



# Desert Hills Fire District

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## Desert Hills Fire District Board Meeting Minutes Regular Meeting, November 17, 2025

### 1. Call to order

Board Member Roger called to order the Desert Hills Fire District Board meeting at **9:00 a.m. on Wednesday, November 17, 2025**, at the Desert Hills Fire Station Si-Mock Room located at 3983 London Bridge Road, Lake Havasu City, AZ.

### 2. Pledge of Allegiance

Pledge of Allegiance commenced by Board Member Roger

### 3. Roll Call

The following Board Members were present:

Tom Roger  
Curtis Schafer  
Rich Fountain  
Dana VanLeuven  
Linda Hanks

Also, in attendance:

Battalion Chief Stanec  
Battalion Chief Bunn  
Administrative Specialist Harrison

### 4. Call to the Public: None

### 5. Approval of Regular Meeting Minutes for October 15, 2025: Board Member Hanks motioned to accept meeting minutes as presented, seconded by Board Member VanLeuven, all in favor.

### 6. Reports:

- a) **Auditor Report:** Auditor Jennifer Frank from Hinton Burdicks reports that she's happy to be back again.
- Independent Auditors Report - I'm happy to say again that you had an Unmodified, clean opinion.
  - Report on Internal Control over Financial Reporting and Compliance - Again having to say no significant deficiencies noted during the audit and that is also excellent.
  - Report on State Legal Compliance – This is a report that we have to issue to fire districts and that you were in compliance with revised statute section 48.
  - As you know you have two sets financials the first one up is your Government Wide Financial is what you see in normal business. The second set of financial statements is your Governmental Fund Financial Statements which have a current resource focus. The first one I'm going to start on is your Government Wide Financial Statements so these are full accrual. Your total net position, your equity at June 30, 2025 ended at 3.4 million. This is a really good number to watch for the health of the district. Your net position income statement increased by 1.4 million during fiscal year 2025. Capital Assets increased by \$643,000 net of depreciation of \$226,000. Your total long-term debt came in at 1.2 million. Of that balance \$544,000 is notes payable, SBITA is \$43,000, Compensated Absences is \$133,000, and Net Pension Liability is \$501,000.

- Now we're going to get into your five-year trend. These are focused on governmental funds; keep in mind these don't include capital assets and long-term debt; it's all current resource focused. You'll see you ended up just under 2.7 million, the fund balance equity ended at just over 2.5 million, liabilities were \$147,000. I do want to point out, your 2021 total assets were at \$987,000, its almost tripled in the last 5 years which is a positive trend. Next is the cash trend, your cash ended at 2.2 million, again a positive trend. In 2021 you were a \$769,000 in cash and you've increased that to 2.2 million. This year you do have cash that is restricted which is related to unspent grant funds for the water tender in the amount of \$152,000.
- Next is the Revenue and Expenditure Trend. Revenue and expense lines periodically crisscross, but you have stayed stable for the last 5 years. Your total revenue was 4.5 million, expenses were at 3.8 million and revenue exceeded expenditures by \$666,000.
- I want to refer you to your budget to actual and the changes between 2025 and 2024. Overall, your total revenue came in at 4.5 million that was a 1.2 million increase from fiscal year 2024. The big changes there were property taxes were up \$400,000, intergovernmental revenue was up \$390,000 and charges for services were up \$150,000. Expenses came in at 3.8 million that was up \$933,000. The big changes are personnel costs were up \$286,000, education and training went up \$17,000. And the big one was the capital outlay which was up \$781,000. And that's related to those tenders and communications.

b) **Fire Administration Report:** Battalion Chief Stanec reports the following;

- One of our newer firefighters Cameron Bookey turned in his two-week notice, he relocated to the Williams area. We offered Bryan Goetsch the firefighter position.
- General Plan: Through a collaboration with other Chiefs in the county we were able to collectively send our message regarding the "3-mile urban development" language in the proposed general plan. Ultimately it did go in front of the Supervisors. Three of the supervisors voted to remove that language. Overall, it's was the best for our fire district to not make it easier for the city to annex us in the future. We see the development going on in our community.
- Communications update; Mohave Valley, Golden Shores, Oatman, and Fort Mohave Mesa. They're looking at Colorado City as a possible dispatch center. They are having problems with the Bullhead City dispatch. So, they started exploring other avenues. Colorado City has the same infrastructure in place as we currently have, they are a state funded 911 first call center. I visited the Colorado City's dispatch to see what they have to offer. AMR's dispatch center is transferring to Phoenix over the next six month and will be an ambulance dispatch center not a first call 911 center. They're looking at retooling the map for the respected fire districts when it comes to first call 911. We are not making any decisions this is just information for the future. Our project right now things are moving slow when it comes to the trunking system with Mohave Valley. There is a lot pieces when you combine four fire departments on the same system. I have a meeting after Thanksgiving with the county rep the WECOM reps that are in charge of Goat. They want to get us on the county tower. We're hoping it will be off the ground in about six months.
- SXS Poker Run – We had a nice lady who wants to be anonymous, our Fire Department responded to her offroad 911 call. She donated to us \$10,000 to say thank you for everything we do. She wants the money to go to our offroad rescue program.
- Dates to remember: December 13<sup>th</sup> Holiday Toy at the Bunker Bar, Pancake Breakfast is December 6th which will include a toy drive. We have posted for families to come and sign-up their kids for toys.

