



LAKE MOHAVE RANCHOS

FIRE DISTRICT

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MINUTES OF REGULAR MEETING OF THE LAKE MOHAVE RANCHOS FIRE DISTRICT GOVERNING BOARD

*The Governing Board of the Lake Mohave Ranchos Fire District met in Regular Session on **6/24/2019** at **12:00 p.m.** The Meeting was held at **THE MEADVIEW CIVIC CENTER** located at **247 E. Meadview Blvd. Meadview, AZ**. The Board may vote to go into Executive Session on any Agenda item, pursuant to A.R.S. §38-431.03(A)(3) for legal advice with the District's Attorney on matters as set forth in the Agenda item. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.*

MINUTES

1) CALL TO ORDER.

- Director Cass called the Meeting to order at approximately 12:17 p.m.

2) ROLL CALL OF BOARD MEMBERS.

- Board Members Joe Campbell, Deb Cass, Larry Tennant, Ellen Reh-Bower and Charlotte Kiffer were present.

3) PLEDGE OF ALLIEGANCE.

- Recited.

4) HOUSEKEEPING; BOARD MEETINGS. (Information Only/No action.)

- Item moved into Executive Session; No action.

5) APPROVAL OF MINUTES.

- Director Tennant advised he can't vote on any Minutes prior to 6/4/2019, as he wasn't a Board Member for those Meetings.
 - a. Executive Minutes 3/25/2019; Set 1
- Director Campbell motioned to approve Executive Minutes 3/25/19; Set 1, Director Reh-Bower 2nd. Directors Campbell, Reh-Bower, Kiffer and Cass voted "Aye". Motion carried, 4/4.

- b. Regular Minutes 4/22/2019
 - Director Kiffer motioned to approve Regular Minutes of 4/22/2019, Director Reh-Bower 2nd. Directors Kiffer, Reh-Bower, Campbell and Cass voted, “Aye.” Motion carried, 4/4.
- c. Executive Minutes 4/22/2019 (Set 1, Set 2, Set 3 and Item H)
 - Director Reh-Bower motioned to approve Executive Minutes for 4/22/2019 (Set 1, Set 2, Set 3 and Item H), Director Cass 2nd. Directors Reh-Bower, Cass, Kiffer and Campbell voted, “Aye.” Motion carried, 4/4.
- d. Special Meeting 5/1/2019
 - Director Kiffer motioned to approve the Special Minutes for 5/1/2019, Director Reh-Bower 2nd. Directors Kiffer, Reh-Bower and Cass voted, “Aye.” Director Campbell abstained. Motion carried, 3/3.
- e. Special Minutes 5/15/2019
 - Director Kiffer motioned to approve the Special Minutes 5/15/2019, Director Reh-Bower 2nd. Directors Kiffer, Reh-Bower, Campbell and Cass voted, “Aye.” Motion carried, 4/4.
- f. Regular Minutes 5/29/2019
 - Director Kiffer motioned to approve the Regular Minutes of 5/29/2019, Director Reh-Bower 2nd. Directors Kiffer, Reh-Bower, Campbell and Cass voted, “Aye.” Motion carried, 4/4.
- g. Executive Minutes 5/29/2019 (Set 1, Set 2, Set 3, Set 4 and Items L, M and N)
 - Director Cass motioned to approve Executive Minutes of 5/29/2019 (Set 1, Set 2, Set 3, Set 4 and Items L, M and N), Director Reh-Bower 2nd. Directors Cass, Reh-Bower, Campbell and Kiffer voted, “Aye.” Motion carried, 4/4.
- h. Special Minutes 6/4/2019
- i. Executive Minutes 6/4/2019
- j. Special Minutes 6/13/2019
 - Director Cass motioned to table the Special Minutes of 6/4/2019 (Item H), Executive Minutes of 6/4/2019 (Item I) and Special Minutes of 6/13/2019 (Item J) until the next Regular Meeting, Director Reh-Bower 2nd. Directors Campbell, Reh-Bower, Kiffer, Tennant and Cass voted, “Aye.” Motion carried, unanimously.

6) REPORTS.

