



Rio Verde Fire District
25608 North Forest Road
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**MINUTES OF THE
RIO VERDE FIRE DISTRICT
BOARD OF DIRECTORS GENERAL SESSION**

August 22, 2022

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I. CALL TO ORDER

The Monday, August 22, 2022, General Session of the Board of Directors was called to order by Chairperson George Kattermann at 9:00 a.m. in the RVFD Fire Administration Board Room, 18934 Avenida Del Ray, Rio Verde, AZ 85263.

COMMISSIONERS PRESENT: Marty Bowin, George Kattermann, Dennis Meyers, and Nancy Sewell

COMMISSIONERS ABSENT: Jeanne Finney

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

II. ROLL CALL OF BOARD MEMBERS

All commissioners were present with the exception of Commissioner Finney.

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 noted that a meeting schedule would soon be set to organize and launch the coming seasons' resource specialists.

V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

VI. APPROVAL OF MINUTES

July 25, 2022 – General Session

Commissioner Sewell moved to approve the July 25, 2022, General Session minutes as submitted. That motion was seconded by Commissioner Meyers and passed unanimously.

July 25, 2022 – Executive Session

Commissioner Sewell moved to approve the July 25, 2022, Executive 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, September 26, 2022 – 9 a.m. (To be determined)
- Monday, October 24, 2022 – 9 a.m. (F/S #442 Community Room, 17619 E. Rio Verde Drive, Rio Verde, AZ 85263)
- Monday, November 28, 2022 – 9 a.m. (F/S #442 Community Room, 17619 E. Rio Verde Drive, Rio Verde, AZ 85263)

VIII. FINANCIAL REPORTS

Commissioner Bowin reported on the July 2022 financial reports:

Financial Report – July 2022	
Revenue	\$130,949.34
Expenses	\$329,603.00
Other Income (Expense)	\$390,318.49
Net Income (Loss)	\$191,664.83
Transfers to (from) Capital Fund	\$500,000.00
Adjusted Net Income	(\$308,335.17)
Monthly Budgeted Net Income (Loss)	(\$314,672.73)
YTD Actual Net Income (Loss)	\$191,664.83
Borrowing from Capital Fund	\$500,000.00
YTD Adjusted Net Income	(\$308,335.17)
YTD Budgeted Net Income	(\$314,672.73)
General Fund Operating Cash	\$205,568.66
Capital Fund Cash	\$1,689,362.33
Capital Fund Advances to General Fund	\$500,000.00
Capital Fund Equity	\$2,189,362.33

Total Bond Fund Authorization*	\$5,101,858.64
Total Expenditures to Date	\$3,403,169.78
Total Interest to Date (Interest Earned)	\$35,059.44
Current Month Expenditures	\$363,138.34
Remaining Bond Equity	\$1,733,748.30

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

Commissioner Bowin pointed out the following:

- Expenses and Other Income were higher during July due to the carryover from the last fiscal year of \$103,164.65.
- Legal Fees were high due to the need for legal assistance in handling a violation of the Rio Verde Fire Code.
- Contract Dispatch fees were high, as: 1) their costs to the district rose, and 2) the month of June was also included in the July invoice.

Commissioner Bowin moved that the Board accept the July 2022 Financial Report as submitted. That motion was seconded by Commissioner Sewell and passed unanimously.

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

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

IX. EMS REPORT

Due to the absence of Commissioner Finney, there was no EMS report. This report will be included in the next month's monthly meeting.

X. CHIEF'S REPORT

Chief Jay Ducote reminded the Board that there would be a Station #442 tour prior to the end of the Board meeting.

The current temporary trailer housing the Station #442 personnel will be available for use (from Shea Homes) until the end of September. Chief Ducote noted that there would be no problem meeting that deadline.

Deputy Chief Scott Krushak informed the Board that a Certificate of Substantial Completion will be issued for F/S #442, which means that the building may be occupied, though work had not been completed. The full Certificate of Occupancy will be issued at the later date.

