

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

**Tuesday, September 4, 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, Vice Chairman 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 August 7, 2018, Andy Nilsen Seconded, the motion and it passed unanimously.

**Public Appearances:**

None

**Chief's Report:**

- Calls of Service: 5 EMS, & 2 Public Assist one for a snake removal.
- Chief also informed the board and public of problems regarding the computer system failures, including the share drive failure and the present and future solutions.

**Financial Reporting**

- a. **Financial Reports – July 31, 2018**
  - b. General Fund = 3,529.45
    - i. Compass Bank (Payroll) = 2922.41
    - ii. Compass Bank (Wildland) = 55.00
    - iii. Line of Credit = 100,000.00
  - c. Capital Reserve Fund = 383.70
  - d. Accounts Receivable = 0.00
  - e. Taxes Receivable = 33,164.26
- 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

Gary Williams asked the Chief to elaborate to the public on the purpose of the line of credit loan. Chief answered with an explanation of and use for the line of credit loan. He also answered questions from the public.

The July 2018 financial statements were provided to the Board Clerk 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 :** None

**New Business :** Board Member Title Changes: Andy Nilsen ask to open a discussion regarding changes in board member titles to be compliant with current board bylaws. A discussion ensued, and a motion was made by Andy Nilsen that Gary Williams title be changed to Treasurer, in compliance with current bylaws. Gary Williams seconded, and the motion was passed.

**Board Member Comments:** Gary Williams commented on the history of the loans held by the district and GCFD taxes. He also commented the future of the positions increasing to a 5 person board.

**Community Comments:** A member of the community ask about how to handle a problem with a stagnant pond and the mosquitoes on a neighbors property? Community members suggested her to contact the county mosquito abatement office.

**Adjournment :**

-Gary Williams made a motion to adjourn the meeting and it was seconded by Andy Nilsen. The motion carried. Meeting was adjourned at 6:21 P.M.

**Dated this 4th -day of September, 2018 by:**  **Board Clerk**  
Andy Nilsen