



Desert Hills Fire District

3983 London Bridge Road
Lake Havasu City, AZ 86404
928 764-3333 (FAX) 928 764-2397

Desert Hills Fire District Board Meeting Minutes Regular Meeting, March 20, 2024

1. Call to order

Board Member Roger called to order the Desert Hills Fire District Board meeting at **9:00 a.m. on Wednesday, March 20, 2024** at the Desert Hills Fire Station Si-Mock Room located at 3983 London Bridge Road, Lake Havasu City, AZ.

2. Pledge of Allegiance

Pledge of Allegiance commenced by Board Member Roger

3. Roll Call

The following Board Members were present:

Tom Roger
Curtis Schafer
Char Beltran
Jimmy Wilson
Rich Fountain

Also, in attendance:

Battalion Chief Stanec
Battalion Chief Bunn
Administrative Specialist Harrison

4. Call to the Public: None

5. Approval of Regular Meeting Minutes for February 20, 2024: Board Member Beltran motioned to accept meeting minutes as presented, seconded by Board Member Wilson, all in favor.

6. Swearing in and badge pinning for FF/Engineer Glomboski to Captain and FF Nelson promotion to Engineer. Chief Bunn swore in Captain Glomboski and Engineer Nelson.

7. Reports:

Fire Administration Report: Battalion Chief Stanec reports;

- a. To welcome our two new hires, Jordan Broadbent and Kaleb Mann.
- b. Our Cooperative Fire Rate Agreement, this is a contract we have with the State of Arizona, the Department of Forestry & Fire Management. It has been a two-year contract, but this year they extended it to a five-year contract beginning April 1st. Other changes are a 15% increase due to the cost of equipment, fuel and they add a 30-minute lunch break, off the clock for engines.
- c. Senate Appropriations; typically, each state gets 50-70 million dollars to the federal senators, ours are Senator Sinema and Senator Kelly and then they distribute that money to who they think is worthwhile organizations, causes, and state and local projects. I just heard of this and sat through a webinar last week on how to apply. It is recommended to put multiple applications on stuff we need. Looking back at the last two years of appropriations passed out to the fire service a lot of it has been EMS based, CPR devices, EKG monitors, etc. The deadline to apply is at the end of the month.

Fire Operation Report: Battalion Chief Bunn reports:

- a. Call Stats are at 162 calls this year. Up 45 calls from last month.
- b. Our new engine updates! Its running great with no issues. Everyone is working on completing their training that we have scheduled at LHCDF Station 2.
- c. ARPA Grant update - The new radios finally came in. The three mobile units should be in today. As soon as Supervisor Gould is available, we will get some pictures and put it on social media.
- d. I want to touch on the maintenance budget to reaffirm the action of us buying the new engine. As of right now the district has used 78% of the maintenance budget for the year. It costs us \$6,886.65 per month to keep the older fleet running. In a couple of years, I'll come back to you for approval to purchase another new engine.
- e. Training updates - Captain Reeder and Firefighter Holcombe attended the Leadership 1.0 Academy, hosted by Bullhead City Fire last week. They both reported to us the classes were amazing. The classes are geared for current and future officers' development. We also applied to host a local, future Incident Safety officer class here.

Auxiliary Report: Rich Fountain reports the March pancake breakfast served 613 breakfasts. We have one more breakfast in April. We have already dispersed \$10,000 so far this year and should be able to disperse another \$20,000 to \$25,000. It has been a good year for the auxiliary.

