



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**

**July 24, 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 PUBLIC .....3

VI. APPROVAL OF MINUTES .....3

VII. CLERK’S REPORT .....3

VIII. EMS REPORT.....3

IX. FINANCIAL REPORTS .....3

X. MARICOPA COUNTY 2023 TAX ASSESSMENT AND BOND LEVY SUBMISSION .....5

XI. 2022 – 2023 AUDIT PREPARATION – ATLAS CPAS & ADVISORS.....5

XII. STATION 441 ROOF REPAIR.....5

XIII. CHIEF’S REPORT .....5

XIV. DEPUTY CHIEF’S REPORT.....6

XV. FIRE MARSHAL’S REPORT .....7

XVI. ADMINISTRATIVE MANAGER’S REPORT.....7

XVII. UNFINISHED BUSINESS.....7

XVIII. BOARD COMMENTS.....7

XIX. CHAIRPERSON COMMENTS.....7

XX. ADJOURNMENT.....7



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

July 24, 2023

### I. CALL TO ORDER

The Monday, July 24, 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:** Jeanne Finney, George Kattermann, Dennis Meyers, and Nancy Sewell (via telephone)

**COMMISSIONERS ABSENT:** Marty Bowin

**ALSO PRESENT:** Chief Scott Krushak, Deputy Chief Chris Stewart, Fire Marshal Chris Cavanaugh, Administrative Manager Jennifer Jacobe, and Administrative Assistant Tatum Heinrich, Rio Verde Fire District

### II. ROLL CALL OF BOARD MEMBERS

All commissioners were present, with the exception of Commissioner Bowin.

### 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 specialists report for the month of June.

**V. CALL TO THE PUBLIC**

There was no response to the Call to the Public.

**VI. APPROVAL OF MINUTES**

June 26, 2023 – General Session

**Commissioner Finney moved to approve the June 26, 2023, General Session minutes as submitted. That motion was seconded by Commissioner Meyers and passed unanimously.**

May 22, 2023 and June 26, 2023 – Executive Sessions

**Commissioner Meyers moved to approve both the May 22, 2023 and June 26, 2023 Executive Session minutes as submitted. That motion was seconded by Commission Finney and passed unanimously.**

**VII. CLERK’S REPORT**

Future Meetings

The following meeting dates were listed:

- Wednesday, August 23, 2023 – 9 a.m. (Commissioner Finney will be present by telephone.)
- Monday, September 25, 2023 – 9 a.m.
- Monday, October 23, 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 10 surveys received in the month of June, all claiming “Outstanding” service. Only positive comments were provided.

**IX. FINANCIAL REPORTS**

Commissioner Sewell reported on the June 2023 financials:

<b>Financial Report</b>	
Revenue	\$139,485.79
Expenses	\$454,377.52
Other Income (Expense)	\$4,295.00
Net Income (Loss)	(\$310,596.73)

Transfers to (from) Capital Fund	-0-
Adjusted Net Income	(\$310,596.73)
Monthly Budgeted Net Income (Loss)	(\$468,923.21)
YTD Actual Net Income (Loss)	\$2,780.61
Borrowing from Capital Fund	-0-
YTD Adjusted Net Income	\$2,780.61
YTD Budgeted Net Income	-0-
General Fund Operating Cash	\$140,405.01
Capital Fund Cash	\$1,778,758.34
Capital Fund Advances to General Fund	-0-
Capital Fund Equity	\$1,778,758.34
Total Bond Fund Authorization*	\$5,101,858.64
Total Expenditures to Date	\$5,146,992.48
Total Interest to Date (Interest Earned)	\$47,655.18
Current Month Expenditures	-0-
Remaining Bond Equity	\$2,521.34

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

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

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

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

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

**Commissioner Finney moved that the Board move \$500,000 from the Capital Account into the General Account. Commissioner Meyers seconded the motion, and it was passed unanimously.**

Commissioner Sewell noted that the Profit & Loss for YTD 2023 shows a surprising increase in ambulance income versus what was projected - \$203,000 vs. \$103,000.

## X. MARICOPA COUNTY 2023 TAX ASSESSMENT AND BOND LEVY SUBMISSION

**Commissioner Finney moved that the Board approve the 2023-2024 Tax Assessment and Bond Levy Submission to be submitted to Maricopa County. That motion was seconded by Commissioner Meyers and passed unanimously.**

## XI. 2022 – 2023 AUDIT PREPARATION – ATLAS CPAS & ADVISORS

**Commissioner Sewell moved that the Board approve the proposal from Atlas CPAs & Advisors to prepare the 2022 – 2023 audit preparation in the amount of \$8,600. That motion was seconded by Commissioner Finney and passed unanimously.**

## XII. STATION 441 ROOF REPAIR

Only two bids were received for the flat roof repair of F/S #441 – one from Skyline Roofing in the amount of \$17,850 and the second from Pinnacle Roofing in the amount of \$10,369. Staff recommended the bid from Pinnacle Roofing due to the more comprehensive preparation and process, as well as an excellent reference.

