



Rio Verde Fire District
17619 E. Rio Verde Drive
Rio Verde, AZ 85263
Phone: (480) 471-2304
Fax: (480) 471-1821

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

June 26, 2023

TABLE OF CONTENTS

I. CALL TO ORDER.....2

II. ROLL CALL OF BOARD MEMBERS.....2

III. CERTIFICATE OF POSTING.....2

IV. RESOURCE SPECIALISTS REPORT.....2

V. CALL TO THE PUBLIC2

VI. APPROVAL OF MINUTES3

VII. CLERK’S REPORT3

VIII. EMS REPORT.....3

IX. DEPARTMENT OF HOMELAND SECURITY GRANT APPROVAL.....3

X. PUBLIC HEARING - BUDGET WORKSHEET FY 2023/20243

XI. ADJOURNMENT TO EXECUTIVE SESSION/RECONVENE TO GENERAL SESSION4

XII. FINANCIAL REPORTS4

XIII. CHIEF’S REPORT5

XIV. DEPUTY CHIEF’S REPORT.....6

XV. FIRE MARSHAL’S REPORT7

XVI. ADMINISTRATIVE MANAGER’S REPORT.....8

XVII. UNFINISHED BUSINESS.....8

XVIII. BOARD COMMENTS.....8

XIX. CHAIRPERSON COMMENTS.....8

XX. ADJOURNMENT.....8



Rio Verde Fire District
17619 E. Rio Verde Drive
Rio Verde, AZ 85263
Phone: (480) 471-2304
Fax: (480) 471-1821

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

June 26, 2023

I. CALL TO ORDER

The Monday, June 26, 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, Deputy Chief Chris Stewart, and Administrative Manager Jennifer Jacobs, Rio Verde Fire District

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 Dennis Meyers noted that the resource specialists had only one (1) call requiring a resource specialist during May.

V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

VI. APPROVAL OF MINUTES

May 22, 2023 – General Session

Commissioner Sewell moved to approve the May 22, 2023, General Session minutes as submitted. That motion was seconded by Commissioner Meyers and passed with a vote of 4-0-1, Commissioner Finney abstaining due to absence at the last portion of that meeting.

VII. CLERK'S REPORT

Future Meetings

The following meeting dates were listed:

- Monday, July 24, 2023 – 9 a.m. (Commissioner Bowin will be absent.)
- Wednesday, August 23, 2023 – 9 a.m. (Commissioner Finney will be present by telephone.)
- Monday, September 25, 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).

VIII. EMS REPORT

Commissioner Clerk Jeanne Finney reported that there were 14 surveys received in the month of May, all claiming “Outstanding” service. Only positive comments were provided. One individual wrote, “Please stay on Forest Road. Please make us all feel safe and secure.” Commissioner Sewell remarked that she had heard comments from residents who mistakenly thought the new station was replacing the old, rather than it being an additional station.

IX. DEPARTMENT OF HOMELAND SECURITY GRANT APPROVAL

Chief Scott Krushak advised the Board that his staff had applied for a Department of Homeland Security, 2022 Assistance to Firefighters Grant. That grant was approved for \$143,300, requiring a \$7,165 (5%) cost share for the district. This grant will be used for blue card certification training and attendant overtime. Blue card certification training is the only standardized command training certification in the United States.

Commissioner Bowin moved that the Board accept the DHS grant in the amount of \$143,300 with a \$7,165 cost share for the district. That motion was seconded by Commissioner Sewell and passed unanimously.

X. PUBLIC HEARING - BUDGET WORKSHEET FY 2023/2024

The Board meeting was opened to the public in order to answer any questions or concerns regarding the budget, though there was no one present from the public. Thus, there were no comments from the public made to commissioners at the meeting.

Commissioner Finney moved that the public meeting be closed, and that motion was seconded by Commissioner Sewell. That motion was passed unanimously.

Commissioner Sewell moved that the Board approve the FY 2023/2024 budget as remitted. That motion was seconded by Commissioner Meyers and passed unanimously.

