

PLEASANT VALLEY FIRE DISTRICT

RECORDED MINUTES OF REGULAR BOARD MEETING, March 22, 2023 These minutes will be submitted for approval at the April 19, 2023 Board Meeting

The public is encouraged to provide feedback to the PVFD Board by letter to PO Box 97 or to the PVFD Chief by letter to PO Box 303 both in Young, AZ 85554.

- 1) The meeting was held at the fire hall and called to order by Kathy Hunt at 17:30.
- 2) Pledge of Allegiance was recited by all in attendance.
- 3) **Roll call and confirmation of a quorum:**
 - b. **Board Members present:** Kathy Hunt – Chair, Peter Elenius – Clerk, Bob Turner – Member; Kathy stated that a quorum was present.
 - c. **Board Member(s) not present:** Ted Tucci – Treasurer, Wayne Johnson – Vice Chair
 - d. **FD staff present:** Chief - Mark Stratton, Admin - Terri Swanson.
 - e. **Public present:** none
- 4) **Call to the public:** none
- 5) **Approval of Minutes of the:**
 - a. **Regular Session February 15, 2023** – Bob made a motion to accept the minutes of the February 15, 2023 meeting, Kathy seconded, and the motion carried unanimously.
- 6) **Reports and Correspondence:**
 - a. **Chief's Report:** Mark gave the Chief's report, which is attached.
 - b. **Admin's Report:** Terri reviewed the Admin's report, which is attached.
 - c. **Dispatch Coordinator's Report:** Terri, read the Dispatch Coordinator's report, which is attached.
 - d. **Treasurer's Report for February 2023:**
 - County Balance in General Funds less uncleared warrants of \$ 79,319.84
 - Capital Reserve balance of \$ 68,052.43;
 - Pension Fund balance of \$ 24,350.11;The board reviewed the Treasurer's report. Kathy made a motion to accept the February Treasurer's report, Bob seconded and the motion passed unanimously.
 - e. **Legislative Report:** no updates.
- 7) **Business: Information/Discussion/Vote**
 - a. **Service call billing status** – No updates. Terri has call into Fire Recovery. Next month Terri will provide documentation on current Fire Recovery status.
 - b. **Kristin Marconi EMT class repayment** – Terri will review payments made in QB for training.
 - c. **Chase accounting discrepancy** – All errors were resolved
 - d. **September thru January Financial Reports** – QuickBooks (QB) file is looking good after significant work by Terri and Kathy. Minor work still to be done on QB file and Excel

PLEASANT VALLEY FIRE DISTRICT

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spreadsheet. Terri will provide updated QB printouts for September thru January along with current Excel file printout.

- e. **Annual review with CPA** – The board spoke with Michael Suard of Atlas CPAs & Advisors, PLLC. Michael provided and reviewed a draft “Independent Accountant’s Review Report.” He found no issues with the finances or accounting of the PVFD. The report needs to still be reviewed by Atlas’s partners prior to issuing a final version, in time for Gila County to file with the state. No changes are expected.

Peter made the following motion; With no changes by CPA firm to the draft version of the “Independent Accountant’s Review Report,” the draft version is approved as the final version. Kathy seconded and the motion passed unanimously. A copy of the draft “Independent Accountant’s Review Report” is attached.

- f. **Handout of Election Certificates** - Tabled

- g. **Pension Board meeting minutes approval** – Kathy presented the minutes of the pension board meeting held on 3/21/2023. Peter made a motion to approve the Pension Board meeting minutes, Bob seconded and the motion passed unanimously. The minutes of the Pension Board meeting are attached.

8) Items for Future Agendas

1. Service call billing status
2. Kristin Marconi EMT class repayment
3. SOPs review
4. September thru January Financial reports
5. Election certificates

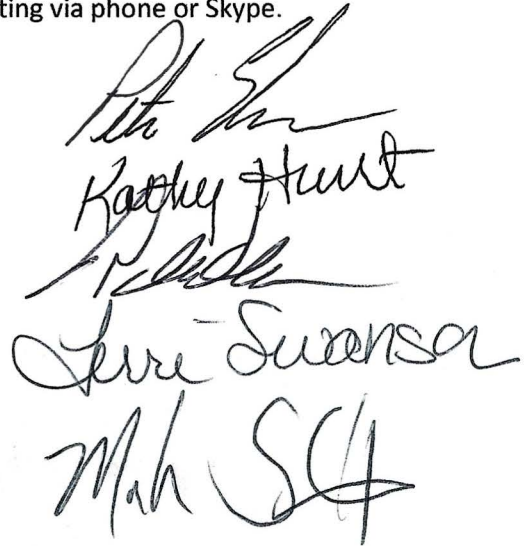
- 9) **Adjournment** – Bob made a motion to adjourn at 18:27, Kathy seconded and the motion carried unanimously.