- a. **May 2019 Financial Report(s).** *(The financial report(s) are to be reviewed and approved by the Board).*
- Mr. Buldra reported for the following:
 - Revenue for the month of May was \$69,617 which was \$28,165 under budget. Mohave County Revenue for May was \$55,520 which was \$17,456 under budget. Non-Tax Revenue for the month of May was \$14,097 which was \$10,709 under budget. Expenses for May totaled \$70,311 which was over budget by \$1,881. Year to date Revenue is \$980,671 which is \$72,177

over budget. Ambulance revenue is \$3,171 over budget YTD. Year to date Expenses are \$829,794 which is \$26,817 under budget. Total cash as of May 31, 2019 is \$547,110 which is \$6,656 less than May 31, 2018.

- Director Cass inquired about A/P, Pre-Paid Expenses, Current Assets and A/R. Mr. Buldra explained the A/P amount varies depending on credits/debits processed by Ms. Jackson, and that the Pre-Paid Expenses will be a Year-End Adjustment, removing from the Chart of Accounts 'Savings'.
- Director Kiffer inquired about Other Assets (St. 41/Library/Chamber Property); Mr. Buldra noted it's not included yet, pending Audit with Auditor/review of files. Director Kiffer inquired about notations on Mr. Buldra's invoice relating to Reports for Management Contract. Director Kiffer advised that information wasn't provided to the Board and they didn't know what they were paying for.
- Director Reh-Bower inquired about various C/C charges. Chief Bonnee explained the DSO vendor was for an ECM for the computer board in the Water Tender to have it rebuilt, he noted that charge was from prior Administration. Chief Bonnee stated the windshield repair charge was for R-415 and Ms. Jackson stated reimbursement for the windshield has been received, it was money out and money back in. Review of Microsoft charge inquiry was made, and Ms. Jackson stated that is an annual fee.
- Director Cass motioned to approve the May 2019 Financials, Director Reh-Bower 2nd. Directors Campbell, Tennant, Reh-Bower, Kiffer and Cass voted, "Aye." Motion carried.

b. **Fire Chief's Report.** *(The governing body may not propose, discuss, deliberate or take legal action on this matter unless the specific matter is properly noticed for legal action. Therefore, action taken as a result of the Chief's report will be limited to directing staff to study the matter or scheduling the matter for further consideration and discussion at a later date. (A.R.S. 38-431.02.K.)*

Run-Report - May 2019

- AMR transports: 0, Chief Call-Outs-After Hours: 4, Transports: 38, Refused: 7, Fire: 10, Service Calls: 4, Good Intent: 6, False Alarms: 6, Hwy-93 Calls were: 14. Total Calls: 75

Scheduling

- June & July are covered Station 41
- June 6 & July 8 Station 43 Meadview

The Chief noted that he did not have the June and July schedules with him to provide to the Board and that he would email those to the Board.

Meetings/Conferences/Trainings

- June 4th Meeting with Mr. Fleming about Volunteer Services.
- June 6th Meeting with Chief Cunningham about Mutual Aide Agreement between 2 organizations.
- June 7th Meeting with Chief Jenkins about Wildland Program/Information.
- June 10th Meeting with Susanne Anderson-Rigsby about water for Meadview (presentation/information is an Item on Agenda).
- June 11th Dispatch Communicator Group Meeting and Run-Review
- June 12th Wildland Program Meeting
- Arizona Fire Chief Association “Meet & Greet” June 14th in Lake Havasu
- June 18th Volunteer Coordinator Meeting with Scott Aitken at St. 41

District Properties

- Nothing new to report.

District vehicles/apparatus

- Board voted to approve a Command Vehicle; pick up of vehicle is being scheduled (more detail within Agenda for that to discuss).
- Ambulance 1186 in repair shop for air conditioning problems within patient compartment and front.
- Brush Truck 401 is back in service and will be utilized for brush fires only.
- Rescue 415 needs 4 new tires (more detail within Agenda for that to discuss).

Projects in the works

- Wildland Program initiated
- Grants started
- Contracts for Services in the works to bring in additional Revenue to the District

Other

- Chief stated, “Thank you to the Board and Citizens for allowing me the opportunity to accept position of Interim Fire Chief, I look forward to learning with you and doing what I can for you. I will be working hard to assure the public that their safety concerns can be addressed with the abilities we have, and working with the Board to promote value, morale and integrity so it is reinstated into the organization. “
- Administrative Office; both the Administrative Assistant and our Receptionist Volunteer Phyllis have been working hard in regards to Resolution 2019-002 for Records Retention, many Website updates are being complied and should be bulk loaded by the Administrative Assistant soon, we are working on a monthly Newsletter to start publishing on the Website as well.

