

**MINUTES OF THE REGULAR MEETING OF THE
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS
HELD**

Tuesday, October 2, 2018

A Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday September 4, 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 Chairman Bob Shultz, Treasurer Gary Williams, Interim Board Clerk 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 September 4, 2018, Andy Nilsen Seconded, the motion and it passed unanimously. **Public Appearances:**

None

Chief's Report:

- Calls of Service: 5 EMS, 1 -962 & 2 Public Assist, one for a snake removal.
- Chief also informed the board of firefighter education that had occurred during the month, and he asked Capt. Josh Kruger and Firefighter Bob Tillman to share their experiences with that education. Both spoke of what they had learned in the off site classes including, working a fire with other agencies, extreme vehicle extrication, and time spent at state fire school working a live fire.
- Chief also commented on a discussion he had with the State Treasurer's office regarding our line of credit and the use of it during the months we do not receive tax revenue. Chief stated that our actual line of credit is determined by a percentage (approx.45%) of collected taxes, witch for this year would be around \$233,000. However a condition of our current loan with Country Bank caps the amount we can use from the line of credit at \$100,000. Our current monthly expenses run around \$45,000, so this only gives us approximately two months. Also we would be in a tighter position if it were not for wildland assignments and the department being very resourceful. Chief further commented that we might consider paying the Country Bank loan off earlier than scheduled. Chief also responded to question to clarify the points above.

Financial Reporting

- a. **Financial Reports – August 31, 2018**
 - b. General Fund = (-10,044.11)
 - i. Compass Bank (Payroll) = 14,311.35
 - ii. Compass Bank (Wildland) = 55.00
 - iii. Line of Credit = 89,955.89
 - c. Capital Reserve Fund = 5,457.06
 - d. Accounts Receivable = 0.00
 - e. Taxes Receivable = 583,780.84
- 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 August 2018 financial statements were provided to the Board Treasurer 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 : CAFMA IGA

-Chief ask the board to sign again the purchase agreement with CAFMA because our attorney requested another signed copy.

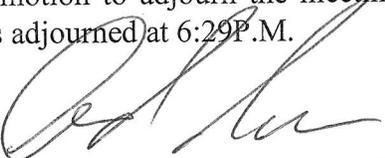
New Business : None

Board Member Comments: None

Community Comments: None

Adjournment :

|-Gary Williams made a motion to adjourn the meeting and it was seconded by Andy Nilsen. The motion carried. Meeting was adjourned at 6:29P.M.

Dated October 2, 2018 by:  Board Clerk , Andy Nilsen