

Video presentation: Chief M... monthly training with the
Prescott Fire Department

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

September 3, 2024, 6:00 pm

1110 E. Friendly Pines Road, Prescott, AZ

CALL TO ORDER

Meeting called to order on September 3, 2024, at 6:05 pm by Board Clerk 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 Clerk Andy Lamar, Treasurer Jennifer Haslip, and member Annette Starr. Board Chairman Eric Rogers and Member Mick Gleason were not present. This constitutes a quorum and the meeting was continued and chaired by Clerk Lamar according to district bylaws. Also present were District Fire Chief Ernesto Manzanedo and Assistant Chief Nate Hollowell.

APPROVAL OF MINUTES

Clerk Lamar made a motion to approve the regular meeting minutes of August 6, 2024, seconded by Haslip. Motion carried unanimously.

COMMUNITY COMMENTS

A community member commented that a couple of trees that were a substantial risk to the power lines were removed by APS..

PUBLIC APPEARANCES

None.

CHIEF'S REPORT

- **Calls for service for July:** 13 EMS, 1 Illegal burn, 1 Snake, 4 Public assists, 3 Smoke reports, 2 False alarms.
- **Calls for service for August:** 3 EMS, 1 Hazmat, 2 Trail rescues, 4 Public assists, 1 Move patient, 1 Smoke report, 1 Off-district.
- **Email received:** An email was received thanking the department from a patient who needed rescue when they became lost in the Forest with their horses and dogs.
- **Off-District assignment:** Assistant Chief Hollowell reported on the off-district assignment where Chief Manzanedo, Assistant Chief Hollowell and Matt Gordon spent 16 days in Utah assisting the Bureau of Indian Affairs fighting six different fires.
- **Recent Paramedic Program graduate:** Chief recognized Robert Tillman on his recent graduation from the Paramedic program at Yavapai College.
- **Promotions and staffing changes:** As of August first a number of staffing changes took place. Two of our firefighters are promoted to Captain. Captain Hollowell has been promoted to Assistance Chief. One captain has been reduced in rank to firefighter. We have two new reserves coming on board. Robert Tillman has been placed on the roster to be shared with Prescott Fire Department.
- **Monthly training with Prescott Fire Department:** Training happened in July and was a great success. A video presentation was shown after the Chief's report.
- **Meeting with Yavapai College Police Chief:** Chief Manzanedo along with Chief Payne, James Crockett, and the on-site officer Ray had a meeting. There are already students living in the facilities there, and the college is adding a 20-hour per week maintenance engineer on site. At the beginning of next year a fully-sworn officer will be added.
- **2023 GCFD audit:** The Sanderson Company has been in touch with the district. Most of our paperwork is already complete ahead of schedule. They will have a site visit October 28th and 29th.
- **PSPRS audit update:** We were one of the first audits they performed. A few superficial deficiencies were identified with both the audit board and us. As of this time everything is good to go and the audit is complete.

- **Video presentation:** Chief Manzanedo showed a video presentation with some highlights of the monthly training with the Prescott Fire Department.

FINANCIAL REPORT

Financial report for July 2024, given by Treasurer Haslip:

General Fund	(\$48,892)	Capital Reserve - Undesignated	\$150,139
Line of Credit/Warrants	\$0	Capital Reserve - Engine Fund	<u>\$22,696</u>
OneAZ – Checking	\$1,000	Capital Reserve - Total	\$172,835
OneAZ – Savings	\$5		

Overall, the budget to actual net income was favorable by \$21,564.

Total revenue was unfavorable by \$5,465. Highlights were Property tax \$8,548 unfavorable.

Total expenses were favorable by \$27,029. Highlights were Staff Salaries \$7,797 favorable.

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

OLD BUSINESS

1. **Fire Engine Fundraising Committee report:** Chief Manzanedo remarked that Pat DeGraff is organizing a group of community members who are interested in organizing events. They will be meeting soon.

Chief Manzanedo also stated that the Forest Service will be placing a fire danger sign on Schoolhouse Gulch that will have enough room for us to put our banners to announce upcoming events.

NEW BUSINESS

None.

COMMUNITY COMMENTS

None.

BOARD MEMBER COMMENTS

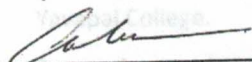
Clerk Lamar thanked the following community member for their generous donations to the district: Bruce Barraza, Ray Suiter, Sandie King, Nena Ward, Terry and Annie Hammon.

ADJOURNMENT

Clerk Lamar made a motion to adjourn the meeting, seconded by Haslip. Motion carried unanimously.

Meeting adjourned at 6:48 pm.

Prepared by:



Andy Lamar, Board Clerk
Groom Creek Fire District

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