

**MINUTES OF THE REGULAR MEETING OF THE
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS
HELD
July 5, 2022**

The Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday July 5, 2022, 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 Andy Nilsen, Chairman, Board Treasurer Jennifer Haslip, Board Clerk Michael Valenza, Board Member Eric Rogers and Board Member Andy Lamar. 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, 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:

Regular Meeting June 7, 2022

Motion

Nilsen

Seconded

Rogers

Vote

Unanimous

Public Appearances: None

Community Comments: Community member, Chris Star, thanked the EMTs that were able to help with an emergency related to his grandson.

Chief's Report:

Calls for Service calls for the month of June 2022:

31 Calls for service – 13 EMS calls, 5 illegal burns, 3 snake removal, 6 public assists, 1 line down, 1 odor call, 1 sparking wire down and 1 smoke report.

Chief received the preliminary audit report for review. Not asking for comments but will be completed soon.

Chief had a meeting with Prescott Deputy Chief Knapp and training Chief Newman regarding possibly working with their firefighters in a ride-along program. It would allow our firefighters to ride along with their folks for additional training. It would possibly begin in the fall. Board Member Jennifer Haslip asked if the training would be covered under our insurance and Chief stated that it would be. Also that the cost for the training has been budgeted for in the 2022/2023 budget.

Chief reviewed the status of our firefighter that was out for medical leave and noted that he is back and tested for physical abilities and felt all was in order.

Lastly, Chief described the potential for a 1/10% sales tax increase that would benefit the District and possible bring significant funds to the District. Asked that all members of the board and community to support the initiative.

Financial Reporting: Jennifer Haslip, Board Treasurer reviewed May 31, 2022, Financial Statements

Financial Report for May 31, 2022:

- | | |
|----------------------------|-----------|
| 1) General Fund | \$ 63,640 |
| 2) PNC Payroll Acct | \$25,776 |
| 3) Line of Credit/Warrants | \$0 |

4) Capital Reserve \$65,009

Variances to Budget Noted:

Overall, the Budget to Actual continues to be Favorable by approximately \$58,100. Tax Revenue was unfavorable YTD by approximately \$8,700, Insurance proceeds and Donations were favorable by approximately \$69,100 and FDAT revenues for \$2,300 were not budgeted. Expenses were unfavorable by approximately \$10,900, including increases in Payroll and PP&E and savings in Insurance and Professional Services (note the Professional Services resulted from not making an audit payment in the month and will be paid in June). Jennifer noted the PSPRS payment (approx. \$20,000 was made in June and was approved at the June Meeting to make payment from the Capital Reserve account.)

Motion to Approve the May 31, 2022, Financials made by Andy Nilsen, Seconded by Jennifer Haslip. No discussion. Vote all in favor, Motion Passed.

Old Business:

Election information was shared with the Board. Application and Petition must be submitted no later than July 11th.

New Business:

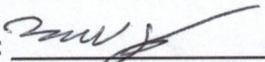
Chief discussed the Crooks Fire funds received from the Forest Service of approximately \$12,000 and would like to use those funds to acquire some equipment and fire clothing for the District. The Board asked that he prepare an analysis of items requested and amounts required for the Board meeting in August.

Board Member Comments: Chairman Nilsen discussed the success of the BBQ held at the station and that we received cash donations of \$561 plus a substantial donation from David and Yolielena Johnson. The total donations for the year were approximately \$10,000.

Community Comments: None

Adjournment:

Andy Nilsen, Board Chairman made a motion to adjourn. Eric Rogers seconded the motion and there was no discussion, the motion passed unanimously. The meeting was adjourned at 18:38 hours.

July 29, 2022 by:  Board Clerk, Michael Valenza