



Copper Canyon Fire & Medical District

26B Salt Mine Road, Camp Verde, AZ 86322
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REGULAR BOARD MEETING

Camp Verde Public Library – Terracotta Room
130 N. Black Bridge Road, Camp Verde, AZ 86322
Wednesday, March 20, 2024 / 4:30 PM

~ MINUTES ~

I. CALL TO ORDER/ROLL CALL

Pursuant to notice, a Regular Meeting of the Copper Canyon Fire & Medical District was called to order by Chairperson Joshua Maxwell at 4:30 pm on Wednesday, March 20, 2024. Administrative Assistant Misty Weatherford recorded the minutes. A quorum was present, and the meeting, having been duly convened, was ready to proceed with business.

Board Present: Joshua Maxwell – Chairperson; Jon Huey – Clerk; Danna Quinn; Jenny Sabato and Ed Gee; – Members (Remote)

Staff Present: Fire Chief Danny Johnson; Fire Marshal Nate Bailey; Administrative Assistants Misty Weatherford and Kerrie Tarver – Recorders; Battalion Chief Daniel Elliott; Fleet Manager Rob Jennings

Members of the Public: Debbie Roulette; Clayton Young

II. EXECUTIVE SESSION

A. Possible Vote to go into Executive Session for personnel matters pursuant to A.R.S. §38-431.03(A)(1), regarding the Fire Chief's evaluation and matters relating to the same. – Chairman Maxwell

Chairperson Maxwell postponed this discussion until after Agenda item D5.

B. Possible Vote to go into Executive Session for legal advice pursuant to A.R.S. §38-431.03(A)(3), and to give instructions to legal counsel pursuant to A.R.S. §38-431.03(A)(4) regarding the Stardust Tower contract, and matters relating to the same. – Chief Johnson

C. Possible Vote to go into Executive Session for legal advice pursuant to A.R.S. §38-431.03(A)(3), and to give instructions to legal counsel pursuant to A.R.S. §38-431.03(A)(4) regarding the Commercial Lease Agreement of 26A Salt Mine Road, and matters relating to the same. – Chief Johnson

Chairperson Maxwell made a motion to go into Executive Session for item B for legal advice pursuant to A.R.S. §38-431.03(A)(3), and to give instructions to legal counsel pursuant to A.R.S. §38-431.03(A)(4) regarding the Stardust Tower contract, and matters relating to the same as well as item C for legal advice pursuant to A.R.S. §38-431.03(A)(3), and to give instructions to legal counsel pursuant to A.R.S. §38-431.03(A)(4) regarding the Commercial Lease Agreement of 26A Salt Mine Road, and matters relating to the same. Clerk Huey seconded. Chairperson Maxwell asked to include legal counsel, Chief Johnson and Misty Weatherford to take the Minutes. Chairperson Huey seconded. Motion passed unanimously.

III. RECONVENE INTO PUBLIC SESSION

A. Discussion/Possible Action: Regarding the Fire Chief's evaluation as a result of Executive Session.

There was no discussion or action taken.

- B. Discussion/Possible Action: Regarding the Stardust Tower contract as a result of Executive Session.

Chairperson Maxwell a motion to authorize Chief Johnson to proceed as directed in executive session on the Stardust Tower contract. Board Member Quinn seconded. Motion passed unanimously.

- C. Discussion/Possible Action: Regarding the Commercial Lease Agreement of 26A Salt Mine Road as a result of Executive Session.

Chairperson Maxwell made a motion to authorize Chief Johnson to proceed as recommended by legal counsel with negotiations consistent with the terms as discussed in Executive Session and to use legal counsel in conjunction therewith as determined by the Chief.

IV. BUDGET WORKSHOP

- A. Work Session and Possible Staff Direction for the Proposed Fiscal Year 2024-2025 Budget.

Chief Johnson informed the Board that we have had an initial Budget kickoff meeting with most of the program managers and admin to give a new and improved budget process, budget requests are due to the Chief by March 21st.

