



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**

August 24, 2020

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August 24, 2020

COMMISSIONERS PRESENT: Marty Bowin, Jeanne Finney, George Kattermann, Dennis Meyers, 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, August 24, 2020, 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.

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

Commissioner Dennis Meyers reported that it had been another quiet month.

V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

VI. APPROVAL OF MINUTES

July 27, 2020, General Session

Commissioner Nancy Sewell moved to approve the July 27, 2020, General Session minutes. That motion was seconded by Commissioner Dennis Meyers and passed unanimously.

VII. CLERK'S REPORT

Future Meetings

Clerk Commissioner Jeanne Finney listed the following meeting dates:

- Monday, September 28, 2020 – 9 a.m.
- Monday, October 26, 2020 – 9 a.m.
- November 23, 2020 – 9 a.m.

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

VIII. FINANCIAL REPORTS

Commissioner Bowin reviewed the financial reports for July of 2020:

Financial Report – July 2020	
Revenue	\$108,082.67
Expenses	\$336,173.23
Other Income (Expense)	\$499,730.94
Net Income (Loss)	\$271,640.38
Transfers to (from) Capital Fund	\$500,000.00
Adjusted Net Income	(\$228,359.62)
Monthly Budgeted Net Income (Loss)	(\$352,314.79)
YTD Actual Net Income (Loss)	\$271,640.38
Borrowing from Capital Fund	\$500,000.00
YTD Adjusted Net Income	(\$228,359.62)
YTD Budgeted Net Income	(\$352,314.79)
General Fund Operating Cash	\$304,500.74
Capital Fund Cash	\$851,291.50
Capital Fund Advances to General Fund	\$500,000.00
Capital Fund Equity	\$1,351,291.50

Commissioner Bowin noted the following highlights for July 2020:

- Five-hundred-thousand dollars was transferred from the Capital Fund to the General Fund in July, with an additional \$250,000 transferred in August.

- There were three payrolls in July, thus higher payroll costs.
- A one-time Covid-19 government credit was received.
- Temporary trailer expenses are being tracked on their own line item in the P&L, as opposed to general expenses.
- An air conditioner expense of \$7,876.46 was paid out of station maintenance in July. This will be reimbursed from the Capital Fund in August.

Commissioner Bowin moved that the Board accept the July 2020 Financial Report. That motion was seconded by Commissioner Finney and passed unanimously.

Commissioner Bowin moved that the Board accept the July 2020 Monthly Transaction Report. That motion was seconded by Commissioner Finney and passed unanimously.

Commissioner Bowin moved that the Board accept the July 2020 bank reconciliations as submitted. That motion was seconded by Commissioner Sewell and passed unanimously.

No additional authorization of funds is currently needed.

IX. POSSIBLE ACTION TO RETAIN ATTORNEY FOR COUNSEL ON FS442

Chief Ducote had forwarded RFQ paperwork to the attorneys for the District for review, but there was no one specialized in the area of construction within their organization. He therefore cancelled the work of those attorneys and sought the assistance of a private Arizona attorney specializing in RFQs and RFPs, Nicolas J. Cornelius, PLLC. Cornelius' legal charges will be between \$5,000 and \$8,000.

Commissioner Sewell moved that the Board retain Attorney Nicolas J. Cornelius, PLLC, to legally advise the Board on the RFQ/RFP process for FS442. That motion was seconded by Commissioner Meyers and passed unanimously.

The \$58,528.83 revenue carryover was scheduled to be placed as an additional contribution in the local PSPRS fund. Treasurer Bowin reviewed upcoming capital needs related to FS442 development. He reassured the Board that current Capital Funds will be enough to cover these and ongoing expenses and does not expect to need another transfer from capital to general as revenue from property tax should be coming in. Therefore, the carryover funds are available for transfer to PSPRS.

Commissioner Bowin moved that the Board apply the F/Y 2019/2020 revenue carryover in the amount of \$58,528.83 as an additional contribution to the PSPRS Tiers 1 and 2 unfunded liability. The motion was seconded by Commissioner Sewell and passed unanimously.

X. EMS REPORT

Commissioner Finney noted that there were 14 surveys returned, all rating service as "Outstanding." There were no negative comments. One comment was received indicating that some communication with a spouse waiting outside the hospital would have been helpful. (That is a hospital responsibility.) Another comment was received with a request for contact, but no one has been able to make contact with that resident.

