



Rio Verde Fire District
25608 North Forest Road
Rio Verde, AZ 85263
Phone: (480) 471-2304
Fax: (480) 471-1821

**MINUTES OF THE
RIO VERDE FIRE DISTRICT
BOARD OF DIRECTORS GENERAL SESSION**

January 25, 2021

TABLE OF CONTENTS

I. CALL TO ORDER	2
II. ROLL CALL OF BOARD MEMBERS	2
III. CERTIFICATE OF POSTING	2
IV. RESOURCE SPECIALISTS REPORT	2
V. CALL TO THE PUBLIC	2
VI. APPROVAL OF MINUTES	3
VII. AUDITOR’S REPORT – FY 2019/2020	3
VIII. CLERK’S REPORT.....	3
IX. FINANCIAL REPORTS.....	3
X. APPROVAL OF THE RIO VERDE FIRE DISTRICT GENERAL OBLIGATIONS BONDS, SERIES 2021, DRAFT RESOLUTION	4
XI. EMS REPORT	5
XII. CHIEF’S REPORT	5
XIII. FIRE MARSHAL REPORT	5
XIV. ADMINISTRATIVE MANAGER’S REPORT	7
XV. UNFINISHED BUSINESS.....	7
XVI. BOARD COMMENTS.....	7
XVII. CHAIRPERSON COMMENTS.....	7
XVIII. ADJOURNMENT	7



Rio Verde Fire District
25608 North Forest Road
Rio Verde, AZ 85263
Phone: (480) 471-2304

MINUTES OF THE RIO VERDE FIRE DISTRICT BOARD OF DIRECTORS GENERAL SESSION

January 25, 2021

I. CALL TO ORDER

The Monday, January 25, 2021, General Session of the Board of Directors was called to order by Chairperson George Kattermann at 9:00 a.m. in the Rio Verde Community Board Room located at 18816 E. Four Peaks Blvd.; Rio Verde, Arizona.

COMMISSIONERS PRESENT: Marty Bowin, Jeanne Finney, George Kattermann, Dennis Meyers, and Nancy Sewell

COMMISSIONERS ABSENT: None

ALSO PRESENT (IN PERSON): Chief Jay Ducote, Fire Marshal Chris Cavanaugh (via telephone) and Administrative Manager Jennifer Jacobs; Rio Verde Fire District; Resident Scott Krushak, and CPA Andrew Wendt (ATLAS)

II. ROLL CALL OF BOARD MEMBERS

All commissioners were present.

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 and Trilogy websites.

IV. RESOURCE SPECIALISTS REPORT

Commissioner Dennis Meyers reported that due to Covid-19, there was limited activity for his team of volunteers.

V. CALL TO THE PUBLIC

Resident Scott Krushak, a longtime public service employee, was present at the meeting.

VI. APPROVAL OF MINUTES

December 3, 2020, Special Session

Commissioner Finney moved to approve the December 3, 2020, Special Session minutes. That motion was seconded by Commissioner Sewell and passed unanimously.

December 28, 2020, General Session

Commissioner Finney moved to approve the December 28, 2020, General Session minutes. That motion was seconded by Commissioner Sewell and passed unanimously.

VII. AUDITOR'S REPORT – FY 2019/2020

CPA Anthony Wendt, ATLAS CPAs and Advisors, was present to report on the District's FY 2019/2020 Auditor's Report. He indicated that he was very pleased with the District's processes, and he had no concerns.

Chairperson Kattermann noted that in the audit footnotes, the PSPRS funding ratio was stated as 73%, though it was actually 77% on June 30, 2020, and questioned whether the figure would be in conflict with the bond paperwork's funding ratio of 76%. Mr. Wendt responded that the prior year's figures (2019) must be used in the report, and he will add an explanatory disclosure to the audit and provide the District with an updated version.

Commissioner Sewell moved that the Board accept the 2019/2020 Auditor's Report. That motion was seconded by Commissioner Meyers and passed unanimously.

VIII. CLERK'S REPORT

Future Meetings

Clerk Commissioner Jeanne Finney listed the following meeting dates:

- Monday, February 22, 2021 – 9 a.m.
- Monday, March 22, 2021 – 9 a.m.
- Monday, April 26, 2021 – 9 a.m.

All meetings will be held at the Rio Verde Community Board Room.

IX. FINANCIAL REPORTS

Commissioner Bowin reviewed the financial reports for December of 2020:

Financial Report – December 2020	
Revenue	\$274,470.92
Expenses	\$381,876.34
Other Income (Expense)	(\$759,878.16)
Net Income (Loss)	(\$867,283.58)
Transfers to (from) Capital Fund	(\$750,000.00)
Adjusted Net Income	(\$117,283.58)

Monthly Budgeted Net Income (Loss)	(\$99,189.61)
YTD Actual Net Income (Loss)	\$743,385.80
Borrowing from Capital Fund	-0-
YTD Adjusted Net Income	\$743,385.80
YTD Budgeted Net Income	\$443,574.83
General Fund Operating Cash	\$711,846.28
Capital Fund Cash	\$1,414,059.26
Capital Fund Advances to General Fund	-0-
Capital Fund Equity	\$1,414,059.46

Commissioner Bowin questioned Chief Ducote about the over-budget YTD P&L figure for Station Maintenance (#7220). Ducote offered to provide him with a listing of repairs. In the future, the budget figure will be raised to accommodate for the aging station.

Commissioner Sewell questioned Employee Physicals/Drug Testing (#5600) YTD expense of \$9,849 vs. budgeted of \$600. Administrative Manager Jennifer Jacobs explained that this was in large part due to the hiring of extra reserves in anticipation of staffing Station 442 fulltime, as well as the timing of the physicals versus the budget timing. Corrections due to the continuing increased in the number of personnel will be reflected in next year's budget.

