



Rio Verde Fire District
25608 North Forest Road
Rio Verde, AZ 85263
Phone: (480) 471-2304
Fax: (480) 471-1821

**MINUTES OF THE
RIO VERDE FIRE DISTRICT
BOARD OF DIRECTORS GENERAL SESSION**

October 28, 2019

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COMMISSIONERS PRESENT: Marty Bowin, Jerry Fickes, Jeanne Finney, George Kattermann, and Nancy Sewell

COMMISSIONERS ABSENT: None

ALSO PRESENT: Chief Jay Ducote, Fire Marshal Chris Cavanaugh, and Administrative Manager Jennifer Jacobs; Rio Verde Fire District

I. CALL TO ORDER

The Monday, October 28, 2019, General Session of the Board of Directors was called to order by Chairperson George Kattermann at 9:01 a.m. in the Alexander Building Board Room, Rio Verde, Arizona 85263.

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 was no response to the Call to the Public.

VI. APPROVAL OF MINUTES

September 23, 2019, General Session

Commissioner Fickes moved the approval of the September 23, 2019, General Session minutes. That motion was seconded by Commissioner Sewell and passed unanimously.

VII. CLERK'S REPORT

Future Meetings

Commissioner Fickes listed the following meeting dates:

- Monday, November 18, 2019 – 9 a.m. (Note change from original date)
- Monday, December 16, 2019 – 9 a.m.
- Monday, January 27, 2020 – 9 a.m.

Board meetings are scheduled for the Alexander Building Board Room.

VIII. FINANCIAL REPORTS

Commissioner Bowin provided the following financial report for the month of September 2019:

Financial Report – September 2019	
Revenue	\$342,382.14
Expenses	\$248,897.40
Other Income (Expense)	\$241,351.28
Net Income (Loss)	\$334,836.02
Transfers to/from Capital Fund	\$250,000.00
Adjusted Net Income	\$84,836.02
Monthly Budgeted Net Income (Loss)	\$36,414.96
YTD Actual Net Income (Loss)	\$545,669.23
Borrowing from Capital Fund	\$900,000.00
YTD Adjusted Net Income	(\$354,330.77)
YTD Budgeted Net Income	(\$347,329.79)
General Fund Operating Cash	\$615,057.33
Capital Fund Cash	\$400,629.15
Capital Fund Advances to General Fund	\$900,000.00
Capital Fund Equity	\$1,300,629.15

Wildland expenses are reflected in payroll figures in the P&L and were reimbursed at a later date.

Commissioner Bowin moved that the Board accept the September 2019 Financial Report. That motion was seconded by Commissioner Finney and passed unanimously.

Commissioner Bowin moved that the Board accept the September 2019 Monthly Transaction Report. That motion was seconded by Commissioner Sewell and passed unanimously.

Commissioner Bowin moved that the Board accept the September 2019 bank reconciliations as submitted. That motion was seconded by Commissioner Sewell and passed unanimously.

IX. MOBILE COMPUTER TERMINALS (MCT) FOR FIRE APPARATUS

Chief Ducote noted that the current Panasonic CF-31 mobile computer terminals (MCTs) must be upgraded to Panasonic CF-33 MCTs to meet the coming 5G technology. As of March 2020, the old computers will not activate and do not meet the specifications for the new Mesa Fire CAD dispatch system (or tech system).

This capital purchase was budgeted for FY 2022/2023, but an item scheduled for FY 2019/2020 (new John Deere Gator) will be exchanged on the budget with this purchase. The cost, including the terminals, docking stations, routers, modems, and Panorama antenna WI-FI, totals \$22,840.

These MCTs are interchangeable with the backup ambulance. It is not necessary to purchase an additional set for that unit.

Commissioner Bowin moved that the Board approve the purchase of the MCTs as described by Chief Ducote in the amount of \$22,840. Commissioner Finney seconded the motion, and it was passed unanimously.

X. PROPOSED NEW FIRE STATION TIMELINE

Chief Ducote provided a timeline for the proposed new bond and fire station construction, its completion tentatively scheduled for November of 2022. Ducote indicated that it was important to select an underwriter soon and then meet with the campaign management company. By January/February 2020 a committee, including some community members, should be available to move forward with a conceptual plan and cost for the Community.

The Board thus far has approved the purchase of the property for the proposed station, as well as the required bond counsel. The bond underwriter and campaign manager would need to be approved at the December 2019 Board meeting.

Fire Marshal Chris Cavanaugh advised the Board that the original target of an increase of 300 – 500 new homes for a new station has been met; current completion is at 400 homes. It was also noted that the potential tax revenue per home is approximately \$1,100 per year.

It has been noticed by the Board that area homeowners' association costs have been going up greatly in the past few years. It is the intention of the RVFD to make the impact of the additional bond tax increment on each house in the District to be as minimal as possible.

In order for the District to retain its ISO rating of a "3", its overall dispatch time, among other things, must be under five minutes districtwide. Because of the increasing size of the community, this five-minute time limit can no longer always be met. This could result in higher homeowners' insurance cost for fire and contents coverage. Commissioner Fickes stated that in homes, the District has saved the homeowners up to approximately \$100,000 in insurance premiums per year since 2005 when it first received a rating below a "5". It had been a "9". Returning to a "5" or a higher rating could increase the

homeowners' cost for insurance. (Not all insurance companies use the ISO index. Larger companies use their own statistics.)

