

## MINUTES

**Chino Valley Fire District Board of Directors  
Regular Meeting  
Thursday, December 17, 2020, 4:00 pm - 4:30 pm  
Central Arizona Fire and Medical Authority, Administration, 8603 E. Eastridge  
Drive, Prescott Valley**

### **In-Person Attendance**

Dave Dobbs; Dave Tharp; Kathy Goodman; Owen (Buz) Mills; Scott A Freitag

### **Remote Attendance**

Cyndy Dicus; Lorette Brashear; Susanne Dixon

### **Not In Attendance**

Nicolas Cornelius

## **NOTICE OF MEETING**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Chino Valley Fire District Board of Directors and the general public that the **Chino Valley Fire District** will hold a meeting open to the public on **Thursday, December 17, 2020 at 4:00 p.m.** The meeting will be held at the **Central Arizona Fire and Medical Authority, Administration, 8603 E. Eastridge Drive, Prescott Valley, Arizona.** The Board may vote to go into Executive Session on any agenda item, pursuant to A.R.S. §38-431.03(A)(3) for discussion and consultation for legal advice with the District's Attorney on matters as set forth in the agenda item. 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.

### **1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS**

**Clerk Dobbs called the meeting to order at 4:00 p.m.**

### **2. PLEDGE OF ALLEGIANCE**

**Clerk Dobbs led the Pledge of Allegiance.**

### **3. NEW BUSINESS**

A. Motion, Discussion, and Action Regarding Election of Fire Board Chairperson and Clerk  
**Director Dobbs nominated Cindy Dicus to return as Chair for the Board; Buz Mills seconded the nomination. There were no other nominations; motion passed unanimously.**

**Chair Dicus motioned for Dave Dobbs to remain as Clerk; Buz Mills seconded. There were no other nominations; motion passed unanimously.**

B. Motion, Discussion, and Action Regarding Appointing One (1) Member to the Central Arizona Fire and Medical Authority Board

**Clerk Dobbs noted that Chair Dicus is ineligible to serve on the CAFMA board,**

**and that he is already serving on CAFMA. He asked if there was any interest among the remaining board members; Director Mills indicated he would be interested in serving on the CAFMA board.**

**Motion to nominate Mr. Mills for that position.**

Move: Dave Dobbs Second: Cyndy Dicus Status: Passed

Yes: Dave Dobbs, Cyndy Dicus, Owen (Buz) Mills, Lorette Brashear

4. CALL TO THE PUBLIC

In accordance with A.R.S. §38-431.01(H) and as a matter of policy, the Chino Valley Fire District Board has decided to allow public comments as time permits. Therefore, those wishing to address the Board regarding an issue within the jurisdiction of this public body may do so in an orderly manner that includes completing a Call to the Public Form and submitting it to staff for the record. If a written statement is being read, please provide a copy to ensure it is entered into the record accurately. Individuals will be limited to speak for three (3) minutes and Call to the Public shall not exceed 15 minutes per meeting.

**There were no public comments.**

5. CONSENT AGENDA

All matters listed under consent agenda are considered to be routine by the Chino Valley Fire District Board and will be enacted by one motion. There will be no separate discussion on these items. Any item may be removed by a Board member and will be considered separately for motion, discussion and action.

- A. Approve Regular Session Minutes - September 28, 2020
- B. Approve September 2020 General Fund Statements and Bond Debt Service Financials
- C. Approve October 2020 General Fund Statements and Bond Debt Service Financials
- D. Approve November 2020 General Fund Statements and Bond Debt Service Financials
- E. Approve Annexation, Lindquist, Parcel 303-03-003S

**Motion to approve the Consent Agenda.**

Move: Owen (Buz) Mills Second: Cyndy Dicus Status: Passed

Yes: Dave Dobbs, Cyndy Dicus, Owen (Buz) Mills, Lorette Brashear

6. NEW BUSINESS CONTINUED

- A. Presentation, Discussion, and Acceptance of FY 2020 Audit Report as Presented by Henry + Horne

**Noemi Barter with Henry + Horne presented the Fiscal Year 2020 Audit Report. All statements in reports are management statements that are tested by the auditors to determine if they are materially accurate and fair. Henry + Horne found that statements are presented fairly and have reported a clean opinion.**

**Chief Tharp reminded the Board that there will be an internal analysis next month as well.**

**Motion to accept the Fiscal Year 2020 audit report as presented by Henry + Horne.**

Move: Cyndy Dicus Second: Owen (Buz) Mills Status: Passed

Yes: Dave Dobbs, Cyndy Dicus, Owen (Buz) Mills, Lorette Brashear

- B. Discussion and Possible Direction to Staff Regarding Chino Valley Fire District Board Vacancy Not Filled by November 2020 Election

**Chief Freitag stated that Staff would like direction to post for the open position. He confirmed that we normally post for 2-3 weeks, and explained that we will request a special meeting in January so that the Board may interview potential candidates and make an appointment.**

**Chair Dicus recommended posting the notice for three weeks; Clerk Dobbs agreed.**

**Direction to Staff is to post the notice for three weeks.**

- C. Motion, Discussion, and Action Regarding Approval of Budget Development Schedule

**Chief Tharp explained that this is an annual budget schedule, and that it gives the Board an overall view of the budget process in order to meet obligations to the County and the State.**

**Motion to approve the Budget Development Schedule.**

Move: Owen (Buz) Mills Second: Cyndy Dicus Status: Passed

Yes: Dave Dobbs, Cyndy Dicus, Owen (Buz) Mills, Lorette Brashear

- D. Discussion Regarding Board Meeting Locations

**Chief Freitag stated that prior to COVID-19 the meeting location rotated between the Chino Valley Town Hall and Admin in Prescott Valley. Due to COVID and the Town of Chino Valley offices closing, we have moved all meetings to the CAFMA Admin office and also provide a Zoom option. He asked for Board input for moving forward; his recommendation is to continue at Admin with a Zoom option and to revisit the topic when the pandemic calms down.**

**Chair Dicus prefers to continue using CAFMA Admin; Clerk Dobbs concurred, as does Director Mills.**

**Attorney Cornelius joined via Zoom at 4:18 p.m.**

**Chair Dicus asked if the classroom at Station 61 was available; Chief Freitag explained that the sound system there cannot accommodate our current needs.**

**Director Brashear stated that the Town has shut down again, so meeting there is not currently an option.**

7. ADJOURNMENT

The meeting was adjourned at 4:20 p.m.

DRAFT