

GCIFD Meeting Minutes – July 12, 2011

The Gilbert County Island Fire District (GCIFD) governing board met in a properly posted open public meeting on Tuesday, July 12, 2011. The meeting was held at the Southeast Regional Library – County Meeting Room, located at 775 N. Greenfield Road, Gilbert, Arizona.

The following agenda items were considered at the meeting:

- A. The meeting was called to order at 6:01 p.m. local time by Chair Sale.
- B. The board led those in attendance in the Pledge of Allegiance to the US Flag.
- C. Roll call for the board was conducted with Chair Sale, Clerk Biggs and members Beyerle and Kalandros in attendance (Cazden absent).

Item 1: Review and approval of the governing board meeting minutes of May 10, 2011 (GCIFD #11-032):

Motion Kalandros / 2nd Biggs: Approve the meeting minutes of June 14, 2011 as presented; Passed 4-0. (Cazden absent)

Item 2: Report from the Fire Chief regarding the provision of fire and EMS to the GCIFD, including but not limited to the following items (GCIFD #11-n/a):

- a. Monthly response and service report: Chief Kemp presented the information from the June 2011 response report (included in board packet).
- b. GIS mapping project report: Chief Kemp advised the map upload (first layer) which includes all the county island information was completed in May. Chief Kemp indicated he would request Chief Gray to provide a demonstration of the map at the next board meeting.

Item 3: Call to the Public.

None.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports (GCIFD #11-033): The reconciled monthly finance reports from Maricopa County were reviewed, as was information prepared by the CPA. Finance reports included in the board packet.

Discussion only – no action taken.

- b) Review of invoices / payables and authorization for payment (GCIFD #11-034): The invoices were presented and there was a request for payment for the following (included in board packet); Angela Bertram, CPA (\$85); PolicyLogic, LLC (\$877.82); and the Town of Gilbert (\$45,971.83); Steve Kalandros (\$149.25) and Marci Sale (\$61.00).

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Motion Biggs / 2nd Beyerle: Authorize payment of the invoices as presented; Passed 4-0. (Cazden absent)

Item 5: Public Hearing in accordance with A.R.S. § 48-805.A.2: To hear taxpayer's comments on the proposed fiscal year 2011 / 2012 Gilbert County Island Fire District revenue and expenditure budget (GCIFD # -n/a):

Chair Sale opened and closed the hearing. No public comment / no public in attendance.

Item 6: Consideration of fully adopting estimates of revenues and expenditures for the fiscal year beginning July 1, 2011 and ending June 30, 2012 and declaring such to be the budget of the Gilbert County Island Fire District (GCIFD #11-035):

Consultant Flynn reviewed the proposed final FY 11-12 revenue and expenditure budget. Budget totaling \$690,211.92 with a tax levy of \$450,000 at the tax rate of 1.1066 based upon an assessed value of \$40,665,144 (comparative budget analysis enclosed in board packet).

Motion Beyerle / 2nd Kalandros: To adopt the FY 11-12 budget in the amount of \$690,211.96 as presented; Passed 4-0. (Cazden absent)

Item 7: Consideration of engaging the firm of Assurance Professionals PC for the purpose of performing an annual review of the district's financial records for the fiscal year ended June 30, 2011 pursuant to A.R.S. § 48-253 (GCIFD #11-036):

Consultant Flynn discussed the year-end financial review process and the engagement proposal by Assurance Professionals (enclosed in board packet).

Motion Kalandros / 2nd Biggs: To engage the firm of Assurance Professionals for the purpose of financial review as required by statute; Passed 4-0. (Cazden absent)

Item 8: Consideration of engaging the firm of Angela D. Bertram, CPA for the purpose of providing the districts accounting services for the fiscal year beginning July 1, 2011 and ending June 30, 2012 (GCIFD #11-037):

Consultant Flynn discussed the CPA services and the engagement proposal by Angela Bertram, CPA (enclosed in board packet).

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Motion Kalandros / 2nd Biggs: To engage the firm of Angela Bertram, CPA for the purpose of providing accounting services for FY 11-12; Passed 4-0. (Cazden absent)

Item 9: Consideration of establishing a revised board meeting schedule for the fiscal year beginning July 1, 2012 and directing staff to notice the revised schedule as required (GCIFD #11-038):

Consultant Flynn discussed the new county island fire district statute which takes effect July 20, 2011 in which the number of required meetings each year is reduced to a minimum of one every 90 days. Flynn suggested the board consider a meeting every other month initially. For FY 11-12 the recommended meeting schedule is the second Tuesday of July, September, November, January, March and May. In months without meetings, financial and other pertinent information will be forwarded electronically to the board for review.

Motion Kalandros / 2nd Biggs: To schedule GCIFD board meetings every other month for FY 11-12 as recommended and have staff make the appropriate notifications; Passed 4-0. (Cazden absent).

Item 10: Consideration of items for the agenda of the Gilbert County Island Fire District's next regular scheduled meeting (September 13, 2011) and/or a special meeting called by the governing board for the purpose of carrying out its powers and duties (GCIFD #11-039):

Insurance renewal.
Standard agenda items.

Item 11: Announcements – Queen Creek in process of county island fire district formation.

Item 12: Adjourn; Motion Kalandros / 2nd Biggs: Adjourn the meeting at 6:35 p.m.; Passed 4-0. (Cazden absent)

Minutes Approved by GCIFD: September 13, 2011

M Sale, Board Chair

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C Biggs, Board Clerk

R Beyerle, Member

L Cazden, Member

S Kalandros, Member