Members Present:

Board Chair Jeff Swanty  Rural Board Secretary Greg White
Mayor Cecil Gutierrez  Asst. City Attorney Teresa Ablao
Division Chief Ned Sparks  Councilor John Fogle
Fire Chief Randy Mirowski  Rural Board President Dave Legits
Public Safety Admin. Dir. Renee Wheeler  Division Chief Greg Ward
BSC Roylene Sterkel

Absent:

City Manager Bill Cahill

Call to Order:

Chairman Swanty called the Fire & Rescue Authority Board meeting to order on the above date at 1:05 p.m.

Pledge of Allegiance:

The Board participated in the Pledge of Allegiance.

Roll Call:

Secretary Sterkel conducted roll call.

Awards and Presentations:  None

Public Comment:  None

Consent Agenda:

Mayor Gutierrez moved to approve the Consent Agenda. Councilor Fogle seconded the motion and it was approved.
Regular Agenda:

2. **Consider Approval of a Supplemental Appropriation of 2012 Budget Savings and New Projects**

PSA Director Wheeler indicated that all the necessary Boards have reviewed the appropriation and this is the final step to make those appropriations official. Mayor Gutierrez moved to approve Resolution R-019. Rural Board President Legits seconded the motion and it carried.

3. **Discuss the 2013 First Quarter Budget Report – Budget Biz**

PSA Director Wheeler reviewed the revenues and expenditures for January-March, 2013. She indicated that we are at 16.1% for revenues compared to 19% last year and 19.9 for expenditures compared to 20.7 last year. She explained that interest on investments is collected in a city wide pool and gains and losses are shared. Chairman Swanty asked what would constitute a loss. Councilor Fogle said it could be a situation where bonds were called in early. The Board discussed things that might affect both losses and gains. PSA Director Wheeler said there is information available on the City’s main website. She will also research specifics and get information out to the Board.

Chairman Swanty mentioned the Special Events revenue being significantly higher than last year. PSA Director Wheeler said that we have covered more events this year. The Board discussed the hourly rate for those standbys and wants to make sure we are covering our costs since the rate hasn’t changed over the years. Wheeler said that we are covering the direct costs but soft costs were not included in that equation. There are no variances in those soft costs each year.

Rural Board Secretary asked if we are still using Hughes & Associates for any of our plans reviews or inspections. Chief Sparks said that he’s sure we are not but he will verify that with Deputy Fire Marshal Dann.

Chief Mirowski said that the new Battalion Chief vehicle went into service on Wednesday, May 8th. He again thanked the Rural District for purchasing that vehicle.

4. **Discuss the Station 10 Planning Process**

Chief Mirowski shared some concerns about deadlines and costs associated with the construction of Fire Station 10. There needs to be better definition relative to determining the appropriate contributions from each governing partner. Timelines need to be based on the expected funding sources. He knows that the research portion of this process could take up to a year to complete. The Rural Board will need to make some decisions as to what percentages they will use for capital purchases, etc. Councilor Fogle asked if the exact location for the station has been determined. Chief Mirowski said that it has not but likely will be around Glade Road and County
Road 27. An exact location will depend on what land is available when that time comes. Mayor Gutierrez said funding needs to be addressed and we may want to start that research sooner than later. Chief Mirowski said that we have purchased a new software called OMEGA which can be used as a mapping software and will help us use data to determine the best location based on calls. Mayor Gutierrez indicated that the county has approved plats in the northwest area for between 2,000 and 2,400 new homes. Maps should be available through the county to help us determine what’s available west of that area. He said he would recommend putting a sub-committee together with participants being from this board and FRAC with both rural and city individuals. Councilor Fogle suggested we might want to include someone from the development/planning side also. Chairman Swanty said we need to figure out funding for the building itself and whether that funding might come from a mil levy or bond election. Rural Board Secretary White said there are various ways to obtain that funding. Chief Mirowski offered to start the process by putting together a plan with target dates tied to our Strategic Plan. He will bring that information back to the Board at the July meeting.

5. Review Briefing Papers and Correspondence

- Chief Mirowski welcomed Chief Greg Ward as the new Operations Division Chief. He talked about this being a unique time in our organization. We have a chance to bridge some divides between the Community Safety Division and Suppression with Chief Sparks and Chief Ward. The department will be in some flux for the next 30-45 days with all of the promotions caused by movement in the ranks.

- Chief Mirowski said the annexation meetings for the new station 2 went well. The new cost estimates for the station came in significantly higher than anticipated. We have worked with the architects to reduce those costs. Chief Mirowski handed out a separate page with those reductions showing them at $348,800. We are still looking at other reductions and cost savings to come up with another $160,000, which is what a fourth bay would cost. One option might be to reduce the contingency from 10% to 8% which would amount to a savings of roughly $75,000. Mayor Gutierrez asked why we started with an 82’ bay, but were able to cut it to 67’ in the reductions. Chief Mirowski explained that the reduction of 15’ still accommodates engines, but not ladder trucks. Mayor Gutierrez asked if we are cutting ourselves short by not putting a fourth bay on now. Chief Mirowski said that if we don’t include a 4th bay in the new station it will be less available sq. ft. in the bay area than the current Fire Station 2. Councilor Fogle expressed that it doesn’t make any sense not to include a 4th bay now rather than paying more a few years down the road. There are still some costs that are not known like the soil tests because of the active soil in that area. Further updates will be passed along to the Board as they are made available.

- Chief Mirowski talked about the new Delegation of Authority Document for Wildland Fires. This document means that during a wildland event a more formal means will be used to delegate the incident back over to our jurisdiction at some point, which means we would be responsible for the costs if it was necessary to bring other resources back to bring a fire under control again. This kind of situation will become more and more common because the Federal Government
is leaning more on State Government for payment and States don’t have the funding so they are turning those costs back to Counties. Rural Board President Legits said one good thing is that a large part of our wildland jurisdiction is State forest land that they are ultimately responsible for.

- Chief Mirowski said that he mailed out the letters to all Fireworks vendors that the Board requested.

- The Board discussed whether to have a Board meeting in June and decided that we don’t have enough on that agenda to hold one. The next Board meeting will be on July 11th.

- Mayor Gutierrez commented on the open house at Fire Station 6. He said it was a very good turnout and the crews did a good job.

- Asst. City Attorney Ablao discussed donating replaced AED’s to non-profit organizations. We have 16 of them that have been replaced by new ones. Mayor Gutierrez asked if all of the City buildings have AED’s? No one on the Board was sure about that so we will need to verify that they do. Attorney Ablao will be looking at policy and codes to make sure no changes are necessary in order to donate the old AED’s.

With no further business at hand, Chairman Swanty moved to adjourn the meeting. Meeting was adjourned at 2:20 pm.

Minutes submitted by Secretary Sterkel