

Regular Meeting of Pinetop Fire Board
Monday November 18, 2019
Pinetop Fire District Station 12
5976 Buck Springs Rd, Pinetop AZ 85935

Call the meeting to Order: John Rowlinson called the meeting to order at 5:00 pm

Roll Call of Board Members, John Rowlinson, Carla Bowen, Ed Cibbarelli and Doug Wright were present, Kurt Alcumbrac was excused. William Whittington was available by phone.

I. Call to the Public: None

II. 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 in October 2019
2. Approval of Warrants paid in October 2019

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

Doug Wright present at 5:07pm

IV. Board Business

1. Discussion/Consideration/Possible Action re: Presentation of July 2019 Financial Reports
Melissa Tomlinson by Teleconference to present the financials for Pinetop Fire District, all documents included in packet. Some highlights were; Navajo County Revenue for October was over budget by almost \$500,000.00. Non-Levy Revenue was also over budget by almost \$125,500, Wildland Revenue is also over budget due to more than anticipated deployments.

Expenses for October were under budget by almost \$10,000. Fiscal Year Revenue is also over budget as well as Fiscal year Expenses.

Cash position is more than in September. Month over month variance is due to timing of tax revenue vs general operating expense. Review of cash flow projections show that cash is sufficient through the end of the year and there is no need to draw on the county line of credit which, as always is welcome news.

Percentages for the month were; Personnel 81% Operations 13% and Administration at 5%. This is a fire district average for districts of our size and structure.

Cash is up from last year, less wildland, less profit and carry over because we were not backfilling 1 to 1 for Wildland Fires. Other Assets are higher than last year, (Capital Assets).

Chief Morgan told the board that he and several fuels crew members went to Flagstaff to talk to the Bear Jaw Group about their Type 2 hand Crew. He explained how successful the program is and how it is so successful they are able to do work at a discounted price or

even free for their citizens. He explained they would still bolster our capital with the grants but the program is very successful. There was some discussion about seasonal crews and an alternate revenue source.

John Rowlinson made the motion to accept the October Financials as presented, seconded by Doug Wright , motion passed unanimously 4-0.

2. Discussion/Consideration/Possible Action re: Update on the Annual General and Single Audit

Last Month we had Lydia Hunter to present the audit. She noted that as of last meeting PSPRS had not sent the final numbers. Mrs. Hunter has since received them and the numbers stayed the same as the projections. We should have the official Document and representation letter soon. When we receive the electronic version, we will put on the website. Congratulations are in order for the district CAFR once again, as all went well.

We have corrected the issues that came up with the FEMA desk review for the SCBA grant which required the single audit. The report is included in the packet. The audit was a good learning tool, we will be on top of it for next year. All is well for this year.

Informational only, no board action

3. Discussion/Consideration/Possible Action re: Type 1 Engine update:

The new Engine is in Phoenix receiving the final inspections and will be delivered soon. Chief Morgan showed the board a video on You Tube of the new Engine. Pinetop Fire is expecting it in the next two weeks.

If we find out about the Tohono Odem grant, we can invite the leaders to our christening ceremony, that grant will be helping fund the equipment for E5, the new Engine.

Informational only, no board action.

VI. **Summary of Current Events**

Next meeting is December 16, 2019 5:00pm at ST 12

Announcements:

Included in the packet are some thank you notes we have received lately. There were some from some children who attended the Open House, one from a grant and a few others.

We currently have another Firewise community in Timber Mesa Fire District. I believe this brings our district to 11 Designated Firewise Communities in our area.

Adjournment-

Motion to adjourn by Carla Bowen at 5:30 pm seconded by Doug Wright, motion passed unanimously 3-0.

Respectfully Submitted

Karen Robbins

Approved