XI. ADJOURNMENT TO EXECUTIVE SESSION/RECONVENE TO GENERAL SESSION

Pursuant to ARS §38-431.03(1), at 9:17 a.m. Commissioner Finney moved that the Board move to Executive Session for the purpose of discussing employee compensation. Commissioner Bowin seconded the motion, and it passed unanimously.

At 9:21 a.m. the Board reconvened to General Session.

XII. FINANCIAL REPORTS

Commissioner Sewell reported on the May 2023 financials:

Financial Report	
Revenue	\$144,745.17
Expenses	\$515,845.20
Other Income (Expense)	\$141.87
Net Income (Loss)	(\$370,958.16)
Transfers to (from) Capital Fund	-0-
Adjusted Net Income	(\$370,958.16)
Monthly Budgeted Net Income (Loss)	(\$144,068.73)
YTD Actual Net Income (Loss)	\$313,377.43
Borrowing from Capital Fund	-0-
YTD Adjusted Net Income	\$313,377.43
YTD Budgeted Net Income	\$468,923.21
General Fund Operating Cash	\$432,064.03
Capital Fund Cash	\$1,774,323.57
Capital Fund Advances to General Fund	-0-
Capital Fund Equity	\$1,774,323.57
Total Bond Fund Authorization*	\$5,101,858.64
Total Expenditures to Date	\$5,146,992.48
Total Interest to Date (Interest Earned)	\$47,490.25
Current Month Expenditures	-0-
Remaining Bond Equity	\$2,356.41

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

Administrative Manager Jennifer Jacobs explained how contractually required overtime hours each pay period have been reported as “overtime” when those hours should be part of regular fulltime pay. This explains some of the overtime excesses we have been seeing.

Commissioner Sewell moved that the Board accept the May 2023 Financial Report as submitted. That motion was seconded by Commissioner Meyers and passed unanimously.

Commissioner Sewell moved that the Board accept the May 2023 Profit & Loss. That motion was seconded by Commissioner Finney and passed unanimously.

Commissioner Sewell moved that the Board accept the May 2023 Monthly Transaction Report. That motion was seconded by Commissioner Meyers and passed unanimously.

Commissioner Sewell moved that the Board accept the May 2023 bank reconciliations as submitted. That motion was seconded by Commissioner Meyers and passed unanimously.

Commissioner Sewell moved that the Board move \$500,000 from the Capital Account into the General Account as a loan, effective July 1, 2023. Commissioner Bowin seconded the motion, and it was passed unanimously.

XIII. CHIEF’S REPORT

Legislative Report

Chief Scott Krushak noted the following:

- Senate House Bill 1068, Emergency Treatment of Police Dogs, was passed. This states that injured police dogs may be treated and ride in the ambulance if needed.
- A Fire Incident Management Fund was approved and signed by the governor. This \$12.2 million fund from the state general fund will go into a public safety fund for incident command and platforms for fire and law enforcement agencies, opening the door for a district grant.
- The bill introduced to reduce the commercial property tax to 15% in 2026 is still in committee.

Power/Water Outages

There have been two (2) power outages and one (1) water outage at FS #442, plus part of the district. The cause of the power outages is still unknown.

In regard to the water outage, the fire hydrants were not operational. Epcor was called, and water was restored within the hour. This has necessitated a conversation with the county emergency manager and setting up water and heat emergency training.

Apparatus and Equipment

The 2003 Gator and trailer have been sold for \$3,500 to the Rio Salado Shooting Range. Chief Krushak recused himself from all areas of the transaction to avoid any appearance of a conflict of interest.

The UTVs are being “stickered,” and the sliding units are still being awaited.

The Horton ambulance has been returned, so it is fully operational and ready to be sold through an emergency vehicle consignment company in Las Vegas.

All other vehicles in the fleet are operational.

