

# Meridian Rural Fire Protection District

33 E. Broadway, Suite 210 - Meridian, Idaho 83642

## Meeting Minutes – May 9, 2016

The Meridian Rural Fire Protection District meeting for May 9, 2016, was called to order at 7:00 p.m. by Commissioner Leighton. Roll call was taken.

### Attendees:

Commissioner Terry Leighton, Commissioner Clair Bowman, Commissioner Marvin Ward, Fire Chief Mark Niemeyer, and John Fitzgerald of Worst, Fitzgerald and Stover

Motion was made and seconded to approve the meeting agenda as presented with the exception of moving and discussing **New Business** item number 3, *Presentation on Cooperative Efforts*, under **Old Business** item number 1, *Update on Master Plan*. Motion approved.

Motion was made and seconded to approve the meeting minutes from the April 11, 2016 MRFPD meeting. Motion approved.

### Approve and pay bills as follows:

- Check #5127 VOID
- Check #5128 to City of Meridian in the amount of \$117,950.32 for March Invoice #2299
- Check #5129 to Worst, Fitzgerald & Stover, PLLC in the amount of \$2,847.36 for general legal work, Statement #68752 (2 months)
- Check #5130 to Ada County Weed & Pest in the amount of \$312.17 for Station 6 property weed/sterilization spraying, invoice #164103 less the tax that was charged on invoice

A motion was made and seconded to approve and pay checks numbered 5128 through 5130 (with check #5127 voided) as presented. Motion approved.

### Treasurer's Report:

Net cash position is currently \$2,605,904.54.

The April US Bank Statement was presented to the Chairman for review and approval.

### Old Business:

1. Chief Niemeyer gave an update on the progress of the Regional Master Plan final report being prepared by ESCI. A few additional edits are being made and the final report should be completed early next week. Chief Niemeyer will provide a copy for all of the Commissioners to review prior to next month's Rural District meeting at which time he plans to give a presentation on the plan and its findings. This master plan was done with Star, Middleton and Caldwell Fire. Nampa Fire was already in the process of developing their own master plan when we began. Nampa Fire is potentially looking at de-annexing from the City of Nampa and then annexing into the Fire District. Caldwell is also considering doing

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the same. Because of these potential same long-term goals, the five fire chiefs from all of these agencies, (including Nampa) have been meeting every Friday for the past 2 to 3 months to discuss working together to see what working more closely together might look like. We are in a unique position to have so many leaders with a desire to work together. Chief Niemeyer gave a preliminary presentation on these cooperative efforts to the Commission, as a result of these meetings, which summarized this shared vision amongst the 5 fire chiefs. This same presentation has already been given to the Mayor and every individual City Council member with the exception of one who was out sick. It has also been presented to the union members of all 5 departments. Discussion followed on the contents of this presentation which included the Mission, Ground Rules, Agency Boundaries, Efficiencies, Effectiveness, Potential Org Chart, and the Shared Vision of the initial plan. (Presentation attached to these minutes)

### New Business:

1. Discussion was held on future Commissioner pay and the draft budget. Commissioner Bowman presented a copy of the draft preliminary FY17 budget that he is working on. He will receive the valuation numbers from Ada County approximately mid-June. Percentage that the District will contribute to the City of Meridian this year has been determined to be 11%. Both the population and the preliminary valuation numbers were taken into account. The Commissioner's pay has not been increased for at least 9 years. The pay currently is \$450 per month for the Chairman/President and Secretary and \$500 per month for the Treasurer. Commissioner Bowman proposed that in this upcoming FY17 budget, the Commissioner's pay increase to \$550 per month for the Chairman/President and the Secretary and increase to \$600 for the Treasurer. That raises all 3 commissioners \$100 per month.

Commissioner Bowman discussed the variable levy rate. The current valuation estimate for the District is approximately \$846,000,000.00. The District is currently just under a levy rate of .0023, (the levy maximum is .0024 for a fire district). When the City calculated the property tax that is going into the Fire Department from the City's perspective, they were at about .0014. If Meridian Fire is moving towards a de-annexation of the Fire Department from the City and annexation by the District in the future, the levy rates of each entity need to come closer together. Commissioner Bowman showed the other Commissioners what the property tax would be at with a variety of selected levy rates. A rate of .0020 was chosen just as a starting point. That rate generates \$1.7 million in revenue. The Ag tax replacement revenue has historically come in around \$5,900.00. Sales tax redistribution went up substantially this year. We have been getting \$20,000 to \$24,000 a year, but this year we received \$65,000.00 for the sales tax redistribution. Commissioner Bowman will look into that further. Commissioner Bowman feels that somewhere in the vicinity of a \$4 million capital fund would be the amount needed for the basis for providing stability over time in the event we did move forward as a combined Fire District. He suggested rather than try to do that all in one year by keeping the rate at approximately .0024, it would be better to drop the levy rate and start moving it down to where the City's is. He felt the District could easily go

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down to .0019 or .0020 this year. This draft version of the preliminary budget does have some flexibility for both the Commissioner's pay portion and for the levy rate. When Commissioner Bowman receives the official valuation totals he will send that out in an email for review. Commissioner Bowman requested comments on the draft budget so far.

