

Regular Meeting of Pinetop Fire Board
Monday March 18, 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 5:00 pm, Present Kurt Alcumbrac, Carla Bowen, John Rowlinson, Dr. Wright, Ed Cibbarelli arrived late, Kurt Alcumbrac led the meeting as Chairman

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 February 25, 2019
2. Approval of Warrants paid in February 2019

Carla Bowen made the motion to approve the consent agenda as presented, seconded by Kurt Alcumbrac, motion carried 4-0

IV. Personnel

1. Annual Recognition for Richie Halcomb selection as Paramedic Firefighter of the year by VFW Post 2364.

Richie Halcomb was given the award for Paramedic Firefighter of the year by Quarter Master Mr. John Bealer, Eddie Zazuta – Post Commander and Commander George Bond. Richie Halcomb has been recognized for his exemplary performance as a Paramedic Firefighter for the community of Pinetop Fire District, we celebrate what public safety does for our community and recognize the selflessness of our Paramedic/EMT Firefighters. Pictures were taken with his family. Thank you, Richie for your Service.

V. Board Business

1. Discussion/Consideration/Possible Action re: Presentation of December Financial Reports

Melissa Tomlinson from the James Vincent Group gave the financial presentation. All financial reports were included in Packet. Some Highlights are that the District is in very good financial health.

Total Revenue this month is under budget coming from our non-tax revenue. Tax revenue was slightly over budget both were most likely due to timing of grant revenue income. Total expenses are also under, these go hand in hand with the grants and timing.

The majority of Expenses are trending under for the year, personnel, professional expenses, grant, travel and training, managerial and Grant expenses. Communications were slightly under due timing of the dispatch billing. Right on budget are the Vehicles and Equipment

Fiscal year to date our total revenue is slightly over, driven by our non-tax revenue. Tax revenue is right on budget. Non-tax revenue is over budget which is wildland driven. Total Expenses for the year are over mostly due to personnel and grant timing. Personnel is due of course to the Wildland season we just saw as explained above, wildland wages.

Buildings and Land are trending under for the year. Vehicles and Equipment are over as we have had some repairs and maintenance costs to date. Communications and IT are a little over budget as we had those startup costs for the new software and computers for EMS. Travel and training are under for the year and we expect those to start going up with the spring season. Managerial is under also along with professional costs.

The overall breakdown is Personnel 66% Operations 30% and Managerial is at 4%. This is a slight variance from the last meeting due to timing of the grant expenses. Removing grant expenses would put Personnel at 80%.

Cash position as of February 28, is up and going up year after year. Revenue is ahead as well as other assets possibly due to the money in escrow we have yet to use.

John Rowlinson made the motion to accept the Financial reports as presented, seconded by Carla Bowen, motion carried 4-0.

2. Discussion/Consideration/Possible Action re: Update on Fire Apparatus builds
Chief Morgan; this is the monthly update about the progress of our new apparatus builds. We are still in process for our Type 1 and are still looking at November for delivery. We have received our 3 new Command/Support Vehicles and they will be outfitted with caps, graphics and emergency response packages builds soon. He asked the board if they still wanted monthly updates or if we should hold off until we are further in the process with the Type 1. All agreed that we do not need this on the agenda until we are closer to the projected finish date.

This item is informational only no board action.

VI. Summary of Current Events

1. Fire Chief's Report regarding district activities
2. April 15th meeting needs to have executive session minutes to approve.

VII. Future Meeting Dates

Next meeting is April 15, at 5:00 pm

Announcements: Community Planning Assistance for Wildfire- Pinetop Fire District was selected for CPAW with a site visit on April 3rd through 5th 2019, there will be a variety of subject matters discussed and assistance with Phase 2 of the CPAW Process. Phase 1 is the onsite visit.

The strategic planning process is also going on April 9th through 11th. The board and public session are on the 9th with employees to follow on the 10th and 11th.

March 19th for the budget committee meeting.

Adjournment-

Motion to adjourn by Carla Bowen at 5:28pm, seconded by John Rowlinson, motion passed unanimously 4-0.

Respectfully Submitted

Karen Robbins