Also, the attorney for the District will review the original fire station agreement regarding housing administrative personnel.

XI. DISCUSSION TO AUCTION OLD 1997 AMBULANCE

The RVFD owns a 1997 ambulance with over 400,000 miles on it that was purchased from Rural Metro about 5 years ago and is now used as a backup. Recently, we have purchased a three-year-old ambulance (for \$1) which needed a new engine. A new engine has been installed, and our firemen have refurbished the inside of the ambulance. It has passed the DHS inspection, so it can serve the needs in Rio Verde as the backup ambulance. The old ambulance that was purchased from Rural Metro could be sold at an auction in the near future.

Commissioner Bowin moved that Chief Ducote be directed to auction the 1997 ambulance. The motion was seconded by Commissioner Finney and passed unanimously.

XII. EMS REPORT

Commissioner Finney advised that 11 surveys had been returned this month, all stating that they had received outstanding service. There were no negative comments, only gratefulness and thankfulness.

Commissioner Finney read a letter from one resident who thanked the firefighters for taking care of her, turning off her BBQ grill, and putting her dinner into the refrigerator. The resident indicated that upon her return from the hospital two days later, she was finally able to enjoy that dinner.

XIII. CHIEF'S REPORT

Wildland Deployment

A wildland team of three (3) has been deployed to two areas of Southern California.

Fire Wise Day – November 16, 2019

- The Maricopa County Emergency Manager will be available to discuss telephone apps and other similar subjects.
- Firefighter/Paramedic Josh Johnson will speak about the August Verde Fire, Maricopa County's participation with the District, and the grant received from Maricopa County.
- Chief Ducote will speak generally about the District.
- A rep from the U.S. Forest Service will be present to speak on the entire state of Arizona.

MCSO Meeting

Chief Ducote met with the new captain of the Maricopa County Sheriff's Office in Fountain Hills. The captain would like to place a MCSO staff member at our new fire station to cover McDowell Mountain Park and as a backup for the Cave Creek Fire District.

Fire Station #442 Temporary Location

Chief Ducote discussed the possibility of renting a trailer (adjoining the one currently used by Trilogy staff on 172nd Street) as a temporary location for Fire Station #442. Additional tenant improvements would need to be done, but that expense had been budgeted and not used. It would use the same sewer system and sprinklers as the current Trilogy trailer. Additionally, he recommended housing the TRV at that temporary location.

The advantage of this temporary location would be to arrive at calls much more quickly than can be done from the current station location. The District’s ability to operate an ambulance is dependent on its response time. If the response time does not meet that requirement, our authority to provide ambulance service to the Community could be lost.

Chief Ducote ended by indicating that the District is getting larger, and more calls are being received. Its ability to respond appropriately is of paramount importance.

XIV. FIRE MARSHAL REPORT

Fire Marshal Chris Cavanaugh reported the following for the month of September 2019:

Permits issued:

September	2019	2018
Sprinklers	13	6
Propane Tanks	0	4
Others	0	0
YTD (All Types)	281	238

Other Prevention Activity (September)	
Sprinkler Plan Reviews	1
Total Inspections (Fire Marshal and Inspectors)	51

Two inspectors were sent to the Fire Inspector II Class at the Arizona State Fire School.

Fire Marshal Chris Cavanaugh also reviewed the District’s activity and average response times for September 2019:

Call Type	Response Time	
In-District EMS	3:46	
Out-of-District EMS Non-Corridor (Fountain Hills, Fort McDowell)	N/A	
Out-of-District EMS Corridor	N/A	
In-District Non-Emergency	4:40	
Call Type	# Occurrences	
	August 2019	August 2018
EMS In-District Calls	16	17
EMS Out-of-District Calls (Non-corridor)	0	1
EMS Out-of-District Calls (Corridor)	0	1

Non-EMS In-District	31	30
Transports	14	14
• Out of District Transports	0	2
Outside Rescue Used Within District*	2	1
Fire-related Calls**	3	2
BP/Information Services	37	41
Station Tours/Walk-in First Aid	2	0
Child Seat Install	0	1

*Rescue transporting other residents

** (1) Electrical Pole Fire, (2) Smoke Detector Malfunctions

XV. ADMINISTRATIVE MANAGER'S REPORT

Administrative Manager Jennifer Jacobs noted that a total of \$65,027.44 was billed for California wildland fires and received 10 days later.

A change for handling smaller checks has been implemented, and Jacobs distributed copies of the new procedure. Short discussion ensued.

Jacobs noted that the December PSPRS meeting will be held in January, as new actuaries have been hired and need more time for preparation. She will inform the Board of the exact date.

XVI. BOARD COMMENTS

Commissioner Fickes asked Jennifer Jacobs to check the bylaws to see if officer elections were due this December.

XVII. CHAIRPERSON COMMENTS

Chairperson Kattermann reviewed discussions on the proposed cell tower in the Community. Access to the property has always been the issue for the cell tower company, and neither the community church nor the Rio Verde Fire District are willing to allow them access through their properties.

The subject of a future access road between the West 36 property and Tonto Verde was discussed.

XVIII. ADJOURNMENT

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

Respectfully submitted,

Libby Floyd Davis
My Personal Secretary
(From Voice Recording)