

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

Regular Board Meeting  
June 22, 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, Charles Mendonca and Charles Zang.** With five Board Members attending, a quorum is established.

Staff Members present: Douglas Chappell, Fire Chief / District Administrator; Laurie Dunham, Finance / Administrative Manager; Hugh McCrystal, Assistant to the District Administrator; 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 May 25, 2018 by Ms. Dailey, second by Mr. Bertrand, motion approve3d. (5-0)***

V. Call to the Public – Comments and Questions

Division Chief Crouse read a letter from Ms. Kirsten Schlenker, wife of retiring Firefighter / CEP William Schlenker thanking the District for all they had done for her family. The letter is hereby made a part of these minutes.

VI. Report from the Fire Chief

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

Mr. Bertrand asked about the proposed revised IGA between Pima County ITD and the VECC. Chief Chappell indicated it is a format change that will actually result in a cost savings for the VECC.

VII. Pending Business

- A. Discussion and possible action to approve Accounts Payable 12 – 18 dated June 22, 2018, and the monthly financial report for the period ending May 31, 2018.

***Move to approve Accounts Payable 12– 18 dated June 22, 2018, and the monthly financial report for the period ending May 31, 2018 by Mr. Bertrand, second by Ms. Dailey, motion approved. (5-0)***

- B. Public Hearing – Proposed amendment to the District’s Fire Code.

***Move to open the public hearing for the purpose of taking public comments concerning the proposed amendments to the District’s Fire Code by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)***

Chief Chappell read a statement concerning the adoption of the code and amendments:

*“This Public Hearing is being conducted as required by Statute. The proposed fire code and amendments along with the notice of the Public Hearing was posted at all five stations, and placed on the District’s web site more than 20 days in advance of this public hearing. The proposed code is the 2018 International Fire Code with local amendments. All of the amendments are consistent with those already in place. The amendments are also consistent with those either adopted or under consideration for adoption by the other fire service agencies in Pima County. This proposed fire code is essential to public safety within the District. There are no new requirements contained in the amendments. In fact the number of amendments is decreasing because the new code addressed the issues eliminating the need for the local agencies to create amendments. The District welcomes any public comments concerning the proposed fire code adoption.”*

Mr. Bertrand indicated that he liked the building marking/addressing section because it is very difficult to locate things without clear and readable addressing.

There were no other comments from the public.

***Move to close the public hearing concerning the proposed amendments to the District’s Fire Code by Mr. Bertrand, second by Ms. Dailey, motion approved. (5-0)***

- C. Discussion and possible action to adopt Resolution 2018 – 13 which establishes the 2018 International Fire Code and amendments as the Fire Code in the Drexel Heights Fire District. Chief Chappell noted that the District has conducted a public hearing concerning the adoption of amendments to the District’s Fire Code. Chief Chappell indicated that the amendment to the Fire Code includes adoption of the 2018 International Fire Code and related amendments and that the State Fire Marshal has approved the District’s amendments. Chief Chappell reported that this amendment to the Fire Code brings the District up to date with the companion codes adopted by Pima County and other jurisdictions in the region.

***Move to adopt Resolution 2018 – 13 which establishes the 2018 International Fire Code and amendments as the Fire Code in the Drexel Heights Fire District by Mr. Bertrand, second by Mr. Mendonca, motion approved. (5-0)***

- D. Public Hearing – Proposed Budget for Fiscal Year Ending June 30, 2019.

***Move to open the public hearing for the purpose of taking public comments concerning the proposed budget for the Fiscal Year ending June 30, 2019 by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)***

Chief Chappell read a statement concerning the FY 2018 budget currently being discussed for the District:

*“This Public Hearing is being conducted as required by Statute. The proposed budget along with the notice of the Public Hearing was posted at all five stations, and placed on the District’s web site more than 20 days in advance of this public hearing. The proposed budget include: An unchanged General Fund property tax rate of \$3.25 per \$100 of assessed value. The Debt Service budget reflects a tax rate of \$0.23 for the payments on bond debt; most employee salaries are scheduled for a 2.5% salary increase on July 1, 2018; Recognition of the CDBG grant program and FEMA grants. This proposed budget attempts to meet the essential and basic services of the District. There are no new services for our residents. The District is only one of many taxing agencies that affect our residents. The District is working very hard not to increase the cost of fire protection while maintaining essential services. The District welcomes any public comments concerning the proposed 2019 budget.”*

There were no comments from the public.

