

**MINUTES OF THE REGULAR MEETING OF THE
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS
HELD
Tuesday, March 6, 2018**

A Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday March 6, 2018 at 6:00 PM, at 1110 E. Friendly Pines Road - Prescott, Arizona.

Agenda: Regular Meeting –

Roll Call

Present at the meeting were the following members of the Groom Creek Fire Board of Directors: Board Clerk Gary Williams, Vice Chairman Bob Shulz and Board Chairman Terry Hammon. Fire Chief Manzanedo represented the Fire District

Approval of minutes of Previous Meetings:

Gary Williams made a Motion to Approve of the Regular Meeting Minutes of February 6, 2018 Terry Hammon Seconded the motion and it passed unanimously.

Public Appearances:

None

Chief's Report :

- Operations Update – 5 EMS calls, 1 Search & Rescue, 1 Illegal Burn & 1 Public Assist
- Chief Manzanedo reported that the agency website's email alert system is back in service. Captain Josh Krueger was able to enlist the assistance of assistance from a former member of our organization, Matt Fay, who had maintained our website when he was still affiliated with our agency. The work was completed at virtually no cost to the District, except for the cost of a lunch meeting that was utilized in order to discuss the scope of work to be done between Captain Krueger and Mr. Fay.
- The newly upgraded dispatch system was now "live" and being used with very issues to our agency, although the agencies in town are experiencing a few "hiccups", but those issues appear to be getting resolved as soon they are encountered. The new system is currently requiring our agency to generate multiple reports for our call responses in order to be compliant with all of agency 's reporting statutes, but that will be resolved soon.
- The Fire Chief officially announced that the fire district would be posting job opportunity next week in order to hire 2 new firefighters, and that the testing process would be taking place on March 24 at the Fire Station Daniel Boutin will begin working as a Acting Captain starting this month

due to emergency need to fill the position that was vacated by his former Captain last November, Jim Gillihan. He will be in the Acting position until July where upon favorable evaluation of his performance, the offer will be extended to make the position permanent. Chief Manzanedo also reported that he would cover the Captain that will be vacated by Nate Hallowell, as of this March 10 in order to pursue another career opportunity with CAFMA. The chief stated that it was his intent to fill both rolls only until a suitable candidate could be recruited.

- A brief discussion was made in order to set the date of March 28, 2018 for the annual Budget Workshop to be held at the Fire Station. The Chief also reported that at that time he would be able to present a detailed report on the cost of the new staffing model being proposed.
- The Fire Chief also reported that our agency has just received our preliminary Financial Report from our Annual Audit and they were finally able to remove from their report a statement of on-going concern of our agency's ability to remain a viable agency. This was very good news for agency.

Financial Reporting

1. Account Balances as of 1/31/2018

- a. General Fund = 98,803.71
 - i. Compass Bank (Payroll) = 4,933.06
 - ii. Compass Bank (Wildland) = 55.00
 - iii. Line of Credit = 100,000.00
- b. Capital Reserve Fund = 29.03
- c. Accounts Receivable = 0.00
- d. Taxes Receivable = 188,032.21

2. Financial Reports - January 31, 2017

- a. Register of Checks
- b. Register of Warrants
- c. Register of Deposits
- d. Statement of Financial Activities (Income Statement)
- e. Statement of Net Assets (Balance Sheet)
- f. Cash Flow Projection
- g. County Treasurer Reports
Bank Statements / Reports Bank Account

The January 2018 financial statements were provided to the Board Chair and reviewed. *Gary Williams made a motion to approve the Financial Reports, Bob seconded the motion and the motion passed unanimously.*

Old Business – None

New Business -- None

Board Member Comments :

Board Chairman Terry Hammon commented that due to the very short duration of the meetings lately, we may consider conducting business meetings only every other month, providing that there are not a lot of items to be discussed.

Call to the Public:

Margie Navarro asked about how the board members enjoyed this year's AFDA conference in Laughlin, NV. Board Clerk Williams that it was very informational, and Vice Chair Schulz that the event seems to get bigger every year. Board Chairman Hammon commented on the required Statutory Training that Board members are now required to attend annually.

Ms. Elliot asked about the County's test message regarding area residents preparedness for evacuation in the event of an emergency was an indication that there would be a hazardous forecast for the severity of this year's "fire season". The Board members along with the Fire Chief assured her that due to our region's severe lack of precipitation, the threat of wild fires to our area is very high and that all of us as a community should be extra aware.

Pat De Graff asked if the public was allowed to attend the budget workshop, Chief Manzanedo replied that the public was welcome to attend as spectators only, and that they would not be able to ask questions or make any comments.

Laura Flood asked about what she could do to help the Ponderosa Pine trees on her property survive the current drought conditions. Several of the Board Members gave her suggestions on how to effectively and efficiently water her trees.

Several community members were curious about the recent appearance of cattle along Senator Highway. Board Chair Hammon reported that he had spoken with an individual gathering up cattle on Senator Highway and he reported to him that his cattle have escaping his land on the top of Spruce Mt. through a gate that is being left open by all sorts of people such as hikers, bicyclers, etc. that are passing through his property. No harm has come to any cattle so far.

Adjournment -

Gary Williams made a motion to adjourn the meeting and it was seconded by Terry Hammon . The motion carried. Meeting was adjourned at 6:19 P.M.

Dated this 6th day of March , 2018 by: _____ Board Clerk.

Gary Williams