

# **NOTICE OF MEETINGS**

**The Governing Board of the Tonto Basin Fire District will meet in regular session, Thursday, August 21, 2025, at 0930 hrs. (9:30 a.m.). The meeting will be held at Station 91, 46189 N AZ Highway 188 Tonto Basin, AZ 85553.**

**The Governing Board reserves the right and may vote to go into executive session on any agenda item, pursuant of A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney or to discuss personnel matters pursuant of A.R.S. § 38-431.03 (A)(3). No decisions or actions will be taken in Executive Session.**

**The following topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action and the Board reserves the right to change the order of the items on the agenda.**

## **AGENDA**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL OF BOARD MEMBERS**
- 4. AWARDS & RECOGNITION**
- 5. READING AND APPROVAL OF THE JULY 18, 2025 REGULAR SESSION MEETING MINUTES**
- 6. REPORTS AND CORRESPONDANCE**
  - A. CHIEF'S REPORT**
  - B. FINANCIAL REPORTS**
- 7. CALL TO THE PUBLIC- AGENDA ITEMS (3 MINUTE MAXIMUM)**

A.R.S. 38-431.01- At this time, the public may speak to the board on any item listed on the agenda. The board expects that citizens who address the board will present concerns regarding the activities in question, rather than make personal attacks on board members, fire district staff or personnel, or other persons in attendance or absent. In addition, questions or comments on matters that are currently under legal review will not be accepted.
- 8. DISCUSSION/INFORMATION: Tonto Basin Fire District new employee "swearing in."**

9. **DISCUSSION/INFORMATION AND ACTION:** Present, discuss, and approval of recommendations from the August 20, 2025 Pension Board Meeting.
10. **DISCUSSION/INFORMATION AND ACTION:** Present, discuss, and approval of the change to the ambulance billing company for the Tonto Basin Fire District.
11. **DISCUSSION/INFORMATION AND ACTION:** Present, discuss, and approval of donating a vehicle to Winkleman Fire District.
12. **CALL TO THE PUBLIC: NON-AGENDA ITEMS (3 MINUTE MAXIMUM)**  
Consideration and discussion of comments and complaints from the public on non-agenda items. Those wishing to address the Tonto Basin Fire District Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item raised in the call to the public. However, individual Board members may be permitted to respond to criticism directed at them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.
13. **DISCUSSION/INFORMATION AND ACTION:** Approval/Acceptance of Tonto Basin Fire District Board Member Debra Morris Resignation.
14. **ADJOURNMENT** If any disabled person needs any type of accommodation, please notify the Tonto Basin Fire District prior to the scheduled meeting time.

**MINUTES OF TONTO BASIN FIRE DISTRICT  
BOARD OF DIRECTORS MEETING**

Regular Session  
August 21, 2025

**DRAFT**

**Call to Order:** This regular session Board Meeting was called to order at 0930 hours by Chairman John France at Tonto Basin Fire Station #1, 46189 N AZ Highway 188, Tonto Basin, AZ.

**Pledge of Allegiance:** Led by Chief Stoltenberg.

**Roll Call of Board Members:** The following Board Members were present: Chairman John France, Clerk Debra "Deb" Morris, Secretary/Treasurer Robert Cooper, Board Member Clifford "Cliff" Metz, and Board Member Brian Nail.

**Also Present:** Chief James Stoltenberg. Firefighter Trenton Cline. Firefighter Tristan McBlane.

Ben Archer-Clowes "Ben" with James Vincent Group (JVG) via Teams.

Junior Morris.

New Tonto Basin Firefighter Brenden Lerch, his mother Kim, and his father Tony.

New Tonto Basin Fire District Administrative Assistant Lore Lee Taylor

**Awards & Recognition:** Chief Stoltenberg recognized Firefighter Tristan McBlane, Firefighter Brandi Morris and two individuals who assisted a lady who had broken her leg by the lake. The Chief gave the two individuals, Sean and Theresa Kingston, challenge coin #95 for their assistance.

**At this time Agenda Item 8, Tonto Basin Fire District new employee "swearing in" was moved to this point in the meeting.**

**Discussion/Information:** Chairman John France held the "swearing in" ceremony for the newly hired Firefighter/EMT Brenden Lerch. Congratulations Brenden and we welcome you to the District.

The Chief also introduced the newly hired Fire District Administrative Assistant, Lore Lee Taylor. Congratulations Lore Lee and we also welcome you to the District.

**Following Awards & Recognition Firefighter Brenden Lerch, his mother Kim and father Tony left the meeting.**

**Reading and Approval of the July 18, 2025 Regular Session Meeting Minutes:** The draft minutes from the prior Regular Session Board Meeting on July 18, 2025 were reviewed. Following the review of the prior meeting minutes on July 18, 2025, a motion to approve the minutes was duly made by Board Member Cliff Metz and seconded by Board Member Deb Morris. The meeting minutes were unanimously approved and adopted.

