

NORTHWEST FIRE DISTRICT
Minutes of the Bond Committee Meeting
Wednesday, May 18, 2016

I. Call to order

Jason Stumm called the meeting to order at 12:20 p.m. The meeting was held at the NWFD Training Center, 5125 W. Camino de Fuego.

The following Committee members were present: Mark Favara, Jason Stumm, Dan Contorno, Jennifer Schomburg, David Yamada, and Marsha Johnson

The following staff members were present: Chief Michael J. Brandt, Community Affairs Manager Trina Motto, Finance Director Dave Gephart, Captain Brian Keeley, Division Chief Mike Duncan, and Secretary Heather D'Amico

II. The Pledge of Allegiance

Jason Stumm led the Pledge of Allegiance to the Flag.

III. Public Forum

No members of the public requested to speak at this time.

IV. Consent Agenda

Jason Stumm made the following motion, seconded by Dan Contorno and approved unanimously with six ayes:

MOVE TO APPROVE ITEMS A THROUGH C ON THE MAY 18, 2016, CONSENT AGENDA AS PRESENTED.

V. Business

A. Introduction of Northwest Fire District Resident Marsha Johnson to the Bond Advisory Committee Membership and NWFD Staff.

Marsha Johnson was introduced to the Bond Committee and to NWFD staff. Additionally, the resignation of David Yamada, who is relocating to Florida to accept a job opportunity, was announced. No further discussion took place regarding the resignation.

B. Overview of Election Process, Bond Funding Environment, and Past

Erika Coombs, a representative from Stifle, presented statistical information from the District on the bond process. The following items were discussed:

- Historical Assessed Valuations
- Outstanding Bonds

- Historical Tax Rates
- Current Capacity Calculations
- Tax Rate Comparisons
- Estimated Debt Service Requested & Projected
- Estimated Costs to Taxpayers
- Recap of Assumptions
- Bond Election History
- General Election Timeline

Paul Ulan, from Primary Consultants, LLC, was present to provide a brief overview of the election process, prior election results, voter information/turnout and community support.

C. Overview on NWFD Financial Environment

Finance Director, Dave Gephart, presented on the financial structure of the District. The following items were discussed:

- Funds/Departments
- Adopted Budget
- Tax Rates
- Revenues by Source
- Expenditures
- Components of Property Taxes
- Historical Assessed Values/Trends
- Historical NWFD Tax Rates
- Combined Tax Rates of Surrounding Fire Districts
- GFOA Certificate of Achievement
- Why Bond?
- NWFD Financial Facts
- Projected Ambulance Fund/Revenue
- C.O.N. (Certificate of Necessity)

D. Discussion and Information on the Bond Committee Members' Sense and Perception on the Information, Issues, Projects and Costs Presented by NWFD Staff and Guest Presenters Relative to a Potential 2016 Bond Election

Based on the information presented to date, all present Committee members were in support of moving forward with a bond recommendation. Furthermore, Dan Cortorno and Jennifer Schomberg recommended the District reevaluate and ensure the proposed bond amount cover the District's near term capital needs.

IV. Future Agenda Items

The following items will be presented at the next meeting:

1. Draft of the bond proposal

V. Adjournment

Jason Stumm made the following motion, seconded by Mark Favara:

MOVE TO ADJOURN THE MEETING AT 2:31 P.M.

Minutes approved by the Bond Advisory Committee at its June 1, 2016, Committee meeting.

Jania Arnoldi, Committee Chair