

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

NOTICE AND AGENDA FOR MONTHLY MEETING

June 14, 2016


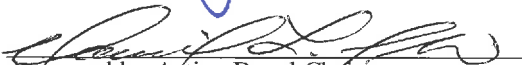
Notice is hereby given that the Bonneville County Fire Protection District No. 1 ("Fire District") will hold its regularly scheduled monthly meeting on Tuesday, June 14, 2016 at the hour of 12:00 o'clock p.m. to be held in the large upstairs conference room at Nelson Hall Parry Tucker, P.A., located at 490 Memorial Drive, Idaho Falls, Idaho 83402. The Commissioners of the Fire District will take up the following agenda during the meeting:

1. Call to Order and Roll Call (Chairman)
2. Review and approve minutes of the May 10, 2016 regular monthly meeting.
3. Review and action on May, 2016 monthly bills and financial statement (Terri Gazdik)
4. Review annual outside auditor report prepared by CPA Dana Izatt.
5. Consider a motion to re-open the 2015-2016 Fire District Budget in order to consider an additional allocation from current accumulated reserve funds for the reasonable cost of acquiring additional equipment and vehicles and to conclude payment of remodeling costs of current fire station facilities.
6. District Liaison Report on pending matters, including the status of the interior build out on the two new fire stations, and equipment needs.
7. Report from Idaho Falls Fire Chief
8. Comments or reports from Bonneville County and City of Ammon
9. Discussion regarding status of new fire service contract between the District and the City of Idaho Falls.
10. Recess/Adjournment

Bonneville County Fire Protection District No. 1, Ralph Isom, Dan Gubler, and Dave Long, Commissioners.

5. **Report and Discussion by Chief Hanneman.**
 - A. City met with Doug Young, ISO Rating Service representative, to consider additional testing in order to obtain a better fire rating for the Idaho Falls area.
 - B. Deputy Chief Dave Coffey is working with Steve Serr of Bonneville County to obtain contact lists and obtain waivers in order to allow inspections to proceed.
 - C. City is working to obtain certifications for 2 City shop repair persons to work on fire trucks.
 - D. Discussed the City's objectives for its new strategic fire plan which is a 5 year plan with 14 segments and will include self assessment and a plan to work with other community organizations to assess the community safety and fire needs. Other high lights include both City and County fire response pre-plans. committed to do better in regard to some areas of service, including hydrant checks, pre-plans and the inspection program.
 - E. The City is working on its annual budget. It appears that the area is showing an increase in EMS response requests and the City is analyzing plans toward a 7th
5. **Other Discussion.**
The status of the County/City fire service contract renewal was discussed. After lengthy discussion a motion was made to approve the current draft of the proposed contract and to enter into a separate agreement for the District to purchase 15 new PPE units for a total purchas price of \$47,888 on a one time basis. The motion passed with an affirmative vote by Dan Gubler and Dave Long and a negative vote by Ralph Isom. The District's attorney was instructed to provide the additional agreement to the City's attorney.
6. **County Report.** Steve Serr reported that they just had the ground breaking for the new Volvo building.
7. **Adjournment.** There being no further business to come before the Board of Commissioners at the meeting a motion was made to adjourn and approved unanimously at 2:42 p.m.

Approved this 14th day of June, 2016.


 Assistant Secretary, Douglas R. Nelson

 Approved by Acting Board Chairman

ATTEST:

The undersigned, as Secretary of the Bonneville County Fire Protection District No. 1, hereby attests that the foregoing minutes were approved by a proper vote of the Board of Commissioners of the Fire Protection District on the 14th day of June, 2016.


