

QCCIFD Meeting Minutes – January 22, 2025

The Queen Creek County Island Fire District (QCCIFD) governing board met in a properly posted open public meeting on Wednesday, January 22, 2025. The meeting was held at the Town of Queen Creek – Town Hall Meeting Room – 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 6:32 p.m. by chair Kuefner.

B. Roll Call: Chairman Kuefner, Clerk Holthouse and member Doyle in attendance.
(Absent - Ruscetti) Additional attendees: Chief Gray and Chief Marlar and Kelly Vaughn – Administrative Manager and John Flynn (consultant – attended telephonically)

Item 1: Consideration of approval of the governing board meeting minutes of November 20, 2024 (QCCIFD #25-001):

Motion by Kuefner / 2nd by Holthouse: To approve the November 20, 2024 minutes;
Passed 3-0. (Ruscetti – Absent)

Item 2: Call to the Public:

There were members of the public that were in attendance. There were questions regarding a potential boundary change.

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 #25-n/a):

Monthly response and service report: Chief Marlar discussed the November and December response reports. There was 1 structure fire in December. The average response time was a little over 5 minutes.

Discussion only – no action taken.

Item 4: Consideration and possible action concerning future potential boundary change to the QCCIFD. (QCCIFD #25-002).

There was a discussion only regarding the boundary change which was led by John Flynn, Chief Gray and Chief Marlar.

QCCIFD Meeting Minutes – January 22, 2025

ARS Title 48, Chapter 1, Article 10 - §48-262

Pre-Boundary Change Hearing Tasks

1. Person(s) proposing to change district boundaries provide legal description to county assessor for parcel data within proposed area for annexation.
2. Person(s) proposing boundary change creates boundary change impact statement and map of area using assessor data.
3. On receipt of the boundary change impact statement, map and assessor's data, the QCCIFD Board will set a date for a public hearing on the matter, no sooner than twenty days and no more than 30 days from receipt.
4. QCCIFD Board will notify all property owners by first class mail within the proposed annexation area of the date, time and place of the public hearing.
5. QCCIFD Board will post and publish notice of hearing as required by law.
6. QCCIFD Board will notice the county Board of Supervisors (BOS) for review of impact statement and any necessary changes.

Proposed CIFD Boundary Change Hearing

1. At the public hearing, the QCCIFD Board shall:
 - a. Hear those who appear for or against the proposed boundary change.
 - b. Consider the comments of the BOS.
 - c. Determine whether the proposed boundary change will promote public health, comfort, convenience, necessity or welfare.
2. If the QCCIFD Board determines any of the components of item c. above are fulfilled, the Board will authorize the circulation of petitions to authorize the annexation.
3. The Clerk of BOS determines property owner signature threshold; requires 50% + 1 of all properties within the proposed annexation, and 50% +1 of all the property value within the annexation area.
4. The Clerk of BOS determines petition form validity.

Boundary Change Petition Circulation

1. Petition circulation – 1 year time requirement.
 - a. Petitions required to contain specified information (boundary change impact statement, parcel list, and map).
2. Completed petitions are submitted to the Clerk of BOS for signature verification and petition compliance.

QCCIFD Meeting Minutes – January 22, 2025

Boundary Change Hearing & Order

1. Hearing set after notice received from BOS that threshold signature requirements were met and annexation is authorized.
2. QCCIFD public hearing – boundary change is completed and proposed area is annexed to the fire district and all property parcels are subject to taxation by QCCIFD to provide services.

Item 5: Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #25-003):

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

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

- b) Review of invoices/payables and authorization for payment (QCCIFD #25-004):

Vaughn presented invoices (included within board packet) and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$1,722.92); Angela Rath, CPA (\$325), Pinal County Elections (\$200).

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

Item 6: Consideration of renewing the district's general liability and associated insurance with VFIS of Arizona (QCCIFD #25-005).

The board received the insurance renewal packet from VFIS. The renewal amount came in at \$79,363. The budgeted amount was \$83,000.

Motion by Kuefner/ 2nd by Holthouse To approve the insurance renewal with VFIS and authorize payment for \$79,363; Passed 3-0. (Absent – Ruscetti)

Item 7: Consideration of items for the agenda of the Queen Creek County Island Fire District's next regularly scheduled meeting (March 19, 2025) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #25-006):

QCCIFD Meeting Minutes – January 22, 2025

- Standard agenda items
- Status of potential annexation

Item 8: Announcements:

- None

Item 9: Adjourn; Motion by Kuefner / 2nd by Holthouse to adjourn the meeting at 7:52 pm.
Passed 3-0. (Absent – Ruscetti)

QCCIFD meeting minutes approved: March 19, 2025:

Daniel Kuefner, Board Chair

James Holthouse, Board Member

Phil Ruscetti, Board Member

Ryan Doyle, Board Member