

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

Tuesday, December 4, 2018

A Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday December 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 Treasurer Gary Williams and Board Clerk Andy Nilsen, Board Chairman Bob Schultz was absent due to an illness. Fire Chief Manzanedo represented the Fire District. The presents of a quorum the meeting was continued and chaired by board clerk Andy Nilsen, according to district bylaws. **Approval of minutes of Previous Meetings:**

Gary Williams made a Motion to Approve of the Regular Meeting Minutes of November 6, 2018, Andy Nilsen Seconded, there was no discussion, the motion passed unanimously.

Public Appearances:

None

Chief's Report:

- Calls of Service: 3 EMS, 1 Illegal Burn Investigation, and 1 Public Assist.
- Chief also informed the board the IGA with CAFMA will be approved at the end of the month.
- Chief also commented that the City of Prescott donated extrication equipment, a jaws of life and other equipment.
- Chief also commented that our chipper is out of service and will be sent to the county to repair or if to costly to be sold.
- Chief also explained that WT42 will go in for a tune up, WT41 for a check up, and Engine 42 to work on leak .
- Chief also noted the staff had a meeting and he presented an idea to develop a fuels mitigation for property owners in the district on an annual bases. The option of bag your own needles for pick up would still be available.
- Chief also announced a captains position is open, there 4 candidates, all are in house. Testing will likely be in February.
- Lastly the county has the new reporting of financial up and running.

Financial Reporting

- a. **Financial Reports – October 31, 2018**
 - b. General Fund = 188,584.92
 - i. Compass Bank (Payroll) = 342.50
 - ii. Compass Bank (Wildland) = 55.00
 - iii. Line of Credit = 100,000
 - c. Capital Reserve Fund = 5,439.08
 - d. Accounts Receivable = 653.25
 - e. Taxes Receivable = 334,700.30
- 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 October 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, there was no discussion, the motioned passed unanimously.

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Old Business : The subject to revisit the current board assignments was stated in July for the December meeting. However due to Chairman Bob Shultz still out due to illness, it was agreed to table this discussion to the January meeting.

New Business : Chief stated that Captain Josh Kruger had obtained certification as a HazMat Technician and new SOP's would need to be reviewed.

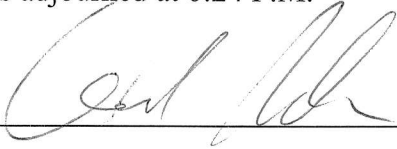
A motion was made by Andy Nilsen to change the January meeting, because of the holiday, to January 8th, Gary Williams seconded, there was no discussion, the motioned passed unanimously.

Board Member Comments: None

Community Comments: A member of the community asked how the payment of the new fuel mitigation would work and if it would cost the district any extra funds? Chief responded that the program would be set up self supporting and would not cost the district any extra funds. Also the distances to be cleared around homes would be 30 feet, with branch removal up to 5 feet from the ground.

Adjournment :

-Gary Williams made a motion to adjourn the meeting and it was seconded by Andy Nilsen.
The motion carried. Meeting was adjourned at 6:24 P.M.

Dated December 4, 2018 by:  Board Clerk , Andy Nilsen

