

# NOTICE OF MEETINGS

The Governing Board of the Tonto Basin Fire District will meet in regular session, Wednesday, October 16, 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 SEPTEMBER 18, 2025 REGULAR SESSION MEETING MINUTES
6. REPORTS AND CORRESPONDANCE
  - A. CHIEF'S REPORT
  - B. FINANCIAL REPORTS
7. TONTO BASIN FIREFIGHTER ASSOCIATION UPDATE (INFORMATION SHARING – NO ACTIONS)
8. 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.

9. **DISCUSSION/INFORMATION AND ACTION:** Tonto Basin Fire District new employee James J. Degnan “swearing in.”
10. **DISCUSSION/INFORMATION AND ACTION:** Review and approval of the 2024/2025 Financial Audit as prepared and presented by Dustin Richards of BDR Richards CPA’s, PLC.
11. **DISCUSSION/INFORMATION AND ACTION:** Review and approval on ambulance write off for hardship.
12. **DISCUSSION/INFORMATION AND ACTION:** Review of potential Fire Board candidates’ applications and interview candidates to fill the vacant Fire Board seat that expires in December 2026 and approval of the most viable candidate. Hold the “Oath of Office” for the approved candidate.
13. **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.
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  
October 16, 2025

**DRAFT**

**Call to Order:** This regular session Board Meeting was called to order at 0932 hours by Chairman John France at Tonto Basin Fire Station #1, 46189 N AZ Highway 188, Tonto Basin, AZ.

**Pledge of Allegiance:** Led by Brian Nail.

**Roll Call of Board Members:** The following Board Members were present: Chairman John France, Secretary/Treasurer Robert Cooper, Board Member Clifford "Cliff" Metz (arrived at 9:38 a.m.), and Board Member Brian Nail.

**Also Present:** Chief James Stoltenberg.

Board Member at Large Debra "Deb" Morris.

Tonto Basin Fire District Administrative Assistant Lore Lee Taylor.

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

Junior Morris.

Ilene Hailey.

New Tonto Basin Firefighter/Paramedic James J. Degnan and his guest Amber Lynn.

Dustin Richards from BDR Richards CPA's, PLC via Teams.

**Awards & Recognition:** Deb Morris read a recognition post off of Facebook by the daughter of a community member who was treated and transported due to health concerns. The community member is still in the hospital but the Facebook post was very complimentary of the Fire Department employees. Chief Stoltenberg is trying to determine who was on shift such that the employees can be properly recognized.

**At this time Agenda Item 9, 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/Paramedic James J. Degnan. Congratulations James and we welcome you to the District.

**Following the swearing in ceremony Junior Morris, Firefighter/Paramedic James Degnan and his guest Amber Lynn left the meeting.**

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

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At this time Agenda Item 10, Review and Approval of the 2024/2025 Financial Audit as prepared and presented by Dustin Richards of BDR Richards CPA's, PLC was moved to this point in the meeting.

**Discussion/Information and Action:** Proceeded regarding review and approval of the 2024/2025 Tonto Basin Fire District (TBFD) Financial Audit as prepared and presented by Dustin Richards of BDR Richards CPA's, PLC. The audit report states: "In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Tonto Basin Fire District, as of June 30, 2025, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America." Following discussion on the 2024/2025 TBFD Financial Audit a motion was made by Board Member Cliff Metz to accept the 2024/2025 TBFD Financial Audit as presented. The motion was seconded by Board Member Brian Nail. The vote to accept the 2024/2025 TBFD Financial Audit was unanimous.

Following review of the 2024/2025 Financial Audit Dustin Richards left the meeting.

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

**Financial Report:** Ben presented the monthly financial reports with the following ending balances as of 9/30/2025:

|                          |               |
|--------------------------|---------------|
| National Bank:           | \$ 108,489.49 |
| Warrant Account:         | \$ 709,636.26 |
| Capital Reserve Account: | \$ 354,610.48 |

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

**Tonto Basin Firefighter Association Updates:** Chief Stoltenberg highlighted that the Fishing Tournament would be rescheduled to March 15, 2026 due to inclement weather.

