



Approved by the Board on 5/17/17

Sedona Fire District

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REGULAR BOARD MEETING Station #1 – 2860 Southwest Drive – Sedona – Multipurpose Room Wednesday, April 19, 2017 / 4:30 PM

~ MINUTES ~

I. CALL TO ORDER/ROLL CALL

A. Salute to the Flag of the United States of America and Moment of Silence to Honor all American Men and Women in Service to Our Country, Firefighters, and Police Officers.

Board Present: Ty Montgomery – Chairman; Tim Ernster, Abe Koniarsky, Dave Soto – Members

Board Absent: Corrie Cooperman – Clerk

Others Present: Fire Chief Kris Kazian; Assistant Chief Jeff Piechura; Division Chief Ed Mezulis; Fire Marshal Jon Davis; Finance Director Gabe Buldra (JVG); Human Resources Manager Betty Johnson; Tricia Greer, Recorder to Board; Ron Eland – *Red Rock News*

Board Chairman Ty Montgomery called the meeting to order at 4:30 PM and led the Pledge of Allegiance.

II. PUBLIC HEARING – FIRE CODE ADOPTION

A. Presentation and Discussion of District-Proposed Update of the Presently Adopted 2003 International Fire Code to 2012 International Fire Code, the most recent edition.

B. Input from the Public.

C. Close of Public Hearing.

D. Discussion/Possible Action: Approval of Resolution #2017-03 – Adoption of 2012 International Fire Code and Deletion of the 2003 International Fire Code with Listed Exemptions.

Fire Marshal Jon Davis asked the Board to approve the 2012 International Fire Code (IFC) with amendments. Currently, SFD is operating under the 2003 IFC. There were about 45 pages of amendments to the 2003 code; Fire Marshal Davis said this code still has quite a few amendments, but is more streamlined and focused. He said this Resolution preserves the sprinkler amendments previously adopted. Mr. Montgomery noted this is a public hearing and the floor is open for public input and questions from the Board. As there were no members of the public present and no questions, Mr. Montgomery closed the public comment section. Mr. Soto asked if this IFC puts us in line with other Verde Valley-area fire districts; Fire Marshal Davis said he does not know which code other Verde Valley agencies have, but the State of Arizona adopted the 2012 IFC about a year ago. He said the fee schedule being proposed as part of this adoption updates SFD's fees, as they were unchanged since 2007, and brings us in line with other agencies' fees; he pointed out when reviewed, there were some fees found to be too high and lowered. *Mr. Montgomery then moved to approve Resolution #2017-03 to adopt the 2012 International Fire Code, as presented, and the deletion of the 2003 International Fire Code with listed exemptions; Mr. Soto seconded and the motion unanimously passed at 4 to 0.*

III. FISCAL YEAR 2017/2018 BUDGET WORKSHOP

A. Presentation and Discussion of FY 2018 Budget.

B. Discussion/Possible Action: Cost of Living Adjustment for FY 2018.

Finance Director Gabe Buldra distributed Fiscal Year 2018 budget binders to the Board. He said in their packets of information, they had received the full PDF version of this draft budget. Mr. Buldra's FY 2018 budget presentation can be accessed here: <http://www.sedonafire.org/wp-content/uploads/2016/05/4.19.2017-Board-Budget-Workshop.pdf>.

Mr. Buldra stated this is the point when staff needs Board direction to move forward with the budget process.

Today's objectives:

- Current Position in Budget Process
- Overview of 2017/2018 Revenues
- Overview of 2017/2018 Expenses
- Discussion and Board Direction
 - COLA
 - Board Contingency

The budget schedule is:

- February 24 – Budget Requests submitted to Finance
- February thru March – Discussion with various program managers to discuss strategic plan and other budget priorities and issues and to seek employee input concerning budget priorities
- March 15 – Budget workshop with Fire Board
- March thru May - Meet with various vendors and determine actual costs of benefits, property casualty insurance renewal, etc.
- April 19 – Budget workshop with Fire Board
- May 17 - Budget workshop with Board (if needed) and tentative budget adoption/publish budget for 20 days
- June 21 – Public Hearing on Budget and Final Adoption

