

QCCIFD Meeting Minutes – May 25, 2022

The Queen Creek County Island Fire District (QCCIFD) governing board met in a properly posted open public meeting on Wednesday, May 25, 2022. The meeting was held at the Town of Queen Creek Municipal Services Building - San Tan Conference 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, Clerk Ruscetti and Member Kuefner in attendance. (Absent – Schult)

Item 1: Consideration of approval of the governing board meeting minutes of March 16, 2022 (QCCIFD #22-013):

Motion by Memmott / 2nd by Kuefner: To approve the March 16, 2022 minutes as presented; Passed 3-0. (Absent – Schult)

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 #22-n/a):

- a) Monthly response and service report: Chief Marlar discussed the January, February March and April response reports and answered general questions from the board on information provided in the reports. The February and April EMS reports were reported as having high EMS calls. Chief Marlar to look into those reports to see if the data is incorrect.
- b) Fire Station #5 is now open. The Town Council has approved an ambulance program that will start in 2023.

Discussion only – no action taken

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #22-014):

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 – Schult)

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- b) Review of invoices / payables and authorization for payment (QCCIFD #22-015):

Administrative Manager Vaughn presented invoices (included within board packet) and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$2,577.62); Angela Bertram, CPA \$292.50); Town of Queen Creek-2nd half of fire services (\$733,633.50).

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

- Item 5:** Presentation and review of fiscal year 22/23 budget proposal and financial projections (QCCIFD #22-016).

Matthew Lee, Senior Financial Services Analyst for Queen Creek, gave a presentation to the board on the upcoming fiscal year. Fire station #5 opened in April 2022 and future ambulance transportation service is beginning in FY 23/24. The overall budget has increased 21% due to training costs, increased personnel costs, increased overtime, and department support costs.

- Item 6:** Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 20, 2022 at 6:30 p.m. local time for a public hearing prior to adoption (QCCIFD #22-017).

Administrative Manager Vaughn discussed the proposed budget for FY 22/23 and answered general questions from the board regarding the budget. The contract cost from the Town of Queen Creek is projected to be \$1,787,668 TY compared to \$1,467,256 LY. The proposed tax rate is 1.9972 TY vs 1.9471 LY. The changes to the contract cost were reviewed by the Town of Queen Creek.

Motion by Memmott / 2nd by Kuefner: Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 20, 2022 at 6:30 p.m. local time for a public hearing prior to adoption; Passed 3-0. (Absent – Schult)

- Item 7:** Discussion and 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 #22-018).

The survey results were discussed. There were a total of 26 responses. 69% were interested in joining QCCIFD, 23% were undecided and needed more information, and 8% were opposed to joining QCCIFD. The next steps is to have a public meeting for the community to ask questions about the boundary change. Chief Marlar to speak with the town to inquire about meeting and location.

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Item 8: Consideration of noticing the Maricopa County Board of Supervisors and the Maricopa County and Pinal County Elections Department the district will call for an election of board members on November 8, 2022 pursuant to ARS §48-852 and ARS §16-226.A; will use the Maricopa County and Pima County Elections Department to conduct the election; and to direct staff to facilitate compliance with ARS §16-227, ARS §16-228 and ARS §16-229 as required for the election of district board members (QCCIFD #22-019).

Administrative Manager Vaughn discussed the upcoming election and answered general questions from the board regarding the election. There are three board member positions that are up for reelection. All signatures must be in by Monday, July 11th. A minimum of 24 signatures are required. The links to the election website and election documents have been emailed to the board.

Motion by Memmott/ 2nd by Ruscetti: Consideration of noticing the Maricopa County Board of Supervisors and the Maricopa County Elections Department the district will call for an election of board members on November 8, 2022 pursuant to ARS §48-852 and ARS §16-226.A; will use the Maricopa County Elections Department to conduct the election; and to direct staff to facilitate compliance with ARS §16-227, ARS §16-228 and ARS §16-229 as required for the election of district board members; Passed 3-0. (Absent – Schult)

Item 9: Consideration of items for the agenda of the Queen Creek County Island Fire District's next regular scheduled meeting July 20, 2022 and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #22-020):

- Standard agenda items
- Budget Adoption
- Boundary Change

Item 10: Announcements:

- None

Item 11: Adjourn; Motion by Memmott / 2nd by Kuefner to adjourn the meeting at 8:12pm. Passed 3-0. (Absent – Schult)

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QCCIFD meeting minutes approved: July 20, 2022:

Marion Memmott, Board Chair

Phil Ruscetti, Board Clerk

Daniel Kuefner, Board Member

Diana Schult, Board Member