



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

**October 25, 2021**

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

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### I. CALL TO ORDER

The Monday, October 25, 2021, General Session of the Board of Directors was called to order by Chairperson George Kattermann at 9:03 a.m. in the Rio Verde Community Board Room located at 18816 E. Four Peaks Blvd.; Rio Verde, Arizona.

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

**COMMISSIONERS ABSENT:** Jeanne Finney

**ALSO PRESENT (IN PERSON):** Chief Jay Ducote, Deputy Chief Scott Krushak, Fire Marshal Chris Cavanaugh, and Administrative Manager Jennifer Jacobs

### II. ROLL CALL OF BOARD MEMBERS

All commissioners were present, with the exception of Jeanne 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 indicated that last week the Resource Specialists assisted in the Verdes' vaccination effort at the Rio Verde Community Church parking lot. They are scheduled to resume their normal services on November 1. Resource Specialists duties and protocol were discussed briefly.

### V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

## VI. APPROVAL OF MINUTES

September 28, 2021 – General Session

**Commissioner Sewell moved to approve the September 28, 2021, General Session minutes as submitted. That motion was seconded by Commissioner Meyers and passed unanimously.**

September 28, 2021 – Executive Session

**Commissioner Sewell moved to approve the September 28, 2021, Executive Session minutes as submitted. That motion was seconded by Commissioner Meyers and passed unanimously.**

Commissioner Bowin pointed out that the Executive Session minutes were dated September 27 instead of September 28; that date will be changed.

## VII. CLERK'S REPORT

Future Meetings

The following meeting dates were listed:

- Monday, November 22, 2021 – 9 a.m.
- Monday, December 27, 2021 – 9 a.m.
- Monday, January 24, 2022 – 9 a.m.

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

## VIII. FINANCIAL REPORTS

Commissioner Bowin reported on the September 2021 financial reports:

<b>Financial Report – September 2021</b>	
Revenue	\$786,249.04
Expenses	\$257,479.87
Other Income (Expense)	\$249,334.30
Net Income (Loss)	\$778,103.47
Transfers to (from) Capital Fund	\$250,000.00
Adjusted Net Income	\$528,103.47
Monthly Budgeted Net Income (Loss)	\$63,393.11
YTD Actual Net Income (Loss)	\$1,106,977.48
Borrowing from Capital Fund	\$1,000,000.00
YTD Adjusted Net Income	\$106,977.48

YTD Budgeted Net Income	(\$490,803.78)
General Fund Operating Cash	\$1,100,431.53
Capital Fund Cash	\$838,798.13
Capital Fund Advances to General Fund	\$1,000,000.00
Capital Fund Equity	\$1,838,798.13
Total Bond Fund Authorization	\$5,101,858.64
Total Expenditures to Date	\$518,926.32
Total Interest to Date	\$11,472.38
Current Month Expenditures	-0-
Remaining Bond Equity	\$4,594,404.70

Commissioner Bowin observed the following for the month:

- The “Total Bond Fund Authorization” includes the \$5,000,000 bond plus the cost of issuance.
- Revenues for the month were substantially higher than budgeted, and expenses were well in line.
- A “Miscellaneous” expense in the amount of \$3,900 (credit card) was used to begin the County permitting process for the new fire station. It was reimbursed by the Bond Fund in October.

**Commissioner Bowin moved that the Board accept the September 2021 Financial Report as submitted. That motion was seconded by Commissioner Sewell and passed unanimously.**

**Commissioner Bowin moved that the Board accept the September 2021 Monthly Transaction Report. That motion was seconded by Commissioner Sewell and passed unanimously.**

**Commissioner Bowin moved that the Board accept the September 2021 bank reconciliations as submitted. That motion was seconded by Commissioner Sewell and passed unanimously.**

After October’s revenue is determined, funds transferred earlier from the Capital Fund may be repaid from the General Fund to the Capital Fund.

## **IX. EMS REPORT**

In the absence of Commissioner Finney, Chief Ducote indicated that ten (10) surveys had been received, all marked as “Outstanding.” One resident’s question was responded to regarding the lock box program.

