



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**

**April 25, 2022**

**TABLE OF CONTENTS**

<b>I. CALL TO ORDER.....</b>	<b>2</b>
<b>II. ROLL CALL OF BOARD MEMBERS.....</b>	<b>2</b>
<b>III. CERTIFICATE OF POSTING .....</b>	<b>2</b>
<b>IV. RESOURCE SPECIALISTS REPORT .....</b>	<b>2</b>
<b>V. CALL TO THE PUBLIC.....</b>	<b>3</b>
<b>VI. APPROVAL OF MINUTES.....</b>	<b>3</b>
<b>VII. CLERK’S REPORT .....</b>	<b>3</b>
<b>VIII. FINANCIAL REPORTS .....</b>	<b>3</b>
<b>IX. DISCUSSION ON LEASE PURCHASE OF NEW FIRE TRUCK FOR FIRE STATION #442 .....</b>	<b>4</b>
<b>X. DISCUSSION ON EMERGENCY GENERATOR FOR FIRE STATION #442.....</b>	<b>5</b>
<b>XI. DISCUSSION TO APPROVE WORKERS’ COMP RENEWAL FROM CINDY ELBERT INSURANCE.....</b>	<b>5</b>
<b>XII. DISCUSSION OF BUDGET WORKSHEET FY 2022/23.....</b>	<b>6</b>
<b>XIII. EMS REPORT .....</b>	<b>6</b>
<b>XIV. CHIEF’S REPORT .....</b>	<b>6</b>
<b>XV. DEPUTY CHIEF’S REPORT .....</b>	<b>6</b>
<b>XVI. FIRE MARSHAL REPORT .....</b>	<b>7</b>
<b>XVII. ADMINISTRATIVE MANAGER’S REPORT .....</b>	<b>8</b>
<b>XVIII. UNFINISHED BUSINESS .....</b>	<b>8</b>
<b>XIX. BOARD COMMENTS .....</b>	<b>8</b>
<b>XX. CHAIRPERSON COMMENTS.....</b>	<b>8</b>
<b>XXI. ADJOURNMENT .....</b>	<b>8</b>



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

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

**April 25, 2022**

### **I. CALL TO ORDER**

The Monday, April 25, 2022, General Session of the Board of Directors was called to order by Chairperson George Kattermann at 9:00 a.m. in the Rio Verde Fire Administration Building Board Room.

**COMMISSIONERS PRESENT:** Marty Bowin (via telephone), Jeanne Finney (via telephone), George Kattermann, Dennis Meyers, and Nancy Sewell (via telephone)

**COMMISSIONERS ABSENT:** None

**ALSO PRESENT:** Chief Jay Ducote, Deputy Chief Scott Krushak, Fire Marshal Chris Cavanaugh, and Administrative Manager Jennifer Jacobs, Rio Verde Fire District

### **II. ROLL CALL OF BOARD MEMBERS**

All commissioners were present, either via telephone or in person.

### **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 there were enough Resource Specialists still in the Community to serve as a team through the month of May.

## V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

## VI. APPROVAL OF MINUTES

March 28, 2022 – General Session

**Commissioner Sewell moved to approve the March 28, 2022, General Session minutes as submitted. That motion was seconded by Commissioner Meyers and passed unanimously.**

## VII. CLERK'S REPORT

Future Meetings

The following meeting dates were listed:

- Monday, May 23, 2022 – 9 a.m. (RVCA Dance Room)
- Monday, June 27, 2022 – 9 a.m. (RVCA Dance Room)
- Monday, July 25, 2022 – 9 a.m. (RVCA Dance Room)

## VIII. FINANCIAL REPORTS

Commissioner Bowin reported on the March 2022 financial reports:

<b>Financial Report – March 2022</b>	
Revenue	\$263,544.81
Expenses	\$264,129.55
Other Income (Expense)	\$259,375.33
Net Income (Loss)	\$258,790.59
Transfers to (from) Capital Fund	-0-
Adjusted Net Income*	\$258,790.59
Monthly Budgeted Net Income (Loss)	(\$21,072.54)
YTD Actual Net Income (Loss)	\$599,211.08
Borrowing from Capital Fund	-0-
YTD Adjusted Net Income	\$599,211.08
YTD Budgeted Net Income	\$95,610.84
General Fund Operating Cash	\$532,778.80
Capital Fund Cash	\$1,840,071.68
Capital Fund Advances to General Fund	-0-
Capital Fund Equity	\$1,840,071.68
Total Bond Fund Authorization**	\$5,101,858.64
Total Expenditures to Date	\$2,062,990.67
Total Interest to Date (Interest Earned)	\$26,366.24

Current Month Expenditures	\$1,192,328.32
Remaining Bond Equity	\$3,065,234.21

\*Commissioner Bowin noted that in February monies were spent for turnouts, and a payment of \$252,000 was made to CORE. The funds to compensate were transferred in March.

