

MINUTES

**Central Arizona Fire and Medical Authority
Central Yavapai Fire District Board of Directors
Regular Meeting**

Tuesday, May 16, 2017, 3:30 pm - 4:30 pm

**Town of Prescott Valley - Library Auditorium - 7401 E Civic Circle - Prescott Valley -
Arizona**

In Attendance

Darlene Packard; Dave Tharp; Jeff Wasowicz; Matt Zurcher; Nicolas
Cornelius; Scott A Freitag; Susanne Dixson; ViciLee Jacobs

Not In Attendance

Laura Mowrer; Tom Steele

NOTICE OF MEETING

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Central Yavapai Fire District Board of Directors and the general public that the Central Yavapai Fire District will hold a meeting open to the public on Tuesday, May 16, 2017 at 3:30 p.m. The meeting will be held at Town of Prescott Valley, Library Auditorium, 7401 E. Civic Circle, Prescott Valley, Arizona. The Board may vote to go into Executive Session on any agenda item, pursuant to A.R.S. §38-431.03(A)(3) for discussion and consultation for legal advice with the District's Attorney on matters as set forth in the agenda item. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS

Board Chair Packard called the Central Yavapai Fire District Regular Session to order on May 16, 2017 at 3:30 p.m.

2. PLEDGE OF ALLEGIANCE

Director Zurcher led the Pledge of Allegiance.

3. CALL TO THE PUBLIC

Those wishing to address the Central Yavapai Fire District Board need not request permission in advance. However, we ask that you complete a Call To Public Form for the record. The Board is not permitted to discuss or take action on any item raised in the Call to the Public due to restrictions of the Open Meeting Law; however, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct the staff to review the matter or the matter may be placed on a future agenda. Individuals may be limited to speak for three (3) minutes with a total of 30 minutes allotted for Call to the Public per meeting.

Board Chair Packard opened the meeting for public comments.

No public comments

4. 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 - April 18, 2017
- B. Approve Executive Session Minutes - April 18, 2017
- C. Approve General Fund Financial Statements
- D. Approve Bond Debt Service Financial Statements
- E. Transfer April Revenues from Central Yavapai Fire District to Central Arizona Fire and Medical Authority in the Amount of \$3,474,744.99

Motion to approve Consent Agenda items A thru E

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher

5. NEW BUSINESS

- A. Discussion and Possible Approval of Bond Debt Service Tax Levy and Tax Rate

Chief Tharp explained the annual tax levy and gave a summary of the bonds that are still being paid.

Motion to approve bond debt service tax levy of \$1,306,270 and tax rate of \$0.2188.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher

- B. Approve Annexation and Resolution 2017-06 - Section 9 Investment, LLC - Parcel 100-14-001

Attorney Cornelius explained that there are several annexations on the agenda tonight and confirmed this is our standard annexation form.

Chief Polacek informed the Board that these annexations are for a planned subdivision in Williamson Valley, and advised them he has verified the properties.

Motion to approve Annexation and Resolution 2017-06 - Section 9 Investment, LLC - Parcel 100-14-001.

Move: ViciLee Jacobs Second: Matt Zurcher Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher

- C. Approve Annexation and Resolution 2017-07 - Central Arizona Holding Company - Parcel 100-10-018B

Motion to approve Annexation and Resolution 2017-07 - Central Arizona Holding Company - Parcel 100-10-018B

Move: Matt Zurcher Second: ViciLee Jacobs Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher

- D. Approve Annexation and Resolution 2017-08 - Central Arizona Holding Company - Parcel 100-10-018A

Motion to approve Annexation and Resolution 2017-08 - Central Arizona Holding Company - Parcel 100-10-018A

Move: Jeff Wasowicz Second: Matt Zurcher Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher

- E. Approve Annexation and Resolution 2017-09 - JCI Investments, LLC - Parcel 100-10-016S

Motion to approve Annexation and Resolution 2017-09 - JCI Investments, LLC - Parcel 100-10-016S

Move: ViciLee Jacobs Second: Matt Zurcher Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher

- F. Approve Annexation and Resolution 2017-10 - JCI Investments, LLC - Parcel 100-10-016R

