

# ***PLEASANT VALLEY FIRE DISTRICT***

## **RECORDED MINUTES OF REGULAR BOARD MEETING, January 17, 2024 These minutes will be submitted for approval at the February 21, 2024 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:**
  - a. **Board Members present:** Kathy Hunt – Chair, Peter Elenius - Clerk, Ted Tucci – Treasurer by telephone; Kathy stated that a quorum was present.
  - b. **Board Member(s) not present:** Bob Turner – Member
  - c. **FD staff present:** Chief - Mark Stratton, Terri Swanson, Shawn Bakhtiar
  - d. **Public present:** John Norman, Curtis Cortez
- 4) **Call to the public:** none
- 5) **Approval of Minutes of the:**
  - a. **Regular Session December 13, 2023** – Ted made a motion to accept the minutes of the December 13, 2023 meeting, Peter seconded, and the motion carried unanimously.
- 6) **Business – Information/Discussion/Vote**
  - e. Swearing in of John Norman as board member – Peter administered the oath of office and John recited. Curtis Cortez notarized John signing the oath of office. All welcomed John to the board. A board organization item will be added to the February agenda.
- 7) **Reports and Correspondence:**
  - a. **Chief’s Report:** Mark gave the Chief’s report, which is attached.
  - b. **Admin’s Report:** Terri gave the Admin’s report, which is attached.
  - c. **Treasurer’s Report for December 2023:**
    - County Balance in General Funds less uncleared warrants of \$ 113,179.40
    - Capital Reserve balance of \$ 80,638.42;
    - Pension Fund balance of \$ 24,455.74;Peter reviewed the Treasurer’s report. Peter made a motion to accept the December Treasurer’s report, Ted seconded and the motion passed unanimously.
- 8) **Legislative Report:** no updates relevant to PVFD.
- 9) **Business: Information/Discussion/Vote**
  - b. **CPA Review** – Andrew Wendt of Atlas CPAs & Advisors joined the board meeting by telephone. Andrew reviewed his draft review of the PVFD finances. He saw no issues and said the process went very smoothly this year. Attached is a copy of the review. Peter made a motion to accept the CPA review of the financial statement for FY2022-23, Kathy seconded and the motion passed unanimously.

# ***PLEASANT VALLEY FIRE DISTRICT***

## **RECORDED MINUTES OF REGULAR BOARD MEETING, January 17, 2024 These minutes will be submitted for approval at the February 21, 2024 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.

- c. Service call billing status** – See admin report.
- d. Operations SOPs review & approval** – tabled.
- e. Transfer of funds from General Fund to Capital Reserve Fund** – After discussion that there was \$113,180 in the General Fund, that we could move the full \$30,000 that was transferred into the General Fund in July 2023 back to the Capital Reserve Fund. Peter made a motion to transfer \$30,000 from the General Fund to the Capital Reserve Fund, John seconded and the motion passed unanimously.
- f. Approve Pension Board meeting minutes** – Board reviewed the pension board meeting minutes which are attached. Kathy made a motion to approve the pension board meeting minutes and Peter seconded, the motion passed unanimously.

### **10) Items for Future Agendas**

- 1. Service call billing status
- 2. Operations SOPs review & approval
- 3. Board SOP review
- 4. Board organization

