



# **Drexel Heights Fire District**

5950 S. Cardinal Avenue, Tucson, AZ 85746

## Regular Board Meeting Minutes

May 28, 2021

In accordance with the social distancing guidelines recommended by state and local authorities relating to the COVID-19 pandemic, members of the Board may attend the meeting telephonically. The meeting room will be closed to the public. However, members of the public are invited to attend the meeting telephonically: Telephonic Participant Instructions: Dial-in number **(978) 990-5000** and access code **"667360 #"**

### BOARD MEETING MINUTES

I. Call to Order

Board Chair Bynum called the meeting to order at 9:02 a.m.

II. Pledge of Allegiance

III. Roll Call

**Board Members present: Gary Bynum, James Bertrand, Laura Dailey, Douglas Fink and Charles Mendonca.** With five Board Members attending, a quorum is established.

Staff Members present: Douglas Chappell, District Administrator & Fire Chief; Gabe Buldra, JVG; Laurie Dunham, Finance Manager; Lisa Creager, HR Manager; and Dennis Stiegler, Fire Marshal.

IV. Approval of Meeting Minutes

***Move to approve the minutes of the Regular Board Meeting of April 23, 2021 by Ms. Dailey, second by Mr. Bertrand, motion approved. (5-0)***

V. Call to the Public – Comments and Questions

None

VI. Report from the Fire Chief

Chief Chappell provided a written report which is hereby made a part of these minutes.

Ms. Dailey asked if there was any specific reason AFDA chose Casino Del Sol for the winter conference. Chief Chappell indicated that he was not aware of a specific reason, they used proposals to make their selection.

VII. Pending Business

- A. Discussion and possible action to approve the checks issued listing and monthly financial report for the period ending April 30, 2021.

***Move to approve the checks issued listing and monthly financial report for the period ending April 30, 2021 by Mr. Bynum, second by Mr. Mendonca, motion approved. (5-0)***

- B. Discussion only. Review and discussion concerning a proposed budget for the FY 2022.

Chief Chappell presented a draft version of the FY 2022 Budget to the Board for discussion.

Ms. Dailey noted a discrepancy between the summary and account specific information that needs to be corrected. Ms. Dailey also asked about a change between the first draft and this draft of the budget. Chief Chappell indicated the “ghost” number was removed in the final draft.

- C. Discussion and possible action to approve the publishing of a tentative budget for FY 2022; and scheduling a public hearing concerning the adoption of a final budget. Chief Chappell noted that the Board had reviewed and discussed a proposed budget for FY 2022 in March and April. Chief Chappell reported that Arizona Revised Statutes require the District to publish a tentative budget at least 20 days prior to a public hearing followed by action to adopt a budget, and this action will allow for the publication of a tentative budget and schedule a public hearing concerning the tentative budget for June 25, 2021.

***Move to approve the publishing of a tentative budget for fiscal year ending June 30, 2022; and scheduling a public hearing concerning the adoption of a final budget on June 25, 2021 by Mr. Bertrand, second by Ms. Dailey, motion approved. (5-0)***

- D. Discussion and possible action to authorize the execution of a Subscriber Services Agreement for dispatch related services with Helmet Peak Volunteer Fire Department on behalf of the Valley Emergency Communications Center. Chief Chappell reported that the VECC provides dispatch services for the Helmet Peak Volunteer Fire Department, and noted that the current agreement expires on June 30, 2021. Chief Chappell reported that Helmet Peak Volunteer Fire Department has returned the agreement for consideration.

***Move to authorize the execution of a Subscriber Services Agreement for dispatch related services with Helmet Peak Volunteer Fire Department on behalf of the Valley Emergency Communications Center by Mr. Bynum, second by Mr. Mendonca, motion approved. (5-0)***

- E. Discussion and possible action to adopt Resolution 2021 – 09 which authorizes the execution of an Intergovernmental Agreement for administrative related services with Corona de Tucson Fire District. Chief Chappell indicated that the District has been providing administrative support for the Corona de Tucson Fire District, including payroll processing.

***Move to adopt Resolution 2021 – 09 which authorizes the execution of an Intergovernmental Agreement for administrative related services with Corona de Tucson Fire District by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)***

- F. Discussion and possible action to adopt Resolution 2021 - 10 which authorizes the execution of a Subscriber Services Agreement for dispatch related services with Corona de Tucson Fire District on behalf of the Valley Emergency Communications Center. Chief Chappell reported that the VECC provides dispatch services for the Corona de Tucson Fire District and the current agreement expires on June 30, 2021.

***Move to adopt Resolution 2021 – 10 which authorizes the execution of a Subscriber Services Agreement for dispatch related services with Corona de Tucson Fire District on behalf of the Valley Emergency Communications Center by Mr. Bertrand, second by Mr. Mendonca, motion approved. (5-0)***

VIII. Future Agenda Items

Chief Chappell indicated that final consideration of the FY 2022 budget following a public hearing will take place in June. Chief Chappell also expects additional VECC subscriber agreements, consideration of a revised pension funding policy, and a request to declare the old classroom trailers surplus.

Mr. Fink asked if there were any plans related to the reopening of Station 401, Chief Chappell reported that there were no plans at this time.

IX. Adjournment

***Move to adjourn the meeting by Mr. Bynum, second by Mr. Bertrand, motion approved. (5-0) Mr. Bynum adjourned the meeting at 9:21 a.m.***

Submitted by: \_\_\_\_\_  
James Bertrand, Clerk of the Board

Next Scheduled Meeting: Friday, June 25, 2021, 9:00 a.m.  
5950 S. Cardinal, Tucson, AZ (Board Room)