



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

March 27, 2023

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March 27, 2023

I. CALL TO ORDER

The Monday, March 27, 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: Jeanne Finney, George Kattermann, Dennis Meyers, and Nancy Sewell

COMMISSIONERS ABSENT: Marty Bowin

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

II. ROLL CALL OF BOARD MEMBERS

All commissioners were present, apart from Marty Bowin.

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 that he now has enough resource specialist volunteers to run the program throughout the summer.

V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

VI. APPROVAL OF MINUTES

February 27, 2023 – General Session

Commissioner Sewell moved to approve the February 27, 2023, General Session minutes as submitted. That motion was seconded by Commissioner Finney and passed unanimously.

March 15, 2023 – Special Session

Commissioner Kattermann asked that two revisions be made:

1. Pursuant to ARS §38-431.03(1), at 9:01 a.m.
2. Commissioner Sewell moved that the letter, previously drafted by the RVFD's attorney Michelle Hogan, be updated to include the changes approved by the board members at the special meeting prior to it, being mailed to Ed O'Brien, attorney for the RVCA. The letter states that the RVFD board members' concerns relative to the construction of a cell tower that could possibly interfere with the RVFD's 9-1-1 emergency system. Commissioner Meyers seconded the motion, and it passed unanimously.

Jennifer Jacobs noted that the changes to the draft of the minutes had been made, but the incorrect version of the minutes was placed in the Directors' folders. She will replace the correct version in the folders.

March 15, 2023 – Executive Session (for Special Session)

Commissioner Meyers moved that the minutes from the Special and Executive Sessions of March 15, 2023, be approved as amended. That motion was seconded by Commissioner Sewell and passed unanimously.

VII. UTILITY TASK VEHICLE

Chief Scott Krushak reported to the Board on the need for additional response capabilities into areas of open space, recreational areas, and urban/wildland interface spaces of the RVFD. Chief Krushak provided background, assessment, cost and time requirements, funding options, and the recommendation to modernize the current Gator 442 with two separate response UTVs (441 and 442) as follows:

- Two Can-Am Max Limited UTVs
- 1 Kimtek Firelite firefighting skid system
- 1 Kimtek Medlite EMS rescue skid system
- 2 14' single axle UTV transport trailers

Bids were received from Adrenalin Motorsports, Kimtek Corporation, and Polaris.

The total cost of the two UTVs, skid systems, and trailers would be approximately \$91,584.46. These units are available now.

Krushak suggested that the remaining bond equity of approximately \$42,000 could be used for this purpose, as well as the balance of approximately \$50,000 coming from the Capital Fund.

The current Gator unit would be sold.

Commissioner Finney moved that the recommendations to purchase the following for \$91,584.46 be approved:

Two Can-Am Max Limited UTVs

1 Kimtek Firelite firefighting skid system

1 Kimtek Medlite EMS rescue skid system

2 14' single axle UTV transport trailers

That motion was seconded by Commissioner Sewell and passed unanimously.

VIII. CLERK’S REPORT

Future Meetings

The following meeting dates were listed:

- Monday, April 24, 2023 – 9 a.m.
- Monday, May 22, 2023 – 9 a.m.
- Monday, June 26, 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).

IX. FINANCIAL REPORTS

Commissioner Sewell reported on the February 2023 financials:

Financial Report	
Revenue	\$257,909.63
Expenses	\$347,742.92
Other Income (Expense)	(\$225.73)
Net Income (Loss)	(\$90,059.02)
Transfers to (from) Capital Fund	-0-
Adjusted Net Income	(\$90,059.02)
Monthly Budgeted Net Income (Loss)	(\$90,748.73)
YTD Actual Net Income (Loss)	\$421,012.38
Borrowing from Capital Fund	-0-
YTD Adjusted Net Income	\$421,012.38
YTD Budgeted Net Income	\$343,634.40
General Fund Operating Cash	\$341,229.03

Capital Fund Cash	\$1,802,812.33
Capital Fund Advances to General Fund	-0-
Capital Fund Equity	\$1,802,812.33
Total Bond Fund Authorization*	
Total Bond Fund Authorization*	\$5,101,858.64
Total Expenditures to Date	\$4,956,107.47
Total Interest to Date (Interest Earned)	\$45,133.84
Current Month Expenditures	\$100,000.00
Remaining Bond Equity	\$90,885.01

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

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

Commissioner Sewell moved that the Board accept the February 2023 Monthly Transaction Report. That motion was seconded by Commissioner Finney and passed unanimously.