Happy Thanksgiving and be safe.

c) **Fire Operation Report:** Battalion Chief Bunn reports the following;

- Call-Stat; currently we are at 671, a difference of 60 calls since last meeting. No significant calls to report. The guys did save a fox yesterday, that was stuck in a fence.
- Training Update – All personnel completed our Fire Ground Survival training last week. Myself, Captains Erickson and Glomboski all took turns holding a class and training with the crew. I attended 2<sup>nd</sup> annual Southwest Community Risk Reduction Conference in Glendale the beginning of the month. It was two days of classes and I got to meet all the Valley Fire Marshalls. I was introduced to Scottsdale, Phoenix and Mesa Fire Marshalls, I made good contacts if I have questions, I have a list of people I can call. Also, all personnel will be participating in the confined space training with LHCDF the last week of December.
- I am waiting for information regarding surplus the old air packs.
- Prevention Office –The inspections are moving along nicely. As far as Visual Pre-Plans I'm waiting on three different apps to talk to each other so we can get everything synced up.
- New Engine Update – Good news, I spoke with HME rep who is building our new engine. They are finalizing details on the engine. They are informing that we will see the engine by end of next month, but I'm thinking more like January or February.

- d) **Auxiliary Report:** Auxiliary President Rich Fountain reports the following; last breakfast served 392 which was a little above last year. We were down on the spaghetti the other night, I think the rain had something to do with it, plus its dark this time of years. We're well on way of meeting our goal this year. We picked up another \$2,000 donation from another auxiliary member. Herradina Wagyu donated 60lb of hamburger for the spaghetti. She is very nice lady. A company in North Dakota donated all the pasta.

7. **New Business:**

- a.) Discussion and possible action re: Approval of monthly Financial Report. Administrative Specialist Harrison states that the Grant Savings Account is \$2,113.19, Payroll Account \$76,730.57, Special Revenue Checking Account \$35,508.63, Special Revenue Savings Account \$216,297.74, Warrant Account \$2,229,964.10, Petty Cash \$127.57, with a total balance of \$2,560,741.80. Motioned by Board Member Schafer to approve the financial report as presented, seconded by Board Member Fountain, all in favor.
- b.) Discussion and possible action re: Approval for installation of an emergency power hook-up – BC Bunn explains over the years we've had power outages. The past year we've been discussion an emergency power hook-up generator right by the main panel. This hook up has been need for many, many years. A local contractor submitted a quote which is attached to the board action form. I followed Policy 213.7, Purchasing and Procurement it says I only needed to get one bid due to the amount being less than \$20,000. Motion by Board Member Roger to approve installation of emergency power hookup, seconded by Board Member Schafer, all in favor.
- c.) Discussion and possible actions re: Approval to Email Migration from HostGator to Microsoft 365 – BC Stanec the prior administration being conservative at that time selected a very inexpensive email hosting system which is HostGator. It doesn't have the security and is vulnerable to spam and hacking. We've been lucky until a month ago, we've been hacked a couple times and our email was shut down for a week. It cost us to clean the virus out of the system. After the last hack I reached out to a local company called Network Solutions. Their recommendation was to go to Microsoft 365 platform along with their security. Basically, to strengthen what our email host is now so that way we're not getting spam emails on a daily basis. I know Mohave County uses this platform; it's a reputable email host. The quote is \$6,750 for them to cleaning our old emails, transferring our emails and setting up our new emails, also putting in an anti-virus software. It will update the boards members emails too. Nothing will look different, but myself, Admin Harrison, and BC Bunn will be on our own account so if Firefighter clicks on something bad it might affect the line guys email but it will not affect the Administration of the fire department email. In addition, we will pay a \$4.40 monthly fee per email user for this platform. We are looking at domain changes, currently we're a .com and possibly might go to .org. Possibly once the auxiliary gets their 501c3 we can reapply to see if we can get Microsoft 365 free or discounted. Motion by Board Member Roger to approve email migration from HostGator to Microsoft 365, seconded by Board Member Schafer, all in favor

8. **Board Member Comments:**

- a) New Business to be considered on future agendas: None  
b) Comments: None

9. **Adjourn:** Motion to adjourn at 9:53am by Board Member Fountain, seconded by Board Member VanLeuven, all in favor.