

**MINUTES**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Meeting Date:** Wednesday, December 20, 2023  
**Meeting Time:** 4:00 PM  
**Location:** 21021 E. Homestead Drive, Red Rock, AZ 85145

**RECORDING ON**

**1. CALL TO ORDER**

Chairman Castaneda called the meeting to order at 4:01 PM.

**2. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

**3. ROLL CALL AND CONFIRMATION OF A QUORUM**

***Board Members in Attendance***

Chairman Castaneda  
 Vice-Chairman Armendarez  
 Director Neilson  
 Director Goss

***Staff in Attendance***

Chief Delfs  
 Assistant Chief Klein  
 Lorrie Palmquist

***Others In Attendance***

Counsel Wencker, phone

***Absent/Excused***

Clerk Bren

**4. RECOGNITION OF PERSONNEL**      None

**5. CALL TO THE PUBLIC**      None

**6. ANNOUNCEMENTS, CURRENT EVENTS & CORRESPONDENCE**

AFDA Winter Conference, January 10-12, 2024, Laughlin, NV

**7. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF THE MINUTES FROM THE REGULAR MEETING HELD ON NOVEMBER 21, 2023.**

Director Goss motioned to adopt the *Minutes* from the regular Board meeting held November 21, 2023. Vice-Chairman Armendarez seconded. ***Motion carried unanimously, 4:0.***

**8. REVIEW, DISCUSSION AND POSSIBLE ACTION TO ELECT OFFICERS OF THE AVRA VALLEY FIRE BOARD OF DIRECTORS**

Director Armendarez nominated Luis Castaneda for Chairman. Director Neilson seconded.

Mr. Castaneda accepted the nomination. There were no other nominations.

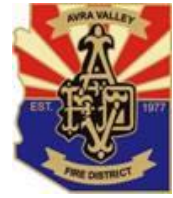
***Motion carried unanimously, 4:0.*** Luis Castaneda was appointed to the Chairman position by acclamation.

Director Goss nominated Thomas Armendarez for Vice-Chairman. Director Neilson seconded. Mr. Armendarez accepted the nomination. There were no other nominations.

***Motion carried unanimously, 4:0.*** Thomas Armendarez was appointed to the Vice-Chairman position by acclamation.



**AVRA VALLEY FIRE DISTRICT**  
 15790 W Silverbell Road  
 Marana, AZ 85653  
 Phone: 520-682-3255 Fax: 520-682-5458  
 www.avfire.org



Director Armendarez nominated Cody Bren for the Clerk position. Director Neilson seconded. There were no other nominations. ***Motion carried unanimously, 4:0.*** Cody Bren was appointed to the Clerk position by acclamation.

**9. CHIEF’S REPORT**

The Fire Chief may update the Board on items of interest relating to but not limited to the following: Response times, vehicles, facilities, labor relations, personnel, finance, grants, communications and/or training. Alternatively, the Fire Chief may provide written comments in the Board Member's packets or by email. The Board Members may ask clarifying questions and they may direct the Chief to place items on future agendas for further discussion or action.

The Chief highlighted the following items from his report:

We received notice today that the Smart and Safe funds will be deposited soon in the amount of \$50,246. This will be the first of two deposits for our current fiscal year.

We received a Pasqua Yaqui grant for turnouts. This grant will be shared between Avra Valley Fire District and Three Points Fire District.

**10. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE THE NOVEMBER 2023 FINANCIAL REPORTS AND AUTHORIZE THE CHAIRMAN AND CLERK TO SIGN THE CERTIFICATE OF REVIEW.**

Director Goss motioned to approve the November 2023 financial reports and authorize the Chairman and Clerk to sign the *Certificate of Review*. Vice-Chairman Armendarez seconded. ***Motion carried unanimously, 4:0.***

**11. REVIEW, DISCUSSION AND POSSIBLE ACTION TO DESIGNATE CHIEF BRIAN DELFS AS THE AUTHORIZED REPRESENTATIVE FOR THE ARIZONA DEPARTMENT OF EMERGENCY AND MILITARY AFFAIRS/EMERGENCY MANAGEMENT, TO EXECUTE APPLICATIONS ON BEHALF OF THE AVRA VALLEY FIRE DISTRICT FOR THE PURPOSE OF OBTAINING FINANCIAL ASSISTANCE UNDER THE PUBLIC ASSISTANCE PROGRAM AND/OR OTHER DISASTER RELIEF ACT GRANT PROGRAMS.**

Chief Delfs briefly explained that the State requires a designated signer in order to disperse funds when an emergency arises or for State grants, etc. Vice-Chairman Armendarez motioned to designate Chief Delfs as the Authorized Representative for the Arizona Department of Emergency and Military Affairs/Emergency Management, to execute applications on behalf of the Avra Valley Fire District for the purpose of obtaining financial assistance under the Public Assistance program and/or other Disaster Relief Act grant programs. Director Neilson seconded. ***Motion carried unanimously, 4:0.***

**12. REPORTS OF BOARD MEMBERS AND STAFF**                      None

**13. FUTURE AGENDA ITEMS**                      None noted



**AVRA VALLEY FIRE DISTRICT**  
**15790 W Silverbell Road**  
**Marana, AZ 85653**  
**Phone: 520-682-3255 Fax: 520-682-5458**  
**www.avfire.org**



**14. DATE OF NEXT BOARD MEETING**

The Date of the next meeting will be January 18, 2024

**15. ADJOURNMENT**

Vice-Chairman Armendarez motioned to adjourn the meeting. Director Goss seconded.

*Motion carried unanimously, 4:0.* Meeting adjourned at 4:29 PM.

**RECORDING OFF**

*Thomas Armendarez*

*1-18-24*

---

**SIGNED**

---

**DATE**

**BOARD MEMBERS**

**LUIS CASTANEDA, JR. THOMAS ARMENDAREZ CODY BREN ERIC NEILSON MICHELLE STARK-GOSS**

In accordance with the Federal law and the U.S. Department of Agriculture policy, Avra Valley Fire District is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202)720-6382 (TDD).