

QCCIFD Meeting Minutes – May 22, 2019

The Queen Creek County Island Fire District (QCCIFD) governing board met in a properly posted open public meeting on Wednesday, May 22, 2019. The meeting was held at the Town of Queen Creek – Town Hall Meeting Room MSB – San Tan room, located at 22358 S. Ellsworth Road, Queen Creek, Arizona.

The following agenda items were considered at the meeting:

- A. The meeting of the QCCIFD board was called to order at 6:30 p.m. by board chair Memmott.
- B. Roll Call: Chair Memmott (via telephonically), Clerk Ruscetti and Members Kuefner and Woodruff in attendance.

Item 1: Consideration of approval of the governing board meeting minutes of March 27, 2019 (QCCIFD #19-018):

Motion by Ruscetti / 2nd by Kuefner: To approve the March 27, 2019 minutes as presented; Passed 4-0.

Item 2: Call to the Public: None

Item 3: Report from the fire chief regarding the provision of fire and EMS to the QCCIFD, including but not limited to the following items (QCCIFD #19-n/a):

- a) Monthly response and service report: Chief Marlar discussed the March and April response reports and answered general questions from the board on information provided in the reports. There were no structural fires in March and April. There was a dramatic drop in response times from January and February.

Discussion only – no action taken

Moved to item #5 on the agenda.

Item 5: Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #19-020):

Administrative Manager Vaughn reviewed the March financial reports prepared by the district's C.P.A.; Angela Bertram (finance reports included within board packet). Vaughn addressed general questions from the board regarding information contained within the reports.

Motion by Woodruff / 2nd by Ruscetti: To accept the finance reports as presented; Passed 4-0.

- b) Review of invoices / payables and authorization for payment (QCCIFD #19-021):

Administrative Manager Vaughn presented invoices (included within board packet)

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and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$1,700.09); Angela Bertram, CPA (\$292.50); Town of Queen Creek-2nd half of fire services (\$746,723.50), Law Offices of Nicolas J. Cornelius (\$33.00).

Motion by Ruscetti / 2nd by Memmott: To authorize payment of the invoices presented; Passed 4-0.

Moved back to item #4 on the agenda.

Item 4: Presentation and review of fiscal year 19/20 budget proposal and financial projections (QCCIFD #19-019)

Dan Olsen, Deputy Finance Director for Queen Creek, presented to the QCCIFD board the FY 19/20 Budget and Contract Proposal. He discussed the history and 5-year forecast for Queen Creek. In 10 years, it is anticipated that the population will almost double to 93K. In addition, operating costs will also go up around \$5.2M. Over the next 5 years, there will also be a new station, along with equipment. The contract rate for QCCIFD is decreasing 5%, for a total of \$1,419,731.

Item 6: Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 17, 2019 at 6:30 p.m. local time for a public hearing prior to adoption (QCCIFD #19-022).

Administrative Manager Vaughn discussed the proposed budget for FY 19/20 and answered general questions from the board regarding the budget. There were no significant changes to the budget. The Queen Creek contract cost has decreased by 5%, which will positively impact the tax rate for the County Island.

Motion by Memmott 2nd by Woodruff: Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 17, 2019 at 6:30 p.m. local time for a public hearing prior to adoption; Passed 4-0.

Item 7: Consideration of items for the agenda of the Queen Creek County Island Fire District's next regular scheduled meeting July 17, 2019 and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #19-023):

- Standard agenda items
- Budget Adoption

Item 8: Announcements:

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- None

Item 9: Adjourn; Motion by Memmott / 2nd by Kuefner to adjourn the meeting at 7:31pm.
Passed 4-0.

QCCIFD meeting minutes approved: July 17, 2019:

Marion Memmott, Board Chair

Phil Ruscetti, Board Clerk

Jeremiah Woodruff, Board Member

Daniel Kuefner, Board Member