



SUMMIT FIRE & MEDICAL DISTRICT

GOVERNING BOARD

FY21/22 BUDGET WORKSHOP AND REGULAR BOARD MEETING

Wednesday, April 21, 2021

Station 32, 8905 Koch Field Road, Flagstaff AZ

MINUTES

Budget Workshop

1. Call budget workshop to order

Board Chairman Jim Timney called the Governing Board FY21/22 Budget Workshop to order on Wednesday, April 21, 2021 at 3:00pm, at Station 32, 8905 N Koch Field Road, Flagstaff, Arizona

2. Roll Call of Board Members / affirmation of quorum

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

Members Present: None

Via Zoom

Members Absent: None

Administration: Fire Chief Mark Gaillard, Deputy Chief Mark Wilson, Deputy Chief Pat Staskey, Administrative Officer Deanna Reed, Administrative Assistant Tammy Schieffer, Chris Gioia Battalion Chief Torsten Palm

Public Via Zoom: None

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

4. Chief's Budget Proposal

Fire Chief Gaillard: This is to set the stage for next fiscal year to set a position to tighten our belts. We do have some impacts this year that is causing us to have concerns about...to make sure we start next year with appropriately funded budget stabilization. Budget Stabilization cash account that you keep in place so we can make expenses between the two disbursements we get annually. It allows us not to take a line of credit. We have had some impacts this year. I think you can also look at it in context of our short-term cash issue in association with making the

next disbursements of tax funds. Set the stage for a long return for the budget. We heard very clearly the frustration of the fire board about our living paycheck to paycheck existence associated with benefits, replacement, compensation, everything. That is very deep characterization of what it has been like in our experience being out here. This week I have a very good conversation with another fire chief. Quite a lot of fire districts in the state characterize the typical existence of fire districts in our state are in the very existence that we currently enjoy, which is to say every year we are shooting around, scrambling, every year we are trying to deal with un-anticipated impacts, like Transwestern out of the blue, removing themselves out of our Assessed Value and reducing our earnings. Every year, it is always something. The team has been working hard on how do we change that environment? The labor group, not to my surprise, but in a much, welcome kind of response stated we should look on the expenditure side. By that, they meant maybe the service model is needing some change. We need to be smaller as an organization. That is my observation. If you take a look at Summit Fire & Medical District, is a rural fire district. I've worked with Community Development Department, and they tell us most recently talking about on the westside. For planning purposes, that is at a 2% growth rate over the long-haul. Real meaning growth for our assessed value on the revenue side doesn't seem to be in the cards for us. We are going to be a rural fire district for quite some time. Citizens of our district prefer that very clearly. The idea of sometimes, we can grow ourselves out. That is what some of the districts in the state had to do a little better job managing their tax rates. They are not at the max allowable rate of 3.25. They have been growing themselves through annexation, and land development through their districts. We don't have that luxury. We first got out here I was given pretty firm direction from the board at the time, we want 3 person paramedic/fire companies at our fire stations. We have been chasing our tail trying to do that ever since, and are unable to fund it. The long haul looks like, with discussion I would like to have with you all about, not only what we are doing short-term to make the cash flow portion of our current efforts. Also take the direction, how do we come up with sustainable financing. How do we deal with the ongoing effort of the fire district to be a good employer of firefighters? We struggle with that stating retention. We have always struggled with that. This district is no stranger. Smaller districts, typically are somewhat traumatized by lower retention as people go onto chase more activity or the dollar. Both are reasonable to chase. We felt the message we have been hearing from the board, we want to be better than that. We want to be a better employer, we want to find ways to be more predictable and better at compensation benefits, we want to try to not be in this situation every year, where I wonder what the fire chief is going to show up with this year. I wonder what the big problems are going to be this year with respect to revenue or un-anticipated expenditures. The staff today are going to talk to you today about measures that will include should we become a smaller organization. I will tell you that for our budgeting needs, we have to change some of our models. I am recommending that we have this discussion about Summit Fire is smaller moving forward. By, that, the consideration should be on the east side of the district, instead of 3 fire stations, it should probably be 2. With that reduction. I have talked to 2 shifts so far and have been clear, we don't look at this as a reduction of force or laying off firefighters. Not my intention, not recommending that to you. Over time, if you can support a lower service level, by that I mean less fire stations, we can put 3-person fire companies in place at 2 fire stations on the east side, and one on the west side. Because of the reduction on the expenditure side, we would have resources that more match up with our available revenue. We won't be spread so thin. Then we have the ability to give you all a 5 year budget that we think is fundable today.

Deputy Chief Wilson presented the budget to the board for review.



5. Adjourn Budget Workshop

Board Member Parker motioned to adjourn the Budget Workshop. Board Member Milich seconded the motion.

Vote conducted. Motion carried all in favor.

