

## MINUTES

**Central Arizona Fire and Medical Authority  
Central Yavapai Fire District Board of Directors  
CY Regular Meeting  
Monday, March 23, 2020, 4:30 pm - 5:00 pm  
Central Arizona Fire and Medical Authority, Administration, 8603 E. Eastridge Drive,  
Prescott Valley**

### **\*\* AMENDED AGENDA \*\***

#### **In-Person Attendance**

Dane Beck; Darlene Packard; Dave Tharp; Jeff Wasowicz; Kathy Goodman;  
Matt Zurcher; Scott A Freitag; Susanne Dixson

#### **Remote Attendance**

Nicolas Cornelius

### **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 **Monday, March 23, 2020 at 4:30 p.m.** The meeting will be held at **Central Arizona Fire and Medical Authority, Administration, 8603 E. Eastridge Drive, 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

**Chair Zurcher called the meeting to order at 4:30 p.m.**

**Attorney Cornelius attended via Zoom.**

#### 2. PLEDGE OF ALLEGIANCE

**Chair Zurcher led the Pledge of Allegiance.**

#### 3. CALL TO THE PUBLIC

In accordance with A.R.S. §38-431.01(H) and as a matter of policy, the Central Yavapai 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 15 minutes per meeting.

**There were 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. Any item may be removed by a Board member and will be considered separately for motion, discussion and action.

- A. Approve Regular Session Minutes - December 19, 2019 and Joint PSPRS Work Study Session Minutes - February 24, 2020
- B. Approve December 2019 General Fund and Bond Debt Financial Statements
- C. Approve January 2020 General Fund and Bond Debt Financial Statements
- D. Approve February 2020 General Fund and Bond Debt Financial Statements
- E. Transfer of Funds from ACE Settlement from the CYFD to CAFMA in the Amount of \$162,500.00
- F. Approve Annexation and Resolution 2020-01, Aurich, Parcel 100-19-004D
- G. Approve Annexation and Resolution 2020-02, Aurich, Parcel 100-19-001G
- H. Approve Annexation and Resolution 2020-03, Town of Prescott Valley, Parcel 103-01-005F
- I. Approve Annexation and Resolution 2020-04, Town of Prescott Valley, Parcel 103-01-005G
- J. Approve Annexation and Resolution 2020-05, Town of Prescott Valley, Parcel 103-01-005H
- K. Approve Annexation and Resolution 2020-06, Town of Prescott Valley, Parcel 800-12-024Y
- L. Approve Annexation and Resolution 2020-07, Town of Prescott Valley, Parcel 103-01-011J

**Motion to approve the consent agenda items 'A' through 'L'.**

Move: Darlene Packard Second: Jeff Wasowicz Status: Passed

Yes: Darlene Packard, Jeff Wasowicz, Matt Zurcher, Dane Beck

#### 5. OLD BUSINESS

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

**Attorney Cornelius reported that the parties are moving forward. He stated that there has been discussion to firm up details regarding BlueScope coming on as the general contractor. An email a week ago asserted that Mr. Erie was in the process of finalizing documents for submission of the appropriate permits. He noted that the transfer of attorney's fees from CYFD to CAFMA had occurred.**

#### 6. NEW BUSINESS

- A. Discussion and Direction to Staff Regarding Scheduling the Budget Workshop

**Chief Tharp relayed that the Chino Valley Fire Board has recommended holding the budget workshop during the week of April 13, 2020, and asked the Board to schedule for at least two hours.**

**Chief Freitag joined the meeting at 4:34 p.m.**

**Director Zurcher suggested 4:30 p.m. or later any day that week.**

**Chief Tharp reminded the Board that the budget workshop consists of preliminary budget discussion including what will most likely be the big ticket items, as well as an overview of finances. He specified that it is not for the Board to make decisions or for straw polling. He stated that there will be multiple subsequent meetings every month for the next several months in which the Board will review draft budgets and ask questions. The workshop can be set up with Zoom capabilities if that helps the Board.**

**Direction to staff is a 4:00 p.m. to 6:00 p.m. Monday, April 13th, 2020 workshop held at CAFMA Administration with the ability to Zoom.**

- B. Motion, Discussion and Possible Action to Approve Contract Addendum for St. Francis Tower Contract with AT&T

**Director Zurcher requested this item be tabled based on a request from staff.**

**Attorney Cornelius reported that he was working on the addendum with Chief Bliss, but as a result of emergency matters that came up, it is not finished. His expectation is that it may be finished in time for the special meeting on April 1, 2020.**

**There was an inquiry by Director Beck on whether or not the agency gets third party opinions on the value of these contracts. Chief Bliss responded that this particular contract has been difficult to do that with, and that AT&T has been trying to get CAFMA to drop the contract rate the last 5-6 years. He has repeatedly requested that AT&T provide CAFMA with a comparable study, and they have not been able to. He stated that the agency is asking for an increase in rates.**

**Motion to table until the April 1, 2020 meeting.**

Move: Darlene Packard Second: Dane Beck Status: Passed

Yes: Darlene Packard, Jeff Wasowicz, Matt Zurcher, Dane Beck

- C. Update Regarding Fire Board Vacancy

**Director Beck requested a review of the process for filling the vacant Fire Board seat.**

**\*\* This agenda item was added to the agenda post-meeting. \*\***

**Administrative Manager Dixon reported that the Board advertised on agency social media, the website, and a press release was sent out to local media. Six applications have been received so far, and one is not eligible as the applicant has not lived in the Fire District for the statutorily required amount of time.**

**There was an inquiry as to when the applicants will be interviewed.**

**Administrative Manager Dixon replied that the deadline for applications is 5:00 p.m. on Thursday, March 26, 2020, candidates will be contacted with information the following Monday, and the interviews are scheduled for April 1, 2020 at 4:30 p.m.**

**Director Beck inquired as to whether or not the agency reached out to previous applicants. Administrative Manager Dixon responded that the previous meeting's minutes reflected that Attorney Cornelius had advised against it, and that previous applicants would be alerted via agency advertisements.**

**Attorney Cornelius stated that the agency needs to reissue an agenda due to this particular item not being listed. Regarding reaching out to prior applicants, he has reconsidered his earlier position and does not believe that it is inappropriate.**

**Chair Zurcher stated that individual Board members should feel free to reach out if they so choose to.**

**7. ADJOURNMENT**

**Motion to adjourn at 4:42 p.m.**

Move: Darlene Packard Second: Jeff Wasowicz Status: Passed

Yes: Darlene Packard, Jeff Wasowicz, Matt Zurcher, Dane Beck

**Signature indicating approval on next page.**

**Signature Page For: 2020 03 23 CEY Regular Minutes-Approved - Central Yavapai Fire District  
Board of Directors - CY Regular Meeting - 4/27/2020**

A handwritten signature in black ink, appearing to read "Darlene Packard". The signature is fluid and cursive, with a large initial "D" and a distinct "P".

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Darlene Packard , Board Clerk      04/28/2020