- Meet the Chief in Meadview is upcoming; scheduled for 6/27/2019 at St. 43 with a Community BBQ from 10:00 a.m.-1:00 p.m. Encourage members of the public to attend, Board Members and Staff. If Board Members would like to attend, please let me know, so I can have Karen post a Notice.
- Administrative Assistant “Fitness for Duty” referral contact has been made and awaiting call back to schedule. It will be several weeks before an appointment is available.
- LMRFD Mechanic is having personal health issues, anything that Mr. Smith said he could do, he will, otherwise all other fixes, repairs, things of that nature will be taken to a shop.
- Suppression Staff training (upcoming).
- Current staffing levels are:
 - 2 Fulltime EMT’S
 - 5 POC EMT’S
 - 12 POC Medics (CEP)

7) EXECUTIVE BUSINESS.

- a. Discussion and possible action regarding: Prior and current Statement(s)/Invoice(s) review from Legal Counsel; documentation that was to be provided by Legal Counsel relating to Statement(s)/Invoice(s). (Kiffer)
- Information is to be provided by the Attorney; No action.
- b. Discussion and possible action regarding: Interim Chief Contract; reviewed with Legal Counsel. (Cass)
- No action.
- c. Discussion and possible action regarding: Interim Chief Contract; Tim Bonnee. (Board)
- Director Cass motioned to approve the Interim Chief Contract with changes as directed to Legal Counsel and Chief Bonnee will be provided the Contract for his Attorney to review. Director Reh-Bower 2nd. Directors Campbell, Tennant, Reh-Bower, Kiffer and Cass voted, “Aye.” Motion carried, unanimously.

8) REGULAR BUSINESS.

- a. Discussion and possible action regarding: PTO calculation in amount of \$568.86 provided by Gabe Buldra, Accountant, for former Chief DeMaio; re: information. (Kiffer/Buldra)
- Director Reh-Bower noted the accrual should begin April 1, 2016 and it’s indicated there was accrual prior that was recorded. She stated 24.62 hours was calculated prior and the District didn’t have any PTO accruals for Personnel. Director Reh-Bower asked for a recalculation with deduction of the 24.62 hours that were accumulated. Director Reh-Bower motioned to have Mr. Buldra

recalculate the PTO, Director Kiffer 2nd. Directors Reh-Bower, Kiffer, Tennant, Campbell and Cass voted, “Aye.” Motion carried, unanimously.

b. Discussion and possible action regarding: PSPRS Pension Policy; posting to Website. (Kiffer/Buldra)

- Director Campbell acknowledged he reviewed the PSPRS Pension Policy. Director Kiffer motioned to have the PSPRS Pension Policy posted to the Website, Director Reh-Bower 2nd. Directors Kiffer, Reh-Bower, Campbell, Tennant and Cass voted, “Aye.” Motion carried, unanimously.

c. Discussion and possible action regarding: Presentation by Susanne Anderson-Rigsby; Meadview Area Water Responders; information regarding water and/or approval. (Anderson-Rigsby/Administration)

- Ms. Anderson-Rigsby provided information to the Board regarding concerns of water issues in the Meadview, AZ area, she provided some suggestions/options such as: volunteer water assistance for fires/hauling purposes. Discussion ensued regarding training, expenses, annexation, etc. She explained she isn’t annexed into the District and other Citizens wanted to know more about the details/benefits of annexing into the District. Mr. Kiffer (Citizen – granted permission to speak) provided information regarding current water resources (potable/non-potable), hydrants, fill stations and length of time to fill the Tenders. The Board thanked her for providing information. No action.

d. Discussion and possible action regarding: Board Meeting preparation adjustment(s) to Agenda Item List and Board Packets due day(s)/deadline(s). (Administration)

- Ms. Jackson explained how the current preparation for Packets is and asked for the Board to consider a modification. Ms. Jackson asked for the Tentative Agenda Item List be completed the 2nd week of the Month by Wednesday Noon, the Board sending back their Items List by next day (Thursday) by 5:00 p.m. and Packets to be ready by the following Thursday at 3:00 p.m. (3rd week of Month). Director Tennant motioned to go along with the recommendation, Director Campbell 2nd. Directors Tennant, Campbell, Kiffer, Reh-Bower and Cass voted, “Aye.” Motion carried, unanimously.