FY 2017/18 Revenues:

- Property Tax Revenue
 - Current Proposed Revenue \$13,854,892
 - Coconino County Assessed Value
 - \$136,097,375
 - Increase of 5.48%
 - Yavapai County Assessed Value
 - \$402,537,969
 - Increase of 5.40%
- FDAT
 - \$323,033 No Change
- Non – Tax Revenue
 - Telecommunication Services
 - \$49,761 Increase of 5.0%
 - CPR & CRM Revenue
 - \$29,000 No Change
 - Ambulance Billing
 - \$1,915,000 Increase of 4.42%
 - Communications Rent
 - \$189,024 Increase of 3.67%
 - Wildland Deployments
 - \$55,000 No Change
 - Misc. Revenues - \$18,700
 - Interest, Facility Usage, Donations, etc.

FY 2017/2018 Expenditures:

- Personnel Expenditures
 - \$12,704,550 without COLA
 - PSPRS Increases
 - Workers Compensation is \$418,000
 - Health Insurance decreased -1.4% or \$13,920

- Funding for Positions
 - \$12,735,889 with 0.3% COLA
- Operational Expenditures
 - \$1,527,487 – Training, Utilities & Communications, Repairs & Maintenance, and Materials & Supplies
 - Added Training for Arbinger, PCR, CEP and Special Ops
 - A Fleet Maintenance Position has been outsourced
 - Additional supplies needs for CRM, Special Ops, Fleet and EMS
 - Administrative Expenditures
 - \$1,051,171 – Admin, Professional Services, and Insurance
 - Added costs for Bond Related Expenses and Dispatch Expenses
 - Decreases with contracted Finance Director
- Capital/Debt Service Expenditures
 - Capital Needs
 - \$976,500
 - Technology/Communication Upgrades, Ambulance, & Staff Vehicles
 - Debt Service
 - \$479,049
 - Station 6 lease purchase, Stryker Cots, and Zoll Monitors

For Board Discussion:

- COLA for Staff
 - Impact of a .3% COLA is \$31,000 – This is based on the Social Security cost of living increase.
 - Staff respects the increases in costs the District is facing for next fiscal year and understands whichever direction the Board chooses to vote.
- Contingency Options:
 - Contingency of \$400,000
 - Currently reflected in the DRAFT Budget
 - Results in a budget of \$17,138,755 and tax rate of \$2.5722
 - Contingency of \$200,000
 - Results in a budget of \$16,938,755 and tax rate of \$2.5351
 - Contingency of \$100,000
 - Results in a budget of \$16,838,755 and tax rate of \$2.5165

Mr. Ernster asked about the offsetting effect of ambulance billing revenue compared to the cost of providing the service. Mr. Buldra said if we break out the ambulance service based on, essentially, our direct costs – firefighters on the ambulance, medical supplies, equipment – ambulance revenue more than covers the cost, but when you look at the ambulance revenue and cost report to the State, it shows differently – the reason for that is we allocate all costs that the district already incurs, such as the Fire Chief, contracts for service, attorney fees, station costs, etc. Mr. Buldra will provide those numbers to the Board. Mr. Montgomery said this has been discussed in the past when there was an effort to privatize ambulance service, but when the numbers were actually run, a side by side analysis did not show privatization as a money-saver, nor did it benefit the users because private ambulance service is more expensive and there is no write-off for residents.

Chief Kazian said a nearby district utilizes private ambulance service and, many times, their fire crews are on-scene waiting 45 minutes for a private ambulance to arrive; he would be very concerned about how that would translate to service level. Division Chief Ed Mezulis said the biggest cost is personnel and the personnel SFD puts on ambulances have the added benefit of providing structural and wildland firefighting, as well as Technical Rescue, and other services, which also affects our Insurance Services Organization rating; for practical purposes, it is within a few hundred thousand of revenue versus cost, if you aggregate purely fire Paramedics and fire EMTs. Mr. Buldra added his firm has researched having a Certificate of Necessity to provide ambulance service, and has found it is financially beneficial for organizations to do so, as well as the operational benefits far exceed cost structure in quality and level of service of public versus private.

