

**FRY FIRE DISTRICT
MINUTES OF REGULAR BOARD MEETING
May 28, 2024**

CALL TO ORDER

Mr. Huish called the Regular Meeting of the Fry Fire District Board to order at 6:00 p.m.

ATTENDANCE

Board Members in Attendance:	Joseph Huish, Board Chairman Eric Andersen, Board Clerk Robert McMurtrie, Board Member Norman Sturm, Board Member
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Board Members Absent:	Thomas Tucker, Board Member
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Staff in Attendance:	Mark Savage, Fire Chief Diana Jones, Billing Supervisor Ben Archer Clowes, JVG Steven Rodriguez, JVG
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PLEDGE OF ALLEGIANCE AND INVOCATION

Mr. Huish led the Pledge of Allegiance and Mr. Sturm gave the invocation.

CONFLICT OF INTEREST

Mr. Huish reminded board members that they shall declare any conflict of interest. No board member declared a conflict at this time.

CALL TO THE PUBLIC

Mr. Huish opened the call to the public at 6:00 p.m.

There were no comments from the public.

Call to the public closed at 6:01 p.m.

EMPLOYEE RECOGNITION

- a. Star of Life Award to: Captain / Paramedic Luis Canez, Engineer / Paramedic Pete Chavez, and Firefighter / EMT Taha Hansbrough.

The employee recognition has been deferred to next month's meeting.

APPROVAL OF MINUTES

- a. Regular Board Meeting on April 23, 2024.

Mr. Sturm made a motion to approve the Regular Board Meeting minutes of April 23, 2024. Mr. Andersen seconded the motion.

Vote: 3-0. Mr. McMurtrie abstained.
Motion carried.

FINANCIAL REPORT

- a. Review, discussion, and possible action on the monthly financial report for April 2024.

Ben Archer Clowes from James Vincent Group (JVG) gave a PowerPoint presentation reflecting a summary of the financial reports for April 2024, and fiscal year to date. Total revenue and non-tax revenue were under budget. Tax revenue is significantly under budget, most likely due to timing with payments from the Cochise County Treasurer's Office. Total Expenses for March were under budget. Year-to-date tax revenue is under budget, and non-tax revenue is over budget due to wildland, ambulance, ARPA funding, and interest. Expenses year-to-date are under budget. Mr. Clowes expects our tax revenue to catch up before the end of the year. Mr. McMurtrie recommends we find out why our tax revenue is so low if it happens again. A discussion followed. The board reviewed the warrants for the month and there were no questions.

Mr. McMurtrie made a motion to accept the April 2024 financial reports. Mr. Sturm seconded the motion.

Vote: 4-0.
Motion carried.

COMMAND STAFF'S REPORT

Operations and Staffing – Chief Savage stated our wildfire season is off and running. We submitted our first small fire invoice to DFFM for the Bowers Fire and have a REMS module with 4 personnel (Captains Short and Nash, Engineer Chavez, and FF Vidinski) on the Rocky Fire northwest of Safford. They have been assigned to the fire for 4 days. We banned open burning through mid-July and the anticipated arrival of our monsoon season. This year is projected to be drier than normal, so we will be playing it by ear.

Firefighter Gustavo Cantu requested to be placed on part-time status and will be rejoining the SVFMD EMS Division. We anticipate filling the full-time vacancy quickly with one of our part-time personnel.

Facilities – Deputy Chief Seamans has been working with WSM Architects to develop a plan for the Station 143 update. Tonight's action items include a quote for the design and architecture services for a renovation of the existing station and the potential for a separate addition if they cannot simply add to the station.

We are continuing to work through the end-of-warranty process with Core and plan to continue ensuring that everything that needs to be repaired is. Chief Seamans is also continuing to work on some additional options for Station 141.

Apparatus and Equipment – We are working to sell an aging ambulance and the white GMC dually that has served as the shop truck for several years now.

Mr. Ayers is continuing to install the emergency lighting package on the new fire prevention truck. If all goes well, Chief Seamans will be able to get it to Phoenix for striping in the next few weeks, perhaps in conjunction with picking M141 up from Red Sky (M143 will follow after M141 is finished).

