



# NORTHWEST FIRE DISTRICT

SERVING RESIDENTS OF THE NORTHWEST FIRE DISTRICT, THE FLOWING WELLS  
COMMUNITY AND THE TOWN OF MARANA

PROUD TO BE ACCREDITED BY THE COMMISSION ON FIRE ACCREDITATION INTERNATIONAL

PHONE: (520) 887-1010 FAX: (520) 887-1034 [www.northwestfire.org](http://www.northwestfire.org)



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## Minutes of the Northwest Fire District Governing Board Regular Meeting January 24, 2017

- I. Call to Order/Roll Call/Affirmation of Quorum
- II. Salute to the Flag of the United States of America
- III. Presentation of Service Awards
- IV. Public Forum
- V. Consent Agenda

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| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                            |
| <b>MOVER:</b>    | George Carter, Chairman                                |
| <b>SECONDER:</b> | Becky Hicks, Board Member                              |
| <b>AYES:</b>     | George Carter, Bruce A. Kaplan, Peg Green, Becky Hicks |
| <b>EXCUSED:</b>  | David Talas  |

### Approval of Consent Agenda

- A. Approval of the Minutes of the December 13, 2016, Regular Governing Board Meeting
- B. Adoption of Resolution No. 2017-001 Ordering the Pima County Parcels Annexation Pursuant to A.R.S. Section 48-262(I); the Parcels Are Located in Pima County, Arizona
- C. Adoption of Resolution 2017-003 Approving Amendment No. 9 to the Intergovernmental Agreement for Dispatch Services with Golder Ranch Fire District
- D. Adoption of Resolution No. 2017-004 Ordering the Joseph M. Parsons Annexation, Pursuant to A.R.S. Section 48-262(I); the Parcel Numbers Are 21718001J, 21718001N, 21718001F, 217180050, 21718003B, 217180040, 217180060 and 21718007C; the Annexation Area is Located North of Marana Road in Marana, Pima County, Arizona
- E. Adoption of Resolution No. 2017-005 Ordering the Joseph C. Parsons Annexation, Pursuant to A.R.S. Section 48-262(I); the Parcel Numbers Are 21718001H and 217180020; the Annexation Area is Located North of Marana Road in Marana, Pima County, Arizona
- F. Approval of an Amendment Renewing the Fire Protection Agreement with CalPortland Company, Rillito Cement Plant, from February 14, 2017, through February 13, 2018

- G. Approval of the Purchase of Ten (10) Sets of Replacement Mobile Data Computer Systems from CDW-G for \$45,242.53 Using the National IPA Technology Solutions Contract No. 130733
- H. Approval of the Northwest Fire District Proposed Budget Development and Adoption Calendar for the Fiscal Year Ending June 30, 2018
- I. Approval of Renewal of Cisco Annual Support Agreement with Logicalis, Inc., for Information Technology Hardware and Software
- J. Approval to Purchase Four (4) Thermal Imaging Cameras.
- K. Approval to Award Invitation for Bid (IFB) No. 1607 Regarding Formal Uniform Items
- L. Approval to Authorize Staff to Release Request for Qualifications (RFQ) No. 1701 for Construction Manager at Risk Services for Construction of New Fire Stations

## **VI. Reports and Correspondence**

### **A. Fire Chief's Report**

**This is a summary of the activities of the Fire Chief and Administrative Staff concerning each of the District's Divisions including: Fire Suppression, Emergency Medical Services, Administrative Services, Finance, Human Resources, Special Projects, Logistics, Prevention and Safety Division and Wild Land Fire Fighting; the report might also include Administrative Activities in Annexations, Intergovernmental Relations, Community Assistance Programs, Fleet and Equipment, Labor and Management Relations, District Revenues and Expenditures, Strategic Planning, Information Technology, Status of Construction Projects, Status of Facilities, Public Outreach and Training.**

The reports were included in the packet; there was no discussion.

### **B. Financial Reports**

This report is a summary of the District's Financial Status including: Monthly Board Financial Report, Monthly Disbursements Report, Revenue and Expenditure Reports, Real Estate Tax Revenue Spreadsheets, Monthly Bond Report and Arizona State Land Billing and Payment Reports. The Board will be asked to approve the District's Monthly Disbursements Report.

Financial Reports

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| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                            |
| <b>MOVER:</b>    | George Carter, Chairman                                |
| <b>SECONDER:</b> | Bruce A. Kaplan, Vice Chair                            |
| <b>AYES:</b>     | George Carter, Bruce A. Kaplan, Peg Green, Becky Hicks |
| <b>EXCUSED:</b>  | David Talas  |

**VII. Business**

- A. Review, Discussion & Authorization Approving Resolution No. 2017-002 for Bond Reimbursement of Certain District Expenditures Related to Capital Improvement Projects

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| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                            |
| <b>MOVER:</b>    | George Carter, Chairman                                |
| <b>SECONDER:</b> | Peg Green, Board Member                                |
| <b>AYES:</b>     | George Carter, Bruce A. Kaplan, Peg Green, Becky Hicks |
| <b>EXCUSED:</b>  | David Talas  |

- B. Discussion of Public Safety Personnel Retirement System and Related Rate Increase Effective July 1, 2017, and Its Impact on the Upcoming Budget Season

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| <b>RESULT:</b> | <b>DISCUSSED</b> |
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- C. Update on Information Technology Services, Infrastructure and Management

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| <b>RESULT:</b> | <b>DISCUSSED</b> |
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- D. Discussion and Possible Action to Review and Propose Amendments to the District's Bylaws.

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| <b>RESULT:</b> | <b>DISCUSSED</b> |
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- E. Review, Discussion, and Direction to the Administrative Services Director Regarding the Fire Chief's Job Description, Minimum Qualifications, Number of Employees Qualified to Apply for the Position, and a List of Objectives for the New Fire Chief.

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| <b>RESULT:</b> | <b>DISCUSSED</b> |
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**VIII. Future Agenda Items [A Governing Board Member May Bring Forth General Topics for a Future Meeting Agenda. The Governing Board May Not Discuss, Deliberate or Take Any Action on the Topics Presented, Pursuant to A.R.S. § 38-431.02 (H).]**

This item allows an *individual* Governing Board member to recommend item(s) to be placed on future agendas. The Board will not discuss the item(s) at this time because it would be a violation of the Open Meeting Laws and no voting action will be taken on the recommended item(s).

- 1) Streaming Process for Board Meetings

**IX. Adjournment**

George Carter made the following motion, seconded by Becky Hicks and approved unanimously with four ayes:

MOVE TO ADJOURN THE MEETING AT 9:05 P.M.

Minutes approved by the Northwest Fire District Board at its February 28, 2017, Regular Governing Board Meeting.

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Becky Hicks  
Board Clerk