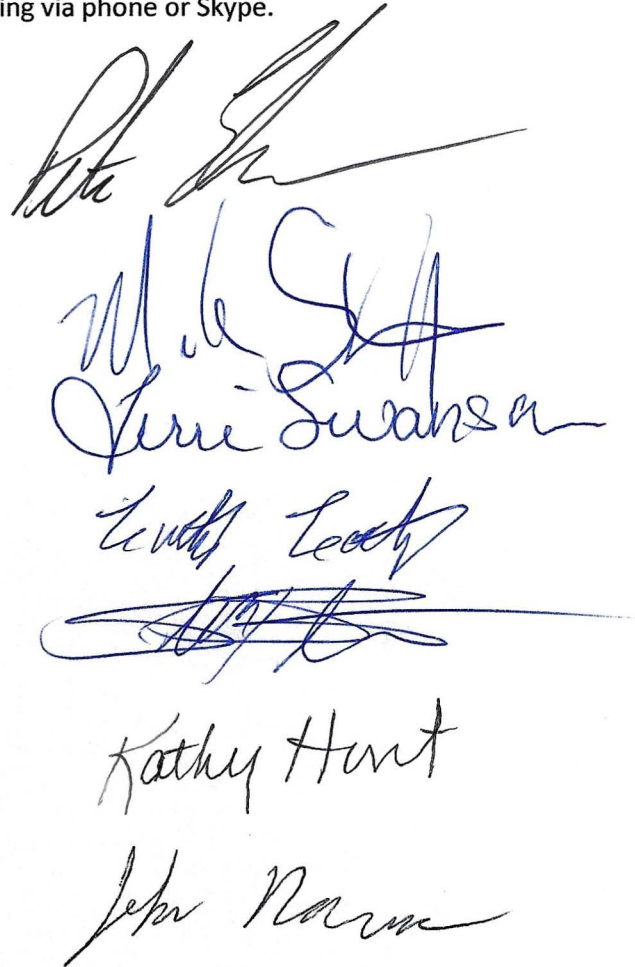
**11) Adjournment** – Peter made a motion to adjourn at 18:37, Ted seconded and the motion carried unanimously.

## NOTICE: Regular Session and Executive Session of Pleasant Valley Fire District on January 17, 2024

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
- 5) Approval of Minutes of Regular Session, December 13, 2023
- 6) Business – Information/Discussion/Vote
  - a) Swearing in of John Norman as board member
- 7) Reports and Correspondence - Information/Discussion/Vote
  - a) Chief's Report
  - b) Admin Report & District Calendar Review
  - c) Treasurer's Report for December 2023
- 8) Legislative report
- 9) Business – Information/Discussion/Vote
  - b) CPA Review
  - c) Service call billing status
  - d) Operations SOPs review & approval
  - e) Transfer of funds from General Fund to Capital Reserve Fund
  - f) Approve Pension Board meeting minutes
- 9) Items for future agendas
- 10) Adjournment



Handwritten signatures of board members, including John Norman, Jerry Swanson, and Kathy Hunt.



# 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](mailto:pvfdadmin@mtecom.net)

*Serving the Community of Young, Arizona since 1977*

## PVFD Chief's Report for December 2023

### Board Meeting January 17, 2024

#### Calls for December:

4 EMS 0 Stage Events 1 Fires 6 Control Burns 0 Cancelled Call  
2 Patients Flown; 0 by Ground Transport; 0 Ground Transport Refusal  
2 Air Refusal; 1 Public Assist and 0 DOA  
Calendar YTD, 186 calls  
There were no FF/EMS injuries reported.

#### Training:

Dispatch Trainings: @ 10am once a month/last Friday of the month.  
EMS every other Thursday @ 0700 hrs.  
Fire Training every other Thursday @ 0700 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 December 2023

- Attended the AFCA conference
- Attended the Northern Gila County Chief's meeting
- Held the Pension Board meeting Update
- Fire Hall gutter update
- Update HB2609

### Admin Report for December 2023

#### CALENDAR REMINDERS:

- Prepare Monthly Financials
- Order Office Supplies
- Pay Accounts Payable and send the County details (called positive pay)
- Pick up the mail.
- Check emails daily.

- Still Nothing new on Fire Recovery for Joe and Linda Duarte in Haigler as of today...this claim has gone to collections. If there is no activity by the end of February, this claim will be closed.
- Worked with Andrew the CPA for last minute info he needed to finish the Annual review.
- Worked on Stipends and issued and handed out Checks.
- Set up and Met with Deputy Lahti for fingerprinting twice in December. Filled out all paperwork for Fingerprints and background checks and sent to AZ Dept of Public Safety.
- Worked on the Fire Hall Calendar.
- Ordered W-2 and 1099 Tax Forms
- Helping with Dispatching to cover for emergencies only.

