

## Minutes Tanque Verde Valley Fire District

The Tanque Verde Valley Fire District Governing Board met on  
Wednesday April 17, 2013 at 7:00 p.m.  
at the Tanque Verde Unified School District Board Room,  
2300 N. Tanque Verde Loop Road, Tucson, AZ 85749.

### 1. Roll Call

Present: Kaye Treese, Board Chairman  
Roger Robinson, Board Clerk  
Robert Jones, Board Treasurer  
Chief James Stoltenberg, Rural/Metro

Absent: N/A

All present joined in the Pledge of Allegiance

### 2. Approval of February 20, 2013 Meeting Minutes

On consideration, it was moved by Roger Robinson and seconded by Robert Jones, and being carried by a 3 to 0 vote to approve the February 20, 2013 meeting minutes as presented.

### 3. Fire Chief's Report

Chief Stoltenberg presented a written report to the board indicating that through the month of February 2013, Rural Metro responded to a total of 7 calls for service which included 3 emergency calls and 4 non-emergency calls. Rural Metro was 100% compliant on response times for the month of February 2013. In March 2013, Rural Metro responded to a total of 6 calls for service which included 4 emergency calls and 2 non-emergency calls. Rural Metro was 90.91% compliant on response times for the month of March 2013 with one exception of 3 ½ minutes out of the chute. Chief Stoltenberg informed the board that the slower response time has been addressed with station personnel. Treasurer Robert Jones informed Chief Stoltenberg that he had made contact with the subject who had complained in January of the ambulance crew that arrived at location but did not come in to the scene of his distress with the fire crew. Robert Jones informed the subject that one of the fire personnel on scene was a paramedic and the ambulance crew stood by to assist, or respond to another emergency as needed.

### 4. Correspondence

Chairman Treese reported receipt of the following correspondence:

- a. An official notice to the districts to notify the election department of Pima County if there were any items to be placed on the ballot. The request was duly noted and no response at this time.
- b. A request by AFDA asking for contributions of news articles from the fire districts for publication in their newsletter. The request will be under consideration by the Chairman of the board for any articles that he might choose to contribute.
- c. An article in the AFDA newsletter concerning a grant from the Arizona 100 Club for National Fallen Firefighters. Chief Stoltenberg was unaware of any particulars on the nature or requirements of the grant. Chairman Treese will talk to John about inquiring into the nature and specifics of the grant.

- d. A newsletter article from VFIS that the founder of the insurance service had died. He was a noted pioneer in the development of fire district insurance.
- e. A letter from Arizona State Library requesting and reminding fire districts of the required maintenance of essential records in the event of a disaster. Chairman Treese informed the board of a 1 ½ hour online class for “Essential Records” which he hopes to be able to take.
- f. A copy of the February and March 2013 Distribution Reports for the Tanque Verde Valley Fire District, were received by Chairman Kaye Treese from the Pima County Treasurer’s Office.
- g. Mary Jo Furphy, Deputy Clerk for the Pima County Clerk of the Board, notified the fire districts of the development and release of a new petition form, by the state of Arizona, to be used for special taxing districts annexations. Copies of these forms are to be distributed and printed on 8 ½ by 14 paper as proscribed by law, as they will not be made available online.
- h. A legislative report on new financial standards for the fire districts to reconcile all accounts by general accounting principles with a cash flow projection on a monthly basis, with any indication of adverse impact to be reported to the county Treasurer and Board of Supervisors.

## 5. Treasurer’s Report

Robert Jones, Board Treasurer, informed the board that the February monthly distribution report from the Pima County Treasurer shows that the Tanque Verde Valley Fire District (TVVFD) began the month of February 2013 with \$244,798.81, and with general miscellaneous collections of \$6,332.64 and \$10,223.90 in disbursements, the TVVFD ended the month of February 2013 with a balance of \$ 240,907.55.

The March monthly distribution report from the Pima County Treasurer shows that the Tanque Verde Valley Fire District (TVVFD) began the month of March 2013 with \$ 240,907.55, and with general miscellaneous collections of \$ 7,339.84 and \$ 375.00 in disbursements, the TVVFD ended the month of March 2013 with a balance of \$ 247,872.39.

Chairman Kaye Treese presented to Board Treasurer Robert Jones an invoice for payment to the Rural Metro Fire Dept. in the amount of \$ 50,116.26 for first quarter services in 2013. There were no comments by the board and the report was accepted with a vote of 3 to 0.

Chairman Kaye Treese presented to board, and the board agreed, for the need to compile a list of capital equipment to include, but not being limited to; scanning and imaging equipment, laptop computer, Thermal Imaging Camera, digital recorder, etc.

Chief Stoltenberg inquired if property tags were available to be attached to the equipment which would designate those items as a part of the Tanque Verde Valley Fire District capital equipment. Board Treasurer Robert Jones informed the Chief that although not available at this time, he would inquire into obtaining them for that use.

Board Treasurer Robert Jones also moved, and made a motion to the board, that in reference to management of surplus general funds for TVVFD projects, that the district set up a capitol account with the Pima County Treasurer. Chairman Treese seconded the motion and the establishment of the account was approved with a vote of 3 to 0.

## 6. Old Business

### A. Review Thermal Imaging Equipment Status

Chief Stoltenberg reported that the equipment was installed and in operation on the truck at Rural Metro Fire Station #72. The Chief has sent Chairman Treese photos of the equipment and the serial

number. Chairman Treese suggested setting up a formal presentation ceremony for the dedication of the equipment to inform the public. Chief Stoltenberg agreed with the time and date to be later determined.

