

# Minutes Tanque Verde Valley Fire District

The Tanque Verde Valley Fire District Governing Board met on Wednesday, September 18, 2013 at 7:00 p.m., at the Tanque Verde Unified School District Board Room, 2300 N. Tanque Verde Loop Road, Tucson, AZ 85749.

## 1. Roll Call

Present: Robert Jones, Acting Board Chairman and Board Treasurer  
Roger Robinson, Board Clerk  
Bruce Small, Board Member  
Acting Battalion Chief Michael Schwartz, Rural/Metro

Absent: Chief James Stoltenberg, Rural/Metro

## 2. All present joined in the Pledge of Allegiance

## 3. Approval of Jun 19, 2013 Meeting Minutes

On consideration, it was moved by Roger Robinson and seconded by Bob Jones, and being carried by a unanimous 3 to 0 votes to approve the June 19, 2013 meeting minutes as presented.

## 4. Old Business

### A. Update on Rural Metro Bankruptcy

Acting Board Chairman Robert Jones informed the board that he had received an e-mail from Chief Stoltenberg of Rural/Metro Fire, informing him that the agency was in a Chapter 11 Bankruptcy. He related that it should have little or no effect on the Tanque Verde Valley Fire District (TVVFD). Rural Metro Fire Dept. (RMFD) has had their debts reorganized with the arrangement of a debt payoff scheduled for them to be coming out of Chapter 11 in December of 2013. Acting Battalion Chief Michael Schwartz states the primary debt problems are in California and on the East Coast where the agency needs to restructure out of date contracts, and reports minimal effect on daily fire operations in the area.

### B. Update on CDBG Grant and IGA with Pima County for the funds

Bob Jones informed the board that in the process of checking into the collection of the grant funds from the CDBG grant he found that the TVVFD must register as a vendor with Pima County, to enter invoices. Bob Jones then was required to obtain an EIN number from the IRS for the TVVFD as the initial step in the process. He then found that as a result of having an EIN number, the TVVFD district must apply for a nonprofit status, to avoid being classified as a for profit entity. Bob Jones related that this classification cost approximately \$800.00 when it was done by the Bel Air Ranch Estates Community Association (BARECA). He stated he would proceed with an inquiry into obtaining the status, and that it should not cost any more than that for the fire district.

C. Review progress on Fire Hydrant project

Board Member Bruce Small reviewed with the board the map of the proposed future fire hydrant placements. He informed the board that the two previously discussed locations, the first being at Lenier Schwerin and Sourdough would require the laying of an 8 inch in diameter water main at the cost of \$38.00 a foot and additional expenses, which would bring the cost of that hydrant location to a total of approximately \$37,000.00. If the location of that hydrant was changed to Fort Lowell and Sourdough the cost would drop to around \$11,000.00.

The second location at Fort Lowell and Showdown, which already has access to an 8 inch line, would only cost \$6,500.00.

Bob Jones noted that the \$15,000.00 grant would almost cover the cost of the two lower cost locations. Roger Robinson made the motion that we proceed with the inquiry into further development of the two lesser costing locations, which do not require the costly 8 inch main. Bruce Small seconded the motion with 3 - 0 votes and all in favor to proceed.

5. New Business

A. Discuss annexation of Willow Ranch property into TVVFD

Acting Chairman Bob Jones informed the board that he had received a phone message from the Desert Willow Ranch residential developer Rick Price, that whenever a letter of acceptance to bring the proposed subdivision into the Tanque Verde Valley Fire District he would sign it. Bob Jones moved that the board prepare for the acceptance of the new subdivision into the TVVFD and the other members voted in agreed. Bob Jones agreed to prepare the letter.

B. Discuss updates to District web-site

Acting Chairman Bob Jones informed the board that the board has a required obligation to post the yearly budget to the website on a timely basis, and that the software is in place to do so. This update should also include past Notices of Agenda and Meeting minutes. Clerk Roger Robinson will also contact Go Web Solutions to establish a user name and password to the site for Board Member Bruce Small.

