

PUBLIC MEETING MINUTES BOND OVERSIGHT COMMITTEE MEETING

March 6, 2018

1. CALL TO ORDER

The meeting was called to order at 2:10pm by Chief Scott Neal.

2. ROLL CALL

Present: Board Member: John Pynakker
Board Member: Paul Bull
Board Member: John Tesar
Board Member: Mandy Doumit
Board Member: Randy Sierra
Board Member: Karla Brady
Board Member: Heather Brennan

Absent: Board Member: Mike Hamilton

Staff Present: Acting Chief: Scott Neal
Assistant Chief: Patrick Moore
Executive Administrative Manager: Paula Acker

3. CHIEF COMMENTS

Chief Neal welcomed all those in attendance and gave a quick overview of what he would like to address in the meeting, along with a few "housekeeping issues" that need to be addressed so this committee can act in a formal capacity.

-Brief the committee members on some of the potential bond project and their cost basis as well as the timeline.

-Open Meeting Law discussion with Chief Moore.

-Introduction of the in-house subcommittees: Facilities, Equipment & Apparatus.

a. IN-HOUSE SUBCOMMITTEES

Chief Neal explained three subcommittees were formed not too long after the bond passed: Facilities, Equipment and Apparatus. Each group is made up of employees from Firefighter all the way to Battalion Chief and they have formed subcategories within each group that are diligently working behind the scenes to prepare presentations for the Bond Oversight Committee: First is to identify the projects

that we want to proceed with and second to get the committee the cost basis for each item or project as best they can, they are now meeting with vendors and getting estimates. Thirdly they will provide you with reasons behind the timing of each particular project and the timeline moving forward. For example, buying a piece of static equipment is going to take a lot less time than building a facility so there are a lot of different moving parts that these subcommittees are working on behind-the-scenes. Chief Neal also acknowledged the hard work they are doing, have done and will continue to do - we couldn't do this without them.

b. POTENTIAL BOND PROJECTS

This morning the Fire Board adopted a resolution to approve the bond sales and to get a general understanding of how much money will be needed with our first bond sale. 16.6 million was approved by the taxpayers and our initial estimate for the first bond sale is about two thirds of that. Chief Neal included a presentation of different categories and the potential breakdown of the first bond sale. Once we have a bond sale we have three years to spend that money. (The first bond sale will be somewhere between 10.9 and 12 million.)

- i. Facilities: earmarked five million
- ii. Apparatus: we have earmarked 6 apparatus for the life of the bond and plan to use two-thirds of it in the first bond sale.
- iii. Safety: we plan to use the whole amount with first sale
- iv. Technology: we plan to use the whole amount with first sale

Chief Neal further explained that the in-house committees will come to the oversight committee with the framework done: what we are asking for, for example how many apparatus and what type we are looking to purchase and the reasoning behind the purchase, the cost & quotes.

Clarification asked by Karla Brady: "are you intending the subcommittees to come to us before the purchase of any of those items?" Neal: "Yes, they are tasked with every project" A spokesperson from each committee is tasked with making a presentation of some kind to the bond oversight committee, with all the data needed for the committee to make their recommendation to the Fire Board. The items will be prioritized and presented to the committee within the next couple months, we will be deciding on the date for the first meeting today. We do not want to rush the process, this is a 20-year project and we do not need to rush the first portion. There was some discussion on how much communication/dialog there should be between the bond committee and the in-house committees, to clarify there should be some back and forth dialog to satisfy any questions and concerns the Bond Committee has. Chief Kinsey questioned what would happen if there are disagreements between the groups and is concerned with adding another layer of bureaucracy to the process. Chief Moore and Chief Neal discussed that any concerns should first try to be resolved between the parties, but in the end the final decision is up to the Fire Board. Karla and Mandy both voiced that they feel we are

working for the same thing; we might not always agree but that it is not necessarily a bad thing. Chief Neal reminded the group that the bond narrowly passed and he believes that it would not have passed if we did not reassure the community that a Citizens group would be formed for this purpose. Part of the transparency that we are striving for we hope to accomplish by having open meetings, meeting minutes and conducting the board just like we would other Fire Board Meeting.

c. OPEN MEETING LAW

Chief Moore mentioned the handouts that were given: "Open Meeting Law 101" and "Chapter 7: Conflict of Interest of Officers & Employees" We would like the board to be mindful of the open meeting law, especially when communicating within the group that it be kept under a quorum (includes texts, emails & phone calls). For this group, because there are Seven board members a quorum will be Four. Also any conflicts of interest need to be declared, the statute is pretty clear if you have a financial interest or benefit you need to be clear and declare that. We need to turn these meetings over to your group, and there are some decisions that need to be made by the group: nominations and elections. We will turn it over to you.

d. BUSINESS

i. Discussion/Possible Action:

Karla Brady made a motion to nominate Paul Bull as Chairman, John Pynakker seconded the motion. Randy Sierra made a motion to nominate Heather Brennan as Chairwoman. With their being two nominations the first will be put to a vote and if it does not pass we will move to the second for a vote. All those in favor of Paul Bull as Chairman by show of raised hands: Five votes in favor. Motion passed, Paul Bull elected as Chairman.

Randy Sierra made a motion to nominate Heather Brennan as Vice Chairwoman, Mandy Doumit seconded the motion. All those in favor of Heather Brennan as Vice Chairwoman by show of raised hands: Six votes in favor. Motion passed, Heather Brennan elected as Vice Chairwoman.

Chief Moore pointed out the board has Eight people here for the group, we need Seven members, with one alternate. Anyone in attendance interested in being an Alternate? John Tesar stated he is new to this process and would be willing to be an alternate.

Heather Brennan made a motion to nominate John Tesar as Alternate, Karla Brady seconded the motion. All those in favor of John Tesar as Alternate by show of raised hands: Seven votes in favor. Motion passed, John Tesar elected as Alternate.

Chief Moore opened the discussion of the next date to meet, it was suggested to meet the first part of May. (It could end up being sooner.)

Mandy Doumit made a motion to meet Tuesdays, 2pm at the Station 1 Training Room, Heather Brennan seconded the motion. All those in favor of Tuesdays, 2pm by show of raised hands: Seven votes in favor. Clarified the first Tuesdays of the month Starting May 1, 2018.

e. FUTURE AGENDA ITEMS

There was some discussion about items that need to be discussed at the next meeting: Priority of the projects, what projects starting first, other larger scale projects.

Chief Moore mentioned to the board that if there are any questions or concerns, the department is always available to you.

f. ADJOURNMENT

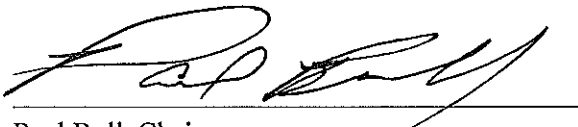
Meeting was adjourned at 2:50pm.

Minutes prepared by,



Sarah Zink, Administrative Clerk

Approved by,



Paul Bull, Chairman
Bond Oversight Committee