NOTICE: Regular Session and Executive Session of Pleasant Valley Fire District on March 22, 2023

Pursuant to ARS 38-431.02, notice is hereby given to the members of The Fire Board of the Pleasant Valley Fire District and general public that the Pleasant Valley Fire District will meet in a combined Regular Session and Executive Session. The meeting will be held at the Pleasant Valley Fire Station 61, 47531 Arizona Highway 288, at 5:30pm (1730 hours) in Young, AZ. The Board may vote to go into Executive Session on any agenda item, pursuant to A.R.S. § 38-431.03 for discussion and consultation for legal advice with the District Attorney on any matter as set forth in the agenda items. The following topics and any variable previously mentioned will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action. The Board reserves the right to consider agenda items other than in the posted sequence. Any member of the board may attend the Board Meeting via phone or Skype.

AGENDA

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll call: Confirmation of a quorum
- 4) Call to Public
 - a) Approval of Minutes of Regular Session, February 15, 2023
- 5) Reports and Correspondence - Information/Discussion/Vote
 - a) Chief's Report
 - b) Admin Report & District Calendar Review
 - c) Dispatch Coordinator report
 - d) Treasurer's Report for February 2023
- 6) Legislative report
- 7) Business – Information/Discussion/Vote
 - a) Service call billing status
 - b) Kristin Marconi EMT class repayment
 - c) Chase accounting discrepancy
 - d) September thru January Financial reports
 - e) Annual review with CPA
 - f) Handout of election certificates
 - g) Pension board meeting minutes approval
- 8) Items for future agendas
- 9) Adjournment



Handwritten signatures of five board members: P. Elenius, Kathy Hunt, P. Elenius, Steve Swanson, and Mah S. C.



Pleasant Valley Fire Department

47529 N AZ Highway 288 928-462-3678 Office/Fax
PO Box 303 928-462-3489 Controlled Burns
Young, AZ 85554 pvfdadmin@mtecom.net

Serving the Community of Young, Arizona since 1977

PVFD Chief's Report for February 2023

Board Meeting March 22, 2023

Calls for February:

0 EMS 0 Fires 3 Control Burns
0 Patients Flown; 0 by ground transport; 0 Air Refusal; 2 Public Assist
Calendar YTD, 17 calls
There were no FF/EMS injuries reported.

Training:

Dispatch Trainings: @ 9am every other Friday.
EMS every other Tuesday @ 1700 hrs.
Fire Trainings every other Tuesday @ 1600 hrs. & every Saturday @ 0900 hrs.

Maintenance still Needed:

- Rain gutters to be put up
- Pipes at other station to be insulated
- Drip on water truck to be fixed

CHIEF NOTES:

Chief's notes for March 2023

1. F.C.C license expiration disclosure
 - a. WE were notified by mail in January 2022 of FCC license expiration
 - b. Opened letter with unpaid bill found in Admin's file drawer
2. 2023 Pension Board meeting completed
 - a. Thanks to Kathy and Pete for their assistance
3. St. Patrick's Day fund raiser
 - a. Thanks to BJ for taking the for all her hard work putting this together
 - b. Thanks to all the volunteers for their hard work. BJ, David, Cookie, Shawn, Janet, Karen, Dean, Terry, Beth, Francie, Bill
 - c. Special thanks to Sheila Davis who stayed and assisted with washing all the dishes
4. Karen Sowers confirmed FCC has granted your application for the permanent license
 - a. New call sign is WRWS231
5. Chief Quarles came and picked up the Texas engine
 - a. Check to be deposited
6. Bio Char demo schedule for 03-31-23 at the Library
 - a. Weather permitting

Admin Report for March 2023

CALENDAR REMINDERS:

- Prepare Monthly Financials
- Order Office Supplies
- Pay Accounts Payable
- Call Stryker for balance and send check from Cap Reserve
- Worked with CPA Michael Suard who is the CPA assigned to our annual review all month getting additional information to him to continue his work on the review.
- Continued working on the Financials for September thru January putting details into these months.
- Worked with Chase Fraud Dept. on 3 charges I noticed that were made on the credit card that were not done by PVFD after talking to Chief. (It was for Computer Software) and it is being investigated by Chase and should be credited soon.
- Paid bills; retrieved mail; sent Positive pay for each batch of checks to Gila County.

