

## QCCIFD Meeting Minutes – May 20, 2020

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The Queen Creek County Island Fire District (QCCIFD) governing board met in a properly posted open public meeting on Wednesday, May 20, 2020. The meeting was held via teleconference due to COVID-19 concerns. The Arizona Attorney General has authorized teleconferencing for public meetings during the COVID-19 pandemic.

The following agenda items were considered at the meeting:

- A. The meeting of the QCCIFD board was called to order at 6:36 p.m. by board chair Memmott.
- B. Roll Call: Chair Memmott, Clerk Ruscetti and Members Kuefner in attendance. (Absent – Woodruff)

**Item 1:** Consideration of approval of the governing board meeting minutes of March 18, 2020 (QCCIFD #20-014):

Motion by Memmott / 2<sup>nd</sup> by Kuefner: To approve the March 18, 2020 minutes as presented; Passed 3-0. (Absent – Woodruff)

**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 #20-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 was a spike in calls in March. April had a typical call volume.

Discussion only – no action taken

**Item 4:** Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #20-015):

Administrative Manager Vaughn reviewed the March and April 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 Memmott/ 2<sup>nd</sup> by Ruscetti: To accept the finance reports as presented; Passed 3-0. (Absent – Woodruff)

- b) Review of invoices / payables and authorization for payment (QCCIFD #20-016):

Administrative Manager Vaughn presented invoices (included within board packet) and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$1,687.99); Angela Bertram, CPA (\$315); Town of Queen Creek-2<sup>nd</sup> half of

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fire services (\$709,865.50).

Motion by Memmott / 2<sup>nd</sup> by Kuefner: To authorize payment of the invoices presented; Passed 3-0. (Absent – Woodruff)

**Item 5:** Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 15, 2020 at 6:30 p.m. local time for a public hearing prior to adoption (QCCIFD #20-017).

Administrative Manager Vaughn discussed the proposed budget for FY 20/21 and answered general questions from the board regarding the budget. The contract cost from the Town of Queen Creek is projected to be \$1,468,012 TY compared to \$1,419,731 LY. The proposed tax rate is 2.14 TY vs 2.22 LY. The fiscal year end is June 30<sup>th</sup> and the final budget will be discussed at the July meeting.

Motion by Memmott 2<sup>nd</sup> by Kuefner: Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 15, 2020 at 6:30 p.m. local time for a public hearing prior to adoption; Passed 3-0. (Absent – Woodruff)

**Item 6:** Consideration of items for the agenda of the Queen Creek County Island Fire District's next regular scheduled meeting July 15, 2020 and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #20-018):

- Standard agenda items
- Budget Adoption

**Item 7:** Announcements:

- None

**Item 8:** Adjourn; Motion by Memmott / 2<sup>nd</sup> by Ruscetti to adjourn the meeting at 7:27pm. Passed 3-0. (Absent – Woodruff)

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**QCCIFD meeting minutes approved: July 15, 2020:**

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**Marion Memmott, Board Chair**

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**Phil Ruscetti, Board Clerk**

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**Daniel Kuefner, Board Member**