

MINUTES OF MEETING  
OF THE CONGRESS FIRE DISTRICT  
HELD February 27, 2023

A public meeting of the Congress Fire District was convened at 7:00 p.m. on February 27, 2023, at the Congress Fire District Office. The following matters were discussed, considered and decided at the meeting:

1. Call to Order: Meeting was called to order at 7:05 p.m.
2. Roll Call: The following members of the Board of the Congress Fire District were present at the meeting: Jim Sparks, Chairman of the Board was absent, Steve Holloman, Clerk of the Board, and Jane Summers, member. Also present were Fire Chief Virgil Sutor and Secretary/Treasurer Kaitlyn Brinkley. FF/EMTs Vince Rodriguez, Ashley Hernandez and Vince Rodriguez III.
3. Approval of Minutes: The minutes of the meeting of January 23, 2023 were reviewed. Steve made a motion to approve the minutes and Jane seconded the motion. All in favor; minutes are approved.
4. Approval of Financial Reports: Financial reports for the month of January 2023 consisting of Balance Sheet, Cash Flow (Budget vs. Actual), Transaction list, County Treasurer Monthly Warrant Statement with Reconciliation, and County Treasurer Monthly Capital Reserve Statement with Reconciliation were reviewed. Motion was made by Jane to approve the financial reports for the month of January 2023; Steve seconded; all in favor; financial reports are approved.
5. Correspondence: None
6. Fire Chiefs Report:
  - a. All the trucks are running good, Tender 1 had the batteries replaced as well has Brush 1 having a tire repair due to a nail.
  - b. We are still waiting to hear back to install the battery backup, we will also need to find an electrician to due the work to add in an electrical plug for a backup generator at the Station.
7. Old Business: As discussed at the meeting in January, we were able to split the two tasks between the Chief and Kaitlyn (secretary) and move forward with the VFIS crime coverage.
8. New Business: The Yavapai County 2023 NAV and Levy Limit Worksheet was received. There is an increase in the current allowable levy limit, which brings up the possibility of

needing to move to a five member board. Steve will be asking questions at the AFDA statutory training class and Kaitlyn will reach out to the county for questions.

9. No Executive Session required.

10. Call to the Public. None

11. Adjournment: Next regular meeting: Monday, March 20, 2023. Jane made a motion to adjourn the meeting: seconded by Steve; all in favor, meeting is adjourned at 7:26 p.m.

Congress Fire District Governing Board

Secretary \_\_\_\_\_

Approved: \_\_\_\_\_