

CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY
BOARD OF DIRECTORS' MEETING
SPECIAL SESSION

June 7, 2016

MINUTES

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS

Board Clerk Pettit called the Central Arizona Fire and Medical Authority (CAFMA) Board of Directors' meeting to order on Tuesday, June 7, 2016, at 1:08 p.m. at the Central Yavapai Regional Training Academy, 9601 E. Valley Road, Classroom 2, Prescott Valley, Arizona.

Members Present: Board Clerk Julie Pettit, Board Members Darlene Packard, and Bob Page

Members Present Telephonically: Board Chairman Steve Rutherford

Members Absent: Board Member Dave Dobbs

Staff: Fire Chief Scott Freitag, Assistant Chief of Administration Dave Tharp, Administrative Assistant III Laura Mowrer

Others in Attendance: Attorney Nick Cornelius (Telephonically)

Board Clerk Julie Pettit resided over the Board meeting due to Chairman Rutherford attending telephonically.

2. PLEDGE OF ALLEGIANCE

Clerk Pettit led the recitation of the Pledge of Allegiance.

3. OLD BUSINESS

A. Discussion and Approval of Fire Protection Agreement

Chief Freitag clarified how fire protection agreements are calculated. The base fee is charged according to property values and then an administrative service fee is added. Central Yavapai currently charges an administrative fee of 25%, and Chino Valley Fire District charges a \$50 flat fee. He explained that there are homeowners in the Prescott Ridge that do not want fire protection due to the 25% administrative fee being too costly. There is potential for additional contracts with charging a \$50 administrative fee instead of the current fee of 25% of the base amount.

Chief Tharp reviewed the current values with the \$50 fee compared to 25% and explained that the 25% fee would have a significant impact on commercial properties. There would be about an \$8,200 loss converting from the 25% to \$50 fee; however, that could be recouped from other revenue sources. He asked for clarification of the Board's intention and questioned if the fee is to cover the cost of administering the agreement, an incentive for more contracts, or an incentive for members to annex. The original intent of the 25% was to encourage annexations. Chief Tharp mentioned that there is flexibility for residents to have an agreement and decide annually if they want coverage instead of annexing into the Fire District.

Chief Freitag mentioned that the 25% is more of a deterrent to residents applying for a fire protection agreement. There are many neighborhoods that still have empty lots, and property owners do not want to pay for services for an empty lot. He explained that we have been working with the Town of Prescott Valley and when the Town annexes property, it is automatically annexed into the Fire District. He explained his responsibility is to protect people; the agreement also provides for medical response.

Chief Freitag read an email from Board Member Dobbs in support of the \$50 flat fee for all out of District contracts. He did not want a fee greater than \$55.

Chairman Rutherford stated that the 25% is punitive and changing to the \$50 fee will provide opportunity for residents to join. He also stated that having a fire protection agreement may provide a reduction in the homeowner's insurance rates.

Board Member Page made a motion to eliminate the 25% fee and go with flat fee of \$50. The contract will be amended with the \$50 flat fee and be sent out as proposed. Board Member Packard seconded the motion. MOTION CARRIED

AYES: Packard, Page, Pettit, Rutherford

NAYS: None

Clerk Pettit confirmed that all contract rates will go into effective July 1, 2016.

B. Discussion and Approval of Resolution 2016-06 and Fee Schedule

Chief Tharp explained that this resolution is to accept the fee structure for the entire organization.

Board Member Packard made a motion to approve Resolution 2016-06 and the associated fee schedule reflect the flat fee of \$50 for administrative services. Board Member Page seconded the motion. MOTION CARRIED

AYES: Packard, Page, Pettit, Rutherford
NAYS: None

Clerk Pettit opened the meeting for public comments. No comments.

4. NEW BUSINESS

A. Discussion and Possible Action Regarding Swearing in All CAFMA Personnel

Chief Freitag stated that per Arizona statutes all employees must be sworn in. He recommended that senior staff be sworn in at the June 21st meeting and then senior staff would swear in the remainder of the organization.

Attorney Cornelius explained that the statute specifies that all members must be sworn in, and he suggested the Board authorize the Fire Chief to perform those duties. Attorney Cornelius will verify if a motion may be made giving the Fire Chief authority to delegate other individuals to swear in employees.

Chairman Rutherford asked what the consequences would be if someone challenges the process of how employees were sworn in. Attorney Cornelius stated that the person would have to be properly sworn in. Attorney Cornelius will research and provide the Board with direction at the June 21st regular meeting.

B. Discussion and Possible Action Regarding Lease Purchase Agreement and Professional Services Addendum with Motorola for Portable Radios for Central Yavapai Fire District

C. Discussion and Possible Action Regarding Purchase of Portable Radios for Chino Valley Fire District Using Bond Funds

Chief Bliss provided the Board with an overview of both of these items simultaneously.

Assistant Chief Bliss explained that the proposals are specific to Chino Valley and Central Yavapai Districts. The plan is to replace all portable radios as they are either no longer being supported by Motorola or will not be supported shortly. The Chino Valley purchase will be completed using bond funds and the Central Yavapai's contract is a five year installment plan. Central will be using funds that are already in the budget. However, Chief Bliss wanted to ensure that the Board was aware of this transaction as CAFMA will be assuming all liabilities of each organization as of July 1. He explained the benefits of replacing all the radios at once with software revisions and upgrades.

These items were for informational purposes only; no action taken.

5. ADJOURNMENT

Clerk Pettit adjourned the meeting at 1:35 p.m.


Clerk _____ Date _____