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

**Chairperson Bowin moved that the Board accept the March 2022 Financial Report as submitted. That motion was seconded by Commissioner Meyers and passed unanimously.**

**Commissioner Bowin moved that the Board accept the March 2022 Monthly Transaction Report. That motion was seconded by Commissioner Meyers and passed unanimously.**

**Commissioner Bowin moved that the Board accept the March 2022 bank reconciliations as submitted. That motion was seconded by Commissioner Meyers and passed unanimously.**

There was no need to authorize an additional transfer of funds between the Capital and General Accounts for the month of April.

## **IX. DISCUSSION ON LEASE PURCHASE OF NEW FIRE TRUCK FOR FIRE STATION #442**

Chief Jay Ducote had provided all staff and Board members copies of detailed information on purchasing a new fire truck prior to the opening of F/S #442. He noted that a new fire truck is in the capital plan for the fiscal year 2023/24, but that purchase could be moved up to the current fiscal year. The truck can be lease purchased for 10 or 15 years.

The fire truck purchased from Fort McDowell has always been a “spare” fire truck and works well in that capacity.

Two of the options available (complete with all RVFD requirements) are as follows:

1. Demo (spec) truck
  - a. One (1) year old
  - b. 7500 miles - \$706,602
  - c. (Negotiated down from \$722,000)
  - d. Ten-year option at \$91,000 per year
  - e. Fifteen-year option at \$65,000 per year
2. Truck a few months old
  - a. Low miles
  - b. \$758,390

Deputy Chief Scott Krushak noted that there were not many trucks available. If the district were to choose to build a custom unit, it would take 18 months and cost an additional \$100,000 - \$150,000.

The cost quotes are good until April 27 (two days); a truck can be held for a down payment of \$6,000.

Board members discussed the financing of the fire truck. The option of early payments can be negotiated with the seller.

Both the District's current truck and either of the options are the same type of truck, so there would be no need for additional operational training.

Commissioner Bowin suggested that as monies are used for capital expenses, that Chief Ducote change the minimum amount to be maintained in the capital fund for borrowing (as transfers from capital to general) from \$1 million to \$1.2 million in order to cover additional manpower expenses during the early months of the next fiscal year.

**Commissioner Meyers moved that the Board adopt Option #1 with a payback period of ten (10) years, and Chief Ducote was given the option to work with either finance company. That motion was seconded by Commissioner Finney and passed unanimously.**

## **X. DISCUSSION ON EMERGENCY GENERATOR FOR FIRE STATION #442**

Chief Ducote reminded the Board that due to increased fire station construction costs, the planned emergency generator was cut from the building budget. In the event of an emergency without the generator, F/S #442 would essentially close down. The Board unanimously agreed that a generator was critical to have. The total cost of the generator installed would be \$159,701. Discussion was held regarding the purchase of an emergency generator from the capital plan. There is a replacement generator budgeted in the capital plan to replace F/S #441's generator in 2028. The district could move that purchase up to this year for the new F/S #442 generator. Some of the projected surplus dollars at the end of this year could be earmarked for the eventual need for a F/S #441 generator.

Deputy Chief Krushak advised the Board that there is a proposed Verde River Fundraiser which would fund a good portion of the generator. Mr. Bob Peel (Verde River) is initiating this golf tournament/silent auction/registry for the district.

**Commissioner Meyers moved that the district approve the purchase of a generator in the amount of \$159,701 for F/S #442. That motion was seconded by Commissioner Sewell and passed unanimously.**

## **XI. DISCUSSION TO APPROVE WORKERS' COMPENSATION RENEWAL FROM CINDY ELBERT INSURANCE**

Renewal paperwork was received for the district's Workers' Compensation policy, effective May 1, 2022. Chief Ducote noted that the district's EMOD (Experience Modification Rating) had gone down to .78, but the rate for workers' compensation insurance had increased this year due to the new Arizona cancer law passed. With the cancer insurance and the additional firefighters, the cost of the workers' compensation insurance increased from \$45,000 to \$62,000 or by \$17,000.

**Commissioner Finney moved that the district accept the workers' compensation renewal through Cindy Elbert Insurance in the amount of \$62,000 annually. That motion was seconded by Commissioner Meyers and passed unanimously.**

## XII. DISCUSSION OF BUDGET WORKSHEET FY 2022/23

The current FY 2022/23 budget worksheet was distributed to the members of the Board. Exceptions were noted by Chief Ducote, and health insurance numbers are not yet certain.

