



Rio Verde Fire District
25608 North Forest Road
Rio Verde, AZ 85263
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**MINUTES OF THE
RIO VERDE FIRE DISTRICT
BOARD OF DIRECTORS GENERAL SESSION**

June 27, 2022

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June 27, 2022

I. CALL TO ORDER

The Monday, June 27, 2022, General Session of the Board of Directors was called to order by Chairperson George Kattermann at 9:00 a.m. in the RVCA Dance Room.

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

COMMISSIONERS ABSENT: Marty Bowin

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

II. ROLL CALL OF BOARD MEMBERS

All commissioners were present, with the exception of Commissioner Bowin.

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

May 23, 2022 – General Session

Commissioner Sewell moved to approve the May 23, 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, July 25, 2022 – 9 a.m. (RVCA Dance Room)
- Monday, August 22, 2022 – 9 a.m. (RVCA Dance Room)
- Monday, September 26, 2022 – 9 a.m. (RVCA Dance Room or Station #442)

VIII. FINANCIAL REPORTS

In the absence of Commissioner Bowin, Chairperson Kattermann reported on the May 2022 financial reports:

Financial Report – May 2022	
Revenue	\$188,206.16
Expenses	\$302,267.09
Other Income (Expense)	\$12,811.75
Net Income (Loss)	(\$101,249.18)
Transfers to (from) Capital Fund	-0-
Adjusted Net Income	(\$101,249.18)
Monthly Budgeted Net Income (Loss)	(\$59,036.54)
YTD Actual Net Income (Loss)	\$778,384.29
Borrowing from Capital Fund	-0-
YTD Adjusted Net Income	\$778,384.29
YTD Budgeted Net Income	\$222,341.26
General Fund Operating Cash	\$665,040.59
Capital Fund Cash	\$1,826,465.60
Capital Fund Advances to General Fund	-0-
Capital Fund Equity	\$1,826,465.60
Total Bond Fund Authorization*	\$5,101,858.64
Total Expenditures to Date	\$2,480,381.91
Total Interest to Date (Interest Earned)	\$26,366.24
Current Month Expenditures	-0-
Remaining Bond Equity	\$2,647,842.97

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

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

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

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

Commissioner Sewell moved that the Board authorize a transfer of \$500,000 from the Capital Fund to the General Fund in the month of July. That motion was seconded by Commissioner Meyers and passed unanimously.

Commissioner Sewell moved that the Board authorize a transfer of the surplus from the 2021/2022 fiscal year in the amount of \$375,000 from the General Fund to the Capital Fund. That motion was seconded by Commissioner Meyers and passed unanimously.

IX. DISCUSSION TO APPROVE 2022/2023 BUDGET

It was noted that there were no public comments on the proposed 2022/2023 budget.

Commissioner Sewell moved that the Board approve the 2022/2023 budget. That motion was seconded by Commissioner Meyers and passed unanimously.

X. DISCUSSION TO APPROVE IGA WITH CITY OF PHOENIX FOR FIRE TRAINING

Chief Ducote discussed the benefits of the proposed IGA between the City of Phoenix and the Rio Verde Fire District for fire service training. This agreement has been reviewed and approved by the attorney for the district (Laura Brooks).

Commissioner Sewell moved that the Board approve the IGA for fire service training with the City of Phoenix. That motion was seconded by Commissioner Meyers and passed unanimously.

XI. DISCUSSION TO APPROVE MUTUAL AID AGREEMENT WITH FORT MCDOWELL YAVAPAI NATION

Chief Ducote indicated that the current two-year mutual aid agreement with Fort McDowell Yavapai Nation and the Rio Verde Fire District will expire at the end of this fiscal year. A new five-year mutual aid agreement has been proposed and then reviewed and approved by the attorney for the district (Laura Brooks).

Commissioner Sewell moved that the Rio Verde Fire District approve the Mutual Aid Agreement with Fort McDowell Yavapai Nation. That motion was seconded by Commissioner Meyers and passed unanimously.

XII. DISCUSSION TO APPROVE AMBULANCE WRITE-OFFS

Commissioner Sewell moved that the Board write off a total of \$7,074.69 in ambulance billing. That motion was seconded by Commissioner Meyers and passed unanimously.

Twenty-five hundred dollars of the above amount was new, with the balance being approved at a previous Board meeting but never actually written off at the time of approval.

