

**MINUTES OF THE REGULAR MEETING OF THE
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS
March 5th, 2024, 6:00 pm
1110 E. Friendly Pines Road, Prescott, AZ**

CALL TO ORDER

Meeting called to order on March 5th, 2024, at 5:59 pm by Board Chairman Eric Rogers.

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

PLEDGE OF ALLEGIANCE

ROLL CALL

Present at the meeting were Chairman Eric Rogers and Board Clerk Andy Lamar. Treasurer Jennifer Haslip joined by phone. Board Member Michael Valenza was not present. This constitutes a quorum and the meeting was continued and chaired by Chairman Rogers according to district bylaws. Also present was District Fire Chief Ernesto Manzanedo.

APPROVAL OF MINUTES

Chairman Rogers made a motion to approve the regular meeting minutes of February 6th, 2024, seconded by Lamar. Motion carried unanimously.

COMMUNITY COMMENTS

None.

PUBLIC APPEARANCES

None.

CHIEF'S REPORT

- **Calls for service:** For the month of February – 1 EMS, 1 Vehicle accident, 1 Public assist.
- **Company Officer Academy Report:** This is a week-long training course that takes place at the Central Arizona Fire Training Academy for current captains or hoping to promote to the role of captain.
- **PSPRS Conference:** The Chief and Captain Hallowell will be headed to Phoenix tomorrow to attend training for new information and regulations related to the pension board.

FINANCIAL REPORT

Financial report for January 2024, given by Treasurer Haslip:

| | | | |
|----------------------------|-----------|--------------------------------|----------|
| General Fund | \$205,442 | Capital Reserve - Undesignated | (\$536) |
| Line of Credit/Warrants | \$0 | Capital Reserve - Engine Fund | \$12,174 |
| PNC Bank (Payroll account) | \$6,354 | Capital Reserve - Total | \$11,638 |
| OneAZ – Checking | \$90 | | |
| OneAZ – Savings | \$5 | | |

Overall, the budget to actual net income was favorable by \$20,385.

Total revenue was unfavorable by \$28,454. Highlights were Property tax revenue \$34,721 unfavorable.

Total expenses were favorable by \$48,839. Highlights were Staff Salaries \$7,045 favorable, Member Retirement \$18,416 favorable, Capital Improvement Fund \$5,835 favorable, Engine Fund \$20,088 favorable.

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

OLD BUSINESS

1. **Fire Engine Fundraising Committee report:** Tabled until next month since Mike Valenza was not present.

2. **Discuss opportunities for board member replacement:** Chairman Rogers asks if you know anyone interested in being a board member that the board would be interested in talking to them. Andy Lamar has a candidate for the open position, the Chairman Rogers and Clerk Lamar will interview this person.
3. **Update for the 2023 audit:** Chief contacted the audit company. They will present their findings at the next meeting. They missed the deadline for completing the audit and this raised some concerns. The submission was still within the grace period however so no penalties will be assessed. The board expects to understand why this happened during their presentation.

NEW BUSINESS

1. **Discuss possible date for upcoming budget workshop:** A meeting date will be set in the April timeframe at the next regular board meeting.

BOARD MEMBER COMMENTS

Chairman Rogers thanked the Keeling Family, and the Callan Family for their generous donations to the district.

COMMUNITY COMMENTS

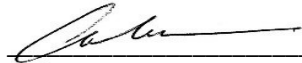
A community member expressed concern that the auditor was late and we need to find out why.

ADJOURNMENT

Chairman Rogers made a motion to adjourn the meeting, seconded by Lamar. Motion carried unanimously.

Meeting adjourned at 6:26 pm.

Prepared by:



Andy Lamar, Board Clerk
Groom Creek Fire District