

MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS

Meeting Date: Thursday, April 23, 2026

Meeting Time: 4:30 PM

Location: 21021 E. Homestead Drive, Red Rock, AZ 85145

Recording On.

1. CALL TO ORDER

Chairman Castaneda called the meeting to order at 4:32 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
 Director Neilson
 Director Goss, by phone

Staff in Attendance

Asst Chief Klein
 Lorrie Palmquist
 Battalion Chief Calhoun

Others in Attendance

Counsel Wencker, by phone

Absent/Excused

Chief Delfs
 Clerk Bren
 Director Armendarez

4. RECOGNITION OF PERSONNEL

Chief Klein explained that the following personnel did an outstanding job representing the District at the Pima College Job Fair, and on their own time. Chairman Castaneda offered thanks on behalf of the District.

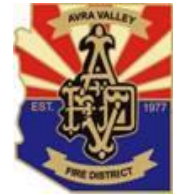
Firefighter Mariana Moreno
 Firefighter Brian Murphy
 Firefighter Maverick Gilbert
 Firefighter Dean Ritter
 Firefighter Brian-Matthew Olds
 Firefighter Andrew Rutherford

5. CALL TO THE PUBLIC NONE

6. ANNOUNCEMENTS, CURRENT EVENTS & CORRESPONDENCE

A brief summary of announcements, current events, correspondence, and other information concerning the District. The Governing Board is prohibited from proposing, discussing, deliberating, and/or taking legal action on any matters under this Agenda item, unless specifically listed as an item elsewhere on this Agenda.

- AFDA Conference July 14-16, 2026 Registration will be open soon



7. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF THE MINUTES FROM THE REGULAR MEETING HELD ON MARCH 26, 2026

Director Goss motioned to adopt the Minutes from the regular Board meeting held on March 26, 2026. Director Neilson seconded. *Motion carried unanimously, 3:0.*

8. CHIEF'S REPORT

The Fire Chief may update the Board on items of interest relating to but not limited to the following: fire suppression, EMS and wildland services, 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.

Chief Klein highlighted the following items:

- We are still awaiting the results of the screening process for personnel who hope to enter the Pima College Paramedic Program.
- Chief Calhoun is setting up more interviews for May.
- Our divisions continue to show progress on a number of projects.

9. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF POLICY 5-02: GRANT ADMINISTRATION PROCEDURES

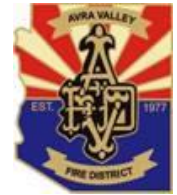
Chief Klein explained that Three Points Fire District recently underwent a desk audit by Pima County relating to their CDBG Grant. The County provided a list of items which they requested for their desk audit. Although all requested information was provided, the initial result came back with a high risk rating. Additional existing policies were provided, as well as a specific Grant Administration Policy which was written outlining existing processes related to grant application, grant billing and finance, grant closeout and grant record retention. Once the additional policies were submitted, Pima County provided a low-risk rating. Since Avra Valley Fire District may also receive grants through Pima County, including tribal grants, it is necessary to adopt the Grants Administration Policy. Counsel Wencker reviewed the policy and commented that the Grants Administration Policy does restate many of the already existing financial policies, but that the policy clarifies grant-specific language and is acceptable from a legal standpoint. Director Neilson motioned to adopt policy 5-02: Grant Administration Procedures. Director Goss seconded. *Motion carried unanimously, 3:0.*

10. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE THE MARCH 2026 FINANCIAL REPORTS AND AUTHORIZE THE CHAIRMAN AND CLERK TO SIGN THE CERTIFICATE OF REVIEW

Director Goss motioned to approve the March 2026 financial reports and authorize the chairman and Clerk to sign the Certificate of Review. Director Neilson seconded. *Motion carried unanimously, 3:0.*

11. REVIEW AND DISCUSSION REGARDING THE PRELIMINARY FY27 BUDGET, INCLUDING THE SECONDARY TAX RATE OF \$.58

The preliminary budget has been provided for your review. The District is not seeking any motion at this time. There are still many unknowns at this time. The document is provided as a first-look and an opportunity for review and preparation for adoption at the May 28 Board meeting.



12. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE THE BOND EXPENDITURES AS OUTLINED

Chief Klein explained that several capital items have been identified for expenditure from the bond funds. A list was provided in the Board packet. Director Neilson motioned to approve the bond fund expenditures as outlined. Director Goss seconded. *Motion carried unanimously, 3:0.*

13. REPORTS OF BOARD MEMBERS AND STAFF NONE

14. FUTURE AGENDA ITEMS

The Board may not discuss or take any action on topics presented for future agendas

- May 2026 Adopt the FY27 Proposed Budget
- June 2026 Hold Public Hearing and Adopt Final FY27 Budget

15. DATE OF NEXT BOARD MEETING

The date of the next Board meeting will be May 28, 2026.

16. ADJOURNMENT

Director Neilson motioned to adjourn the meeting. Director Goss seconded.

Motion carried unanimously, 3:0 Meeting adjourned at 5:04 PM.

Recording Off.

 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).