

MINUTES

**Chino Valley Fire District Board of Directors Regular Meeting
Thursday, December 16, 2021, 4:00 pm - 4:30 pm
Central Arizona Fire and Medical Authority, Administration, 8603 E. Eastridge
Drive, Prescott Valley**

In-Person Attendance

Cynthia Gentle; Dave Dobbs; Dave Tharp; Kathy Goodman; Owen Mills; Scott A Freitag; Susanne Dixon

Remote Attendance

Nicolas Cornelius

Not In Attendance

Cyndy Dicus; Lorette Brashear

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 16, 2021 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. Members may attend in person or via remote methods of communication.

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS

Clerk Dobbs called the meeting to order at 4:02 p.m.

2. PLEDGE OF ALLEGIANCE

Clerk Dobbs led the Pledge of Allegiance.

3. NEW BUSINESS

A. Discussion and Possible Action Regarding Election of Fire Board Chairperson and Board Clerk

Director Dobbs made a motion to nominate Cyndy Dicus for Board Chair, the motion was seconded by Director Gentle.

There were no other nominations; motion passed unanimously.

Director Gentle made a motion to nominate Dave Dobbs for Clerk, the motion was seconded by Director Mills.

There were no other nominations; motion passed unanimously.

- B. Presentation, Discussion, and Acceptance of FY 2021 Audit Report as Presented by Henry & Horne

Noemi Barter from Henry + Horne presented the Fiscal Year 2021 Audit Report via Zoom. All statements in reports are management statements that are tested by the auditors to determine if they are materially correct and fair. Henry + Horne found that statements are presented fairly and have reported a clean opinion.

Director Mills inquired about a missing first page in the Representation Letter. Chief Tharp responded that it is the signed letter of material disclosure and that Staff will make sure it is updated for the records.

Motion to accept the audit presented by Henry + Horne.

Move: Owen Mills Second: Cynthia Gentle Status: Passed

Yes: Dave Dobbs, Cynthia Gentle, Owen Mills

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 27, 2021
- B. Approve General Fund Financial Statements
- C. Approve Bond Debt Service Financials
- D. Approve Annexation and Resolution 2021-08, Canavarro, 1500 E. Prescott Ranch Rd., Parcel 305-01-020N

Motion to approve the Consent Agenda.

Move: Cynthia Gentle Second: Owen Mills Status: Passed

Yes: Dave Dobbs, Cynthia Gentle, Owen Mills

6. VOTE TO GO INTO EXECUTIVE SESSION

Motion to go into Executive Session at 4:16 p.m.

Move: Cynthia Gentle Second: Owen Mills Status: Passed

Yes: Dave Dobbs, Cynthia Gentle, Owen Mills

A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding Marijuana Tax Payments

7. NEW BUSINESS, CONTINUED

A. Discussion and Possible Action Regarding Marijuana Tax Payments

Reconvened into Open Session at 4:26 p.m.

Clerk Dobbs stated that Staff has their direction, which is to continue moving forward.

Attorney Cornelius will notify the Board if a Special Meeting is required.

B. Discussion and Possible Approval of Budget Development Schedule

Chief Tharp explained that the annual budget schedule gives the Board an overall view of the budget process in order to meet obligations set forth by the County and the State. He also noted that there will be a Budget Work Study scheduled in the beginning of April 2022.

Motion to approve the Budget Development Schedule.

Move: Cynthia Gentle Second: Owen Mills Status: Passed

Yes: Dave Dobbs, Cynthia Gentle, Owen Mills

8. ADJOURNMENT

Motion to adjourn at 4:28 p.m.

Move: Cynthia Gentle Second: Owen Mills Status: Passed

Yes: Dave Dobbs, Cynthia Gentle, Owen Mills