Mr. Buldra said the Board would need to decide whether or not to give Cost of Living Adjustments (COLAs) to employees; this year, we recognize the .3% is not a large amount, but does have a compounding effect in future years, and the employees respect the increases in costs this budget year, and would understand if the Board chose not to grant the COLA. Chief Kazian added that both labor groups discussed this, and although they do not negotiate for COLA, as it is purely at the Board's discretion, they are willing to forego the COLA this year understanding the challenges of expenses outside of the district's control, such as Workers Comp and increased PSPRS retirement costs. Mr. Ernster noticed the cost of health insurance went down by \$13,000 due to efforts of employees; Chief Kazian commented it is actually a \$43,000 decrease in what it would have been without the employee initiatives put in place. After discussion and acknowledgement of the employees' contributions in lowering health insurance and other costs, as well as the outstanding jobs employees provide to the district, the Board consensus was to include the .3% COLA. Mr. Montgomery added that SFD's health insurance has a high deductible and increases employees' out-of-pocket expenses; Chief Kazian said healthcare was discussed in meet and confer and the employees understand we must align needs with conservative fiscal activity.

Mr. Buldra said the final point of discussion is on the contingency allocation; this draft budget shows options of \$400,000 for Board contingency creating a proposed budget of \$17.138 million with a projected tax rate of \$2.57; if the contingency was lowered to \$200,000, it would lower the budget to under to \$16.9 million with a tax rate of \$2.53; and finally, a contingency of \$100,000 would result in a budget of \$16.8 million and a tax rate of \$2.51.

Chief Kazian said these budget projections include capital improvement costs that may be helped by approval of a bond. Mr. Montgomery said a possible bond would help create future savings and sustainability in capital improvement items; he said it is almost a "reset" to stop the forward progression of the budget and the tax rate to the maximum cap, and the bond would allow savings of convenience year after year. Additionally, he said the bond would create that intergenerational equity, rather than taxing current residents exclusively for capital items that will be enjoyed by future residents.

Mr. Ernster said last time, the Board briefly discussed the \$400,000 contingency, and there was an issue identified to build up cash reserves to a level appropriate for an organization our size; and one way to do that would be to lower the contingency from \$400,000 to \$100,000 to start building up a cash reserve. Mr. Buldra agreed and said it ties into the carryover of revenues to offset taxes. Contingencies would be for unanticipated expenses that come up during the year. Mr. Buldra said he would never advise the Board to be compromised with no contingencies when needed, and that today is a good example with the \$52,500 for the Station 5 master plan request; he said if we did not have that capacity in contingency, we would have it in other line items, as well as a fund balance to utilize for unexpected expenditures. The Board adopts a budget, but statutes allow leeway to expend money that an organization has – although they are not allowed to spend more money than is on hand and cannot be on the line-of-credit at the end of the fiscal year; if something catastrophic were to occur, we would be allowed to expend more than is budgeted as long as it is explainable to the auditors and to the public. Budgets can also be formally amended to account for additional revenues or expenses, such as grant funding. Mr. Ernster asked for the average annual amount spent out of the Board contingency line item; Mr. Buldra does not have that figure; Chief Kazian said from 2013 when we engaged in building Station 6, with unexpected costs, we have taken some opportunities to utilize contingency for grant matches and to take advantage of significant savings on purchases. He said budgets of the 1990s were to add a little extra in case something occurred, but now, we do not build a lot of contingency into budgets, as it is pretty much zero-based. The Board will make the decision.

Chief Kazian said the Board would decide where to set the Board contingency on the various options Mr. Buldra will give at the next meeting and ask any questions about the budget before approving it for publication in May. He said we have, historically, had the public hearing to approve the budget at the June meeting; it is the goal, but not required until August 1st. Regarding unknowns, Chief Kazian said we still do not have the final figures for the costs of PSPRS legislative effects, but feel good about the other pieces of the budget going forward. There was a brief discussion about the two-year budget projections required by law; as it is hard to predict targets for the next fiscal year, the approach we take is an analysis of historical trends over the various expense categories, as well as the revenue side, to project out the future year's budget. He will send an email to budget section heads asking for

any known capital improvement costs that have not already been indicated to include in that projected future budget. Chief Kazian told the Board he and Mr. Buldra would welcome any questions Board Members may have about the budget in the next few weeks.