C. Discuss contracting Board Minutes out for Transcription

Acting Chairman Bob Jones made a motion that the board inquire into the arrangement of locating and contracting a transcriber for the monthly minutes to be recorded and submitted to the transcriber by e-mail for a transcribed synopsis of the meeting. The document could then be reviewed and approved by the board, prior to the Agenda and Minutes being posted on the TVVFD website. Clerk Roger Robinson seconded the motion and agreed to prepare an outline of requirements for the position and to attempt to locate transcriptionists to submit a cost proposals, with 3 - 0 votes and all in favor to proceed.

#### D. Discussion and election of a permanent Board Chairman

Acting Chairman Bob Jones informed the board that with the resignation of former Chairman Kaye Treese, it is in the best interest of the TVVFD to vote for a new Board Chairman, as he should not hold two executive positions within the board. He asked the other two members if they would consider the position. Member Bruce Small deferred to Clerk Roger Robinson. After a period of consideration Roger Robinson agreed to a nomination as Chairman if Member Bruce Small would fill the position of Board Clerk, to which he agreed. Bruce Small made the motion to fill the position of TVVFD Board Chairman with member Roger Robinson, for member Bruce Small to fill the then vacated position of Board Clerk, and for member Robert "Bob" Jones to remain as board Treasurer. Bob Jones seconded the motion with a unanimous 3-0 vote of approval.

#### 6. Fire Chief's Report

Acting Chief Schwartz reports that through the month of August 2013 that Rural Metro responded to 3 calls for service. There were two emergency calls, with one being an extended response time of eight minutes due to the unit being on a midpoint asset move to a high volume of calls. The one non-emergency call for a drug overdose which had an extended response time of 16 minutes to a Prince Road location. The chief states that although a drug overdose can be considered an emergency, it is dependent on factors such as a non-poisoning, level of consciousness, degree of metabolic response to drug consumed, in which all factors were in a non-emergency range for the response.

#### 7. Treasurer's Report

The monthly distribution report from the Pima County Treasurer shows that the Tanque Verde Valley Fire District began the month of July 2013 with a balance of \$ 161,840.45, with no disbursements, and with miscellaneous general collections of \$ 558.80 to end the month with a balance of \$162,399.25 as of July 31, 2013. Acting Chairman and Treasurer Bob Jones requested that Clerk Roger Robinson inform the Pima County Treasurer that the \$50,000.00 to be set aside in a General Fund Account was not being reflected in the monthly distribution report. He asked also that Roger Robinson request new warrants from the Treasurer's Office with the continuing current number series, and which reflect the new TVVFD address.

Clerk Roger Robinson submitted to the Treasurer a receipt received from the Tucson Water Company for costs incurred in submission of documents to, and information received from them, about water lines for the fire hydrant project.

#### Acting Chairman Bob Jones reported receipt of the following correspondence:

Treasurer Bob Jones informed the board that he had received from the AZ Dept. of Public Safety a PC-WIN memo of understanding requesting the number of radios and their frequencies received by TVVFD as a part of the project. Treasurer Bob Jones related that he had responded to the request, informing them that the TVVFD had received 2 mobile and 3 portable radios that operated in the 700-800 MHz frequency range.

Treasurer Bob Jones also informed the board that former Chairman Kaye Treese was continuing to receive correspondence from Rural Metro, and that he had attempted several times to contact Rural Metro to notify them of the recent change of mailing address and contact phone number for the Tanque Verde Valley Fire District with no success or return phone call.

Acting Chief Schwartz agreed to follow up with the Rural Metro finance section as to the change in mailing address, phone number, and change in executive officer positions within the Tanque Verde Valley Fire District.

9. Call to the Public

Negative Response

10. Adjournment

As there was no further business to come before the Board, the September 18, 2013 monthly meeting was adjourned at 7:45 pm, on a motion by Bruce Small, and with a second by Roger Robinson, and a unanimous 3 to 0 vote.

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Roger Robinson, Board Clerk  
Tanque Verde Valley Fire District

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Robert Jones, Acting Board Chairman  
Tanque Verde Valley Fire District