

APPLE VALLEY FIRE PROTECTION DISTRICT

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MINUTES OF REGULAR MEETING BOARD OF DIRECTORS

March 19, 2019

- 1.0 CALL TO ORDER: Vice President Savage 6:01 PM
- 2.0 PLEDGE OF ALLEGIANCE: Director Karen
- 3.0 ROLL CALL:
Present: Director Conley, Director Karen, Director Kuhn and Vice President Savage
Absent: President Leary
- 4.0 SPECIAL ANNOUNCEMENTS/PRESENTATIONS: None
- 5.0 PUBLIC COMMENT: None
- 6.0 DIRECTORS' RESPONSE TO PUBLIC COMMENT: None.
- 7.0 CONSENT AGENDA: Vice President Savage asked if there were questions or items any of the Board wanted to pull. No further discussion.

M/S Conley/Karen to accept the Consent Agenda as presented.
Directors Conley, Karen, Kuhn and Savage voted aye by voice vote.
Ayes: 4 Noes: 0 Abstain: 0 Absent: 1
- 8.0 APPROVAL OF MINUTES:
.01 Minutes of Regular Meeting February 19, 2019.

M/S Kuhn/Conley to approve minutes of the February 19, 2019 regular board meeting
Directors Conley, Karen, Kuhn and Savage voted aye by voice vote.
Ayes: 4 Noes: 0 Abstain: 0 Absent: 1
- 9.0 CORRESPONDENCE: Vice President Savage noted there was one thank you note received in correspondence for review.
- 10.0 INFORMATION & DISCUSSION ITEMS:
.01 Information Only Items: Vice President Savage called for questions or discussion on the Information Only items.
 - a) Update on Surplus of Apparatus from December 18, 2019. It was observed by Director Kuhn that two numbers looked as though they were transposed for the breathing support on the report. Fire Chief Gigliotti confirmed this was the case and noted that some of the previously auctioned items would begin to fall off this report.
 - b) Candidate Correspondence CSDA Southern Network Seat B. It was noted that CSDA nominations was also a discussion item and would be discussed further at that point in the meeting.
 - c) Mutual Aid Agreement with Victorville. There was discussion between Board and Staff regarding revisions made in the presented version of the agreement and what was presented in the February Board meeting. Fire Chief Gigliotti offered that the change in the agreement was in section four and that Schedule A of the agreement had not changed. Vice President Savage commented that this is an agreement that the Board and the Fire Chief intend to "keep a close eye on" and will work together to maintain an agreement that works for both Apple Valley and Victorville.

.02 Discussion Items:

- a) CSDA Board Nominations. Vice President Savage asked the Board if any of them had any interest in running or suggestions for nominations. It was noted that the informational item on the agenda was a letter from a candidate from Hesperia requesting local support. After further discussion the Board decided to bring the CSDA nomination back on the April agenda for further discussion.
- b) SDRMA Board Nominations. Vice President Savage asked the Board if there was any interest in nominating someone for the SDRMA Board. After a short discussion the Board members decided by consensus not to nominate a candidate for this position.

11.0 BOARD COMMITTEE REPORTS:

- .01 Vice President Savage noted that the Finance Committee had met and called on Finance Officer Shaker to brief the Board. Finance Officer Shaker briefed that the committee had discussed financial reports and the 19/20 Budget adding that there are two Action Items later on the agenda that were both discussed by the committee and brought forward for Board consideration. Director Kuhn asked about the timing of the budget and Board budget workshops. FO Shaker responded that the goal is a preliminary budget by June 30 and that Staff is working on scheduling a budget workshop.

12.0 APPROVAL OF REPORTS: None.

13.0 PUBLIC HEARINGS: None.

14.0 ACTION ITEMS:

- .01 Acquisition of Accounting and Administrative Software. Vice President Savage called on Fire Chief Gigliotti who recalled to the board that a Request for Proposal (RFP) had been issued for new District accounting software. He noted that two software companies had responded to the RFP; Tyler Technologies and Caselle, after extensive evaluation, demonstrations, and price review District Staff had decided that Tyler would best fit the needs of the Fire District. There was discussion between Board members and Staff regarding cost and what had been budgeted as well as other local cities and government agencies that use Tyler software, customer service, transition timeline and depth of the software.

M/S Kuhn/Conley to approve Acquisition of Accounting and Administrative Software.
Directors Conley, Karen, Kuhn and Savage voted aye by voice vote.
Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

- .02 Resolution 19-002 Adoption of a Debt Issuance and Procedures Policy. Vice President Savage again called on Fire Chief Gigliotti who briefed that Desert Community Bank requires the Fire District to have a policy on how the District deals with debt in order to issue an extended line of credit. He went on to explain that the resolution and policy presented are the first steps in the process of the line of credit. There was no further discussion.

M/S Karen/Conley to approve Resolution 19-002 Adoption of a Debt Issuance and Procedures Policy.
Directors Conley, Karen, Kuhn and Savage voted aye by voice vote.
Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

15.0 STAFF COMMENTS:

- .01 Fire Chief Gigliotti:
 - a. Invited the Board to Fire Station 331 at 2000 hours that evening to watch the probationary Firefighter ladder climbing ceremony.
 - b. Applauded the participants of the Seattle Stair Climb and their completion of the event which involved climbing 69 flights of stairs and raising close to \$10,000 for the Leukemia and Lymphoma Society.

16.0 DIRECTORS' COMMENTS:

- .01 Director Kuhn:
 - a. Remarked that she is happy to be here and a part of the Board.

- b. Congratulated the Seattle Stair Climb participants noting that she had watched the live video.
 - c. Thanked Chief Gigliotti for his hard work.
 - d. Noted that fire season is just around the corner adding that with all the rain this season it will be a busy fire season.
- .02 Director Karen:
- a. Agreed with Director Kuhn's assessment about the rain, vegetation and busy fire season adding that he has faith in our guys to handle a busy season.
 - b. Briefed that he and Captain Shane Simpson had participated in the polar plunge in Big Bear remarking that the water was 37 degrees cold but that it was worth it to support a great charity which raised \$80,000 for Special Olympics.
 - c. Commented on the great job the participants did on the Seattle Stair Climb.
 - d. Thanked Finance Officer Shaker for his work on the budget.
- .03 Director Conley:
- a. Remarked that Brett had done a good job leading the Board meeting.
 - b. Added his praise for the participants in the Seattle Stair Climb.
 - c. Noted he would be providing some information on upcoming Active Shooter training.
- .04 Vice President Savage:
- a. Thanked David Martinez for all his work on the Seattle Stair Climb.
 - b. Congratulated Director Karen on his participation in the polar plunge adding that the charity is a great cause.
 - c. Remarked that he is excited for the new accounting and administrative software noting how it will increase efficiency and be a valuable tool for Staff.
 - d. Thanked Fire Chief Gigliotti and Finance Officer Shaker for all their work.

17.0 CLOSED SESSION: None

18.0 REPORT ON CLOSED SESSION: None

19.0 FUTURE AGENDA ITEMS:

- .01 Director Kuhn reminded Board and Staff of the need to review and assess current development impact fees suggesting a look into what surrounding agencies are charging, make sure we are up to date with District fees and requested this be added to the agenda for budgeting purposes.

20.0 ADJOURNMENT: The meeting was adjourned at 6:25 PM M/S/P Karen/Kuhn.

ATTEST:


BRETT L. SAVAGE, Board Vice President


KIMBERLY LOPEZ
Recording Secretary