e. Discussion and possible action regarding: Annual Health Insurance renewal for FY 19/20 with EMI and annual renewal with Copperpoint for FY 19/20 for Workers Compensation. (Administration)

- Ms. Jackson explained that the current Insurance is not beneficial for the Employer or Employee due to the Network it’s in. Ms. Jackson reviewed the quote options, noting that the current plan (Cigna-HSA) would cost the District (maxed to 8 employees) approximately \$33,000.96, noting that is \$343.76 per employee. She advised that switching to the BCBS Network was attainable and it would cost the District (maxed to 8 employees) approximately \$29,820.48. Director Kiffer motioned to go with the Health Insurance that includes BCBS, Director Cass 2nd.

Director Kiffer, Cass, Campbell, Reh-Bower and Tennant voted, "Aye." Motion carried, unanimously.

- Ms. Jackson advised for the Copperpoint annual renewal; the premium has gone from \$19,630.00 to a renewal premium rate of \$15,013.00. She advised with approval there would be no lapse in coverage, it would be effective 7/1/2019. Director Cass motioned to approve the renewal with Copperpoint for FY 19/20, Director Reh-Bower 2nd. Directors Cass, Reh-Bower, Campbell, Kiffer and Tennant voted, "Aye." Motion carried, unanimously.

f. Discussion and possible action regarding: Turnouts for Suppression Staff; review and information; grant and purchase. (Administration)

- Chief Bonnee explained that we were advised by former Chief DeMaio we were awarded a Grant and upon himself and Ms. Jackson investigating it, it was determined that an Application was never turned in for the 100 Club (\$12,000.00) for 4-full sets of Turnouts (head-to-toe). Chief Bonnee advised he refiled the Grant documentation and Ms. Aitken mailed it off. Chief Bonnee noted the Grant period closes in September and the max amount to receive is \$12,000.00. He reviewed current Safety Gear issues and asked the Board to consider approval from the quote of \$9,562.48 for 4-full sets of Turnouts (Public Safety Center). Director Kiffer asked the Chief to check into a possible cash discount for the Turnouts. Director Kiffer motioned to approve the Chief's request to purchase 4-full sets of Turnouts for approximately \$9,562.48. Director Cass 2nd. Directors Campbell, Tennant, Reh-Bower, Kiffer and Cass voted, "Aye." Motion carried, unanimously.

g. Discussion and possible action regarding: Cellular Service Provider(s); equipment and plan; follow-up/information for possible Contract/Agreement or Month-to-Month for Government Agency. (Administration)

- Ms. Jackson and Chief Bonnee advised Verizon has the best coverage area and recommended to the Board entertaining a motion to approve a cellular company for up to \$100.00 per month. Director Cass noted she would have her Verizon representative contact Administration with a Government rate. Director Reh-Bower motioned to have Karen and/or Chief proceed to secure Verizon, not to exceed \$100.00 per month, Director Cass 2nd. Directors Campbell, Tennant, Reh-Bower, Kiffer and Cass voted, "Aye." Motion carried, unanimously.

h. Discussion and possible action regarding: Arizona Fire Districts Association training and information; cost associated for approval. (Administration)

- Ms. Jackson explained that newly elected Board Members and newly hired Chiefs have 1 year to take the Statutory training that's required. She explained there's a Summer Conference scheduled for 7/10 & 7/11 or an online option, noting the cost is the same for the courses (in person/online), with exception of lodging. Director Cass motioned to approve the Chief's AFDA training courses down in Phoenix in July, Director Reh-Bower 2nd. Directors Campbell, Tennant, Reh-Bower, Kiffer and Cass

voted, "Aye." Motion carried, unanimously. Director Cass motioned to have Karen register Director Tennant for AFDA training in Phoenix in July, Director Campbell 2nd. Directors Campbell, Reh-Bower, Kiffer, Tennant and Cass voted, "Aye." Motion carried, unanimously.

