



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

September 25, 2023

TABLE OF CONTENTS

I. CALL TO ORDER.....	2
II. ROLL CALL OF BOARD MEMBERS.....	2
III. CERTIFICATE OF POSTING.....	2
IV. RESOURCE SPECIALISTS REPORT.....	3
V. CALL TO THE PUBLIC.....	3
VI. APPROVAL OF MINUTES.....	3
VII. CLERK’S REPORT.....	3
VIII. EMS REPORT.....	3
IX. ADJOURNMENT TO EXECUTIVE SESSION/RECONVENE TO GENERAL SESSION.....	3
X. MARICOPA COUNTY COMMUNITY WILDFIRE PROTECTION AGREEMENT.....	4
XI. DISCUSSION ON UPDATING FIRE HOSES AND NOZZLES.....	4
XII. FINANCIAL REPORTS.....	5
XIII. CHIEF’S REPORT.....	6
XIV. DEPUTY CHIEF’S REPORT.....	6
XV. FIRE MARSHAL’S REPORT.....	6
XVI. ADMINISTRATIVE MANAGER’S REPORT.....	7
XVII. UNFINISHED BUSINESS.....	7
XVIII. BOARD COMMENTS.....	7
XIX. CHAIRPERSON COMMENTS.....	7
XX. ADJOURNMENT.....	7



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I. CALL TO ORDER

The Monday, September 25, 2023, 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, Dennis Meyers, and Nancy Sewell (via telephone)

COMMISSIONERS ABSENT: None

ALSO PRESENT: Deputy Chief 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, Commissioner Sewell 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 and Trilogy websites.

IV. RESOURCE SPECIALISTS REPORT

Commissioner Dennis Meyers reported that approximately 11 resource specialists will be present at a future meeting for those members returning to the community for the winter season. It was noted that not all outlying area calls are dispatched to resource specialists.

V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

VI. APPROVAL OF MINUTES

August 23, 2023 – General Session

Commissioner Bowin moved to approve the August 23, 2023, General Session minutes as submitted. That motion was seconded by Commissioner Finney and passed unanimously.

VII. CLERK'S REPORT

Future Meetings

The following meeting dates were listed:

- Monday, October 23, 2023 – 9 a.m.
- Monday, November 27, 2023 – 9 a.m.
- Monday, December 18, 2023 – 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.

VIII. EMS REPORT

Commissioner Clerk Jeanne Finney reported that there were 8 surveys received, seven claiming "Outstanding" service, one with no service rating. Only positive comments were provided.

IX. ADJOURNMENT TO EXECUTIVE SESSION/RECONVENE TO GENERAL SESSION

Pursuant to ARS §38-431.03(1), at 9:04 a.m. Commissioner Finney moved that the Board move to Executive Session for the purpose of discussing a human resource issue. Commissioner Meyers seconded the motion, and it passed unanimously.

At 9:26 a.m. the Board reconvened to General Session.

X. MARICOPA COUNTY COMMUNITY WILDFIRE PROTECTION AGREEMENT

Deputy Chief Chris Stewart reviewed that a wildfire protection agreement grant with Maricopa County and the State Department of Forestry had been briefly discussed to assist the district's three communities with wildfire fuel mitigation. This grant had originally been initiated for Trilogy (at Trilogy's request) but was accepted for all communities. Trilogy originally delayed the process, not wanting to use the Department of Corrections (DOC) to complete the work. Fire season then began, but those DOC crews were working in other areas. The Diamond fire created an elevated need to get the work done, and Trilogy became willing to use DOC crews.

The scope of removal work was provided to Board members. An IGA in the amount of up to \$8,500 in grant funds was also provided to Board members.

The district would be responsible for coordinating the work with the DOC, paying for those services, and sending that bill to Maricopa County for reimbursement. This work is scheduled to commence in October, ending in April. The area is comprised of common areas and district land only. The Verdes Firewise Community will deal with the McDowell Mountain Park on areas they might work with.

Commissioner Finney moved that the district enter into the IGA with Maricopa County and the State Department of Forestry to initiate and obtain reimbursement in the amount of \$8,500 for grant funds to mitigate wildfire sources. Commissioner Bowin seconded the motion, and it passed unanimously.

XI. DISCUSSION ON UPDATING FIRE HOSES AND NOZZLES

Deputy Chief Stewart noted that since most of the hoses (and nozzles) predate most who work in the fire district, plans are under way to replace them. Thirty thousand dollars (\$30,000) had originally been earmarked from the capital plan for the purchase, and another \$15,000 had been allotted to build a training prop. The quotes for hoses and nozzles were higher than anticipated, so it was planned to bypass the allotment for the training prop to fully fund the hose equipment. Two options were present for the Board to consider – United Fire Key Hose (\$25,840 + tax) and Mercedes Textiles Fire Hose (\$23,839.50 + tax). Both quotes were similar, but the United Fire required a nine-month delivery time, while the Mercedes hose required only a six-month delivery time.

United Fire's bid for nozzles and appliances – Elkhart Brass – was \$13,916.79 including tax.

