

**MINUTES OF TONTO BASIN FIRE DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
Regular Session  
February 15, 2024

**Call to Order:** This regular session Board Meeting was called to order at 1459 hours by Chairman John France at Tonto Basin Fire Station #1, 46189 N AZ Highway 188, Tonto Basin, AZ.

**Pledge of Allegiance:** Led by Chairman John France.

**Roll Call of Board Members:** The following Board Members were present: Chairman John France, Clerk Debra “Deb” Morris, Secretary/Treasurer Robert Cooper, and Board Member Clifford “Cliff” Metz. Board Member Keli Smith was absent.

**Also Present:** Chief James Stoltenberg via Teams.

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

Dustin Richards of BDR Richards CPA’s, PLC.

**Discussion/Information and Action:** The agenda item for review and approval of the 2023 Financial Audit was moved from item 8 to item 4 in the meeting in order to allow Dustin Richards to leave following the review.

Proceeded regarding review and approval of the 2023 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, 2023, 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 2023 Tbfd Financial Audit a motion was made by Board Member Deb Morris to accept and approve the 2023 Tbfd Financial Audit as presented. The motion was seconded by Board Member Cliff Metz. The vote to accept and approve the 2023 Tbfd Financial Audit was unanimous.

**Awards & Recognition:** There were no awards or recognition for this meeting.

**Reading and Approval of the January 18, 2024 Meeting Minutes:** Following the review of the prior regular meeting minutes on January 18, 2024, a motion to approve the minutes was duly made by Board Member John France and seconded by Board Member Cliff Metz. Meeting minutes were unanimously approved and adopted.

**Reports and Correspondence:** The Chief’s Report was presented by Chief Stoltenberg. Discussions ensued on the items as presented. Ben presented the financial reports with the following ending balances as of 01/31/2024:

National Bank:	\$ 48,312.63
Warrant Account:	\$ 495,196.57
Capital Reserve Account:	\$ 336,865.81

There was a discussion in terms of increasing the monthly rate with JVG in lieu of the monthly rate plus hourly billing given that their work scope with the district has increased drastically. This increase in the monthly rate will not negatively impact the budget and will save the district money (~\$17,000/year) as compared to the budgeted full time district employee. This item will be added to the March agenda.

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

**Call to the Public** None

**Discussion/Information and Action:** proceeded regarding review and approval of the new Tonto Basin Fire District (TBFDD) Financial Policy and Procedures as presented by Chief James Stoltenberg. Following discussion on the new Financial Policy and Procedures a motion was made by Board Member Robert Cooper to approve and adopt the TBFDD Financial Policy and Procedures. The motion was seconded by Board Member Cliff Metz. The vote to approve and adopt the TBFDD Financial Policy and Procedures was unanimous.

**Discussion/Information and Action:** proceeded regarding review and approval of combining 2 land parcels, 201.20.010 and 201.20.011, with Gila County at Station 91 as presented by Chief Stoltenberg and Board Clerk Deb Morris. The combining of these 2 land parcels will allow the District to increase parking capacity and increase the number of solar panels that can be added which will improve the overall financial position for the District. Following discussion on combining the parcels a motion was made by Board Member Cliff Metz to approve the application to Gila County to combine the two parcels, 201.20.010 and 201.20.011, thus allowing for additional parking and solar installation by APS. The motion was seconded by Board Member Deb Morris. The vote to approve and send the application to Gila County for combining parcels, 201.20.010 and 201.20.011 was unanimous.

**Call to the Public:** 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 Deb Morris. The vote to adjourn was unanimously adopted and the meeting adjourned at 1630 hours.