



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

May 24, 2021

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May 24, 2021

I. CALL TO ORDER

The Monday, May 24, 2021, General Session of the Board of Directors was called to order by Chairperson George Kattermann at 9:00 a.m. in the Rio Verde Community Board Room located at 18816 E. Four Peaks Blvd.; Rio Verde, Arizona

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

COMMISSIONERS ABSENT: None

ALSO PRESENT (IN PERSON): Chief Jay Ducote, Fire Marshal Chris Cavanaugh (by telephone), 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

There was no Resource Specialists Report.

V. CALL TO THE PUBLIC

There were no questions or comments from the public.

VI. APPROVAL OF MINUTES

March 24, 2021, Executive Session

Commissioner Sewell moved to approve the March 24, 2021, Executive Session minutes. That motion was seconded by Commissioner Finney and passed unanimously.

April 26, 2021 – General Session

Commissioner Sewell moved to approve the April 26, 2021, General Session minutes. That motion was seconded by Commissioner Meyers and passed unanimously.

May 6, 2021, Special Session

Commissioner Sewell moved to approve the May 6, 2021, Special Session minutes. That motion was seconded by Commissioner Finney and passed unanimously.

VII. CLERK'S REPORT

Future Meetings

Clerk Commissioner Jeanne Finney listed the following meeting dates:

- Monday, June 28, 2021 – 9 a.m.
- Monday, July 26, 2021 – 9 a.m.
- Monday, August 23, 2021 – 9 a.m.

All meetings will be held at the Rio Verde Community Board Room.

VIII. FINANCIAL REPORTS

Commissioner Bowin reported on the April 2021 financial reports:

Financial Report – April 2021	
Revenue	\$544,595.60
Expenses	\$305,977.40
Other Income (Expense)	\$50,414.57
Net Income (Loss)	\$289,032.77
Transfers to (from) Capital Fund	-0-
Adjusted Net Income	\$289,032.77
Monthly Budgeted Net Income (Loss)	\$303,032.77
YTD Actual Net Income (Loss)	\$875,638.71
Borrowing from Capital Fund	-0-
YTD Adjusted Net Income	\$875,638.71
YTD Budgeted Net Income	\$414,616.27
General Fund Operating Cash	\$757,410.78

Capital Fund Cash	\$1,463,791.80
Capital Fund Advances to General Fund	-0-
Reimbursable Capital Fund Advances to Bond Fund	-0-
Capital Fund Equity	\$1,463,791.80
Tax-Exempt Bond Fund Authorization	\$4,745,000.00
Current Month Expenditures	-0-
Remaining Tax-Exempt Bond Equity	\$4,745,000.00
Taxable Bond Authorization	\$255,000.00
Total Taxable Account Expenditures	\$255,000.00
Cost of Issuance Total Authorization	\$101,858.64
Total Cost of Issuance Account Expenditures	\$99,548.32

Commissioner Bowin highlighted the following:

- While there were no expenditures from the Tax-Exempt Bond Fund in the month of April, there have been in May.
- Ambulance revenues were higher than the previous year, possibly because completion of proper paperwork had been a priority. An ambulance insurance write-off report will be presented to the Board prior to fiscal year end.
- The next PSPRS additional payment (as budgeted) was made in April.

Commissioner Bowin moved that the Board accept the April 2021 Financial Report as submitted. That motion was seconded by Commissioner Finney and passed unanimously.

Commissioner Bowin moved that the Board accept the April 2021 Monthly Transaction Report. That motion was seconded by Commissioner Sewell and passed unanimously.

Commissioner Bowin moved that the Board accept the April 2021 bank reconciliations as submitted. That motion was seconded by Commissioner Sewell and passed unanimously.

There was no transfer of funds required for May.

IX. SUNSTATE IT CONTRACT

Administrative Manager Jennifer Jacobs reviewed the IT contract from Sunstate Technology Group. The proposed 36-month agreement would commence on July 1, 2021, and end on June 30, 2024, at a monthly rate of \$2,371.18. Discussion was held on additional security needs (\$265/month), but it was agreed that sufficient security was now in place. Reducing the monthly quoted rate of \$2,371.18 by \$265 would change the monthly rate to \$2,106.18.

Commissioner Sewell moved that the District accept the contract with Sunstate Technology Group at the rate of \$2,106.18. That motion was seconded by Commissioner Finney and passed unanimously.

X. ADJOURNMENT TO EXECUTIVE SESSION/RECONVENE TO GENERAL SESSION

Pursuant to ARS §38-431.03(1), at 9:23 a.m. Commissioner Bowin moved that the Board move to Executive Session for the purpose of discussing employee compensation. That motion was seconded by Commissioner Sewell and passed unanimously.

At 9:58 a.m. the Board reconvened to General Session.

Commissioner Bowin moved that the Board approve those discussions held in Executive Session regarding COLA increases and executive salaries and to approve the healthcare benefits proposal (insurance). The motion was seconded by Commissioner Sewell and passed unanimously.

XI. BUDGET WORKSHEETS F/Y 2020/2021 AND F/Y 2021/2022

Commissioner Bowin moved that the Board approve the draft budget for publication as adjusted. That motion was seconded by Commissioner Sewell and passed unanimously.

