

QCCIFD Meeting Minutes – November 19, 2025

The Queen Creek County Island Fire District (QCCIFD) governing board met in a properly posted open public meeting on Wednesday, November 19, 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 6:30 p.m. by board chair Kuefner.
- B. Roll Call: Chair Kuefner, Clerk Holthouse and Member Doyle in attendance. (Absent – Ruscetti) Additional attendees: Chief Marlara, Kelly Vaughn – Administrative Manager, John Flynn – Fire District Consultant (telephonically).

Item 1: Consideration of approval of the governing board meeting minutes of September 17, 2025 (QCCIFD #25-030):

Motion by Holthouse / 2nd by Kuefner: To approve the September 17, 2025 minutes as presented; Passed 3-0. (Absent – Ruscetti)

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 #25-n/a):

- a) Monthly response and service report: Chief Marlara discussed the September and October response reports. September calls were slightly down from average, and November had a standard call volume. There were no fires reported in the past 2 months. Chair Kuefner would like to look into response time for multiple calls.

Discussion only – no action taken

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #25-031):

Administrative Manager Vaughn reviewed the September and October 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 Kuefner/ 2nd by Doyle: To accept the finance reports as presented; Passed 3-0. (Absent – Ruscetti)

- b) Review of invoices / payables and authorization for payment (QCCIFD #25-032):

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Consultant Vaughn presented invoices (included within board packet) and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$1,749.49); Angela Bertram, CPA (\$325); Town of Queen Creek – 1st half of contract service (\$1,670,033.50).

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

Item 5: Consideration of retaining a firm for the purpose of performing an annual audit of the district's financial records for the fiscal year ending June 30, 2025 pursuant to A.R.S §48-253. (QCCIFD #25-033).

Administrative Manager Vaughn presented the proposal by SC Audit & Accounting Solutions for \$3,500. There was general discussion by the board concerning the proposal.

Motion by Kuefner / 2nd by Doyle: To retain SC Audit & Accounting Solutions for financial audit services for the fiscal year ending June 30, 2025; Passed 3-0. (Absent – Ruscetti)

Item 6: Discussion concerning future potential boundary change to the QCCIFD. (QCCIFD #25-034)

John Flynn advised that subsequent to the September QCCIFD meeting, the Queen Creek City Council changed the boundaries of the Town's municipal planning area (MPA) to include only those areas currently located within the Town's corporate limits, and the unincorporated land areas that are currently within the jurisdictional boundaries of the QCCIFD. The Town's action to withdraw other land areas in the region from the MPA will preclude by law any future boundary changes for the QCCIFD. The regular recurring QCCIFD boundary change agenda item will be removed from future QCCIFD agendas as the issue is now moot.

Item 7: Consideration of items for the agenda of the Queen Creek County Island Fire District's next regular scheduled meeting (January 21, 2026) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #25-035):

- Insurance renewal

Item 8: Announcements:

None

Item 9: Adjourn; Motion by Kuefner / 2nd by Holthouse to adjourn the meeting at 6:54 pm. Passed 3-0. (Absent – Ruscetti)

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QCCIFD meeting minutes approved: January 21, 2026:

Daniel Kuefner, Board Chair

James Holthouse, Board Clerk

Phil Ruscetti, Board Member

Ryan Doyle, Board Member