

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

April 7, 2026, 6:00 pm

1110 E. Friendly Pines Road, Prescott, AZ

CALL TO ORDER

The meeting was called to order on April 7, 2026, at 6:01 pm by Board Chairman Andy Lamar.

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 Andy Lamar, Clerk Annette Starr, and Board Members Daniel Mort and Mick Gleason. Board Member Eric Rogers was not present. This constitutes a quorum and the meeting was continued and chaired by Chairman Lamar according to district bylaws. Also present were District Fire Chief Ernesto Manzanedo and Assistant Chief Nate Hallowell.

APPROVAL OF MINUTES

Board Member Mick Gleason made a motion to approve the regular meeting minutes of March 3, 2026 seconded by Daniel Mort. The motion was carried unanimously.

COMMUNITY COMMENTS

None.

PUBLIC APPEARANCES

Audit Report given by James Saunders with Saunders Company, LTD. Mr. Saunders presented a summary of the audit by phone, and informed the board that they conducted the audit in accordance with the Government Auditing Standards and that the audit evidence obtained was sufficient and appropriate to provide their audit opinions. The audit stated that GCFD has provided adequate documentation showing the Districts current condition, and it was in compliance. The District ended the Fiscal Year with revenues above expenditures. The audit report shows the tests of the Districts compliance as it relates to internal controls and financial reporting. The District is following the adequate procedures to capture correct financial information. The audit found no issues.

CHIEF'S REPORT

- **Calls for service:** For the month of March 2026 - 9 EMS calls, 2 public assists, 1 smoke investigation, 2 hazmat calls, 1 wildland fire.
The wildland fire was caused by a forest service contractor that was operating a masticator by the 307 trail. It was most likely caused by a metal blade hitting a rock and causing a spark.
- **Regional Community Wildfire Protection Plan:** Given by Chief Manzanedo. This is a project that our department has been invited to participate in. The State has encouraged communities that are at risk of wildland fire to develop a community wildfire plan. We are one of two communities including Yarnell that have a plan. The plan is based on the assessment of the entire community versus individual properties and is favorable for insurance companies, because they are then focused on a regional scale, making improved insurability status for communities as a whole. To encourage participation the State has made having a plan a requirement to be eligible for any grant funding that has to do with wildfire mitigation or support. The department has been invited to help CAFMA and the City of Prescott to develop their plan. There will be more information about the plan at the GCFD Annual Firewise Day.
- **Annual Basin Drill:** This is the 36th year of the Basin Drill. This type of drill is unique and does not take place anywhere else in the country, and speaks volumes to the relationships that we have with the other agencies in our area. Assistant Chief Hallowell had the privilege of being the incident command this year. This allowed him the opportunity to gain excellent command training for a large-scale incident.
- **Community Restitution Case Update:** A past accountant for the district who was tried and convicted of embezzling, is no longer incarcerated, and is making restitution payments to the fund that was established for that purpose. Chief Manzanedo received a debit card which allows him to draw from that account and put the money back into the general fund. The monthly payment is about \$600, with \$186,000 being the amount to be paid.

- **GCFD Annual Firewise Day:** Firewise Day will be held on Saturday, May 23rd, at 11:00 to noon. Firefighter Matthew Gordon does an excellent job of coordinating the event. He has several speakers lined up, and he will be speaking as well. Lunch will be provided.
- **Health and Safety Program Report:** Given by Captain Gabby Mendez. Captain Mendez was tasked with developing a program to monitor the physical fitness of our fire department personnel. The purpose of the program is to 1.) Establish a fitness culture to make sure that the guys stay fit, and are able to perform tasks that are required of the job. 2.) To reduce cardiac disease, especially after retirement, because it is the number one killer of firefighters. 3.) To reduce workplace injuries. 4.) To be able to better serve the community. This program exceeds yearly physicals and stress tests in that it is measured more frequently, data is recorded, and it gives measurable goals to achieve and work on.

FINANCIAL REPORT

Financial report for February 2026, given by Board Clerk Annette Starr.

General Fund	\$168,662.33	Capital Reserve - Undesignated	\$5,664.66
Line of Credit	\$0	Capital Reserve - Engine Fund	<u>\$40,584.67</u>
OneAZ – Checking	\$1,006.51	Capital Reserve - Total	\$46,249.33
OneAZ – Savings	\$5.00		
OneAZ – Bill Pay Account	\$5,777.60		

Board Member Mick Gleason made a motion to approve the financial report given. Seconded by Daniel Mort. The motion was carried unanimously.

OLD BUSINESS

None.

NEW BUSINESS

Three board members are up for reelection this November. Board Chairman Andy Lamar gave out information to those board members on the procedures, and what needs to be filed with the county to be eligible.

COMMUNITY COMMENTS

A community member said that we should be able to request an exit briefing with preliminary findings in regards to our audit, so that we can address any issues.

BOARD MEMBER COMMENTS

Chairman Lamar thanked everyone for coming.

ADJOURNMENT

Chairman Andy Lamar made a motion to adjourn the meeting, seconded by Mick Gleason. The motion was carried unanimously. The meeting adjourned at 7:09 pm.

Prepared by:



Annette Starr, Board Clerk
Groom Creek Fire District