

PONDEROSA FIRE DISTRICT (PFD) GOVERNING BOARD

Held May 20, 2025
at Ponderosa Fire District, Station 82
11951 W. Shadow Mountain Dr.
Bellemont, AZ 86015

1. CALL TO ORDER/ROLL CALL: Chairman Mark Christian called the regularly scheduled board meeting to order at 5:03pm.

Members Present: Mark Christian, Board Chairman Rick Tomjack, Board Clerk Deanna Hueston, Board Member Bill Louis, Board Member	Members Absent: Tom Humphrey, Board Vice-Chairman
Fire District Personnel Present: Lee Antonides, Fire Chief Laura Mroczka, Administrative Manager Chris Jeffers, Fire Captain	
Members of the Community:	Guests: Jennifer Frank, CPA, CFE, CGFM, Partner – HintonBurdick Tricia Saunders, Saunders & Co.

2. PLEDGE OF ALLEGIANCE

3. CALL TO THE PUBLIC

Pursuant to A.R.S. § 38-431.01(H), the Board of Directors may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the Board on any issue within the jurisdiction of the Board. However, members of the Board shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

- NONE

4. APPROVAL OF MINUTES

- a. Review of Regular Board Meeting Minutes of Thursday, April 17, 2025

Discussion Summary: No discussion.

Action: Stand approved as written.

5. FINANCIAL REPORTS

- a. Discussion and possible action regarding approval of the Fiscal Year 2024 Audit as presented by Saunders and Company. The audit report provides an overview of the

financial statements and related financial activities for the fiscal year ending June 30, 2024.

Discussion Summary: Tricia Saunders with Saunders & Co. explained the audit for fiscal year 2024 and broke down the different methods they use to perform the audit. Discussion was had.

Action: Clerk Rick Tomjack made a motion to accept the fiscal year 2024 Audit. Chairman Mark Christian seconded the motion. Unanimous.

- b. Discussion and possible action regarding Saunders & Co. engagement letter for FY2025, FY2026, and FY2027 financial audits.

Discussion Summary: Chief Lee suggested that PFD should continue to use Saunders & Co. through fiscal year 2027 for annual financial audits.

Action: Member Bill Louis made a motion to approve the use of Saunders & Co through fiscal year 2027. Chairman Mark Christian seconded the motion. Unanimous.

- c. Discussion and possible action regarding financial reports ending April 30, 2025, presented by HintonBurdick CPA's & Advisors

Discussion Summary: Jennifer Frank from Hinton Burdick reported on the financial statements for April 2025.

Action: Member Bill Louis made a motion to accept the financial statements for April 2025 as presented. Member Deanna Hueston seconded the motion. Unanimous.

- d. The Board will hold a public hearing to review and approve the Fiscal Year 2026 Budget. The public is invited to attend and provide comments.

Discussion Summary: A motion was made to go into public hearing. Chairman Mark Christian made a motion, member Bill Louis seconded. Public hearing was held. Chief Lee stated he has not received any questions or concerns from the public regarding the Fiscal Year 2026 Budget. Chairman Mark Christian made a motion to move back into the regularly scheduled board meeting. Member Deanna Hueston seconded the motion.

Action: Member Deanna Hueston made a motion to accept the Fiscal Year 2026 Budget. Clerk Rick Tomjack seconded the motion. Unanimous.

6. CHIEF'S SUMMARY AND REPORTS

Chief Lee did not have a formal report for the board. Updates on Vehicle Maintenance and repairs were discussed:

Reported significant equipment issues in the past week.

- E81 and E813 are back in service.
- Chief Lee is reviewing and updating the vehicle maintenance list for scheduling and budgetary purposes.
- E82 has a steering linkage issue that has pulled it out of service completely. It is at Bellemont Truck Repair currently.
- E81 will go back to Rush to have more maintenance done once E82 is completed and back in service.

7. UNFINISHED BUSINESS

- a. Update on Type 3 Engine Agreement with the State of Arizona

Discussion Summary: Board approved agreement last month, truck is now in PFD's possession. A list is being made of repairs needed. Some concerns are two of the driver's side mirrors, a faulty bumper turret and corresponding control valve, and an air leak under the front end. Once the list is compiled, the truck will be going to ADOT in Flagstaff for these repairs to be completed per the agreement.

Action: No action taken.

8. NEW BUSINESS

- a. Discussion and possible action regarding FY26 legal representation with Coconino County

Discussion Summary: Document not available.

Action: Tabled until next month.

9. EXECUTIVE SESSION - *The Board may vote to go into an Executive Session on any agenda item, which will not be open to the public, pursuant to A.R.S. § 38-431.03(A)(3).*

10. ADJOURNMENT – at 6:13pm, Member Deanna Hueston made a motion to adjourn the May 20th, 2025, Regular Board Meeting. Clerk Rick Tomjack seconded; unanimous.



Mark Christian, Board Chairman