**PLEASANT VALLEY FIRE DISTRICT**  
**FINANCIAL STATEMENTS**  
**JUNE 30, 2023**

**PLEASANT VALLEY FIRE DISTRICT  
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JUNE 30, 2023**

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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 modified-cash basis financial statements of Pleasant Valley Fire District (the District) as of and for the year ended June 30, 2023 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 modified-cash basis 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 modified-cash basis 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.

We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

### Basis of Accounting

Note 1 of the modified-cash basis 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  
December 6, 2023



**PLEASANT VALLEY FIRE DISTRICT  
BALANCE SHEET - MODIFIED CASH BASIS GOVERNMENTAL FUNDS  
JUNE 30, 2023**

	<u>General Fund</u>	<u>Capital Projects Fund</u>	<u>Total Governmental Funds</u>
<b>ASSETS</b>			
Cash and investments	\$ 11,731	\$ 116,731	\$ 128,462
Total assets	<u>\$ 11,731</u>	<u>\$ 116,731</u>	<u>\$ 128,462</u>
<b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Accrued payroll taxes	\$ 6,220	\$ -	\$ 6,220
Total liabilities	<u>6,220</u>	<u>-</u>	<u>6,220</u>
Fund balances:			
Committed	-	116,731	116,731
Unassigned	<u>5,511</u>	<u>-</u>	<u>5,511</u>
Total fund balances	<u>5,511</u>	<u>116,731</u>	<u>122,242</u>
Total liabilities and fund balances	<u>\$ 11,731</u>	<u>\$ 116,731</u>	<u>\$ 128,462</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**  
**FOR YEAR THEN ENDED JUNE 30, 2023**

	<u>General Fund</u>	<u>Capital Projects Fund</u>	<u>Total Governmental Funds</u>
<b>REVENUES</b>			
Property taxes	\$ 159,450	\$ -	\$ 159,450
Fire district assistance taxes	12,712	-	12,712
Other revenue	1,858	-	1,858
Interest Income	9,824	467	10,291
	<u>183,844</u>	<u>467</u>	<u>184,311</u>
Total revenues	<u>183,844</u>	<u>467</u>	<u>184,311</u>
<b>EXPENDITURES</b>			
Current:			
Public safety, fire protection:			
Emergency services	98,355	-	98,355
Administrative and support services	28,728	-	28,728
Capital outlay	-	64,346	64,346
	<u>127,083</u>	<u>64,346</u>	<u>191,429</u>
Total expenditures	<u>127,083</u>	<u>64,346</u>	<u>191,429</u>
Excess of revenues over expenditures	<u>56,761</u>	<u>(63,879)</u>	<u>(7,118)</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Proceeds from sale of capital assets	-	7,500	7,500
Transfers in	-	36,000	36,000
Transfers out	(36,000)	-	(36,000)
	<u>(36,000)</u>	<u>43,500</u>	<u>7,500</u>
Total other financing sources and uses	<u>(36,000)</u>	<u>43,500</u>	<u>7,500</u>
Net changes in fund balances	20,761	(20,379)	382
<b>Fund Balances - Beginning (deficit)</b>	<u>(15,250)</u>	<u>137,110</u>	<u>121,860</u>
<b>Fund Balances - Ending</b>	<u>\$ 5,511</u>	<u>\$ 116,731</u>	<u>\$ 122,242</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, 2023**

	<b>FIREFIGHTERS' Relief and Pension Fund</b>
<b>ASSETS</b>	
Cash	\$ 22,884
Accounts receivable	2,791
	25,675
Total assets	<u>\$ 25,675</u>
 <b>NET POSITION</b>	
Held in trust for pension benefits	<u>\$ 25,675</u>

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 YEAR THEN ENDED JUNE 30, 2023**

