



TUBAC FIRE DISTRICT

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TUBAC FIRE DISTRICT BOARD MEETING MINUTES District Board FY 18/19 Budget Workshop April 25, 2018

1. Call to order and Pledge of Allegiance: The meeting was called to order at 4:00 p.m. by Mike Connelly. The Pledge of Allegiance was recited.
2. Roll call of Board Members: Board Members present were Bill Kirkpatrick, Mary Dahl, Candy Clancy and Mike Connelly. Herb Wisdom was absent. Also present were Chief Keeley, Asst. Chief Rivera, Brenda Holbrook, Nancy Lindsey, Darrell Miller, John Conger, Melissa Tomlinson, and Ben Archer Clowes.
3. Review and discuss budget goals and overview for FY 18/19: Melissa and Ben from the James Vincent Group presented the preliminary 18/19 budget. Melissa highlighted the following aspects of the preliminary budget:
 - Revenues of \$3.4 million and expenditures of \$3.492 million – does not include any capital outlay
 - Property tax assessed valuations increasing 1.73% total of \$40,943
 - Projecting increase to ambulance collection revenue / decrease in wildland income
 - Increase in salaries based on current salary rates -primarily due to reallocation of wildland wages – no projected raises or increases to salaries
 - Utilities trending downward; health insurance costs remaining steady; PSPRS rates increasing to 28.9% for tier 1 & 2 and 32.9% for hybrid plan; medical supplies increase due to new Banner drug restocking requirement; vehicle maintenance reflecting increases due to aging and high mileage; training increase includes \$16,000 (2 new paramedics) and travel (wildland) increasing
 - Managerial expenses increasing by \$11,590 attributed primarily to James Vincent Group (\$1,900 per month)
 - Capital expenditures over next 5-years projected at \$5.12 million (includes ambulance purchases, vehicle replacement, capital improvements, IT / computer & radio replacement and upgrades)
4. Round Table Discussion: Chief - recommendation of the need for new ambulances with suggestion of lease purchase or consider refinancing bonds (purchase two ambulances now with the plan for two additional in the future); Candy – imbalance of labor and capital costs

needs to be remedied; as well as further discussion on employee contributions towards health plan coverage; Mike - \$800,000 reserve fund will need to be spent prudently – mechanism needs be in place to replenish fund. Candy recommended that the District purchase one ambulance in the 2018/2019 fiscal year with the consideration of purchasing a second ambulance in the 2019/2020 fiscal year. Melissa suggested changing to 30-year amortization on PSPRS contributions from the current 20-year which could result in a cost savings in this budget year to the District of \$44,000. Further estimates of \$17,500 savings on workman’s compensation, \$25,000 increase in ambulance revenues would result in the projected 2018/2019 budget reflecting an ending income figure of \$10,000. Melissa further explained that current year-to-date the District is showing net income of \$148,000 and that she recommends the Board agree to transfer this money into the reserve account at the end of the year with the intention of utilizing it for capital expenditures.

5. Call to the Public: None
6. Adjourn Meeting: Bill Kirkpatrick made a motion to adjourn the meeting at 5:30 p.m. and Mary Dahl seconded the motion; all were in favor, the motion passed.