

## **East Verde Park Fire District Board Meeting Minutes from Monday, May 18th, 2015**

### **Call to Order**

The regular meeting of the East Verde Park Fire District Board (EVPFD) herein referred to as The Board, was called to order at 5:12 pm by Matalyn Gardner.

### **Roll Call**

Present were Matalyn Gardner, Tamara Kinnaman and Ardith Hogan. Jim Hinton was absent. Guests present were Maggie Means & Lesley Reeves.

### **Approval of minutes from last meeting**

The board reviewed the meeting minutes from the Monday, April 20th, 2015 meeting. No corrections or changes were noted. Ardith Hogan made a motion the minutes be approved and Matalyn Gardner seconded. All were in favor. Motion passed and minutes accepted.

### **Financial Report**

Ardith Hogan gave the financial report for April of 2015. The beginning balance in January was \$40,086.10. The distribution (taxes received) were \$9,283.28. The journal fund interest allocation (interest earned on the fund) was \$71.29. This resulted in a total income of \$9,354.57. No warrants cleared. The ending balance was \$49,440.67. The reserve balance was \$14,017.13 with interest accumulated of \$25.67. The final reserve balance was \$14,042.80. Total expenditures for the fiscal year have been \$2,005.00.

Tamara Kinnaman made a motion that we accept the financial report as given and Matalyn Gardner seconded. Matalyn Gardner reviewed and signed off on the financial report. All were in favor.

### **Current Events**

The Board now has its budget online at the AFDA (Arizona Fire District Association) Website. As always, all EVP residents are encouraged to attend any meeting.

### **Correspondence/New Business**

1. A notice was received in April from the Gila County Elections

Department that the next available election date is Tuesday, August 25<sup>th</sup>, 2015. If the Board decides to adopt a fire code, it would need to be placed on the agenda.

2. Correspondence was received from the Gila County Board of Supervisors, Arizona Department of Library, Archives and Public Records regarding Records Management and Retention for Special Districts. The information was shared as a courtesy to update us on the FAQ's for Fire Districts and General Records Management.

3. Matalyn Gardner stated that our Bylaws might currently state that the Board must meet 12 times a year. As this has changed to 6 times per year, the Bylaws will need to be updated to reflect the change. This will be placed on the June Agenda to be discussed/reviewed and take action on.

4. The AFDA (Arizona Fire District Association) has a training coming up for new/elected Board members. As was documented earlier this year, this training is mandatory. The next training is in Tucson taking place June 25<sup>th</sup>-June 27<sup>th</sup>. It will be decided soon who will be attending this conference.

5. Matalyn Gardner stated that she had invited Fire Chief Staub to speak at the EVP HOA meeting on May 23<sup>rd</sup>. Toby Waugh who runs Firewise in Payson will also be attending. She said the Chief will discuss what the Fire Board is and how Firewise and the Fire Board are working together for the community.

### **Unfinished Business**

A. Discussion and or possible action concerning ongoing community fire safety issues.

#### 1. Water Bladder Update

Matalyn stated that the Fire Chief had procured a 20,000 gallon water bladder for EVP. He stated that they will set it up. We will need to purchase the fence to contain the bladder, if one is needed. Matalyn also spoke with Don Nunelly with the Forest Service and he was unsure about the location outside of the EVP gate for placement. He felt it would not be accessible for the fire trucks. Matalyn explained to him that it was the firefighters that had suggested the site. Other areas were discussed. Matalyn will speak with the Chief and have him view potential areas to give his opinion. A lot owned by

EVP resident that's currently for sale will be considered. Margaret Nelson is the owner of the lot. Matalyn will be calling her to discuss a lease/buy proposal.

Update on dumpster dates for brush removal.

2. Polly Weaver's replacement for Fire Board Member.

The two guests in attendance, Maggie Means and Leslie Reeves indicated an interest in serving on the Board. Both ladies stated they would be fine with whoever was chosen. After discussion, Ardith Hogan made a motion that Leslie Reeves be appointed to the position vacated by Polly Weaver. Tamara Kinnaman seconded and all were in favor. If another position is vacated, Maggie Means stated she would be willing to fill that position.

3. Review and action on payment to Arbortech for brush removal.

The bill for the service provided to the community for brush removal paid for by proceeds from the Board was discussed. Arbortech's services, which included chipping, skid steer hours, brush hauling and dump fees resulted in a balance of \$4057.77. This included the cost of Arbortech's sub-contracting some of the work with Jon's Yard Service. After viewing the documents presented, Ardith Hogan made a motion that the Board pay the \$4057.77 to Arbortech for services provided. Tamara Kinnaman seconded. All were in favor.

4. Discussion and possible action on dumpsters scheduled for future use. The second dumpster is currently scheduled for July 2-9. The third is scheduled for September 3-10. Firewise will pay for the first, EVPFDB will pay for the second and the third. The cost is \$150.00 per dumpster. It was discussed that the brush removal pickup was such a success, with several residents reporting on how easy the process was, that it may be beneficial to include another brush pickup this year. It was stated that residents did a great job on clearing their lots and it motivated others to clean theirs, seeing the brush stacked on the roads. This item will be placed on the June Agenda for further discussion.

5. Consideration and action on proposed 2015-2016 EVP Fire District Board Budget

The preliminary proposed budget was presented by Ardith Hogan. This will be for the fiscal year, beginning on 7/1/2015 and ending 6/30/2016. She estimated the budgets for fiscal years 2016-2017 and 2017-2018. The

proposed budget will be displayed on the EVPFDB board at the EVP Clubhouse and the EVP Library for residents to view, as mandated by law. Tamara Kinnaman made a motion that the preliminary proposed budget be accepted. Matalyn Gardner seconded. All were in favor.

### **Arizona Legislative Updates Regarding Fire Board Districts**

Fire Districts have 90 days to fill replacements on the Board when someone resigns. The Board cannot be lower than a number needed to have a quorum (3 in our case). If the district is unable to fill the position in 90 days the County has 60 days to fill the position or then hire an Administrator (not from the community). A 6 hour training class will be required for all newly elected Board members.

We have decided to meet at least 6 times a year, which may or may not be consecutive in months. Scheduled meetings will be posted on the EVP Clubhouse board regarding Fire Board issues.

### **Call to the Public**

This is the time for the public to comment. Members of the Board may not discuss items that are not on the agenda. Therefore, action taken as a result of public comments will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date. Leslie Reeves and Maggie Means were in attendance. Their comments consisted of being considered for the EVPFDB as members.

### **Future Meeting Dates and Items for Future Agendas**

The next EVPFB meeting will be June 29th at 5:00pm. All residents are encouraged to attend any Fire Board Meeting.

The issues for the next agenda will be:

1. Water Bladder update.
2. Name of Board Member and their term limit.
3. Final Approval of the Annual Budget.
4. Dumpster discussion & possible action.
5. EVPFDB Bylaws. Update to reflect current Fire Board Districts criteria.
6. Resignations of Jim Hinton as a Board Member & Tamara Kinnaman as Clerk. Discussion & possible action

regarding appointment of replacements.

## Adjournment

Tamara Kinnaman made a motion that the meeting be adjourned. Seconded by Ardith Hogan. All were in favor. Meeting was adjourned at 7:00 pm, Monday, May 18th, 2015.

Respectfully submitted,

A handwritten signature in cursive script that reads "Tamara Kinnaman". The signature is written in black ink and is positioned below the typed name.

Tamara Kinnaman  
Clerk of the Board of EVPFD

Any person with any disability may request a reasonable accommodation, by contacting any Board Member. Requests should be made as early as possible to arrange the accommodation.