



Rio Verde Fire District
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**MINUTES OF THE
RIO VERDE FIRE DISTRICT
BOARD OF DIRECTORS GENERAL SESSION**

January 24, 2022

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I. CALL TO ORDER

The Monday, January 24, 2022, General Session of the Board of Directors was called to order by Chairperson George Kattermann at approximately 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 (via telephone), Jeanne Finney, George Kattermann, Dennis Meyers, and Nancy Sewell

COMMISSIONERS ABSENT: None

ALSO PRESENT: Chief Jay Ducote, Deputy Chief Scott Krushak, Fire Marshal Chris Cavanaugh, and Administrative Manager Jennifer Jacobe, Rio Verde Fire District

II. ROLL CALL OF BOARD MEMBERS

All commissioners were present, either in person or by 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 and Trilogy websites.

IV. RESOURCE SPECIALISTS REPORT

Commissioner Meyers reported a sufficient number of resource specialists to meet the current demands of the fire district calls.

V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

VI. APPROVAL OF MINUTES

December 27, 2021 – General Session

Commissioner Sewell moved to approve the December 27, 2021, General Session minutes as submitted. That motion was seconded by Commissioner Meyers and passed unanimously.

VII. CLERK'S REPORT

Future Meetings

The following meeting dates were listed:

- Monday, February 28, 2022 – 9 a.m.
- Monday, March 28, 2022 – 9 a.m.
- Monday, April 25, 2022 – 9 a.m.

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

VIII. REVIEW FUTURE BOARD MEETINGS

Administrative Manager Jennifer Jacobs had previously distributed the dates for future Board meetings. Those were reviewed, and Commissioner Bowin noted that he would not be able to attend the April 2022 meeting.

IX. FINANCIAL REPORTS

Commissioner Bowin reported on the December 2021 financial reports:

Financial Report – December 2021	
Revenue	\$280,166.65
Expenses	\$506,291.97
Other Income (Expense)	(\$229,613.00)
Net Income (Loss)	(\$455,738.32)
Transfers to (from) Capital Fund	(\$250,000.00)
Adjusted Net Income	(\$205,738.32)
Monthly Budgeted Net Income (Loss)	(\$104,504.09)
YTD Actual Net Income (Loss)	\$1,215,453.27
Borrowing from Capital Fund	\$500,000.00

YTD Adjusted Net Income	\$715,453.27
YTD Budgeted Net Income	\$266,047.18
General Fund Operating Cash	\$1,190,198.72
Capital Fund Cash	\$1,339,854.25
Capital Fund Advances to General Fund	\$500,000.00
Capital Fund Equity	\$1,839,854.25
Total Bond Fund Authorization*	\$5,101,858.64
Total Expenditures to Date	\$682,635.81
Total Interest to Date (Interest Earned)	\$18,078.67
Current Month Expenditures	\$22,814.49
Remaining Bond Equity	\$4,437,301.50

* The "Total Bond Fund Authorization" includes the \$5,000,000 bond, plus the cost of issuance.

Commissioner Bowin reviewed the following:

- Gross revenues are well ahead of budget.
- A Smart & Safe AZ Fund payment for \$22,065.12 from the Arizona State Treasurer's Office had been received and deposited.
- Ambulance revenue is well ahead of the YTD budget.
- Expenses showed higher, as an additional payment of \$125,000 was made to the PSPRS Local Fund as earlier authorized by the Board.

Commissioner Bowin moved that the Board accept the December 2021 Financial Report as submitted. That motion was seconded by Commissioner Finney and passed unanimously.

Commissioner Bowin moved that the Board accept the December 2021 Monthly Transaction Report. That motion was seconded by Commissioner Sewell and passed unanimously.

Commissioner Bowin moved that the Board accept the December 2021 bank reconciliations as submitted. That motion was seconded by Commissioner Meyers and passed unanimously.

Two hundred fifty-thousand dollars (\$250,000) will be transferred from the General Fund to the Capital Fund in the month of January.

X. EMS REPORT

Commissioner Clerk Jeanne Finney advised that six (6) surveys had been received, all marked as "Outstanding." No one asked to be contacted by personnel.