8. New Business:

- a.) **Discussion and possible action re: Approval of monthly Financial Report.** Administrative Specialist Harrison states that the Grant Savings Account is \$32,445.73, Payroll Account \$11,451.14, Special Revenue Checking Account \$11,740.68, Special Revenue Savings Account \$238,341.03, Warrant Account \$1,477,782.40 Petty Cash \$100.00, with a total balance of \$1,771,860.98. Motioned by Board Member Roger to approve the financial report as presented, seconded by Board Member Fountain, all in favor.
- b.) **Discussion and possible action re: Chiefs Evaluations** – BC Stanec refers to the last board meeting where he was asked to do some fact finding on how to proceed with chiefs' evaluations. I reached out to area Chiefs on how this typically works for them. Typically, it's done in executive session on the agenda. There are a few options you can do the evaluations. I've provided you with two evaluations forms, one for me and one for BC Bunn. I recommend you take them home and do an evaluation on each of us and bring them to the next Board Meeting, then go into executive session. You can score by adding all points or taking an average on all points given. This should be the decision of the Chairmen. I recommend we put chiefs' evaluation on the agenda for next Board Meeting as an Executive Session. Per Arizona State Statute you'll need to notify us 24 hours in writing that there is an executive meeting being discussed about us.
- c.) **Discussion and possible actions re: Budget Workshop** – BC Stanec states that Admin Specialist Harrison and I have been working on the budget.

Currently our levy limit is at 3.50%. If we remain at the 3.50% levy limit, we'll see an increase of \$334,224 to our budget from tax revenue. The previous year was a \$296,911 increase so that is about \$34,000 difference if we keep the same levy limit at 3.5%. Allowed by statute, we are able to increase it one more time to 3.750%, that is a \$529,313 increase, the difference of \$194,989 an increase to our budget if we adopt the higher levy limit. Last year we were able to give a 7.5% increase for wages to our employees under the \$296,911 increase from our tax revenue. We don't want to get too deep into wages today but looking at other local districts we are in-line with entry level Firefighter/EMT as far as annual wages go. Entry level firefighter/Paramedic we're on the lower scale. As we grow through the ranks, engineer, paramedic, engineer/emt, captain/paramedic we have a contraction where those numbers start to decrease comparatively to other fire districts. If we want grow and break some of the contraction, or if we want to follow suit with last year and give a 7.5% wage increase, we should lean towards the 3.750% levy limit. BM Roger states that we have a responsibility to the residents of Desert Hills and if we can accomplish what we need to with the budget than we should try to keep the levy at 3.50%. Admin Harrison states that she'll create the budget at 3.50% and at 3.75% and with the other decisions that are made. BC Stanec will continue to research splitting the .25%, if needed to meet our budgeted expenses.

BC Stanec states we received quotes for health insurance from other vendors this year, ultimately no one could beat what we currently have. Admin Harrison reports our health insurance is going up 14% and dental insurance is going up 3%. I calculated the employer cost at the same percentage as last year for employee, family, spouses. With the increase and keeping the HSA the same as last year, the increase to the department this year would be \$24,144. I would like to suggest giving all employees \$100 a month for their HSA, the increase in insurance and the HSA at \$1200 a year per employee would be an increase to our budget of \$32,208.

BC Stanec states he has been on a fact-finding mission to compare us to BHCFD and how they operate. The fire service has the FLSA (Fair Labor Standards Act) that mandates the pay cycles allowed for the fire service. Currently we are on the 14 day pay cycle, anything over 106 hours is considered overtime in a 14 day period. BHCFD is on the 28 day pay cycle, anything over 212 hours in 28 days is considered overtime. The 28 day cycle

changes the threshold of overtime. The benefit to going to a 28 day cycle is every hour an employee works over the 212 hours is time and half vs our 14 day cycle, if an employee is on their 96 hour work week they do not receive overtime until they reach 106 hours. If we adopt the 28 day cycle we would increase hourly pay rate to look more inline with other districts in our area. The annual salary would remain the same, but showing a high hourly rate. We are not 100% sold on it and this is something we can discuss more in the Retention Committee. BC Stanec states we are still waiting on our workers comp quote, we won't know that until we know what our wages are going to be. Our FDAT (Fire District Assistance Tax) has an increase of \$30,000.

d.) Board Member Comments:

- a) New Business to be considered on future agendas: Chief Evaluation in Executive Session
- b) Comments: None

9. Adjourn: Motion to adjourn at 10:17 by Board Member Beltran, seconded by Board Member Wilson, all in favor.