

REGULAR BOARD MEETING OVERVIEW
THURSDAY JANUARY 25, 2018

I. CALL TO ORDER - The meeting will be held at District Headquarters and is scheduled to begin at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. AGENDA APPROVAL – Enclosed **ITEM A** in your packets is the proposed open meeting agenda for Board approval. Management is requesting the following; *Move to approve the agenda.*

IV. APPROVAL OF MINUTES – Enclosed **ITEM B** for board approval is the minutes from January 18, 2018. Management is requesting; *Move to approve Board minutes January 18, 2018.*

V. PUBLIC COMMENTS

VI. AWARDS & ANNOUNCEMENTS

VII. STAFF REPORTS

A. Financial Report – Enclosed marked **ITEM C** for Board review is the Cash Disbursement Report for the period of December 2017 in the amount of \$2,138,621.28 from General Checking. Management is requesting the following; *Move to approve Cash Disbursements for December 2017 in the amount of \$2,138,621.28 from General Checking.*

Enclosed marked **ITEM D** is the December Revenue and Expense Report for Board review.

Enclosed marked **ITEM E** is the US Bank Bond invoice for \$31,118.76 in interest and \$405,000 in principal for the total amount of \$436,118.76. Management is requesting the following; *Move to approve the payment of US Bank Debt Service Bond in the amount of \$436,118.76.*

B. Billing Report – Enclosed marked **ITEM F** for Board review is the Billing Report for the week ending January 13, 2018.

VIII. OLD BUSINESS

A. 2018 Billing Rates

As discussed at the Board Meeting/Work Session on January 18, 2018, enclosed for Board consideration is Resolution #18-01 Ambulance Fees. Management is requesting the following; *Move to adopt Resolution #18-01 Setting of Ambulance Rates.*

B. Lead Instructor Job Description

A draft was previously distributed and discussed at the Board Meeting Work Session on January 18, 2018 regarding the Part Time Lead Instructor Job Description. Management is requesting the following; *Approval of the job description of Part Time Lead Instructor.*

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- C. 4141-4151 Mexico Road Update
Management will present an update on the progress of the Mexico Road property purchase marked **ITEM G**.

IX. NEW BUSINESS

- A. Base 3 & Training Center Project Timeline
Navigate Building Solutions will make introductions of their project management team and present the project milestones and anticipated schedule.

- B. Base 3/Training Center Architectural Team Selection
A Request for Qualifications was advertised December 27, 2017 through January 16, 2018 at 12:00 noon. Responses were received from Archimages, Baalman Architects, Hurford Architects, jEMA, KRJ Architects, LePique & Orne Architects and M+H Architects. All responses have been evaluated and the top three firms will be interviewed the week of January 22, 2018. Management will present a recommendation to the Board to negotiate a contract with the best qualified firm.

- C. Approval for remodel of Safety Model Ambulance
Enclosed, marked **ITEM H** is the memo in reference to the safety remodel of the ambulance.

X. OPEN MEETING

XI. ADJOURNMENT

**ST. CHARLES COUNTY AMBULANCE DISTRICT
SECOND BOARD MEETING/CLOSED MEETING
THURSDAY JANUARY 25, 2018**

I. CALL TO ORDER – PUBLIC PORTION

The meeting will be held at District Headquarters and is scheduled to begin after the regularly scheduled Board Meeting.

II. MOTION TO CLOSE MEETING – PUBLIC PORTION

III. ADJOURNMENT – PUBLIC PORTION