



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

October 28, 2024

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October 28, 2024

I. CALL TO ORDER

The Monday, October 28, 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 (departed the meeting at 9:27 a.m.), Jeanne Finney, George Kattermann, Nancy Sewell, and Pete Sturman

COMMISSIONERS ABSENT: None

ALSO PRESENT: Chief Scott Krushak, Deputy Chief Kelvin Bartee, Fire Marshal Chris Cavanaugh, Administrative Manager Jennifer Jacobe, Administrative Assistant Tatum Heinrich, Rio Verde Fire District, and Drew Wendt, Atlas CPAs & Advisors PLLC

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

September 23, 2024 – General Session

Commissioner Sewell moved that the Board approve the September 23, 2024, General Session minutes as submitted. That motion was seconded by Commissioner Bowin and passed unanimously.

VI. RETIREMENT OF MATT ODEN

The Board commended Captain Matt Oden for his exceptional service in the Rio Verde and Phoenix areas. Oden began his fire service in 1988, 35 years ago, and began working with the RVFD in 1998 as a part of Rural Metro’s team. Captain Oden was presented a fire axe with his dates of employment as a token of the RVFD’s appreciation. There will be a firefighter luncheon in his honor on Thursday, October 31, 2024, at F/S #441.

VII. DISCUSSION TO ACCEPT AUDITOR’S REPORT FOR 2023 – 2024

Discussion was held on the 2023 – 2024 Atlas Auditor’s Report and the funding of the local retirement account.

Commissioner Sewell moved that the Board approve the 2023 – 2024 Auditor’s Report as submitted. That motion was seconded by Commissioner Sturman and passed unanimously.

VIII. CLERK’S REPORT

The following meeting dates were listed:

- Monday, November 18, 2024, 9 a.m.
- Wednesday, December 18, 2024, 9 a.m.*
- Monday, January 27, 2025, 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 Bowin moved that the December meeting be changed from Monday, December 16, to Wednesday, December 18, 2024. That motion was seconded and passed unanimously.**

IX. FINANCIAL REPORTS

Commissioner Sewell reported on the September 2024 financials:

Financial Report	
Revenue	\$1,038,127.62
Expenses	\$440,059.10
Other Income (Expense)	\$226,584.52
Net Income (Loss)	\$824,653.04

Transfers to (from) Capital Fund	\$250,000.00
Adjusted Net Income	\$574,653.04
Monthly Budgeted Net Income (Loss)	\$699,396.22
YTD Actual Net Income (Loss)	\$1,169,937.52
Borrowing from Capital Fund	\$1,250,000.00
YTD Adjusted Net Income	(\$80,062.48)
YTD Budgeted Net Income	(\$45,012.54)
General Fund Operating Cash	\$1,024,311.37
Capital Fund Cash	\$215,016.88
Capital Fund Advances to General Fund	\$1,250,000.00
Capital Fund Equity	\$1,465,016.88
YTD Funds Borrowed from Capital Fund	\$1,250,000.00
YTD Funds Repaid to Capital Fund	0.00
Funds Owed to Capital Fund	\$1,250,000.00
Total Bond Fund Authorization*	\$5,101,858.64
Total Expenditures to Date	\$5,126,992.48
Total Interest to Date (Interest Earned)	\$47,801.67
Current Month Expenditures	-0-
Remaining Bond Equity	\$65.43

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

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

The Monthly Transaction Reports were discussed; however, no vote to approve was taken.

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

There are no plans to move funds from/to the capital account in the course of this month. Tax revenue will increase in October.

X. COMMISSIONER OVERSEEING EMS

Commissioner Clerk Jeanne Finney reported the following:

Ten (10) surveys (out of 23) were returned, all claiming "Outstanding" service with positive attributes and comments. Two people claimed that the service was "Outstanding" AND "Good." All comments were of a positive nature.

XI. CHIEF'S REPORT

Legislative Update

November 5, 2024, is the next general election, and all 90 of the state's legislative seats are up for election.

Chief Krushak had been briefed on awareness for voting sites (suspicious activities) from representatives of the Counter Terrorism Center. Emergency response, protection of the community/workers, and postal facilities were discussed. A large turnout at all Arizona voting sites is anticipated.

Fire District Assistance Tax

Fire District Assistance is a countywide tax used to supplement fire districts. This tax was adjusted by the Maricopa County Treasurer's Office and is now accurate.

Topaz Regional Wireless Cooperative

Charges for our Topaz airtime have increased by 160% since January. Chief Krushak investigated this anomaly, and it is believed that the RVFD has been paying for some of the Fountain Hills' airtime in error. Krushak requested a complete audit per radio for the past five (5) years.

Wildland Deployment

The brush truck and two (2) firefighters were requested for deployment to California last week. The firefighters were to be used from another jurisdiction, allowing our own firefighters to remain on duty in Rio Verde. By the time the station found two firefighters (from Goodyear) to man the brush truck, the deployment order from California had already been filled.

XII. DEPUTY CHIEF'S REPORT

Captain Promotional Testing

After months of training, Deputy Chief Kelvin Bartee advised that ten (10) candidates took the captain promotional test. This test was facilitated in two separate parts: (1) a fire ground-based operational/procedural process, and (2) an administrative supervisory interview with focus on customer service, leadership, supervision, resource management, and conflict resolution. That testing process lasted two (2) full days, with half the candidates per day. The winning candidate was Captain Chris Pearson.

The other nine (9) candidates will be part of a captain's move-up list, which will help fill captain's vacancies when there are no other firefighters to fill those positions because of vacation or other.

Training Updates

Four (4) of our newest members are with the Phoenix Fire Department Regional Training Academy, entering on September 23 - all are doing very well. They are scheduled to graduate from the academy on January 17, 2025.

Two (2) other members are currently at the Phoenix Regional Training for Paramedics, entering on September 16, with the training lasting until April 24, 2025. Once they pass, they will get a paramedic’s certification.

Our newest hire, Evan Lauer, is currently an EMT on our Rescue #441. He will enter the Phoenix Regional Training Academy in January 2025.

Management Policy 101.4

Management Policy 101.4 regarding duration of the captain’s move-up list for filling vacancies is currently being amended and will be brought to the Board at its November meeting.

XIII. FIRE MARSHAL’S REPORT

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

Permits issued:

	2024	2023
Sprinklers	0	1
Propane	0	2
Other	0	0
YTD (All Types)	109	140
	2024	
Total Inspections	40	

Nine hundred and ninety-one (991) homes have been closed by Trilogy as of the end of September.

A tent will be set up for the Rio Verde Golf Club’s Annual Celebration of November 9, 2024.

XIV. ADMINISTRATIVE MANAGER’S REPORT

Wildland Expense Update

Administrative Manager Jennifer Jacobe advised there was \$14,195.34 billed and received for the Boulder View fire on August 14, 2024. An additional \$78, an administrative cost, was also paid.

The Gates Fire has not yet been invoiced due to problems adding the UTV. Billing will proceed as soon as that is finished.

XV. UNFINISHED BUSINESS

There was no unfinished business.

XVI. BOARD COMMENTS

The strategic planning process continues.

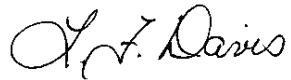
XVII. CHAIRPERSON COMMENTS

There were no further chairperson comments.

XVIII. ADJOURNMENT

At 9:56 a.m. Commissioner Finney moved that the Board adjourn. That motion was seconded by Commissioner Sewell and passed unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Libby F. Davis".

Libby Floyd Davis
My Personal Secretary (From Voice Recording)