

# APPLE VALLEY FIRE PROTECTION DISTRICT

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## MINUTES OF REGULAR MEETING BOARD OF DIRECTORS

October 18, 2016

- 1.0 CALL TO ORDER: President Leary 6:00 PM
- 2.0 PLEDGE OF ALLEGIANCE: Director Savage
- 3.0 ROLL CALL:  
Present: Director Savage, Director Karen, Vice President Jeffs, President Leary  
Absent: Director Tinsley
- 4.0 SPECIAL ANNOUNCEMENTS/PRESENTATIONS:
  - .01 Introduction of New Employees:
    - a) Paid Call Firefighter Jeffrey Franco. The Fire Chief briefly introduced PCF Franco to the Board noting he was a recent hire and addition to the paid call program. PCF Franco followed the Chief's comments by thanking the Board for the opportunity to work at the District.
  - .02 CERT Presentation. CERT Commander Dawn Harrison thanked the Board and the District for their support of the program and for the participation of the Explorers along with other District staff at a recent CERT drill. Ms. Harrison went on to thank in particular Captain Jim Hulbert, Director Karen and Susan Mulvaney who are also CERT members, PCF Lieutenant Robert Simpson, PCF Paramedic Manny Lafarga and Captain Rich Unferdorfer. In particular Commander Harrison noted Captain Unferdorfer's "solutions to roadblocks", his assistance with the firefighter rehab training and work on the Command bus.  
  
Additionally, Ms. Harrison thanked the Board for allowing CERT to share space with the District at FS 336. She concluded her remarks by inviting the Board to the DSW (Disaster Service Worker) appreciation event at 6 PM on November 3, 2016 at Fire Station 336.
  - .03 SDRMA President's Special Acknowledgement. President Leary presented a certificate from SDRMA to Fire Chief Sid Hultquist acknowledging the District's five consecutive years of no paid claims. Mr. Leary remarked that the District's diligence with risk management had reduced risk management cost to the agency and expressed his gratitude and thanks on behalf of the Board for 'no claims'.
- 5.0 PUBLIC COMMENT: None.
- 6.0 DIRECTORS' RESPONSE TO PUBLIC COMMENT: None.
- 7.0 CONSENT AGENDA:
  - .01 Personnel Report for September 2016
  - .02 Operations Report for September 2016
  - .03 Community Risk Reduction Report for September 2016

- .04 Fleet Services Program Report September 2016
- .05 Fiscal Report for July through September 2016 Year to Date figures

President Leary asked if there were any questions about the Consent Agenda. President Leary pulled Item 7.05 for further comment. M/S Jeffs/Karen to approve Consent Agenda items 7.01 through 7.04 as presented. Motion carried by unanimous voice vote of Board members present.

With regard to Consent Agenda Item 7.05, President Leary thanked Finance Officer Brown for her narrative and explanation for why some areas weren't showing exactly what they should. He thanked her for her work on the report and noted that there was going to be a lot of adjustments on Attachment D as we go forward. President Leary then went on to ask if anyone else had any questions or comment. There was no further discussion. M/S Jeffs/Savage to approve Consent Agenda item 7.05 as presented. Motion carried by unanimous voice vote of Board members present.

#### 8.0 APPROVAL OF MINUTES:

- .01 Minutes of Regular Meeting, September 20, 2016. M/S Karen/Savage to approve minutes of the September 20, 2016 regular board meeting. Motion carried by unanimous voice vote of Board members present.

- 9.0 CORRESPONDENCE: President Leary noted there was three very nice positive letters and hoped that everyone had read them.

#### 10.0 INFORMATION & DISCUSSION ITEMS:

- .01 Information Only Items: None.
- .02 Discussion Items: None.

#### 11.0 BOARD COMMITTEE REPORTS:

- .01 Budget & Finance Committee. President Leary reported that the Finance Committee had a "pretty extensive" meeting on September 28 going over the unaudited actuals with the Finance Officer. In particular he pointed out that money borrowed from the Capital Improvement Fund had been restored and said the District had done a good job with the workers' comp funds of one million dollars for the tail noting that the District is up to date for the workers comp tail and the CIP and could now begin to look at the PERS (pension) liability. President Leary went on to explain that while the District is well ahead of the game on its unfunded liability that it was important to keep going forward with it. Mr. Leary concluded his remarks by requesting the committee meet next month before the next Board meeting.
- .02 Special Tax Measure Committee. With Director Tinsley's absence President Leary called on Director Karen to update on the Special Tax Measure Committee. Director Karen noted his recent surgery had prevented him from attending recent meetings. Mr. Leary then called on Fire Marshal Jason Nailon. The Fire Marshal stated that he knew the CSAVEs group had met that morning and had been very active in its efforts for the special tax measure.

12.0 APPROVAL OF REPORTS: None.

13.0 PUBLIC HEARINGS: None.

14.0 ACTION ITEMS:

- .01 2015-2016 Fiscal Year End Budget Report. President Leary asked if anyone had any questions or comments about Finance Officer's Brown report. There was no further discussion. M/S Savage/Karen to approve the 2015-2016 Fiscal Year End Budget Report as presented. Motion carried by unanimous roll call vote of Board members present.
  