IV. REGULAR BUSINESS MEETING

A. Consent Agenda – Discussion/Possible Actions:

- 1. March 15, 2017 Regular Board Meeting Minutes.**
- 2. March 15, 2017 Executive Session Minutes.**
- 3. City of Sedona Police Department and Sedona Fire District Telecom Support Intergovernmental Agreement (IGA) Renewal.**
- 4. Purchase Order #10708 to GovDirect in the amount of \$11,905 for the extended warranty coverage on the ToughPads used for MDTs.**
- 5. Purchase Order #10710 to Gates Air, Inc. in the amount of \$11,204.56 for multiplex equipment for radio connections to new microwave.**
- 6. Purchase Order #10823 to LN Curtis & Sons in the amount of \$41,455.98 for equipment for new Pierce Fire Engine.**

Fire Chief Kris Kazian asked to pull item #3 of the Consent Agenda, as our legal counsel needs to make a few adjustments to the IGA. *Mr. Montgomery then moved to approve the Consent Agenda, as presented, with the exception of item 3; Board Member Abe Koniarsky seconded, and the motion was unanimously approved.*

B. Public Forum:

- 1. Public Comments.**
- 2. Executive Staff Response to Public Comments.**

There were no requests to address the Board.

C. Business:

1. Financial Report and Updates – Finance Director Gabe Buldra.

a. Discussion/Possible Action: Review and Approval of March 2017 Finance Report.

Finance Director Gabe Buldra presented the March 2017 Finance Report, which can be accessed here: <http://www.sedonafire.org/wp-content/uploads/2016/05/March-2017-Finance-Report-Staff.pdf>. *Mr. Montgomery moved to approve the March 2017 Finance Report, as presented; Mr. Ernster seconded and the motion unanimously passed.*

2. Monthly Staff Report – Fire Chief Kris Kazian.

- a. Incident Counts by Station.**
- b. Call Summary and Response Times Year to Date.**
- c. Rescue Incidents.**
- d. Community Risk Management Update.**
- e. SFD Training Report.**
- f. Donations to SFD.**
- g. Update of Grant Activity.**
- h. Update of Recent/Upcoming SFD Activities, Incidents, and Events.**
 - i. Special Recognition – Sedona Fire District 60th Anniversary and Picnic on May 20th.**
 - ii. Recognition of National Administrative Professionals Day – April 26th.**
 - iii. Recognition of National Public Safety Telecommunicators Week – April 9th to 15th.**
 - iv. Cottonwood Public Safety Communications Center.**
 - v. Workers Compensation Pool.**
 - vi. Correspondence/Thank You Letters to SFD.**

Chief Kazian reported the following:

- March was busy for emergency medical services and SFD responded to 7 backcountry rescues.
- Under Grants, he has still not heard when SFD would receive funding for equipment from the ADEQ/HazMat grant. The AFG grant is still pending.