**Call to the Public – Agenda Items:** Ben highlighted that he enjoyed working with the Board. Deb Morris discussed the audit and thanked Chief Stoltenberg, Ben and JVG, and the Board for ensuring that the financials were being properly managed.

**Discussion/Information and Action:** proceeded regarding review and approval of an ambulance write-off for hardship as presented by Chief Stoltenberg. The write-off in question was for a community member in the amount of \$139.85. The Chief did state that the amount of \$139.85 is the co-pay amount and that the community member has been transported before and has always paid their co-pay amount. The community member finds themselves in a difficult financial situation and as such does not have the money to pay this co-pay. Following discussion and questions on the write-off a motion was duly made to approve the ambulance write-off for hardship in the amount of \$139.85 by Board Member John France. The motion was seconded by Board Member Brian Nail. The vote to approve the ambulance write-off for hardship was unanimous.

**Discussion/Information and Action:** Proceeded regarding discussion on the application(s) to fill the open unexpired term of office position on the Tonto Basin Fire District (TBFD) Board of

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

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Directors which expires on December 31<sup>st</sup>, 2026. There was only one application turned in to the Fire District, Ilene Hailey. The Board was presented with a copy of Ilene's application and then held a discussion on the application.

The Board then interviewed Ilene. The Board and Ilene went through a question-and-answer session. Following the application review and the question-and-answer session a motion was made by Board Member Cliff Metz to appoint Ilene Hailey to fill the open unexpired term of office Board position that will expire on December 31<sup>st</sup>, 2026. The motion was seconded by Board Member Brian Nail. The vote to appoint Ilene Hailey to the TBFD Board in the unexpired term of office position was unanimous.

John France then performed the "Oath of Office" such that Ilene Hailey is now appointed to the Board. Ilene had reviewed and signed off on the mandatory Open Meeting Law documents prior to this meeting. The notary was present only for this portion of the meeting.

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

**Adjournment:** There being no further business to come before the Board a motion to adjourn the meeting was made by Board Member Cliff Metz and seconded by Board Member Brian Nail. The vote to adjourn was unanimously adopted and the meeting adjourned at 1103 hours.





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

**Monthly Financial Report – September 2025**

Attached are the following for your information and review:

1. Balance Sheet as of September 30, 2025.
2. Statement of Reconciled Cash Balances as of September 30, 2025.
3. Income Statement of Revenues and Expenditures for the month ending September 30, 2025.
4. Graph of Income and Expenses Year-to-Date.
5. Monthly Disbursement Report.
6. 12-Month Cash Flow.

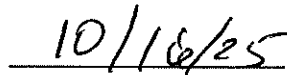
**Key points:**

- Revenue for the month of September is \$101,282 which is under budget by \$67,889.
  - Tax Revenue for September is \$19,554 which is under budget by \$493.
  - Non-Tax Revenue for September is \$81,728 which is under budget by \$67,396, driven by grant revenue.
    - Grant Revenue received for September is \$0 which is under budget by \$63,000.
- Expenses for September totaled \$90,851, which is under budget by \$107,223.
  - Personnel Costs is under budget by \$23,081, driven by regular and wildland wages.
  - Vehicles & Equipment expenses is under budget by \$12,536, driven by less than anticipated vehicle repair and wildland expenses.
  - Managerial Expenses are under budget \$59,739, driven by grant expenses.
    - Grant Expenses for September is \$1,145 which is under budget by \$61,855.
- YTD Total Revenue is \$273,783 which is \$197,344 under budget.
  - Grant Revenue is \$0 which is under budget by \$189,000.
- YTD Expense is \$319,373 which is \$316,298 under budget, driven by grant expenses.
  - Grant Expenses is \$3,588 which is \$185,412 under budget.

