

**MINUTES
SUN CITY FIRE DISTRICT
SPECIAL MEETING
TUESDAY, SEPTEMBER 8, 2015
9:30 A.M.**

CALL TO ORDER: David Scott, Chairman

ROLL CALL:

Members Present: David Scott, Walter Link, Jack Leonard, Bob Luger, Philip Griswold

Members Absent: None

Staff: Fire Chief Mike Thompson, Finance Director Gabe Buldra and Administrative Manager Lisa Neubert.

BUSINESS CONDUCTED: The Committees of the Board discussed various matters within their areas of responsibility.

I. Legal and Insurance

- A.** Chief Thompson reviewed a Stifel Preliminary Underwriter Engagement proposal for general obligation bonds with the board. There will be no fees incurred by the District for signing this proposal and can be terminated at any time. There was discussion on preparing a fire station and apparatus replacement needs study for public review prior to any bond election. This item will be set for possible action at the September 15, 2015 regular board meeting. Chief Thompson is going to see if he can get a Stifel representative at the September 15, 2015 meeting to answer any questions about this engagement proposal.
- B.** Chief Thompson led a discussion on a contract presentation for the James Vincent Group and a service fee schedule for Phoenix Computer Specialists. The original contract with the James Vincent Group had an automatic renewal clause and the new contract presented does not. The new contract will expire June 30, 2016. Chief Thompson reported that this contract will most likely increase to \$3,000 per month upon renewal in 2016. Mr. Buldra noted that there was a minor typographically error on the termination date. It read "June 30, 2015" but should have stated "June 30, 2016". He will correct this error before signing, should the board vote to approve said contract.

The service fee schedule for Phoenix Computer Specialists was updated with current hourly rates and projected service hours required for fiscal year 2015-2016. As the service fee schedule is not an agreement it did not require board approval. The board voted unanimously to approve the James Vincent Group agreement with the date correction. (M: Robert Luger/S: Philip Griswold)
Ayes: David Scott, Walter Link, Jack Leonard, Robert Luger, Philip Griswold
Nays: None

II. Budget and Finance

- A. Chief Thompson and Finance Director Gabe Buldra led a discussion on current investment strategies for the Charles Schwab accounts. The capital projects fund, which includes the \$400,000 board designated fund, is approximately \$3.1 million, of which \$750,000 is invested. The remaining monies are liquid. The pension fund is approximately \$256,000, of which \$255,000 is invested. Mr. Buldra reviewed the District's current capital needs and the reason why the bulk of the capital fund is liquid as opposed to being invested. The main reasons are monies needed to fund the CON process and apparatus repairs. The apparatus maintenance budget is already at 51% for labor costs and 44% for parts replacement for this fiscal year and is projected to be over budget by the end of the fiscal year. There was discussion on recent repairs and shop repair fees. In light of this discussion the board has directed Chief Thompson to get competitive bids for all major repairs done by Hughes Fire Equipment.

III. Fire Department Operations

- A. None.

IV. Grounds and Equipment

- A. Chief Thompson reported that there have been many expensive fleet repairs in this current fiscal budget and that the stations and parking lots are in need of some major repair work as repairs have been put off for several years due to financial constraints.

V. Special Projects

- A. Chairman Scott led a discussion on board member uniform attire for board meetings. There was discussion on updating board member shirts with the new logo. There were differing opinions on the subject and the item was tabled for discussion at a future date.

VI. The meeting adjourned at 11:00 a.m.

FOR THE BOARD

Walter A. Link

Walter A. Link
Clerk of the Board

WAL/lbn