**Chief's Report:** The Chief's Report was presented by Chief Stoltenberg. Discussions ensued on the items as presented.

**During the Chief's report Marilyn Hall and Haley Spodin both from Pulsepoint Billing entered the meeting.**

**MINUTES OF TONTO BASIN FIRE DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
Regular Session  
August 21, 2025

**Financial Report:** Ben presented the monthly financial reports with the following ending balances as of 7/31/2025:

National Bank:	\$ 74,932.92
Warrant Account:	\$ 723,595.91
Capital Reserve Account:	\$ 352,080.81

Following discussions on the Chief's Report and the Financial Reports a motion was made to accept both reports as presented by Board Member Deb Morris and seconded by Board Member Cliff Metz. The vote to accept both reports was unanimous.

**Call to the Public – Agenda Items:** None

**Discussion/Information and Action:** Chief Stoltenberg presented the minutes from the August 20, 2025 Tonto Basin Fire District (TBFD) Pension Board Meeting. Highlights included the fact that all full-time employees have been moved to 457 plans and that \$195,801.78 had been withdrawn from Charles Schwaab for the roll overs and pay outs. In addition, the Pension Board approved the payout to one individual for \$10,446.42 and the return of pension funds from one individual for \$2,133.13. These disbursements do require Tonto Basin Fire District Governing Board approval. Following discussion on the Pension Board meeting minutes a motion was made to approve the disbursements highlighted in the Pension Board minutes by Board Member John France and seconded by Board Member Deb Morris. The vote to approve the disbursements was unanimous.

**Discussion/Information and Action:** Marylin Hall from Pulsepoint Billing presented a potential change from the Tonto Basin Fire Districts (TBFD) existing ambulance billing to Pulsepoint Billing. Pulsepoint Billing is a new company who is looking to expand with smaller Fire Districts. They would handle ambulance billing and for the first year would only charge a 3.5% billing service. Following the first year the contract would be negotiated in terms of the charge for the billing service with a maximum service charge of 6-7%. At present the TBFD pays a 7% service charge with Action Ambulance. Board Member John France asked if the Board could be provided a draft contract for future consideration that could also be reviewed by JVG and TBFD's attorney. Following the presentation and questions/discussions a motion was made to table the potential change of ambulance billing companies to a future meeting by Board Member Brian Nail and seconded by Board Member Cliff Metz. The vote to table the potential change of ambulance billing companies was unanimous.

Following this agenda item Marylin Hall and Haley Spodin both from Pulsepoint Billing left the meeting.

**Discussion/Information and Action:** Chief Stoltenberg presented a request from the Winkelman Fire Department requesting the donation of any surplus vehicles. Chief Stoltenberg did highlight that the Expedition was surplus and available. The Expedition is not being used by the Tonto Basin Fire District (TBFD) and has been written off the books. Winkelman would take the vehicle as is and all that would be required by TBFD is to remove the radio. Following discussion on the donation request a motion was made to donate the Expedition to the Winkelman Fire Department by Board Member Cliff Metz and seconded by Board Member Brian Nail. The vote to donate the Expedition was unanimous.

**At this time Agenda item 13, Approval/Acceptance of Tonto Basin Fire District Board Member Debra Morris resignation, was moved to this point in the meeting.**

**MINUTES OF TONTO BASIN FIRE DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
Regular Session  
August 21, 2025

**Discussion and Action:** Chairman John France presented the Board a resignation letter from Board Member Deb Morris due to her health concerns. Chairman France also thanked Deb for all of her years of service and assistance on helping the Tonto Basin Fire District (TBFD). Chairman France also presented a letter from the TBFD attorney whereby Deb could remain a "Member at Large" for TBFD with the stipulations that she would not have voting rights or other Board Member rights per Arizona Open Meeting Law. The potential "Member at Large" would allow Deb to assist TBFD if or when necessary. This item will be reviewed at a future Board Meeting. The Board and Chief Stoltenberg all thanked Deb for her years of service and assistance to TBFD. She will be very hard to replace. Following discussion, a motion to accept Board Member Deb Morris's resignation was made by Board Member John France and seconded by Board Member Robert Cooper. The vote to accept the resignation was unanimous. Deb you will be missed but not forgotten.

Chairman France also reminded the Board that the District has 90 days to fill the open Board position and it was up to each Board Member to try to find potential candidates.

**Call to the Public – Non-Agenda Items:** Firefighter Trenton Cline reminded everyone of the upcoming Fishing Tournament and the request that Board Members assist with cooking. Board Member Cliff Metz also highlighted the potential need of a designated battery discard location in Tonto Basin. Board Member Metz will investigate potential options.

**Adjournment:** There being no further business to come before the Board a motion to adjourn the meeting was made by Board Member John France and seconded by Board Member Deb Morris. The vote to adjourn was unanimously adopted and the meeting adjourned at 1116 hours.



Tonto Basin Fire District  
46189 N AZ Highway 188, Tonto Basin, AZ 85553

**Monthly Financial Report – July 2025**

Attached are the following for your information and review:

1. Balance Sheet as of July 31, 2025.
2. Statement of Reconciled Cash Balances as of July 31, 2025.
3. Income Statement of Revenues and Expenditures for the month ending July 31, 2025.
4. Graph of Income and Expenses Year-to-Date.
5. Monthly Disbursement Report.
6. 12-Month Cash Flow.