- .02 2015-2016 Fiscal Year End Budget Adjustments. President Leary asked the Board members present for any questions regarding the adjustments. There was no further discussion. M/S Jeffs/Karen to approve the 2015-2016 Fiscal Year End Budget Adjustments as presented. Motion carried by unanimous roll call vote of Board members present.

15.0 STAFF COMMENTS:

- .01 Fire Chief Hultquist:
  - a. Reported to the Board that the District had received a copy of the Resolution in Support of Measure A from the Apple Valley Unified School District Board.
  - b. Introduced PCF Franco's parents pointing out that his father Al Franco is a Captain with San Bernardino County Fire.
  
- .02 Finance Officer Brown: (Ms. Brown's comments followed the Directors' Comments but are added here for context)
  - a. Regarding the first quarter of FY 2016-2017 reported that the budget had been formulated on property taxes with a 1.5% increase and that the numbers are strong and will probably outperform projections.
  - b. Reminded the Board of the property tax advance the District had received from the County noting the County will take their first repayment for the loan at the end of December explaining if the property tax payment to the District was not great enough to cover the repayment to the County, the District still has the option to use its LAIF account for cash flow purposes. She continued by recalling to the Board the decision to use the County advance of property taxes was to solve the issue of getting a loan from the bank.
  - c. Announced she is happy with the overall performance for the first quarter and that typically the first quarter report would have been brought before the Board this month (October) but she plans to have that information for the Board next month.
  - d. Reported the first quarter had been relatively quiet and she did not anticipate having any first quarter adjustments.

16.0 DIRECTORS' COMMENTS:

- .01 Director Karen:
  - a. Reported on his attendance at the CSDA Conference noting it was a very good experience and that he had attended seven classes.
  - b. Thanked CERT Commander Harrison for her work with CERT.

- c. Welcomed PCF Jeff Franco to the District.
- d. Expressed his appreciation for the thank you letters the District had received.
- e. Thanked Finance Officer Brown for all her hard work.

.02 Director Savage:

- a. Asked about the Apple Valley School District Resolution and how that impacted their support of the tax measure. The Fire Chief responded that while the resolution is a formality that he had been briefed that the school teachers had been supporting the professional firefighters behind the scenes through the CSAVES committee.
- b. Congratulated and welcomed PCF Jeff Franco.
- c. Thanked Captain Al Franco for his career in public service.
- d. Thanked Finance Officer Brown for her report.
- e. Thanked CERT Commander Dawn Harrison for her presentation.
- f. Thanked President Leary for his presentation of the risk management award noting that "it is a big deal" not to have any claims for five consecutive years noting he works in that field and not having any claims is "astounding".
- g. Reported on his door-to-door work on behalf of Measure A and remarked they had received a lot of positive feedback.
- h. Briefed that the next two weeks are a crucial time to "hit hard" for the measure.
- i. Thanked Jason Nailon for organizing the door-to-door campaign.

.03 Director Jeffs:

- a. Welcomed PCF Jeffrey Franco and thanked his parents for getting him to this point.
- b. Thanked Commander Harrison.
- c. Thanked his wife, Sarah Jeffs.
- d. Thanked Doug Qualls for being present.
- e. Thanked everyone who is involved for their help with Measure A noting the campaign was leaps and bounds ahead of where we were two years ago.
- f. Thanked everyone for their hard work.

.04 President Leary:

- a. Welcomed PCF Jeff Franco remarking that he hoped everything works out and that in a month the District would be a little bit bigger place.
- b. Stated that Jason (Nailon) and Sid (Chief Hultquist) had been very busy with several activities and events as had several of the staff expressing his appreciation for everyone's efforts.
- c. Voiced his agreement with Vice President Jeffs' remarks that the effort and visibility of the Measure is so much different this time than the last time noting "we are all cautiously optimistic".
- d. Asked that anyone who might be interested in participating check the calendar of events to see where and when they might be able to help.
- e. Reported there was expected to be an informational meeting up in Sycamore Rocks and that he hoped to have more details on that the following day explaining there were plans to send a letter out to the north side.
- f. Announced there was to be an informational block party on Siskiyou Court the following week noting it had been scheduled and changed from the previous week and to follow the calendar for any changes. President Leary went on to say the

purpose of the meeting was to be solely for Measure A information for the neighbors and their friends. In conclusion to his announcement President Leary stated there may be more than two Board members at the meeting as well – not to discuss District business but for an informational meeting on the Measure.

- g. Thanked Dawn Harrison for her activities over the past couple of weeks.
- h. Thanked Doug Qualls for his efforts for the special tax measure.

17.0 CLOSED SESSION: None.

18.0 REPORT ON CLOSED SESSION: None.

19.0 FUTURE AGENDA ITEMS: None.

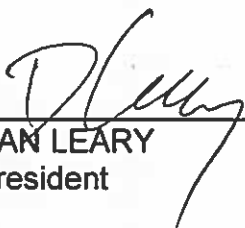
20.0 ADJOURNMENT: The meeting was adjourned at 6:26 PM M/S/P Jeffs/Savage.

ATTEST:



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ROSE MARIE GARRISON  
Recording Secretary



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DAN LEARY  
President