- Station incident counts are close to last month.
- Community Risk Management is busy; Fire Marshal Jon Davis stated they have been working hard to incorporate new technology.
- In Training, personnel attended the Wildland Fire Academy in Prescott – some of the tuition was paid by a scholarship of \$1,300. SFD hosted a regional wildland training event at Crescent Moon Ranch with the State of Arizona, US Forest Service, and other Verde Valley-area fire agencies. Training was also presented to Firefighters on auto stabilization/extrication; this is important as the area experiences quite a few rollover accidents and firefighter safety is critical. SFD also hosted an Incident Safety Officer class with Verde Valley agencies. Personnel attended a class in California on the accreditation process. Division Chief Ed Mezulis announced 2 Firefighters finished Paramedic training and certification. He also announced pending Board approval, we have 3 personnel that tested and were approved by Wizard Education for the shared program.
- Human Resources Manager Betty Johnson reminded everyone of the 60th Anniversary Picnic to be held on May 20th and asked the Board to RSVP as soon as possible, as there is limited space. Chief Kazian added that SFD's official 60th anniversary was on April 7th and the district is posting photos from each decade this month. SFD will also have a special section in the *Red Rock News* celebrating the milestone on April 26th.
- On April 26th, management will honor our Administrative staff for National Administrative Professionals Day and in lieu of a proclamation to be read, Chief Kazian took a moment to recognize our staff; he said our Admin is the best and always working hard to be efficient and effective. Mr. Montgomery agreed and said SFD has tried over the years to not have an “us vs. them” mentality – we are one team and one mission.
- Also, National Telecommunications Week was April 9th through 15th; we recognized the Cottonwood Public Safety dispatchers, as well as Sedona Police dispatch, and acknowledged their hard work to provide service to us. SFD also engages with the counties' sheriff dispatchers and we thank them as well.
- The MDT project is getting close to completion, and SFD has a great working relationship with the new IT personnel in Cottonwood.
- Regarding the Workers Comp pool, we could be ready for presentation next month; staff met with our current carrier yesterday and talked about work/loss ratios and our rate. Next month, we will continue dialogue about where we are in the pool concept and benefits, as well as consideration if we decide to remain with Copperpoint. Staff will give a recommendation to the Board for discussion.
- SFD hired 3 Firefighters to start on May 1st and we will have a badge ceremony at the May Board meeting.
- Tomorrow and Friday, SFD, in partnership with other agencies, will present the anti-drinking/driving program, “Every 15 Minutes” at Red Rock High School; it is a great safety program and powerful message to teenagers. Chief Kazian thanked Captain Jeff Wassell for heading up the program this year.
- This year's Firewise clean-up event will be held the weekend of May 19th at Station 4 in Uptown; citizens are encouraged to bring yard clippings and brush to be properly disposed and help with fire safety.

D. Items from Staff:

1. Update: Citizens' Advisory Committee.

Chief Kazian said the committee has been meeting weekly; there is the possibility of adding a few meetings in May. At its last meeting, Mr. Buldra gave a comprehensive walkthrough of the concepts of bonding for SFD finances and how SFD can financially get to what needs to be done in capital improvements. After the presentation, Committee Chairman Tim Ernster asked each committee member if the citizens should have the opportunity to vote for a bond in November and each committee member agreed. The committee will now discuss options for bond amounts and which capital improvement projects to include in the bond request. The committee's goal is to have a recommendation to present to the Board at its May meeting. The call of election deadline is July 10th. Chief Kazian said Mr. Buldra would be helping formulate financial implications of the costs of bonding in setting the capital priorities. Mr. Ernster commented station tours helped the committee understand SFD's critical needs; the last piece is Telecommunication needs, which will be presented by Telecom Manager Bob Motz next week.

2. Discussion/Possible Action: Arbinger Update and Employee Survey Results.

Battalion Chief Jayson Coil gave an update of the Arbinger system SFD is now utilizing to develop an outward mindset in the fire district. Chief Coil presented results of the recent employee survey compared to the initial survey in September 2016. He stated we saw positive movement in every question of the survey, as follows:

Question 1 – Individuals in the organization feel as though they are fully recognized for their ideas and contributions. This improved by a quarter of a point.

Question 2 – Departments and teams are organized to collaborate well with each other. This improved by a quarter of a point.

Question 3 – People in the organization have a good understanding of each other's goals and objectives. This improved by a quarter of a point.

Question 4 – People in the organization spend a lot more time and energy dealing with things that go wrong. This improved slightly.

Question 5 – People in the organization feel empowered to make decisions. This represents one of the larger improvements on the survey of over one-half a point.

Question 6 – Performance reviews are a source of anxiety in our organization. This improved by almost a point.

Question 7 – People in our organization are ready to take the initiative to report on their own performance. This one decreased slightly.

Question 8 – People in our organization feel safe giving constructive criticism. This one increased significantly.

Question 9 – People in my organization feel as though management understands and responds helpfully to concerns. This one increased by a quarter of a point.

Question 10 – People in our organization feel that too often meetings are burdensome rather than helpful. This one improved slightly.

