

# Minutes

## Tanque Verde Valley Fire District

The Tanque Verde Valley Fire District Governing Board met on  
Wednesday June 19, 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 and the Pledge of Allegiance

Present: Roger Robinson, Board Clerk  
Robert Jones, Board Treasurer and acting Board Chairman  
Chief James Stoltenberg, Rural/Metro  
Bruce Small, Candidate for Member of the Board

Absent: Kaye Treese, Resigning Board Chairman

### Special Session Agenda:

#### Tanque Verde Valley Fire District 2013 – 2014 Fiscal Year Budget Approval

Members present reviewed the Tanque Verde Valley Fire District 2013- 2014 Fiscal Year Budget As submitted by Treasurer and Acting Board Chairman Robert Jones, and previously reviewed by the board. Acting Board Chairman Robert Jones noted that the proposed tax rate had increased from approximately \$1.3/100 to \$1.4118/100.

Chief Stoltenberg further noted that the PC WIN Annual Fee would be for only half of a year and half of the \$1,750.00 reflected in the budget. Board Clerk Roger Robinson made the motion to accept the budget as proposed with the noted correction. Acting Board Chairman Robert Jones seconded the motion and the budget was accepted by a unanimous vote of 2 to 0. The Acting Board Chairman then declared the Special Session closed.

### Regular meeting:

### 2. Approval of May 15, 2013 Meeting Minutes

On consideration, it was moved by Roger Robinson and seconded by Robert Jones, and being carried by a 2 to 0 vote, to review the May 15, 2013 meeting minutes when they can be transcribed, as the digital recorder is currently inoperable. This month's meeting minutes will be noted by hand.

### 3. Special Business

#### A. Official Acceptance of Board Member Kaye Treese Resignation as of May 15<sup>th</sup>, 2013

Members of the board reviewed the Letter of Resignation submitted by Board Chairman Kaye Treese, for health reasons. Acting Board Chairman Robert Jones then made the motion to accept the resignation of Chairman Kaye Treese as a member of the Tanque Verde Valley Fire District Board of Directors. Board Clerk Roger Robinson seconded the motion, and Kaye Treese's resignation was accepted by the board, with a unanimous vote of 2 to 0.

#### B. Swearing in new Board Member Bruce Small

The members of the Tanque Verde Valley Fire District Board, recognized Bruce Small as a qualified candidate for the position as a member of the Tanque Verde Valley Fire District Board. Mr. Bruce Small completed and swore to the Loyalty of Oath of Office before the members of the board and was unanimously accepted as a new member of the Tanque Verde Valley Fire District Board.

#### 4. Fire Chief's Report

Chief Stoltenberg presented a written report to the board indicating that through the month of May 2013, Rural Metro responded to a total of 4 calls for service which included 1 emergency call and 3 non-emergency calls. Rural Metro was 100% compliant on response times for the month of May 2013 with the code 3 call under 8 minutes.

Chief Stoltenberg noted that Chairman Kaye Treese had been the attending member of the TVVFD Board, for the PC WIN Meetings. The Chief proposed that since he is currently obligated to attend those same meetings as a representative for the Rural Metro Fire Department, he would in the future report to the board the nature and content of those meetings to assist the board until it was determined if and when a member of the TVVFD would be designated to attend. The members present accepted his offer, to attend th PC WIN meetings in the board's behalf.

Chief Stoltenberg reported that in the previous meeting of PC WIN he was informed the issuance of the new radios would begin in a couple of weeks with the larger agencies such as the Pima County Sheriff's Dept. being first to test the equipment's effectiveness.

Chief Stoltenberg informed the board that prior to the issuance of the TVVFD's 3 portable and 2 mobile radios to Rural Metro Station #72, the equipment will be marked as TVVFD property. The Chief informed the board that the radio designator for TVVFD radios would show as RMFD when keyed up, to reflect the unit as assigned in their function. Acting Board Chairman Robert Jones informed the Chief that metal designator tags had already been made for that purpose and would be provided to him as needed to reflect district ownership.

Chief Stoltenberg noted that since the Rural Metro Fire Department is obligated to also pay the PC WIN yearly membership fee, he proposed that in the future contract the TVVFD yearly PC WIN fee amount be included in the contract, to be paid along with RMFD's fee. The suggestion was noted for consideration by the board.

#### 5. Treasurer's Report

Robert Jones, Board Treasurer, presented the TVVFD board with a copy of the May Distribution Report as provided by the Pima County Treasurer's Office. The May monthly distribution report reflects that the Tanque Verde Valley Fire District (TVVFD) began the month of May 2013 with \$230,390.27, and ended the month with a balance of \$211,550.44.

#### 6. Correspondence

Acting Chairman Robert Jones informed the board that he had received no correspondence of significance, requiring consideration of the members of the TVVFD board, for the month of May 2013.

#### 7. Old Business

##### A. Review Fire Hydrant Project

Acting Chairman Robert Jones reviewed the proposed installation of 7 new fire hydrants, with board member Bruce Small. Mr. Small is a surveyor who has past experience with some of the same representatives of the Tucson Water Company who have worked with past Chairman Kaye Treese in establishing the location and size of water lines, and the potential for pre-existing fire hydrant flange connections, on the currently existing water lines. Board Member Small will follow up on the project with the Commission for Development and Block Grant Fund, for fire hydrants, as the information on the project develops.

B. Review Hiring of Grant Writer

Acting Chairman Robert Jones reviewed the hiring of a grant writer and the proposed grants to be prepared under our contract with the grant writer. He specifically discussed the grant for the Zoll Unit which will be prepared and submitted to Firehouse Subs.

C. Review Capital Account and Equipment

Acting Chairman Robert Jones further discussed the \$15,000.00 (CDBG) grant from the Commission for Development and Block Grant Fund for fire hydrants grant from Pima County, and the establishment of the \$50,000.00 capital account with the Pima County Treasurer. No action was discussed at this time to be taken by the board on any of the currently existing projects.

8. New Business

A. Discussion of necessary changes to web site and telephone number, address and notification of all County departments involved

Acting Chairman Robert Jones informed the board of the recent change of correspondence address to a postal box at the Bear Canyon Mail Depot with the new address for the TVVFD becoming: Tanque Verde Valley Fire District 8987 E Tanque Verde Road # 309-175 Tucson, AZ 85749-9399, and the purchase of a cell phone for the establishment of (520) 834-5035 as the TVVFD contact phone number for the purpose of taking messages as the district does not have any full time employees to monitor incoming calls. The phone messages will be reviewed and responded to on a daily basis by a member of the board. Acting Chairman Robert Jones also discussed the development of a TVVFD web site by "Go Web Solutions" at the URL address of (www.TVVFD.com).

9. Call to the Public

Negative Response

10. Adjournment

As there was no further business to come before the Board, the June 19<sup>th</sup>, 2013 monthly meeting was adjourned at approximately 7:45 p.m., on a motion by Clerk Roger Robinson, seconded by Acting Chairman Robert Jones, and with a unanimous 3 to 0 vote.

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Roger Robinson, Board Clerk  
Tanque Verde Valley Fire District

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Robert Jones, Acting Board Chairman  
Tanque Verde Valley Fire District