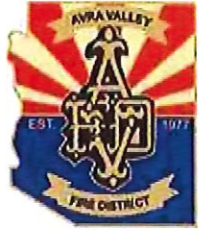


# MINUTES

## AVRA VALLEY FIRE DISTRICT

### REGULAR MEETING OF THE BOARD OF DIRECTORS



**Meeting Date:** Thursday, February 22, 2024  
**Meeting Time:** 4:30 PM  
**Location:** 21021 E. Homestead Drive, Red Rock, AZ 85145

#### RECORDING ON.

1) **Call to Order** Chairman Castaneda called the meeting to order at 4:31 PM

2) **Pledge of Allegiance to the Flag of the United States of America**

3) **Roll Call and Confirmation of a Quorum**

Chairman Castaneda	Chief Delfs
Vice-Chairman Armendarez	Assistant Chief Klein
Clerk Bren	Lorrie Palmquist
Director Neilson, absent/excused	Counsel Wencker, present by phone
Director Goss, absent/excused	Auditor James Saunders, present by phone

4) **Recognition of Personnel** Izaias Jackson, Firefighter/EMT

Chief Delfs introduced firefighter Jackson to the Board members, commenting how thrilled we are to have such a valuable addition to our suppression staff. After Chief Delfs swore him in, he acknowledged the preparation, training and commitment which is necessary to attain the status of firefighter. Chairman Castaneda offered congratulations and appreciation for a tremendous support group.

Chief Delfs stated that unit Citation Awards will be presented at the Three Points Fire District Board meeting on Monday, February 26, 2024, to the following Avra Valley Fire District personnel who responded with a Three Points Fire District crew: Captain Richard Roscoe, Firefighter Brian-Matthew Olds, and Firefighter Andrew Winkel. We are proud of our staff for going above and beyond to assist a resident in the Three Points Fire District.

5) **Call To The Public** NONE

6) **Announcements, Current Events & Correspondence**

*A brief summary of announcements, current events, correspondence, and other information concerning the District. The Governing Board is prohibited from proposing, discussing, deliberating, and/or taking legal action on any matters under this agenda item, unless specifically listed as an agenda item elsewhere on this agenda.*

- Thank You letter received from a resident

7) **Review, Discussion and Possible Action** regarding presentation of the FY23 Audit Report

James Saunders joined the meeting telephonically to present the FY23 Audit Report. Overall, there were no issues, deficiencies or findings. Mr. Saunders directed the Board's attention to the following clean opinions contained in the audit report:

Page 5: The financial statements present fairly the respective financial position of the District.

Page 77: No deficiencies in internal controls were identified, nor any instances of noncompliance.

Page 79: The District complied with the State of AZ fire district regulatory requirements.

Page 83: The District is in compliance with the rules related to the Federal grant awards.

Chairman Castaneda offered thanks to the auditor and District staff. Clerk Bren motioned to accept the FY23 Audit Report. Vice-Chairman Armendarez seconded. *Motion carried unanimously, 3:0*

8) **Review, Discussion and possible Action** regarding the adoption of the *Minutes* from the regular meeting held on January 18, 2024.

Clerk Bren motioned to accept the Minutes from the regular meeting held January 18, 2024. Vice-Chairman Armendarez seconded. *Motion carried unanimously, 3:0.*

9) **Chief's Report**

*The Fire Chief may update the Board on items of interest relating to but not limited to the following: Response times, vehicles, facilities, labor relations, personnel, finance, grants, communications and/or training. Alternatively, the Fire Chief may provide written comments in the Board Member's packets or by email. The Board Members may ask clarifying questions and they may direct the Chief to place items on future agendas for further discussion or action.*

The Chief Highlighted the following items from his report:

- Stifel will be present at the next Board meeting on March 19 to present information on the bond refinance and issuance of the next tranche of bonds
- Regarding the DHS rules requiring upgrades for ambulances, we had a State inspection with the result that the District will incur minimal cost.
- Response times were met during January and improved over December

10) **Review, Discussion and possible Action** to approve the January 2024 Financial Reports and authorize the Chairman and Clerk to sign the *Certificate of Review*.

Clerk Bren motioned to approve the January 2024 financial reports and authorize the Chairman and Clerk to sign the *Certificate of Review*. Vice-Chairman Armendarez seconded. *Motion carried unanimously, 3:0.*

11) **Review, Discussion and Possible Action** to surplus Unit No. 314 and authorize the Chief to dispose of the ambulance in the most advantageous way possible. Unit No. 314 is a 2003, Ford, 2-wheel drive ambulance, VIN 1FDWF36F83EA07576. It was purchased from Tucson Fire Department surplus in 2018.

Chief Delfs stated that we already have a buyer even though it is in very bad condition. Since we have the new ambulance in service, the Fleet Manager is ready to surplus this unit. Clerk Bren motioned to surplus Unit 314 and authorize the Chief to dispose of the ambulance in the most advantageous way possible. Vice-Chairman Armendarez seconded. *Motion carried unanimously, 3:0.*

12) **Review, Discussion and Possible Action** to approve the upgrade of the radio system rooftop tower at Station 194 in Red Rock

Chief Delfs stated that the District has known about the necessity to upgrade the communications network, so this expenditure comes as no surprise. Clerk Bren motioned to approve the upgrade of the radio system rooftop tower at ST 194. Vice-Chairman Armendarez seconded. *Motion carried unanimously, 3:0.*

13) **Review, Discussion and possible Action** to approve the Intergovernmental Agreement for Election Services with Pinal County

Chief Delfs explained that Pinal County requires an Intergovernmental Agreement in order for the Board members to be on the ballot in the Fall. We have two Board members up for re-election. If they run uncontested, then we are allowed to notify the county that there will be no need for an election. Clerk Bren motioned to approve the Intergovernmental Agreement for Election Services with Pinal County. Vice-Chairman Armendarez seconded. *Motion carried unanimously, 3:0*

**14) Reports of Board Members and Staff**

- Clerk Bren shared that he worked with a group of people from Red Rock to clean the area around the I10 on-ramp. They filled two pickup trucks, and 20 tires were cleared from the area
- Counsel Wencker stated that he will not be at the March Board meeting.

**15) Future Agenda Items**

**Presentation of Bond Information**

**16) Date of Next Board Meeting**

**March 19, 2024 at 4:30 PM**

**17) Adjournment**

Clerk Bren motioned to adjourn the meeting. Vice-Chairman Armendarez seconded.

*Motion carried unanimously, 3:0.* Meeting adjourned at 5:07 PM.

**Recording off.**

  
\_\_\_\_\_  
**SIGNED**

3-19-2024  
\_\_\_\_\_  
**DATE**

**Board Members**

**Luis Castaneda, Jr. Thomas Armendarez Cody Bren Eric Neilson Michelle Stark-Goss**

*In accordance with the Federal law and the U.S. Department of Agriculture policy, Avra Valley Fire District is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202)720-6382 (TDD).*