- i. Discussion and possible action regarding: Rescue-415 (R-415); purchase of 4 tires; cost. (Administration)
- Chief Bonnee explained the First-Out Ambulance (R-415) has 4 back tires that are past the wear bars and replacement is necessary. He advised he's shopped around and found a company in Kingman, AZ that was approximately \$700.00 cheaper than what prior Administration was using. Director Reh-Bower motioned to approve the tire purchase, Director Cass 2nd. Directors Campbell, Tennant, Kiffer, Reh-Bower and Cass voted, "Aye." Motion carried, unanimously.
- j. Discussion and possible action regarding: LMRFD Personnel Policy – Social Media. (Cass/Administration)
- Discussion ensued between the Board and Administration with revisions indicated to Ms. Jackson, to include current and prospective Board Members regarding Staff postings. Director Kiffer motioned to have the Administrative Assistant make those changes and bring the Policy back to the next Regular Meeting, Director Cass 2nd. Directors Campbell, Tennant, Reh-Bower, Kiffer and Cass voted, "Aye." Motion carried, unanimously.
- k. Discussion and possible action regarding: Update on LMRFD Volunteer Services applications on Website and Subscription button on Website. (Reh-Bower/Administration)
- Director Reh-Bower and Ms. Jackson explained there is a Subscription button activated and if anyone signs up, indication of that is provided and the list would be exported to Director Reh-Bower to send information out to requestors. Ms. Jackson advised the Volunteer Services applications was uploaded to the Website. No Action.
- l. Discussion and possible action regarding: Information about Command Vehicle use for in/out of District upon placement of being put into service. (Administration/Kiffer)
- Chief Bonnee explained radio equipment installation, LMRFD graphic logo placement and updated Registration for the new Command Vehicle would take place. Director Kiffer explained through Legal Counsel advice, it makes sense that the Chief utilize the Command Vehicle for District business/functions. Director Kiffer motioned that the Command Vehicle be the Chief's Vehicle, Director Cass 2nd. Directors Campbell, Tennant, Reh-Bower, Kiffer and Cass voted, "Aye." Motion carried, unanimously.
- m. Discussion and possible action regarding: Advertisement costs for Fire Chief and Suppression; review of NTN, Daily Dispatch and other advertisement outlets; and review of Part-Time/Full-Time application and hiring process for Chief; update on ads placed for Part-Time/Full-Time Chief. (Administration/Reh-

Bower/Kiffer/Cass).

- Discussion ensued regarding application and hiring process for a Chief. Board Members expressed their views on hiring/ad placement vs retention of current Interim Chief. Directors Reh-Bower and Tennant were on board to focus on hiring of Suppression Personnel and holding off on Chief hiring/ad placement. Director Kiffer was opposed to halting the Chief hiring/ad placement process. All Board Members commended Chief Bonnee on his performance thus far. Director Tennant rescinded his motion, Director Campbell rescinded his 2nd. Director Tennant motioned to not advertise for a Fire Chief, Director Campbell 2nd. Directors Tennant, Campbell, Reh-Bower and Cass voted, "Aye." Director Kiffer voted, "Nay." Motion carried 4/1. Ms. Jackson and Chief Bonnee clarified the Daily Dispatch cost for ad placement for In-State and Nationally. In-State is \$575.00 for 6 weeks and Nationally is \$1600.00. Chief Bonnee and Director Reh-Bower clarified NTN costing a registration fee of \$575.00 and ad placement costing \$690.00. Ms. Aitken (Citizen-granted permission to speak) suggested a Social Media (Facebook) page for advertising/information. Director Reh-Bower motioned to direct the Chief to direct the Administrative Assistant to establish an LMRFD Facebook Page for Informational purposes and to include researching job services. Director Tennant 2nd. Directors Reh-Bower, Tennant, Campbell, Kiffer and Cass voted, "Aye." Motion carried, unanimously.
- n. Discussion and possible action regarding: Options for an EMS (Paramedic) Chief and/or information regarding Battalion Chief position and job description; review of funding model; possible direction to Chief for hiring of Battalion Chief position and creation of line item in Budget for FY 19/20 for Battalion Chief position. (Reh-Bower/Kiffer)
- Discussion ensued regarding reactivation of the Battalion Chief position and revisions to the Organizational Chart; placing Taxpayers at the top. Discussion ensued regarding requirements for a Battalion Chief, meeting the same standard of the Chief; Paramedic. Director Cass was concerned with the monies for a Battalion Chief. Chief Bonnee explained for Succession Planning he'd like to see the future of LMRFD gainfully have each rank and file (Chief, Battalion Chief, Captains, etc.) when the Budget can sustain it and that if he goes on vacation, he utilizes his Paramedic on-duty to cover. He explained the current Paramedics are Captains at other Organizations and that they relay logbook information at each Shift change. Discussion only, No Action for Item N. Director Reh-Bower motioned for the Organizational Chart be revised to reflect Taxpayers at top and Fire Chief responsible for A, B and C Shift at St. 41 and St. 43. Director Cass 2nd. Directors Reh-Bower, Campbell, Tennant, Kiffer and Cass voted, "Aye."
- o. Discussion and possible action regarding: Dirction to Administration to update/revise LMRFD Chain of Command (Organizational Chart). (Reh-Bower)
- Item combined with Item N.
- p. Discussion regarding: Case S-8015-CR-201900820; Picard; re: update.

