.

**Board Member Milich motioned to approve the IGA between SFMD and Coconino County Treasurer's Office for Bond repayment plan for year 1. Board Chairman Parker seconded the motion.**

Voted Conducted. **MOTION CARRIED**

AYES: Parker, Timney, Milich, Duskocil  
NAYES: None

- b. Review, discuss and possible action on Resolution No 2018-2 Legal Counsel Authorizing the use of Coconino County Office of the County Attorney for legal counsel on an as needed basis.

Administrative Officer Gioia presented to the board and answered any questions regarding authorizing the use of Coconino County Office of the County Attorney for legal counsel on an as needed basis.

**Board Member Milich motioned to approve Resolution No 2018-2 Legal Counsel authorizing the use of Coconino County Office of the County Attorney for legal counsel on an as needed basis. Board Clerk Timney seconded the motion.**

Voted Conducted. **MOTION CARRIED**

AYES: Parker, Timney, Milich, Duskocil  
NAYES: None



- c. Review, discuss and possible approval of Purchase Order for Communications Cradle Point to be paid from Bond Funding. PO's 180110, 180106 and 180113

Deputy Chief Bills presented to the board and answered any questions regarding the Purchase Order for Communications Cradle Point to be paid from Bond Funding. PO's 180110, 180106, 180113. Mobile Data Computers are in the vehicles and are gps located by the CAD System through the city. It finds the address on the map and goes and finds the closest unit to it and dispatches that unit. We are looking at about \$33,000 for the three PO's.

**Board Member Daskocil motioned to approve PO's 180110, 180106, and 180113 for the Communications Cradle Point to be paid from Bond Funding. Board Member Milich seconded the motion.**

Voted Conducted. **MOTION CARRIED**

AYES: Parker, Timney, Milich, Daskocil

NAYES: None

- d. Review, discuss and possible action on approval of Purchase Order 180114 for replacement A/C for Station 33

Captain Hernandez presented to the board the A/C went out/stopped working at Station 33. The compressor is shot. I worked with Captain Gibbs, and received three quotes. It is for replacement of condenser, coil, and furnace that is rusted out. Deputy Chief Bills recommended to the board for Master Mechanical for \$6000.

**Board Chairman Parker motioned to approve Purchase Order 180114 for the replacement A/C for Station 33. Board Member Milich seconded the motion.**

Voted Conducted. **MOTION CARRIED**

AYES: Parker, Timney, Milich, Daskocil

NAYES: None

- e. Review, discuss and possible action on adopting Fire Service contract for out of area residence.

Administrative Officer Gioia presented to the board and answered any questions regarding the adopting Fire Service Agreement for out of area residence. This has been through our insurance company and changed a couple words. County Attorney Furuya also approves of the agreement.



Board Member Newkirk arrived at 3:47pm and is excluded from this vote.

**Board Clerk Timney motioned to adopt the Fire Service Agreement for out of area residence. Board Member Duskocil seconded the motion.**

Voted Conducted. **MOTION CARRIED**

AYES: Parker, Timney, Milich, Duskocil

NAYES: None

- f. Review, discuss, and possible action on accepting a **bid on the sale of Station 36, 8015 Wing Mountain Road, Flagstaff AZ 86001.** The Fire Board will hear the bids by the District Realtor Dianne Patterson. The Fire Board may vote to go into Executive Session for the purpose discussing options and priorities Realtor, Dianne Patterson per ARS §38-431.03.A.7 Discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property. Any final actions will be held in open session.

**Board Member Milich motioned to adjourn the regular board meeting and move into Executive Session. Board Chairman Parker seconded the motion.**

Voted Conducted. **MOTION CARRIED**

AYES: Parker, Timney, Milich, Duskocil, Newkirk

NAYES: None

**Board Chairman Parker called the regular board meeting back into session at 4:07pm.**

Board Chairman Parker stated in regard to item 5f, we had a discussion in reference to the bids. I will quote the bids without the names. I will give the bid amount and then the net amount after fees for realtor.

1. \$456,000 with the net being \$434,460.
2. \$470,000 with the net being \$445,200.
3. \$480,000 with the net being \$452,700.

**Board Clerk Timney motioned to accept the \$480,000 for the property at 8015 Wing Mountain, Board Member Milich seconded the motion.**

Vote Conducted. **MOTION CARRIED**

AYES: Parker, Timney, Milich, Duskocil, Newkirk

NAYES: None



## 6. FIRE BOARD COMMENTS

Board Member Duskocil: I had correspondence with folks out in my area, and there are couple of things. I guess we are calling it Station 34 now. You did mention you contacted JR. I think, for future meetings, we need to have a monthly update on Station 34. What has been going on, what progress has happened, where are we headed. Is there a big comprehensive plan formulated yet, do we need to do a sub-committee? I am willing to be on it. That is my thoughts on a monthly thing.

The other thing I have is there is concern also from the public that we, as a board, never officially voted to construct the new station, that our intentions are to do that, so they know it is out there and we are committed. I was told from the public that we should have an official vote that we are committed for that area. Place it on the next meeting agenda.

Board Chairman Parker: Thank you for coming and for the work you have done to Dianne Patterson. Thank you to administration. Thank you everybody.

## 7. ADJOURNMENT

Board Chairman Rick Parker motioned to adjourn the meeting. Board Member Timney seconded the motion.

Vote conducted. **MOTION CARRIED**  
**Board meeting adjourned at 4:14 pm.**

**Respectfully submitted**

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**Tammy Schieffer, Administrative Assistant**