



# NORTHWEST FIRE/RESCUE DISTRICT

SERVING RESIDENTS OF THE NORTHWEST FIRE DISTRICT, THE FLOWING WELLS  
COMMUNITY AND THE TOWN OF MARANA

ADMINISTRATION/LIFE SAFETY SERVICES 5225 W. MASSINGALE RD. TUCSON AZ 85743  
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## **NORTHWEST FIRE DISTRICT REGULAR GOVERNING BOARD MEETING**

**Northwest Fire District Training Facility  
8165 N. Wade Road  
Marana, Arizona**

**Tuesday, March 23, 2010  
1800 Hours**

### **AGENDA (Reposted March 18, 2010)**

The Northwest Fire District Governing Board will meet in Public Session for a Regular Governing Board Meeting on March 23, 2010, at 6:00 p.m., in the Conference Room of the Northwest Fire District Training Facility Located at 8165 N. Wade Road, Marana, AZ.

The following topics will be subject to Governing Board consideration, discussion, approval, or other action. All items on the agenda are set for possible action.

The order of the Agenda may be changed by order of the Board.

- I. CALL TO ORDER/ROLL CALL/AFFIRMATION OF QUORUM
- II. SALUTE TO THE FLAG OF THE UNITED STATES OF AMERICA
- III. PRESENTATION OF SERVICE AWARDS
- IV. PUBLIC FORUM

Speakers are limited to a three-minute oral presentation and may submit written comments of any length for Governing Board files. Those wishing to address the Governing Board should complete a Citizen Information Card prior to the meeting being called to order. The Governing Board is required under law to accept any materials presented. At the conclusion of the public forum, individual Board Members may respond to criticism made by those individuals who have addressed the Governing Board and may ask staff to review a matter and place it on a future agenda. However, Board Members may not discuss or take action on a matter raised during a call to the public, that is not already on the agenda, and are not obligated to comment upon materials or presentations made by the public.



- V. CONSENT AGENDA [The Consent Agenda contains items which might require action by the Board, but which are generally routine items not requiring Board discussion. Usually, a single motion will approve all items on the Consent Agenda, including any resolutions. However, a Board Member may remove any item from the Consent Agenda, and that item will be discussed and voted upon separately.]
  - A. Approval of Minutes of the March 9, 2010, Special Governing Board Meeting
  - B. Discussion and Possible Action to Renew Accidental Death and Dismemberment Insurance for Employees of the District with The Hartford Insurance Company, to be effective April 1, 2010, through March 31, 2011
  - C. Discussion and Possible Action to Approve Changes to the District Personnel Policy, 14.4, On Duty Injuries or Illnesses, Reflected in an Increase to the Maximum Average Monthly Wage for On the Job Injuries, Adopted by the Industrial Commission and Based on Statute, A.R.S. § 23-1041, Effective January 01, 2010
  - D. Discussion and Possible Action to Approve Federally Mandated Changes to District Personnel Policy: 13.6.1, Consolidated Omnibus Budget Reconciliation Act (COBRA) Subsidy, with the Temporary Extension Act of 2010; Which Extends the Period Another Month from February 28, 2010, to March 31, 2010, and Also Amended the Definition of Assistance Eligible Individual (AEI), to be Effective March 02, 2010
  - E. Approval to Renew a Contract, Invitation for Bid (IFB) No. 0610, with L.N. Curtis & Sons for Purchase of Personal Protective Equipment on an as needed basis
  - F. Approval to Renew Contracts, Invitation for Bid (IFB) No. 0901, with L. N. Curtis & Sons, First In, United Fire and Municipal Emergency Services (MES) for the Purchase of Fire Equipment
  - G. Discussion and Update about the Insurance Service Office (ISO) Final Report regarding the District's Fire Insurance Rating
- VI. REPORTS AND CORRESPONDENCE
  - A. Fire Chief's Report – This is a summary of the activities of the Fire Chief and administrative staff concerning each of the District's Divisions including: Fire Suppression, Emergency Medical Services, Administrative

Services, Finance, Human Resources, Special Projects, Logistics, Life Safety Services and Wild Land Fire Fighting; the report might also include Administrative Activities in Annexations, Intergovernmental Relations, Community Assistance Programs, Fleet and Equipment, Labor and Management Relations, District Revenues and Expenditures, Strategic Planning, Information Technology, Status of Construction Projects, Status of Facilities, Public Outreach and Training

- B. Finance Director's Reports – This report is a summary of the District's Financial Status including: Monthly Board Financial Report, Monthly Disbursements Report, Revenue and Expenditure Reports, Real Estate Tax Revenue Spreadsheets, Lease-Purchase Escrow Account Status, Monthly Bond Report and Arizona State Land Billing and Payment Reports. The Board will be asked to approve the District's Monthly Disbursements Report

