

FIRE DISTRICT OF SUN CITY WEST
FIRE BOARD
SPECIAL SESSION

BUDGET WORKSHOP

Tuesday, April 28, 2015

MINUTES

I. CALL TO ORDER

Fire Board Chairman David Wilson called the Fire Board Special Session Budget Workshop to order on Tuesday, April 28, 2015, at 9:00 a.m. at the Fire District Administrative Office, 18818 N. Spanish Garden Drive, Sun City West, Arizona.

II. ROLL CALL

Members Present: Board Chairman David Wilson, Board Clerk Dusty Rhodes, Board Members Bill Hamel, Jack Meyer, and Smitty Smith

Members Absent: None

Staff Present: Fire Chief Rob Biscoe; Assistant Chiefs Mary Dalton and Tim Van Scoter; Battalion Chiefs Jesus Bravo, Brad Cohen and Pat Mifsud; Administrative Coordinator Deb Johnson; Accounting Supervisor Coaleen Poland; EMS Coordinator Rebecca Haro; Captains Kane Nixon and Spencer Snyder, and Paramedic John Zerby

Media Present: Tina Gamez, *Daily News-Sun*

Public Comment: None

III. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

IV. FISCAL YEAR 2015-2016 PROPOSED BUDGET

A. Discussion/presentation concerning the proposed Fire District Budget for Fiscal Year 2015-2016

Due to the absence of any public in the audience, Chairman Wilson asked the Board members if staff could dispense with the initial slides which included a history of the District's budget process, tax rates, etc. as the Board was familiar with all of that data. The Board members concurred that the information could be eliminated in favor of beginning with the overview of the proposed budget.

Chief Dalton and Supervisor Poland reviewed the proposed Revenues and Expenditures for the Fiscal Year 2015-2016 budget and compared the District's tax rate to similar fire districts in the metropolitan Phoenix area. Sun City West continues to have the lowest tax rate among those entities.

(Break – 10:55-11:08 a.m.)

Assistant Chief Van Scoter gave an overview of the Emergency Services Division and reviewed for the Board the proposed budget items for this Division for Fiscal Year 2015-2016. Budget items regarding firefighting equipment, personal protective equipment (PPE), self contained breathing apparatus (SCBA), and the Wildland Program were reviewed. Assistant Chief Van Scoter and Captain Nixon also answered any questions from the Fire Board regarding the proposed budget requests.

Health and safety, wellness and fitness, and mission readiness sections of the proposed budget including disaster preparation, and personnel training and development were also reviewed.

Assistant Chief Van Scoter gave a brief overview of the Emergency Medical Services (EMS) Division and reviewed for the Board the proposed EMS Division budget accounts for Fiscal Year 2015-2016. Chief Van Scoter and Emergency Medical Services Coordinator Haro also answered any questions from the Fire Board regarding the proposed Health and Medical Division including the planned activities of that Division and the hiring of a Nurse Practitioner.

Assistant Chief Van Scoter gave a brief overview of the Support Services Division and reviewed for the Board the proposed Support Services budget accounts for Fiscal Year 2015-2016. Chief Van Scoter answered any questions regarding these budget accounts. This Division includes projected expenses for facility and apparatus maintenance as well as all utilities, outsourced maintenance and repair, fuel, dispatch services, emergency communications, etc.

(Lunch Break – 11:43-12:37 p.m.)

Assistant Chief Dalton reviewed for the Fire Board the responsibilities of the Administrative Services Division and gave an overview of the proposed Division budget expenses for Fiscal Year 2015-2016 and answered any questions regarding the budget accounts for this Division. These expenses include Fire Board related expenses, Human Resources, office supplies, District Insurance (liability, motor vehicle, etc.), legal and consulting fees, customer service, records management, and information technology.

Assistant Chief Dalton also provided an overview of the Community Risk Management Division responsibilities and the proposed Community Risk Management Division expenses for Fiscal Year 2015-2016 and answered questions from the Board. This Division includes any budget items regarding fire prevention, community education, and the District's Fire Corps Volunteer Program.

Assistant Chief Dalton reviewed the Financial Services Division proposed budget for Fiscal Year 2014-2015 regarding personnel compensation, benefits and staffing.

Accounting Supervisor Poland reviewed the remainder of the Financial Services Division proposed budget areas including accounting and professional services and debt service and Supervisor Poland answered any questions from the Fire Board regarding these categories.

Assistant Chief Dalton concluded the presentation and reiterated the dates scheduled for the completion of the budget process. The dates are as follows:

May 19, 2015	Regular Board Workshop
May 21, 2015	Regular Fire Board Meeting – Review & Approval of the Proposed FY 2015/2016 Budget
June 16, 2015	Regular Board Workshop
June 18, 2015	Public Hearing – Fiscal Year 2015-2016 Final Budget and Operational Plan Adoption

The Board thanked the staff for their time and effort in developing the proposed budget.

V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

VI. ADJOURNMENT

The meeting adjourned at 1:27 p.m.



Dusty Rhodes, Board Clerk