 Ralph Isom, Secretary

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

October 2015 through May 2016

06/09/16

Accrual Basis

| | Oct '15 - May 16 | Budget | \$ Over Budget | % of Budget |
|-----------------------------------------|---------------------|---------------------|-------------------|---------------|
| Income | | | | |
| 430.00 · Proceeds from Sale of Assets | 5,000.00 | | | |
| 400.0 · Tax Revenues | 1,572,754.35 | 1,494,000.00 | 78,754.35 | 105.3% |
| 410.00 · Interest Income | 14,879.19 | 12,016.00 | 2,863.19 | 123.8% |
| Total Income | 1,592,633.54 | 1,506,016.00 | 86,617.54 | 105.8% |
| Expense | | | | |
| 542.00 · Equipment Rent | 6,586.13 | 333.32 | 6,252.81 | 1,975.9% |
| 541.00 · Equipment Insurance | 0.00 | 750.00 | -750.00 | 0.0% |
| 500.00 · Advertising | 0.00 | 333.32 | -333.32 | 0.0% |
| 505.00 · Auto | 320.81 | 0.00 | 320.81 | 100.0% |
| 510.00 · Bank Charges | 4.00 | 66.68 | -62.68 | 6.0% |
| 520.00 · Capital Outlay | 328,113.26 | 320,000.00 | 8,113.26 | 102.5% |
| 535.00 · Dues & Subscriptions | 1,000.00 | 1,000.00 | 0.00 | 100.0% |
| 550.00 · Ins - Fire, Auto & Liab. | 561.00 | 0.00 | 561.00 | 100.0% |
| 568.00 · Audit Fees | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| 569.00 · Accounting Costs | 9,536.16 | 10,666.68 | -1,130.52 | 89.4% |
| 570.00 · Legal Costs | 23,244.91 | 23,333.32 | -88.41 | 99.6% |
| 571.00 · Consulting Services - Website | 0.00 | 666.68 | -666.68 | 0.0% |
| 572.00 · Contract Services-Inspections | 0.00 | 13,333.36 | -13,333.36 | 0.0% |
| 573.00 · Consulting | 6,850.00 | 6,800.00 | 50.00 | 100.7% |
| 574.00 · Contract Services-Machine Hire | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| 575.00 · Maintenance/Operation #4 | 170.00 | 0.00 | 170.00 | 100.0% |
| 585.00 · Office Expense | 2,677.82 | 666.68 | 2,011.14 | 401.7% |
| 615.00 · Repairs - Equipment | 5,234.00 | 10,000.00 | -4,766.00 | 52.3% |
| 625.00 · Supplies | 364.11 | 1,666.68 | -1,302.57 | 21.8% |
| 633.00 · Payroll Taxes | 918.00 | 1,746.68 | -828.68 | 52.6% |
| 640.00 · Utilities | 3,402.07 | 3,333.36 | 68.71 | 102.1% |
| 645.00 · Wages | 12,000.00 | 12,000.00 | 0.00 | 100.0% |
| 700.00 · Payments - City of Idaho Falls | 1,197,281.25 | 1,197,281.25 | 0.00 | 100.0% |
| Total Expense | 1,598,263.52 | 1,609,978.01 | -11,714.49 | 99.3% |
| Net Income | -5,629.98 | -103,962.01 | 98,332.03 | 5.4% |

Bonneville County Fire Protection District #1
Summary of Accounts Payable
May 10, 2016

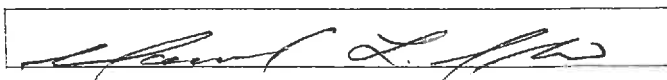
| Vendor | Purchase | Invoice Date | Due Date | Invoice Amount | Discount Available | Net Amt Due |
|-----------------------------|----------------------------------------------------------------------------------------|----------------------|------------------------------|------------------|--------------------|------------------------------|
| Dick Fowler | April consulting | 05/01/16 | Upon receipt | 850.00 | | 850.00 |
| Nelson Hall Parry Tucker PA | April consulting | 04/30/16 | Upon receipt | 2,384.90 | | 2,384.90 |
| Cooper Norman | April accounting | 04/30/16 | Upon receipt | 988.27 | | 988.27 |
| Century Link | 208-524-9124 208-525-4800 | 04/10/16 04/28/16 | pd online pd online | 95.26 68.48 | | 95.26 68.48 |
| CableOne | 4/23-5/22 billing | 05/07/16 | pd online | 78.48 | | 78.48 |
| Cardmember Service | American Towing 100.00 Fleetpride 7.34 Home Depot 12.96 Dad's - fuel - 108.68 | 04/07/16 | pd online | 228.98 | | 228.98 |
| Elite Extrication & Equip | Invoice 232 | 04/14/16 | Upon receipt | 2,460.00 | | 2,460.00 |
| Intermountain Gas | S 55th W E 65th S | 04/05/16 04/06/16 | Upon receipt Upon receipt | 153.50 98.99 | | 153.50 98.99 |
| Rocky Mountain Power | 4/21 billing | 04/21/16 | pd online | 274.19 | | 274.19 |
| Toyne | Inv 7074 | 05/01/26 | Upon delivery | 60,543.00 | | 60,543.00 - 59,543.00 |
| Weidner Fire | Inv 111711 Inv 111712 | 05/05/16 05/05/16 | Upon receipt Upon receipt | 255.81 361.56 | | 255.81 361.56 |
| Total | | | | 68,841.42 | | 68,841.42 - 67,841.42 |