Many station furnishings were paid for by donations through the resident donation website, and that website has now been closed down. The remainder of the furnishings will now be purchased by the district.

XI. DEPUTY CHIEF'S REPORT

Deputy Chief Scott Krushak presented the July Deputy Chief's Report:

Activity Report

Call Type	Response Time
In-District EMS	5:22
In-District Non-Emergency	6:11

Call Type	# Occurrences	
	July 2022	July 2021
Total EMS Calls	25	23
Total Transports	17	16
Total Non-emergency Response Calls	42	~40
Fire-related Calls	7	0
Total Responses	84	~63
Community Contacts	24	28

A slightly higher response time had been affected by back-to-back calls.

Legislative Update

Prop 310, the retail sales tax legislation, will be on the November 8, 2022, ballot. If passed, this tax will become effective on January 9, 2023. A strategy session with Arizona fire leadership will be held in the near future.

Three firefighters just graduated from the regional training academy in Glendale. They graduate with strong knowledge of hazardous materials and call response in major metropolitan areas.

There were two fires in the month of July:

1. On August 9 there was a house fire on Sycamore Creek Road in Tonto Verde, and Krushak noted that without the appropriate responses from Rio Verde Fire District and the assistance by Scottsdale Fire, the house would have completely burned. The cause of the fire is still undetermined.
2. On August 16 there was a golf pumphouse fire on Chinle Drive in Rio Verde. The fire was caused by an overheated irrigation pump.

XII. FIRE MARSHAL REPORT

Permits issued:

July	2022	2021
Sprinklers	24	26
Propane	26	13
Others	0	0
YTD (All Types)	172	199

Other Prevention Activity (July)	
Propane Plan Review	1
Sprinkler Plan Review	26
Alarm Review	37
Total Inspections	37

XIII. ADMINISTRATIVE MANAGER'S REPORT

Administrative Manager Jennifer Jacobe noted that there was no current wildland report at this time.

Budget forecast spreadsheets for the current fiscal year were distributed to Board members.

Jacobe asked for Board approval to write off a number of ambulance invoices totaling \$10,575.12. This request will be considered at the September Board meeting, as additional information was felt necessary.

All new ambulance calls are now going through the District's new billing agency.

Commissioner Sewell asked if further reporting clarity from the district would enable the billing agency to be more productive. Deputy Chief Krushak stated that a complete report (both by firefighters and the billing company) is essential moving forward. It is, however, important not to deliniate between a resident and a Medicare recipient in the billing process, thereby setting an unequal collection rate.

Krushak also stated that the new company engaged by the District faxes .pdf documents of calls into the hospital system. If the patient is in that system, those documents will import past information on that patient. It is anticipated that this will help in the collection of outstanding ambulance charges.

Commissioner Bowin suggested that a guideline for write-offs be utilized in order to cut back on continuing collection efforts on ambulance billings. Jacobe will check with the new billing company for more clarity on this.

XIV. UNFINISHED BUSINESS

There was no unfinished business.

XV. BOARD COMMENTS

Commissioners Bowin and Sewell noted that they would not be in attendance at the September meeting.

XVI. CHAIRPERSON COMMENTS

There has been no response regarding the letter from the attorney for the district enforcement of a violation of the Rio Verde Fire District Code.

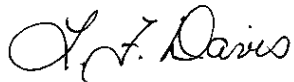
XVII. RECESS TO FIRE STATION

At 9:57 a.m. Commissioner Bowin moved that the Board recess to tour F/S #442. That motion was seconded by Commissioner Meyers and passed unanimously. At 10:15 a.m., the Board voted to go back into session.

XVIII. ADJOURNMENT

Commissioner Bowin moved that the Board adjourn at 11 a.m. That motion was seconded by Commissioner Meyers and passed unanimously.

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary
(From Voice Recording)