

NORTHWEST FIRE DISTRICT
Minutes of the Bond Committee Meeting
Tuesday, April 6, 2016

I. Call to order

Assistant Chief Emans called the meeting to order at 12:13 p.m. The meeting was held at the NWFD Training Center, 5125 W. Camino de Fuego.

II. Roll call

The following persons were present: Mark Favara, Jason Stumm, Bonnie Medler, Jania Arnoldi, Dan Contorno, Jennifer Schomburg, David Yamada, Thomas Benavidez, Doug Emans, Brad Bradley, Trina Motto, Dave Gephart, Brian Keeley and Heather D'Amico. Brief introductions followed.

III. Business

A. Introduction, Discussion, and Possible Action on the Purpose and Expectations of a Bond Committee, Historical Perspective of Bonded Projects, Reason and Purpose for Bonds, and Overview of Potential Bond Projects.

Dave Gephart, Finance Director, stated this discussion would begin by Thomas Benavidez presenting the core elements of the Open Meeting Law. Mr. Benavidez discussed the following items:

- Two Core Elements
- Why Do We Have an Open Meeting Law?
- What Constitutes a Meeting?
- Who Must Comply with Open Meeting Law?
- What Is Required Under the Open Meeting Law?
- Notice/Agenda/Minutes
- Executive Session
- Hypothetical Situations
- Where to Turn for Help

Mr. Gephart reported the Bond Committee is not authorized to promote projects or bond elections. Members must remain neutral until the Committee is disbanded. A brief discussion followed regarding hypothetical situations.

Mr. Gephart discussed the purpose and expectations of a Bond Committee, the historical perspective of bonded projects, and the reason and purpose for bonds. Additionally, the following items were discussed:

- Appointee of a Chair and Vice Chair
- Historical bond projects: 12 projects totaling approximately \$37.5 million
- Bond sales: 2005, 2007 & 2010
- Need for Administration facility
- Training Center
- Bond process/ Advanced refunding
- Interest rates
- Bond funds vs. debt service funds
- Early projections for new projects (3) totaling \$15 million
- Remaining balance from 2004 bond funds
- Station 37 and response times
- Station 40 and response times
- Light, medium, & heavy stations
- Boundary growth potential
- Station locations
- Purpose, need & expectations of the Bond Committee
- Roles of the Chair

Additionally, members of the Bond Committee requested a map and growth potentials be presented at the next meeting. The next meeting is scheduled for April 20, 2016 at 12pm.

B. Discussion of the Core Elements of Arizona’s Open Meeting Law Provided by Northwest Fire District’s Legal Counsel, Thomas Benavidez.

Thomas Benavidez presented this item under Business Item “A”.

IV. Future Agenda Items

The following items will be presented at the next meeting:

- Appointee of Chair & Vice Chair
- Maps/Growth projections
- Details on station costs
- Service areas
- Costs per light, medium, & heavy stations
- Accreditation Standards & Standards of cover (SOC)
- Response times

V. Adjournment

The meeting was adjourned at 2:08 p.m.