



# ARIZONA FIRE & MEDICAL AUTHORITY GOVERNANCE AND LEGISLATIVE COMMITTEE MEETING MINUTES

Tuesday, August 10, 2023

## MINUTES

### 1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Committee Chairman Becker called the meeting to order on Tuesday, August 10, 2023, at 10:07 a.m. at the Arizona Fire & Medical Authority Administrative Office, 18818 N. Spanish Garden Drive, Sun City West, Arizona 85375. The meeting was held in person and virtually.

Members Present: Committee Members Bill Becker, Melanie Hardy, and James Young

Members Absent: None

### 2. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES

Committee Chairman Becker led the Pledge of Allegiance.

### 3. REGULAR BUSINESS

#### A. Approve Governance & Legislative Committee Meeting Minutes of December 14, 2021.

**Committee Member Young moved that the December 14, 2021 meeting minutes be approved. Committee Member Hardy seconded the motion.**

Vote conducted. **MOTION CARRIED.**

AYES: Becker, Hardy, Young

NAYS: None

ABSTAIN: None

#### B. Approve Committee regular meeting schedule through Fiscal Year 2023-2024.

Administrative Director Dusty Christopherson presented the Governance & Legislative Committee regular meeting schedule through Fiscal Year 2023-2024 and noted that per the Bylaws and Rules of Procedure for the Arizona Fire & Medical Authority, the Standing Committees establish their own regular meeting schedules and notice appropriately per the Open Meeting Law.

Governance & Legislative Committee Meeting Schedule, start time 10:00 a.m.

- August 10, 2023
- September 14, 2023
- November 9, 2023
- ~~January 11, 2024~~ January 18, 2024
- March 14, 2024
- May 9, 2024

**Committee Member Young moved that the Governance & Legislative Committee approve the regular meeting schedule as amended to accommodate the Arizona Fire District Association Conference in January 2024. Committee Member Hardy seconded the motion.**

Vote conducted. **MOTION CARRIED.**

AYES: Becker, Hardy, Young  
NAYS: None  
ABSTAIN: None

C. Discussion on Arizona Legislative spring and summer session topics relating to fire districts.

Mary Dalton, Assistant Chief, provided the Committee with an overview of fire districts across the state, fire district property tax revenues, limitations placed on fire district funding, and an update on the spring and summer sessions of the Arizona Legislature noting bills impacting fire districts and their funding pathways.

Discussion ensued relating to the dynamics between the Arizona Fire District Association (AFDA), the Arizona Fire Chief’s Association (AFCA), and the Professional Fire Fighters Association (PFFA) and their efforts to lobby the State Legislature for additional funding resources for fire districts.

D. Discussion relating to Member District annexations, de-annexations and their financial impacts to the Authority.

Assistant Chief Dalton presented a sample summary of the annexations and de-annexations (losses to neighboring jurisdictions) and how they impact district finances over a period of time.

On Committee consensus, Board Members requested this information be provided to each Member District as needed moving forward and requested the spreadsheet include profit/loss information for 2-4 years and be linked to a map of where the parcel is located within the jurisdiction as a way to help identify trends.

E. Discussion and Possible Action relating to Policy Manual Policy No. 8.02 – Purchasing Policy.

Director Chitwood reviewed updated Policy Manual Policy No. 8.02 noting the changes related to approval processes, updated Board approval requirements from \$15,000 to \$50,000 and increasing the purchase order requirement limits from \$500 to \$2,500. In response to inquiries, Director Chitwood noted that these updates are needed in response to increases in pricing seen over the last few years and the need to streamline administrative processes. Director Chitwood clarified that all requests to utilize contingency funds must be approved by the AFMA Governing Board.

**Committee Member Young moved that the Governance & Legislative Committee recommend the Arizona Fire & Medical Authority Governing Board approve Policy Manual Policy No. 8.02 relating to purchasing. Committee Chairman Becker seconded the motion.**

Vote conducted. **MOTION CARRIED.**

AYES: Becker, Hardy, Young  
NAYS: None  
ABSENT: None

4. **SUGGESTED ITEMS FOR FUTURE GOVERNANCE AND LEGISLATIVE COMMITTEE MEETING AGENDAS**

Committee Chairman Becker reviewed the items of interest:

A. Governance

- i. The AFMA Nonprofit Foundation
- ii. Board Members participation in Budget Development for 2024-25
- iii. The Proposed Bond Election for 2024 or 2025
- iv. Member District “Meetings of the Whole” twice a year
- v. AFMA Board Bylaws and Rules of Procedure Updates

B. Legislation

- i. Board Members involvement in our communities and with local and state officials
- ii. Lobbyist Resources – Should AFMA hire a lobbyist to seek state and federal funds

C. Long Range Projects

- i. Future Member District Planning – Procedures for bringing in additional member districts
- ii. Liaison to State Legislature - Succession Assistance

On Committee consensus, the Committee prioritized working on the AFMA nonprofit foundation and the potential bond measure for 2024.

5. **ADJOURNMENT**

The meeting adjourned at 12:15 p.m.

*William Becker*  
William Becker (Nov 29, 2023 16:30 MST)

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Bill Becker, Chairman  
AFMA Governance & Legislative Committee

# 08.10.23 Governance and Legislative Committee Meeting Minutes - Final

Final Audit Report

2023-11-29

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