

Minutes Tanque Verde Valley Fire District

The Tanque Verde Valley Fire District Governing Board met on Wednesday, February 19, 2014 at 7:00 p.m., at the Tanque Verde Unified School District Facility, 2300 N. Tanque Verde Loop Road, Tucson, AZ 85749.

1. Roll Call

Meeting called to order at 7:05 p.m.

Present: Roger Robinson, Board Chairman
Bob Jones, Board Treasurer
Bruce Small, Clerk of the Board
Chief James Stoltenberg, Representative for Rural/Metro
Karen Heider, transcriber

The Pledge of Allegiance was bypassed as there was no flag present.

Approval of the December and January minutes took place. December meeting minutes had to be postponed until this meeting, as not everyone was present at the previous December meeting. Roger Robinson made a motion to approve December and January minutes. Approval was unanimous by a 3 to 0 vote.

3. Old Business

A. Update of correction of legal description for the annexation of Desert Willow Ranch subdivision.

Bob Jones' original map had a different description than their actual description. The Title Company recorded deed description. They then recorded a scrivener's error. Bob Jones then had to go back and re-record with assessor's and recorder's offices. While doing so he noted another scrivener's error and had to fix that one too.

He then put together another package of materials detailing all corrections, etc. which Bob Jones gave them to Roger Robinson to have them recorded. Bob Jones had received the original paperwork from RW Price (developer).

B. Update of status of possible need of new recording equipment and cost.

Bruce Small has 2 recorders, one is the size of a cigarette lighter, the other is a larger one that no one has yet figured out how to operate. He asked if we should buy a Puma 4. Bob Jones made a motion to purchase the Puma 4. Roger Robinson seconded the motion. Unanimous approval, by a vote of 3 to 0, to have Clerk Bruce Small purchase the recorder upon the opportunity.

C. Update on progress for scheduling of training for members on website development.

Bruce Small is scheduling training. Roger Robinson gave his available dates. All wish to take the training together.

D. Verification of Bruce Small as next board member on election ballot.

Bruce Small needs to fill out paperwork packet. Roger Robinson will pick up the elections packet of paperwork.

4. New Business

A. Discuss need of the Board for office supplies (paper, ink, and software program).

No supplies or reimbursement needed at this time.

B. Progress on reassignment and renewal of Go-Daddy website.

Bruce Small renewed the TVVFD website for 5 years.

C. Review progress on installation of Fire Hydrant Project.

Bruce Small tried to talk to Blue Stake about doing the work. Bruce Small talked to John Evans about talking to the contractor. He needs the contractor to talk to Blue Stake, as he (Bruce Small) can't request it from them.

D. Discuss review of recent changes in Record Management and Retention.

Roger Robinson will review to see if any changes are needed in the current procedures of recording of permanent records by the TVVFD.

5. Fire Chief's Report

During January, 2014 there were 6 calls. 3 were emergency, 3 were non-emergency. 100% contract compliance.

PCWIN – April 3 at 0400 hours is the cutover date for Rural Metro. Bob Jones has a record of the permanent equipment. Rural Metro has verified that they are responsible for maintenance of the radio equipment.

6. Treasurer's Report

At the beginning of January the beginning balance was \$ 159,675.41
At the end of January the ending balance was \$ 161,472.36

7. Correspondence:

Roger Robinson gave Bob Jones the fire district levy worksheet, and secondary values for the Fire District.

Bob Jones will give to Roger Robinson the annual audit information to review and file within the permanent record.

8. Request for future Agenda Items

No agenda items.

8. Call to the Public

No public present.

10. Adjournment

As there was no further business to come before the Board, the February 19, 2014 monthly meeting was adjourned at 7:41 pm. Motion was made by Bob Jones, seconded by Bruce Small, passed unanimously by a 3 to 0 vote.

Roger Robinson, Board Chair
Tanque Verde Valley Fire District

Bruce Small, Board Clerk
Tanque Verde Valley Fire District