

Drexel Heights Fire District
5030 S. Camino Verde, Tucson, AZ 85735

Regular Board Meeting
April 27, 2018

I. Call to Order

Board Chair Bertrand called the meeting to order at 9:03 a.m.

II. Pledge of Allegiance

III. Roll Call

Board Members present: James Bertrand, Gary Bynum, Laura Dailey, and Charles Mendonca. With four Board Members attending, a quorum is established.

Board members absent: Charles Zang

Staff Members present: Thomas Benavidez, Legal Counsel; Douglas Chappell, Fire Chief / District Administrator; Laurie Dunham, Finance / Administrative Manager; Dane Crouse, Division Chief – Operations and Dennis Stiegleiter, Fire Marshal.

IV. Approval of Meeting Minutes

Move to approve the minutes of the Regular Board Meeting of March 23, 2018 by Ms. Dailey, second by Mr. Mendonca, motion approved. (4-0)

V. Call to the Public – Comments and Questions

Mr. Bertrand presented retired Board Member Cheryl Cecil with a plaque acknowledging her contributions to the District during her eight years of service on the Board. Ms. Cecil thanked the Board for the recognition.

There were no other comments from the public.

VI. Report from the Fire Chief

Chief Chappell provided a written report which hereby made a part of these minutes.

Ms. Dailey asked what steps of the Community Development Block Hydrant Grant that the County had failed to meet. Chief Chappell indicated that the environmental related searches and standbys required by the federal government just could not be accomplished within the grant budget.

VII. Pending Business

- A. Discussion and possible action to adopt Resolution 2018 - 05 authorizing the issuance and sale of General Obligation Bonds of the District and adopting certain post – issuance continuing disclosure policies and issuance and post – issuance compliance procedures. Chief Chappell noted that one of the District’s bond counsel, Dustin Cammack of Gust Rosenfeld, was present and that he had prepared the necessary Resolution and Board Policies related to a bond sale following the successful initiative approved by the voters on November 7, 2017. Chief Chappell reported that adoption of this Resolution will set up a sale of \$5,000,000.00 in bonds tentatively scheduled for May, 2018. Chief Chappell noted that the proceeds of this bond sale will be used to build a new Administrative and Training Classroom facility and the demolition and construction of a new Fire Station 401.

Ms. Dailey asked for a clarification concerning a legal section of the Resolution and Mr. Cammack explained the reasons the statement is included in the materials.

Move to adopt Resolution 2018 - 05 authorizing the issuance and sale of General Obligation Bonds of the District and adopting certain post – issuance continuing disclosure policies and issuance and post – issuance compliance procedures by Mr. Bertrand, second by Mr. Bynum, motion approved. (4-0)

- B. Discussion and possible action to approve Accounts Payable 10 – 18 dated April 27, 2018, and the monthly financial report for the period ending March 31, 2018.

Move to approve Accounts Payable 10 – 18 dated April 27, 2018, and the monthly financial report for the period ending March 31, 2018 by Mr. Bertrand, second by Ms. Dailey, motion approved. (4-0)

- C. Discussion and possible action to authorize water damage repairs to Fire Station 403. Chief Chappell noted that two dormitory rooms have sustained water damage and mold as a result of water leaking into the building’s walls around exterior scuppers which pulled away from the walls. Chief Chappell noted that the District retained the services of Kittle Construction to make the repairs at an estimated cost of \$14,000.00.

Mr. Bynum asked if we have checked the other similar installations on our other buildings and Chief Chappell indicated that we had done so as a part of the repair process.

Move to authorize water damage repairs to Fire Station 403 by Mr. Bertrand, second by Mr. Bynum, motion approved. (4-0)

- D. Discussion and possible action to authorize staff to retain Beach Fleischmann for the 2018 and 2019 annual financial audits. Chief Chappell indicated that the firm of Beach Fleischmann conducted the 2017 annual and that their services exceeded staff expectations and their proposal submitted in 2016 included the option of adding the 2018 and 2019 audit periods. Chief Chappell noted that staff recommends retaining Beach Fleischmann for both 2018 and 2019.

Move to authorize staff to retain Beach Fleischmann for the 2018 and 2019 annual audits by Mr. Bertrand, second by Ms. Dailey, motion approved. (4-0)

- E. Discussion only. Review and discussion concerning a proposed budget for the FY 2019. Chief Chappell provided an overview of the draft budget for FY 2019 which now includes some place holders for the bond projects. Chief Chappell noted that this is not an action item.

There were no questions or comments from the Board members.

- F. Executive Session. Pursuant to A.R.S. 38-431.03 (A)(3), (4) & (7), the Board may enter into Executive (Closed) Session for discussion and consultation with the District's Attorney and Fire Chief to consider the District's position and instruct its representatives regarding negotiations for the purchase of real property for the District's new administration center project, and for legal advice concerning property acquisition.

Move pursuant to A.R.S. 38-431.03 (A)(3), (4) & (7) to enter Executive Session by Mr. Bertrand, second by Mr. Bynum, motion approved. (4-0)

The Board entered Executive Session at 9:20 a.m.

Move to exit Executive Session and re-convene the Regular Board Meeting by Mr. Bertrand, second by Mr. Bynum, motion approved. (4-0)

The Board reconvened in Open Session at 9:53 a.m.

- G. Discussion and possible action to provide direction to the District's Attorney and Fire Chief concerning items discussed in Executive Session.

Move to direct the Attorney and Fire Chief to proceed with negotiations for acquisition of real property for the new administration center project, as discussed in executive session. Any contracts for purchase shall be returned to the Board for final consideration and approval by Mr. Bynum, second by Mr. Mendonca, motion approved. (4-0)

VIII. Future Agenda Items

Chief Chappell noted that he will have the draft budget back on the agenda in May along with the request to authorize the publishing of the draft budget in preparation for the public hearing in June.

IX. Adjournment

Move to adjourn the meeting by Mr. Bertrand, second by Mr. Bynum, motion approved. (4-0) Mr. Bertrand adjourned the meeting at 9:55 a.m.

Submitted by: _____
Gary Bynum, Clerk of the Board

Next Scheduled Meeting: Friday, May 25, 2018, 9:00 a.m.
5030 S. Camino Verde, Tucson, AZ (Classroom)