## X. CHIEF'S REPORT

### *Fire Station Update*

Chief Ducote mentioned that there will be a Guaranteed Maximum Price (GMP) meeting on Tuesday of the coming week. He has asked CORE to have all cost numbers available for reference and review.

Redlined items from the County fire station plan review were briefly discussed.

### *Pancake Breakfast*

The pancake breakfast has been cancelled due to the possibility of the spread of the Covid-19 virus.

## XI. DEPUTY CHIEF'S REPORT

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

### *Activity Report*

Call Type	Response Time
In-District EMS	3:54
In-District Non-Emergency	6:27

Call Type	# Occurrences	
	September 2021	September 2020
Total EMS Calls	23	34
Total Transports	11	24
Total Non-emergency Response Calls	60	44
Fire-related Calls	7	4
Community Contacts	24	24

- Longer non-emergency response times are related to construction on Dynamite, which should be complete within one month.
- A Rio Verde-specific tactics and strategy command class will soon be available online. The district would administer this class through Paradise Valley Community College. This is a "for credit" college class and can also be used for a four-year degree. (Deputy Chief Scott Krushak will teach the class on a pro bono basis.)
- The Rio Verde Community Association Board inquired about an emergency response and recovery plan. (According to their strategic plan, they are required to write such a plan.) The County Emergency Manager was contacted, and that person will write some emergency management guidance for the district who will then connect with the RVCA. Emergency management will also be discussed at the upcoming Firewise meeting.

- On October 5, 2021, the Professional Firefighters of Arizona introduced a temporary additional privilege tax for fire districts, called the “Fire District Safety Act.” This is a proposal for an additional temporary sales tax for the next twenty (20) years in an increment of 1/10 of 1%. If approved, this would provide fire districts with additional income for operations and is expected to generate \$150,000,000 annually to be distributed to Arizona’s 144 fire districts on a prorated basis.

**XII. FIRE MARSHAL REPORT**

*Permits issued:*

<b>September</b>	<b>2021</b>	<b>2020</b>
Sprinklers	5	13
Propane	4	15
Others	0	0
YTD (All Types)	242	208

<b>Other Prevention Activity (September)</b>	
Sprinkler Plan Review	1
Propane Plan Review	4
Total Inspections	22

Tonto Verde submitted concept reviews for proposed pickle ball courts, including restrooms, at the corner of Forest Road and Dynamite.

Shea Homes has now produced 615 homes.

Chairperson Kattermann mentioned the ongoing conflict between the City of Prescott’s fire chief and their ambulance service provider. Since Lifeline, the previous provider, was purchased by AMR, service levels have plummeted. Contractual requirements are not being met, and inadequate staffing is blamed for poor response times which very often exceed one hour for ambulance service.

Deputy Chief Krushak updated the RVFD Board members regarding the efforts by the Town of Cave Creek to restructure the delivery of fire and emergency services via the creation of a fire department, the operation of which would be contractually provided by the Daisy Mountain Fire District.

**XIII. ADMINISTRATIVE MANAGER’S REPORT**

The wildland expense report was provided to Board members (see attached). There are no current receivables.

Audit information will be sent to Administrative Manager Jennifer Jacobe, and she will forward that information to the staff and Board. Questions will be collected for the auditor.

Meeting dates for 2022 were distributed; all meetings will be held at the Rio Verde Community Center Board Room.

#### **XIV. UNFINISHED BUSINESS**

There was no unfinished business.

#### **XV. BOARD COMMENTS**

Chief Ducote commended Commissioner Dennis Meyers who will be inducted into the Verde Valley Hall of Fame on October 27 in Fountain Hills.

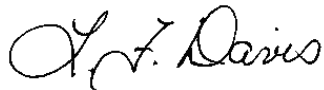
#### **XVI. CHAIRPERSON COMMENTS**

There were no additional chairperson comments.

#### **XVII. ADJOURNMENT**

**It was moved by Commissioner Bowin that the meeting adjourn at approximately 10 a.m. That motion was seconded by Commissioner Meyers and passed unanimously.**

Respectfully submitted,



Libby Floyd Davis  
My Personal Secretary  
(From Voice Recording)