

APPLE VALLEY FIRE PROTECTION DISTRICT

22400 Headquarters Drive ☐ Apple Valley California 92307
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MINUTES OF REGULAR MEETING BOARD OF DIRECTORS

June 16, 2015

1.0 CALL TO ORDER: President Leary at 6:00 PM.

2.0 PLEDGE OF ALLEGIANCE: Director Tinsley

3.0 ROLL CALL:

Present: Director Alaniz, Director Tinsley, Vice President Jeffs, President Leary

Absent: Director Earp

4.0 SPECIAL ANNOUNCEMENTS/PRESENTATIONS: None.

5.0 PUBLIC COMMENT: None.

6.0 DIRECTORS' RESPONSE TO PUBLIC COMMENT: None.

7.0 CONSENT AGENDA:

.01 Personnel Report for May 2015

.02 Operations Report for May 2015

.03 Community Risk Reduction Report for May 2015

.05 Fleet Services Program Report May 2015

.06 Fiscal Reports for May 2015

M/S Tinsley/Alaniz to approve consent agenda as presented. Motion carried by unanimous voice vote of the Board members present.

8.0 APPROVAL OF MINUTES:

.01 Minutes of Special Board Meeting, May 14, 2015. M/S Alaniz/Tinsley to approve minutes of the May 14, 2015 special meeting as presented. Motion carried by unanimous voice vote of the Board members present.

.02 Minutes of Regular Board Meeting, May 19, 2015. M/S Alaniz/Tinsley to approve minutes of the May 19, 2015 regular meeting as presented. Motion carried by unanimous voice vote of the Board members present.

9.0 CORRESPONDENCE: President Leary noted that the correspondence presented is an indication of all the good work people are doing in the District.

10.0 INFORMATION & DISCUSSION ITEMS:

.01 Information Only Items:

- a) 2015 CSDA Board Elections. President Leary addressed the Board asking if any of the Board members wanted to speak in support of a CSDA candidate. The Board did not come to any consensus regarding the CSDA Board seat and requested Staff take no further action.

- b) Update on Finance Officer Recruitment. Fire Chief Hultquist briefed the Board that the recruitment process is on-going and noted he will continue to update the Board throughout the hiring process.
- c) Update on RFP for Consultant. Fire Chief Hultquist reported that the Request for Proposal (RFP) deadline was Friday, June 19, 2015. He briefed that once all the bids have been received it is his intention to bring the top candidates before the Board. Discussion followed regarding the possibility of a Special Board Meeting to consider consultant options and perhaps meet with the top candidates.

.02 Discussion Items:

- a) Update on Capital Improvement Plan (CIP). Finance Director Reynolds gave a Power Point presentation updating the Board on the status and balance of the CIP fund. Following the presentation President Leary asked some questions to clarify the reasoning behind a particular purchase. Additional discussion followed between Staff and the Board regarding the CIP policy.

11.0 BOARD COMMITTEE REPORTS:

- .01 Budget & Finance Committee. President Leary noted that the Finance Committee had met and had reviewed the new budget.
- .02 Special Tax Measure Committee. Director Tinsley commented that the Special Tax Measure Committee is ready to move forward once a consultant has been identified to help with passing the ballot measure.

12.0 APPROVAL OF REPORTS: None.

13.0 PUBLIC HEARINGS: None.

14.0 ACTION ITEMS:

- .01 Proposed Wage Schedule Change: Chief Hultquist noted that the changes to the wage schedule were to accommodate the recruitment for the Finance position. He noted the position title was changing from Finance Director to Finance Officer and that the wages for the position had been adjusted as well. The Fire Chief concluded his remarks by stating that the change will save the District money and open up the candidate pool for hiring. M/S Alaniz/Jeffer to approve changes to Wage Schedule. Motion carried by unanimous roll call vote of the Board members present.
- .02 Declaration of Surplus Property, Vehicle #171 – 2000 GMC 3500 Utility Truck: Fleet Services Manager Ryan briefed that this particular vehicle stays in the reserve pool and is out of use most of the time. He advised that it would be more economical for the District if it was declared surplus. M/S Tinsley/Jeffer to approve Surplus of Vehicle #171. Motion carried by unanimous roll call vote of the Board members present.
- .03 Adoption of Original Budget for Fiscal Year 2015/16: Finance Director Reynolds presented the Original Budget for FY 15/16 to the Board noting the District once again had a balanced budget. A short question and answer period between Board members

and Staff followed. M/S Tinsley/Alaniz to approve Original Budget for FY15/16. Motion carried by unanimous roll call vote of the Board members present.

- .04 Resolution 15-004: Fire Marshal Nailon explained that this is the annual resolution that provides the District the ability to levy fire hazard abatement fees on the property tax roll for those property owners who have not paid for their abatement fees. M/S Jeffs/Tinsley to approve Resolution 15-004 instructing the County Auditor/Controller to levy fire hazard abatement fees on certain properties. Motion carried by unanimous roll call vote of the Board members present.
- .05 Resolution 15-005: Finance Director Reynolds reminded the Board that this is also an annual resolution that the District files in order to establish the Consumer Price Index Adjustment for the District's Special Tax for the current fiscal year. M/S Tinsley/Alaniz to approve Resolution 15-005 establishing the Consumer Price Index Adjustment for the Special Tax Levy of 1997. Motion carried by unanimous roll call vote of the Board members present.

15.0 STAFF COMMENTS:

- .01 Fire Chief Hultquist:
 - a) Advised that the Proposition 218 publication the Board had requested had been sent out to them.
 - b) Invited the Board to the San Bernardino County Fire Chiefs Association meeting on Thursday June 25, 2015 at the Victor Valley College Regional Public Safety Training Center noting that the District will be hosting the meeting.

16.0 DIRECTORS' COMMENTS:

- .01 Director Alaniz:
 - a) Praised Staff for a balanced budget and surplus complimenting the budgetary forethought of setting aside money for employee sick and vacation payouts.
 - b) Thanked Finance Director Reynolds for his service.
- .02 Director Tinsley:
 - a) Thanked Finance Director Reynolds for a good job noting that he is impressed with the accuracy and bottom line of where the District stands.
- .03 Vice President Jeffs:
 - a) Thanked all for a great job.
 - b) Thanked the crews and paid call personnel for their quick response to his business on a recent incident.
- .04 President Leary:
 - a) Thanked Staff for a well put together agenda and good preparation.
 - b) Thanked Finance Director Reynolds for his service noting that he will be sorely missed.

17.0 CLOSED SESSION:

01. Fire Chief Performance Evaluation. (Government Code Section 54957)

Meeting was adjourned to closed session at 6:57 PM.

The meeting reconvened to open session at 7:18 PM.


18.0 REPORT ON CLOSED SESSION: None.

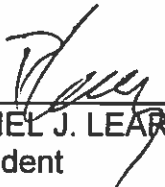
19.0 FUTURE AGENDA ITEMS:

01. Director Tinsley requested Special Tax Measure updates remain on the agenda.
02. President Leary requested an overtime analysis report presentation in reference to the 48/96 schedule.
03. President Leary requested a discussion item on the Capital Improvement Plan for next meeting. He requested both the plan and policy be included in the Board Packet.

20.0 ADJOURNMENT: The meeting was adjourned at 7:26 PM M/S/P Jeffs/Tinsley.

ATTEST:


KIMBERLY D. LOPEZ
Recording Secretary


DANIEL J. LEARY
President