



Rio Verde Fire District
17619 E. Rio Verde Drive
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**MINUTES OF THE
RIO VERDE FIRE DISTRICT
BOARD OF DIRECTORS GENERAL SESSION**

January 23, 2023

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

January 23, 2023

I. CALL TO ORDER

The Monday, January 23, 2023, General Session of the Board of Directors was called to order by Chairperson George Kattermann at 9:00 a.m. in the RVFD Fire Station #442 Community Room, located at 17619 E. Rio Verde Dr., Rio Verde, AZ 85263.

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

COMMISSIONERS ABSENT: None

ALSO PRESENT: Chief Scott Krushak, Fire Marshal Chris Cavanaugh, and Administrative Manager Jennifer Jacobe, Rio Verde Fire District; Resident Paul Hofmann, and Auditor Andrew Wendt (Atlas CPAs and Advisors PLLC)

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

Commissioner Meyers reported that there were now ten (10) active resource specialist volunteers.

V. CALL TO THE PUBLIC

Resident Paul Hofmann and Auditor Andrew Wendt (Atlas) were present the meeting.

VI. APPROVAL OF MINUTES

December 19, 2022 – General Session

Commissioner Bowin pointed out that the banner under the financial report indicated that the figures were for September, not November. The month name on the banner itself will be omitted in future minutes, as it is unnecessary.

Commissioner Sewell moved to approve the December 19, 2022, General Session minutes as revised by Commissioner Bowin. That motion was seconded and passed unanimously.

VII. AUDITOR’S REPORT

Andrew Wendt of Atlas CPAs and Advisors PLLC was present to review the 2021/2022 Auditor’s Report with the Board. Wendt disclosed, as part of his review, that during the course of the audit they discovered nothing that would be problematic or misleading – that it was a clean report.

Commissioner Bowin moved that the Board accept the 2021/2022 Auditor’s Report. That motion was seconded by Commissioner Finney and passed unanimously.

VIII. CLERK’S REPORT

Future Meetings

The following meeting dates were listed:

- Monday, February 27, 2023 – 9 a.m.
- Monday, March 27, 2023 – 9 a.m.
- Monday, April 24, 2023 – 9 a.m.

All meetings will be held in the Community Room at F/S #442, 17619 E. Rio Verde Drive, Rio Verde, AZ 85263).

IX. FINANCIAL REPORTS

Commissioner Bowin reported on the December 2022 financials:

Financial Report	
Revenue	\$341,481.27
Expenses	\$391,690.11
Other Income (Expense)	(\$475,291.99)
Net Income (Loss)	(\$525,500.83)
Transfers to (from) Capital Fund	(\$500,000.00)
Adjusted Net Income	(\$25,500.83)
Monthly Budgeted Net Income (Loss)	(\$199,356.49)
YTD Actual Net Income (Loss)	\$1,226,142.27

Borrowing from Capital Fund	\$500,000.00
YTD Adjusted Net Income	\$726,142.27
YTD Budgeted Net Income	\$636,875.86
General Fund Operating Cash	\$1,129,434.01
Capital Fund Cash	\$1,555,997.89
Capital Fund Advances to General Fund	\$500,000.00
Capital Fund Equity	\$2,055,997.89
Total Bond Fund Authorization*	\$5,101,858.64
Total Expenditures to Date	\$4,956,107.47
Total Interest to Date (Interest Earned)	\$45,133.84
Current Month Expenditures	\$98,159.86
Remaining Bond Equity	\$190,885.01

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

Commissioner Bowin noted the following for December:

1. The generator (which is paid for) should be delivered on or about February 5, 2023.
2. Chairperson Kattermann asked why fulltime overtime gravely exceeded the budgeted amount. Chief Krushak stated that the overtime staffing had been used in place of reserves recently, as the Automatic Aid agreement required that only certified firefighters be on staff. (Reserves are not usually "hazard-zoned trained" and are therefore used for medical emergencies only.)

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

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

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

X. EMS REPORT

Commissioner Clerk Jeanne Finney reported that there were 14 surveys received in the month of December, all of which claimed "Outstanding" service and included only positive comments.

XI. CHIEF'S REPORT

Medic 441 Replacement

Medic 441 is a 2016 Horton ambulance with approximately 65,000 miles. It is essential to the Community and has been in continuous service for the RVFD for the past six years. Several very costly repairs and out-of-service time (months) over the past three years have caused staff to consider replacing the unit.

Questions have arisen: (1) How much will it cost to keep Medic 441 on the road? (2) What is its out-of-service time?