XI. CHIEF'S REPORT

Fire Station Update

Chief Ducote informed the Board that the station's footers have been dug and will be poured this week, with the foundation scheduled to be poured this Friday. Weekly updates are received.

In Commissioner Bowin's absence for the next week, construction warrants will be signed by both Chairperson Kattermann and Commissioner Finney.

Groundbreaking

At the end of this Board meeting, staff and Board members will meet at Station #442 for a groundbreaking ceremony. Public and local officials will also be present, including the Maricopa County Sheriff's Department.

XII. DEPUTY CHIEF'S REPORT

Deputy Chief Scott Krushak presented the Deputy Chief's Report:

Activity Report

Call Type	Response Time
In-District EMS	4:37
In-District Non-Emergency	6:59

Call Type	# Occurrences	
	December 2021	December 2020
Total EMS Calls	22	22
Total Transports	15	18
Total Non-emergency Response Calls	13	22
Fire-related Calls	10	5
Total Responses	45	49
Community Contacts	25	21

Deputy Chief Krushak advised the Board that a lengthy response time prompted a meeting to be held this week with staff and Maricopa County Ambulance to discuss MCA's response to areas in the far corridor.

Rio Highlands

Rio Highlands is a 32-acre parcel to be developed in the southwest corner of Rio Verde. This development will be part of the RVCA and RV Country Club. There will be a gated entrance off McDowell Mountain Road and another entrance from within Rio Verde. The parcel has already been added to the fire district.

Legislative Update

Discussion on the retail sales tax initiative funding fire districts is currently being held in legislative committee. It is anticipated that a vote might be held soon.

Verde River Fundraiser

The Verde River Fundraiser was recently held, and the district received a portion of the funds raised. Deputy Chief Scott Krushak emceed the event, and two dinners at the fire station (each for four individuals) were auctioned off and raised \$1300.

Training

Local fire departments and districts participated in a valuable five-hour training with SRP this past week. Firefighters were provided with additional training on how to fight SRP's unique fire scenarios.

PPE Grant Submission

Staff submitted a grant prepared with assistance with Lexipol in the amount of \$115,000 for firefighting gear that meets the standards of OSHA and the NFDA.

XIII. FIRE MARSHAL REPORT

Permits issued:

December	2021	2020
Sprinklers	12	27
Propane	13	27
Others	0	0
YTD (All Types)	325	316

Other Prevention Activity (December)	
Propane Plan Review	13
Total Inspections	37
Commercial Annual Inspections have been initiated.	

Shea Homes has now produced and sold 649 homes. The total current number of homes between the three different developers is approximately 750.

XIV. ADMINISTRATIVE MANAGER'S REPORT

The wildland expense report was provided to Board members (see attached). There are no current receivables.

As mentioned in the financial section of the meeting, the district received \$22,065.12 from the SSFND (Smart & Safe AZ Fund), the district's portion from the marijuana tax recently implemented. This was for an entire year, though future payments will be made in two separate allotments.

Another fulltime firefighter (Kris Mantey) has been hired, so the district is now fully staffed. An offer for the parttime administrative position has also been made. The Board had approved a six-month parttime admin assistant, and when the new station is fully functional, staff will most likely return to the Board to ask for the parttime position to be expanded into a fulltime position.

A new crew shift list will be created for Board members.

XV. UNFINISHED BUSINESS

There was no unfinished business.

XVI. BOARD COMMENTS

There were no further Board comments.

XVII. CHAIRPERSON COMMENTS

There were no further chairperson comments.

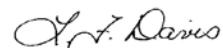
XVIII. ADJOURNMENT

It was moved by Commissioner Sewell that the meeting recess to groundbreaking at 9:45 a.m. That motion was seconded by Commissioner Meyers and passed unanimously.

The Board reconvened at approximately 10:20 a.m.

Commissioner Bowin moved that the Board adjourn at 10:45 a.m. That motion was seconded by Commissioner Sewell and passed unanimously.

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary (From Voice Recording)