No payment is required until the product is shipped. This shipment would replace all the hoses in Engines #441 and #442, plus the reserve engine. There are no new hoses needed for the UTVs.

Commissioner Finney moved that the district proceed with the purchase of hoses and nozzles from Mercedes at a cost of \$25,840 + tax (hoses) plus nozzle expense of \$13,916.79 including

tax. Total expenditure would be \$39,258.17 including tax. Commissioner Meyers seconded the motion, and it passed unanimously.

XII. FINANCIAL REPORTS

Commissioner Sewell reported on the August 2023 financials:

Financial Report	
Revenue	\$36,152.12
Expenses	\$405,601.27
Other Income (Expense)	\$515,958.49
Net Income (Loss)	\$146,509.34
Transfers to (from) Capital Fund	\$500,000.00
Adjusted Net Income	(\$353,490.66)
Monthly Budgeted Net Income (Loss)	(\$337,827.04)
YTD Actual Net Income (Loss)	\$184,254.46
Borrowing from Capital Fund	\$1,000,000.00
YTD Adjusted Net Income	(\$815,745.54)
YTD Budgeted Net Income	(\$692,751.35)
General Fund Operating Cash	\$153,111.54
Capital Fund Cash	\$761,561.91
Capital Fund Advances to General Fund	\$1,000,000.00
Capital Fund Equity	\$1,761,561.91
Total Bond Fund Authorization*	\$5,101,858.64
Total Expenditures to Date	\$5,146,992.48
Total Interest to Date (Interest Earned)	\$47,771.37
Current Month Expenditures	\$2,602.43
Remaining Bond Equity	\$35.10

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

Commissioner Sewell moved that the Board accept the August 2023 Financial Report as submitted. That motion was seconded by Commissioner Meyers and passed unanimously.

Commissioner Sewell moved that the Board accept the August 2023 Monthly Transaction Report as submitted and based on the findings of Administrative Manager Jennifer Jacobe. That motion was seconded by Commissioner Finney and passed unanimously.

Commissioner Sewell moved that the Board accept the August 2023 bank reconciliations as submitted. That motion was seconded by Commissioner Bowin and passed unanimously.

XIII. CHIEF’S REPORT

There was no Chief’s Report, as Chief Krushak had a medical issue.

XIV. DEPUTY CHIEF’S REPORT

Recruit Progress

The most recent recruit class has graduated from the Phoenix Regional Academy, providing an additional two firefighter staff members. Additionally, a new recruit class began on September 18 with five district recruits. They will graduate on January 5, 2024, at which time the district will be fully staffed. As a part of the training in October, on-duty firefighters will be present at the recruit class to support the class with live fire training. A video from recruit class #23-2 was presented to the Board.

Data Access/Response Times

Deputy Chief Chris Stewart reviewed response/turnout times with the aid of a visual presentation tool.

The screenshot displays a dashboard titled "RVFD Unit Performance" with a sub-header "Average Performance Summary by Unit" for the period "Aug 01, 2023 to Aug 31, 2023". The dashboard includes a table with the following data:

Unit	Count	Turnout	Travel	Total Response	Scene	Total Time to Clear	Total Time on Task
E441	57	00:01:30	00:03:23	00:04:57	00:17:01	00:20:38	00:52:39
E442	29	00:01:20	00:03:21	00:04:40	00:17:07	00:13:17	00:01:12
M441	27	00:01:20	00:07:31	00:06:33	01:03:47	01:13:35	01:10:19
M442	1	(blank)	(blank)	00:07:55	(blank)	(blank)	(blank)

XV. FIRE MARSHAL’S REPORT

Fire Marshal Chris Cavanaugh reported the following:

Permits issued:

August	2023	2022
Sprinklers	15	2
Propane	11	1
Others	0	0
YTD (All Types)	137	175

Other Prevention Activity	
Sprinkler Plan Review	3
Propane Plan Review	11
Fire Alarm Plan Review	0
Total Inspections	58

To date, Shea Trilogy has closed 850 out of a total of 1215 planned homes. Several other housing projects' progress was discussed.

XVI. ADMINISTRATIVE MANAGER'S REPORT

Administrative Manager Jennifer Jacobs advised the Board that the \$15,678.49 billed for the Diamond fire has been reimbursed.

XVII. UNFINISHED BUSINESS

There was no unfinished business.

XVIII. BOARD COMMENTS

There were no additional Board comments.

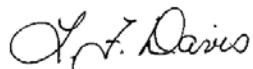
XIX. CHAIRPERSON COMMENTS

Chairperson Kattermann noted that he and Chief Krushak had received an email from Kevin Waring on behalf of the RVCA regarding status of the proposed cell tower project. Chairperson Kattermann was further advised that the cell tower company and the RVCC never responded to the letter from the RVCA attorney. Waring also noted that the tower building permit that Maricopa County approved last January has expired with no action. New tower requests are being tracked by the RVCA attorney, with nothing on the table at this time.

XX. ADJOURNMENT

Commissioner Bowin moved that the Board adjourn at 10:29 a.m. That motion was seconded by Commissioner Finney and passed unanimously.

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary (From Voice Recording)