Chief Coil said the next step from the survey will be to pick some priority questions and engage with other in-house trainers to dialogue with personnel and take actions recommended by Arbinger to move forward. He did not expect very much movement in this survey because, with the exception of the command staff, employees have only gone through initial training and follow-up. When the surveys were drilled down by category of employee, the command staff's numbers had the highest jumps, which made sense to Chief Coil and made him feel positive about this process. He said the organization wants to be consistent in applying the outward mindset pattern. Chief Coil said organizational performance will increase when employees recognize they are interdependent on one another, regardless of rank or hierarchy. He said without collaboration, communication is not good – in high-hazard industries, collaboration, open communication, and mutual help are not only a matter of improving performance, but also a key to safety. He believes this emphasis on mindset, while it does not change prescriptive behaviors, leads to an approach that allows people to consistently change behaviors in a way to continue to improve organizational performance. He is cautiously optimistic with improvements we have seen so far with Arbinger; in the past, the organization has begun programs that have not been seen through to fulfillment, but he is committed to make sure we work with Arbinger until we change the culture in a positive way.

Assistant Chief Jeff Piechura added that the lasting impact of training and adapting cultures to an open mindset, collaborative approach is what the Fire Board chose in the bid process; he believes we are on the way; as they impact each other at the management level, it will trickle down to Battalion Chiefs to the Captains to the Firefighters, and we will do annual surveys from this point forward and hope to begin to see real changes. The Chief is fully engaged in pushing the management team to engage at their levels to collaborate and work together which will have an impact on the entire organization.

Chief Kazian said during the latest Firefighter hiring process, staff used some Arbinger concepts and the next phase will be the evaluation portion of the program. Chief Coil said the operations side elected to do the "3A+" method for quarterly reviews of employees and still do annual evaluations in the same manner as in the past; eventually, we will adopt the 3A+ method for all evaluations; this means there are 3 different metrics to measure individual's performance – the first metric is an employee's technical proficiency at a 1, 2, or 3 (with 3 being they have all technical proficiencies they need to do their job); the second metric is A, B, or C and it is about impact – if there is an issue with someone's attitude or behavior that was not because of a lack of ability with A being the most positive, B is neutral impact on the organization, and C is a negative impact; the last metric is plus or minus

for effort – if you have a positive of 9 or 10 on a scale of 1 to 10, then that employee is a plus, if your effort is 1 to 8, then that individual is a minus. Therefore, a 3A+ would be an employee with technical competency, high positive impact, and a high level of effort.

Mr. Ernster asked about the impact of the program in overtime on the budget; Chief Piechura said he believes even if the Board had chosen a different vendor, there would still have been the same amount of overtime; and the overtime was budgeted.

3. Discussion/Possible Action: Long-Term Planning for Fire Station No.5 in reference to Garland Family Trust Letter and possible partnership with State Parks/location for new station.

Chief Kazian forwarded to the Board a letter from the Garland Family Trust regarding Station 5 in Oak Creek Canyon. He said half of the Station 5 building is owned by the Garland family and the other half by SFD; the Garlands lease us the building for about \$3,000 per year in a 10-year lease; SFD has had a great partnership with the Garland family for many years; every 3 years, SFD must reapply for a Conditional Use Permit, which we filed last week with Coconino County; our lease will expire in 3 years, so the timing lines up for discussions regarding Station 5 as part of the bond. The letter from the Garlands states they would like to purchase SFD's half of the building to better use it for their businesses adjacent to the property to meet long-term infrastructure needs. The Garlands are being forward thinking and not at all trying to work the system. The letter asks SFD to seriously consider moving the fire station to Slide Rock State Park, as has been discussed over the years, and if not, then to consider a more contemporary lease arrangement.

Chief Kazian then introduced Russell Moore from Arizona State Parks to discuss what SFD and State Parks' in partnership are doing for a new Station 5. Chief Kazian said after a recent facility analysis, the architects agree that Station 5 is not designed for renovation or addition, as the site property is very challenging to create a functional modern fire station. It is built into the side of a hill, the water/septic system has to be pumped on a frequent and expensive basis; he believes relocation is necessary. In 2005, SFD began discussions with State Parks in a strong movement to co-locate a new station to Slide Rock State Park including having very preliminary plans created; however, the head of State Parks decided to not move forward with the project.