Financial Institution

| | Amount | Current Interest Rate |
|------------------------------------------------------------|---------------------|----------------------------------------------------|
| Idaho Central Credit Union Matures 4-4-17 | 254,544.09 | 1.500% |
| Key Bank CD Matures 8/10/16 | 254,621.67 | 1.00% |
| Mountain America Federal Credit Union matures 3/12/2019 | 261,432.27 | 2.200% |
| Westmark matures 1/31/17 | 256,275.76 | 1.25% |
| Citizens Community Bank matures 3/24/17 | 252,464.25 | 0.20% |
| Connections CU matures 9/24/16 | 252,359.12 | 1.00% |
| ISU CU matures 4/23/16 | 250,702.83 | 0.30% |
| Scenic Falls - Other Accts. | 33.39 | 0.178% |
| Scenic Falls CD matures 11/21/16 | 251,904.63 | 1.244% |
| Bank of Commerce Matures 8/18/16 | 269,777.11 | 0.50% |
| Idaho Central Credit Union Savings | 25.00 | |
| Mountain America Federal Credit Union | 25.00 | |
| Westmark Savings | 25.09 | |
| ISU Credit Union | 20.85 | 0.01% |
| Zions Bank | 286,607.78 | 0.15% Not a fixed rate-fluctuates monthly. |
| Bank of Commerce | 46,282.46 | Non Interest bearing (net of current month checks) |
| Bank of Commerce | 265,236.87 | 0.08% |
| TOTAL | 2,902,338.17 | |

| Fiscal year 2015/2016 City of Idaho Falls payments | | |
|-------------------------------------------------------|---|---------------------|
| Due | | |
| October | X | 399,093.75 |
| January | x | 399,093.75 |
| April | x | 399,093.75 |
| July | | 399,093.75 |
| Total | | 1,596,375.00 |

Authorization to pay bills



BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1
Minutes of Regular Meeting held June 14, 2016

The Bonneville County Fire Protection District No. 1 (“Fire District”) held its regular monthly meeting of Commissioners on Tuesday the 14th day of June, 2016, at the offices of Nelson Hall Parry Tucker, PLLC, at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 convening at 12:24 p.m.

The following were present:

Commissioners Dan Gubler, Ralph Isom and Dave Long were present. The following were also present: Fire District Liaison, Dick Fowler; District accountant Terri Gazdik; Legal Counsel, Douglas R. Nelson; City of Idaho Falls Fire Chief Dave Hanneman; Deputy Chief Dave Coffey; City of Ammon Fire Chief Stacey Hyde; Bonneville Planning Administrator, Steve Serr; and, outside auditor Dana Izatt, CPA.

Notice of the time, place and purpose was posted at the Bonneville County Courthouse and at the premises of 490 Memorial Drive, Idaho Falls, Idaho. A copy of the notice and agenda is attached to these minutes.

It was declared that a Quorum of Commissioners were present and due notice of the meeting had been posted in accordance with law.

DISCUSSION AND ACTIONS

1. **Call to Order.** The meeting was called to order at 12:13 p.m. by Dan Gubler, acting as Chairman who confirmed that a quorum of Commissioners was present.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on May 10, 2016, were reviewed. A motion to approve the minutes was made by Ralph Isom, seconded by Dave Long, and the same was approved by unanimous vote.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated June 14, 2016 as prepared and submitted by Accountant Terri Gazdik was reviewed. Following discussion and upon motion made by David Long, seconded by Ralph Isom and unanimously approved, the report was accepted and authorization for payments totaling \$48,862.60 was approved. A copy of the report is attached to these minutes.
4. **Annual Audit Review.** The annual audit review was performed by outside auditor Dana Izatt, CPA. A copy of the audit is filed with these minutes. Following review and discussion a motion was made by Ralph Isom to approve and accept the annual audit report for the period ending September 30, 2015. The motion was seconded by David Long and upon vote, passed unanimously.
5. **Motion to Re-open 2015-2016 budget.** A motions was made by Ralph Isom to re-open the 2015-2016 budget for discussion regarding unanticipated expenses. A roll call vote was conducted, as follows:

| | |
|------------|-----|
| Ralph Isom | Yes |
| David Long | Yes |
| Dan Gubler | Yes |

