

CENTRAL YAVAPAI FIRE DISTRICT  
BOARD OF DIRECTORS  
REGULAR SESSION

August 16, 2016

MINUTES

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS

Board Chairman Rutherford called the Central Yavapai Fire District (CYFD) Board of Director's meeting to order on Tuesday, August 16, 2016 at 4:00 p.m. at the Chino Valley Fire District - Station 61 - 1133 W Road 3 N - Chino Valley, Arizona.

Members Present: Board Chairman Steve Rutherford, Board Clerk Bob Page, Board Members Darlene Packard, Tom Steele, and ViciLee Jacobs

Members Absent: None

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

Others in Attendance: Attorney Nick Cornelius

2. PLEDGE OF ALLEGIANCE

Chairman Rutherford led the recitation of the Pledge of Allegiance.

3. CALL TO THE PUBLIC

Chairman Rutherford opened the meeting for public comments.

No public comments.

4. CONSENT AGENDA

All matters listed under Consent Agenda are considered to be routine by the Central Yavapai Fire District Board and will be enacted by one motion. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately for discussion and possible action.

- A. Approve Regular Session Minutes - July 19, 2016
- B. Approve Executive Session Minutes - July 19, 2016
- C. Approve General Fund Financial Statements
- D. Approve Bond Debt Service Financial Statements
- E. Approve Transfer of July Revenues from Central Yavapai Fire District to Central Arizona Fire and Medical Authority in the Amount of \$115,320.21

F. Approve Training Center Facilities Use Agreement with Arrow International, Inc. for Paramedic Cadaver Training

Clerk Page made a motion to approve the Consent Agenda items 4A through 4F. Board Member Packard seconded the motion. MOTION CARRIED

AYES: Jacobs, Packard, Page, Rutherford, Steele  
NAYS: None

5. OLD BUSINESS

A. Discussion and Possible Action Related to Training Center Drainage Issues

Attorney Cornelius stated that there is a Rule 16 Conference scheduled for August 29, 2016. There has been correspondence between parties that will be discussed during Executive Session. The posture may be changing to more of litigation then settlement.

B. Update from Fire Chief Regarding Future Station Property in or Around the StoneRidge / Old Black Canyon Highway Area

Chief Freitag stated that this item had been tabled at last month's Central Arizona Fire and Medical Authority (CAFMA) meeting. He explained that the StoneRidge developer, Mr. Lowe has offered to purchase the Fain property and donate it to CAFMA for the Agency's use. Per Chief Freitag, Mr. Lowe explained that even though we could not build on the original site, it is suitable for homes. Mr. Lowe will also be assisting the Angel Program as he wants to a community partner. This item will be presented to the CAFMA Board as a property donation. Chief Freitag explained that the only money that may be required is possibly closing costs of about \$2,000. Chief Freitag also thanked Prescott Valley Community Development Director Richard Parker for his assistance and stated that Fain's asking price was very reasonable.

Board Member Jacobs asked what the plan is for road improvements and building a station.

Chief Freitag explained that the decision to build is development driven; this area was identified in 2010. We are not planning to build until the area starts to be developed. The roads will be in before we build a station. Based on Univest's overall plan for StoneRidge, they will be building the road. The timeline could be five to ten years depending on the development. Glassford Heights and Granville are large communities, but there is no dirt being moved by Glassford Heights yet. Station 59 and 50 can cover those areas. Chief Freitag explained that the property was identified, and we are getting it at no cost. The Capital Replacement Plan has placeholders for future fire stations with approximate costs.

Chief Freitag explained that funds for building stations come from the CAFMA budget. He clarified that CAFMA's budget is approved after CYFD and Chino Valley Fire District (CVFD) budgets are approved. CAFMA administers the budgets that are approved by the other agencies.

Chief Tharp mentioned that a larger concern is the cost of staffing new stations once they are built. Due to Prop 117 a plan has to be devised in order to hire two persons per year to be able to amass personnel for staffing the station.

Chief Freitag stated that senior staff is already reviewing staffing requirements for the next five to ten years.

C. Update and Discussion Regarding Emmanuel Pines Camp

Attorney Cornelius stated he will discuss the draft letter in Executive Session.

6. NEW BUSINESS

A. Discuss and Select an Additional Board Member to Sit on the Volunteer Relief and Pension Plan Per the Restated and Amended Bylaws of June 30, 2016

Chief Tharp stated that the CYFD Reserve Firefighter Program has been disbanded; however, the retired members have asked that the Volunteer Relief and Pension Plan be continued. In an effort to maintain the VR&P for retirees, the restated bylaws require two Fire Board members sit on the Pension Board due to not having active reserve firefighters to sit on the Board. He mentioned that Board Member Packard is already on the Pension Board.

It was clarified that Board Member Jacobs had sat on the CYFD Public Safety Personnel Retirement System (PSPRS) Pension Board.

Chief Tharp explained that there will be a meeting in December; there are usually only two meetings held per year.

Board Member Packard made a motion to nominate Board Member Steele for the Volunteer Relief and Pension Board of Directors. Clerk Page seconded the motion.  
MOTION CARRIED

Board Member Steele accepted the nomination.

AYES: Jacobs, Packard, Page, Rutherford  
NAYS: None  
ABSTAINS: Steele

Chairman Rutherford verified that the Volunteer Relief and Pension Board Bylaws are

not approved by this Board. Attorney Cornelius confirmed, and Chief Tharp stated that the Fire Board would be required to approve benefit changes.

7. VOTE TO GO INTO EXECUTIVE SESSION

- A. 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) Re: Training Center Drainage
- B. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) and Instruction Regarding Emmanuel Pines Camp

Board Member Jacobs made a motion to go into Executive Session. Board Member Steele seconded the motion. MOTION CARRIED

AYES: Jacobs, Packard, Page, Rutherford, Steele  
NAYS: None

Chairman Rutherford recessed the public meeting to go into Executive Session at 4:23 p.m.

Board Member Packard made a motion to reconvene into open session. Clerk Page seconded the motion. MOTION CARRIED

AYES: Jacobs, Packard, Page, Rutherford, Steele  
NAYS: None

Chairman Rutherford reconvened the open session at 4:40 p.m.

8. OLD BUSINESS CONTINUED

- A. Discussion and Possible Action Related to Training Center Drainage Issues Discussed in Executive Session

Attorney Cornelius was directed to continue preparing for August 29, 2016 hearing.

- B. Discussion and Possible Action Related to Emmanuel Pines Camp Executive Session

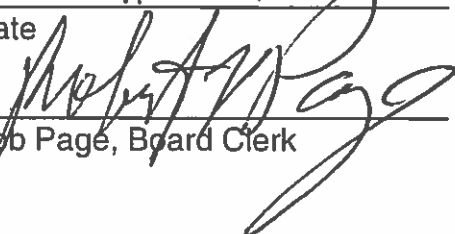
Attorney Cornelius was directed to proceed with writing the letter and distribute for signatures.

8. ADJOURNMENT

Board Member Steele made a motion to adjourn. Board Member Packard seconded the motion. MOTION CARRIED

AYES: Jacobs, Packard, Page, Rutherford, Steele  
NAYS: None

Chairman Rutherford adjourned the meeting at 4:41 p.m.

9/20/16  
Date  
  
Bob Page, Board Clerk