XIII. DISCUSSION TO APPROVE THE 2018 INTERNATIONAL FIRE CODE WITH RVFD AMENDMENTS (RESOLUTION NO. 2022-01)

Fire Marshal Chris Cavanaugh noted that a public hearing had been held at 8:30 a.m. (the same day as this meeting), though no one from the public attended.

Commissioner Sewell moved that as of July 1, 2022, the Board approve the 2018 International Fire Code with RVFD Amendments (Resolution No. 2022-01), subject to clarification from the State Fire Marshal's office. That motion was seconded by Commissioner Meyers and passed unanimously.

XIV. DISCUSSION TO UPDATE THE RVFD REFERENCED STANDARDS – INTERPRETATIONS AND APPLICATIONS MANUAL FOR NFPA 13, 13D & 13R

Fire Marshal Chris Cavanaugh introduced the above-referenced update, though no approval was required at that time.

XV. ADJOURNMENT TO EXECUTIVE SESSION/RECONVENE TO GENERAL SESSION

Pursuant to ARS §38-431.03(1), at 9:29 a.m. Commissioner Sewell moved that the Board move to Executive Session for the purpose of discussing employee compensation. Commissioner Meyers seconded the motion, and it passed unanimously.

At 9:33 a.m. the Board reconvened to General Session.

Commissioner Sewell moved that the Board: 1) approve the 2023 pay plan with the Board-approved COLA, 2) approve a change in step pay for captains, and 3) approve two promotional captains with over 5% pay raise on their promotion per our policy. That motion was seconded by Commissioner Meyers and passed unanimously.

XVI. EMS REPORT

Commissioner Clerk Jeanne Finney advised that 17 surveys (3 via Internet, 14 via USPS) had been received, 16 of which were marked as "Outstanding." The other survey wrote "Very Good" on the survey. There were no negative comments. One respondent asked to be contacted; Chief Ducote will attempt to reach her again today.

XVII. CHIEF'S REPORT

Fire Station Update

Chief Ducote provided an update on the building status of Station #442 building.

XVIII. DEPUTY CHIEF’S REPORT

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

Activity Report

Call Type	Response Time
In-District EMS	4:02
In-District Non-Emergency	5:18

Call Type	# Occurrences	
	May 2022	May 2021
Total EMS Calls	30	21
Total Transports	25	16
Total Non-emergency Response Calls	55	68
Fire-related Calls	2	2
Total Responses	87	91
Community Contacts	26	18

Legislative Update

- The retail sales tax legislation preliminarily passed (1/10 of one cent) with additional revenue going to fire districts. This will go to the primary ballot on November 8, 2022.
- Fire districts’ general obligation bonds (in new territories NOT consolidated to fire districts) are NOT subject to the district’s general obligation bond.
- The PSPRS DROP plan will go to the governor, increasing the DROP time from five (5) years to seven (7) years for Tier 1 employees, and Tiers 2 and 3 will now participate in the DROP system - but only for five (5) years.

XIX. FIRE MARSHAL REPORT

Permits issued:

May	2022	2021
Sprinklers	26	43
Propane	12	28
Others	0	0
YTD (All Types)	119	154

Other Prevention Activity (May)	
Propane Plan Review	12
Sprinkler Plan Review	4
Project Review	1

Total Inspections	39
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Shea Homes has produced and sold 694 homes through May. Other developers are preparing to wrap up their projects.

The main page of the district's website now indicates that there is a residential sprinkler ordinance.

XX. ADMINISTRATIVE MANAGER'S REPORT

Administrative Manager Jennifer Jacobe noted that she had recently invoiced for the Crooks fire for a total of \$75,200.31. The Department of Forestry has approved the amount, and it currently is awaiting approval from the State of Arizona.

Audit

The district's auditor is planning to come to the district the last week in September.

XXI. UNFINISHED BUSINESS

There was no unfinished business.

XXII. BOARD COMMENTS

There were no further Board comments.

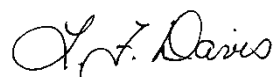
XXIII. CHAIRPERSON COMMENTS

Staff members were commended for their efforts regarding the amendments of the 2018 Fire Code. Chief Ducote thanked the Board for its support throughout the fiscal year.

XXIV. ADJOURNMENT

Commissioner Sewell moved that the Board adjourn at 9:59 a.m. That motion was seconded by Commissioner Meyers and passed unanimously.

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary (From Voice Recording)