Finance Director Gabe Buldra presented a timeline to the Board of the process and highlights for the upcoming budget. He stated that we are looking at gaining a deeper insight and input from the program manager for the needs of the District for this upcoming year as well as what our significant needs for the next few years to get a better understanding of what is needed.

Mr. Buldra reviewed the revenue, we are expecting an increase of 6.68% in assessed values. He also stated that the rate increase has been submitted to DHS and is in review.

Mr. Buldra stated that we will expect a slight increase for PSPRS and decrease in ASRS, Chief and labor are working on updating the pay scale. He also gave an overview of the financial goals for the future.

V. REGULAR BUSINESS MEETING

- A. Public Forum:

1. Public Comment(s): There were no comments.
2. Board Action Resulting from Public Comment(s): Response to comments or criticism directed at the Board; Direction to staff to look into the matter; Schedule matter for further consideration and decision at a later date.

- B. Discussion/Possible Actions: Review and Approval of the February 21, 2024, Regular Meeting Minutes.

Chairperson Maxwell made a motion to approve the Minutes from the Regular Meeting on February 21, 2024. Board Member Gee seconded. Motion passed with Chairperson Maxwell, Clerk Huey and Board Member Gee voting aye. Board Members Sabato and Quinn abstained.

C. Financial Report and Updates – Finance Director Gabe Buldra (JVG)

1. Discussion/Possible Action: Review and Approval of the February 2024 Finance Report

Finance Director Gabe Buldra presented the Financial Report for February 2024 and gave a brief overview of revenues and expenditures for the month.

Board Member Quinn made a motion to approve the Financial Report for February 2024. Clerk Huey seconded. Motion passed unanimously.

D. Staff Items:

1. **Fleet Report:** A report from the Fleet Manager. Discussion/Possible Action: regarding current repairs; maintenance; significant projects; and other fleet activities. – Fleet Manager Rob Jennings

Fleet Manager Rob Jennings updated the Board with the significant repairs that are taking place on the fleet as well as the upcoming pump testing that will be taken place.

2. **Operations Report:** A report from the Battalion Chief. Discussion/Possible Action: regarding significant incidents, incident data, training, public education; wildland assignments; EMS; and other potential operational updates – Duty Chief

Battalion Chief Elliott presented the Operations report to the Board and highlighted training and incidents during the month.

3. **Fire Marshal Report:** A report from the Fire Marshal. Discussion/Possible Action: regarding current events and activities including public education, fire prevention, meetings and events attended, permits issued and closed, significant projects, inspections, social media statistics, and other potential updates. - Fire Marshal Bailey

Fire Marshal Bailey presented the Fire Marshal Report to the Board and highlighted the significant projects that are ongoing.

4. **Fire Chief Report:** A report from the Fire Chief. Discussion/Possible Action: regarding current events and recent activities, including meetings and events attended; updates on human resources; finance and grants; County, State, and AFDA information; special projects; and other potential administrative items. – Chief Johnson.

Chief Johnson presented the Fire Chief Report to the Board and highlighted on the significant meetings and updated the board on various ongoing administrative items.

5. Discussion / Possible Action: Possible Approval of the Fire Rate Agreement with the Arizona Department of Forestry and Fire Management.

Captain Greg Hopf presented the updated Fire Rate Agreement with the Arizona Department of Forestry and Fire Management. Captain Hopf informed the Board that the agreement is due for renewal and that he has updated the contract to reflect the equipment that will be utilized in the event

of a call for a Wildland assignment. He also stated that we will be switching from an all-inclusive rate to an hourly rate.

Clerk Huey made a motion to approve the Fire Rate Agreement with the Arizona Department of Forestry and Fire Management. Chairman Maxwell seconded. Motion passed unanimously.

VI. BOARD MEMBER ITEMS:

- A. Discussion: Future Agenda Items; Potential items to discuss at the next regular meeting.
Community Risk Reduction MOU; RFP for Auditor and IT; Budget

VII. ADJOURNMENT

Chairman Maxwell adjourned the meeting at 7:00pm.



Jon Huey, Clerk of the Board