



Rio Verde Fire District
25608 North Forest Road
Rio Verde, AZ 85263
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**MINUTES OF THE
RIO VERDE FIRE DISTRICT
BOARD OF DIRECTORS GENERAL SESSION**

February 29, 2016

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COMMISSIONERS PRESENT: Marty Bowin (via telephone), Jerry Fickes, Jeanne Finney, George Kattermann, and Birdie Pasenelli

COMMISSIONERS ABSENT: None

ALSO PRESENT: Chief Gary Bradbury, Deputy Chief Eric Merrill, Administrative Manager Jo Lewis, Resource Specialists Dennis Meyers, Gloria Johnson, and Sue McConnell; Rio Verde Fire District

I. CALL TO ORDER

The Monday, February 29, 2016, General Session of the Board of Directors was called to order by Chairperson Birdie Pasenelli at 8:30 a.m. in the Rio Verde Community Center Conference Room, 18816 E. Four Peaks Blvd., Rio Verde, Arizona 85263.

II. ROLL CALL OF BOARD MEMBERS

All commissioners attended, with Commissioner Bowin attending via telephone.

III. CERTIFICATE OF POSTING

The District's Certificate of Posting was presented, certifying that the meeting's agenda had been posted at least twenty-four hours prior to the meeting. This certificate was posted at the fire station, Rio Verde Post Office, Rio Verde Community Center, the Tonto Verde Community Center, and on the District's Web site.

IV. RESOURCE SPECIALIST REPORT

Chair Dennis Meyers indicated that the month had shown to be relatively quiet.

V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

VI. APPROVAL OF MINUTES

January 19, 2016, General Session

Commissioner Fickes moved the approval of the January 19, 2016, General Session minutes as submitted, and it was seconded by Commissioner Kattermann. The motion passed unanimously.

VII. 2016 LEVY LIMIT WORKSHEET

Chief Bradbury indicated that the 2016 Levy Limit worksheets had been received. The current year's allowable levy limit is \$2,160,476, an increase in the available tax revenue of \$71,240 from 2015.

Chief Bradbury will verify that the year of "2014" shown under the heading "C. Current Net Assessed Value - 2014" is accurate.

Commissioner Kattermann moved that the Board accept the 2016 Levy Limit worksheets, with the one possible exception in the year shown. That motion was seconded by Commissioner Fickes and passed unanimously.

VIII. REPORTS AND CORRESPONDENCE

Clerk's Report

Future Meetings

Commissioner Fickes noted the following meeting dates:

- Monday, March 28, 2016 (Chairperson Pasenelli via telephone)
- Monday, April 25, 2016
- Tuesday, April 26, 2016 (Special Meeting)
- Tuesday, May 31, 2016

All the above meetings will be held in the Rio Verde Community Center Conference Room.

Commissioner Fickes recommended that the first budget figures be reviewed in the March meeting (as opposed to the busy April meeting).

Bylaws

The final adjusted copy of the bylaws was provided to Board members by Commissioner Fickes. Fickes requested approval for posting, so that the bylaws could potentially be approved during the March meeting.

Since the District provides the RVFD Board with its operating rules, the residents must be advised when the bylaws will be discussed. Notice of the proposed bylaws action and the availability of copies of the proposed bylaws will be posted in Rio Verde, Tonto Verde, and Trilogy 15 days prior to the March meeting. Residents may present their concerns in person (or in writing) at the next Board meeting.

Commissioner Bowin requested that the phrase “and the state of Arizona as defined by statute” in the following paragraph on page one of the bylaws. See below:

“A member of the Board must be a resident of the Rio Verde Fire District and the state of Arizona as defined by statute at the time of his or her election and must remain so during his or her incumbency.”

Commissioner Fickes moved that the RVFD bylaws draft be approved for posting (with the above addition and the correction of one typographical error) and for possible action in the March Board meeting. That motion was seconded by Commissioner Finney and passed unanimously.

Financial Report

Financial Report – January 31, 2016	
Revenue	\$74,500.60
Expenses	\$166,252.10
Other Income (Expense)	\$14,925.37
Net Income (Loss)	(\$76,826.13)
Monthly Budgeted Net Income (Loss)	(\$149,902.84)
YTD Budgeted Net Income (Loss)	\$322,499.73
YTD Actual Net Income (Loss)	\$333,998.23
General Fund Operating Cash	\$338,367.25
Capital Fund Cash	\$1,305,514.04
Capital Fund Advances to General Fund	-0-
Capital Fund Equity	\$1,305,514.04

Commissioner Kattermann indicated that the new accountant is treating receipt of Trilogy funds (\$8,600) as a negative “Accounts Receivable” rather than carrying it as “Unearned Revenue/Income.”