Board FY21/22 Budget Workshop adjourned at 4:25pm

Regular Board Meeting

6. **CALL TO ORDER**

Board Chairman Jim Timney called the Regular Board Meeting to order on Wednesday, April 21, 2021 at 4:32pm at Station 32, 8905 N Koch Field Road, Flagstaff Arizona.

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

Members Present: Board Chairman Jim Timney, Board Clerk Robb Faus, Board Member Rick Parker, Board Member Mike Milich, Board Member Jim Dorskocil

Members Present: None
Via Zoom

Members Absent: None

Administration: Fire Chief Mark Gaillard, Deputy Chief Mark Wilson, Deputy Chief Pat Staskey, Administrative Officer Deanna Reed, Administrative Assistant Tammy Schieffer, Chris Gioia Battalion Chief Torsten Palm

Public: Coconino County Treasurer Sarah Benetar

8. **CALL TO THE PUBLIC** No response from public.
9. **CONSENT AGENDA** – Items on the consent agenda are of a routine nature or have been previously studied by the Governing Board. Items on the Consent agenda are intended to be acted upon in one motion unless the Board wishes to hear any of the items separately.
- a. Approval of Reconciliations and Financial Reports March 2021
 - b. Discussion and Approval of the Regular Board Meeting Minutes of March 17, 2021
Administrative Officer Deanna Reed presented to the board and answered any questions regarding the Financial Reports of March 2021
Board Member Parker motioned to approve the Reconciliations and Financial Reports for March 2021 and the FY21/22 Budget Workshop and Regular Board Meeting Minutes of March 17, 2021. Board Member Milich seconded the motion.

Vote conducted. MOTION CARRIED unanimously
AYES: Timney, Dorskocil, Faus, Milich, Parker
NAYES: None

10. **Current Events Summaries, Reports, and/or Correspondence**

- a. Monthly Run Report – Battalion Chief Torsten Palm
 - February 2021 runs totaled 86
 - There was a call with Auto Aid at the Recycling plant in the city on C-Shift. It turned into 1st Alarm. BC Zambeck was on duty and it ran seamlessly
 - B-Shift had a UTV rollover with entrapment in the cinders. We used our UTV to access the patient. Firefighter Greenwalt went above and beyond. He helped the patient's wife and kid get back to their camp.
- b. Monthly Chief Updates

Fire Chief Gaillard

 - Wrapped up Fire Officer Leadership Plan training. 95 members completed the course
 - We have started conversation about making Summit Fire District smaller

Deputy Chief Wilson

 - There is good work going on at the maintenance facility maintaining the district's apparatus
 - Renovation of the Dodge pickup to be used as a rescue

Deputy Chief Staskey

 - Firefighter recruit academy. There are still 10 in attendance. They are staying healthy, and no injuries. Firefighter of the week, Summit Fire has taken home 2 of the 4 weeks of the academy
 - GFR Captains Assessment is going on this week. Great candidates.

c. Local 1505 Update – Engineer Matt Gibbs

- We have been working with the chief's regarding the MOU for approval
- We understand that we need to be a smaller department

11. **NEW BUSINESS / ACTION ITEMS - Public Comment:**

a. Review, discuss and possible action on Transwestern Pipeline and Commercial Property Tax Reduction; Sarah Benatar; Coconino County Treasurer Office

Coconino County Treasurer Sarah Benatar presented to the board the Transwestern Pipeline Bill is now in budget negotiations, that entire amount to be included, and all will be reimbursed. In 2022 SB1108 will reduces Class 1 properties (commercial) 18% to 17.5%. 16% of Summit Fire District is commercial.

b. Review, discuss and possible action on Policy 503 Compensation.

Policy 503 Compensation was missing verbiage that labor wanted in regarding the Cost of Living increase definition.

Vote conducted. MOTION CARRIED 4 to 1

AYES: Timney, Faus, Milich, Parker

NAYES: Dorskocil

c. Review, discuss and possible action on Intergovernmental Agreement for Dispatch Services

Deputy Chief Wilson presented to the board the IGA for Dispatch Services was missing a cap. It now includes a cap of \$60./call for the duration of the agreement. Software upgrade to CAD included no fee in past. We now have 10 licenses at \$55. Cap. There is now a termination clause.

The date of the agreement is now from today's date through 2023.

There was a request to have a list of the calls included with the bill. How many calls are we paying for?

FIRE BOARD COMMENTS

Board Chair Timney: Regarding the call in the Cinders; it goes a long with the history of this department, to take the extra steps

ADJOURNMENT

Board Member Parker motioned to adjourn the meeting. Board Member Milich seconded the motion.

Vote conducted. Unanimous approval

The Regular Board Meeting was adjourned at 5:21pm

Respectfully submitted

Tammy Schieffer, Administrative Assistant