

QCCIFD Meeting Minutes – May 19, 2021

The Queen Creek County Island Fire District (QCCIFD) governing board met in a properly posted open public meeting on Wednesday, May 19, 2021. The meeting was held at the Town of Queen Creek – Fire Station #4, 21055 S. Signal Butte Road, Queen Creek, AZ 85142.

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 Member Schult in attendance. (Absent – Kuefner)

Item 1: Consideration of approval of the governing board meeting minutes of March 25, 2021 (QCCIFD #21-013):

Motion by Memmott / 2nd by Schult: To approve the March 25, 2021 minutes as presented; Passed 3-0. (Absent – Kuefner)

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 #21-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. Both months had typical response numbers. There were no structural fires.
- b) CPR classes are tentatively starting up in August.

Discussion only – no action taken

Item 4: Consideration of a property owner request to add parcels of land to the QCCIFD through the boundary change process pursuant to A.R.S. §48.262.I. (QCCIFD #21- 014).

Chief Marlar discussed there is a piece of land with approximately 640 homes in San Tan Groves and the property owner would like to request to add the parcels of land into the Queen Creek County Island Fire District. The land is slated for future residential development and is contiguous to the district's current boundary. The property owner has submitted a letter, parcel maps and land title survey. John Flynn, county island consultant, advised that all documents relating to this potential annexation be reviewed by legal counsel before the board takes any action. The board has advised consultant to provide legal counsel document to review prior to action.

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Item 5: Consideration of district financial matters:

a) Review of monthly financial reports (QCCIFD #21-015):

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/ 2nd by Ruscetti: To accept the finance reports as presented; Passed 3-0. (Absent – Kuefner)

b) Review of invoices / payables and authorization for payment (QCCIFD #21-016):

Administrative Manager Vaughn presented invoices (included within board packet) and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$2,100.62); Angela Bertram, CPA 292.50); Town of Queen Creek-2nd half of fire services (\$734,006).

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

Item 6: Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 21, 2021 at 6:30 p.m. local time for a public hearing prior to adoption (QCCIFD #21-017).

Gloria Moore, Town of Queen Creek Finance Department, gave a budget and contract proposal presentation. The buildout of the fire system, contract proposal and property assessed valuation was discussed. Refer to Fire / EMS FY 2021-22 Budget presentation document for additional information.

Administrative Manager Vaughn discussed the proposed budget for FY 21/22 and answered general questions from the board regarding the budget. The contract cost from the Town of Queen Creek is projected to be \$1,467,256 TY compared to \$1,468,012 LY. The proposed tax rate is 1.9714 TY vs 2.2096 LY. There are no significant changes to the budget.

Motion by Memmott / 2nd by Schult: Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 21, 2021 at 6:30 p.m. local time for a public hearing prior to adoption; Passed 3-0. (Absent – Kuefner)

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Item 7: Consideration of items for the agenda of the Queen Creek County Island Fire District's next regular scheduled meeting July 21, 2021 and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #21-018):

- Standard agenda items
- Budget Adoption
- Boundary Change

Item 8: Announcements:

- Chief Marlar discussed there may be another area that would like to start a petition drive to be part of the Queen Creek County Island Fire District. More information to come at a later meeting.

Item 9: Adjourn; Motion by Memmott / 2nd by Ruscetti to adjourn the meeting at 8:13pm. Passed 3-0. (Absent – Kuefner)

QCCIFD meeting minutes approved: July 21, 2021:

Marion Memmott, Board Chair

Phil Ruscetti, Board Clerk

Daniel Kuefner, Board Member

Diana Schult, Board Member