

QCCIFD Meeting Minutes – July 17, 2013

The Queen Creek County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, July 17, 2013. The meeting was held at the Town of Queen Creek – Town Hall Meeting Room MSB - Saguaro-16, 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 6:40 p.m. by board chair Memmott.
- B. Roll Call: Board members Memmott, Montgomery and Woodruff (telephonically) in attendance.

Item 1: Consideration of approval of the governing board meeting minutes of June 19, 2013 (QCCIFD #13-037):

Motion by Montgomery / 2nd by Woodruff: To approve the June 19, 2013 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 #13-n/a):

- a) Monthly response and service report: Chief Knight distributed the May and June response reports and answered general questions from the board concerning information provided in the reports.

Chief Knight reported on a citizen complaint concerning a fire hazard at 26184 S. Grapefruit and efforts underway to mitigate the same in conjunction with Maricopa County.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #13-038):

Consultant Flynn reviewed the May and June 2013 financial reports prepared by the district's C.P.A.; Angela Bertram (finance reports included within board packet). Flynn addressed general questions from the board concerning information contained within the reports.

Discussion only – no action taken.

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b) Review of invoices / payables and authorization for payment (QCCIFD #13-039):

Consultant Flynn presented invoices (included within board packet) and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$924.82); and Angela Bertram, CPA (\$225.00).

Motion by Montgomery / 2nd by Woodruff: To authorize payment of the invoices presented; Passed 3-0.

Item 5: Public Hearing in accordance with A.R.S. § 48-853.A.2: To hear taxpayer's comments on the proposed fiscal year 2013 / 2014 Queen Creek County Island Fire District revenue and expenditure budget (QCCIFD # -n/a):

Chair Memmott opened the public hearing for comment. No public present at the meeting. Chair Memmott closed the public hearing.

Item 6: Consideration of fully adopting estimates of revenues and expenditures for the fiscal year beginning July 1, 2013 and ending June 30, 2014 and declaring such to be the budget of the Queen Creek County Island Fire District (QCCIFD #12-40):

Consultant Flynn reviewed the budget documents provided within the board packet: FY 13/14 final proposed budget to tentative comparative; and discussed the year end fund balance and the changes made to the proposed final budget reflecting the adjustments for year end fund balance and tax levy as required.

Flynn reviewed revenues and expenditures with the board, along with estimates for next fiscal year end balances along with detail on the fire services contract.

Motion Memmott / 2nd Montgomery: To adopt the revenue and expenditure budget as presented as the QCCIFD budget for the fiscal year beginning July 1, 2013 and ending June 30, 2014; and directing the consultant to make the required submittals and notifications as required by law; Passed 3-0.

Item 7: Consideration of amending the schedule of regularly scheduled QCCIFD governing board meetings (QCCIFD #13-041):

Consultant Flynn discussed changing the board meeting schedule to every other month which is within compliance with county island fire district statutory requirements. Flynn discussed the various items required throughout the year as illustrated on the proposed fiscal year 2014 schedule (included within the board packet).

Motion Memmott / 2nd Montgomery: To adopt the meeting schedule for fiscal 2014 as presented; Passed 3-0.

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Item 8: Consideration of items for the agenda of the Queen Creek County Island Fire District's next regular scheduled meeting (September 18, 2013) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #13-042):

- Audit engagement
- Standard agenda items.

Item 9: Announcements: None.

Item 10: Adjourn; Motion by Memmott / 2nd by Montgomery to adjourn the meeting at 7:25 p.m; Passed 3-0.

QCCIFD meeting minutes approved: September 18, 2013:

Marion Memmott, Board Chair

Rebecca Montgomery, Board Clerk

Jeremiah Woodruff, Board Member