

CHINO VALLEY FIRE DISTRICT
BOARD OF DIRECTORS
REGULAR SESSION

DECEMBER 20, 2016

MINUTES

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS

Board Chairwoman Ducote called the Chino Valley Fire District (CVFD) Board of Director's meeting to order on Tuesday, December 20, 2016 at 5:07 p.m. at the Central Arizona Fire and Medical Authority, Station 61, 1133 W. Road 3 North, Chino Valley, Arizona.

Members Present: Board Chair Cyndy Ducote, Board Clerk Dave Dobbs, Board Members Julie Pettit, Dave McConnell, Travis Bard, Todd League and Rick Mayday

Members Absent: None

Staff: Assistant Chief of Planning and Logistics Scott Bliss, Assistant Chief of Administration Dave Tharp, Administrative Manager Susanne Dixson, Administrative Assistant Kylee Burch

Others in Attendance: Attorney Nick Cornelius

2. PLEDGE OF ALLEGIANCE

Chairwoman Ducote led the recitation of the Pledge of Allegiance

3. PRESENTATIONS

a. Exiting Board Member Appreciation – Dave McConnell, Travis Bard

Chief Tharp thanked Board Members McConnell and Bard for their dedication and service to the District and the community and presented them each with a plaque.

4. SWEAR IN AND SEAT BOARD MEMBERS

Board Chairwoman Ducote swore in and seated incumbent Board Member Julie Pettit and new Board Members Todd League and Rick Mayday.

Board Members McConnell and Bard congratulated the new members and excused themselves from the meeting.

5. NEW BUSINESS

a. Appoint Fire Board Chairperson and Clerk

Attorney Cornelius introduced himself to the Board and instructed them to appoint the new Chairperson and Clerk. He explained the nomination process and indicated it is appropriate for the nomination process to occur in open meeting; however if there was a need for legal counsel, they would go into executive session.

Director Dobbs nominated Director Ducote for the position of Chairperson; Director League seconded the motion. MOTION CARRIED

AYES: Dobbs, Ducote, League, Mayday, Pettit
NAYS: None

Director Pettit nominated Director Dobbs for the position of Clerk; Director Mayday seconded the motion. MOTION CARRIED.

AYES: Dobbs, Ducote, League, Mayday, Pettit
NAYS: None

b. Discuss and Appoint Board Members to Central Arizona Fire and Medical Authority (CAFMA) Board of Directors

Attorney Cornelius explained that two members from the CVFD Board and two members from the CYFD Board will be appointed to the CAFMA Board. He then explained how the fifth member of the CAFMA Board is selected.

Director Pettit nominated Clerk Dobbs to serve on the CAFMA Board; Director Mayday seconded the motion. MOTION CARRIED.

AYES: Dobbs, Ducote, League, Mayday, Pettit
NAYS: None

Director Dobbs nominated Director Pettit to serve on the CAFMA Board; Director League seconded the motion. MOTION CARRIED.

AYES: Dobbs, Ducote, League, Mayday, Pettit
NAYS: None

6. CALL TO THE PUBLIC

There were no public comments

7. CONSENT AGENDA

All matters listed under consent agenda are considered to be routine by the Central Yavapai Fire District Board and will be enacted by one motion. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately for discussion and possible action.

- a. Approve Regular Session Minutes - November 15, 2016
- b. Approve General Fund and Capital Reserve Financial Statements
- c. Approve Bond Debt Service Financials
- d. Approve Bond Fund, 2007 Financials
- e. Approve Bond Fund Investment Financials
- f. Transfer November Revenues from Chino Valley Fire District to Central Arizona Fire and Medical Authority in the Amount of \$942,057.03

Director Pettit made a motion to approve the Consent Agenda; Director League seconded the motion. MOTION CARRIED.

AYES: Dobbs, Ducote, League, Mayday, Pettit

NAYS: None

8. NEW BUSINESS CONTINUED

- a. Fiscal Year Ending June 30, 2016 Audit Presentation by HintonBurdick CPAs & Advisors; Discussion and Possible Acceptance of Audit

Chief Tharp explained the rules requiring an individual audit and stated this item will be on next month's agenda for further discussion and any questions.

Jennifer Coulés of HintonBurdick presented the audit results; she was in charge of the field work for the audit. She noted that the individual auditor's report is clean again this year and gave kudos to the management team. She stated there were no material weaknesses or significant deficiencies found; our financial reports present fairly the financial position of the organization.

Ms. Coulés highlighted portions of the audit report, including the organization's net position, the increase of governmental long term debt, and the increase of capital assets.

Director League made a motion to accept the audit; Clerk Dobbs seconded the motion. MOTION CARRIED

AYES: Dobbs, Ducote, League, Mayday, Pettit

NAYS: None

b. Discussion and Approval of Houston-Galveston Area Council (H-GAC) Cooperative Purchasing Agreement

Chief Tharp explained this contract is for the capital purchases approved last month utilizing bond funds. He stated that we were notified by H-GAC that the CVFD was not part of the cooperative. In order to receive the prices previously quoted, we will need to join. If not, we will go out to bid again for the approved apparatus. Chief Tharp recommended joining the cooperative.

Attorney Cornelius added that he did review the document and has no concerns with the contract.

Director Pettit made a motion to accept the agreement; Clerk Dobbs seconded the motion. MOTION CARRIED

AYES: Dobbs, Ducote, League, Mayday, Pettit
NAYS: None

9. ADJOURNMENT

Clerk Dobbs made a motion to adjourn; Director Pettit seconded the motion. MOTION CARRIED.

AYES: Dobbs, Ducote, League, Mayday, Pettit
NAYS: None

Chairwoman Ducote adjourned the meeting at 5:30 p.m.

Date _____
Board Clerk _____

