

**APPROVED MINUTES OF A SPECIAL MEETING OF THE MESCAL-J6 FIRE DISTRICT
HELD ON Monday, June 6, 2016**

Meeting was called to order at 18:35 by Board Chair, Mr. Mark Lee. Present at roll call were Board Members, Mark Lee, Dan Simmons, Jerry Conrad, Mary Bowen, and Sue Dupee. A quorum existed.

Before the meeting began, Mr. Lee introduced Larry Anderson, Special Project Coordinator. Mr. Anderson gave a brief overview of his employment status. Currently, he is still affiliated with the Department of Homeland Security as well as working on various initiatives with Mescal J6 Fire District (MJFD). Mr. Anderson expressed his interest in becoming more active with MJFD, now that his service with the Tohono O'odham Nation has concluded. Some of the initiatives that have been discussed are: community outreach, ideas for marketing the Mescal J6 Fire District, and involvement in the Fire Corps, which would bring volunteer opportunities, training, emergency response training for youth and adults, etc.

Item 1: Five-Year Plan: Chief Moran presented the Five-Year Plan, and although the format has changed to condense the document, there have been no changes to content since approved by the Board on May 9, 2016.

Mr. Lee confirmed that Item #11, was a reference to building a new ADA approved handicap ramp to the front of the building. He also recommended adding outdoor lighting to the project list for the Admin. Building, along with the handicap ramp and painting of the building's exterior.

Item 2: Review of the 2016-2017 Operations and Maintenance and Reserve Budgets: Chief Moran presented the 2016/2017 Draft Operations Maintenance Budget with projections. He pointed out that proposed changes to this Budget, 11 in total, are on the last page of the document, but even with these changes, the bottom line was not affected.

Mr. Lee confirmed that the plan is to carryover \$80,000.00 from the Warrant Account with \$20,000 of that being allocated to the Reserve Account in the 2016/2017 Budget. Mr. Lee notified the Board that the District's total income was approximately \$245,000, and with an expected carryovers from the current fiscal year to the upcoming fiscal year, that means that the District is carrying over nearly 50% of its income from the 2015/2016 fiscal year. Mr. Lee and Chief Moran both agreed this is an enviable position for any of the Fire Districts.

Chief Moran presented the Reserve Budget, which has not changed since the Board approved it during the May 9, 2016 Special Meeting. Mrs. Mary Bowen confirmed that the District is not required to present a Reserve Budget for Fiscal Year 2017/2018 at this time. Chief said that one expenditure from the Reserve Account will be for Automatic External Defibrillators (AED). He mentioned that thru HCI the District can replace supplies more cost efficiently, and there is also the advantage of using the same products as the firefighting and EMS personnel have trained on.

Item 3: Public Hearing: Mr. Lee called the Public Hearing to order at 18:52.

- Mrs. Barbara Radzykewycz – Representing the CDO as a Board Member, stated that because she is not savvy in accounting or public accounting that she struggles to understand from where the figures are coming to build the budget. Because of her personal deficiencies in this area, she stated that she researched budgets prepared by other Fire Districts, and recommendations of the AFDA. She offered the budget, produced by Golder Ranch Fire District, to the Board and audience.

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- Mr. Harry Stacey – Representing the CDO, questioned the carryover from the current fiscal year to the 2016/2017 fiscal year, disturbed that there is no line item for this carryover. Mr. Lee explained that Line Item 4570, Transfers in (carryover), shows an estimated carryover of \$60,000. As it turns out, Mr. Stacey was making his inquiry based on an outdated budget document, and was frustrated that he was not provided with a more current document before the June 6 meeting. Mr. Stacey was informed that the document up for discussion and adoption at the June 6 meeting had been posted on the District's website and three locations around Mescal J6 for at least the past twenty days.
- Mrs. Mary McCool – Representing the CDO as its Chairperson, Mrs. McCool addressed the Board and told them that the year ahead's projections should be made based on actuals for two preceding years and that the budget should not be constructed arbitrarily. She continued to tell the Board her opinion on how the budgets should be drafted and written, and from where to pull relevant data. She stated that she "would like to go on record saying we are discouraged that the above documents or support documents with equivalent information are not completely provided for this evening's discussion. We cannot repeat enough how much easier it is for the public to be prepared for the budget process when the above documents and information are provided as background and support before the budget meeting and we cannot express often enough on how a twelve-month cash flow projection designed, such as Golder Ranch, builds community confidence. The report is easy to understand, records actuals, provides projections illustrating priority, it's reviewed and adjusted by the Board and readily demonstrates financial shortfalls and the capacity for sustainability."
- Mr. Larry Anderson addressed the Board suggesting that perhaps he could sit with the CDO's Chairperson and mentor her in the process and actions of the Board, because the point was made that the District is financially stable and making projections based on factual information. He said he believes that the District is doing nothing wrong, the CDO isn't doing anything wrong, but there is a miscommunication and trust factor that is challenging. He said he would like to play a part in resolving these issues because it's counterproductive for everyone.

Mr. Simmons commented that in his professional experience, the things that seem "Simple" to those commenting tonight are not as simple with a very small administrative staff, such as MJFD's. He continued by saying "All of these things that would be easier for you to understand are not going to magically happen when we have one part-time Fire Chief, and one part-time administrative staffer trying to do what entire staffs and districts do all day long and on a full-time basis." He continued by saying, "I don't believe anybody in this department, Board or staff, is trying to negate doing something that would be nice to have. These people right here, are doing the best they can with what they have to work with, and not for much money, and the Board, who use to do all of these functions is doing it for nothing."

Mr. Lee confirmed there were no other comments, and declared the public hearing closed at 7:10 pm.

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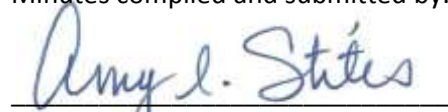
Item 4: Adoption of the 2016/2017 Budget Package: Mr. Lee asked if there was a motion to adopt the 2016/2017 Operations Maintenance Budget. Mr. Simmons made a motion to adopt the 2016/2017 Operations Maintenance Budget as written. Mr. Conrad seconded the motion, which carried 5-0.

Mr. Conrad made a motion to adopt the 2016/2017 Reserve Budget. Mrs. Dupee seconded the motion, which carried 5-0.

Mr. Simmons made a motion to adopt the Five-Year Plan. Mrs. Dupee seconded the motion, which carried 5-0.

Item 5: Adjourn: Mr. Conrad made a motion to adjourn, with Mrs. Dupee seconding the motion which carried 5-0. Mr. Lee declared the meeting adjourned at 19:12 hours.

Minutes compiled and submitted by:



Amy Stites, June 8, 2016