

CENTRAL YAVAPAI FIRE DISTRICT
FIRE BOARD
REGULAR SESSION

November 17, 2010

MINUTES

1. CALL TO ORDER

Board Chairman William Pierce called the Fire Board Meeting to order on Monday, November 17, 2010 at 1:05 p.m. at Central Yavapai Fire District Training Center, 9601 E. Valley Road, Prescott Valley, Arizona.

2. ROLL CALL

Members Present: Board Chairman William Pierce, Board Members Tony Reiter and Bob Page

Members Absent: Board Members Charles Allen and Sandie Heiden

Staff: Chief Michael Parrish, Assistant Chief Mary Dalton and Administrative Manager Judy Wright.

3. PRESENTATIONS

A. Swear in New and Promoted Employees

Captain David Tharp was present and sworn in to the position of EMS Captain
Engineer Craig Stooks was present and sworn in to the rank of Captain
Firefighter Rick Olson was present and sworn in to the rank of Engineer
Reserve Firefighter Adam Reyes was present and sworn in to the rank of Firefighter
Tony Frazier was present and sworn in as Communications/IT Technician
Karen Butler was present and sworn in as Office Assistant Apprentice

4. APPROVAL OF MINUTES

A. Regular Session of October 11, 2010

Bob Page made a motion to approve the minutes of the Regular Session of October 11, 2010. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Pierce, Reiter, Page
NAYS: None

B. Executive Session of October 11, 2010

Bob Page made a motion to approve the minutes of the Executive Session of October 11, 2010. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Pierce, Reiter, Page
NAYS: None

5. REPORTS AND CORRESPONDENCE

A. General Fund Financial Statements

Tony Reiter made a motion to approve the October payroll, accounts payable check registers, direct deposit reports, and income statement as submitted. Bob Page seconded the motion. MOTION CARRIED

AYES: Pierce, Reiter, Page
NAYS: None

B. Bond Update with Financial Statements

Assistant Chief Dalton updated the Board on the Bond expenditures to date. Bob Page made a motion to approve the October Financial Statements as submitted. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Pierce, Reiter, Page
NAYS: None

C. Letters from Citizens

Board Chairman Pierce reviewed the letters received during the last month by the District from citizens.

D. Monthly Division Reports

Board Chairman Bill Pierce reviewed the highlights of the monthly division reports from the Fire Chief and staff in regard to current activities of the Fire District and the status and progress relating thereto. At Mr. Pierce's request Assistant Chief Cook explained the District's involvement with Prescott Valley Economic Development Foundation. Assistant Chief Bliss advised the Board that our call volume has increased by approximately 20% this year and this has been attributed to current economic conditions.

At this time, Chairman Pierce expressed thanks to Assistant Chief Dalton and the Administrative Staff for their efforts in addressing the concerns of citizens who have been calling or visiting the office regarding their tax bills that were recently received.

6. VOTE TO GO INTO EXECUTIVE SESSION

A. Bob Page made a motion to go into Executive Session for Legal Advice pursuant to A.R.S. §38-431.03(A)(3) and Instruction to District Legal Counsel pursuant to A.R.S. §38-431.03(A)(4) regarding Training Center Drainage. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Pierce, Reiter, Page
NAYS: None

At approximately 1:33 p.m. the Board adjourned out of Public Session and into Executive Session.

At approximately 1:53 p.m. the Board reconvened into Public Session.

7. OLD BUSINESS

A. Training Center Drainage

Board Chairman Pierce reported that as a result of the Executive Session, no action will be taken at this time.

8. NEW BUSINESS

A. Canvass of Election Results

Assistant Chief Dalton advised that pursuant to ARS §16-642, the Board of Directors is required to canvass the results of a Board election 6 – 20 days after the election. This canvass is required in order to make the election results official and canvass results must be entered in the official record of the Fire District and filed with the Clerk of the Board of Supervisors before the District's next regular scheduled meeting.

Chairman Pierce then read the official Certificate of Election for Bob Gardiner who received 10,454 votes and John Range who received 9,047 votes. He stated that there were three candidates who ran for two seats and these two received the highest number of votes.

Bob Page made a motion to approve canvass results as of November 17, 2010. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Pierce, Reiter, Page
NAYS: None

B. Approve Purchase of Self Contained Breathing Apparatus (SCBA) Paks

Assistant Chief Dalton advised the Board that the SCBA Paks would be placed in service at CYRTA as part of our ongoing training program.

Tony Reiter made a motion to approve the purchase of three SCBA Paks from MES-Arizona in the amount of \$16,706.52. Bob Page seconded the motion. MOTION CARRIED.

AYES: Pierce, Reiter, Page
NAYS: None

C. Approve Service Agreement Contract for CYFD to be an Authorized Parts and Service Center for Deep South Fire Trucks, Incorporated

Bob Page made a motion to approve the Service Agreement Contract for CYFD to be an authorized Parts and Service Center for Deep South Fire Trucks, Incorporated. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Pierce, Reiter, Page
NAYS: None

D. Approve Updated Capital Acquisition/Replacement Schedule

Assistant Chief Dalton reviewed the updated Capital Acquisition/Replacement Schedule with the Board.

