

MINUTES

Central Arizona Fire and Medical Authority
Chino Valley Fire District Board of Directors
CV Regular Meeting
Monday, February 26, 2018, 4:00 pm - 5:00 pm
Town of Chino Valley, Council Chambers,
202 N. State Route 89, Chino Valley

In Attendance

Cyndy Dicus; Dave Dobbs; Dave Tharp; Julie Pettit; Laura Mowrer; Nicolas Cornelius; Rick Mayday; Scott A Freitag; Susanne Dixon

Not In Attendance

Todd League

NOTICE OF MEETING

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Chino Valley Fire District Board of Directors and the general public that the **Chino Valley Fire District** will hold a meeting open to the public on **Monday, February 26, 2018 at 4:00 p.m.** The meeting will be held at **Town of Chino Valley, Council Chambers, 202 N. State Route 89, Chino 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 Member Pettit called the Chino Valley Fire District Board of Director's meeting to order on Monday, February 26, 2016 at 4:00 p.m. at Chino Valley Town Council Chambers, 202 N. State Route 89, Chino Valley. Board Chair Cyndy Dicus and Director Dave Dobbs attended telephonically. Director Pettit presided over the meeting.

2. PLEDGE OF ALLEGIANCE

Director Pettit led the Pledge of Allegiance.

3. PRESENTATIONS

A. Analysis of Fiscal Year Ending June 30, 2017 Audit and Review of Equity of the Respective Agencies

CPA Stephen Crandall with SC Audit & Accounting Solutions, LLC explained that he's been working with Chino Valley Fire District for about three years and assisted with designing the accounting structure for CAFMA. He provided a synopsis of the audit and equity of the fire agencies.

Mr. Crandall stated that he consulted with Governmental Accounting Standards Board (GASB) authors and the Auditor General's office regarding the accounting structure prior to the creation of the joint powers agreement (JPA). He explained that the accounts were structured as a joint venture so that funds could be tracked for Chino Valley and Central Yavapai Fire Districts. All assets, liabilities and personnel were transferred from CYFD and CVFD to CAFMA the day prior to CAFMA's creation in a manner that shows the source. The contractual agreement and GASB 61 provided the guidelines for the joint venture structure.

Director Rick Mayday joined the meeting at 4:13 p.m.

Mr. Crandall explained that the value of CAFMA is shown as an asset in both Chino Valley and Central Yavapai Fire District's audits; the costs and revenue of each District to show their equity in CAFMA. He further stated that CAFMA is the first joint powers authority in Arizona, and the records were put together so that management and the Board can make educated decisions.

Chief Tharp informed the Board that they could find asset and expense allocation information for both Chino Valley and Central Yavapai Fire Districts on Page 53 of CAFMA's financial statements. He explained that if Chino Valley and Central Yavapai Fire Districts were separate entities, Chino Valley's costs would have been about \$111,000 more. He stated that the detail of the accounting goes down to individual uniform costs and station utilities to allow for tracking of each entity.

Chief Freitag confirmed that a little more than \$686,000 was saved by creating the Joint Powers Authority.

Director Pettit spoke on behalf of the Board and stated that this is an excellent venture for the District and they appreciate the work that has been done.

4. CALL TO THE PUBLIC

A.R.S. §38-431.01(H) states: A public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

In accordance with A.R.S. §38-431.01(H) and as a matter of policy, the Chino Valley Fire District Board has decided to allow public comments as time permits. Therefore, those wishing to address the Board regarding an issue within the jurisdiction of this public body may do so in an orderly manner that includes completing a Call to the Public Form and submitting it to staff for the record. If a written statement is being read, please provide a copy to ensure it is entered into the record accurately. Individuals will be limited to speak for three (3) minutes and Call to the Public shall not exceed 30 minutes per meeting.

Director Pettit opened the meeting for public comments. There were no comments.

5. CONSENT AGENDA

All matters listed under consent agenda are considered to be routine by the Chino Valley Fire District Board and will be enacted by one motion. There will be no separate discussion on these items. Any item may be removed by a board member and will be considered separately for motion, discussion and action.

- A. Approve Regular Session Minutes - January 22, 2018
- B. Approve Executive Session Minutes - January 22, 2018
- C. Approve General Fund and Capital Reserve Financial Statements
- D. Approve Bond Debt Service Financials
- E. Approve Bond Fund 2007 Financials
- F. Transfer January Revenues from Chino Valley Fire District to Central Arizona Fire and Medical Authority in the Amount of \$170,228.77

Motion to approve Consent Agenda as written.

Move: Rick Mayday Second: Cyndy Dicus Status: Passed

Yes: Dave Dobbs, Cyndy Dicus, Julie Pettit, Rick Mayday

6. VOTE TO GO INTO EXECUTIVE SESSION

- 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: Station 61 Architect Bids

Motion to adjourn into Executive Session at 4:22 p.m. Chief Bliss was asked to attend the Executive Session to provide information regarding the bids.

Move: Dave Dobbs Second: Rick Mayday Status: Passed

Yes: Dave Dobbs, Cyndy Dicus, Julie Pettit, Rick Mayday

7. NEW BUSINESS

Director Pettit reconvened into Public Session at 4:35 p.m.

- A. Motion, Discussion and Action Regarding Station 61 Architect Bid

Motion to accept the RFP by Headwaters in the amount of \$26,800.

Move: Rick Mayday Second: Dave Dobbs Status: Passed

Yes: Dave Dobbs, Cyndy Dicus, Julie Pettit, Rick Mayday

8. ADJOURNMENT

Motion to adjourn at 4:36 p.m.

Move: Rick Mayday Second: Cyndy Dicus Status: Passed

Yes: Dave Dobbs, Cyndy Dicus, Julie Pettit, Rick Mayday

Clerk / Date

Signature indicating approval on next page.

Signature Page For: 2018.02.26_Chino_Minutes_Approved.pdf - Chino Valley Fire District Board of Directors - CV Regular Meeting - 3/26/2018

A handwritten signature in black ink, appearing to read "DADobbs". The signature is written in a cursive, somewhat stylized font. The first part "DAD" is written in a larger, more blocky style, while "obbs" is written in a smaller, more fluid cursive script. The signature is positioned above a horizontal line.

Dave Dobbs , Board Clerk 03/27/2018