

**MINUTES OF THE REGULAR MEETING OF THE  
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS  
HELD  
Tuesday, May 1, 2018**

A Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday May 1, 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 Shultz and Board Chairman Terry Hammon. Fire Chief Manzanedo represented the Fire District immediately following Roll Call, Board Chairman announced his intent to resign from the Board directly following this meeting, and had community member Pat DeGraf read his letter of resignation to all in attendance. A copy of this letter will be kept on file at the fire station along with Fire District's other Board Election documents.

**Approval of minutes of Previous Meetings:**

Gary Williams made a Motion to Approve of the Regular Meeting Minutes of April 3, 2018 Terry Hammon Seconded the motion and it passed unanimously.

**Public Appearances:**

None

**Chief's Report :**

**"You Rake it, We take It" Program:**

Chief Manzanedo reported that there is officially a success already signing up many Groom Creek residents who are interested in having Groom Creek Fire District Personnel pick up their curbside bagged pine needle and leaf litter. The district only requires a formal request by the resident and a fee of \$1.00 a bag. Currently a termination date for the program has been set. The Chief continued to report that he was working on a community program that would utilize our chipper.

**Annual Community Wildfire Day:** Saturday May 26, 2018 will be our agency's Community Wildfire Awareness Day (formally known as Firewise Day) and will start at 10 am and finish around Noon. Afterwards the Fire District will be providing hamburgers, chips and drinks for all in attendance.

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| <ol style="list-style-type: none"><li>1. <b>Account Balances as of <i>March 31, 2018</i></b><ol style="list-style-type: none"><li>a. General Fund = 28,063.93<ol style="list-style-type: none"><li>i. Compass Bank (Payroll) = 8,164.57</li><li>ii. Compass Bank (Wildland) = 55.00</li><li>iii. Line of Credit = 100,000.00</li></ol></li><li>b. Capital Reserve Fund = 579.05</li><li>c. Accounts Receivable = 0.00</li><li>d. Taxes Receivable = 160,761.01</li><li>e.</li></ol></li></ol> |
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**2. Financial Reports as of 3/31/2018**

- Register of Checks
- f. Register of Warrants
- g. Register of Deposits
- h. Statement of Financial Activities (Income Statement)
- i. Statement of Net Assets (Balance Sheet)
- j. Cash Flow Projection
- k. County Treasurer Reports
- Bank Statements / Reports Bank Account

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

**Old Business –**

**Adopt 2018-19 proposed budget:**

Board Clerk Gary Williams made a motion to adopt the 2018-19 budget as discussed at the previous 2 meetings and the budget workshop in February., Bob Shultz seconded the motion, and the motion was passed unanimously.

**Meet and Confer:**

A Meet and Confer document that had been previously signed by the board, but another signed hard copy was needed for our agency's files, was requested of the Board by the Fire Chief.

**New Business --**

**Elect interim board member** - Community member Andy Nilsen, was nominated for the position of Interim Board Member and was voted on. His nomination was passed unanimously to act as an Interim Board Member until the formal election is held in November, when he can run for the position for a full term if elected.

**Board Member Presentation:**

**A plaque was presented to former Board Chairman, Terry Hammon, in acknowledgement of his many years of dedication and service to the Fire District as a Board Member and model citizen. The plaque was presented to Mr. Hammon by newly elected Interim Board Member Andy Nilsen. Cake was served shortly afterward.**

**Call to the Public: None**

**Board Member Comments: Board Clerk Gary Williams personally thanked Terry Hammon for all that he had mentored him with, in the performance of his duties as a Board Member.**

**Adjournment -**

*Gary Williams made a motion to adjourn the meeting and it was seconded by Terry Hammon . The motion carried. Meeting was adjourned at 6:16 P.M.*

Dated this 1st day of May , 2018 by: \_\_\_\_\_ Board Clerk.  
Gary Williams

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