## XIII. EMS REPORT

Commissioner Clerk Jeanne Finney advised that 12 surveys (3 via Internet) had been received, 11 of which were marked as “Outstanding.” One survey did not fill in any ratings. No one needed to be contacted, and there were no unusual comments. Commissioner Finney requested that the Internet version of the survey be somewhat revised to make it more user friendly.

## XIV. CHIEF’S REPORT

### Fire Station Update

A meeting was held with Mesa Dispatch regarding microwave installation and antennas for F/S #442.

A meeting was also held with Maricopa County Sheriff Information Technology (IT) who toured the new station and provided staff with information on data drops needed (included in Cox bid). The Maricopa County Sheriff’s Department would pay for their own computers, their Cox phone number, and new Internet connection (if needed for security).

Because the roof tiles will not be delivered for six (6) to eight (8) weeks, sandbags have been placed on the roof in order to “load” the building. The sandbag expense was paid for by CORE, so that drywalling and stuccoing may commence sooner.

An August completion date for the station is still anticipated.

## XV. DEPUTY CHIEF’S REPORT

Deputy Chief Scott Krushak presented the Deputy Chief’s Report:

### Activity Report

Call Type	Response Time
In-District EMS	4:59
In-District Non-Emergency	6:04

Call Type	# Occurrences	
	March 2022	March 2021
Total EMS Calls	35	33
Total Transports	26	24
Total Non-emergency Response Calls	61	30

Fire-related Calls*	5	2
Total Responses	101	65
Community Contacts	25	36

\*False alarms

1. “Total Non-emergency Response Calls” have doubled since last year, most likely snake calls.
2. Three firefighters were sent to the Crooks Fire in Prescott to protect terrain and surrounding homes. Crooks Fire is slow moving and has tough terrain, so there is limited aerial assistance.

Legislative Update

1. It is anticipated that the Arizona Sales Tax for Fire District Funding Initiative (2022) will pass.
2. The Shah bill that would prohibit paramedics from counseling patients on whether or not to go to the emergency room appears to be failing.
3. Legislative discussion that would increase the time limit of DROP for Tier 1 from five (5) years to seven (7) years is also failing.

Bob Peel’s Charity Golf Tournament/Silent Auction/Registry

Charity Golf Tournament – Verde River’s Bob Peel, President of BOLD LLC, will hold a charity golf tournament on December 5 of this year. The purpose of the tournament is to raise money for the Rio Verde Fire District.

Silent Auction Software – Bob Peel has a number of philanthropic groups willing to auction items for the district, some quite significant. He will pay the software agreement of \$1500 per year for the long-term silent auction; however, that contract will need to be with the district. This will appear on next month’s agenda.

Registry - A F/S #442 registry (similar to a bridal registry) will be held for the station’s household goods and furnishings. A donation has already been made to fund the firefighters’ beds, and Mr. Peel has asked to purchase the bedroom furnishings.

**XVI. FIRE MARSHAL REPORT**

*Permits issued:*

March	2022	2021
Sprinklers	26	27
Propane	21	12
Others	2	1
YTD (All Types)	76	46

Other Prevention Activity (March)	
Propane Plan Review	21

Sprinkler Plan Review	1
Total Inspections	47

Shea Homes has produced and sold 676 homes through March. They are set to ramp up production to approximately five (5) starts per week, double their past production.

Proposed changes to the 2018 International Fire Code were solicited from several other fire departments and suggested by Fire Marshal Cavanaugh in the areas of Fee Schedules, Reinspection, Board of Appeals, Violations, Stop Work Order, Sky Lanterns, Premises Identification, and Additions, alterations and repairs. More information on this subject will be presented at the May meeting, as changes will require a Board resolution.

## **XVII. ADMINISTRATIVE MANAGER'S REPORT**

### Wildland Expense Report

The wildland expense report was provided to Board members (see attached).

## **XVIII. UNFINISHED BUSINESS**

There was no unfinished business.

## **XIX. BOARD COMMENTS**

There were no further comments from the Board.

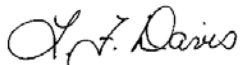
## **XX. CHAIRPERSON COMMENTS**

Staff members were commended for their efforts regarding the fire truck purchase and new generator.

## **XXI. ADJOURNMENT**

**Commissioner Sewell moved that the Board adjourn at 10:28 a.m. That motion was seconded by Commissioner Finney and passed unanimously.**

Respectfully submitted,



Libby Floyd Davis  
My Personal Secretary (From Voice Recording)