



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

December 16, 2019

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December 16, 2019

COMMISSIONERS PRESENT: Marty Bowin, Jerry Fickes, Jeanne Finney (via telephone), 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, December 16, 2019, General Session of the Board of Directors was called to order by Chairperson George Kattermann at 9:00 a.m. in the Alexander Building Board Room, Rio Verde, Arizona 85263.

II. ROLL CALL OF BOARD MEMBERS

All commissioners were present, with Commissioner Finney attending by telephone.

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

November 18, 2019, General Session

Commissioner Fickes moved the approval of the November 18, 2019, General Session minutes. That motion was seconded by Commissioner Finney and passed unanimously.

VII. ELECTION OF OFFICERS

Commissioner Fickes moved that Commissioner George Katterman (Chair) and Commissioner Marty Bowin (Treasurer) continue in their current officer positions for the next year. That motion was amended by Commissioner Kattermann to include Commissioner Jerry Fickes in his position of Board Clerk. That amended motion amended was seconded by Commissioner Bowin and passed unanimously.

VIII. CLERK'S REPORT

Future Meetings

Commissioner Fickes listed the following meeting dates:

- Monday, January 27, 2020 – 9 a.m.
- Monday, February 24, 2020 – 9 a.m.
- Wednesday, March 25, 2020 – 9 a.m. (Note change in March's meeting date.)

Board meetings are scheduled for the Alexander Building Board Room.

IX. FINANCIAL REPORTS

Commissioner Bowin reported the final financial report for the month of October 2019:

Financial Report – October 2019	
Revenue	\$1,256,565.00
Expenses	\$210,970.58
Other Income (Expense)	\$63,524.16
Net Income (Loss)	\$1,109,118.58
Transfers to/from Capital Fund	-0-
Adjusted Net Income	\$1,109,118.58
Monthly Budgeted Net Income (Loss)	\$607,467.30
YTD Actual Net Income (Loss)	\$1,654,787.81
Borrowing from Capital Fund	\$900,000.00
YTD Adjusted Net Income	\$754,787.81
YTD Budgeted Net Income	\$260,137.51
General Fund Operating Cash	\$1,732,620.24
Capital Fund Cash	\$403,819.60
Capital Fund Advances to General Fund	\$900,000.00
Capital Fund Equity	\$1,303,819.60

Commissioner Bowin anticipated receiving the November and December financials from the Maricopa County Treasurer's Department in time for the January Board meeting.

In November the amount of \$400,000 was transferred from the General Account to the Capital Account.

Administrative Manager Jennifer Jacobe explained that the amount budgeted for Workers' Compensation was over by \$13,591 due to CopperPoint's timing of billing for audit and audit adjustments. (CopperPoint also does not bill for April until August when the audit is complete.) Next year's budget will be adjusted to show a higher cost in the month of August.

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

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

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

X. EMS REPORT

Commissioner Finney advised that three (3) surveys had been returned this month, all stating that they had received outstanding service. No one needed to be contacted, and no negative comments were received.

XI. CHIEF'S REPORT

Wildland Fire Exercise

On April 8, 2020, the RVFD will partner with the Maricopa County Emergency Management for a half-day wildland fire operation center exercise - with a forward command in Rio Verde. Wildfire simulations will be held both inside and outside the community including an evacuation of homes. A development meeting will be held on January 23, 2020, at the Rio Verde Country Club for all involved in the exercise.

Pancake Breakfast

The December 7, 2019, pancake breakfast was a success, with \$16,000 raised for Verde Cares. Captain Matt Oden was commended for his organization of the event. Press on the event has been submitted to *The Fountain Hills Times*.

The chief also reported that The District's old 1997 backup ambulance was sold at auction for \$2,250.

XII. FIRE MARSHAL REPORT

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

Permits issued:

September	2019	2018
Sprinklers	33	3
Propane Tanks	21	5
Others	0	0
YTD (All Types)	343	283

Other Prevention Activity (September)	
Sprinkler Plan Reviews	1
Propane Plan Review	21
Total Inspections (Fire Marshal and Inspectors)	44

Fire Marshal Cavanaugh also reported that enough new homes had been sold (with closings through July) to meet the target of 500 by the end of 2020. An average of eight (8) homes are closed per month. (The 500 figure is important in the timeline for the proposed new fire station in the north side of the District.)

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

Call Type	Response Time	
In-District EMS	3:50	
Out-of-District EMS Non-Corridor (Fountain Hills, Fort McDowell)	N/A	
Out-of-District EMS Corridor	1:00	
In-District Non-Emergency	5:17	
Call Type	# Occurrences	
	November 2019	November 2018
EMS In-District Calls	23	38
EMS Out-of-District Calls (Non-corridor)	0	0
EMS Out-of-District Calls (Corridor)	1	0
Non-EMS In-District	16	35
Transports	20	31
• Out of District Transports	1	0
Outside Rescue Used Within District	0	2
Fire-related Calls	0	4
BP/Information Services	30	27
Station Tours/Walk-in First Aid	12	5
Child Seat Install	8	1

XIII. ADMINISTRATIVE MANAGER'S REPORT

Administrative Manager Jennifer Jacobs noted only one receivables amount - \$84,349, the total for the CNF OSC Support in California billed on December 6, 2019. Firefighters Staples, Redish, and Donaldson were deployed from October 23 through November 7, 2019.

Jacobs also informed the Board that the AFDA meeting would include the same pension information as to be presented at the PSPRS Conference.

XIV. BOARD COMMENTS

There were no additional Board comments.

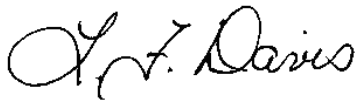
XV. CHAIRPERSON COMMENTS

Chairperson Kattermann wished all attendees a Merry Christmas and a Happy New Year.

XVI. ADJOURNMENT

Commissioner Fickes moved that the meeting adjourn at 9:35 a.m. That motion was seconded by Commissioner Sewell and passed unanimously.

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary
(From Voice Recording)