Dispatch Coordinator Report for March 2023

- We have 2 Dispatchers on reserve status.
- 6 Active Dispatchers
- Input NFIRS
- A few fundraisers are scheduled for the next few months.
- February Fundraiser Cookie Sales on Valentine's Day
- March Fundraiser St Patrick's Day Dinner
- Worked on Fire Dept Calendar on Fire Dept web page.
- Updating 911 addresses in our dispatch books
- Normal dispatch coordinator duties

**PLEASANT VALLEY FIRE DISTRICT
FINANCIAL STATEMENTS
JUNE 30, 2022**

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**PLEASANT VALLEY FIRE DISTRICT
TABLE OF CONTENTS
JUNE 30, 2022**

INDEPENDENT ACCOUNTANT’S REVIEW REPORT 1 - 2

FINANCIAL STATEMENTS

 Balance Sheet – Modified Cash Basis – Governmental Funds 3

 Statement of Revenues, Expenditures, and Changes in
 Fund Balances – Modified Cash Basis – Governmental Funds 4

 Statement of Fiduciary Net Position – Fiduciary Fund 5

 Statement of Changes in Fiduciary Net Position – Fiduciary Fund 6

 Notes to the Financial Statements 7-11

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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Governing Board
Pleasant Valley Fire District
Pleasant Valley, Arizona

We have reviewed the accompanying financial statements of Pleasant Valley Fire District (the District) as of and for the year ended June 30, 2022 as listed in the table of contents and the related notes to the financial statements. A review includes primarily applying analytical procedures to managements' financial data and making inquiries of the District's management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of Arizona Revised Statutes, Title 48 § 251.A(1), as described in Note 1, to meet the requirements of the state of Arizona. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond that financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform certain procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with the basis of accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Basis of Accounting

Note 1 of the financial statements describes the basis of accounting. As described in Note 1, the financial statements are prepared by Pleasant Valley Fire District on the basis of the financial reporting provisions of Arizona Revised Statutes, Title 48 § 251 .A(1), which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of the State of Arizona. The effects on the financial statements of the variances between these regulatory accounting practices and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material. Our conclusion is not modified with respect to this matter.



Restriction on Use

This report is intended solely for the information and use of the governing board and management of the District, Gila County and the State of Arizona and is not intended to be and should not be used by anyone other than these specified parties.

ATLAS CPAs & Advisors PLLC

Phoenix, Arizona
March 21, 2023

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**PLEASANT VALLEY FIRE DISTRICT
BALANCE SHEET - MODIFIED CASH BASIS GOVERNMENTAL FUNDS
JUNE 30, 2022**

	<u>General Fund</u>	<u>Capital Projects Fund</u>	<u>Total Governmental Funds</u>
ASSETS			
Cash and investments	\$ -	\$ 127,778	\$ 127,778
Total assets	<u>\$ -</u>	<u>\$ 127,778</u>	<u>\$ 127,778</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accrued payroll taxes	\$ 5,918	\$ -	\$ 5,918
Total liabilities	<u>5,918</u>	<u>-</u>	<u>5,918</u>
Fund balances:			
Committed	-	137,110	137,110
Unassigned	(15,250)	-	(15,250)
Total fund balances	<u>(15,250)</u>	<u>137,110</u>	<u>121,860</u>
Total liabilities and fund balances	<u>\$ (9,332)</u>	<u>\$ 137,110</u>	<u>\$ 127,778</u>

The accompanying notes are an integral part of these financial statements.

