

**Mountain Vista Fire District Board Meeting
2292 W Magee Rd, Suite 180-190**

Monday, February 21, 2011

Meeting Minutes

Agenda

- I. CALL TO ORDER at 6:30 PM by Chairman Archuleta followed by ROLL CALL

Members Present

Peter Archuleta, Chairman
Mike Treece, Treasurer
Donna Heidinger, Clerk
Jerry Phillips, Director
Earle Ruhnke, Director

Absent

Staff Present

Scott Butler, Administrative Chief
Lorrie Palmquist, Admin Asst
Attorney Eric Hawkins

The Pledge of Allegiance was recited by all present.

- II. CALL TO THE PUBLIC

There were no applications to speak from the public.

- III. CONSENT AGENDA

The meeting minutes and Executive Session minutes from January 17, 2011 were considered.

Director Phillips moved to approve the meeting and Executive Session minutes from January 17.
Clerk Heidinger seconded. ***Motion passed unanimously.***

The meeting minutes and Executive Session minutes from January 24, 2011 were considered.

Clerk Heidinger moved to approve the meeting and Executive Session minutes from January 24.
Director Ruhnke seconded. ***Motion passed unanimously.***

The minutes from the WorkStudy Session on February 17, 2011 were considered.

Clerk Heidinger moved to approve the WorkStudy Session minutes from February 17.
Director Ruhnke seconded. ***Motion passed unanimously.***

- IV. ADMINISTRATIVE CHIEF'S REPORTS AND UPDATES

- a. Update on the Magee GroundBreaking Ceremony

Director Ruhnke commented that there was a really good turnout for the event and the weather was great. He further stated that the only "issue" was our missing Board members. Clerk Heidinger stated that she was not in attendance due to strep throat.

b. January 2011 Financial Statements

Lorrie commented that the budget differential reported on the Income Statement is due to three material variances: the Real Estate Tax revenue to date is lower than anticipated, the purchase of the Quint, and the unreimbursed expenses for the Magee project. Administrative Chief Butler commented that the Real Estate Tax variance has occurred in the past.

Director Phillips moved to accept the January 2011 financial statements.

Director Ruhnke seconded. ***Motion passed unanimously.***

c. District Correspondence

The following two items were included in the Board packets :

- (1) response from the Arizona State Fire Marshall stating that the resolution and modifications related to the adoption of the 2006 International Fire Code were approved
- (2) a letter from Robert Half, Inc. stating that effective February 26, 2011, the hourly bill rate for Lorrie will increase by one half of one percent due to the rising costs of unemployment insurance

d. Update on Mutual Aid Agreement with Golder Ranch

Administrative Chief Butler stated that from recent discussions with the Chief at Golder Ranch, he understands that this issue will be on their March meeting agenda. The draft of the agreement will change a little and MVFD Board members will get a copy at the next Board meeting. Treasurer Treece inquired about the purpose of the mutual aid agreement. Administrative Chief Butler explained that the agreement is for indemnification purposes and also to define when and where help will be provided. Clerk Heidinger inquired about the ambulance stipulation. Chief Butler replied that this issue is taken care of in the Rural Metro system and is not a concern for this agreement. Director Phillips commented that there is a spelling error on the date. Clerk Heidinger commented that "whereas" is spelled incorrectly on the agreement.

e. Rural Metro Reports

Director Phillips commented about the low activity count. Chief Brandhuber replied that this level of activity is consistent with prior years.

V. DISCUSSION AND/OR ACTION ITEMS

a. Resolution 1-2011 regarding public easements for the Magee facility

Administrative Chief Butler explained that the resolution is to approve the water service agreement and authorize a set of 3 public easements for the provision of water to the Magee site. There were no questions from the Board.

Director Ruhnke motioned to adopt the resolution. Clerk Heidinger seconded.

Motion passed unanimously.

- b. Discussion and approval to install 4 additional fire hydrants within the District

Administrative Chief Butler stated that \$150,000 was budgeted for the installation of hydrants. Only \$123,000 has been used to date. The 4 additional hydrants will use the remainder of the budgeted funds. Two hydrants will be placed in the Suffolk Hills area, one around Mountain Shadows, and the last one will be on the far west side by Lambert and Thornydale. Chief Butler commented that friend of the District, Mr. Phil Richardson, had indicated that he already received a credit on his insurance for the one hydrant previously installed in the Suffolk Hills area. Director Phillips commented that the cost of the hydrants is about \$7000 each.

Director Ruhnke motioned to approve the installation of 4 additional hydrants.

Director Phillips seconded. **Motion passed unanimously.**

- c. Discussion and/or action regarding the adoption of the Strategic Plan

Chairman Aruchuleta stated that the general consensus at last Thursday's strategic planning meeting was to submit the Plan to the MVFD Board for adoption. Clerk Heidinger commented that she wants to reiterate for the record that the Strategic Plan does not mention the District's original intent to provide the best quality service at the lowest possible rate, and further stated that this was the District's platform. She expressed her regret that this intent is not clearly identified in the document. Furthermore, Clerk Heidinger reviewed the document again and identified several additional grammatical errors. Administrative Chief Butler thanked Clerk Heidinger for an awesome job of reviewing the document. Treasurer Treece commented that he was not in attendance at last Thursday's strategic planning meeting and wondered what other changes had been suggested at that meeting. The Board members shared with him that the WorkStudy session consisted of documenting grammatical issues, but that there were no content changes.

Director Phillips moved to adopt this plan with the additional corrections as noted this evening. Clerk Heidinger seconded. **Motion passed unanimously.**

- d. Discussion/approval to select a lender and resolve to approve a \$4.25 million loan-lease with the selected lender for construction of the Magee facility

Administrative Chief Butler is not recommending any Board action at this time because some relevant information was just received and needs to be reviewed prior to making any recommendations. The Board decided to continue this issue to the meeting in March.

- e. Discussion and/or action to approve the payoff of the Shannon property

Administrative Chief Butler stated that the District has an opportunity to payoff the Shannon property. He is recommending that the Board authorize the payoff amount which will be used from budgeted contingency funds and from the amount budgeted for the last quarter P & I payment. He further stated that there is no penalty for early payoff. Clerk Heidinger commented that this will take P&I payments out of the budget for next year.

Clerk Heidinger moved to approve the payoff of the Shannon property as documented in the memorandum. Director Ruhnke seconded. **Motion passed unanimously.**

Clerk Heidinger moved to convene in Executive Session. Director Phillips seconded.

Regular meeting was adjourned to Executive Session at 7:15 PM.

The regular meeting reconvened at 8:25 PM.

VI. DISCUSSION AND/OR ACTION ITEMS

Item (f) Discussion and/or action regarding the criteria associated with the utilization of a cost-plus format for RM contract negotiations

The Board gave staff direction on the issue.

Item (g) Discussion with the Attorney and/or action regarding FDAT legislation

The Board took no action.

Item (h) Discussion and approval to engage First Strategic consultants to represent the District regarding FDAT legislation

Clerk Heidinger moved to engage First Strategic Consultants at a maximum cost of \$30,000. Director Phillips seconded. ***Motion passed unanimously.***

VII. ADJOURNMENT

Clerk Heidinger moved to adjourn the meeting. Director Phillips seconded.

Meeting was adjourned at 8:27 PM

Approved By: _____

Date: _____