

# MINUTES

## AVRA VALLEY FIRE DISTRICT

### REGULAR MEETING OF THE BOARD OF DIRECTORS



**Meeting Date:** Friday, November 22, 2019  
**Meeting Time:** 8:00 AM  
**Location:** 21021 E. Homestead Drive, Red Rock, AZ 85145

#### RECORDING ON.

- 1) **Call To Order** Chairman Castaneda called the meeting to order.
- 2) **Pledge of Allegiance** The *Pledge of Allegiance* was recited by all present.
- 3) **Roll Call** Chief Delfs called roll. In attendance:

Chairman Castaneda, Jr	Chief Delfs
Vice-Chairman Bauer	Assistant Chief Klein
Clerk Neilson	Lorrie Palmquist
Director Armendarez (present by phone)	Counsel Wencker (present by phone)
Director Haffner	
- 4) **Recognition of Personnel**

Chief Delfs introduced Firefighter Louis Rojas to the Board, commenting the he is really a person who gets the job done. The District has benefitted by his many talents, including the recent rehab on our Type 3 and Type 6 engines.
- 5) **Call To The Public** NONE
- 6) **Announcements, Current Events & Correspondence**

The AFDA Conference Schedule for the January conference in Laughlin is available. Please let the District know as soon as possible if you plan to attend.
- 7) **Review, Discussion and possible Action to elect Officers of the Avra Valley Fire Board of Directors**

Director Neilson nominated Luis Castaneda for the Chairman position. Director Armendarez seconded the nomination. Mr. Castaneda accepted the nomination. There were no other nominations for Chairman of the Board. Mr. Castaneda will remain as Chairman of the Board by acclamation.

Chairman Castaneda nominated Director Sara Bauer for Vice-Chairman. Director Neilson seconded the nomination. Ms. Bauer accepted the nomination. There were no other nominations. Ms. Bauer will remain as Vice-Chairman of the Board by acclamation.

Vice-Chairman Bauer nominated Director Eric Neilson for Clerk of the Board. Director Haffner seconded. Mr. Neilson accepted the nomination. There were no other nominations. Mr. Neilson will remain Clerk of the Board by acclamation.
- 8) **Review, Discussion and possible Action regarding the following items for consent:**

*A consent agenda allows the Board to approve several items simultaneously without the need to file separate motions for each item. Items are usually believed to be non-controversial and do not require further explanation. Any Board Member may ask that an item be removed from the consent calendar and considered separately.*

  - **Minutes from the regular meeting October 25, 2019**

Vice-Chairman Bauer motioned to approve the Consent Agenda. Director Haffner seconded.

***Motion carried unanimously, 5:0.***

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.*

Chief Delfs commented on the following items from his report which was included in the packets:

- Thanks to Assistant Chief Klein, the District has recently completed an upgrade of the communication systems.
- The District telephones are outdated and support is unavailable. The District is looking into other options, including VOIP service.
- Ms. Palmquist will be relocating to Minneapolis soon. We have been conducting a trail run of the processes which will be done remotely.

10) **Review, Discussion and possible Action** to approve the October 2019 Financial Reports and authorize the Chairman and Clerk to sign the *Certificate of Review*.

Vice-Chairman Bauer motioned to approve the October 2019 financial reports. Clerk Neilson seconded.  
*Motion carried unanimously, 5:0.*

11) **Review, Discussion and possible Action** to approve Resolution 2019-04 to annex property located at 9801 N. Needmore Way into the Avra Valley Fire District

Chairman Castaneda motioned to approve Resolution 2019-04 to annex property located at 9801 N Needmore Way into the Avra Valley Fire District. Vice-Chairman Bauer seconded. *Motioned carried unanimously, 5:0.*

12) **Review, Discussion and possible Action** to approve Resolution 2019-05 to annex property located at 9845 N. Needmore Way into the Avra Valley Fire District

Chairman Castaneda motioned to approve Resolution 2019-05 to annex property located at 9845 N Needmore Way into the Avra Valley Fire District. Vice-Chairman Bauer seconded. *Motioned carried unanimously, 5:0.*

13) **Reports of Board Members and Staff**      **NONE**

14) **Future Agenda Items**

15) **Date of Next Board Meeting**      **December 27, 2019**

16) **Adjournment**

Vice-Chairman Bauer motioned to adjourn the meeting. Director Haffner seconded.  
*Motion carried unanimously, 5:0. Meeting adjourned at 8:33 AM.*



**SIGNED**



**DATE**

**Board Members**

**Luis Castaneda, Jr.    Sara Bauer    Eric Neilson    Thomas Armendarez    James Haffner**

*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).*

# AVRA VALLEY FIRE DISTRICT

Phone: (520) 682-3255

Fax: (520) 682-5458

Website: avfire.org



15790 W. Silverbell Road  
Marana, Arizona 85653

"Our Family Helping Your Family"

We have received, examined and approved the monthly reports.  
We are not aware of any issues requiring notification to the County  
under A.R.S. section 48-805.02.

- ❖ A *Resource Flow Statement* presenting General Fund revenue and expenses for November 2019, along with budget comparisons
- ❖ Footnotes to accompany the *Resource Flow Statement*
- ❖ *Balance Sheet* for the General Fund
- ❖ Proof of Account Reconciliations for the General Fund
- ❖ A Ledger of the General Fund Balance Sheet accounts
- ❖ *Balance Sheet* and *Income Statements* for the Debt Service Fund, proof of reconciliations and a ledger of the Debt Service Fund Balance Sheet accounts

12-27-19  
Date

Chairman of the Board

Clerk of the Board

## Board of Directors

Luis Castaneda, Jr., Chairman   Sara Bauer, Vice-Chairman   Eric Neilson, Clerk   Thomas Armendarez, Member   James Haffner, Member

In accordance with the Federal law and the U.S. Department of Agriculture policy, Avra 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).