Chief Niemeyer noted that the items in a lighter color on the draft proposed budget are items that are being proposed this year but have not been approved by Council and could potentially be modified or deleted. There is still much flexibility in the budget at this point as we are very early in the process. Commissioner Ward did mention that he felt that the Treasurer pay should be raised a bit more than previously mentioned by Commissioner Bowman. It was agreed and clarified by the Commissioners to add an additional \$100 per month for each Commissioner Leighton and Commissioner Ward and to add an additional \$150 per month to Commissioner Bowman's pay to the draft budget which will be discussed at a future meeting.

The levy rate was also discussed and the other two commissioners expressed they were comfortable with lowering the levy to either .0020 or .0019. More information will be gathered on the final evaluations and Commissioner Bowman will work on this for the draft budget.

Commissioner Leighton inquired as to the timeline for building Station 6. Chief Niemeyer responded that the tentative plan is to work on the design of the Station during the FY17 budget year using impact fee funds. For the FY18 budget year, which begins in Oct 2017, we would start the process of building the station, hiring the staff, and holding the recruit academy. We would then tentative open Station 6 in October of 2018. Chief Niemeyer explained the hiring and recruit academy process.

Joint purchasing of land for future stations was discussed. Commissioner Ward asked about future Station 6 and the location of their response district area. Chief Niemeyer responded.

Commissioner Bowman asked about the impact fees and mentioned that the City still owes some funds to the District from the building of Station 5. Chief Niemeyer confirmed and this will be kept in mind as we look at building Station 6 with impact fee funds.

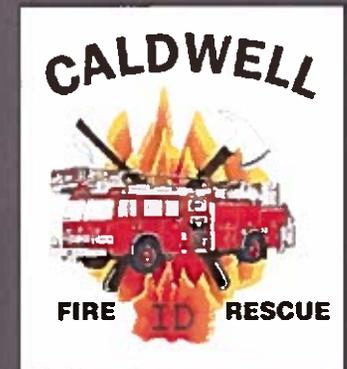
Commissioner Bowman will bring a draft budget to the July MRFPD meeting for review before it is published with some of the recommendations and changes that were discussed.

2. Chief Niemeyer reminded the Commissioners about the MFD Awards Ceremony this Wednesday, May 11<sup>th</sup> at 4:00 p.m. at the PSTC.

Motion was made and seconded to adjourn the May 9, 2016, meeting of the Meridian Rural Fire Protection District. Motion approved. The meeting was adjourned at 8:22 p.m.

# 2016 STRATEGIC SENIOR STAFF MEETING

*Creating a vision for the future*



# Mission

- ▣ The participating agencies wish to create a more effective, efficient, transparent, and stable fire service for the future of our agencies and communities.

