

HIGHLANDS FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
June 2, 2017

The Special meeting of the Highlands Fire District Board of Directors was held on June 2, 2017 at Station 21, 2838 Kona Trail, Flagstaff, Arizona.

1. CALL TO ORDER. The meeting was called to order at 9:00 AM.
2. ROLL CALL. Pete Kloeber, Jan Hirsch, Bill Murphy, and Robyn Martin were present; Brad Bippus was absent.

Present from administrative staff was Chief Dirch Foreman.

3. DISCUSSION AND CONSIDERATION TO APPROVE A RESOLUTION TO REQUEST THE INCREASED AMORIZATION PERIOD FROM THE PSPRS BOARD OF TRUSTEES. Chief Foreman informed the Board that legislation was passed to allow the District to request a change to the amortization schedule from 20 years to up to 30 years to pay the unfunded liability for PSPRS. In order to change the amortization period, the Board must make a request to the PSPRS Board of Trustees to request a one-time change by formal resolution. If action is taken today, the emergency measure will be effective for FY 2018, and the contribution rate would be reduced about 4% (~\$65,000). The Board discussed pros and cons for lengthening the amortization period. Chairperson Kloeber stated that the Budget Committee recommends a requesting a 30 year amortization period. Chief Foreman informed the Board that the District intends to pay the PSPRS Hall/Parker excess contributions early in July and the interest will be paid soon after the rate is released. After further discussion, a MOTION was made by Director Murphy and was seconded by Clerk Hirsch to approve a resolution to request an increase to the amortization period for PSPRS from 20 to 30 years; the motion was unanimously APPROVED.
4. DISCUSSION AND CONSIDERATION TO APPROVAL THE RELEASE OF THE REQUEST FOR PROPOSAL (RFP) FOR SERVICES TO DESIGN AND CONSTRUCT THE ADMINISTRATIVE/BEAR JAW FACILITY ON THE STATION 23 SITE. Chairperson Kloeber informed the Board that the Budget Committee met and determined the District is in good position to build. The unknown matter regarding PSPRS has been considered, and the budgeted amounts will cover the expense. The Board reviewed the Five Year Projection Budget for the Capital Account. Chief Foreman informed the Board that putting out the RFP doesn't commit the District to accept. Chairperson Kloeber clarified that action taken on this item confirms our intention to build and gives Chief Foreman the authority to release the RFP; an affirmative vote will not approve the actual construct. After discussion, a MOTION was made by Director Martin and was seconded by Director Murphy to approve the completion and release of the RFP for the construction project; the motion was unanimously APPROVED. Chairperson Kloeber asked to see the final draft of the RFP.
5. ADJOURNMENT. The meeting adjourned at 9:34 AM.

Respectfully submitted,

Dirch Foreman
Fire Chief