



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

April 26, 2021

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I. CALL TO ORDER

The Monday, April 26, 2021, General Session of the Board of Directors was called to order by Chairperson George Kattermann at 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, Jeanne Finney, George Kattermann, Dennis Meyers, and Nancy Sewell

COMMISSIONERS ABSENT: None

ALSO PRESENT (IN PERSON): Chief Jay Ducote, Fire Marshal Chris Cavanaugh, and Administrative Manager Jennifer Jacobs, 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 District and Trilogy websites.

IV. RESOURCE SPECIALISTS REPORT

There was no Resource Specialists Report.

V. CALL TO THE PUBLIC

There were no questions or comments from the public.

VI. APPROVAL OF MINUTES

March 24, 2021, General Session

Commissioner Sewell moved to approve the March 24, 2021, General Session minutes. That motion was seconded by Commissioner Meyers and passed unanimously.

Acceptance of the executive session minutes for the February 22, 2021, meeting will be placed on the agenda for the May Board meeting.

VII. CLERK'S REPORT

Future Meetings

Clerk Commissioner Jeanne Finney listed the following meeting dates:

- Monday, May 24, 2021 – 9 a.m.
- Monday, June 28, 2021 – 9 a.m.
- Monday, July 26, 2021 – 9 a.m.

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

VIII. FINANCIAL REPORTS

Commissioner Bowin reported on the March 2021 financial reports:

Financial Report – March 2021	
Revenue	\$273,699.29
Expenses	\$230,225.21
Other Income (Expense)	\$24,529.88
Net Income (Loss)	\$68,003.96
Transfers to (from) Capital Fund	-0-
Adjusted Net Income	\$68,003.96
Monthly Budgeted Net Income (Loss)	(\$45,722.63)
YTD Actual Net Income (Loss)	\$586,605.94
Borrowing from Capital Fund	-0-
YTD Adjusted Net Income	\$586,605.94
YTD Budgeted Net Income	\$111,028.19
General Fund Operating Cash	\$454,488.05
Capital Fund Cash	\$1,108,530.04
Capital Fund Advances to General Fund	-0-
Reimbursable Capital Fund Advances to Bond	\$354,548.32

Fund	
Capital Fund Equity	\$1,463,078.36
Tax-Exempt Bond Fund Authorization	\$4,745,000.00
Current Month Expenditures	-0-
Remaining Tax-Exempt Bond Equity	\$4,745,000.00
Taxable Bond Authorization	\$255,000.00
Total Taxable Account Expenditures	-0-
Cost of Issuance Total Authorization	\$101,858.64
Total Cost of Issuance Account Expenditures	-0-

Commissioner Bowin highlighted the following:

- The financial report now includes the bond funding amounts and expenditures.
- The Capital Fund will be reimbursed by \$99,548.32 from the Taxable Bond Fund in April.
- When project costs are received, they need to be compiled and presented to the Board on a monthly basis by Chief Ducote.

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

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

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

There was no transfer of funds required for the coming month.

IX. FIRE STATION LOCATION OPTIONS

Chief Ducote recently learned that there is a flood plain going through the site of F/S #442. Core and Pearlman provided a site option study: (a) the station could be moved slightly southwest, (b) the station could be flipped to have the bays on the east side, or (c) the entrance could be moved to 176th St., though response times would be slower due to traffic concerns. After discussion of the options, the Board instructed Chief Ducote will work with the architect on Option A, moving the building slightly southwest.

The cost of building supplies and transportation has increased for Station 442 from \$400 square feet to \$420 square feet. Due to this unanticipated factor, the size of the station must be reduced in order to keep it within budget. Since changes will require

Board approval, the Board agreed to meet via telephone to approve layouts as soon as they are received.

X. WORKERS' COMPENSATION RENEWAL – CINDY ELBERT INSURANCE

Chief Ducote advised the Board that the Workers' Compensation renewal had been received from the District's broker, Cindy Elbert Insurance, for Benchmark Insurance Company, in the amount of \$42,844. The policy includes the upcoming deputy chief (civilian) and three (3) new firefighters and runs from 5/1/21 – 5/1/22.

Given the new occupational cancer bill put in place by Governor Ducey, Workers' Compensation rates will increase next year, as opposed to this year.

Commissioner Bowin moved that the Board accept the renewal for Workers' Compensation through Benchmark Insurance Company. That motion was seconded by Commissioner Finney and passed unanimously.

XI. PURCHASE OF NEW FIRE TRUCK

Chief Ducote requested that the Board table discussion on the new fire engine at this time.

XII. BUDGET FY 2020/2021 AND BUDGET WORKSHEET 2021/2022

Chief Ducote reviewed the 2020/2021 budget worksheet and indicated that personnel costs had been reduced in the past year due to a delay in hiring a third firefighter until mid-year, as well as a delay in 24-hour coverage of F/S #442.