Motion to approve Annexation and Resolution 2017-10 - JCI Investments, LLC - Parcel 100-10-016R

Move: Matt Zurcher Second: ViciLee Jacobs Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher

- G. Approve Annexation and Resolution 2017-11 - JCI Investments, LLC- Parcel 100-10-016P

Motion to approve Annexation and Resolution 2017-11 - JCI Investments, LLC- Parcel 100-10-016P

Move: ViciLee Jacobs Second: Matt Zurcher Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher

- H. Approve Annexation and Resolution 2017-12 - JCI Investments, LLC - Parcel 100-10-016K

Motion to approve Annexation and Resolution 2017-12 - JCI Investments, LLC - Parcel 100-10-016K

Move: Matt Zurcher Second: ViciLee Jacobs Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher

- I. Discussion and Possible Approval of HintonBurdick CPAs & Advisors' Quote for Fiscal

Year 2017 Audit

Chief Tharp explained the advantage of allowing Hinton Burdick to complete the audits for this inaugural year of CAFMA and stated we will go out for bid for a new audit firm next year. He stated the approval would be contingent on the other two boards approving as well.

Motion to approve HintonBurdick CPAs & Advisors' agreement to complete Fiscal Year 2017 audit in the amount of \$5,000

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher

- J. Discussion and Possible Approval of SC Audit & Accounting Solutions LLC Agreement for Fiscal Year 2017 Audit Preparation

Chief Tharp discussed the services provided by Stephen Crandall, CPA to ensure we remain in compliance with all statutory and regulatory practices.

Motion to approve SC Audit & Accounting Solutions LLC agreement and addendum for Fiscal Year 2017 audit preparation.

Move: Jeff Wasowicz Second: Matt Zurcher Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher

6. VOTE TO GO INTO EXECUTIVE SESSION

Motion to go into executive session at 3:48 p.m.

Move: Matt Zurcher Second: ViciLee Jacobs Status: Passed

- A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) and Instruction to District Legal Counsel Pursuant to A.R.S. §38-431.03(A)(4) Re: Training Center Drainage
- B. Legal Advice Pursuant to A.R.S. § 38-431.03(A)(3) Regarding Attorney Cornelius' Follow-up to Chief Freitag's Complaint

Executive Session concluded at 4:20 p.m.

Public Session reconvened at 4:23 p.m.

7. OLD BUSINESS

- A. Discussion and Possible Action Related to Training Center Drainage Issues

This item was taken out of order as Attorney Cornelius had some updated information appropriate for Open Session.

Attorney Cornelius gave an update of the matter and explained that matters are moving forward. He stated the new estimates for repairs and maintenance are now in the range of \$700,000 due to the length of time it has taken to resolve the matter.

- B. Discussion and Possible Action Regarding Attorney Cornelius' Follow-up to Chief Freitag's Complaint

Chair Packard read a statement into record regarding Chief Freitag's complaint and the subsequent response to her from Director Jacobs. Chair Packard suggested a motion to make a strong statement of support for Chief Freitag and senior staff.

Director Zurcher made a motion for the CYFD board to make strong statement of support for Chief Freitag and senior staff; Clerk Wasowicz seconded the motion. Director Jacobs abstained from voting; MOTION PASSED.

The Board discussed the idea of mandatory training with respect to the Board Policies and Procedures Manual.

Director Zurcher made a motion that there be mandatory training related to board policy for all Board members, that Attorney Cornelius determine if there have been issues arising with board policies and procedures that are currently in place and make recommendations to the Board regarding suggested changes, and that the requirements related to written contact between Director Jacobs and Chief Freitag with the attorney cc'd remain in effect. Director Wasowicz seconded the motion. Director Jacobs recused herself from the vote; MOTION PASSED.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

Yes: Darlene Packard, Jeff Wasowicz, Matt Zurcher


Abstain: ViciLee Jacobs

8. ADJOURNMENT

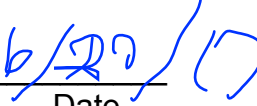
Motion to adjourn at 4:38 p.m.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher



Board Clerk



Date