



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

June 24, 2019

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June 24, 2019

COMMISSIONERS PRESENT: Marty Bowin, Jerry Fickes, Jeanne Finney, George Kattermann, and Nancy Sewell

COMMISSIONERS ABSENT: None

ALSO PRESENT: Chief Jay Ducote and Administrative Manager Jennifer Jacobs; Rio Verde Fire District

I. CALL TO ORDER

The Monday, June 24, 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.

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 Specialist report.

V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

VI. APPROVAL OF MINUTES

May 21, 2019, General Session

Commissioner Fickes moved the approval of the May 21, 2019, General Session minutes as presented. Commissioner Bowin requested that the following error be corrected:

XI. DISCUSSION OF BUDGET WORKSHEET F/Y 2019/2020 and F/Y 2020/2021

Capital Plan Funds

Commissioner Bowin noted that yearly transfers of \$174,137 are required to be transferred to the Capital Fund in order to meet the needs of the 20-Year Capital Plan. This amount has been placed into the budget and is earmarked to cover the last payment for Engine 441 in July of 2019 and the lot payment in January of 2020. This resulting low balance in the Capital Fund must be considered when determining a possible June transfer ~~to~~ from the Operating Fund.

Commissioner Sewell moved that the May 21, 2019, General Session minutes be approved as corrected. That motion was seconded by Commissioner Finney and passed unanimously.

May 21, 2019, Executive Session

Commissioner Fickes moved that the minutes of the May 21, 2019, Executive Session be approved as submitted. That motion was seconded by Commissioner Bowin and passed unanimously.

VII. CLERK'S REPORT

Future Meetings

Commissioner Fickes listed the following meeting dates:

- Monday, July 29, 2019 – 9 a.m.
- Monday, August 26, 2019 – 9 a.m.
- Monday, September 23, 2019 – 9 a.m.

Board meetings will be held in the Alexander Building Board Room.

Commissioner Bowin will not be in attendance at the August 26, 2019, Board meeting.

VIII. FINANCIAL REPORTS

Commissioner Bowin provided the following financial report for the month of May 2019:

Financial Report – May 2019	
Revenue	\$179,202.37
Expenses	\$285,588.21
Other Income (Expense)	\$1,700.00

Net Income (Loss)	(\$104,685.84)
Transfers to/from Capital Fund	-0-
Adjusted Net Income	(\$104,685.84)
Monthly Budgeted Net Income (Loss)	(\$25,948.85)
YTD Actual Net Income (Loss)	\$536,229.59
Borrowing from Capital Fund	-0-
YTD Adjusted Net Income	\$536,229.59
YTD Budgeted Net Income	\$399,456.96
General Fund Operating Cash	\$616,389.94
Capital Fund Cash	\$1,021,659.44
Capital Fund Advances to General Fund	-0-
Capital Fund Equity	\$1,021,659.44

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

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

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

AZ PSPRS DROP REIMBURSEMENT

In the current fiscal year, the District has paid a total of \$61,909.55 to two DROP employees (Eric Merrill and Dave Bullard) for payroll/interest as dictated by the Hall-Parker lawsuit. The AZ PSPRS is planning to issue a credit to the RVFD PSPRS Local Board in that same amount.

Commissioner Bowin moved that the Board NOT take the credit but to direct the AZ PSPRS to deposit the \$61,909.55 credit into the PSPRS Local Board pension contribution fund. That motion was seconded by Commissioner Finney and passed unanimously.

AZ PSPRS MEETING

Commissioner Fickes and Chairperson Kattermann met with two senior staff members at AZ PSPRS regarding Tier 1 and 2 funding. New staff members and procedures have been put in place within their agency. It was noted that funding ratios must be placed on the website by July 1 or the last day of financial reporting. Commissioner Fickes noted that the actuarial Form 68 was given to him by the AZ PSPRS. It showed the District's funding ratio was reduced from 71% to 69% due to recalculations.

Also discussed with the AZ PSPRS was the possibility of their conferring with the legislature to allow districts to collect an additional one-quarter percentage (.25%) in tax revenues to be used strictly for further reduction of the unfunded liability (UAL).

The Board discussed how the credit and additional pension payments should be allocated to the 1 and 2 Tiers combined or to Tier 3. Chief Ducote then confirmed the District's intent to ask the AZ

PSPRS to deposit both the \$26,000 currently owed, plus the \$61,000 credit, to go into Tiers 1 and 2. Commissioner Fickes asked that the letter be accompanied by a Return Receipt from AZ PSPRS.

Commissioner Bowin moved that the Board transfer (in June business): (1) \$325,000 from the General Account to the Capital Account on a permanent basis, and (2) \$26,000 from General Account as an additional payment for the local PSPRS for Tiers 1 and 2. That motion was seconded by Commissioner Sewell and passed unanimously.