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

X. EMS REPORT

Commissioner Clerk Jeanne Finney reported that there were 20 surveys received in the month of February, all of which claimed “Outstanding” service and included positive comments. One exception was a resident who knocked on the front station door with no answer, picked up the red phone and was connected to 9-1-1, not her intention. She suggested signage indicating that they would be directed to 9-1-1 when using that phone. There were also positive responses regarding the entire response team.

XI. CHIEF’S REPORT

Legislative Report

Chief Scott Krushak noted the following:

- Senate House Bill 2803 is still alive, a \$150 million appropriation bill for the Department of Fire and Forestry Management for grants for local fire departments/districts to obtain equipment and station upgrades.
- A Workers Comp bill, related to Covid 19, where districts could be compensated through the state.
- A bill was introduced to reduce the commercial property tax. Currently, assessed value is between 16% and 17%, and this bill would lower it to 15%.
- A bill that would not allow a bond to exceed the debt limit.

Staff Meeting

A staff meeting was held recently, and leader’s intent, philosophy, and strategy were discussed. This proved a beneficial meeting for all staff members.

- A five-year strategic plan will be developed, with the assistance of the Board.
- A document entitled “The Rio Verde Fire Department Way” is a suggested cultural document defining behavior, defined by the firefighters themselves.
- An upcoming “Safety and Survival Guide” will define a culture of safety for the organization and how it operates.
- An orientation will be held for any prospective firefighters.

XII. DEPUTY CHIEF’S REPORT

Deputy Chief Chris Stewart presented the February Deputy Chief’s Report:

Activity Report

Call Type	Response Time
In-District EMS	5:55
In-District Non-Emergency	4:22

Call Type	# Occurrences	
	2022	2023
Total EMS Calls	23	47
Total Transports	13	36
Total Non-emergency Response Calls	14	8
Fire-related Calls	4	8
Total Responses	41	63
Community Contacts	24	27

Deputy Chief Stewart advised the Board that the 5:55 minutes reported in the in-district EMS response time reflects all response times, including an increased area of response since being part of automatic aid. Additionally, one response to Trilogy showed a 49-minute response time; the firefighters arrived in approximately two minutes but had to stage for the Sheriff’s office to arrive to assure the scene was safe. This is inappropriate recording and requires an adjustment to be made in managing the data.

F/S #441’s response time is approximately 4:20 minutes. Half of F/S #442’s calls were out of district. Each response time for out of district was 8 minutes or greater, throwing overall response times out of kilter.

Stewart was asked to resume tallying response times for EMS in-district and out-of-district calls.

Based on feedback, there has been no change in the quality of service, even though the call numbers have doubled.

The district is proactively monitoring Salt River Project’s releases of water for potential water accidents.

XIII. FIRE MARSHAL REPORT

Fire Marshal Chris Cavanaugh reported on the following:

Permits issued:

February	2023	2022
Sprinklers	0	1
Propane	1	1
Others	0	0
YTD (All Types)	27	27
Other Prevention Activity (February)		
Propane Plan Review		1
Total Inspections		58

Fire Marshal Cavanaugh attended the “Annual EduCode Training Conference” in Nevada. This was an international code training conference.

Shea Trilogy has closed 782 out of a total of 1215 planned homes, leaving 433 for future completion.

XIV. ADMINISTRATIVE MANAGER’S REPORT

Administrative Manager Jennifer Jacobs noted no change on wildland billing, still \$180,001.11 invoiced and received.

Thirty applications (primarily EMTs) have been received for the open firefighter positions. Most applications have come through Instagram and word-of-mouth and will be accepted through Friday, April 9.

XV. UNFINISHED BUSINESS

There was no unfinished business.

XVI. BOARD COMMENTS

Commissioner Finney asked for the status of the individual who came directly to the station, using the red phone for contact with 9-1-1. Chief Krushak will contact that individual to explain that 9-1-1 was the best way to receive assistance when firefighters are on other calls and unable to respond to the bell.

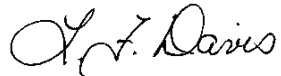
XVII. CHAIRPERSON COMMENTS

There were no additional Chairperson Comments.

XVIII. ADJOURNMENT

Commissioner Sewell moved that the Board adjourn at 10:20 a.m. That motion was seconded by Commissioner Meyers and passed unanimously.

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary
(From Voice Recording)