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

1:03 PM

10/09/25

Accrual Basis

**Tonto Basin Fire District**  
**Balance Sheet Prev Year Comparison**  
**As of September 30, 2025**

|                                       | Sep 30, 25          | Sep 30, 24          | \$ Change         |
|---------------------------------------|---------------------|---------------------|-------------------|
| <b>ASSETS</b>                         |                     |                     |                   |
| Current Assets                        |                     |                     |                   |
| Checking/Savings                      |                     |                     |                   |
| 100 • Cash - County Treasurer         | 708,750.90          | 559,463.69          | 149,287.21        |
| 110 • Cash - National Bank            | 106,480.70          | 132,045.67          | -25,564.97        |
| 120 • Cash- Investments               | 354,610.48          | 342,619.74          | 11,990.74         |
| 130 • Cash - Petty                    | 62.76               | 150.00              | -87.24            |
| Total Checking/Savings                | 1,169,904.84        | 1,034,279.10        | 135,625.74        |
| Accounts Receivable                   |                     |                     |                   |
| 195 • Accounts Receivable - General   | 1,820.04            | 0.00                | 1,820.04          |
| 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         |
| Total Accounts Receivable             | 94,108.67           | 103,383.50          | -9,274.83         |
| Other Current Assets                  |                     |                     |                   |
| 1201 • Prepaid Assets                 | 7,312.43            | 4,970.48            | 2,341.95          |
| 1200 • Property Tax AR                | 31,608.23           | 31,608.23           | 0.00              |
| Total Other Current Assets            | 38,920.66           | 36,578.71           | 2,341.95          |
| Total Current Assets                  | 1,302,934.17        | 1,174,241.31        | 128,692.86        |
| Fixed Assets                          |                     |                     |                   |
| 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        | 1,625,777.33        | -11,768.95        |
| 210 • Equipment                       | 370,370.62          | 762,486.10          | -392,115.48       |
| 290 • Accumulated Depreciation        | -1,297,816.78       | -1,695,831.87       | 398,015.09        |
| Total Fixed Assets                    | 1,262,481.22        | 1,268,350.56        | -5,869.34         |
| <b>TOTAL ASSETS</b>                   | <b>2,565,415.39</b> | <b>2,442,591.87</b> | <b>122,823.52</b> |
| <b>LIABILITIES &amp; EQUITY</b>       |                     |                     |                   |
| Liabilities                           |                     |                     |                   |
| Current Liabilities                   |                     |                     |                   |
| Accounts Payable                      |                     |                     |                   |
| 300 • Accounts Payable                | 41,566.35           | 62,802.10           | -21,235.75        |
| Total Accounts Payable                | 41,566.35           | 62,802.10           | -21,235.75        |
| Credit Cards                          |                     |                     |                   |
| 250 • NBAZ Credit Card                | 11,298.90           | 13,296.36           | -1,997.46         |
| Total Credit Cards                    | 11,298.90           | 13,296.36           | -1,997.46         |
| Other Current Liabilities             | 40,238.61           | 249,796.21          | -209,557.60       |
| Total Current Liabilities             | 93,103.86           | 325,894.67          | -232,790.81       |
| Long Term Liabilities                 |                     |                     |                   |
| 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        |
| Total Long Term Liabilities           | 378,590.61          | 431,199.93          | -52,609.32        |
| Total Liabilities                     | 471,694.47          | 757,094.60          | -285,400.13       |
| Equity                                |                     |                     |                   |
| Retained Earnings                     | 645,477.17          | 207,152.86          | 438,324.31        |
| 500 • Fund Balance - Gen Fund         | 1,493,833.51        | 1,493,833.51        | 0.00              |
| Net Income                            | -45,589.76          | -15,489.10          | -30,100.66        |
| Total Equity                          | 2,093,720.92        | 1,685,497.27        | 408,223.65        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b> | <b>2,565,415.39</b> | <b>2,442,591.87</b> | <b>122,823.52</b> |