**Key points:**

- Revenue for the month of July is \$74,187 which is under budget by \$77,768.
  - Tax Revenue for July is \$6,915 which is over budget by \$4,093.
  - Non-Tax Revenue for July is \$67,271 which is under budget by \$81,862, driven by grant and wildland revenue.
    - Grant Revenue received for July is \$0 which is under budget by \$63,000.
- Expenses for July totaled \$134,948 which is under budget by \$86,390.
  - Vehicles & Equipment costs is under budget by \$16,883, driven by Wildland expenses.
  - Managerial Expenses are under budget \$59,188, driven by grant expenses.
    - Grant Expenses for July is \$1,297 which is under budget by \$61,703.

Please contact the Finance Department at (480) 422-9777 for any questions or concerns regarding this report.

**This report and the attached detailed reports have been reviewed and approved by the Fire Board.**

Board Clerk

Date

2:06 PM

08/13/25

Accrual Basis

**Tonto Basin Fire District**  
**Balance Sheet Prev Year Comparison**  
As of July 31, 2025

	Jul 31, 25	Jul 31, 24	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
100 · Cash - County Treasurer	722,710.55	817,583.97	-94,873.42
110 · Cash - National Bank	72,924.13	87,390.74	-14,466.61
120 · Cash - Investments	352,080.81	340,874.23	11,206.58
130 · Cash - Petty	282.68	150.00	132.68
<b>Total Checking/Savings</b>	<u>1,147,998.17</u>	<u>1,245,998.94</u>	<u>-98,000.77</u>
<b>Accounts Receivable</b>			
195 · Accounts Receivable - General	1,820.04	2,735.24	-915.20
180 · A/R - Ambulance Billing	105,657.02	127,868.38	-22,211.36
185 · A/R Ambulance Uncoll. Allow.	-13,368.39	-24,484.88	11,116.49
<b>Total Accounts Receivable</b>	<u>94,108.67</u>	<u>106,118.74</u>	<u>-12,010.07</u>
<b>Other Current Assets</b>			
1201 · Prepaid Assets	7,312.43	3,399.65	3,912.78
1200 · Property Tax AR	31,608.23	31,608.23	0.00
<b>Total Other Current Assets</b>	<u>38,920.66</u>	<u>35,007.88</u>	<u>3,912.78</u>
<b>Total Current Assets</b>	<u>1,281,027.50</u>	<u>1,387,125.56</u>	<u>-106,098.06</u>
<b>Fixed Assets</b>			
230 · Land	118,352.00	118,352.00	0.00
220 · Buildings-001	457,567.00	457,567.00	0.00
232 · Vehicles	1,614,008.38	1,582,448.24	31,560.14
210 · Equipment	370,370.62	704,586.31	-334,215.69
290 · Accumulated Depreciation	-1,297,816.78	-1,695,831.87	398,015.09
<b>Total Fixed Assets</b>	<u>1,262,481.22</u>	<u>1,167,121.68</u>	<u>95,359.54</u>
<b>TOTAL ASSETS</b>	<u><u>2,543,508.72</u></u>	<u><u>2,554,247.24</u></u>	<u><u>-10,738.52</u></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
300 · Accounts Payable	30,561.43	28,598.75	1,962.68
<b>Total Accounts Payable</b>	<u>30,561.43</u>	<u>28,598.75</u>	<u>1,962.68</u>
<b>Credit Cards</b>			
250 · NBAZ Credit Card	13,972.09	19,595.67	-5,623.58
<b>Total Credit Cards</b>	<u>13,972.09</u>	<u>19,595.67</u>	<u>-5,623.58</u>
<b>Other Current Liabilities</b>	<u>44,340.16</u>	<u>505,762.41</u>	<u>-461,422.25</u>
<b>Total Current Liabilities</b>	<u>88,873.68</u>	<u>553,956.83</u>	<u>-465,083.15</u>
<b>Long Term Liabilities</b>			
2401 · Compensated Absences	21,301.45	4,822.86	16,478.59
2500 · Station #2 Loan	164,062.40	179,525.74	-15,463.34
2501 · Int'l Engine Loan	66,756.35	98,730.21	-31,973.86
2502 · Ambulance Loan	126,470.41	148,121.12	-21,650.71
<b>Total Long Term Liabilities</b>	<u>378,590.61</u>	<u>431,199.93</u>	<u>-52,609.32</u>
<b>Total Liabilities</b>	<u>467,464.29</u>	<u>985,156.76</u>	<u>-517,692.47</u>
<b>Equity</b>			
Retained Earnings	642,972.17	207,152.86	435,819.31
500 · Fund Balance - Gen Fund	1,493,833.51	1,493,833.51	0.00
Net Income	-60,761.25	-131,895.89	71,134.64
<b>Total Equity</b>	<u>2,076,044.43</u>	<u>1,569,090.48</u>	<u>506,953.95</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>2,543,508.72</u></u>	<u><u>2,554,247.24</u></u>	<u><u>-10,738.52</u></u>