



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

June 24, 2024

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I. CALL TO ORDER

The Monday, June 24, 2024, General Session of the Board of Directors was called to order by Chairperson George Kattermann at 9:00 a.m. in the RVFD Fire Station #442 Community Room, located at 17619 E. Rio Verde Dr., Rio Verde, AZ 85263.

COMMISSIONERS PRESENT: Marty Bowin, Jeanne Finney, George Kattermann, Nancy Sewell (via telephone), and Pete Sturman

COMMISSIONERS ABSENT: None

ALSO PRESENT: Chief Scott Krushak, Deputy Chiefs Kelvin Bartee and Chris Stewart, Fire Marshal Chris Cavanaugh, Administrative Manager Jennifer Jacobe, and Administrative Assistant Tatum Heinrich, Rio Verde Fire District

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 Verde River website.

IV. CALL TO THE PUBLIC

There was no response to the Call to the Public.

V. APPROVAL OF MINUTES

May 22, 2024 – General Session

Commissioner Finney moved that the Board approve the May 22, 2024 General Session minutes as submitted. That motion was seconded by Commissioner Sturman and passed unanimously.

May 22, 2024 – Executive Session

Commissioner Sewell moved that the minutes of the May 22, 2024 Executive Session be approved as submitted. That motion was seconded by Commissioner Finney and passed unanimously.

VI. CLERK’S REPORT

The following meeting dates were listed:

- Monday, July 29, 2024, 9 a.m.
- Monday, August 26, 2024, 9 a.m.
- Monday, September 23, 2024, 9 a.m.

All meetings will be held in the Community Room at F/S #442, 17619 E. Rio Verde Drive, Rio Verde, AZ 85263.

Commissioner Sewell will attend the June, July, August, and September sessions via telephone.

VII. FINANCIAL REPORTS

Commissioner Sewell reported on the May 2024 financials:

Financial Report	
Revenue	\$159,782.65
Expenses	\$507,137.39
Other Income (Expense)	(\$250,866.22)
Net Income (Loss)	(\$598,220.96)
Transfers to (from) Capital Fund	(\$250,000.00)
Adjusted Net Income	(\$348,220.96)
Monthly Budgeted Net Income (Loss)	(\$340,944.30)
YTD Actual Net Income (Loss)	\$446,963.04
Borrowing from Capital Fund	\$250,000.00
YTD Adjusted Net Income	\$196,963.04
YTD Budgeted Net Income	\$322,275.83

General Fund Operating Cash	\$334,697.04
Capital Fund Cash	\$1,424,674.28
Capital Fund Advances to General Fund	\$250,000.00
Capital Fund Equity	\$1,674,674.28
YTD Funds Borrowed from Capital Fund	\$1,250,000.00
YTD Funds Repaid to Capital Fund	\$1,000,000.00
Funds Owed to Capital Fund	\$250,000.00
Total Bond Fund Authorization*	\$5,101,858.64
Total Expenditures to Date	\$5,146,992.48
Total Interest to Date (Interest Earned)	\$47,801.04
Current Month Expenditures	-0-
Remaining Bond Equity	\$64.63

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

Commissioner Sewell moved that the Board accept the May 2024 Financial Report as submitted. That motion was seconded by Commissioner Bowin and passed unanimously.

Commissioner Sewell moved that the Board accept the May 2024 Monthly Transaction Report as submitted. That motion was seconded by Commissioner Bowin and passed unanimously.

Commissioner Sewell moved that the Board accept the May 2024 bank reconciliations as submitted. That motion was seconded by Commissioner Finney and passed unanimously.

The following topics were discussed:

- Ambulance income continues to increase.
- The following line items show an increase in May:
 - Payroll (three payrolls in May)
 - Service agreements (repairing the compressor)
 - Station maintenance (several station repairs at F/S 441)
 - Engine repair and maintenance
 - Emergency medical (EMS billing expense rose significantly)
- The \$400,000 grant has been received, and the remaining \$250,000 may now be moved back to the Capital Fund this month (June).