(Kiffer/Reh-Bower)

- Discussion ensued regarding continued monthly updates relating to the Picard matter. Director Cass motioned to bring this back onto the Agenda once it's all finalized and the Courts are finished, Director Tennant 2nd. Discussion ensued about continued following of the Picard matter for the Organization and Taxpayers. It was acknowledged that the District Attorney (Mohave County) is handling the matter in Court. Director Tennant stated he was advised through the DA's Office they expect to get a conviction on the matter. Director Kiffer made an impassioned plea for the Board to be transparent, and that each month until the case is completed the District should provide an update of the status of the case which saw \$24,000 + embezzled by a former employee. The District Directors Campbell, Tennant and Cass voted, "Aye." Directors Kiffer and Reh-Bower voted, "Nay." Motion carried, 3/2.

9) OPEN BUDGET PUBLIC HEARING. *(Public comment about the proposed Budget for Fiscal Year 19/20; Board Members cannot take action during the Public Hearing.)*

- Director Cass opened the Public Budget Hearing.
- Public Hearing: None.

10) CLOSE BUDGET PUBLIC HEARING. *(No further public comment about the proposed Budget for Fiscal Year 19/20; Public Hearing closure.)*

- Director Cass closed the Public Budget Hearing.

11) BUDGET.

- a. Discussion and possible action regarding: Final adoption of Budget for Fiscal Year 19/20 for Lake Mohave Ranchos Fire District; and Certification for Board Chair and Board Clerk as prepared by Mr. Buldra. (Board)
- Review of the Budget for FY 19/20 was performed by the Board, Administration and Mr. Buldra. Review of the Board Chair and Board Clerk signing the Certificate was performed. Director Tennant motioned to approve the FY 19/20 Budget for LMRFD, Director Reh-Bower 2nd. Directors Tennant, Campbell, Reh-Bower, Kiffer and Cass voted, "Aye." Motion carried, unanimously.

12) CALL TO THE PUBLIC & CORRESPONDENCE. *(Consideration and discussion of comments and complaints from the public. Those wishing to address the Lake Mohave Ranchos Fire District Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item(s) that are not on the Agenda that are raised in the call to the public. However, individual Board Members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public due to restriction of the Opening Meeting Law.)*

- Pat Kelley-Staab noted there's been 14 Meetings this Year and 3 have been in Meadview. She thanked us for having videos of the Meetings available. She noted that on 6/13/19 Special Meeting a statement was made that the former Chief was in

violation of an A.R.S. and if that was true the public should be informed. Director Tennant clarified, noting he misspoke when he made that statement and it shouldn't have happened.

13) CONSIDERATION OF FUTURE AGENDA ITEMS.

- Specified tabled items will move to following month's Regular Meeting, unless noted otherwise and/or pending more information.
 - Possible meeting location change.

14) NEXT REGULAR BOARD MEETING DATE & LOCATION.

- July 22, 2019 in Dolan Springs, AZ.

15) ADJOURNMENT.

- Director Campbell motioned to adjourn the Meeting, Director Tennant 2nd. Directors Campbell, Tennant, Reh-Bower, Kiffer and Cass voted, "Aye." Motion carried, unanimously.
- Director Cass adjourned the Meeting at approximately 3:08 p.m.

MINUTES prepared by: Karen Jackson

Date: 7/5/2019 & 7/10/2019

Revised: 7/19/2019

Board Approved: 7/25/2019