As planned, an additional payment of (\$40,000) was made to the PSPRS in December.

Commissioner Bowin moved that the Board accept the December 2020 Financial Report as submitted. That motion was seconded by Commissioner Sewell and passed unanimously.

Commissioner Bowin moved that the Board accept the December 2020 Monthly Transaction Report. That motion was seconded by Commissioner Sewell and passed unanimously.

Commissioner Bowin moved that the Board accept the December 2020 bank reconciliations as submitted. That motion was seconded by Commissioner Sewell and passed unanimously.

There was no transfer of funds required for the coming month.

X. APPROVAL OF THE RIO VERDE FIRE DISTRICT GENERAL OBLIGATIONS BONDS, SERIES 2021, DRAFT RESOLUTION

Tyler Cobb, bond attorney with Ballard Spahr was called by telephone to the meeting to discuss a few questions asked by Chairperson Kattermann. Kattermann clarified with Cobb that the Board was voting to approve the draft resolution of the offering document (called the Preliminary Official Statement), to be finalized at a later time.

Cobb agreed, stating that it was a form of the offering document itself, similar to what it would look like later. The resolution (with attachments) delegates authority to the chairperson, treasurer, and chief to approve and sign off on the final form once it is finalized.

When the bond is issued, Cobb added that there would be several certificates signed by different parties at closing, one of which is the Certificate of the District to be signed by Board representatives. Also, there would be a tax certificate, something relied on by other parties and bond counsel when issuing an approving opinion on the validity of the bond. Those documents would be signed upon closing.

Commissioner Bowin moved that the Board approve the Rio Verde Fire District General Obligation Bond, Series 2021, Draft Resolution (including both Exhibits B and C) with the deletion of the word "Draft." That motion was seconded by Commissioner Sewell and passed unanimously.

Comments were made regarding continuing disclosure undertaking requirements as outlined in Appendix F of the bond document. Commissioner Bowin asked that the procedures be institutionalized with the other District procedures.

A copy of the 2019/2020 Auditor's Report will be forwarded to Bond Underwriter Mike LaVallee, Stifel.

XI. EMS REPORT

Commissioner Finney noted that there were no service surveys returned in the month of December.

XII. CHIEF'S REPORT

Covid-19 Update

Chief Ducote advised that many Covid-19 cases had been reported within zip code 85263, which includes the three communities within our fire district. Following are the numbers on a cumulative basis:

November 5, 2020	→ 23 cases
November 30, 2020	→ 48 cases
December 30, 2020	→ 69 cases
January 18, 2021	→ 112 cases

There have been no firefighter Covid-19 reports.

Chief Ducote and his staff are working to obtain a Covid-19 inoculation sponsor in order to provide vaccines on site for community residents.

XIII. FIRE MARSHAL REPORT

Fire Marshal Chris Cavanaugh reported the following for the month of December 2020:

Permits issued:

December	2020	2019
Sprinklers	27	0
Propane Tanks	27	1
Others	0	0
YTD (All Types)	316	344

Other Prevention Activity (December)	
Sprinkler Plan Review	1
Propane Plan Review	27
Total Inspections (Fire Marshal and Inspectors)	56

Shea Homes has now closed 533 homes in total, 137 for the year. That does not include the homes built by Meritage and Toll Bros.

Activity Report

Cavanaugh also reviewed the District's activity and average response times for December 2020:

Call Type	Response Time
In-District EMS	4:17
South District/North District EMS Response Time (Avg)	3:50/5:16
Out-of-District EMS Non-Corridor (Fountain Hills, Fort McDowell)	N/A
Out-of-District EMS Corridor (Includes Trilogy)	9:47
In-District Non-Emergency	6:35

Call Type	# Occurrences	
	December 2020	December 2019
EMS In-District Calls	22	28
EMS Out-of-District Calls (Non-corridor)	0	0
EMS Out-of-District Calls (Corridor)	1	0
Non-EMS In-District	22	20
Transports	18	22
• Out of District Transports	1	0
Outside Rescue Used Within District	1	1
Fire-related Calls*	5	4
BP/Information Services	18	20
Station Tours/Walk-in First Aid	1	0
Child Seat Install	2	3

*One garage fire (out upon arrival), three gas leaks, and one propane leak

Mesa Fire continues work on upgrading to a 24-hour G2 IT system for dispatch. Station 442 firefighters will continue to carry dispatch radios until that system is complete.

XIV. ADMINISTRATIVE MANAGER'S REPORT

Administrative Manager Jennifer Jacobs updated the wildland expense report for December 2020. (See attached.)

Jacobs reported no current receivables in Arizona's wildfire billing.

Out-of-state receivables stands at \$74,839.80, all in California. There had been difficulty billing on two of those fires, but that has been resolved now. Jacobs sees no difficulty in receiving funds.

Arizona PSPRS is having a three-day virtual conference, beginning on February 3 at 9 a.m. Anyone wishing to attend should contact Jacobs for registration.

XV. UNFINISHED BUSINESS

There was no unfinished business.

XVI. BOARD COMMENTS

There were no additional Board comments.

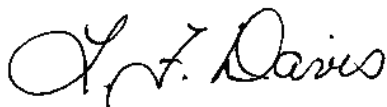
XVII. CHAIRPERSON COMMENTS

Chairperson Kattermann had no additional comments.

XVIII. ADJOURNMENT

Commissioner Sewell moved that the meeting adjourn at 10:06 a.m. That motion was seconded by Commissioner Finney and passed unanimously.

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary
(From Voice Recording)