	<b>Firefighters' Relief and Pension Fund</b>
<b>ADDITIONS</b>	
Contributions:	
Premium tax contribution	\$ 2,791
Total additions	2,791
<b>DEDUCTIONS</b>	
Loss on investments	1,277
Benefits paid	1,800
Total deductions	3,077
Change in net position	(286)
Net Position - Beginning	25,961
Net Position - Ending	\$ 25,675

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

**PLEASANT VALLEY FIRE DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**JUNE 30, 2023**

**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.

**Coronavirus Disease (COVID-19)**

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 revenues. The District continues to monitor the situation surrounding COVID 19. Management will continue to evaluate the impact it will have on future operations.

**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, 2023. 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.

**PLEASANT VALLEY FIRE DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**JUNE 30, 2023**

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.

**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, 2023**

**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.

**Leases**

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, 2023.

**Subscription-Based Information Technology Arrangements**

Effective July 1, 2022, the District implemented GASB No. 96, Subscription-Based Information Technology Arrangements (SBITA). The District determines whether a contract conveys control of the right to use another party's (SBITA vendor's) IT software, infrastructure, or data warehouse, alone or in combination with tangible capital assets (underlying IT assets), as specified in the contract for a period of time in an exchange or exchange-like transaction. The SBITA liability is the present value of the annual payments using the District's incremental borrowing rate. The liability is amortized providing the principal and interest components of the payments over the SBITA term. The SBITA asset is measured as the SBITA liability plus any capitalized expenditures/expenses incurred in the initial implementation stage. The SBITA asset is depreciated (amortized) using a straight-line depreciation method over the term of the SBITA arrangement.

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, 2023.



**PLEASANT VALLEY FIRE DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**JUNE 30, 2023**

**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, 2023 the District's carrying amount of deposits with the Gila County Treasurer's LGIP was \$128,462. The District also maintains a checking account with a financial institution. The carrying amount on the checking account as of June 30, 2023 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.

**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 Firefighters' Pension and Relief Fund (Pension 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 \$2,791.

**Cash**

As of June 30, 2023 the Pension Fund has had \$23,361 on deposit with the Gila County Treasurer.

**PLEASANT VALLEY FIRE DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2023**

**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.

**NOTE 4 - SUBSEQUENT EVENTS**

In preparing the financial statements, the District has evaluated events and transactions for potential disclosure through December 6, 2023, the date the financial statements are available to be issued. Management believes no events have occurred subsequent to June 30, 2023 that would require disclosure.



## 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](mailto: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, JANUARY 15, 2024

These recorded minutes will be submitted for approval at the next scheduled meeting **JANUARY 17, 2024.**

1. The meeting was called to order by Board President Mark Stratton at 9:05am.
2. The Pledge of Allegiance was recited by all in attendance.
3. Roll call: confirmation of a quorum: Members present, Mark Stratton, Kathy Hunt, Terri Swanson, Shawn Bakhtiar, Beth Talbot, and Mike McKinney.
4. Call to the Public: No comments were made.
5. Approval of minutes – Information/Discussion/Vote
  - a. Minutes for 2023, a motion to approve last year's minutes was made by Mark Stratton and Shawn Bakhtiar, respectively. The vote was carried unanimously.
6. Business:
  - a. Replacement for resigned member Firefighter Francie Olhausen, Shawn Bakhtiar was asked to fill the vacant position. . Replacement for resigned member Dispatcher Bonnie Halverson, Pam Doyle was asked to fill the vacant position. The motion was made by Kathy Hunt and Beth Talbot, respectively. The vote was carried unanimously.
  - b. Review of Fund Balance \$23,980.74 as of December 31, 2023, and approval for electronic submission to the State Fire Marshall's office by March 31, 2024. The motion was made by Shawn Bakhtiar and Mark Stratton, respectively. The vote was carried unanimously.
7. Review and acceptance of updated Pension Application.
8. Adjournment: 9:17am A motion was made by Shawn Bakhtiar and Beth Talbot, respectively. The vote was carried unanimously.