



Date of City Council Meeting: August 21, 2012

To: Mayor and City Council

From: Tim Madigan, City Administrator

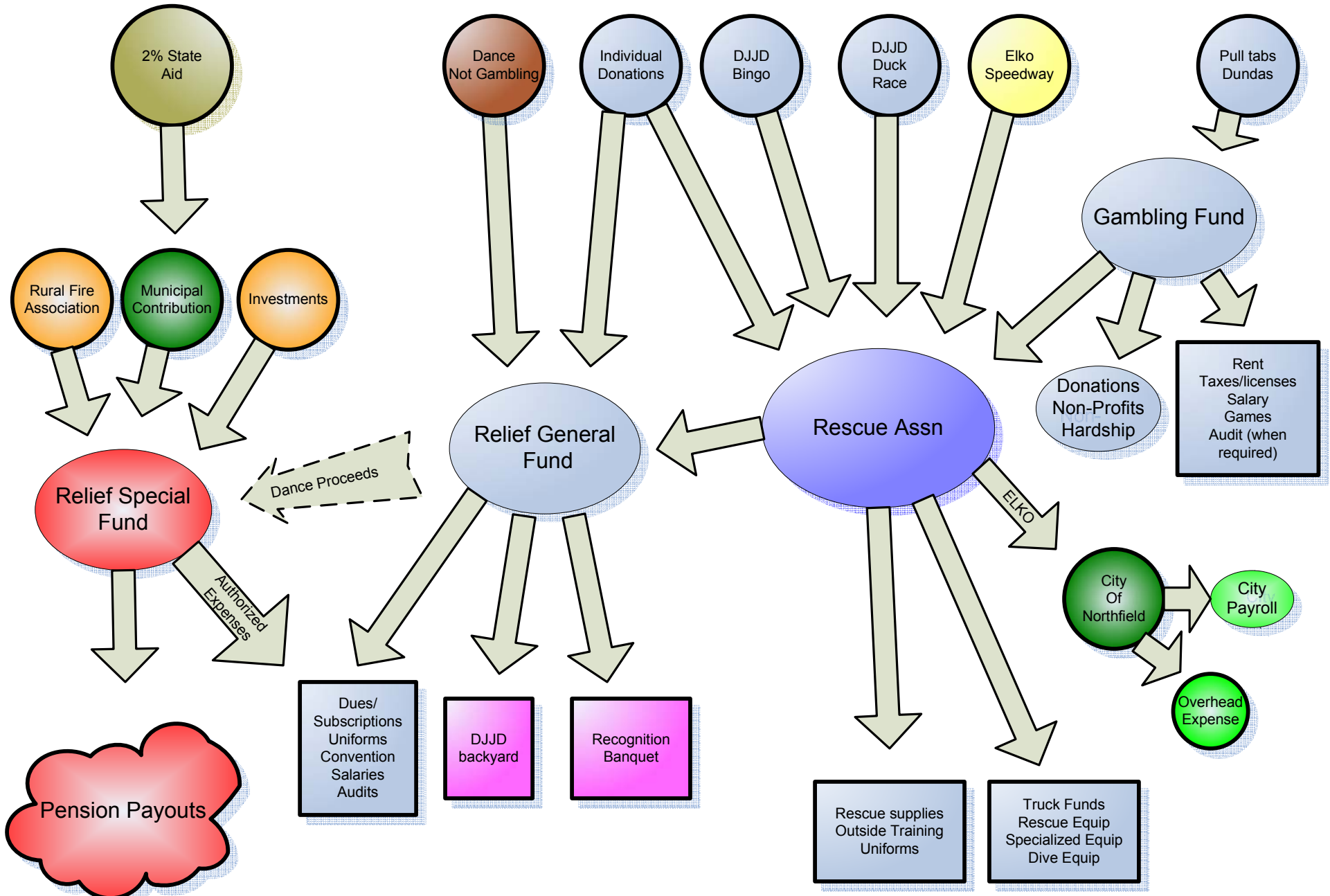
Subject: Northfield Fire Relief Association Update

Representatives from the Northfield Fire Relief Association, Tom Nelson and TJ Dvorak will be at the Council work session to provide an update on their efforts to address process and procedural topics of the Association. Attached is supporting information on the steps they are taking in this process and how the Relief Association is integrated with the Fire Department and the Rescue Squad.

Northfield Fire Relief Association & Northfield Rescue Squad Association – Progress Update

1. Process Goal: Association and City staff leaders jointly review (with external assistance) the structural, financial, and legal operations of non-profit Fire Relief/Rescue Squad associations, outline recommended changes, and report to City Council
2. Process Team
 - a. TJ Dvorak – Association President
 - b. Tom Nelson – Association Secretary
 - c. Mark Taylor – Public Safety Director
 - d. Tim Madigan – City Administrator
 - e. Kathleen McBride – Finance Director
 - f. External Review/Recommendations members
 - i. Tom Olinger CPA – Abdo, Eick, and Meyer CPA
 - ii. Eve R. Borenstein JD – Eve Rose Borenstein LLC
3. Process Steps:
 - a. Preliminary Meetings and flowchart development
 - b. Information/documentation gathering for external review
 - c. Outline Time Line – process, deliverables, and any change management.
 - d. Transparent Review – Structural, Fiscal, and Legal
 - e. External Assistance/Recommendations – CPA and Non Profit specialized JD
 - f. Recommendations Review – External consultants and process team
 - g. Next Steps & Change management
 - h. Final Report presentation to Council

Northfield Fire Relief Assn & Northfield Rescue Squad Relief Assn Funding Flowchart



Northfield Fire Department 2012

City Government

Nonprofit Corporations

Fire Department

City General Fund Service

Fire Relief Association

Retirement Fund
-City responsible for shortfalls
Relief General Fund
Charitable Gambling Fund

Rescue Squad

Funding from Elko Contract
City employees
City Vehicles
City Insurance

Need contract with City

Ambulance

Other Groups

Rural Fire Association

Surrounding local governments
Pays on call cost basis, no building or overhead costs
Bills for fire calls \$500

Ambulance Association

City has made a payment to regional
association that makes payment to Northfield
Hospital for ambulance services

Hospital EMS/Ambulance

Four ambulances