XII. EMS REPORTS

District Clerk Jeanne Finney report 11 surveys received, all indicating outstanding service; there were no negative comments. One person was contacted to answer a question about the Mayo program.

XIII. CHIEF'S REPORT

The Chief had no further points to discuss with the Board.

XIV. FIRE MARSHAL REPORT

Fire Marshal Chris Cavanaugh reported the following for the month of April 2021:

Permits issued:

April	2021	2020
Sprinklers	24	3
Propane	12	4
Others	1	0
YTD (All Types)	83	99

Other Prevention Activity (April)	
Sprinkler Plan Review	1
Propane Plan Review	12
Fire Alarm Plan Review	-0-
Total Inspections (Fire Marshal and Inspectors)	35

Homes closed:

Fire Marshal Cavanaugh advised the Board that Shea Homes had now closed 567 homes in total. Their limit on sales is 13 homes in May and 12 homes in June. With the increase in

building prices, they cannot guarantee what the end home cost would be. All major builders are following suit with sales limit systems.

Shea Homes projected that 170 homes could be built per year, but that number was never achieved. With crew issues, contract issues, and supply issues, only 130 homes a year were realized.

Chairperson Kattermann remarked that these build figures will affect the District’s revenue and should be taken into consideration during planning sessions.

Activity Report

Cavanaugh also reviewed the District’s activity and average response times for April 2021:

Call Type	Response Time
In-District EMS	4:21
South District/North District EMS Response Time (Avg)	4:12/6:30
Out-of-District EMS Non-Corridor (Fountain Hills, Fort McDowell)	N/A
Out-of-District EMS Corridor (Includes Trilogy)	N/A
In-District Non-Emergency	6:04

Call Type	# Occurrences	
	April 2021	April 2020
EMS In-District Calls	31	20
EMS Out-of-District Calls (Non-corridor)	0	1
EMS Out-of-District Calls (Corridor)	0	0
Non-EMS In-District	86	101
Transports	23	14
• Out of District Transports	0	0
Outside Rescue Used Within District	1	0
Fire-related Calls*	6	1
BP/Information Services	22	11
Station Tours/Walk-in First Aid	0	0
Child Seat Install	0	0

*1 fire alarm, 2 brush fires, 1 cooking fire, and 1 gas leak/odor

Cavanaugh indicated that an increase is seen in EMS calls but not overall call volume, partially due to the fact that people are calling 9-1-1 instead of the station for many requests. This may be due to procedures created during Covid-19.

XV. ADMINISTRATIVE MANAGER’S REPORT

Administrative Manager Jennifer Jacobs updated the wildland expense report. (See attached.) There was no wildland activity during April, so the YTD wildland total is still \$277,250.11.

AFDA is having its summer conference in Glendale this year. Jacobe provided agendas for Board members interested in attending.

The AFDA winter conference will be held in Tucson this year.

XVI. UNFINISHED BUSINESS

There was no unfinished business.

XVII. BOARD COMMENTS

Commissioner Sewell asked that, in view of the continued drought, the Board remind the three Community golf clubs that the golf courses should remain non-smoking facilities. Chief Ducote will voice the Board's concern to the management of the three courses.

XVIII. CHAIRPERSON COMMENTS

Chairperson Kattermann indicated that he had been informed by the president of the RVCA that cell tower approval had been given by Maricopa County in 2018 to build the proposed cell tower on the land behind the fire station. The exact location could likely place the District's 9-1-1 system at severe risk. In addition to affecting the 9-1-1 system, there remains a potential water supply issue. The issue extends from the fact that the water main that feeds the station is possibly located where APC Towers wants to build the tower.

The RVFD Board knew of no time when this fact had been disclosed to the District or the residents, and thus there had been no opportunity for residents to make their concerns known as part of the approval process i.e., no notification or opportunity to object.

Chairperson Kattermann noted that it was possible that APC Towers could legally force the church to allow them and their contractors access to build the tower, as the church allows other vendors to use the road to deliver to the maintenance facility.

The proposed tower was approved by the RVCA Architectural Committee in 2016, but approval required start of construction within 12 months of approval. Since the construction was not started within that 12-month period, the RVCA Board and Architectural Committee say that the approval has expired and is no longer valid.

It was also stated that when the County approval was given, the map labeled the "fire station" not as a "fire station" but as a "building."

A County Assessor's map was shown by Commissioner Bowin. Bowin said that the permit gave APC Towers permission to build within a large plot, but they would need only 20' x 40' for the base. It could be possible to build the tower so it doesn't encroach on others.

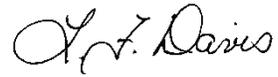
Commissioner Bowin then asked for the development of an engineering statement, indicating exactly what was permitted. If necessary, the RVFD attorneys will get involved as needed.

Chief Ducote was directed to contact Maricopa County Commissioner Steve Chucuri to determine if a public notice regarding the tower had ever been published. If not, a public complaint will be formalized.

XIX. ADJOURNMENT

It was moved by Commissioner Bowin that the meeting adjourn at 10:30 a.m. That motion was seconded by Commissioner Sewell and passed unanimously.

Respectfully submitted,



Libby Floyd Davis
My Personal Secretary
(From Voice Recording)

Final