



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

**September 26, 2022**

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

September 26, 2022

### I. CALL TO ORDER

The Monday, September 26, 2022, General Session of the Board of Directors was called to order by Chairperson George Kattermann at 9:02 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 (via telephone), Jeanne Finney, George Kattermann, and Dennis Meyers

**COMMISSIONERS ABSENT:** Nancy Sewell

**ALSO PRESENT:** Chief Jay Ducote, Deputy Chief Scott Krushak, Fire Marshal Chris Cavanaugh (via telephone), and Administrative Manager Jennifer Jacobs, Rio Verde Fire District; Chris Stewart

### II. ROLL CALL OF BOARD MEMBERS

All commissioners were present with the exception of Commissioner Sewell.

### 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 noted that a meeting schedule would soon be set to organize and launch the coming seasons' resource specialists. Resource specialists should begin response on or around October 1, 2022.

### V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

## VI. APPROVAL OF MINUTES

### August 22, 2022 – General Session

**Commissioner Bowin moved to approve the August 22, 2022, General Session minutes as submitted. That motion was seconded by Commissioner Meyers and passed with a vote of 3-0-1. Commissioner Finney abstained from the vote due to absence at that meeting.**

### August 25, 2022 – Special Session

**Commissioner Bowin moved to approve the August 25, 2022, Special Session minutes as submitted. That motion was seconded by Commissioner Meyers and passed with a vote of 3-0-1. Commissioner Finney abstained from the vote due to absence at that meeting.**

## VII. CLERK'S REPORT

### Future Meetings

The following meeting dates were listed:

- Monday, October 24, 2022 – 9 a.m.
- Monday, November 28, 2022 – 9 a.m.
- Monday, December 19, 2022 – 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. FINANCIAL REPORTS

Commissioner Bowin reported on the August 2022 financial reports:

Financial Report – August 2022	
Revenue	\$44,382.37
Expenses	\$394,481.75
Other Income (Expense)	\$222,958.90
Net Income (Loss)	(\$127,140.48)
Transfers to (from) Capital Fund	\$250,000.00
Adjusted Net Income	(\$377,140.48)
Monthly Budgeted Net Income (Loss)	(\$298,068.73)
YTD Actual Net Income (Loss)	\$64,524.35
Borrowing from Capital Fund	\$750,000.00
YTD Adjusted Net Income	(\$685,475.65)
YTD Budgeted Net Income	(\$612,741.46)
General Fund Operating Cash	\$64,613.53
Capital Fund Cash	\$1,335,221.41

Capital Fund Advances to General Fund	\$750,000.00
Capital Fund Equity	\$2,085,221.41
Total Bond Fund Authorization*	\$5,101,858.64
Total Expenditures to Date	\$3,907,640.17
Total Interest to Date (Interest Earned)	\$35,059.44
Current Month Expenditures	\$504,470.39
Remaining Bond Equity	\$1,229,277.91

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

Commissioner Bowin pointed out the following:

- August overtime costs were elevated due to reimbursable wildland coverage.
- A \$599,733.00 check was paid to CORE in August, some of which was paid from bond expenditures and some from the capital fund. (\$95,262 for a generator was approved but was not included in bond expenditures.)

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

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

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

#### **IX. ACCEPTANCE OF AZDHS AUTOMATIC AMBULANCE RATE INCREASE**

Administrative Manager Jennifer Jacobs explained that she received a phone call from the Arizona Department of Health Services indicating that the 2022 calendar year automatic rate adjustment of 11.65% had not yet been approved by the district. She noted that this would not affect Medicare billings, as they have a maximum allowable amount, but it would help the district collect additional funds from private pay and some insurance companies.

**Commissioner Finney moved that the district approve the rate increase as calculated by Arizona DHS and increase its billings in all four categories of service. Ambulance service rates have not been increased since the district received its first CON and purchased the ambulance. Commissioner Meyers seconded the motion, and it passed unanimously.**

Jennifer Jacobs will send a letter of approval to the County who will return an acceptance letter with a date on which the district can start the rate increase.

#### **X. EMS REPORT**

Commissioner Clerk Jeanne Finney advised that in June there were ten (10) surveys received, one (1) of which was marked as “Very Good,” eight (8) which were marked “Outstanding,” and one (1) was blank. There were no negative or unusual comments. One resident expressed appreciation for the volunteer

who stayed behind and provided assistance. Eight (8) surveys were returned by mail, and two (2) were returned electronically.

In July there were seven (7) surveys returned, all claiming “Outstanding” service. Five (5) surveys were returned by mail, and two (2) were returned electronically. One person had a billing question, and Chief Ducote phoned that person and responded to the question.

Commissioner Finney noted that there is more detail in the surveys when they are returned by mail, as opposed to electronically.