Grants – We have not received a response from FEMA for either the Assistance to Firefighters or SAFER grant requests that we submitted. There is also no news from the AZ Governor's Office of Highway Safety regarding our grant application for funding new extrication tools.

The Arizona Department of Forestry and Fire Management (DFFM) approved our grant request to support the purchase of a new Type 3 Engine in the amount of \$400,000.00. This should create substantial savings from the purchase amount shared with the Board last month. We have already provided a draft detailed project plan and budget proposal to DFFM.

We are continuing to work with the Arizona Department of Emergency and Military Affairs to refine our grant application for Hazard Mitigation funding to provide backup emergency generators for Stations 141 and 143.

We are also continuing to work with Florian and SEACOM on the Fire Incident Management Software system grant. All our hardware has been received and work is continuing to move forward. Florian is continuing to work through the integration piece with Spillman prior to training and deployment.

SEACOM – Southeastern Arizona Communications is continuing to perform well with recent progress made on the tentative FY2025 budget.

NEW BUSINESS

a. Review, discussion and possible action on the FY2025 annual budget.

Mr. Ben Archer Clowes shared a PowerPoint presentation summarizing the budget timeline, goals, no change in our tax levy or FDAT, increases in non-tax revenues, personnel stipends, COLA, and step increases, projections, increase in assessed value, and other operational expense updates. A discussion followed. Mr. Sturm asked if we accounted for all of the bond money. Chief Savage stated the Station 143 renovations are anticipated to cost \$1.5 million more than initially projected. This would require that we use some of our capital and other resources to complete all of the initial bond projects.

Mr. Sturm made a motion to adopt the tentative FY2025 annual budget with the current tax rate of 3.3999. Mr. McMurtrie seconded the motion.

Vote: 4-0.

Motion carried.

- b. Review, discussion and possible action regarding the engagement of WSM Architects to provide basic design services for the renovation and addition to Sta. 143.

Chief Savage stated the quote from WSM is based on state Save Contract pricing which was competitively priced. Mr. McMurtrie would like more details on the information listed on the quote and more than one bid. Mr. Andersen stated the archaeological and environmental survey listed on the quote was already completed when the land was transferred from BLM. Chief Savage stated there was a cursory environmental impact analysis done that did not consider future construction. Mr. Sturm would like to pay for the design before approving the entire bid. Mr. Andersen asked if it can be phased in so the board can make decisions based on each step. Mr. Sturm is concerned about spending \$2.5 million on Station 143.

Mr. McMurtrie made a motion to table the item until next month. Mr. Sturm seconded the motion.

Vote: 4-0.

Motion carried. Item tabled.

- c. Review, discussion and possible action regarding IGA with the Arizona Department of Forestry and Fire Management (DFFM).

Chief Savage stated the agreement that was previously approved by the Board was written with County language not Fire District language. The correct contract was received, reviewed by Mr. Matura, executed, and returned. Chief Savage is requesting the Board ratify the action.

Mr. McMurtrie made a motion to ratify the action regarding the IGA with the Arizona Department of Forestry and Fire Management (DFFM). Mr. Andersen seconded the motion.

Vote: 4-0.

Motion Carried.

- d. Review, discussion and possible action regarding IGA with Arizona Department of Corrections, Rehabilitation and Reentry (ADCRR) for contract labor.

Chief Savage stated we have used inmates to support fleet maintenance in the past. The contract will give us access to the workforce even if we choose not to use them.

Mr. McMurtrie made a motion to accept the IGA with Arizona Department of Corrections, Rehabilitation and Reentry (ADCRR) for contract labor. Mr. Sturm seconded the motion.

Vote: 4-0.

Motion Carried.

- e. Review, discussion and possible action regarding the status of outstanding legal claims.*

Chief Savage shared an update from Mr. Matura.

No action was taken on this item.

REQUESTS FROM BOARD MEMBERS

Mr. McMurtrie asked for an update on the public awareness campaign.

ADJOURNMENT

Mr. McMurtrie made a motion to adjourn the Regular Meeting at 7:19 p.m. Motion seconded by Mr. Sturm.

Meeting adjourned at 7:19 p.m.

DATED THIS 29TH DAY OF MAY 2024.

Eric Andersen, Board Clerk
Fry Fire District Board