Increased costs were experienced in Fire Station Maintenance (roof of trailer) and the replacement of air conditioners.

There will be a surplus of approximately \$396,000.00 this year, which can be used as an additional payment to PSPRS in November. The contingency (\$100,000) and taxes for F/Y 2021/2022 can also be used as an additional payment for PSPRS or for fire station costs. Ducote will bring the upcoming year's balanced budget to the Board in April for discussion. The budget will be approved at the May meeting and posted in accordance with the rules of Maricopa County.

XIII. EMS REPORTS

District Clerk Jeanne Finney report eight (8) surveys received, all indicating outstanding service. There were no unusual comments. One person asked to be contacted and provided a glowing report of services received.

XIV. CHIEF'S REPORT

Deputy Chief Process

Chief Ducote noted that he had recused himself from the process of selecting a deputy chief, as he did not want there to be any perception of favoritism. Applications were closed on April 25, 2021; five qualified applications were received. Interviews may be held as soon as Monday, May 3, 2021. To date, the Deputy Chief Selection Board consist of Commissioner Nancy Sewell and Past Chief Gary Bradbury.

Future Board Meetings

Discussion had been held at the March meeting regarding switching the meeting dates from Mondays to Wednesdays. The RVCA could not reserve the conference room for all Wednesdays, so the Board will continue meeting on Mondays as scheduled until such a time as they have their own conference room in F/S #442.

XV. FIRE MARSHAL REPORT

Fire Marshal Chris Cavanaugh reported the following for the month of March 2021:

Permits issued:

March	2021	2020
Sprinklers	27	10
Propane Tanks	12	9
Others	1	0
YTD (All Types)	46	92

Other Prevention Activity (March)	
Sprinkler Plan Review	2
Propane Plan Review	12
Fire Alarm Plan Review	1
Total Inspections (Fire Marshal and Inspectors)	48

Homes closed:

Trilogy	650
Blue Sky (Built Out)	30
Meritage Homes (Built Out)	33
Shea Homes	558
Toll Brothers	59

Activity Report

Cavanaugh also reviewed the District's activity and average response times for March 2021:

Call Type	Response Time
In-District EMS	4:19
South District/North District EMS Response Time (Avg)	4:03/8:31
Out-of-District EMS Non-Corridor (Fountain Hills, Fort McDowell)	N/A
Out-of-District EMS Corridor (Includes Trilogy)	N/A
In-District Non-Emergency	5:56

Call Type	# Occurrences	
	March 2021	March 2020
EMS In-District Calls	33	32
EMS Out-of-District Calls (Non-corridor)	0	1
EMS Out-of-District Calls (Corridor)	0	0
Non-EMS In-District	30	55
Transports	24	25
• Out of District Transports	0	1
Outside Rescue Used Within District	2	3
Fire-related Calls*	2	2
BP/Information Services	23	33
Station Tours/Walk-in First Aid	2	3
Child Seat Install	11	2

*False Alarms

Exception reports are generated whenever a call's response time is over six (6) minutes. When a call comes in the middle of the night to F/S #442, firefighters currently have to unlock the gate, since they are inside a walled area that remains locked at night, and relock the gate behind them, taking more time.

F/M Cavanaugh stated that the Honor Health Thompson Peak hospital had received certification as a stroke center. Commissioner Finney asked F/M Cavanaugh who would make the decision to take a stroke patient to either Thompson Peak vs. Mayo. Cavanaugh responded that it would be up to the medic to make that decision. If the Telestroke program had been initiated, the patient would be taken directly to Mayo for the sake of the doctor/patient relationship. If the patient had been to Mayo before and requests that hospital, they can be taken there as opposed to Thompson Peak. In the event that a patient is extremely unstable, they will be taken to the nearest facility.

XVI. ADMINISTRATIVE MANAGER'S REPORT

Administrative Manager Jennifer Jacobs updated the wildland expense report. (See attached.) As of April 8, the District has been paid in full, receiving \$277,250.11 in the last fiscal year to date for wildland expenses.

XVII. UNFINISHED BUSINESS

There was no unfinished business.

XVIII. BOARD COMMENTS

Commissioner Bowin indicated that a 10,000 square foot vacant building on Palisades in Fountain Hills will become a mid-level medical facility. As this facility would be only eight (8) miles away, he suggested that discussion of a mid-level facility in the Verde communities should be dropped.

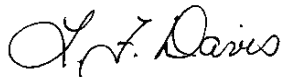
XIV. CHAIRPERSON COMMENTS

There were no additional comments from the chairperson.

XX. ADJOURNMENT

Commissioner Bowin moved that the meeting adjourn at 10:18 a.m. That motion was seconded by Commissioner Finney and passed unanimously.

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary
(From Voice Recording)