

**MINUTES OF THE REGULAR MEETING OF THE  
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS  
HELD  
Tuesday, March 5, 2019**

A Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday March 5, 2019 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 Jennifer Haslip and Board Clerk Andy Nilsen. Board Chairman Bob Schultz was present by phone. 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:**

Jennifer Haslip made a Motion to Approve of the Regular Meeting Minutes of February 5, 2018, Andy Nilsen seconded, there was no discussion, the motion passed unanimously.

**Public Appearances:** None

**Chief's Report:**

- Calls of Service: 3 EMS, several calls for snow shoveling.
- Training – Josh Krueger and Robert Tilman are attending the National Fire Academy in Maryland. Starting Saturday all full time staff and reserve will be attending the Arizona Wildfire and Incident Academy. Training fires maybe seen near Friendly Pines Camp.
- The district had the first Apparatus Committee meeting to look 5 years out for replacements of equipment.
- GCFD annual Wildland refresher and Pack Test will be held on March 26<sup>th</sup>.
- Captain's testing process was conducted last Thursday, participated by Robert Tilman, Gabi Mendez, and Nat Hallowell who was awarded the position.
  
- On the financial report Chief reported to the Treasurer Jennifer Haslip. Jennifer Haslip had some question for the Accountant and was making arrangements to meet with her. A motion was made by Andy Nilsen to postpone or table the approval of the financial report for January until the Treasurer's questions could be address. The motion was seconded by Jennifer Haslip , there was a short discussion and the motion was passed unanimously.

## Financial Reporting

- a. **Financial Reports - January 31, 2019**
  - b. General Fund = 83,388.20
    - i. Compass Bank (Payroll) = 6,202.19
    - ii. Line of Credit = 96,899.6
  - c. Capital Reserve Fund = 678.09
  - d. Accounts Receivable = unavailable
  - e. Taxes Receivable = 199,508.83
- 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

- There was no motion for approval at this time as stated above.

### **Old Business :** None

**New Business :** Moving from a 3 to 5 person board. A discussion was held about the move to increase the board members to 5 people, with a history of how the question came up stated by Andy Nilsen. A motion was made by Andy Nilsen to investigate with the County Special Districts Office on the procedure to increase the size of the board. The motion was seconded by Jennifer Haslip, and a discussion on the possible advantages and reservations was held. The motion passed unanimously.

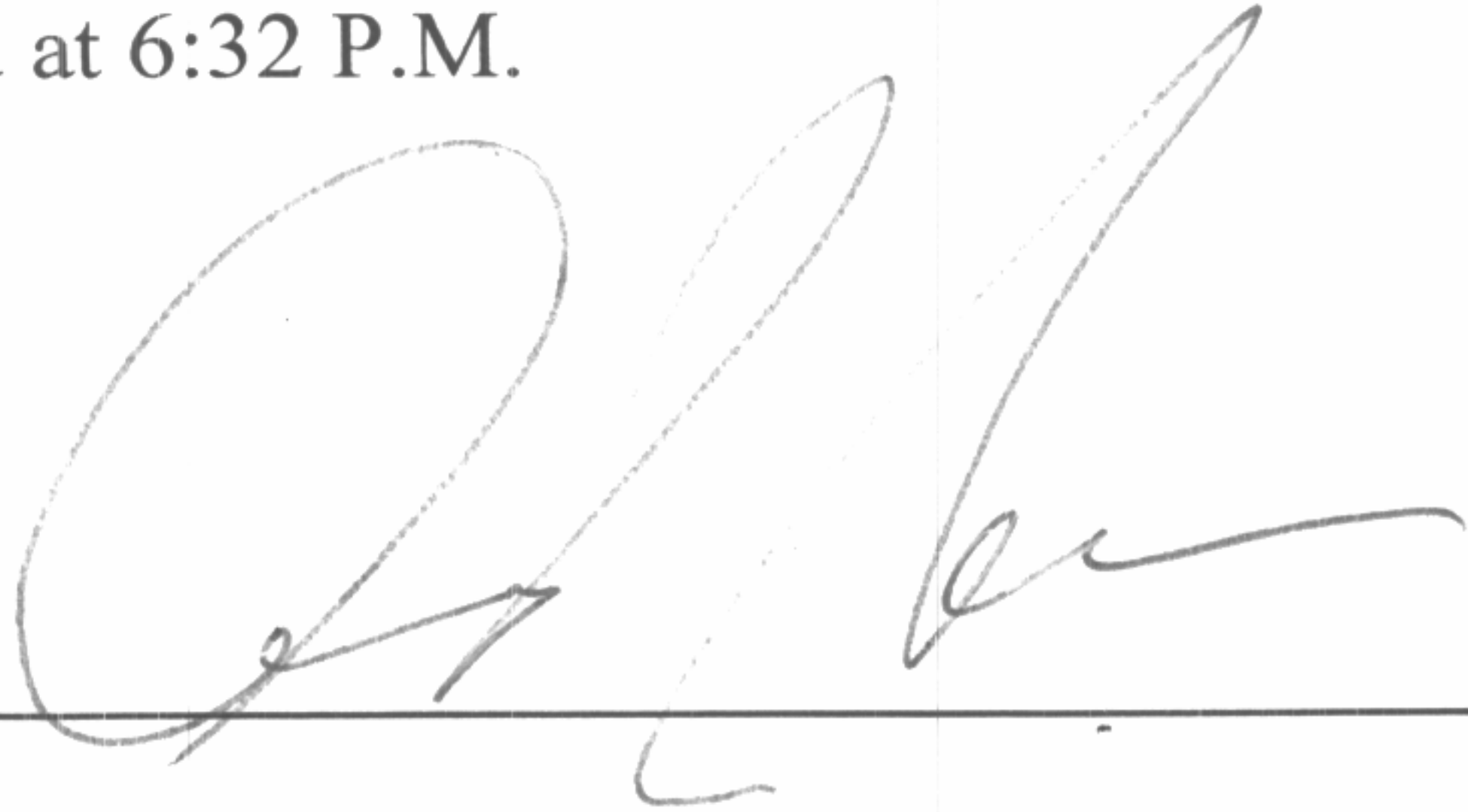
**Board Member Comments:** Bob Shultz stated he wished he could be present. It was expressed by all that he get well. Jennifer Haslip ask for patience while she learns the workings of the board.

**Community Comments:** A member of the community expressed their agreement with moving to a 5 person board and commented on her gratitude in having Jennifer Haslip on the board . Andy Nilsen asked for any comments from the community on the motion to move to a 5 person board? A former board member talked about the inability of not being able to talk to each other on the board outside of meetings. A further discussion with the community continued on the Arizona Open Meeting Law and it was explained to the community.

**Adjournment :**

The meeting was adjourned at 6:32 P.M.

Dated March 5, 2019 by:



**Board Clerk , Andy Nilsen**