***Move to close the public hearing by Mr. Bynum, second by Mr. Bertrand, motion approved. (5-0)***

- E. Discussion and possible action to adopt a final budget for the Drexel Heights Fire District for the Fiscal Year ending June 30, 2019, with \$14,009,343.00 in total estimated revenues and \$13,369,643.00 in estimated total expenditures. Any and all District revenues and expenditures may be discussed, as well as the anticipated tax rate. Chief Chappell reported that the Board had reviewed the proposed budget at its meetings of March 23, 2018, April 27, 2018, and May 25, 2018; and at the meeting of May 25, 2018, the Board authorized the publishing of a tentative budget and a notice of a public hearing concerning the proposed budget, as required by State statute. Chief Chappell noted that the proposed budget maintains services without increasing the tax rate, and it acknowledges the likelihood of a continuing slow growth for the Tucson region for the 2019 fiscal year. Chief Chappell indicated that the proposed budget provides for a minimal increase in salaries for all employees, and provides funds from the Capital Reserve Budget for replacement of a reserve pumper and one ambulance. Chief Chappell noted that the budget includes an estimated tax rate of \$3.2500 for the General Fund and that the total budget includes the General Fund Budget with revenues of \$10,625,928.00 and expenses of \$10,625,928.00; the Valley Emergency Communications Center Budget with revenues of \$1,361,575.00 and expenditures of \$1,192,572.00; the Debt Service Fund with a tax rate of \$0.23 and revenue of \$485,200.00 and expenses of \$454,139.00; and the Capital Reserve Fund with revenue of \$1,536,640.00 and expenses of \$1,097,004.00.

***Move to adopt a final budget for the Drexel Heights Fire District for the Fiscal Year ending June 30, 2018, with \$14,009,343.00 in total estimated revenues and \$13,369,643.00 in total estimated expenditures by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)***

- F. Discussion and possible action to adopt Resolution 2018 – 12, calling for an election to take place on November 6, 2018, to fill two seats on the Governing Board. Chief Chappell noted that A.R.S. §48 – 802 requires an election in November to fill two vacancies on the Governing Board of the District, and that the Pima County Board of Supervisors must be notified by Resolution of the Call for Election. Chief Chappell noted that the two Board positions which will become vacant are currently held by Laura Dailey and Gary Bynum.

***Move to adopt Resolution 2018 – 12, calling for an election to take place on November 6, 2018, to fill two seats on the Governing Board by Mr. Bertrand, second by Mr. Mendonca, motion approved. (5-0)***

- G. Discussion and possible action to adopt Resolution 2018 – 11 which authorizes the execution of a Subscriber Services Agreement for dispatch related services with Corona de Tucson Fire District on behalf of the Valley Emergency Communications Center. Chief Chappell indicated that the VECC provides dispatch services for the Corona de Tucson Fire District and that the current agreement expires on June 30, 2018.

***Move to adopt Resolution 2018 – 11 which authorizes the execution of a Subscriber Services Agreement for dispatch related services with Corona de Tucson Fire District on behalf of the Valley Emergency Communications Center by Mr. Bertrand, second by Mr. Zang, motion approved. (5-0)***

- H. Discussion and possible action to direct the Fire Chief to cast election ballots in the Arizona Fire District Association election. Chief Chappell reported that the AFDA elections are taking place between June 8, 2018 and July 11, 2018. Chief Chappell noted that the elections will select the Vice – President, Treasurer and Area 6 Director. Chief Chappell indicated that the candidates for Vice President are incumbent Brian Savage (Timber Mesa) and Gary Morris (Pine Strawberry). The candidates for the other offices are unopposed; they are Treasurer Pat Moore (Bullhead City) and Cheryl Horvath (Tubac) for Area 6. Chief Chappell reported that staff recommends supporting all of the incumbents Brian Savage, Pat Moore and Cheryl Horvath for their respective positions.

***Move to instruct the Fire Chief to cast the District’s ballot in the AFDA elections for: Brian Savage for Vice – President, Pat Moore for Treasurer and Cheryl Horvath for Area 6 representative by Mr. Bertrand, second by Ms. Dailey, motion approved. (5-0)***

- I. Discussion only concerning the District’s website and Facebook accounts.

Board Clerk Bynum indicated that he would like a section created on the website with updates on the bond issue projects.

Board Clerk Bynum indicated that he believes that the District’s Facebook site is underutilized. Chief Chappell reported that the site is reserved for recruiting only. Mr. Bynum believes that the Facebook site should be utilized for safety announcements, links to “positive” news related stories about the District and updates concerning the bond issue projects.

Chief Chappell indicated that he would consult with the District’s legal counsel concerning the expansion of the Facebook site, but Chief Chappell indicated that he would prefer to see the site remain strictly for recruiting purposes.

VIII. Future Agenda Items

There were no items offered by Board Members. Chief Chappell reported that July is routinely a pretty quiet month for agenda items.

IX. Adjournment

***Move to adjourn the meeting by Mr. Bertrand, second by Mr. Bynum, motion approved.*** (5-0) Mr. Bertrand adjourned the meeting at 9:34 a.m.

**Submitted by:** \_\_\_\_\_  
Gary Bynum, Clerk of the Board

Next Scheduled Meeting: Friday, July 27, 2018, 9:00 a.m.  
5030 S. Camino Verde, Tucson, AZ (Classroom)