**PLEASANT VALLEY FIRE DISTRICT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES - MODIFIED CASH BASIS - GOVERNMENTAL FUNDS
YEAR THEN ENDED JUNE 30, 2022**

	General Fund	Capital Projects Fund	Total Governmental Funds
REVENUES			
Property taxes	\$ 139,107	\$ -	\$ 139,107
Fire district assistance taxes	12,579	-	12,579
Other revenue	-	9,332	9,332
Interest Income	364	2,340	2,704
Total revenues	<u>152,050</u>	<u>11,672</u>	<u>163,722</u>
EXPENDITURES			
Current:			
Public safety, fire protection:			
Emergency services	141,620	-	141,620
Administrative and support services	8,446	-	8,446
Total expenditures	<u>150,066</u>	<u>-</u>	<u>150,066</u>
Excess of revenues over expenditures	<u>1,984</u>	<u>11,672</u>	<u>13,656</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	-	23,000	23,000
Transfers out	(23,000)	-	(23,000)
Total other financing sources and uses	<u>(23,000)</u>	<u>23,000</u>	<u>-</u>
Net changes in fund balances	<u>(21,016)</u>	<u>34,672</u>	<u>13,656</u>
Fund balances - beginning	<u>5,766</u>	<u>102,438</u>	<u>108,204</u>
Fund balances - ending	<u>\$ (15,250)</u>	<u>\$ 137,110</u>	<u>\$ 121,860</u>

The accompanying notes are an integral part of these financial statements.

**PLEASANT VALLEY FIRE DISTRICT
STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUND
JUNE 30, 2022**

	FIREFIGHTERS' Relief and Pension Fund
ASSETS	
Cash	\$ 23,743
Accounts receivable	2,218
	<hr/>
Total assets	\$ 25,961
	<hr/>
NET POSITION	
Held in trust for pension benefits	\$ 25,961
	<hr/>

The accompanying notes are an integral part of these financial statements.

PLEASANT VALLEY FIRE DISTRICT
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FIDUCIARY FUND
For the Year Ended June 30, 2022

	Firefighters' Relief and Pension Fund
ADDITIONS	
Contributions:	
Premium tax contribution	\$ 2,218
	2,218
Total additions	2,218
DEDUCTIONS	
Loss on Investments	1,049
Benefits paid	2,487
	3,536
Total deductions	3,536
Change in net position	(1,318)
Net Position - beginning	27,279
Net position - ending	\$ 25,961

The accompanying notes are an integral part of these financial statements.

PLEASANT VALLEY FIRE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Operations and Financial Reporting Entity

The District, established pursuant to Arizona Revised Statute Title 48, is a special purpose local government that is governed by an elected governing body, a legally separate entity, and is fiscally independent of other state and local governments. The District has no discrete or blended component units.

Fund Accounting

The accounts of the District are organized on the basis of fund accounting, each of which is considered a separate reporting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues and expenditures. Resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent. The District reports the following major governmental funds:

General Fund – This fund is the District’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Capital Projects Fund – This fund is used to account for funds committed, received and expended for the construction of buildings and improvements as well as for the acquisition of apparatus and major equipment for use by the District.

Firefighters’ Relief and Pension Trust – This fund is a fiduciary fund which is used to account for volunteer firefighter benefits.

Modified Cash Basis of Accounting

As required under Arizona Revised Statutes, Title 48 § 251.A(1), the District has prepared these financial statements in a manner sufficient to report beginning and ending fund balances and all revenues and expenditures for the year ending June 30, 2022. The Statement of Revenues, Expenses and Changes in Fund Balance is presented on the modified cash basis of accounting which is a comprehensive basis other than accounting principles generally accepted in the United States. The modified cash basis of accounting recognizes revenues when cash is received and expenditures when cash is spent.

The major departure from accounting principles generally accepted in the United States is that there are generally no accruals made using the modified cash basis of accounting. Specifically, there were no accruals made for accounts receivable, accounts payable and amounts either due from or due to other governmental entities. However, accruals were made for credit card and payroll related liabilities in which the District acts as a fiduciary. Furthermore, these financial statements do not include government-wide financial statements which are required by accounting principles generally accepted in the United States. Additionally, the District has also elected not to present Management’s Discussion and Analysis or the Budgetary Comparison Schedules that accounting principles generally accepted in the United States have determined are necessary to supplement, although not required to be part of, the basic financial statements.

