

# Hidden Valley Fire District

## HIDDEN VALLEY FIRE DISTRICT REGULAR BOARD MEETING PUBLIC NOTICE

October 26th, 2023 - 4:30 P.M.

The Hidden Valley Fire District Board will meet for a Regular Board Meeting at 4:30 on October 26<sup>th</sup>, 2023. at 4545 N Sabino Mountain Dr. Tucson, AZ (Sabino Mountain Community Club House)

The topics and any variables related thereto referenced in the Agenda (attached hereto) will be subject to Board consideration, discussion, approval or other action. The Fire District Board may vote to go into Executive Session on any agenda item pursuant to A.R.S. 38-431.03. for legal advice

**A SIGN IN SHEET AND EMAIL ADDRESS WILL BE MADE AVAILABLE BEFORE THE MEETING FOR MEMBERS OF THE PUBLIC WISHING TO SPEAK UNDER THE FOLLOWING:**

- ***Call to the Public*** - According to the Arizona Open Meeting Law; the District Board can only discuss matters listed on the meeting agenda. There will be a general “Call to the Public” during which members of the public can present comments/opinions regarding their particular issues. Comments must be limited to three (3) minutes. Members of the Board may not respond to these comments unless they are personal criticism directed at a particular member. Board members are permitted to direct staff to review the matter or ask that it be put on a future agenda.
- ***Agenda Items*** - Members of the public can comment on items that are already on the agenda. The Chair will recognize the public at the appropriate time and comments must be limited to three (3) minutes. The Board can respond to and discuss these comments.

The Chair reserves the right to preserve order and decorum throughout the meeting in an appropriate manner and to change or alter the order of the Agenda. Reasonable accommodations will be made for the hearing/physically impaired upon at least a 24-hour prior notification to the District Administrator at 520.940.2338

AGENDA: (See Attached)

Dated this 20<sup>th</sup> day of October 2023

Signature on file

Lee Altar, Chair  
Hidden Valley Fire District

# Hidden Valley Fire District

## Regular Fire Board Meeting

October 26th at 4:30 P.M. 2023  
At 4545 N Sabino Mountain Dr. Tucson, AZ

### Agenda

- I. **CALL TO ORDER / ROLL CALL** – Lee Alter, Chair
- II. **CALL TO THE PUBLIC**
- III. **CLERKS REPORT**
  - A. Approval of Minutes - Regular Meeting August 24th, 2023
- IV. **RURAL METRO CHIEF'S REPORT** – Fire Chief Karl Isselhard
  - A. Staffing and Activities
- V. **ADMINISTRATIVE REPORT** – Administrator Simon Davis
  - A. Financials – Presentation of the August and September 2023 Financial Reports
  - B. Approval of the August and September 2023 Financial Reports
- VI. **OLD BUSINESS** –
  - A. Discussion on setting up District bank account. – Simon Davis
- VII. **NEW BUSINESS** –
  - A. Discussion on establishing District By-Laws and presentation of a draft set (No Action)– Simon Davis
  - B. Discussion and Action on the Districts Annual Report for Pima County per ARS 48-253
  - C. Discussion on what Fire District Assistance Tax (FDAT) is – Simon Davis
- VIII. **FUTURE AGENDA ITEMS**
- IX. **ANNOUNCEMENTS**
  - A. Next Meeting December 21st (Video Conference)
  - B. AZ Fire District Conference January 10<sup>th</sup> – 12<sup>th</sup> Laughlin
- X. **ADJOURN REGULAR MEETING**

# Hidden Valley Fire District

## Minutes of the August 24<sup>th</sup> Board Meeting

1. **Call to Order and Roll Call:** The regular meeting of the Hidden Valley Fire District Governing Board held by video conference call was called to order by Chairman Alter at 16:34. All Board members were present. Also in attendance was Chief Karlic of Rural Metro and Administrator Simon Davis.
2. **Call to the Public:** No requests or call ins were made.
3. **Reading and Approval of Minutes:** Minutes of the June 22nd regular meeting were presented for approval by Mr. Davis. Mr. Milward made a motion to approve the minutes as written, Chair Alter seconded the motion. The motion passed unanimously.
4. **Rural Metro Chief's Report:**  
Chief Karlic updated the Board on the latest run statistics and staffing for the responding units. He also gave an update on the current firefighter academy under way with 11 new fighters. Discussion was also held on responses to outlying areas of the District and acknowledgement by both the Board and R/M that security gates and distance from stations can have an impact on response times. Also noted was the issue of 'wait times' at local Emergency Rooms that delay units responding and the fact R/M does monitor the situation daily.
5. **Administrative Report:**  
Financials - Mr. Davis presented the June and July financials for Board review and analysis, Mr. Milward made a motion to approve the presented financials and Mr. Flores seconded. Motion passed unanimously.
6. **Old Business:**
  - A. Discussion was held on District branding and creating a logo that can be used to identify the district to its constituents. Board members and the Administrator will work to get some samples for a future meeting.
7. **New Business:**
  - A. Discussion was held regarding the district's annual report that will be produced and distributed to the county and web site later in the year.
  - B. Discussion was held on opening a district bank account to allow for Board Members to receive reimbursements and cover occasional minor expenses (web site fees) and also deposit possible donations that occur through the course of business. Mr. Milward made a motion for Mr. Davis to research said account, and if one could be found that did not charge fees and had suitable protections and insurance for District funds to open an account with Chair Alter. Mr. Flores seconded the motion and it passed unanimously. Mr. Davis will advise the Board as necessary.
  - C. Discussion was held on the election cycle and which Board members terms would be up for election at the next general election in 2024. No action was taken.
8. **Future Agenda items discussed.**
  - A. The next meeting will be on October 26th at 16:30 and will be held in person.

With no further action being taken the Meeting was Adjourned at 17:24

# Hidden Valley Fire District

## Hidden Valley Fire District

### Monthly Financial Report

*ARS 48 § 805*

August 2023

#### Key Points

##### Revenue

○ Beginning Balance -	\$101,105.97
○ County Real Estate/PP Tax	\$375.61
○ In-Lieu Taxes	\$4.97
○ Fire District Assistance Taxes -	\$175.28
○ Interest earned -	\$376.91
Total Monthly Revenue	\$932.77

##### Expenses

○ No Expenses	\$0
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##### Ending Balance

○ Ending Balance	\$102,038.74
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# Hidden Valley Fire District

## Hidden Valley Fire District

### Monthly Financial Report

*ARS 48 § 805*

September 2023

#### Key Points

##### Revenue

○ Beginning Balance -	\$102,038.74
○ County Real Estate/PP Tax revenue for the month of May -	\$51,499.62
○ Fire District Assistance Taxes -	\$6,234.69
○ Interest earned -	\$347.81
Total Monthly Revenue	\$58,082.12

##### Expenses

○ No Expenses	\$0
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##### Ending Balance

○ Ending Balance	\$160,120.86
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