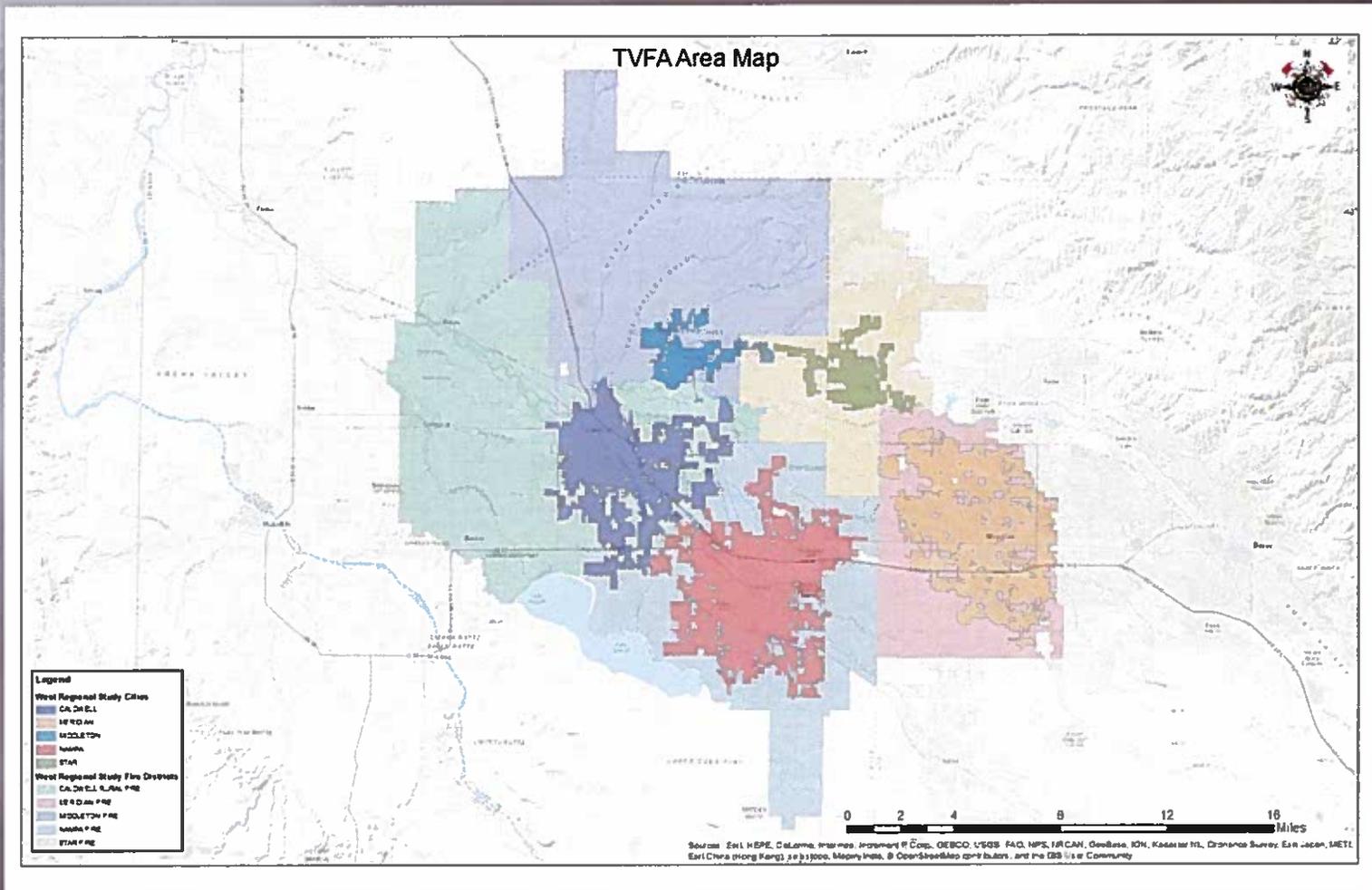
## Ground Rules prior to presentation.....

- ▣ No one is harmed; no loss of jobs or pay
- ▣ Focus is on maximizing our collective strengths
- ▣ This is a strategy discussion- many “in the weeds” items not yet covered
- ▣ We invited you here for you to give feedback, good or bad

# GROWTH- Boundaries will continue to come together

- ❑ All participating agencies have experienced growth issues
- ❑ All participating agencies have experienced, or will in the future, border issues via City annexation
- ❑ The Fire Service is focused on providing service to all citizens, but often get unwillingly brought into battles over boundaries
  - We wish to stay focused on working together and providing shared and exemplary service to the citizens regardless of borders
  - ❖ *View map of consolidated area*