State Parks contacted SFD months ago to again consider co-locating; SFD has had a series of meetings with State Parks' representatives and people at SFD as well as State Parks agree now is a good time to proceed with planning. Chief Kazian said SFD's needs for Stations 4 and 5 will not change whether we make a decision to go to bond; at some point, we will have to address those needs. He said as part of the master planning process, State Parks is asking SFD to consider funding a portion of the overall plan cost in the amount of \$52,500 to research impacts of floor plan, design elevation, traffic flow ingress/egress, septic and water systems, as well as schematics and design. Mr. Moore said the master plan costs would be about \$200,000 to \$225,000; his original estimate was about \$150,000.

Chief Kazian recommended the Board consider using contingency from this year's budget to engage with an architect to get this moving. He said one of the important reasons to consider moving the fire station north in the Canyon is to help lower residents' high home insurance costs due to the Insurance Services Organization rating of 10 down to a 3. He said response-wise, moving the station makes us more centrally located in the Canyon to allow quicker response. He said the challenges, limitations, and high costs of purchasing commercial property in Oak Creek Canyon have potential to put it out of the realm of possibility for SFD and why this partnership with State Parks makes sense. He said going forward for site utilization, SFD would need to enter a land agreement; Mr. Moore commented SFD and State Parks would need an Intergovernmental Agreement, as well as an agreement with the US Forest Service, as State Parks leases the land from the Federal government. Chief Kazian said he spoke with bond counsel and we would be allowed to use bond money to build a fire station on leased government property. Initial discussions are to have a multi-use building with the Forest Service, State Parks, and the fire district and this could be pro-rated into the cost of the design. Mr. Moore stated it could be separate buildings tied together with an awning or porch, which would create cost savings; he said the biggest challenge could be getting a permit for highway access approval from ADOT. Mr. Ernster asked if State Parks has money

reserved for its share of the building; Mr. Moore responded it is in their 5 year capital improvement plan, although they do not have the money “in the bank”; right now, all the planning work is budgeted in the coming year, and in the following year, funds would be allocated and approved by the State Legislature. He said State Parks gets no money from the state fund, as they generate funding through permits, fees, annual passes, and gift shops.

Chief Kazian said the timeline for the next fiscal year would be for planning, and ideally, funding for construction in 2019; there was confidence from State Parks this would line up with its time frame and have good feasibility. Mr. Montgomery commented all the partners seem to have a vested interest in this project, but hearing about reliance on the State Legislature and other partners makes him “nervous”. Mr. Moore said the Forest Service has also been in discussions, as many of their parks are on Forest Service land and require land agreements; the USFS feels comfortable with the plan for Slide Rock, and wants to see it in the master plan format as part of their procedure for cultural resources. Chief Kazian asked where Slide Rock State Park ranks as part of the statewide resource for State Parks; Mr. Moore said it is consistently in the top 3 “money-makers” and is a high priority for State Parks to keep it safe, in the best condition, and able to handle capacities. Mr. Montgomery agreed it could be a “win all around”. Chief Kazian said all the partners are “at the table” and ready to make this project work; he said Governor Ducey is very interested in partnerships and efficiencies, which ties into being better stewards of state resources, and Oak Creek Canyon is the “crown jewel” of the state; SFD is trying to enhance safety in that corridor. Additionally, as part of the use agreement for Station 4, we are required to provide space for the Coconino County Sheriff in our building; this plan actually works better for them to be included at Slide Rock.

Mr. Montgomery asked Mr. Buldra how much is currently in contingency funds; he replied there is \$267,000 for the rest of this fiscal year (through June). Chief Kazian said it includes encumbered funds which require Board approval, and we are nowhere near spending the \$25,000 previously approved by the Board to cover costs of researching bonding. Mr. Montgomery said SFD needs to be working towards a solution because he understands where the Garland family is coming from and no one can fault them for looking towards the future; he said they have done their duty to the community by allowing SFD to use the building all these years. Chief Kazian agreed that the Garland family has been a mainstay of our community and the fire district. Mr. Moore stated State Parks hopes we can put this together and have a great joint facility at Slide Rock.

