

Regular Meeting of Pinetop Fire Board
Monday June 17,2019
Pinetop Fire District Station 110
1845 S. Pine Lake Rd, Pinetop AZ 85935

I. Call the meeting to Order: Ed Cibbarelli called the meeting to order at 5:00 pm

Roll Call of Board Members Ed Cibbarelli, Kurt Alcumbrac, Carla Bowen, Doug Wright in at 514pm, and John Rowlinson was excused

II. Call to the Public: None

III. Consent Agenda Board Business

The items on the consent agenda are considered routine and will be adopted in one motion unless a board member, staff, or member of the public in the audience requests, before the vote on the motion, to have the item considered separately. If any item is removed from the Consent Agenda, the Board Chairman will indicate when it will be discussed in the regular agenda.

1. Approval of Minutes of Board Meeting held on May 2019
2. Approval of Warrants paid in May 2019

Carla Bowen made the motion to approve the consent agenda as presented, seconded by Kurt Alcumbrac, motion carried 3-0

IV. Board Business

Suspend regular business move to public hearing.

1. Public Hearing: Notice of public Hearing regarding Proposed 2018-2019 Fiscal Budget

There were no questions, comments. Chief Morgan; the meeting was posted according to statute, we had no public input, good or bad after the budget was posted.

Public Hearing for the proposed 2019-2020 budget concluded at 5pm.

2. Discussion/Consideration/Possible Action re: Adoption of Proposed 2019/2020 Budget, Fee Schedule and wage scale by resolution 19-01.

Chief Morgan; No items changed on the budget except for a reduction to the 7710 or Worker's compensation cost. We have met the Statutes, we had no public input one way or the other, we have a great balanced budget. Carla Bowen told everyone involved they did an exceptional job. Kurt Alcumbrac asked about the Reserve Fund, Melissa Tomlinson told him it was all total close to \$200,000.00. She explained the board can move money around as needed.

Chief Morgan explained that a resolution and certification is needed to improve the CAFR, and to reaffirm that we using best practice. Kurt Alcumbrac asked for explanation of the Resolution, Chief told him it is a perpetual transparent record, as a reflection of the district as far back to the beginning of the organization into the future.

Dr. Wright entered the meeting at 514pm

This was the final public hearing for the new Budget, there were no questions, Chief explained that the total expenses are about \$6,011,496, including the COLA for Staff, grant

activity and we are staying on track with \$317.55 for tax rate. All reports are included in packet, and posted at district for review.

Carla Bowen made the motion to adopt resolution 19-01 approving and certifying the 2019/2020 fiscal budget fee schedule, and wage scale as presented. Seconded by Kurt Alcumbrac, motion carried 4-0.

3. Discussion/Consideration/Possible Action re: Adoption of PSPRS funding policy for the fiscal year 2020 budget.

Chief Morgan, information requires board members to adopt a funding policy for the Public Safety Retirement System in reference to A.R.S. Title 38-863.01 or House bill 20197. It requires all governmental employers to adopt a pension funding policy. Melissa Tomlinson with James Vincent Group developed a policy that adheres to the defined statutory requirements. Beginning 2019 this process will become part of our annual budgeting and board business process. Technically it is a statutory annual Requirement, to adopt and provide access to the public annually.

Doug Wright made the motion to adopt the PSPRS Funding Policy as presented. Seconded by Carla Bowen, motion carried unanimously 4-0

4. Discussion/Consideration/Possible Action re: Presentation of May 2019 Financial Reports

Melissa Tomlinson from JVG, gave a summary of the month of May's Financials. All reports are included in the packet.

Some highlights were; total monthly revenue is still slightly under budget, tax revenue was slightly under budget, both were most likely due to timing of grant revenue income and county payments. This will most likely change as Wildland Fires Start and more tax revenue is paid.

Total Expenses are pretty close to budget, but over budget compared to last year. Buildings and land were under however Vehicles and Equipment is over due to maintenance on our aging fleet.

Year over Year the non-tax revenue is slightly over about 1 million, mostly Ambulance, grants and Wildland Fires.

Total year over year expenses are pretty close to budget. Buildings and Land are slightly under, Vehicles and Equipment for year are over mostly due again to our aging fleet and EMS Supplies.

The overall breakdown is Personnel 81% Operations 27% and Managerial is at 4%.

Our Cash position is ahead due to payment timing of property taxes and wildland fires. The district is in very good financial position.

Carla Bowen made the motion to approve the May 2019 Financial Report as presented. Seconded by Kurt Alcumbrac, motion carried unanimously 4-0

5. Discussion/Consideration/Possible Action re: adopting the City of Show Low Amended IGA for Dispatching Services

Chief Morgan, this is ongoing program for South County Dispatch. The Town of Taylor Snowflake is now on board, also White Mountain Lakes consolidated with TMFMD this is why the IGA needs to be amended. This was already reviewed and signed but we needed to add those departments it is more contextual changes than content.

There was a little discussion about the cost and CAD system and if there were any new financial impacts. Chief Morgan told them no, this is just a contextual formality.

Carla Bowen made the motion to approve the amended Inter-governmental Agreement with the City of Show Low for the provision of Regional Dispatching Services as presented. Seconded by Kurt Alcumbrac, the motion passed unanimously 4-0.

6. Discussion/Consideration/Possible Action re: Modification of Commitment Amount with Wells Fargo Bank.

Chief Morgan; as a special taxing district we are required to carry a line of credit established in the event the need arises to issue or register warrants. Pinetop Fire District has not had to utilize our line of credit because of our management of budgeted cash reserves. We just need to formally renew our annual letter of declaration. PFD continues to operate with less than 10 million in total debt. As a result, we can request a modification to the commitment of a \$500,000.00 line of Credit.

Carla Bowen made the motion to approve the request for modification of commitment amount and authorize the change of the line of credit to \$500,000.00 with Wells Fargo Bank as presented. Seconded by Doug Wright, motion passed unanimously 4-0.

7. Discussion/Consideration/Possible Action re: 2019 Wildfire Season Updates.

Chief Morgan gave the board a wonderful outlook to the fire season. He explained that we are still in the good range and hopefully the monsoons would be starting soon in July. This was informational only with papers included in the packet, no board action.

VI. Summary of Current Events

1. Fire Chief's Report regarding district activities

VII. Future Meeting Dates

Next meeting is July 15th 2019 at 5pm

Announcements: AFDA/AFCA.

Adjournment-

Motion to adjourn by Kurt Alcumbrac at 5:50pm seconded by Doug Wright, motion passed unanimously 3-0.

Respectfully Submitted

Karen Robbins