# Potential Area Map



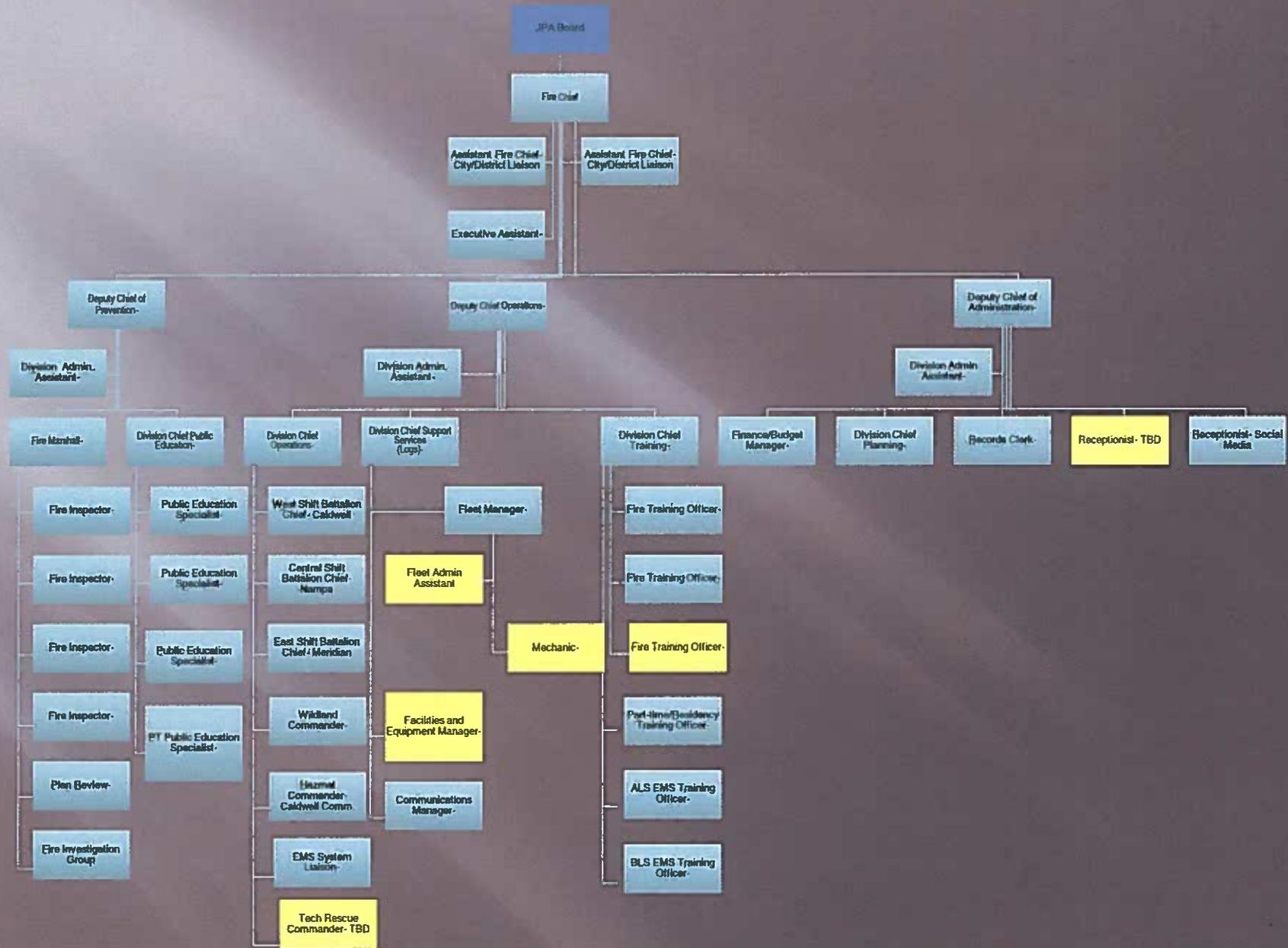
# EFFICIENCIES- The most cost effective way to manage the Fire Service

- ❑ Buying power of a larger organization is a known positive (just ask an HONEST vendor)
- ❑ Standardizing training and other key elements (equipment, fleet, etc) of the fire service eliminates “us vs. them” and allows for creation of better long term planning for Capital replacement and maintenance
- ❑ Allows for identification and adoption of “best practice” by recognizing current strengths from each participating agency (equip., software, etc.)

## EFFECTIVENESS- We have superior knowledge and strength together

- ▣ Currently each participating agency has individuals with tremendous strengths
- ▣ Each participating agency also has established redundancies out of necessity
- ▣ Merging the management teams of each agency reduces redundancies, allows for use of resources not previously available, and allows for development of programs not previously attainable due to lack of resources
  - Share Conceptual Org chart

# TVFA Consolidated Org Chart



# ORGANIZATIONAL FLEXIBILITY and SUCCESSION PLANNING- ever get 'burned out' with the job you're currently doing?

- ▣ Current single agency configuration does not allow for flexibility and succession planning- simply not enough resources
- ▣ Consolidated structure allows for lateral and upward movement AND the ability to properly mentor and plan for succession
- ▣ This in turn builds a more stable future for all agencies involved
  - There's a reason Departments like TVFR maintain success!

# Vision

- ▣ The participating agencies desire a consolidated fire service. To accomplish this, we will work towards the following:
  - By January 2018, a centralized and consolidated management team will be formed to create maximum efficiencies through standardization, establish stronger effectiveness through capitalizing on each individuals strengths, and develop system stability through a centralized planning process.
  - By January 2020, all Departments will have become fire districts in order to allow for future consolidation.
  - By January 2022, all Departments will achieve full consolidation.

# Comments and Questions

- ▣ Questions
  - ▣ Comments
  - ▣ Thoughts
- 
- ▣ How “bought in” are each of you?