Commissioner Bowin moved that the district transfer \$500,000 from the Capital Fund to the General Fund after July 1, 2024. Commissioner Finney seconded the motion, and it was passed unanimously.

VIII. COMMISSIONER OVERSEEING EMS

Commissioner Clerk Jeanne Finney reported the following:

Sixteen (16) surveys (out of 40) were returned, with all but one (1) claiming “Outstanding” service. There were only positive comments received.

IX. PUBLIC HEARING TO ADOPT RVFD F/Y 2024/2025 BUDGET

The proposed budget was posted in all required locations for the required amount of time. No comments were received from the public.

The public hearing was opened for public comment. (There was no public present at the meeting.)

Commissioner Sturman moved that the Board adopt the proposed Rio Verde Fire District F/Y 2024/2025 budget. That motion was seconded by Commissioner Finney and passed unanimously.

The public hearing was closed.

X. ADJOURNMENT TO EXECUTIVE SESSION/RECONVENE TO GENERAL SESSION

Pursuant to ARS §38-431.03(1), at 9:18 a.m. Commissioner Bowin moved that the Board move to Executive Session for the purpose of discussing a legal matter. Commissioner Finney seconded the motion, and it passed unanimously.

At 9:46 a.m. the Board reconvened to General Session.

XI. APPROVAL OF 2023/2024 AUDIT PREPARATION

Commissioner Sewell moved that the Board approve the audit preparation by Atlas CPAs & Advisors PLLC for F/Y 2023/2024, not to exceed the amount of \$8,600. That motion was seconded by Commissioner Bowin and passed unanimously.

XII. APPROVAL OF NEW FIRE PREVENTION FEE SCHEDULE – RESOLUTION #2024-01

The proposed fee schedule (Exhibit A) submitted by Fire Marshal Chris Cavanaugh was posted in the normal posting locations. The Board reviewed it in its entirety.

Commissioner Finney moved that the Board approve the proposed fee schedule (Resolution 2024-01), effective July 1, 2024. That motion was seconded by Commissioner Sturman and passed unanimously.

XIII. END-OF-YEAR PROJECTION AND BUDGET STATUS

Since the \$400,000 grant (Arizona Department of Forestry and Fire Management) was received, the end-of-year projection and budget status was approximately \$242,000, ending the fiscal year with a positive number.

The new Type 3 Brush Truck (\$530,000) will be received by mid-July. After the decals are affixed and the radio equipment is installed, the RVFD will be able to go out on wildland fire calls. After the grant of \$400,000 is applied, the truck will cost the district approximately \$130,000.

XIV. CHIEF'S REPORT

Salt River Project's PSPS (Public Safety Power Shutoff)

Chief Scott Krushak reviewed the "power interruption program" by Salt River Project, dealing with overhead power distribution lines. Under the SRP proposed program, when there is a certain criterion of humidity, fuels, temperature, wind speed, etc., SRP will simply shut the power down. This program was implemented on the heels of the Maui fire in Hawaii. Salt River Project projects that 550 homes in the RVFD will be subject to this power interruption.

When Chief Krushak learned of this proposed program, he contacted Tom Galvin of the Board of Supervisors. Galvin countered that the power would NOT be cut off in the RVFD. RVFD staff hosted a meeting at F/S 442 with SRP reps, the county emergency manager, and public relations representatives. Staff was successful in delaying the PSPS program in the district; however, the program is being retooled for next year. Adjustments have been made to the program for the time being, and the infrastructure is being monitored for management of line breaks. Chief Chris Stewart will be on that Operations Committee.

Wildland Fuel Mitigation

The district had an agreement for the State of Arizona to do \$8,500 worth of wildland fuel mitigation. After the work was done, the State indicated that the project had been completed for training purposes and no invoice would be issued. Since the \$8,500 grant had been received from Maricopa County to pay off the project, Blue Star Landscaping was hired to do an additional \$8,500 worth of wildland fuel mitigation.

Hiring Process

Since RVFD will soon be down two firefighters due to retirement, the current hiring process continues to serve the district in an effort to hire additional firefighters.