**There was a motion by Commissioner Meyers to approve the proposal from Pinnacle Roofing for repairs to F/S #441. That motion was seconded by Commissioner Finney and passed unanimously.**

## XIII. CHIEF'S REPORT

### Fire District Activities

- Another fire named the “Diamond Fire” (the second use of that name) near Sunflower which was caused by a lightning strike has to date burned 839 acres. There are no issues in the RVFD for actual fire encroachment.
- Stickers have been received for the UTVs and will be placed on those vehicles soon.
- All vehicles are operating properly, with the exception of the one with a “Check Engine” light. After a thorough check by Mesa Fleet Services, a glitch has caused the light to become permanent, but nothing wrong with that vehicle was identified.
- Four additional firefighters have been hired - those individuals will be used to drive the ambulance and serve as EMTs until they have been through Phoenix Fire Training Academy.
- Two new firefighters currently are in the Phoenix Fire Training Academy and will emerge as fully sworn firefighters in early September.

### Legislative Report

- The legislature is out of session until July 31, 2023, at which time they will reconvene.
- A record number of bills have been vetoed – 143 vetoes to date.

- The bill introduced to reduce the commercial property tax to 15% in 2026 was killed by the governor.

#### Diamond Fire (Scottsdale)

- The Diamond fire (a fourth- or fifth-alarm fire) started at approximately 133<sup>rd</sup> St., just north of Jomax and burned approximately 1960 acres, including a hay barn (no other occupied structures).
- The district's firetruck was deployed to Scottsdale through Automatic Aid, and the district's calls were covered by Automatic Aid as well.
- The fire's cause has not yet been determined, but it started near a construction site.
- There was no loss to the district, as our personnel were backfilled due to Automatic Aid and equipment and vehicle use will be reimbursed.
- Maricopa County's Emergency Notification System notified residents who were in the emergency area. Those NOT in that area received no notifications.
- District crews helped save millions of dollars' worth of homes.
- Though it was an overall successful fire, radio communication issues were identified that need to be improved.
- Since much of the fire burned into McDowell Mountain Park, the State is liable to pay for the air support (DC 10s).

#### **XIV. DEPUTY CHIEF'S REPORT**

##### Activity Report

Deputy Chief Chris Stewart presented the June Deputy Chief's Report:

- Two incidents with significant propane leaks occurred in the past two weeks, both alleviated easily. As both of our engines were involved in the responses, automatic aid was provided as backup.
- Staff is preparing to venture into Blue Card Incident Command Training, a training and certification system for emergency operations. All firefighters will be certified as incident commanders, instructors will be certified, and the continuing education process will commence.
- Swift-water rescue training occurred along the Lower Salt River below the dam at Saguaro Lake.
- New recruits are in their second half of their recruit training at the academy. The first half is learning the fundamental firefighting skills, and the second half it putting those skills into functional exercises. They will graduate on August 28 and be ready to go to work.
- Staff has had challenges with getting effective activity report data (not a lack of data). A software company has been contracted to help access and utilize this data. Stewart presented screen data to the Board on June activities.

**XV. FIRE MARSHAL’S REPORT**

Fire Marshal Cavanaugh reported the following:

*Permits issued:*

June	2023	2022
Sprinklers	15	1
Propane	9	1
Others	1	1
YTD (All Types)	87	122
Other Prevention Activity (May)		
Sprinkler Plan Review		0
Propane Plan Review		1
Fire Alarm Plan Review		1
Total Inspections		53

Shea Trilogy has closed 827 out of a total of 1215 planned homes.

**XVI. ADMINISTRATIVE MANAGER’S REPORT**

Administrative Manager Jennifer Jacobe noted no change on wildland billing for the end of the fiscal year, still \$180,001.11 invoiced and received. The Diamond fire will go on FY 2023/2024 books.

**XVII. UNFINISHED BUSINESS**

There was no unfinished business.

**XVIII. BOARD COMMENTS**

There were no additional Board comments.

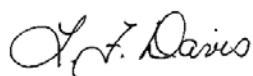
**XIX. CHAIRPERSON COMMENTS**

There were no further chairperson comments.

**XX. ADJOURNMENT**

**Commissioner Finney moved that the Board adjourn at 10:11 a.m. That motion was seconded by Commissioner Meyers and passed unanimously.**

Respectfully submitted,



Libby Floyd Davis  
My Personal Secretary (From Voice Recording)