FEMA Grants

We have three (3) FEMA grants open:

1. 2020 Assistance to Firefighters Grant – EKG monitors - \$115,000 with 5% match
2. 2021 Assistance to Firefighters Grant – 27 sets of complete turnout fire protective gear - \$143,000
3. Department of Homeland Security Grant for \$143,300 with a \$7,165 (5%) cost share for the district (voted on and accepted earlier in the meeting)

Phillips Healthcare indicates that they will not be able to deliver the monitors from the 2020 B.I.G. grant within the period of performance, which ends in August of 2023. They are awaiting FDA approval on one of the monitor systems. When that is approved, those monitors will be released – hopefully within the next six (6) months. Chief Krushak has filed for a six-month extension of the period of performance.

West 36th Update

Chief Krushak has been in contact with the Arizona land acquisitions director for Shea Homes who indicated that their new development on West 36th property is under review by the County. They anticipate that they would start building homes in approximately 18 months.

Commercial Property

The Maricopa County Zoning Commission approved by a vote of 6-1 to change the zoning of the property from 174th St. to 176th St. to commercial along the south side of Rio Verde Drive. This will go to the County Board of Supervisors for final approval. Krushak will contact Pinnacle West, the developer, for more information.

XIV. DEPUTY CHIEF’S REPORT

Activity Report

Deputy Chief Chris Stewart presented the May Deputy Chief’s Report:

Call Type	Response Time
Emergency Response Time (Avg)	E441 – 5:21
	E442 – 5:15
Total Average	5:09?
Non-Emergency Response Time (Avg)	E441 – 5:07
	E442 – 4:03
Total Average	4:55

Call Type	# Occurrences	
	2022	2023
Total EMS Calls	30	31
Total Transports	25	24
Total Non-emergency Response Calls	55	56
Fire-related Calls	2	3
Total Responses	87	90
Community Contacts	26	33

Deputy Chief Stewart indicated that there have been a decreased number of responses overall, and the vast majority of the FS #442 responses have been in Trilogy. There were also less opportunities for automatic aid.

A fire crew was responding to a structure fire on the Rio Verde Corridor when they nearly collided with a gentleman who had been injured in that fire. He was transferred by Rio Verde to the hospital for treatment.

The district’s recruits are in Week 5 of their training, completing all fundamental items.

Operations training has been under way with water stream management (testing various types of equipment.)

In June and July each firefighter will be trained for swift-water training below the dam at Saguaro Lake in the Lower Salt River. They will be involved in their level of training, as well as supporting other rescuers with their levels of training.

XV. FIRE MARSHAL’S REPORT

Administrative Manager Jennifer Jacobe reported on the following in Fire Marshal Cavanaugh’s absence:

Permits issued:

May	2023	2022
Sprinklers	2	26
Propane	1	12
Others	1	0
YTD (All Types)	62	119
Other Prevention Activity (May)		
Sprinkler Plan Review		4
Propane Plan Review		1
Kitchen Hood Review		1
Total Inspections		55

Shea Trilogy has closed 811 out of a total of 1215 planned homes.

XVI. ADMINISTRATIVE MANAGER’S REPORT

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

Overtime Tracking

Starting in July with the new budget, two lines will be added under “Overime,” – “Reimbursable” and “Non-Reinbursable.”

The following categories of overtime hours will be tracked in the background for the FY 2023/2024 budget:

1. Administrative support hours
2. Training
3. Standard
4. Staffing

Humana EFT

The bank provided Jacobe with directions to be able to accept payments from Humana.

XVII. UNFINISHED BUSINESS

There was no unfinished business.

XVIII. BOARD COMMENTS

Commissioner Sewell asked if there was an update on the proposed cell tower.

XIX. CHAIRPERSON COMMENTS

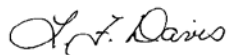
Chairperson Kattermann reported that here has been no additional information on the proposed cell phone tower.

There were no further chairperson comments.

XX. ADJOURNMENT

Commissioner Bowin moved that the Board adjourn at 10:19 a.m. That motion was seconded by Commissioner Sewell and passed unanimously.

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary
(From Voice Recording)