



**MINUTES
BOARD OF COMMISSIONERS
REGULAR MEETING
July 12, 2022
6:00 PM**

MEETING CALLED TO ORDER BY COMMISSIONER CARTER AT 6:00 PM. THE PLEDGE OF ALLEGIANCE WAS LED BY COMMISSIONER CARTER AND INVOCATION WAS LED BY COMMISSIONER CARTER. RICHARD DELP AND BOB MURPHY HAD AN EXCUSED ABSENCE.

Public Comment: No public comment.

CONSENT AGENDA

Agenda Item; Approve the minutes from the June 14, 2022, Regular meeting. Commissioner Labrato made a motion to approve the minutes from the June 14, 2022, regular meeting as written. Commissioner Poole seconded the motion. All were in favor; motion carried.

ADMINISTRATIVE AGENDA

Agenda Item; Treasurer's Report. Commissioner Labrato presented the treasurer's report in the absence of Commissioner Delp. As of June 30, 2022, the fiscal year to date expenses represent 68% of the annual budgeted expenses. The district received \$10,572.89 in impact fees for the month of June. There were no unforeseen expenses for the month of June. Commissioner Poole made a motion to accept the Treasurer's Report as read. Commissioner Labrato seconded the motion. All were in favor; motion carried.

Agenda Item; Present draft FY2022/2023 budget and approve the millage rate for TRIM form DR420. Chief Scarborough presented a draft 2023 budget with three different millage rate options along with the scenario options each millage option would present. The eligible options for discussion were 2.3818m, 2.4000m, and 2.4818m. Per the Truth in Milage rules, the TRIM form DR420 stating the millage rate the Board of Fire Commissioners proposes to adopt for the budget year 2023 must be certified using E-TRIM to the property appraiser. 2.3818m is a 9.91% increase above rollback rate, 2.4000m is a 10.75% increase above rollback rate, and 2.4818m is a 14.53% increase above rollback rate. Rollback rate is the rate needed to get the same actual net revenue as was received the year prior.

Commissioner Labrato made a motion to authorize staff to submit the form DR420 with the millage rate of 2.4818m. Commissioner Poole seconded the motion. All were in favor, motion carried.

Agenda Item; Review RFQ’s for architecture.

After the June meeting, each Station Design Committee member reviewed each RFQ that was submitted and graded each one based on a series of questions. Each grading sheet was scored and totaled together to receive an overall grade to aid in providing a list of highest to lowest scoring firms. The top three highest scoring firms were selected for the shortlist. Those three firms were notified and invited to the meeting for introduction to the Board of Commissioners. Those firms were as follows:

- DAG Architects
- Quina Grundhoefer Architects
- Townes+Architects

Each firm had a representative at the meeting to introduce themselves and to be available for any potential questions from the board. The next step will be for the firms on the shortlist be interviewed and upon completion of the interviews, a recommendation will be provided to the board on which firm to select for services.

Commissioner Poole made a motion to accept the top three firms presented as the shortlist. Commissioner Labrato seconded the motion. All were in favor, motion carried.

Chief’s Report.

Adjourn; *Commissioner Poole made a motion to adjourn the meeting. Commissioner Labrato seconded the motion. All were in favor, motion carried. Meeting adjourned at 6:37 PM.*

Neal Carter, Chairman

Date

Bob Murphy, Secretary

Date