Options have been proposed: **(1)** Repair the current International/Horton ambulance, anticipating that there will be no more major repairs. Cost of **\$16,500** with a timeframe of two weeks, **(2)** Re-chassis the current ambulance box onto a new Ford F450 chassis. Attempt to sell the old International chassis. Cost of **\$211,632** with a timeframe of six months, **(3)** Purchase a demo ambulance from Hughes Fire Equipment that has never been licensed and retains a warranty period. Trade in current M441. Cost of **\$262,170** with a timeframe of 30 days, **(4)** Spec and purchase a new ambulance, trading in the current M441. Cost of **\$363,123** with a timeframe of 18 months.

Staff recommended Option 3 – to repair the current M441 and trade it for a new/demo Ford/Lifeline ambulance. Chief Krushak felt that this option appeared to be the most cost effective and required the shortest timeframe to become operational, minimizing the time utilizing the reserve ambulance M442. The cost of this purchase can be split between the remaining bond funds and the Capital Fund replacement account.

Commissioner Sewell moved that the Board approve Option 3 for the repair of M441 and its trade for a new/demo Ford/Lifeline ambulance at an approximate cost of \$262,170. That motion was seconded by Commissioner Bowin and passed unanimously.

Legislative Report

Fire Chief Krushak reported that several bills had been introduced to legislature, mostly for reducing taxes and revenues (one that would decrease revenues to the state by \$1 billion). He noted others:

- HB2015 is written so that if a person retires from AZ PSPRS and returns to work, it could cause an election back into the AZ PSPRS.
- One bill would require that Board members become employees of the district (compensation for their time).
- An Open Meeting Law revision indicating that you have to have enough seats for the “reasonably anticipated attendance” of those attending deliberations and proceedings.

Trilogy Event

An auction was held at Trilogy as a fundraiser for the district. Two dinners at the fire station were auctioned off for \$600 apiece.

XII. DEPUTY CHIEF’S REPORT

In Deputy Chief’s absence, Chief Krushak presented the December Deputy Chief’s Report:

Activity Report

Call Type	Response Time
In-District EMS	4:25
In-District Non-Emergency	4:04

Call Type	# Occurrences	
	2022	2021
Total EMS Calls	34	22
Total Transports	24	15
Total Non-emergency Response Calls	10	13
Fire-related Calls	9	10
Total Responses	53	45
Community Contacts	25	25

The response times are in the desired range and have been more stable since the construction along Rio Verde Drive has been completed.

The district has responded to five Automatic Aid calls into the City of Scottsdale, and Scottsdale has responded to the district twice to date. The system is working properly.

XIII. FIRE MARSHAL REPORT

Fire Marshal Chris Cavanaugh reported on the following:

Permits issued:

December	2022	2021
Sprinklers	30	12
Propane	25	13
Others	0	0
YTD (All Types)	320	325
Other Prevention Activity (December)		
Sprinkler Plan Review		3
Propane Plan Review		25
Total Inspections		33

Shea Homes will most likely build out their last homes within the next three (3) years.

Commissioner Sewell asked if the district should entertain a fee increase. Cavanaugh responded that staff discussions are being held on additional services for which they could charge. In addition, he added that a fee increase for inspection and plan reviews should be discussed before the next fiscal year.

XIV. ADMINISTRATIVE MANAGER’S REPORT

Administrative Manager Jennifer Jacobe noted no change on wildland billing, still \$180,001.11 invoiced and received.

There was overtime expense of approximately \$5,000 incurred from the recent golf benefit tournament at Trilogy. Jacobe will break the expense down on the P&L and present it to the Board at its February

meeting. Since the golf tournament will be a recurring event, the cost of overtime for that event will be placed into the budget.

XV. UNFINISHED BUSINESS

There was no unfinished business.

XVI. BOARD COMMENTS

In response to a question by Commissioner Sewell about the proposed commercial development at 174th St. and Dynamite, Chief Krushak indicated that there was no news of any further action on it or on the property known as West 36 to his knowledge.

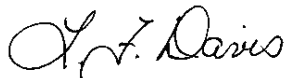
XVII. CHAIRPERSON COMMENTS

Chairperson Kattermann informed the Board that he had received a letter of resignation from Commissioner Bowin that he would resign from his position on the Board as of April 25, 2023. Bowin has served as a member/officer of the Board for eight (8) years. Bowin was thanked for his exceptional service to the district.

XVIII. ADJOURNMENT

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

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary
(From Voice Recording)