



# **BULLHEAD CITY FIRE DISTRICT GOVERNING BOARD MEETING MINUTES**

**March 22, 2022**

## CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order at 8:30 a.m. by Board Chairman Cummings, Chairman Cummings led the Pledge of Allegiance.

## ROLL CALL

Present: Board Chairman: David C. Cummings  
Board Member: Charles Moore  
Board Member: Norma Brummett  
Board Member: Paige Weisz  
Board Member: Rose Jacobs

Staff Present: Fire Chief: Patrick Moore  
Assistant Fire Chief - Logistics: Scott Neal  
Assistant Fire Chief - Operations: Justin Flummer  
Fire Marshal – CRR: Barbie Barrett  
Administrative Manager: Paula Acker

## CORRESPONDENCE AND PRESENTATIONS

Badge presentation - Fire Fighter Donald Dillon  
Plaque presentation – Former Board member Karen Flenniken

## CONSENT AGENDA

- A. Approval of Minutes – February 22, 2022 Regular Public Meeting
- B. Acceptance of February 2022 Financial Reports
- C. Board Approval of Surplus Equipment:
  - (4) Gurneys –no current value
  - (1) 2010 Chevrolet AmbulanceBoard Member Moore motioned to accept the consent agenda as presented.  
Board member Brummett seconded the motion, all were in favor and the motion carried unanimously.

## CALL TO THE PUBLIC

There was no response to the Call of Public.

## REPORTS

### Firefighters' Community Report-PFFA Local 3647

Captain Matt Breen addressed the Board with an update on the executive board positions as follows: President - Matt Breen, Vice President - Billy Peddycord, Secretary - Mike Fields, and Treasurer - Kim Miles. A shift representative – Chance Skeen, B Shift representative - Matt Petty and C Shift Representative - Ed Crawford.

Matt announced they will be sponsoring 4 teams for a local corn hole competition, this is a fund raiser for local veterans to be held on March 26.

### Fire Chief's report

Fire Chief Patrick Moore, provided an overview of the Fire Chief and operations memorandum that was provided in the Board packet today and attached to the official Governing Board meeting minutes. The following is a summary of the report given:

The Cooperative Fire Rate Agreement, which governs our cost recovery for out of district wild fires, has been completed electronically.

The annual physical evaluations for all BCFD members have been completed.

Staff continues to work on the upcoming Captains testing process; currently we have 3 internal candidates interested in participating.

We are currently testing one applicant for a Civilian Medic position.

We received zero applications for our recent experienced Firefighter recruitment; we will now attempt to fill current vacancies with entry level Firefighters. We will also be conducting a reserve FF application process.

Chief Moore gave an update on the current legislative session: The 1/10 of one-cent sales tax initiative bill came out of committee yesterday with an 8-2 vote, it will now go to the House and we are hopeful it will make it to the Ballot this November.

We are initiating a comp study with SEGAL.

The Stake-bed Staff Truck has been returned to service after repair due to theft.

An annual report is near completion; this is designed to be a short report on calendar year events of the department.

### Logistics Report – Assistant Chief, Scott Neal

Chief Neal stated the Station #2 rebuild is well underway, demolition is near complete in the tenant improvement (TI) area, which will have a modified (temporary) kitchen and lounge area until construction is complete and then it will have permanent bedrooms and bathrooms. Concrete is being poured this week with a 3-week cure time.

Station #7 will be discussed in today's business.

The wellness exam program continues to grow and has been embraced by our department.

Chief Moore added that pictures and updates of construction of Station #2 would be uploaded to our website weekly during construction.

### Operation Report – Assistant Chief Justin Flummer

No report given.

Preparedness and Professional Development Report- Chief Taylor  
Chief Taylor was not in attendance today, no report given.

CRR Report – Fire Marshall Barbie Barrett

Barbie reported on events coming up in March and April: The Kiwanis Kids Expo - March 26 and the Hazmat day on April 9. She stated the Bike Rodeo had a large turnout last weekend.

BUSINESS

A. Construction of the Laughlin Ranch Fire/Admin Station.

Chief Moore addressed the Board, the building site plan is getting close to completion. Additional funds are needed to build the fire/admin building. We would like to lock in a price for the GMP like we did for Station #2 at the 65% drawing stage. Currently we are \$900,000 to \$1,500,000 short due to the escalation of costs that currently are rising by 5% each month.

Before we move forward we need direction from the Board on 4 options regarding the project build. We presented these options to the Bond Oversight Committee last week. We believe some of these options don't serve the District long term in an operation service delivery mission. Chief Moore explained the options below:

1. Reduce and or eliminate the Training Tower.

This option would sweep about \$500,000 to the Laughlin Ranch Station project and not offsetting the whole project. This option is not in the best interest of the operations of the District.

