

# MINUTES OF THE REGULAR MEETING OF THE GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS

February 7<sup>th</sup>, 2023, 6:00 pm

1110 E. Friendly Pines Road, Prescott, AZ

## CALL TO ORDER

Meeting called to order on Tuesday February 7th, 2023, at 6:00 pm by Board Clerk Andy Lamar.

Note the following acronyms are used throughout this document: GCFD = Groom Creek Fire District, GCFDA = Groom Creek Fire Fighters Association, PSPRS = Public Service Personnel Retirement System, Hazmat = Hazardous Materials.

## PLEDGE OF ALLEGIANCE

## ROLL CALL

Present at the meeting were Treasurer Jennifer Haslip, Board Clerk Andy Lamar, Board Member Eric Rogers and Board Member Michael Valenza. This represents a quorum and the meeting was continued and chaired by Board Clerk Andy Lamar according to district bylaws. Also present were District Chief Ernesto Manzanedo, and Attorney for the District Robert Miller.

## APPROVAL OF MINUTES

Mike Valenza made a motion to approve the meeting minutes of January 3<sup>rd</sup>, 2023, seconded by Rogers. Motion carried unanimously.

## COMMUNITY COMMENTS

None.

## PUBLIC APPEARANCES

Our Fire Science EMT scholarship recipient Matthew Gordon introduced himself to the board and the community. He expressed how appreciative he is and how much it has changed his life in a positive way. Matthew was honored at his graduation for being the best all-around cadet in his class at the Firefighter Academy and received his AZ State certification in professional firefighting.

## CHIEF'S REPORT

- **January calls for service:** This was not currently available and will be presented next month.
- **Blue Cross and Blue Shield update:** Blue Cross and Blue Shield are still working on negotiations with Dignity Health, which affects personnel at the Fire District as well as many community members.
- **AMR negotiations:** AMR, the corporate parent of Lifeline Ambulance is going through some litigation issues and there are some gaps in service. Prescott Fire has taken delivery of their new ambulance which is available to us if there is a shortage of transport in a reasonable amount of time.
- **PFD ambulance:** The Chief will meet with Prescott Fire Chief Durre on a quarterly basis. Their new ambulance is delivered and ready to get its stripes and logos, so delivery of our ambulance is getting closer.
- **Staff meeting and staff development:** Morale is extremely high. Evaluations are being conducted throughout February and March. A new physical fitness assessment has been added.
- **Capital Improvement Plan presentation:** Additional information and target dates were provided on the Strategic Action Plan Objective 4, "Industry Compliant Equipment Inventory." A discussion took place regarding the out-of-service dates for certain types of equipment.
- **Staffing report:** One firefighter is continuing to have medical issues and will be out through the end of February.
- **Fuels update:** We are getting lot of interest in the program. Matt Gordon is doing a great job as representative for our defensible space program. There are new levels of service that can include additional cleanup as well as small tree trimming, gutter cleaning and brush break-up on a case-by-case basis.

## FINANCIAL REPORT

Financial report for December 31<sup>st</sup>, 2022, given by Treasurer Haslip:

General Fund	\$214,888
PNC Bank (Payroll account)	\$15,137
Line of Credit/Warrants	\$0.00
Capital Reserve	\$3,732
Excess PSPRS Contributions Receivable	\$27,721

PSPRS Excess contribution Payable \$55,883.

Overall, the budget to actual net income was favorable by \$22,400. Property tax revenue remains unfavorable by \$13,200, off-district revenue was \$77,300 favorable to budget. Contributions \$8,200, resident fees \$4,300 made overall revenue favorable by \$77,600.

Salaries were higher by \$46,600 and off-district expense was higher by \$9,400. Medicare/Medicaid was unfavorable by \$3,500, Insurance was favorable by \$4,000. Overall, expenses were unfavorable by \$55,200.

Eric Rogers made a motion to approve the financial report as given, seconded by Valenza. Motion carried unanimously.

## OLD BUSINESS

- A. **Bark Beetle Grant proposal:** The district has received a letter of intent to fully fund the grant. Work is planned to start in March.
- B. **New engine fund update:** Donations continue to be received. A discussion took place on further ways to raise awareness and generate more donations.
- C. **Possible bank change for payroll:** Mike Valenza will be contacting 1AZ Credit Union to get more information about how the new account would work. If the move goes forward, it will take place at the end of the fiscal year in June. A discussion was held describing what activities are typically performed by board members and what activities are done by Chief/operations. Robert Miller provided a handout on the same.
- D. **GCFD pension fund audit:** GCFD is the first to be audited under the new statute. It is possible that it is because we are a small district. The audit process is being project-managed by Jennifer Haslip and the GCFD Pension board and documents and information are being sourced by Chief Manzanedo and our external accountant.

## NEW BUSINESS

None.

## BOARD MEMBER COMMENTS

Board Clerk Andy Lamar noted and thanked the following community members for their generous donations to the district: James and Sandra Grepling, Joseph and Christine Heffelfinger, Teresa Zaret, Anena Ward, Noble Jones, David Sparks, Buzz and Amy Bartylla, and Tom Price.

## COMMUNITY COMMENTS

A community member gave an explanation about the proposed new cell tower on Marapai adjacent to the Prescott Pines Camp. Chief Manzanedo remarked that he had an on-site visit with the Forest Service as well as the air ambulance service, both providers said there would be no interruption or delay of service because of the tower.

## ADJOURNMENT

Eric Rogers made a motion to adjourn the meeting, seconded by Valenza. Motion carried unanimously.

Meeting adjourned at 7:09 pm.

## Prepared by:

Andy Lamar, Board Clerk  
Groom Creek Fire District