## VII. OLD BUSINESS

- A. Executive Session Pursuant to A.R.S. § 38-431.03 (A)(1), (3) & (4) for Consideration of Employment Matters and for Discussion and Consultation for Legal Advice with the Fire District's Attorney and to Consider its Position and Instruct the Fire District's Attorney Related to the Fire Chief's Current Contract and the Alternative Contract in the following Agenda Item
- B. Discussion and Possible Action about the Fire Chief's Alternative Contract (Options) Asked for when the Contract was Last Renewed; Review Draft Alternative Contract Format; Possible Action to Adopt the Alternative Contract
- C. Discussion and Possible Action to Approve the "Evaluation of the Fire Chief by Northwest Fire District" Survey Comprised of Twenty-Five Questions Which Were Approved by the Governing Board from the January 26, 2010, Board Meeting; and, Direction to the Human Resources Director on the Survey Distribution Process and Data Collection
- D. Discussion and Update about Changes to Southwest Ambulance's Operations within the District and the District's Operational Responses to these Changes
- E. Presentation, Overview, Discussion and Possible Action on Draft 2010-11 Baseline Budget Package and Secondary Assessed Values for Tax Year 2010-2011 Abstract from the Pima County Assessor's Office; Possible General Fund and Capital Fund and Any and All District Revenues and Expenses May Be Discussed and Acted Upon; the 2010-2011 Budget Process will also be Discussed; the Draft Budget's Potential Impact on the District's Tax Rate May also be Discussed, The District's Five-Year Operating Projection May also be Discussed

- F. Discussion and Update about the Payback Period on a Communications Center Operated by the Northwest Fire District and Possible Action to Authorize Staff to Enter into Negotiations with the City of Tucson for Renewal of Intergovernmental Agreement No. 0007-09 for Dispatch Services in an Amount not to Exceed \$1,211,948

#### VIII. NEW BUSINESS

- A. Discussion and Presentation by Captain Paul Wilson of the Pima County Sheriff's Office concerning the Pima County Wireless Integrated Network Communications Project for County-Wide Emergency Communications
- B. Discussion and Presentation by Board Members from the Women's Foundation of Southern Arizona Community Grant Program; Discussion may include, but is not limited to, the Grant that Funded the 2009 Girls Fire Camp Co-Sponsored by Northwest Fire District and Tucson Fire Department
- C. Discussion and Presentation by Stone & Youngberg LLC about the Sale of the Series C Bonds Described in the following Agenda Item
- D. Overview, Introduce, Discuss, Amend, if desired, and Act on Resolution No. 2010-012 Authorizing the Issuance of \$10,950,000 of General Obligation Bonds Series 2010; and Authorizing the Chairman, Clerk and Fire Chief to Take All Actions, Do All Things and Execute All Documents Necessary to Secure, Consummate and Carry out the Bond Sale Agreement. The following Documents which are on File with the Clerk of the District's Board of Directors are to be Approved by this Resolution: Bond Sale Agreement, Tax Certificate, Continuing Disclosure Undertaking, and the District's Official Statement for its Series 2010 Bonds
- E. Adoption of Resolution No. 2010-013 Approving an Update of Proposed Financial Policies; Possible Recommendation or Report to the Governing Board Regarding the Proposed Financial Policies
- F. Discussion and Possible Action to Approve the Guaranteed Maximum Price from Sundt Construction for the Central Services Campus
- G. Discussion and Possible Action to Approve the Amendment to the Existing Construction Contract (RFQ No. 0706) with Sundt Construction to Construct Phase I of the Central Services Campus in the Amount of \$6,925,076 that includes Alternate 1, Outdoor Dirty Classroom, Contingent upon the Sale of Series C Bonds

- H. Discussion and Possible Action to Award Request for Qualification (RFQ) No. 1001 for Construction Manager at Risk Services for Fire Station No. 30 and Fire Station No. 32 to the Sundt Corporation
- I. Discussion and Possible Action to Approve the Preparation and Submittal of Grant Applications for 2010 Assistance to Firefighters Grant (AFG) Funds in the Amount of \$2,500,000 to Purchase Needed Equipment, Training and a New Computer Aided Dispatch System for the District
- J. Discussion and Possible Action to Approve Submittal of a Grant Application for Tucson Urban Area Security Initiative (UASI) Grant Funds in the Amount of \$228,000 for the Purchase of Equipment for the Rapid Response to Terrorism (RRT) Vehicle, Hazmat and Technical Rescue Training for RRT Team Members, and a Training Exercise for Tucson UASI RRT Teams
- K. Discussion and Approval to Authorize Staff to Transfer \$60,000 from the Contingency Fund to Logistics for the Purchase of Emergency Medical Supplies Needed for Daily Operations for the Duration of the 2010-2011 Fiscal Year
- L. Discussion and Possible Action to Schedule a Special Governing Board Meeting in April to Consider the District's 2010-2011 Budget and other Items

IX. FUTURE AGENDA ITEMS

- A. Future Agenda Items [A Governing Board Member may bring forth general topics for a future meeting agenda. The Governing Board may not discuss, deliberate or take any action on the topics presented, pursuant to A.R.S. § 38-431.02 (H).]

X. ADJOURNMENT

  
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George Carter, Board Chair

Two Board Briefing Books containing material related to the Board Meeting are available for public review the day before and the day of the Board Meeting during office hours at the Administration/Life Safety Office located at 5225 W. Massingale Road, Tucson, Arizona 85743 – (520) 887-1010. The two Board Briefing Books are also available for public review at the Board Meetings.

The Northwest Fire District Board may vote to go into Executive Session on any agenda item pursuant to ARS §38-431.03 (A)(3) for discussion and consultation for legal advice with the Fire District Attorney on the matter(s) as set forth in the agenda item.

The Northwest Fire District Training Facility is accessible to the handicapped. In compliance with the Americans with Disabilities Act (ADA), those with special needs, such as large-type face print or other reasonable accommodations, may request those through the Northwest Fire District "Administrative Services Director" at least twenty-four hours before the meeting.

Re-Posted March 18, 2010