

HIDDEN VALLEY FIRE DISTRICT
REGULAR BOARD MEETING
PUBLIC NOTICE

April 25th, 2024 - 4:30 P.M.

The Hidden Valley Fire District Board will meet for a Regular Board Meeting at 4:30 on April 25th, 2024. Via Microsoft Teams video conference call. Links to the meeting will be posted on the agenda.

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 15th day of April 2024

Signature on file

Lee Altar, Chair
Hidden Valley Fire District

Hidden Valley Fire District

Regular Fire Board Meeting

April 25th at 4:30 P.M. 2024

Via Video Conference

To Join Meeting please email sdavis@esmconsulting.org and a link will be sent to you.
The Meeting is conducted on Microsoft Teams

Agenda

- I. **CALL TO ORDER / ROLL CALL** – Lee Alter, Chair
- II. **CALL TO THE PUBLIC**
- III. **CLERKS REPORT**
 - A. Approval of Minutes - Regular Meeting February 22nd 2024
- 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 February and March 2024 Financial Reports
 - B. Approval of the February and March 2024 Financial Reports
- VI. **OLD BUSINESS –**
 - A. Bank Account Update
- VII. **NEW BUSINESS –**
 - A. Discussion and Review of the District Draft FY25 Budget
 - B. Notice of Election for the November General Election
 - C. 12 Month Review of Contract with ESM Consulting
- VIII. **FUTURE AGENDA ITEMS**
- IX. **ANNOUNCEMENTS**
 - A. Next Regular Meeting June 27th in Person Meeting
 - B. Possible Special Meeting to Approve FY25 District Budget for Public Posting, May 23rd via Conference Call
- X. **ADJOURN REGULAR MEETING**

Hidden Valley Fire District
Minutes of the February 22nd, 2024, Meeting

1. **Call to Order and Roll Call:** The regular meeting of the Hidden Valley Fire District Governing Board was held at 4545 N Sabino Mountain Dr. Chairman Alter called the meeting to order at 16:41. All Board members were present. Mr. Flores attended by conference call. Also in attendance was Chief Isselhard and Administrator Simon Davis
2. **Call to the Public:** No requests were made.
3. **Reading and Approval of Minutes:** Minutes of the December 21st regular meeting was presented for approval by Mr. Davis. Mr. Milward made a motion to approve the minutes as written, Mr. Alter seconded the motion. The motion passed unanimously.
4. **Rural Metro Chief's Report:**
Chief Isselhard updated the Board on the Rural Metro run statistics and staffing for the responding units. He also gave an update on Rural Metro's Pima County current staffing models and academy plans for the future.
5. **Administrative Report:**
Financials - Mr. Davis presented the December and January financials for Board review and analysis, Mr. Milward made a motion to approve the presented financials and Mr. Alter seconded. Motion passed unanimously.
6. **Old Business:**
 - A. **No Old Business.**
7. **New Business:**
 - A. Discussion was held on the FY 25 budget calendar.
 - B. Discussion was held on questions raised by Mr. Flores after he attended the AFDA annual conference regarding various funding options and grant opportunities, or lack thereof. Mr. Davis covered the background to several state statutes to clarify the issues. No action was taken.
8. With no further business the meeting adjourned at 17:17

The next meeting will be on April 25th via Video Conference

Hidden Valley Fire District

Monthly Financial Report

ARS 48 § 805

February 2024

Key Points

Revenue

| | |
|---|--------------|
| ○ Beginning Balance - | \$146,900.21 |
| ○ County Real Estate/PP Tax for the month of December - | \$18,178.94 |
| ○ Fire District Assistance Taxes - | \$2,242.39 |
| ○ Interest earned - | \$595.91 |
| Total Monthly Revenue | \$21,017.24 |

Expenses

| | |
|---|-----|
| ○ | \$0 |
|---|-----|

Ending Balance

| | |
|------------------|--------------|
| ○ Ending Balance | \$167,917.45 |
|------------------|--------------|

Hidden Valley Fire District

Monthly Financial Report

ARS 48 § 805

March 2024

Key Points

Revenue

| | |
|---|--------------|
| ○ Beginning Balance - | \$167,917.45 |
| ○ County Real Estate/PP Tax for the month of December - | \$21,155.60 |
| ○ Fire District Assistance Taxes - | \$3,043.36 |
| ○ Interest earned - | \$337.23 |
| Total Monthly Revenue | \$21,017.24 |

Expenses

| | |
|---|-----|
| ○ | \$0 |
|---|-----|

Ending Balance

| | |
|------------------|--------------|
| ○ Ending Balance | \$192,453.64 |
|------------------|--------------|

Hidden Valley Fire District

Draft Annual Budget

Budget Summary - Fiscal Year 2024/2025

Tax Levy Revenues

| | |
|------------------------------|----------------|
| Real Estate | 348,690 |
| Fire District Assistance Tax | 69,738 |
| | <hr/> |
| | 418,427 |

Expenses

| | |
|--|----------------|
| Rural Metro Annual Contract | 384,199 |
| Fire Board Statutory Training | 2,000 |
| Liability Insurance | 2,198 |
| Legal | 2,500 |
| Administration | 12,000 |
| Administration Expenses (copies, postage, license fees) | 2,000 |
| Communications (web site, conference calling subscriptio | 6,000 |
| Contingency Allocation | 7,500 |
| | <hr/> |
| Total Expenses | 418,397 |

| | |
|-------------------------------------|---------------|
| Estimated Assessed Valuation | 35,026,637 |
| Proposed FY25 Tax Rate | 0.9999 |

Simon Davis June 27 2024
Date

Board Chairman June 27 2024
Date

Budget Posted per Statute for Public Review - May 29th 2023



2024 FILING PROCEDURES FOR CANDIDATES FOR NONPARTISAN OFFICES

Candidates for Nonpartisan offices do not have to file anything with our office prior to collecting signatures. Senate Bill 1492 made special district candidates exempt from filing the Statement of Interest that was required in 2020.

