

**MINUTES OF THE REGULAR MEETING OF THE  
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS  
HELD  
Tuesday, July 10, 2018**

A Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday July 10, 2018 at 6:00 PM, at 1110 E. Friendly Pines Road - Prescott, Arizona. This meeting was held a week later than usual due to the 4th of July holiday.

**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, Interim Board Member Andy Nilsen and 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 June 5, 2018, Andy Nilsen Seconded, the motion and it passed unanimously.

**Public Appearances:**

None

**Chief's Report :**

- Calls of Service: 11 EMS, 1Smoke Report, 1 Structure Fire,1 Public Assist for a stranded motorist.
- New tires purchased with last years wildland funds for E-41 and WT-42. Tires were installed on E-41, however we are still waiting for WT-42's installation.
- A letter was received from Pete Gordon from Prescott Natl. Forest and read, the letter stated that the forest has received rain however no date has been set to remove the restrictions. If the monsoons continue as predicted it may be possible to lift the restrictions/closures in the next couple of weeks and possible without any step down from stages. The threshold of 1/2 inch of precipitation forest wide is needed.
- Arizona state resources will not be released to assist other areas until the fire threat in Arizona is abated.
- A recent requirement of the Public Safety Retirement system is to increase the number of members on the Fire Pension Board from three to five. The pension board is therefore looking for two members of the community to participate on the board. There are two meeting per year. Interested individuals should notify the Chief. The board would like to have a meeting this month and perhaps in November or December.
- Firewise stickers have run out, a new supplier has been found, new stickers may be available in the next couple of weeks.

## **Financial Reporting**

- a. **Financial Reports - May 31, 2018**
  - b. General Fund = 90,709.30
    - i. Compass Bank (Payroll) = 3,458.11
    - ii. Compass Bank (Wildland) = 55.00
    - iii. Line of Credit = 100,000.00
  - c. Capital Reserve Fund = 1,181.20
  - d. Accounts Receivable = 0.00
  - e. Taxes Receivable =
- 2.
- 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
  - h. Bank Statements / Reports Bank Account Reconciliations

The May 2018 financial statements were provided to the Board Chairman and were reviewed. Gary Williams made a motion to approve the Financial Reports, Andy Nilsen seconded the motion and the motion passed unanimously.

### **Old Business : Board Assignments**

-After an open public discussion, motions were made and a vote by the board for each position was taken, the board assignments were approved as follows:

Chairman – Bob Shultz

Vice – Chairman – Gary Williams

Clerk – Andy Nilsen

The board discussed returning to the business of board assignments and possible changes at a later date.

### **New Business : None**

### **Call to the Public:**

-Jerry Shultz commented on how lucky we are to have a fire department and how professional and quick they respond. He also asked with the current fire restrictions what would be the course of action if someone was seen using a chainsaw illegally? Chief responded to call the fire station and he also reminded us of the fact that contractors can have variances. He also reminded us of the time for no chainsaw activity is between 9am to 8pm.

-Tom Price also thanked the service of the district and made a donation. Tom is a retired firefighter.

**Board Member Comments:**

- Gary Williams asked if anyone knew how the guard rail down by the rock pile was damaged ?  
Comments were made from the audience, however it remained undetermined.
- Andy Nilsen commented on the good job done by the Chief and all the firefighters with the busy month of calls and the rapid and successful response to a structure fire.

**Adjournment :**

- Gary Williams made a motion to adjourn the meeting and it was seconded by Andy Nilsen.  
The motion carried. Meeting was adjourned at 6:30 P.M.

**Dated this 10th -day of July 10 , 2018 by: \_\_\_\_\_ Board Clerk**  
Andy Nilsen