



# LAKE MOHAVE RANCHOS

## FIRE DISTRICT

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## MINUTES OF SPECIAL MEETING OF THE LAKE MOHAVE RANCHOS FIRE DISTRICT GOVERNING BOARD

*The Governing Board of the Lake Mohave Ranchos Fire District met in special session on **04-30-2018** at **3:00 p.m.** The meeting was held at **The Dolan Springs Chamber of Commerce, 16154 Pierce Ferry Rd, Dolan Springs, AZ.** The Board may vote to go into executive session on any agenda item, pursuant to A.R.S. §38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.*

### MINUTES

#### 1. CALL TO ORDER.

- Director Cass called the meeting to order at approximately 3:35 p.m.

#### 2. ROLL CALL OF BOARD MEMBERS.

- Deb Cass, Mike Karash, Charlotte Kiffer, Eric Terrill and Rick Sherwood were in attendance.

#### 3. PLEDGE OF ALLEGIANCE.

- Recited.

#### 4. REPORTS.

- a. March 2018 Financial Report(s). *(The financial report(s) are to be reviewed and approved by the Board).*
- Mr. Buldra reported the March financials as follows: Revenue for the month of March was \$46,291 which was \$11,720 under budget. Mohave County Revenue for March was \$28,709 which was \$5,102 under budget. This variance is due to timing during the month and we are trending over budget YTD. Non-Tax Revenue for the month of March was \$17,582 which was \$6,618 under budget. This variance is due to timing of ambulance revenue which was \$5,285 under budget. Expenses for March totaled \$75,545 which was over budget by \$11,163. Vehicle and Equipment is \$13,162 over budget due to timing of an ambulance lease payment. Buildings and Land is \$1,595 over budget due to station 41 repairs. Year to date Revenue is \$774,784 which is \$92,481 over budget. Year to date Expenses are \$659,275 which is \$19,885 under budget. Director Terrill asked why the numbers were the same under the accounts receivable section. Mr. Buldra stated the receivable balance is posted to the year-end section, noting it's property tax and other outstanding. Director Kiffer stated the WF balance has a difference of \$40,000. Mr. Buldra stated that is due to timing of funding for payroll. Director Terrill asked if that's why there

is a difference in \$17,000 compared to last year. Mr. Buldra stated that is due to the Hall/Parker PSPRS payout and taxes. Mr. Buldra stated you really want to look at the cash accounts because those are not segregated funds. Mr. Buldra stated you have two accounts and the only reason we have a payroll account is because you can't have electronic funds come out of the County account. Mr. Buldra stated when you look at the total balance it's more indicative of what's going on. Director Terrill stated he noticed personnel costs were \$3,000 down, he asked if that was due to timing. Mr. Buldra stated that is due to PSPRS costs, showing we are budgeted for full-time positions that are filled and being covered by POC's, noting we don't have that PSPRS expense. Director Terrill asked why total expense reported over budget by \$11,000. Mr. Buldra explained that is due to timing of the ambulance lease payment. Director Kiffer asked about under the WF payroll account the \$12,675 is really the total of all the zeros reported. Mr. Buldra stated what QuickBooks does is generate the transaction that comes out of the bank account, but on the paychecks what it does is basically takes their net pay and makes it zero from the check standpoint, but puts the amount for direct deposit, which is recorded in that \$12,675. Director Kiffer wanted clarification for 'General Journal MRC'. Mr. Buldra stated that is the abbreviation for March. Director Kiffer asked if the \$10,000 deposit was ambulance revenue, Mr. Buldra advised that was correct. Director Terrill motioned to approve the March financials, Director Kiffer 2<sup>nd</sup>. All members present, in favor. Motion carried, unanimously.

5. **CALL TO THE PUBLIC & CORRESPONDENCE.** *(Consideration and discussion of comments and complaints from the public. Those wishing to address the Lake Mohave Ranchos Fire District Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item(s) that are not on the Agenda that are raised in the call to the public. However, individual Board Members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public due to restriction of the Opening Meeting Law.)*

- NONE.

- ❖ Director Sherwood motioned to enter executive session, Director Karash 2<sup>nd</sup>. All members present in favor, motion carried unanimously.
- ❖ Executive Session began at approximately 3:45 p.m.

6. **EXECUTIVE SESSION – CONSENT AGENDA** *(The following items listed below are placed on a Consent Agenda).*

1. *Board of Directors may vote to go into Executive Session pursuant to A.R.S. §38-431.03(A)(1) for personnel matter, A.R.S. §38-431.03 (A)(3) for legal advice and pursuant to A.R.S. §38-431.03 (A)(4) to give direction to legal counsel:*

a. Discussion and possible action regarding: Personnel Matter: LMRFD Fire Chief Contract. (Board/Administration)

- Director Terrill motioned to exit Executive Session and enter Executive Business,

Director Sherwood 2<sup>nd</sup>. All members present in favor, motion carried unanimously.

- Director Cass noted executive business began at 4:46 p.m.
- Director Terrill motioned to begin executive business, Director Cass 2<sup>nd</sup>. All members present in favor, motion carried unanimously.

**7. EXECUTIVE BUSINESS.**

a. Discussion and possible action regarding: LMRFD Interim Fire Chief Contract and/or Fire Chief Contract; with changes from Board and Fire Chief. (Board)

- No action taken at this time, until further review.

**8. CONSIDERATION OF FUTURE AGENDA ITEMS.**

▪ All tabled items will automatically move to following month's Regular Meeting, unless noted otherwise.

- Payroll matter
- Succession of Services
- Director Sherwood Resignation

**9. NEXT REGULAR BOARD MEETING DATE & LOCATION.**

▪ May 21, 2018 at the Chamber of Commerce in Dolan Springs, AZ – 1:30 p.m.

**10. ADJOURNMENT.**

- Director Kiffer motioned to adjourn the meeting, Director Sherwood 2<sup>nd</sup>. All members present in favor, motion carried unanimously.
- Director Cass adjourned at approximately 4:50 p.m.

MINUTES prepared by: Karen Jackson  
(This is a working draft until Board approval)

Date: 05/28/2018