PLEASANT VALLEY FIRE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2022

Cash and Cash Equivalents

The District's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

Arizona Revised Statutes authorize special districts to invest public monies in the Arizona State Treasurer's local government investment pool, interest bearing savings accounts, certificates of deposit and in accounts of any savings and loan associations insured by an agency of the government of the United States, up to the amount of such insurance or pledged collateral. All investments are stated at fair value based on market prices. For additional information regarding cash and cash equivalents, see Financial Note 2 – Cash and Cash Equivalents.

Payroll Withholdings Held in Trust

Liabilities, if applicable, are reported for amounts withheld from employees' salaries and wages, held in trust by the District. As the District has expensed all amounts related to salaries and wages payable, the District holds these monies as a fiduciary until they are remitted to the appropriate third parties.

Fund Equity

In the fund financial statements, governmental funds report fund balance as nonspendable, restricted, committed, assigned or unassigned based primarily on the extent to which the District is bound to honor constraints on how specific amounts can be spent.

Nonspendable - amounts that cannot be spent because they are either (a) not spendable in form or (b) legally or contractually required to be maintained intact.

Restricted - amounts with constraints placed on their use that are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed - amounts that can only be used for specific purposes determined by formal action of the District's decision making authority (the governing Board) and that remain binding unless removed in the same manner. The underlying action that imposed the limitation needs to occur no later than the close of the reporting period.

Assigned - amounts that are constrained by the District's intent to be used for specific purposes. The intent can be established at either the highest level of decision making, or an official designated for that purpose.

Unassigned - the residual classification for the District's General Fund that includes amounts not contained in other classifications.

PLEASANT VALLEY FIRE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2022

Budgetary Accounting

The District is required, under Arizona Revised Statutes, to adopt a budget each fiscal year and to submit it to the county treasurer and the county board of supervisors no later than the first day of August each year. The adopted budget is on the modified cash basis of accounting, which is an acceptable basis for budgetary purposes. All annual appropriations lapse at fiscal year-end. The District is subject to expenditure limitations under Arizona Revised Statutes. This law does not permit the District to spend more than the budgeted revenues plus the prior year's carry-over of unrestricted cash. The limitation is applied to the total of the combined funds.

Implementation of New Standards

Effective July 1, 2021, the District implemented GASB No. 87, *Leases*. As the lessee, the District determines whether a contract is, or contains a lease at inception. Lease agreements with a maximum lease term of twelve months or less, including options to extend, are accounted for as short-term leases. Lease agreements that transfer ownership of the underlying asset to the District at the end of the contract are recorded as a finance purchase with a related lease liability. Lease agreements not classified as a short-term lease, or a finance purchase are accounted for as an intangible right to use lease asset. An intangible right to use lease asset represents the District's right to use an underlying asset during the lease term and the lease liability represents the District's obligation to make lease payments arising from the lease. Intangible right to use lease assets and lease liabilities are recognized at lease commencement based upon the estimate present value of unpaid lease payments over the lease term. The District uses its incremental borrowing rate based on information available at lease commencement in determining the present value of unpaid lease payments. As the lessor, the District applies the same criteria but recognizes a lease receivable and a deferred inflow of resources equal to the present value of the lease payments.

As the District operates on the modified cash basis of accounting, the standard did not have an impact on the District's financial statements for the year ended June 30, 2022.

NOTE 2 – CASH AND INVESTMENTS

Arizona Revised Statutes authorize special districts to invest public monies in the Arizona State Treasurer's local government investment pool, interest bearing savings accounts, certificates of deposit and in accounts of any savings and loan associations insured by an agency of the government of the United States, up to the amount of such insurance or pledged collateral. The District has no investment policy that would further limit its investment choices.

District's Cash and Cash Equivalents Deposits

Deposits

As of June 30, 2022 the District's carrying amount of deposits with the Gila County Treasurer's LGIP was \$127,778. The District also maintains a checking account with a financial institution. The carrying amount on the checking account as of June 30, 2022 was a balance of \$0.

Interest Rate Risk

Interest rate risk is the risk that changes in interest rate will adversely affect the fair value of an investment. The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

**PLEASANT VALLEY FIRE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2022**

Credit Risk

Credit risk is the risk that an insurer or other counterparty to an investment in a debt security will not fulfill its obligations. State law limits deposits and investments of the MCTIP to the Arizona State Treasurer's local government investment pool (LGIP); interest bearing savings accounts, certificates of deposit; United States Treasury Bills, notes or bonds which have a maturity date of not more than one year and in accounts of any savings and loan associations insured by an agency of the government of the United States, up to the amount of such insurance or pledged collateral.