XI. CHIEF'S REPORT

FS442 Trailer

Chief Ducote received a quote from Shea Homes of \$50 per month for utilities – sewer, water, electricity – for FS442's temporary trailer location.

Firefighters, Chief Ducote, and Commissioner Meyers have been refurbishing the inside of the trailer. It has been completed, with the exception of Cox Communications, who will install the phone and cable on Thursday, August 27, 2020. Once a test dispatch with Mesa Alarm is completed satisfactorily, we will begin staffing the trailer for 12 hours daily, hopefully starting this weekend.

Wildland Deployment

District firefighters were in California for two weeks to aid in fighting those wildfires. Replacements were then dispatched for an additional seven days. The payroll cost for these fires is approximately \$108,000 to date, all reimbursable. In addition to being a great service, this is excellent experience for our firefighters.

The State of Arizona requested assistance on the McDowell Mountain Park fire recently in order to prevent the fire's spread and protect the Verdes Communities. After that fire was extinguished, two firefighters were sent to Wickenburg for continue firefighting in that area.

Fountain Hills Hospital

Fountain Hills Hospital's Phase 1 will have an emergency room and pharmacy, with urgent care and primary care units next door. Phase 2 will include 24-hour care with a five-bed ICU, medical office building, and an operating room. Phase 2 will also employ a fulltime pharmacist and respiratory therapist. Chief Ducote will keep the Board updated as more information becomes available.

XII. FIRE MARSHAL REPORT

Fire Marshal Chris Cavanaugh reported the following for the month of July 2020:

Permits issued:

July	2020	2019
Sprinklers	3	19
Propane Tanks	1	13
Others	0	0
YTD (All Types)	157	214

Other Prevention Activity (July)	
Sprinkler Plan Review	1
Propane Plan Review	1
Total Inspections (Fire Marshal and Inspectors)	46

Cavanaugh also reviewed the District's activity and average response times for July 2020:

Call Type	Response Time
In-District EMS	5:00
South District/North District EMS Response Time (Avg)	4:51/7:23
Out-of-District EMS Non-Corridor (Fountain Hills, Fort McDowell)	N/A
Out-of-District EMS Corridor	N/A
In-District Non-Emergency	7:00

Call Type	# Occurrences	
	July 2020	July 2019
EMS In-District Calls	17	14
EMS Out-of-District Calls (Non-corridor)	0	0
EMS Out-of-District Calls (Corridor)	0	0
Non-EMS In-District	33	28
Transports	9	13
• Out of District Transports	0	0
Outside Rescue Used Within District	1	0
Fire-related Calls*	4	3
BP/Information Services		
BP/Information Services	27	28
Station Tours/Walk-in First Aid	0	6
Child Seat Install	0	0

*One odor check and three smoke detector/fire alarms

Chief Ducote and Fire Marshal Chris Cavanaugh reported on the Telestroke Services Program, an agreement for pre-hospital services between the RVFD and Mayo Clinic. This program allows doctors to assess patients virtually while enroute for stroke signs and is designed to reduce time assessing the patient, moving them immediately toward treatment. Installation of the equipment needed for this was delayed due to Covid-19 but should be accomplished soon. Mayo is using this program successfully in Florida and Minnesota, and the District would be the first in Arizona to initiate this program. Commissioner Bowin suggested reporting on this program in the Community newsletters.

XIII. ADMINISTRATIVE MANAGER'S REPORT

Administrative Manager Jennifer Jacobs updated the wildland expense report for July 2020. (See attached.)

Current out-of-state receivables (including August to date) stand at \$108,000. We are near our out-of-state maximum receivables of \$120,000; therefore, we will not send a team out again until we have received some reimbursement. There are no current in-state receivables.

Andrew Wendt of Atlas CPAs and Advisors will begin the 2019/2020 District audit on Tuesday, August 25, 2020.

XIV. UNFINISHED BUSINESS

There was no unfinished business.

XV. BOARD COMMENTS

Commissioner Sewell reported that pursuit of a 5G cell phone tower location in Tonto Verde appears to have been suspended.

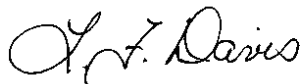
XVI. CHAIRPERSON COMMENTS

Chairperson Kattermann commended the firefighters for their efforts in reducing the fire danger for the Community from the McDowell Mountain Fire, as well as all their efforts throughout the region.

XVII. ADJOURNMENT

Commissioner Finney moved that the meeting adjourn at 10:05 a.m. That motion was seconded by Commissioner Sewell and passed unanimously.

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary
(From Voice Recording)