

## QCCIFD Meeting Minutes – May 31, 2023

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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 31, 2023. 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 6:35 p.m. by board chair Memmott.
- B. Roll Call: Chair Memmott, Clerk Schult and Member Kuefner in attendance.

**Item 1:** Consideration of approval of the governing board meeting minutes of March 15, 2023 and April 13, 2023 (QCCIFD #23-020):

Motion by Memmott / 2<sup>nd</sup> by Schult: To approve the March 15, 2023 and April 13, 2023 minutes as presented; Passed 3-0.

**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 #23-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.

Discussion only – no action taken

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

- a) Review of monthly financial reports (QCCIFD #23-021):

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 Kuefner: To accept the finance reports as presented; Passed 3-0.

- b) Review of invoices / payables and authorization for payment (QCCIFD #23-022):

Administrative Manager Vaughn presented invoices (included within board packet) and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$3,364.76); Angela Bertram, CPA \$325); Town of Queen Creek-2<sup>nd</sup> half of fire services (\$893,834).

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Motion by Memmott / 2<sup>nd</sup> by Schult: To authorize payment of the invoices presented; Passed 3-0.

**Item 5:** Presentation and review of fiscal year 23/24 budget proposal and financial projections (QCCIFD #23-023).

Matthew Lee, Senior Financial Services Analyst for Queen Creek, gave an updated presentation to the board on the upcoming fiscal year. The contract cost went down slightly from the April presentation. Emergency transport is now included in the budget cost. There is an overall increase of \$499K in contract cost – primarily due to the increase in net assessed value. Dan Kuefner shared his concerns about the increase in the fiscal budget. He would like to see some additional information on the comparison between what CIFD vs town residents pay.

**Item 6:** Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 19, 2023 at 6:30 p.m. local time for a public hearing prior to adoption (QCCIFD #23-024).

Administrative Manager Vaughn discussed the proposed budget for FY 23/24 and answered general questions from the board regarding the budget. The contract cost from the Town of Queen Creek is projected to be \$2,286,607 TY compared to \$1,787,668 LY. The proposed tax rate is 2.2160 TY vs 1.9633 LY. The changes to the contract cost were reviewed by the Town of Queen Creek.

Motion by Memmott / 2<sup>nd</sup> by Schult: Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 19, 2023 at 6:30 p.m. local time for a public hearing prior to adoption; Passed 3-0.

**Item 7:** Consideration of items for the agenda of the Queen Creek County Island Fire District's next regular scheduled meeting July 19, 2023 and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #23-025):

- Standard agenda items
- Budget Adoption

**Item 8:** Announcements:

- None

**Item 9:** Adjourn; Motion by Memmott / 2<sup>nd</sup> by Kuefner to adjourn the meeting at 8:15pm. Passed 3-0.

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**QCCIFD meeting minutes approved: July 19, 2023:**

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**Marion Memmott, Board Chair**

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**Diana Schult, Board Clerk**

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**Daniel Kuefner, Board Member**