Commercial Property

A new investor bought a piece of commercial property (zoned for a shopping center/16% tax rate), and that space is now being leased. Rural Metro is that property's assigned fire protection, not the RVFD. When the landowner learned that the property was not in the RVFD, he indicated that he would attempt to annex that property into the district. The district's decision on whether or not to approve the annex of the property will be based on many items, including the type of businesses in that center and what/how the center was built.

It might possibly be in the best interests of the district to annex the property, as Rural Metro's fire service features and capabilities are uncertain.

Per Commissioner Sewell's question, any contiguous border of Rio Verde Drive could request to be annexed to the RVFD.

XV. DEPUTY CHIEF'S REPORT

Deputy Chief Chris Stewart indicated that that there have been no wildland fires that have touched the RVFD to date this season. The district has, however, been connected to the Adams Fire which burned into Fort McDowell, but it was quickly managed and dealt with. The district has had four (4) wildland interface incidents in the city of Scottsdale between 136th Street and 128th Street. They have consistently been construction related and have been mitigated effectively.

Training

The district now has two (2) additional non-probationary firefighters on duty. Nine (9) firefighters have less than one year of experience, thus are considered probationary. The first two (2) members hired last summer will be off probation in a month. Three (3) candidates are slated to start the academy on September 23, joining the RVFD in February of 2025.

Forcible Entry Training

A forcible entry prop, borrowed from the City of Phoenix, has helped train our firefighters on that subject.

Promotional Process

Deputy Chiefs Stewart and Bartee have been working on the promotional process, setting a date for orientation on Friday, June 28. Promotional processes for both captains and engineers will be discussed. Two concurrent training programs will then occur, followed by an eight-week supervisor training (twice per week), and training for an engineer move-up academy.

Response Data

- Nineteen (19) transports were made in the month of May.
- Forty-two (42) transports were made in the month of April. This number is higher than May, most likely due to the amount of April runs into Fountain Hills.
- F/S 441 is the busier of the two stations.
- B & C shifts have more calls than A shift.
- 45 snake calls were responded to in the month of May.

XVI. FIRE MARSHAL'S REPORT

Fire Marshal Chris Cavanaugh reported the following for the month of May:

Permits issued:

	2024	2023
Sprinklers	2	2
Propane	0	1
Other	0	1
YTD (All Types)	63	62
2024		
Sprinkler Plan Review	3	
Total Inspections	32	

Nine hundred and fifty (950) homes have been closed by Trilogy as of the end of May.

Battery storage facilities (farms) have been a big subject with fire districts, though it would not be applicable for the RVFD to have one, as they need flatter ground.

There is a new emergency gate at the pickleball courts in the Rio Verde Community Center, making it more efficient for urgent access.

Tonto Verde has a security crew discussing the connector road which connects Rio Verde to Tonto Verde at Avenida del Rey.

XVII. ADMINISTRATIVE MANAGER'S REPORT

Wildland Expense Update

Administrative Manager Jennifer Jacobs advised there was no change to the wildland report - the \$15,600.49 billed for the Diamond fire has been reimbursed. The additional \$78 was an administrative cost.

XVIII. UNFINISHED BUSINESS

There was no unfinished business.

XIX. BOARD COMMENTS

Commissioner Bowin requested that an update be provided from the RVFD PSPRS Committee, and Fire Marshal Chris Cavanaugh responded that there had been no meetings this calendar year. The PSPRS meeting rules have changed, and situations which once commanded mandatory PSPRS meetings are now dealt with among staff members.

Commissioner Finney asked the difference between “probationary” versus “regular” status of firefighters. Chief Krushak responded that the probationary period starts when a firefighter graduates from the academy and runs for 12 months of observation. It is simply an evaluation period to assure the firefighter is suited for their position, indistinguishable to the regular status of firefighter.

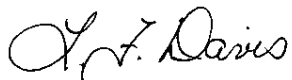
XX. CHAIRPERSON COMMENTS

There were no further chairperson comments.

XXI. ADJOURNMENT

Commissioner Bowin moved that the Board adjourn at 10:54 a.m. That motion was seconded by Commissioner Sturman and passed unanimously.

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary (From Voice Recording)