



Minutes of the Regular meeting of the Elected Officials of Rio Rico Medical & Fire District
held on May 26, 2021 Station #3, 822 Pendleton Dr., Rio Rico, AZ

To comply with CDC social distancing guidelines the Board meeting room at Station 3 was closed to the public.
The meeting was held remotely.

1. Call meeting to order
 - Meeting is being recorded
 - Meeting called to order by Frank Bejarano at 5:30 p.m.
2. Pledge of Allegiance
3. Call to the Public
 - None
4. Roll call for board members
 - Present remotely: Frank Bejarano, Michael Carlson, Dean Davis. Brad Beach joined meeting at 6:05 p.m.
 - Absent: Dora Urias
5. Approval of minutes for the District Meeting held on April 28, 2021
 - Motion to approve the District Meeting minutes of April 28, 2021 made by Dean Davis, second by Michael Carlson
 - Motion passed unanimously by verbal vote
6. Fire Chief's Reports and Staff Reports:
 - Moment of silence for Nogales Police Officer Jeremy Brinton
 - a. Call Summary
 - Total Calls: 239 911s 64 IFTs 112 Fires 7 Others 56
 - b. Operational Reports
 - i. Equipment, vehicle, station
 - TRT 522 – slide out unit to be built into the rear box for ease in removing equipment from the truck; exploring options regarding painting vs buffing out to restore shine
 - Picture shown of a Rosenbauer Type 3 unit similar to RRMFD is purchasing
 - ii. Training
 - EMS Trainings utilizing on line platforms.
 - Minimum Company Trainings: Shift/Station trainings on Tuesdays; Captains Choice quarterly
 - AZRedi Training & Update for Telemedicine
 - E520 training for wild land response
 - Swift Water Training attended by Seth Hodgeson who is schedule to complete the 200 hour Technical Rescue Technician course in June. Three additional personnel are schedule to complete the TRT training as well
 - iii. Personnel
 - Wildland assignment – Sycamore Canyon Fire. T523 and Medical team deployed: Engine Boss Cruz, Firefighters Moffitt, Saenz and Ugarte. Mark South out on fire as well.
 - EMS Coordinator position posted; received 6 applications, one withdrew. Ana Holman and Chief Amezaga will review applications; update to the Board next meeting on who was selected.
 - Will be posting for a Training Coordinator in June to assist DC Johnson, Frank Granados and Captains with trainings
 - Labor Management Teamwork –

- Mandatory COVID vaccination discussed as addressed in prior Board meeting; if things continue as they have been, we may not need to address this although it will be readdressed at the July Board meeting.
 - No Annexation Banner utilizing out of service engines to move to different locations. The Union will be involved with canvassing neighborhood with flyers/letters containing information (off duty).
 - Frank Bejarano suggested radio communication.
 - Michael Carlson suggested current residents of the District be included in some form of communication regarding the annexation and implication.
 - Chief Amezaga will look into the cost of radio advertisement and mass mailing of information
- iv. COVID -19 Update
- One individual had been out sick with COVID; recovered and back at work; no symptoms
 - No COVID 911 or IFT transports
 - Dr. Pereira to have COVID vaccine educational meetings with each shift
 - Santa Cruz County Health Department registering for COVID vaccinations
- c. Fire Marshal
- i. Inspections and Plans
- 295 NFIRS reports uploaded for April, 2021; COVID 19 positive/negative results through March, 2021 updated
 - Participated in 5 webinars
 - Nominated to be the Director of Membership for the SAFMA
 - Tubac Fire District is joining First Due
 - Trained all shifts for Hydrant Testing – new gait valve to reduce time in testing and water waste
 - No Burn Permits issued. SE Arizona under Stage 2 Fire Restriction – no campfire, smoking, welding or discharging of firearms. No permits will be issued until the restrictions are lifted.
 - Processed 7 plan reviews/inspections
 - Received 7 fire calls – 1 mutual aid, 1 wildland, 1 cancelled enroute, 3 fires and 1 illegal burn
- ii. Community Events
- Participated in the RRHS Graduation Parade. 3 Staff members had family members graduating, Captain Ibarra, Firefighter Trevino and Manriquez
 - Preparing for tribute to Police Officer J. Brinton

7. Administrative Report:

- a. Presentation of monthly Financial Reports up to April 30th, 2021
- Monthly Financial Reports through April 30th, 2021 presented by Ana Holman
 - Michael Carlson recommends to separate NSFD funds a bit more especially if the public starts to attend, as we made commitments to the public that it doesn't affect RRMFD financials in any way. This can be confusing unless you are really up on it. Work on different display and presentation for the new fiscal year (July, 2021) for NSFD financial info.
 - Ana Holman did a projection from now until October (next receipt of tax revenue) we are right on point with tax revenue and expense for NSFD with one brown out day per month
 - Two million dollar collection for fiscal year reached May 25, 2021
 - 2021 Review of Policies:
 - Board Policy adopted May, 2020 – need annual review per Board policy
 - Financial Policy adopted June, 2020 – need annual review per Board policy
 Ana Holman will send policies to Board Members for review prior to next Board meeting
 - Real Estate Tax House Bill submitted (vote expected this week)
 - Commercial property tax assessment ratio reduction by 1% (from 18% to 17% over a two year period) and corresponding tax rate cap adjustment (3.25 to 3.37 to 3.50 over two years). Ana will work on numbers for outcome to District.
 - Recreational marijuana Tax Revenue
 - Collection to be distributed June and December. Do not know what the value may be.
 - Have registered with the Secretary of State; accounts have been registered