Tony Reiter made a motion to approve the updated Capital Acquisition/Replacement Schedule. Bob Page seconded the motion. MOTION CARRIED.

AYES: Pierce, Reiter, Page
NAYS: None

E. Discussion and Possible Approval to Purchase Electronic Patient Care Reporting System; Possible Approval to Transfer Funds from Capital Reserve Fund to General Fund for Electronic Patient Care Reporting System

Chief Parrish asked Captain David Tharp to explain to the Board the specifics of the Electronic Patient Care Reporting System. Captain Tharp advised that we had

researched four different systems and found that the best system for our needs was the Zoll EPCR software package. He also answered questions from Board Members. Assistant Chief Dalton also advised the Board that although we did not receive the Tohono O'odham grant, that we had included \$132,440 in our current budget for this purchase and therefore had enough funds to cover this purchase. The representative from Zoll was present and he also answered questions from Board Members regarding software upgrades and annual maintenance fee.

Bob Page made a motion to approve the purchase of hardware from Merit Technologies, per their amended quotation of \$58,629.83 as well as software package from Zoll in the amount of \$57,816 for a total of \$116,445.83. This approval is also subject to final approval of the contract which is being reviewed by Attorney Whittington. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Pierce, Reiter, Page
NAYS: None

F. Approve Fiscal Year 2009-2010 Audit

Chairman Pierce exercised a point of privilege and commended Assistant Chief Dalton on the work done on the budget. Assistant Chief Dalton then explained the Management Discussion and Analysis Report which was included with the auditor's report.

Bob Page made a motion to approve the Independent Auditor's Report from Assurance Professionals in which they find that the District is operating in a fiscally responsible manner and found no material weaknesses. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Pierce, Reiter, Page
NAYS: None

G. Discussion and Possible Approval to build the CYRTA Warehouse Pad

Dan Fontana of Danson Construction made a presentation to the Board regarding the construction of the warehouse pad at this time. He explained that since the dirt from the communications building site needs to be moved in order to complete the parking lot, that it would be in the best interests of the District to move that dirt to the area where the warehouse will eventually be constructed and build the warehouse pad at this time. This would save approximately \$49,000 in earthwork costs at a later date since all the equipment for this process is in place at the training center at this time and also we would not have to risk damage to the newly finished communications building road section. Randy Jones of LEA Architects concurred with this proposal and suggested that the Board consider this option. A lengthy discussion followed and both Mr. Fontana and Mr. Jones answered questions from Board Members.

Tony Reiter made a motion to approve a change order not to exceed \$135,237 for Danson Construction to move the excess spoils pile and construct a warehouse building pad as this will save the District approximately \$49,000 in future earthwork costs. Bob Page seconded the motion. MOTION CARRIED.

AYES: Pierce, Reiter, Page
NAYS: None

H. Discussion and Possible Approval to utilize Construction Manager @ Risk (CM@R) Process to obtain Contractor for Phase III of Training Center

Randy Jones of LEA Architects explained the potential benefits of utilizing the Construction Manager at Risk process for Phase III of the Training Center project. He answered questions from the Board.

Bob Page made a motion to approve the utilization of the Construction Manager at Risk process to obtain a contractor for Phase III of the Training Center which includes a warehouse and a Class A residential burn building. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Pierce, Reiter, Page
NAYS: None

- I. Single Parcel Annexation Request – King – 5500 S. State Route 69, Dewey
Assistant Chief Dalton advised that Mr. Charles King has requested to be annexed into the Central Yavapai Fire District. She stated that since this property borders on State Land, that we had sent a letter to the appropriate authorities advising them of this annexation. Chairman Pierce then read Resolution 10-04 regarding the annexation of this property.

Tony Reiter made a motion to approve Resolution 10-4 for the annexation of the King Property - Parcel 402-01-029E into Central Yavapai Fire District. Bob Page seconded the motion. MOTION CARRIED.

AYES: Pierce, Reiter, Page
NAYS: None

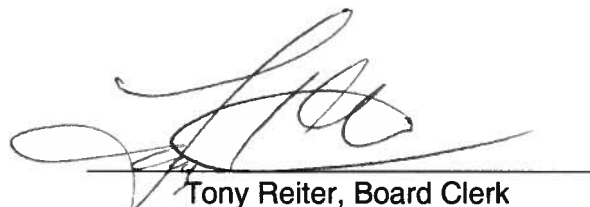
9. CALL TO THE PUBLIC

Mr. Jack Fowler of Fowler Real Estate Associates addressed the Board and said that he was speaking on behalf of about 40 other people who were extremely upset about the tax increases imposed on commercial and business people. He quoted comparisons of taxes being paid by businesses in Prescott and Prescott Valley and said that if taxes continued to rise, that businesses would not be interested in coming to Prescott Valley. He stated that he was glad that the finances of the Fire District were good, however we should think about changing the lifestyle to which we have become accustomed. He also reminded us that Proposition 13 was gaining great support in Yavapai County as more and more people became angry about tax increases. He did say that CYFD was not the only agency whose taxes had increased as the School District had also increased its taxes to the citizens.

Chairman Pierce thanked Mr. Fowler for his comments to the Board.

10. ADJOURNMENT

The meeting was adjourned at 3:20 p.m.



Tony Reiter, Board Clerk