Mr. Soto asked how many years are left on the Station 5 lease; Chief Kazian responded there are 3 years left on a 10-year lease. Mr. Soto asked if the time frame for moving from the current Station 5 to a new one is appropriate to make this happen; Mr. Moore said 3 years might be “pushing it”, but could be doable. Mr. Montgomery suggested that after the 3 years, the Garlands might be willing to extend the lease for six months or more until the new station is finished; Chief Kazian strongly believes the Garlands would have no problem extending the lease based on his discussion with them. *Mr. Montgomery then moved to authorize the Fire Chief to spend \$52,500 as part of the Arizona State Parks Master Plan for the feasibility of SFD to locate Station 5 at Slide Rock State Park with funding being allocated from contingency; Mr. Soto seconded and the motion unanimously passed.*

E. Items from Board Members:

1. Discussion/Possible Action: Remove Shared Services Committee Update from the Agenda as a standing item.

Mr. Soto stated the committee has not been active, although it is not officially decommissioned. He said if any meetings occur, he will add it to a future agenda. *Mr. Soto then moved to remove Shared Services as a standing agenda item, but that he would remain a committee member; Board Member Tim Ernster seconded and the motion unanimously passed.*

2. Presentation: US Forest Service LAFS Team Member Spencer Gustaf. (Request by Mr. Soto)

Spencer Gustaf, a local resident and active volunteer for the United States Forest Service via the Friends of the Forest is also a member of the Verde Search and Rescue Team; he said last year while performing in a Life and Fire Safety (LAFS) skit as Smoky the Bear, he noted and was told no members of Sedona Fire District have participated, outside of Sedona schools, in several years. As he believes it is a very worthy program and was presented to about 2,500 Kindergarten through 3rd grade Verde Valley-area students last year, he asked staff to consider encouraging SFD members to be part of this program.

Mr. Gustaf distributed a flyer about the group's next program to be presented on May 1st in conjunction with the Verde Valley Fire Association, Forest Service, and Yavapai and Coconino County Sheriffs. His understanding is SFD has been a member of this group for many years, but have not been actively participating in recent years. Chief Kazian said SFD has a long history of being involved and supportive of LAFS; he said SFD may have missed the last show because he removed former-Fire Marshal Gary Johnson off the email list; he has forwarded an email about LAFS to the CRM Administrative Assistant and to Fire Marshal Davis. He said as a rule, our on-duty crews participate at schools in the Village of Oak Creek and West Sedona, although if incidents came in during the program, the crews would have to leave. Chief Kazian said over the years, he has attended many of these events, as well as former-Fire Marshal Johnson; a CRM goal is to be more involved with LAFS. Mr. Montgomery thanked Mr. Gustaf for bringing this to SFD's attention.

3. Discussion/Possible Action: Schedule Special Meeting for Fire Chief's Annual Evaluation.

Mr. Montgomery said the evaluation could be done at the next regular meeting or at a special meeting. Chief Kazian commented it would be easier to hold a special meeting to not add to the length of a regular meeting. After a brief discussion, Wednesday, May 10th at 4:00 PM was tentatively selected; Executive Assistant Tricia Greer will coordinate the meeting and let the Board know if this date does not work. HR Manager Betty Johnson said she would make sure the latest forms to be used are distributed to the Board.

V. FIRE MARSHAL'S SAFETY MESSAGE

Fire Marshal Davis noted the Oklahoma City bombing of the Federal building was 22 years ago today. He said Arson Awareness is the first week in May; arson causes more than a billion dollars of damage and kills about 400 people per year; arson typically peaks in April and July. He said SFD is holding its annual Firewise clean-up weekend May 18th, 19th, and 20th for citizens to bring in yard waste and brush to reduce exposure to fire.

VI. ADJOURNMENT

The meeting was adjourned at 7:30 PM.



Corrie Cooperman, Clerk of the Board