2. Reduce overall size of the Station.

Reducing the station is really not a viable option, if we cut down the station any more it will not meet our needs.

3. Halt the project.

We would need to reach out to our Fire District Attorney on this option.

4. Fund the overage with the Capital Line.

This option is the most sensible one, but also impacts us as well. He stated whatever the overage is, possibly 1.5 to 1.6 Million, we would use our capital savings and adjust the capital plan for the duration. He stated that we have the money so there is no need to borrow.

Chief Moore stated that there was discussion at the Bond committee meeting that we initially did not have the administrative wing along with the station and it would make sense to add capital to fund the administrative portion of the project.

With the rising cost of construction, it does not make sense to hold off on the project. We come before the Board today to have a discussion and ask for direction on what option or a different option the Board would have to move this project forward.

If we move forward, we would see construction start in November 2022 with completion in September 2023. With contracting, permitting and legal review continuing until lock in of the Guaranteed Maximum Price (GMP) in June. Chief Moore stated that price escalation will continue until we lock in the GMP, which is currently around 5% a month.

Chairman Cummings asked about the current site plan, entryway and driveway flow.

Chairman Cummings stated that he would not want to cut anything from the current site plan. He stated in his opinion if we do not fund the project from the capital plan, this station will not be built.

Board Member Moore stated with the growth expected in the City it is the best option to build the Laughlin Ranch Station and use the Capital Funding to offset the cost.

Board Member Weisz asked about items that could be eliminated to save on cost, discussion continued on landscaping and reducing overall size of the station.

Chief Moore stated if the Board wishes to build a station without the administrative wing it could be done to save the 1.5 million, although we would need to secure property somewhere to build an administrative office of approximately 5000 square feet. He stated the current facility at station #1 is not an adequate space needed for administration or parking.

Board Member Brummett stated that the Bullhead City voters entrusted us with the Bond to provide better service to our community. Response time is the number one goal, as we grow, if we don't plan and expand with a Laughlin Ranch Station, it may impact how we respond. She stated she believes this project should be completed like we promised when the Bond was passed, providing the best for our community.

Board Member Weisz stated the administrative wing does not affect response times.

Chief Moore stated that putting admin at the Laughlin Ranch Station would free up the current administrative building for operational deployment of a centralized ambulance response model.

Board Member Weisz stated that the cost will probably grow to 2.0 Million by the time we sign the GMP. Chief Moore stated he understands the reservation of spending the money, but with costs rising daily, it will cost even more later to build.

Board Member Jacobs asked how the funding would go back into the Capital line we are pulling from for the Laughlin Ranch Station. Chief Moore explained that we fund the capital plan each year, to keep us on pace, a revision of the plan moving forward will be done. He stated we have the money set aside now, and a revision would require us to adjust the budget to fund the capital plan. He stated the Board approves funding to the capital plan each year when the budget is adopted.

After discussion Board Member Weisz made a motion to go with option #2, reduce the overall size of the station, there was no second to the motion and the motion did not carry. Board Chairman Cummings made a motion to fund the overage from the capital line item of the budget to continue with the discussion and construction of Laughlin Ranch

Fire/Admin Station. Board Member Jacobs seconded the motion, the motion passed with a 4-1 vote.

B. Pre-Construction Agreement with Willmeng Construction Inc.

Chief Moore stated this a legal document that will initiate discussion and plans for the construction of the Laughlin Ranch Fire/Admin Station. This agreement has been reviewed by the BCFD Attorney, once signed it will go to Willmeng for signature.

Board Member Moore made a motion to approve the Contract between owner and construction manager Willmeng Construction in an amount not to exceed \$41,094.00 for pre-construction and preparation work of the GMP.

Board Member Brummett seconded the motion, all were in favor and the motion carried unanimously.

C. Discussion re: Policy 1032 – Personal Appearance Standards.

Chief Moore stated that discussion regarding the tattoo policy started a couple of years ago of covering sleeve tattoos. He stated policy changes are an elected official decision. We wanted to let the board know we were looking to make changes to the current policy before they are presented to the Board for approval later.

FUTURE AGENDA ITEMS/BOARD DIRECTION TO STAFF

There was no direction to staff.

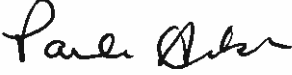
ANNOUNCEMENTS

Next Fire Board meeting will be at the City Chamber Room on April 26.

ADJOURNMENT

Meeting adjourned at 9: 31 a.m.

Recorded by,



Paula Acker  
Administrative Manager  
Bullhead City Fire District

Approved by,



David C. Cummings, Chairman  
Fire District Board



Charles Moore, Board Clerk  
Fire District Board