Kattermann also noted that approximately \$16,000 had recently been collected in prior year taxes.

Commissioner Kattermann moved that the Board accept the January 31, 2016, Financial Report as presented. That motion was seconded by Commissioner Fickes and passed unanimously.

Commissioner Kattermann moved that the Board accept the January 31, 2016, Cleared Warrant Report as submitted. Commissioner Finney seconded the motion, and it passed unanimously.

Commissioner Kattermann moved that the Board accept the January 31, 2016, bank reconciliations as submitted. That motion was seconded by Commissioner Pasenelli and passed unanimously.

Commissioner Kattermann noted that it currently appears that no transfer of funds between the Capital Fund and the General Fund are required. However, he moved that he be given the authority to transfer up to \$200,000 from the Capital Fund to the General Fund if required. That motion was seconded by Commissioner Fickes and passed unanimously.

EMS Survey Report

Commissioner Finney indicated that all survey responses received during the month listed their service as “Outstanding” with no problems identified and no requests for follow-up contacts.

Chief’s Report

Tonto Verde Golf Cart Building

Chief Bradbury advised that the Tonto Verde Golf Club is making progress on its golf cart building, indicating that they would provide (on this date) the District with sprinkler drawings for review and approval.

Fire Station 442

The District is awaiting a decision on design options from Shea Homes regarding the upcoming property transfer to the District for Station 442. Bradbury indicated that Shea Homes' preference was not to fill in dirt (due to location of the flood plain) for liability reasons.

Fire Chief Search

The fire chief search closes at 11:59:59 p.m. on this date.

Station 441 Roofing

The roofing project was satisfactorily completed by Pro Cap Roofing. Bradbury mentioned the ease of working with Pro Cap Roofing, both in price and service.

Deputy Chief's Report

Activity Report – District Response Times – January 2016

Deputy Chief Eric Merrill noted the following response times for the month of January 2016:

Call Type	Response Time
In-District EMS (Average)	3:12
Out-of-District EMS (Average) (Fountain Hills)	10:00
Out-of-District Corridor (Average)	12:00
In-District Non-Emergency (Average)	4:30

Call Type	# Occurrences	
	2016	2015
Year		
EMS In-District Calls	16	30
EMS Out-of-District Calls	1	3
EMS Corridor Calls	1	8
Non-EMS In-District	11	14
Transports	12	32
BP/Information Services	61	24
Station Tours/Walk-in First Aid	0	11
Child Seat Install	1	2
Outside Rescue Used Within District	0	0
Fire-related Calls	2*	

*False alarms

CoN Update

Merrill noted that the next stage for approval of a Medicare/Medicaid provider number is contingent upon a bank account number and lockbox address. Though staff has been diligently requesting information on a new account from Chase Bank, Chase has been unresponsive. Chief Bradbury will obtain the needed information from a different bank so that the project can move forward.

Commissioner Fickes moved that Chairperson Pasenelli and Chief Bradbury be granted approval to open a separate District bank account for Medicare/Medicaid billing. The emergency motion was seconded by Commissioner Kattermann, passed unanimously, and will be ratified at the March Board meeting.

Administrative Manager's Report

Wildland Billing

Administrative Manager Jo Lewis informed the Board that all regular wildland funds had been received, though the brush truck repair funds from the Klamath Fire (\$4,058.01) had not yet been received. Lewis followed up on these funds twice during the month of February, once with Klamath National Forest District Fire Management Office Mike Howerton, and then with the Arizona State Forestry Department. Payment of the funds has been approved. Chairperson Pasenelli will contact the new Arizona state fire marshal to secure payment of the funds.

IX. BOARD COMMENTS

Commissioner Finney reported on her trip to New Zealand.

Commissioner Fickes offered to donate books he has already read to the fire station for use by the firefighters.

Commissioner Bowin will provide a Fire Chief Search Committee summary (no recommendation) to the Board.

X. CHAIRPERSON COMMENTS

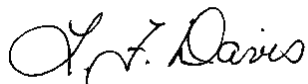
A new RVFD Board chairperson will be elected at the May Board meeting and take over at the June meeting. Chairperson Pasenelli's resignation will be effective upon selection of a successor but no earlier than June 30, 2016.

If past-commissioner Clarence Hein is willing to serve as a member of the Board, Pasenelli indicated that she would remain on the Board for an additional three months (as a member) until Hein can begin serving in September.

XI. ADJOURNMENT

Commissioner Kattermann moved that the meeting adjourn at approximately 9:19 a.m. That motion was seconded by Commissioner Finney and passed unanimously.

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary
(Recorded from Voice Recording)

lfd