Bonneville County Fire Protection District #1
Summary of Accounts Payable
June 14, 2016

| Vendor | Purchase | Invoice Date | Due Date | Invoice Amount | Discount Available | Net Amt Due |
|-----------------------------|--------------------------------------------------------------------|----------------------------------------------------------|------------------------------------------------------------------------------|--------------------------------------------------|--------------------|--------------------------------------------------|
| Dick Fowler | May consulting | 06/01/16 | Upon receipt | 850.00 | | 850.00 |
| Nelson Hall Parry Tucker PA | May consulting | 05/31/16 | Upon receipt | 3,382.71 | | 3,382.71 |
| Cooper Norman | May accounting | 05/31/16 | Upon receipt | 1,439.68 | | 1,439.68 |
| Century Link | 208-524-9124 208-525-4800 | 05/10/16 05/28/16 | pd online pd online | 95.26 72.09 | | 95.26 72.09 |
| CableOne | 5/23-6/22 billing | 06/05/16 | pd online | 78.48 | | 78.48 |
| Cardmember Service | Home Dept | 05/08/16 | pd online | 90.07 | | 90.07 |
| Searle Hart & Assoc | Audit 9-30-15 | 06/08/16 | Upon receipt | 5,000.00 | | 5,000.00 |
| Intermountain Gas | S 55th W E 65th S | 05/05/16 05/06/16 | Upon receipt Upon receipt | 90.96 93.88 | | 90.96 93.88 |
| CR CLARK | 6-6-16 billing | 06/06/16 | Upon receipt | 29,868.59 | | 29,868.59 |
| Rocky Mountain Power | 5/20 billing | 05/20/16 | pd online | 215.09 | | 215.09 |
| Berggren Diesel | 6/1/16 billing- 3 invoices | 06/01/16 | Upon receipt | 4,265.51 | | 4,265.51 |
| Weidner Fire | Inv 111749 Inv 111818 Inv 111817 Inv 111891 Inv 111949 | 05/10/16 05/19/16 05/19/16 05/31/16 06/03/16 | Upon receipt Upon receipt Upon receipt Upon receipt Upon receipt | 121.35 1,539.75 586.18 920.00 153.00 | | 121.35 1,539.75 586.18 920.00 153.00 |
| Total | | | | 48,862.60 | | 48,862.60 |

Financial Institution

| | Amount | Current Interest Rate | |
|------------------------------------------------------------|---------------------|-----------------------|----------------------------------------------------|
| Idaho Central Credit Union Matures 4-4-17 | 254,544.09 | 1.500% | |
| Key Bank CD Matures 8/10/16 | 255,460.61 | 1.00% | |
| Mountain America Federal Credit Union matures 3/12/2019 | 261,432.27 | 2.200% | |
| Westmark matures 1/31/17 | 256,275.76 | 1.25% | |
| Citizens Community Bank matures 3/24/17 | 252,464.25 | 0.20% | |
| Connections CU matures 9/24/16 | 252,359.12 | 1.00% | |
| ISU CU matures 11/2/17 | 250,702.83 | 1.10% | |
| Scenic Falls - Other Accts. | 33.39 | 0.178% | |
| Scenic Falls CD matures 11/21/16 | 251,904.63 | 1.244% | |
| Bank of Commerce Matures 8/18/16 | 270,109.71 | 0.50% | |
| Idaho Central Credit Union Savings | 25.00 | | |
| Mountain America Federal Credit Union | 25.00 | | |
| Westmark Savings | 25.09 | | |
| ISU Credit Union | 20.85 | 0.01% | |
| Zions Bank | 286,658.74 | 0.20% | Not a fixed rate-fluctuates monthly. |
| Bank of Commerce | 5,051.74 | | Non Interest bearing (net of current month checks) |
| Bank of Commerce | 183,254.38 | 0.08% | |
| TOTAL | 2,780,347.46 | | |

| Fiscal year 2015/2016 | | |
|------------------------------|---|---------------------|
| City of Idaho Falls payments | | |
| Due | | |
| October | X | 399,093.75 |
| January | x | 399,093.75 |
| April | x | 399,093.75 |
| July | | 399,093.75 |
| Total | | 1,596,375.00 |

Authorization to pay bills