Custodial Credit Risk

Custodial credit risk for investments is the risk that, in the event of a failure of the counterparty to a transaction, the District will not be able to recover the value of the investments or collateral securities that are in possession of an outside party. The District does not have a formal policy for custodial credit. However, all investments are held in safekeeping by Gila County or are covered by federal depository insurance.

Firefighters' Pension and Relief Fund's Cash

The District maintains a Volunteer Firefighters' Pension and Relief Fund Pursuant to Arizona Revised Statute Title 9, Chapter 8, Articles 3 and 4. The Pension plan is funded by Arizona premium tax contributions. Current year contributions were \$2,218.

Cash

As of June 30, 2022 the Pension Fund has had \$23,743 on deposit with the Gila County Treasurer.

NOTE 3 – COMMITMENTS AND CONTINGENCIES

Inter-Governmental Agreements and indemnifications

The District is party to a variety of inter-governmental agreements entered into in the ordinary course of business pursuant to which it may be obligated to provide services outside of its geographic boundaries and/or receive assistance from other parties. As part of these agreements, the District is obligated to indemnify other parties for certain liabilities that arise out of, or relate to, the subject matter of the agreements.

Risk Management

The District is contingently liable for claims and judgments resulting from lawsuits incidental to normal operations. In the opinion of the District's management, adverse decisions that might result, to the extent not covered by insurance, would not have a material effect on the financial statements. No provision has been made in the financial statements for possible losses of this nature.

**PLEASANT VALLEY FIRE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2022**

NOTE 4 - SUBSEQUENT EVENTS

In preparing the financial statements, the District has evaluated events and transactions for potential disclosure through March 21, 2023, the date the financial statements are available to be issued. No events have occurred subsequent to June 30, 2022 that would require disclosure, except those mentioned below.

On January 30, 2020, the World Health Organization declared the coronavirus outbreak a "Public Health Emergency of International Concern" and on March 11, 2020, declared it to be a pandemic. On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) was enacted to amongst other provisions, provide emergency assistance for individuals, families and businesses affected by the coronavirus pandemic. The District may be adversely affected through governmental and business closures resulting in a reduction of labor demand or decrease in student counts. The District continues to monitor the situation surrounding COVID-19. Management will continue to evaluate the impact it will have on future operations.

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Pleasant Valley Fire Department

47529 N AZ Highway 288
PO Box 303
Young, AZ 85554

928-462-3678 Office/Fax
928-462-3489 Controlled Burns
pvfdadmin@mtecom.net

Serving the Community of Young, Arizona since 1977

PUBLIC NOTICE

PLEASANT VALLEY VOLUNTEER FIREFIGHTER'S RELIEF AND PENSION BOARD

RECORDED MINUTES OF BOARD MEETING, MARCH 21, 2023

These recorded minutes will be submitted for approval at the next scheduled meeting March 22, 2023.

1. The meeting was called to order by Board President Mark Stratton at 4:57pm.
2. Pledge of Allegiance was recited by all in attendance.
3. Roll call: confirmation of a quorum: Members present, Mark Stratton, Kathy Hunt, Terri Swanson, Beth Talbot and Francie Olhausen.
4. Call to the Public: No comments were made.
5. Approval of minutes – Information/Discussion/Vote
 - a. Minutes for 2022 not available.
6. Business:
 - a. Replacement for Secretary for resigned member Rebecca Urban. Terri Swanson was asked to fill the vacant position. Replacement for resigned member Firefighter Joe Lynch. Francie Olhausen was asked to fill the vacant position. A motion was made by Kathy Hunt and Beth Talbot, respectively. The vote was carried unanimously.
 - a. Review of Fund Balance \$23,743.60 as of December 31, 2022 and approval for electronic submission to the State Fire Marshall's office by March 31, 2023. A motion was made by Kathy Hunt and Terri Swanson, respectively. The vote was carried unanimously.
7. Review and acceptance of updated Pension Application.
8. Adjournment: 5:03pm A motion was made by Kathy Hunt and Beth Talbot, respectively. The vote was carried unanimously.