



NORTHWEST FIRE DISTRICT

SERVING RESIDENTS OF THE NORTHWEST FIRE DISTRICT, THE FLOWING WELL
COMMUNITY AND THE TOWN OF MARANA



PROUD TO BE ACCREDITED BY THE COMMISSION ON FIRE ACCREDITATION INTERNATIONAL
PHONE: (520) 887-1010 FAX: (520) 887-1034 www.northwestfire.org

Minutes of the Northwest Fire District Governing Board Regular Meeting March 22, 2016

- I. Call to Order/Roll Call/Affirmation of Quorum
- II. Salute to the Flag of the United States of America
- III. Presentation of Service Awards
- IV. Public Forum
- V. Consent Agenda

RESULT:	APPROVED [3 TO 0]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	Tim Clayton, Board Clerk
AYES:	Bruce A. Kaplan, Tim Clayton, David Talas
EXCUSED:	George Carter
RECUSED:	Peg Green

Approval of Consent Agenda

- A. Approval of the Minutes of the February 23, 2016, Regular Governing Board Meeting
- B. Adoption of Resolution 2016-011 Ordering the Blomquist Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 3000 W. Jojoba Hills Dr. and is East of Old Ranch House Road and North of West Jojoba Hills Drive in Pima County, Arizona
- C. Approval to Allow the Northwest Fire District to Pursue an Arizona Governor's Office Grant in the Amount of \$27,653
- D. Adoption of Resolution 2016-013 Ordering the Davis Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 14011 N. Tortolita Estates Drive and is North of Jojoba Hills Drive and West of Tortolita Estates Drive in Pima County, Arizona
- E. Approval of the Independent Contractor Agreement with Wizard Education LLC and the Northwest Fire District for the Purposes of Ongoing Advanced Life Support Recertification Training.

VI. Reports and Correspondence

A. Fire Chief's Report

This is a summary of the activities of the Fire Chief and Administrative Staff concerning each of the District's Divisions including: Fire Suppression, Emergency Medical Services, Administrative Services, Finance, Human Resources, Special Projects, Logistics, Prevention and Safety Division and Wild Land Fire Fighting; the report might also include Administrative Activities in Annexations, Intergovernmental Relations, Community Assistance Programs, Fleet and Equipment, Labor and Management Relations, District Revenues and Expenditures, Strategic Planning, Information Technology, Status of Construction Projects, Status of Facilities, Public Outreach and Training.

The reports were included in the packet; there was no discussion.

B. Financial Reports

This report is a summary of the District's Financial Status including: Monthly Board Financial Report, Monthly Disbursements Report, Revenue and Expenditure Reports, Real Estate Tax Revenue Spreadsheets, Monthly Bond Report and Arizona State Land Billing and Payment Reports. The Board will be asked to approve the District's Monthly Disbursements Report.

Financial Reports

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	David Talas, Board Member
AYES:	Bruce A. Kaplan, Tim Clayton, David Talas, Peg Green
EXCUSED:	George Carter

VII. Business

- A. Receipt of the Butterfly Mountain Annexation Boundary Change Impact Statement; Possible Discussion Concerning the Character of the Property and the Impact of Bringing it into the District; and Action to Schedule a Public Hearing for April 12, 2016, and Provide Appropriate Public Notice.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	Peg Green, Board Member
AYES:	Bruce A. Kaplan, Tim Clayton, David Talas, Peg Green
EXCUSED:	George Carter

- B. Discussion and Update Regarding Annexation Activities and Potential Areas for Additional Annexation Outreach

RESULT: DISCUSSED

- C. Discussion and Possible Action Authorizing the District to Enter into a Vehicle Lease Program with Enterprise Fleet Management to Supply and Maintain District Support Vehicles; and Approving Contract Documents.

RESULT: APPROVED [3 TO 1]
MOVER: Bruce A. Kaplan, Vice Chair
SECONDER: David Talas, Board Member
AYES: Bruce A. Kaplan, David Talas, Peg Green
NAYS: Tim Clayton
EXCUSED: George Carter

- D. Discussion and Possible Action Approving the Purchase of Station Alerting Systems from US Digital Design as Budgeted in the Capital Improvement Plan.

RESULT: APPROVED [UNANIMOUS]
MOVER: Bruce A. Kaplan, Vice Chair
SECONDER: Peg Green, Board Member
AYES: Bruce A. Kaplan, Tim Clayton, David Talas, Peg Green
EXCUSED: George Carter

- E. Discussion and Possible Action Approving the Emergency Purchase of Telephone System Hardware and Software

RESULT: APPROVED [UNANIMOUS]
MOVER: Bruce A. Kaplan, Vice Chair
SECONDER: Tim Clayton, Board Clerk
AYES: Bruce A. Kaplan, Tim Clayton, David Talas, Peg Green
EXCUSED: George Carter

- F. Discussion of the Notification to the Governing Board Members Regarding Availability of the Fire Chief's Annual Performance Appraisal Template

RESULT: DISCUSSED

- G. Discussion and Possible Action Approving Appointment of Clint Green to Serve on the Northwest Fire District Local Pension Board for a Four (4) Year Term, Effective Immediately through December 31, 2019, as a Citizen Representative.

RESULT: APPROVED [3 TO 0]
MOVER: Bruce A. Kaplan, Vice Chair
AYES: Bruce A. Kaplan, Tim Clayton, David Talas
EXCUSED: George Carter
RECUSED: Peg Green

- H. Recommendation, Discussion and Possible Action on Establishing a Bond Committee for the Purpose of Evaluating Potential Bond-Funded Projects

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	David Talas, Board Member
AYES:	Bruce A. Kaplan, Tim Clayton, David Talas, Peg Green
EXCUSED:	George Carter

- I. Presentation, Discussion and Possible Action Regarding District Retiree Healthcare Benefits

RESULT:	DISCUSSED
----------------	------------------

- J. Presentation, Discussion and Possible Action on Draft 2016-17 Zero-Based Budget Package for Administration Departments to Include Administration, Finance, Community Affairs, as Well as Operations Departments to Include Training, TRT, Hazmat, and EMS

RESULT:	DISCUSSED
----------------	------------------

VIII. Future Agenda Items [A Governing Board Member May Bring Forth General Topics for a Future Meeting Agenda. The Governing Board May Not Discuss, Deliberate or Take Any Action on the Topics Presented, Pursuant to A.R.S. § 38-431.02 (H).]

This item allows an *individual* Governing Board member to recommend item(s) to be placed on future agendas. The Board will not discuss the item(s) at this time because it would be a violation of the Open Meeting Laws and no voting action will be taken on the recommended item(s).

No items were presented at this time.

IX. Adjournment

Bruce Kaplan made the following motion and approved unanimously with four ayes:

MOVE TO ADJOURN THE MEETING AT 9:30 P.M.

Minutes approved by the Northwest Fire District Board at its April 26, 2016, Regular Governing Board Meeting.

Tim Clayton, Board Clerk