## **XI. CHIEF’S REPORT**

Chief Ducote indicated that CORE had been a good partner in the building of F/S #442.

### Fire Station Update

Deputy Chief Scott Krushak noted that the station is undergoing a “warm start” with coordination between SunState (IT provider), CORE, and Cox (fiber optics). Dispatch through Mesa Dispatch Center has been challenging as well, because they all operate on different timelines. Currently there is no dispatch capability through the station, so firefighters are monitoring radios and phone apps. A failsafe system is in place, where if a call is not answered, it will be placed through from F/S #441.

Krushak informed the Board that a Certificate of Substantial Completion had been received from CORE, which means they are approximately 90% complete.

Chris Cavanaugh noted that the district is waiting on USDD to initiate a warranty on devices installed in the station, but the tunnel is not complete between the two firewalls. This will most likely happen within a week or ten (10) days.

The station’s grand opening will be held on October 25, 2022, and its open house will be held on November 1, 2022.

## **XII. DEPUTY CHIEF’S REPORT**

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

### Activity Report

<b>Call Type</b>	<b>Response Time</b>
In-District EMS	4:15
In-District Non-Emergency	5:21

<b>Call Type</b>	<b># Occurrences</b>	
	<b>August 2022</b>	<b>August 2021</b>
Total EMS Calls	17	20
Total Transports	11	14

Total Non-emergency Response Calls	43	~40
Fire-related Calls	5	6
Total Responses	65	~66
Community Contacts	13	14

Firefighters fought a machine fire in Rio Verde in August. Fighting that fire helped the staff reevaluate service routines regarding hazardous materials and electrical hazards. Additionally, the machine was surrounded by oleanders which produce poisonous fumes.

Legislative Update

Prop 310, the retail sales tax legislation, will be on the November 8, 2022, ballot. If passed, this tax will become effective on January 9, 2023. Political analysts see it as very favorable with the likelihood of passing. The firefighters’ union has launched a campaign for the passing of Prop 310; however, the district is limited in how it engages the community, as any communication must be initiated by someone else. District personnel can only answer those questions.

Regional Automatic Aid

Chief Ducote and Deputy Chief Krushak attended Central Arizona Life Safety Council where the regional Automatic Aid System was discussed. Founded in 1982, the regional Automatic Aid System is a consortium of 23 jurisdictions within Maricopa, Pinal, and Yavapai Counties that all have a regional response system. At that meeting, the district was given 100% approval to join that system. During former Chief Gary Bradbury’s employment, the district had requested membership in the system but was not approved as it did not have a border with another Automatic Aid member. That requirement has since been relaxed, thus approval into the System was granted. Building the new station has also given us reciprocation with the Automatic Aid System and more staff members have been hired, another tenet of the System. The district now needs to standardize dispatch protocols and training evaluation with Scottsdale.

Mutual Aid agreements with Fort McDowell and Fountain Hills will remain in place.

**XIII. FIRE MARSHAL REPORT**

*Permits issued:*

August	2022	2021
Sprinklers	2	21
Propane	1	13
Others	0	0
YTD (All Types)	175	233

Other Prevention Activity (August)	
Propane Plan Review	1
Sprinkler Plan Review	3
Total Inspections	48

Fire Marshal Chris Cavanaugh clarified that August permits showed a sharp decrease, as he had not yet obtained the month's permit requests from Trilogy.

#### **XIV. ADMINISTRATIVE MANAGER'S REPORT**

Administrative Manager Jennifer Jacobe noted that there was a wildland expense total of \$183,038.73 to be invoiced for the period between 7-30-22 and 8-26-22. Approximately \$108,000 will be invoiced for personnel costs.

#### **XV. UNFINISHED BUSINESS**

There was no unfinished business.

#### **XVI. BOARD COMMENTS**

Chief Ducote briefly discussed improvement of the landscaping of F/S #442.

Commissioner Bowin indicated that he and Commissioner Sewell were running for the Board unopposed, so there would be no Board election on November 8, 2022.

#### **XVII. CHAIRPERSON COMMENTS**

There were no further comments from the Chair.

#### **XVIII. ADJOURNMENT TO RECESS**

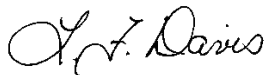
**Commissioner Finney moved that the chair recess the meeting prior to the promotional badge pinning ceremony. This motion was seconded by Commissioner Meyers and passed unanimously.**

The promotional badge pinning ceremony was a congratulatory reception with family members, and no business was discussed. At 9:55 a.m. the Board voted to go back into general session.

#### **XIX. ADJOURNMENT**

**Commissioner Finney moved that the Board adjourn at 10:20 a.m. That motion was seconded by Commissioner Meyers and passed unanimously.**

Respectfully submitted,



Libby Floyd Davis  
My Personal Secretary  
(From Voice Recording)