B. Review Fire Hydrant Project Status & CDBG Proposal to Pima County

Board Treasurer Robert Jones informed the board that after numerous attempts to contact multiple Pima County representatives in reference to the CDBG proposal, he has received no response or return calls to date. Chairman Treese informed the board that he has not had an opportunity to obtain the information necessary to determine the fire hydrant locations for the project. There is no further information or action to report at this time.

C. Review PCWIN Action Status

Chairman Kaye Treese informed the board of a meeting scheduled for the PCWIN Committee on Thursday April 25<sup>th</sup> 2013, which he will be attending. Chairman Kaye Treese also provided to board a copy of the PCWIN Fiscal Year 2013-2014 Annual Membership Fee Report. The report reflects that the Tanque Verde Valley Fire District is to pay \$870.00, and The Rural Metro Fire District will pay \$17,226.00, in annual membership fees.

D. Review Web Site Design Status

Chairman Kaye Treese presented to the board a copy of the updated web site design. The website is reportedly online and operating. He informed the board that Go Web Solutions had inquired about TVVFD's interest in developing a blog. Chairman Kaye Treese recommended to the Board that development of an online newsletter would be more practical and beneficial to the district instead. The board discussed the possible content of the website to include a district map, an active newsletter, the history of the Tanque Verde Valley Fire District, Information on the Members of the TVVFD Board of Directors, a section for TVVFD documents, a fire prevention page, a link to the Rural Metro Fire Dept., and Chief Stoltenberg suggested an E-mail address for questions of the Rural Metro Fire Marshall. The website when completed can be found at <http://www.tvvfd.com/> Chairman Kaye Treese submitted to the Board Treasurer invoice #201303 for reimbursement of a total of \$1,051.00 for a second progress payment that was paid to Go Web Solutions for development of the TVVFD website design, documented with related company invoice #4744.

E. Review Status of Hiring Grant Writing Consultant

Chairman Kaye Treese submitted to the TVVFD board that based on his research into the hiring of a grant writing consultant, James Gresham charges \$50.00 an hour or a \$2,500.00 maximum per grant, the Florida representative charges \$75.00 an hour with a \$3,500.00 maximum per grant. Chairman Treese informed the board that James Gresham doing a CBDG grant to Pima County for a NW Fire District computer system. He informed the board that the next Firehouse Sub grant has a June 13<sup>th</sup> deadline, prior to our next meeting, and that Firehouse Subs will be building a new sub house on the SE corner of Wilmot and Kolb.

Chairman Kaye Treese requested a vote from the board and moved to hire James Gresham to complete a grant to the Firehouse Subs for the Zoll Auto Pulse System equipment. Clerk Roger Robinson seconded the motion, and the motion was approved 3 to 0.

7. New Business

A. Discuss Proposed 2013/2014 Fiscal Budget

Chairman Kaye Treese submitted to the TVVFD board 3 proposed budgets for the Tanque Verde Valley Fire District 2013/2014 Fiscal year of \$50,000.00, \$60,000.00, and \$70,000.00.

Chairman Treese determined after examination that the \$50,000.00 budget proposal exceeds what is allowed under AZ state law. After review of the remaining two budget proposals by the board, Board Treasurer Robert Jones moved that the proposed budget with the \$60,000.00 being placed into a capital account be accepted as the budget for 2013-2014, Chairman Treese seconded the motion and the budget with \$60,000.00 in a capital equipment account was accepted with a 3 to 0 approval vote.

Chairman Kaye Treese informed the board that the 1<sup>st</sup> publication of the budget approved was due on Monday May 20<sup>th</sup> 2013, which would be 1 week after the June meeting at which time any changes needed, could be made prior to publication.

Chairman Treese informed the board that he intends to attend the AFDA conference to be held in Tucson in June of 2013, concerning informational updates and impacts on fire districts.

B. Discuss Article For BARECA Newsletter

Chairman Kaye Treese provided to the TVVFD board a copy of the informational article on the Tanque Verde Valley Fire District which is to be submitted to the BARECA for their quarterly newsletter. The article was reviewed and approved as submitted.

C. Discuss Rural/Metro Contract Renewal Proposal

Chief James Stoltenberg of Rural/Metro Fire Department inquired if the board of the Tanque Verde Valley Fire District had requests for any changes in the upcoming contract as agreed in the previous contract. It was noted that the previous account was short a count of 30 homes and that Rural/Metro Fire Department was collecting 91-92% of cost on square footage. However, with the current dollar amount there was some room for adjustment as to whether by GDP or square footage based on a specific increase, which Treasurer Robert Jones recommends, as it would keep the rates for residents at or around 90% of subscription rates. It was further noted that tax assessed base values are down 5.75% with a reflected dollar amount of difference from 11.5 Million down to 10.75 Million. Treasurer Robert Jones suggested using the locally assessed tax rate for the base contract rate, with the possibility of that suggestion to be considered prior to the next contract.

It was also noted that consideration would have to be given to the fact that any future annexations would affect the proposed contract.

8. Call to the Public

Negative Response

9. Adjournment

As there was no further business to come before the Board, the April 17<sup>th</sup>, 2013 monthly meeting was adjourned at approximately 8:23 p.m., on a motion by Chairman Treese with a second by Treasurer Robert Jones, and a unanimous 3 to 0 vote.