

QCCIFD Meeting Minutes – May 21, 2014

The Queen Creek County Island Fire District (QCCIFD) governing board met in a properly posted open public meeting on Wednesday, May 21, 2014. 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 6:35 p.m. by board chair Memmott.
- B. Roll Call: Board members Memmott, Woodruff and Ruscetti in attendance.

Item 1: Consideration of approval of the governing board meeting minutes of March 19, 2014 (QCCIFD #14-014):

Motion by Memmott/ 2nd by Woodruff: To approve the March 19, 2014 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 #14-n/a):

- a) Monthly response and service report: Chief Gray discussed the March and April 2014 response reports and answered general questions from the board concerning information provided in the reports.
- b) Chief Gray announced that on May 31, 2014 from 9am – 1pm Queen Creek Fire Department will be hosting a community open house.
- c) Chief Gray announced that Queen Creek Fire Department will be changing their name to Queen Creek Fire and Medical Department.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports (QCCIFD #14-015):

Consultant Vaughn reviewed the March and April 2014 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 concerning information contained within the reports.

Motion by Memmott / 2nd by Woodruff: To accept the finance reports as presented; Passed 3-0.

- b) Review of invoices / payables and authorization for payment (QCCIFD #14-016):

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Consultant Vaughn presented invoices (included within board packet) and warrants (checks) for board review and authorization for payment: PolicyLogic, LLC (\$1,319.82); Angela Bertram, CPA (\$3292.50); Accounting Professionals (\$900.00) and Town of Queen Creek (\$456,334.00)

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

Item 5: Consideration of entering into an intergovernmental agreement (IGA) with Maricopa County for the purpose of receiving election services (QCCIFD #14-017)

Consultant Flynn discussed the intergovernmental agreement and answered general questions from the board concerning information contained within the agreement. The county attorney has two corrections to the IGA, which were presented to the board.

Motion by Memmott / 2nd by Ruscetti: To authorize the chair or clerk to execute the intergovernmental agreement pending approval from the district's attorney; Passed 3-0.

Item 6: 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 4, 2014 to ARS §48-252 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 §16-277, ARS §16-228 and ARS §16-229 as required for the election of district board members (QCCIFD #14-018)

Consultant Flynn discussed the upcoming election and answered general questions from the board regarding the election.

Motion by Memmott / 2nd by Woodruff: 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 4, 2014 to ARS §48-252 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 §16-277, ARS §16-228 and ARS §16-229 as required for the election of district board members; Passed 3-0.

Item 7: Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2014 and ending June 30, 2015 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 16, 2014 at 6:30 p.m. local time for a public hearing prior to adoption (CCIFD #14-019).

Consultant Flynn discussed the proposed budget for FY 14/15 and answered general questions from the board regarding the budget.

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Motion by Memmott / 2nd by Woodruff: Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2014 and ending June 30, 2015 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 16, 2014 at 6:30 p.m. local time for a public hearing prior to adoption; Passed 3-0.

Item 8: Consideration of developing a community outreach effort for residential burning restrictions (QCCIFD #14-020)

The board discussed various options, such as direct mail, inserts and the county island website, to reach out to the community. Chief Gray discussed the current procedure for alerting residents of the burning restrictions. The board agreed to add a public service announcement to the Queen Creek County Island Fire District's website.

Item 9: Consideration of items for the agenda of the Queen Creek County Island Fire District's next regular scheduled meeting (July 16, 2014) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (QCCIFD #14-021):

- Standard agenda items.
- Budget Adoption.

Item 10: Announcements:

- None.

Item 11: Adjourn; Motion by Memmott / 2nd by Woodruff to adjourn the meeting at 7:34pm. Passed 3-0.

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QCCIFD meeting minutes approved: July 16, 2014:

Marion Memmott, Board Chair

Jeremiah Woodruff, Board Member

Phil Ruscetti, Board Member