If a candidate receives contributions or makes expenditures, in any combination, of \$1400, the candidate must file a Statement of Organization with our office to register as a candidate committee. A candidate that files this form will be required to file periodic campaign finance reports using the Pima County Campaign Finance Software. Information about the software is available on our website. There is an instruction sheet in this packet showing you where to go on our website to download the software.

PETITION INFORMATION

PETITION FILING DATES ARE JUNE 8, 2024 THROUGH JULY 8, 2024 AT 5:00 PM.

Signature requirements for petitions will be based on the January 2, 2024 voter registration totals. The signature requirements will be available approximately 2 weeks after this date. You can find them on our website or call our office at 520-724-6830.

At the time of filing, candidates for nonpartisan offices need to turn in the following:

- 1. Petitions**
- 2. Nonpartisan Nomination Paper**

Note: Your filing will not be complete until both forms have been filed with our office.

GENERAL ELECTION – NOVEMBER 5, 2024

Nonpartisan Nomination Petition

I, the undersigned, a qualified elector of the county of _____, state of Arizona, and of _____ hereby nominate _____ who resides at _____ in the county of _____ for the office of _____ to be voted at the _____ election to be held _____, and I hereby declare that I am qualified to vote for this office and that I have not signed and will not sign any nomination petitions for more persons than the number of candidates necessary to fill such office at the next ensuing election. I further declare that if I choose to use a post office box address on this petition, my residence address has not changed since I last reported it to the county recorder for purposes of updating my voter registration file.

Put optional
photo here

| | Signature | Printed name | Actual residence address, description of place of residence or Arizona post office box address, city or town | Date of signing |
|----|-----------|--------------|--|-----------------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |



STATE OF ARIZONA

Nonpartisan
NOMINATION PAPER
DECLARATION OF QUALIFICATION
A.R.S. § 16-311(B)

FOR OFFICE USE ONLY

You are hereby notified that I, the undersigned, a qualified elector, am a candidate for the office of

_____ at the election to be held on the _____ day of _____,

20____.

I will have been a citizen of the United States for _____ years before my election, will have been a citizen of Arizona for _____ years before my election, and I will be at least _____ years of age upon taking said office. I have resided in _____ County for _____ years and in precinct _____ for _____ years before my election.

Actual residence address _____ City or Town _____ Zip _____
or description of place of residence (required)

Post office address (if applicable) _____ City or town _____ Zip _____

Print or type your name on the following line in the exact manner you wish it to appear on the ballot, last name first.

LAST NAME

FIRST NAME

I declare, under penalty of perjury, that the information in this Nomination Paper and Declaration of Qualification is true and correct, and that at the time of filing I am a resident of the county, district or precinct which I propose to represent, that I have no final, outstanding judgments against me of an aggregate of \$1,000 or more that arose from failure to comply with or enforcement of campaign finance law, and as to all other qualifications, I will be qualified at the time of election to hold the office that I seek.

CANDIDATE SIGNATURE

DATE

Non-Partisan Signature Requirements

General Election - November 5, 2024

A.R.S. § 16-322 & A.R.S. § 48-3709

| | REG | MIN | MAX | # TO ELECT |
|---|---------|-----|-------|------------|
| Pima Community College District 1 | 149,924 | 375 | 1,000 | 1 |
| Pima Community College District 3 | 119,686 | 300 | 1,000 | 1 |
| Pima Community College District 5 | 107,782 | 270 | 1,000 | 1 |
| FIRE DISTRICTS | | | | |
| Arivaca | 486 | 5 | 250 | 2 |
| Avra Valley | 7,939 | 40 | 250 | 2 |
| Corona De Tucson | 6,531 | 33 | 250 | 2 |
| Drexel Heights | 31,754 | 159 | 250 | 3 |
| Golder Ranch | 76,703 | 250 | 250 | 3 |
| Green Valley | 30,098 | 151 | 250 | 3 |
| Hidden Valley | 1,418 | 8 | 250 | 2 |
| Mescal-J6 | 2,176 | 11 | 250 | 2 |
| Mount Lemmon | 97 | 5 | 250 | 2 |
| Northwest | 86,321 | 250 | 250 | 3 |
| Picture Rocks | 5,767 | 29 | 250 | 3 |
| Rincon Valley | 13,091 | 66 | 250 | 2 |
| Sabino Vista | 2,142 | 11 | 250 | 3 |
| Sonoita/Elgin | 1,930 | 10 | 250 | 3 |
| Tanque Verde Valley | 1,116 | 6 | 250 | 2 |
| Three Points | 3,863 | 20 | 250 | 3 |
| Tucson Country Club Estates | 716 | 5 | 250 | 1 |
| Why | 122 | 5 | 250 | 1 |
| SPECIAL DISTRICTS | | | | |
| Metro Domestic Water Improvement | 37,152 | 186 | 250 | 2 |
| Marana Domestic Water Improvement | 1,423 | 8 | 250 | 2 |
| Green Valley Domestic Water Improvement | 4,832 | 25 | 250 | 4 |
| Mt. Lemmon Water Improvement | 90 | 5 | 250 | 3 |
| Why Domestic Water District | 100 | 5 | 250 | 2 |
| Ajo/Lukeville Health District | 1,808 | 10 | 250 | 3 |
| Central Arizona Water Conservation District | | 200 | - | 4 |