Commissioner Bowin moved that the Board approve a transfer on July 1, 2019, of \$400,000 from the Capital Account back to the General Account on a loan basis. That motion was seconded by Commissioner Sewell and passed unanimously.

IX. DISCUSSION OF INSURANCE RENEWAL

Commissioner Fickes moved that the Board approve the insurance contract with Cindy Elbert Insurance. That motion was seconded by Commissioner Finney and passed unanimously.

The District chose not to include the terrorism insurance coverage.

X. BUDGET DISCUSSION AND APPROVAL - FY 2019/2020

There were no public comments regarding the 2019/2020 budget, and no feedback was received from the public by Board members.

Discussion was held on the effect of wildland fire salaries on workers' compensation costs. Administrative Manager Jennifer Jacobe noted that workers' compensation has been incorporated into the wildland reimbursement requests.

Commissioner Bowin moved that the Fiscal Year 2019/2020 budget be approved as presented. That motion was seconded by Commissioner Finney and passed unanimously.

XI. APPROVAL OF 2018/2019 AUDIT PREPARATION BY ATLAS CPAS AND ADVISORS

Commissioner Bowin moved that the Board approve the engagement of Atlas CPAs and Advisors (Kay Green) to prepare the 2018/2019 Audit. That motion was seconded by Commissioner Finney and passed unanimously.

XII. EMS SURVEY REPORT

Commissioner Finney indicated that six (6) survey responses had been received, all noting "Outstanding Service." There were no unusual comments or remarks.

XIII. CHIEF'S REPORT

Eric Merrill's Memorial Service

Chief Ducote thanked the Board for its support prior to and during the time of Eric Merrill's memorial service. Ducote indicated that the service was a great celebration for all that Eric had contributed to the Rio Verde Fire District, as well as the entire region.

Commissioner Fickes reviewed Eric Merrill's emergency medical accomplishments on behalf of the District, naming Merrill the "father of the RVFD emergency medical unit." To honor Merrill, Fickes suggested naming the primary ambulance "The Eric" in his behalf. This memorial will be considered and discussed at the later date.

Wildland Update

To date, one hundred thirteen thousand acres have been burned in the Woodbury fire. The District firefighters have been working on structural protection of cabins around the Roosevelt Lake area.

XIV. FIRE MARSHAL REPORT

Permits issued:

May	2019	2018
Sprinklers	30	1
Propane Tanks	28	1
Others	0	0
YTD (All Types)	160	127

Other Prevention Activity (May):

Sprinkler Plan Reviews	1
Propane Plan Reviews	28
Total Inspections (Fire Marshal and Inspectors)	52

In the absence of Fire Marshal Chris Cavanaugh, Chief Ducote reviewed the District's activity and average response times for May 2019:

Call Type	Response Time	
In-District EMS	3:30	
Out-of-District EMS Non-Corridor (Fountain Hills, Fort McDowell)	N/A	
Out-of-District EMS Corridor	N/A	
In-District Non-Emergency	4:11	
Call Type	# Occurrences	
Year	2019	2018
EMS In-District Calls	19	23
EMS Out-of-District Calls (Non-corridor)	0	1
EMS Out-of-District Calls (Corridor)	0	7
Non-EMS In-District	48	54
Transports	13	15
• Out of District Transports	0	
Outside Rescue Used Within District	1	1

Fire-related Calls*	3	2
BP/Information Services	33	32
Station Tours/Walk-in First Aid	6	2
Child Seat Install	2	4

*2 Alarm Malfunctions and 1 Propane Tank Vent

Propane tank safety will be included under “BBQ Safety Tips” in future newsletters.

At the request of Commissioner Sewell, Chief Ducote will investigate the option of designating the golf courses as “non-smoking” due to the fire hazard.

XV. ADMINISTRATIVE MANAGER’S REPORT

Administrative Manager Jennifer Jacobe had no additional report for the month.

Chief Ducote commended Jacobe for the excellent job she has been doing as the District’s Administrative Manager.

XVI. BOARD COMMENTS

Commissioner Sewell stated that a request had been received from a Board member of the local church asking if the District would place a directional sign (to the church) on or near the property of the new station. This subject will be discussed at a later meeting.

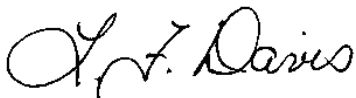
XVII. CHAIRPERSON COMMENTS

Chairperson Kattermann thanked everyone for their efforts regarding the preparation of the 2019/2020 budget.

XVIII. ADJOURNMENT

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

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary
(From Voice Recording)

lfd