

**MINUTES OF THE REGULAR MEETING OF THE  
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS  
HELD  
Tuesday, May 4, 2021**

The Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday May 4, 2021, 18:00 hours., at 1110 E. Friendly Pines Road - Prescott, Arizona.

**Agenda: Regular Meeting –**

**Meeting called to order.**

**Pledge of Allegiance**

**Roll Call**

Present at the meeting were the following members of the Groom Creek Fire Board of Directors, Board Chairman Andy Nilsen, Board Treasurer Jennifer Haslip, Board Clerk Michael Valenza, Board Member Eric Rogers. This represents a quorum, and the meeting was continued and chaired by Board Chairman Andy Nilsen, according to district bylaws. Also, present were Fire Chief Ernesto Manzanedo, GCFD Attorney Bob Miller and Administrative Assistant to the Board Pat DeGraff.

**Notice:** The following acronyms may be used throughout this document: GCFD = Groom Creek Fire District, GCFFA = Groom Creek Fire Fighters Association, PSPRS = Public Service Personnel Retirement System, Haz Mat = Hazardous Materials.

**Approval of minutes: None (approved at previous meeting)**

**Public Appearances:** None

**Community Comments:** None

**Chief's Report:**

Reported that the staff participated in Live Fire Training and was very successful in maintain the quality of the firefighting capability of the District.

**Calls for Service calls for the month of May 2021:**

11 Calls for service - 8 EMS calls, 1 Escaped Prescribed Burn call, 1 Smoke call and 1 Rope Rescue call.

Other items mentioned by Chief Ernesto:

1. Memorial Day weekend observance on the 29th. The event will be at the Citizens Cemetery on Sheldon.
2. Firewise Day event on the 29<sup>th</sup> beginning at 10 AM at the Station.

**Financial Reporting:**

Board Treasurer Jennifer Haslip reviewed the March 31, 2021 financials.

**Financial Report for February 28, 2021**

- 1) General Fund                   \$15,593
- 2) Compass Bank                \$6,013
- 3) Line of Credit Balance       \$0
- 4) Capital Reserve              \$219

Motion to Approve the March 31, 2021 Financials made by Andy Nilsen, Seconded by Jennifer Haslip. No discussion. Vote all in favor, Motion Passed.

**Old Business:**

None

**New Business:**

Andy Nilsen read the Statement regarding the alleged misappropriation committed by the former account. See Statement Attached. The Statement will also be posted on the Website and on the board outside the Station. In addition, stated that the Board has implemented numerous changes in financial controls to strengthen the internal controls of the District.

**Board Member Comments:**


GCFD Board Chairman Andy Nilsen thanked Kenneth Kimsey and Perry Foley for their donations to the District and the Board for their service.

**Community Comments:**

None.

**Adjournment:**

Board Chairman Andy Nilsen made a motion to adjourn. Eric Rogers seconded the motion and there was no discussion, the motion passed unanimously. The meeting was adjourned at 18:09 hours.

May 19, 2021 by:  Board Clerk, Michael Valenza



# GROOM CREEK FIRE DISTRICT

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May 4, 2021

Dear Friends and Neighbors,

As Chairman of the Board of Groom Creek Fire District (GCFD) and with unanimous support of the entire Board, it is my duty to inform you of a current and on going investigation among GCFD Board, Yavapai County Sheriff's Office (YCSO's investigation completed), and the Arizona Attorney General's Office regarding the services provided by our former accountant Ms. Cindy K Fulton. A review of our historical records has indicated that approximately \$189,000 may have been misappropriated. At this moment this is all the information we have available. As previously stated, this is an ongoing investigation by the GCFD Board and the Arizona Attorney General. We will keep you updated as the investigation develops. If needed a public meeting will be held to answer your questions or to discuss the situation.

I would like to thank the work done by the GCFD Board, especially the concerted effort and long hours performed by our GCFD Board Treasurer and our current GCFD Accountant. I would also like to thank our GCFD Attorney and our Fire Chief for their counsel and help. I would also like to mention the assistance and investigation support we have received from YCSO and from the Arizona Attorney General's Office.

Sincerely,

Andy Nilsen  
Chairman of the Board  
Groom Creek Fire District