- Chief Amezaga noted value will be based on the number of personnel enrolled in PSPRS
- Fire Districts to receive 34% of revenue
- Open source funding to be utilized by the District as necessary
- 2021 AFDA/AFCA Summer Conference Registration is open. Conference being held in Glendale, Az. July 5th through July 8th. Need two Board members to attend – possibly the Chairman and the Clerk.

8. Old Business:

- a. Update on the NSFD transition
 - Going well; crews taking time to make stations looking better, air conditioning repair needed. Slow Month – crews are doing filing and updating report. Septic system issue – working on solution.
 - Frank Bejarano suggested a possible meet and greet for the NSFD residents
 - Chief Amezaga and Ana Holman met with the NSFD Board at their Board meeting and presented the financial adoption for 2021-2022; financial situation looking much than originally predicted.
- b. Update and discussion regarding the purchase of the Type 1/ Type 3 fire truck financial information
 - Chief Amezaga and Ana Holman discussed and reviewed numbers for moving forward. Ana Holman stated the District had a really good collection month in April. She has also been in contact with the county regarding daily balances. As of May 25, 2021 the District can put \$392,000 toward the purchase of the Type 3 truck. The District needs \$1.1 million in the bank to continue normal operations with no restrictions until October, 2021 at which time the tax revenue will be collected. Projection is the District will close with \$1.5 million allowing the use of \$392,000 for the Type 3 truck.
 - Chief Amezaga noted purchasing the truck outright would save overall on interest. Upon delivery of the truck, the District will be required to pay the Arizona state use tax which is included in the next fiscal year budget.

9. New Business:

- a. Discussion and possible action to approve April 30th, 2021 monthly financial reports
 - Motion to approve monthly financial reports as presented for April 30th, 2021 made by Michael Carlson, second by Dean Davis
 - Motion passed unanimously by verbal vote
- b. Presentation of the 2021-2022 Budget Proposal by Budget Committee with discussion and possible action to approve publication of the budget proposal as presented.
 - 2021-2022 Budget Proposal presented by Ana Holman
 - Highlights noted:
 - Assessed value increased 4.2%
 - Expenses remained the same
 - Big change is in personnel as we are proposing a new wage scale. After 3 years, proposed dropping the Step 1 value and replacing with Step 2 value and adding a higher Step 12 value. This will bring us comparable to Tubac and bring RRMFD in line with the 80% value for personnel (previously at 76%), 15% operations and admin and 5% equipment replacement. Michael Carlson noted without additional revenue sources don't want to increase too much and possibly take back later. Property values for tax base are limited and cannot go up more than 5% within the year. Dean Davis noted there will be an increase due to the housing market; however, can't use funds until we have them and this proposal allowed the committee to give what they could without jeopardizing operations.
 - Proposing no tax rate increase from 3.6786 but are proposing a change in distribution from .5786 to a .4786 bond obligation and increasing property value from 3.1 to 3.2. Michael Carlson noted the District cannot prepay bond and by adjusting distribution, it will leave funds to meet bond obligation payments and still have funding to run the District.
 - Operational expense less than revenue allowing for excess to be placed in the capital reserve account
 - Motion to approve publication of the 2021-2022 Budget Proposal as presented made by Brad Beach, second by Dean Davis
 - Motion passed unanimously by verbal vote
 - Dean Davis noted the budget includes funds for redoing restrooms at Station 2 and asphalt maintenance

10. Upcoming meeting discussion:

a. Monthly Board Meeting – June 30th, 2021

- Ana Holman noted she would appreciate having a quorum available for the upcoming meeting to adopt the budget before July 1.
- Michael Carlson suggested possibly having a special meeting following the 20 days of posting for the budget to ensure meeting the deadline
- Michael Carlson noted there is a performance appraisal that is due
- Chief Amezaga requested Contract negotiation clarification being reviewed by legal be placed on the agenda
- Frank Bejarano requested update regarding Fire Station 1 funding and building
- Frank Bejarano suggested Dora Urias possibly attend the AFDA conference/training in Brad Beach's absence. Dean Davis would like to participate in the conference as well.

11. Adjournment:

- Motion to adjourn made by Dean Davis, second by Brad Beach
- Motion passed unanimously by verbal vote
- Meeting adjourned at 6:52 p.m.

Dated this 22 day of July, 2021.

Rio Rico Medical & Fire District Elected Official

Brad Beach,  Clerk of the Board