



Desert Hills Fire District

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Desert Hills Fire District Board Meeting Minutes Regular Meeting, October 20, 2021

1. Call to order

Board Member Roger called to order the Desert Hills Fire District Board meeting at **9:00 a.m. on Wednesday, October 20, 2021** 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
Brad Shelton
Curtis Schafer
Char Beltran
Jimmy Wilson

Also, in attendance:

Battalion Chief Stanec
Battalion Chief Bunn
Administrative Specialist Harrison
Consultant Dennen

4. Call to the Public:

5. Approval of Regular Meeting Minutes for September 15, 2021: Board Member Shelton motioned to accept meeting minutes as written, seconded by Board Member Wilson, all in favor.

6. Reports:

- a) **Auditors Report:** Presented by Jennifer Frank from Hinton Burdick. She states that the Independent Audit report is unmodified and a clean opinion, no issues. Next the Report on Internal Control over the Financial Reporting and on Compliance has no material weaknesses and no significant deficiencies, so excellent. Next the Report on State Legal Compliance, which DHFD is in compliance with section 48805 of the statutes with no concerns.

As you know you have separate financial statements, your government wide financials which are goal basis and governmental fund financials which are current resource focus. The difference between the two is government wide has your debt and capital assets on the balance sheet and the governmental funds does not. She explains that the government funds at the end of June 30- 2021, our net position was \$90,272. You will see in the financials that at end of fiscal year 2020 a slight deficit and that has been reversed this year. Overtime, increases and decreases in that number is what you want to watch to see the health of the district. Next, she discusses in our financial statements, condensed income statement from the prior year you can see the changes there, we have increases in revenue, we had increases in expense but not in the same degree as decreases in revenue, so that's good. So, your

net position increased by \$209,600 during fiscal year 2021. Our capital assets decreased by \$79,281 that was a net of depreciation of \$100,431. Our total debit at the end of the year 1,400,000, of that was \$365,000 notes payable. She continues with compensation absences are \$81,000. and our net pension liability is \$1,009,000.

The General Fund balance increased by \$229,000. As a result of revenues in excess of expenditures. We have an upward trend and there are no restricted cash.

Our budget to actuals significant changes were; total revenue increased from the prior year by \$265,000, the increase was property tax as up \$133,000 and charges for services are up \$130,000. Our expenses increased by \$187,000, the biggest chunk there was personnel costs of \$130,000 and wildland expense of \$20,000, \$10,000 in repairs and professional fees at \$11,000.

b) **Fire Administration Report:** BC Stanec states:

- The SAFER Grant application period ends October 15th. We received 8 qualified applicants to fill the three (3) spots. Next week we'll start interview process. We put in our amendment to request funds early. Board Member Schafer asks BC Stanec, out of the 8 applicants, were they local. BC Stanec responds, one (1) is from California, another with an address in Henderson has worked in the Bullhead area, the rest are local.
- Busy fund-raising month ahead for us. We had the pancake breakfast the first Saturday of the month and they served 280 people. Big turnout. Also, the first Saturday in Nov is our SXS Poker Run and the Pancake breakfast, then the spaghetti dinner at the end of November.
- Chief Dennen has been working on Mutual Aide agreement with San Bernardino County. Pat Dennen explains the purpose of the agreement is when we get the engines the expectation is and their Board action to the County board of Supervisors was if the need us we'll come. The next logical thing is the mutual aid agreement that provides the liability protection, the indemnity and potentially reimbursement if it's a federal reimbursable incident.
- BC Stanec states a follow-up on the last Board Meeting comments; he reached out to neighboring Fire Department on Chief Officers' salaries, which includes Mohave Valley, Golden Valley, Fort Mohave Mesa, Buckskin and Quartzite. Board Member Roger states that next Board Meeting they will look at it.

c) **Operation Report:** BC Bunn states:

- We are at 689 calls for the year.
- We received eight (8) more air packs from Yucca Fire (same as LHCFD gave us) along with masks and bottles.
- Update on the AFG Grant for the Exhaust System; I submitted an Environmental and Historical Preservation survey, twice, submitted one in June, it got lost and had to resubmit it. The grant will be reviewed mid-December, so it looks like the beginning of the year to order equipment, then 10 to 12 weeks out for delivery. We should receive it March or April for the installation.
- I submitted a 100 Club Grant and was approved for \$8,212.35 to purchase three (3) sets of turnout gear.
- BC Bunn wants thank the Board and the District for their support of me attending the National Fire Academy in Emmitsburg, MD.

d) **Correspondence:** None

7. **New Business:**

- a.) Discussion and possible action re: Approval of monthly Financial Report. Administrative Specialist Harrison states that the Foothill Bank Accounts are; Special Revenue Savings is \$118,117.71, Special Revenue Checking is \$41,834.02, Payroll Account is \$5,764.92, Grant Savings is \$5,000.06. Chase Bank Accounts are; Grant Savings Account is \$11,524.39, Payroll Account \$1,595.78, Special Revenue Checking Account \$4,718.19, Special Revenue Savings Account \$718.87. Warrant Account has \$264,828.79 & Petty Cash has \$100.00 with a total balance of \$454,202.73. Motioned by Board Member Beltran to approve the financial report as presented, seconded by Board Member Shelton, all in favor.
- b.) Discussion and possible action re: Approval to purchase three (3) new I-Pads with Wi-Fi and cellular. BC Stanec explains that all of our reporting is done digitally, we do have I-Pads from 5 or 6 years ago from a grant that do not have that cellular component where you need to be in the station to actually use it to its fullest capacity. Captain Reeder is working on a WACEMS Grant. Captain Reeder begins that it's been about a year of researching how to have connectivity while we're on scene and on calls in the engine. I looked at different options, where we have hot-spots in the engine. Just trying what's best, when it comes costs, being efficient, having connectivity. We're having issues opening up a report when we leave the station. There are times that the patient refuses to go to the hospital I need them to sign the I-Pad and the form won't open up so we need to do a paper version and scan it in.

The best I found was to get new I-Pads with cellular capability thru Verizon. I'm adding it to the WACEMS Grant this year. The grant will be for \$6,000 for the annual fee for Image Trend, our report platform. I spoke to our WACEMS representative and asked if we purchase I-Pads now could we add that to the WACEMS Grant for reimbursement and he responded absolutely, just save your receipts. I'm asking to purchase three (3) I-Pads at no more than \$2,500 including accessories. BM Beltran asks if we have Verizon account set-up, Captain Reeder responds yes because we already have modems for our life packs, so we can send data to our report platform and to the hospital. BM Roger asks if it's been tested, does it cover area well? Captain Reeder responds that Verizon is the best in this area. BM Schafer asks is three (3) enough? Captain Reeder answers yes. Board Member Shelton motions to approve the purchase three (3) I-Pads with or without the WACEMS Grant, not exceed \$3,600, seconded by Board Member Beltran, all in favor.

- c.) Discussion and possible action re: Approval to donate old badges to DHFD Auxiliary. Board Member Schafer motioned to donate old badges to the Auxiliary, seconded by Board Member Shelton, all in favor.

8. Board Member Comments:

- a) New Business to be considered on future agendas: Reviewing Chiefs Salary.
- b) Comments: None

- 9. Adjourn:** Motion to adjourn at 9:34 by Board Member Roger, seconded by Board Member Beltran, all in favor.