

## GCIFD Meeting Minutes – May 8, 2018

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The Gilbert County Island Fire District (GCIFD) governing board met in a properly posted open public meeting on Tuesday, May 8, 2018. The meeting was held at the Southeast Regional Library – County Meeting Room, located at 775 N. Greenfield Road, Gilbert, AZ.

The following agenda items were considered at the meeting:

- A. The meeting of the GCIFD board was called to order at 6:00 p.m. by Chair Biggs.
- B. Chair Biggs led those in attendance in the Pledge of Allegiance to the U.S. Flag.
- C. Roll Call: Chair Biggs, Clerk Mejia and Members Beyerle, Cazden and Smith in attendance.

**Item 1:** Review and approval of the governing board meeting minutes of March 13, 2018 (GCIFD #18-015):

Motion by Cazden / 2<sup>nd</sup> Beyerle: Approve the minutes of March 13, 2018 as presented; Passed 5-0.

**Item 2:** Report from Fire Chief regarding the provision of fire and EMS to GCIFD, including but not limited to the following items (GCIFD #18-n/a):

- a) Monthly response and service report: Fire Chief Jobusch presented the information from the March and April 2018 response reports (included in board packet). Chief Jobusch answered general questions from the board regarding information within the response reports.

Discussion only – no action taken.

**Item 3:** Call to the Public: None.

**Item 4:** Consideration of district financial matters:

- a) Review of monthly financial reports: March 2018 (GCIFD #18-016):

The March reconciled finance reports from Maricopa County were presented and reviewed by Consultant Flynn, as were the monthly financial reports prepared by the district CPA (finance reports included in the board packet). The financial reports for April were not yet available from Maricopa County. They will be reviewed during the July meeting.

Motion by Smith / 2<sup>nd</sup> by Mejia: To approve the March financial reports as presented; Passed 5-0.

- b) Review of invoices / payables and authorization for payment (GCIFD #18-017):

The invoices were presented and there was a request for payment for the

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following (included in board packet for March and April) PolicyLogic, LLC (\$1,660.85); Angela Bertram, CPA (\$180); Town of Gilbert – 2<sup>nd</sup> half of contract services (\$398,172); Atlas CPA (\$1,500).

Motion by Beyerle/ 2<sup>nd</sup> by Cazden: To approve the invoices as presented for payment; Passed 5-0.

**Item 5:** Consideration of attending the AFCA/AFDA summer conference July 10-12, 2018. (GCIFD #18-018).

Consultant Flynn discussed with the board the upcoming AFCA/AFDA summer conference in Glendale, AZ July 10-12, 2018. It is a joint leadership conference with the Arizona Fire Chief's Association and the Arizona Fire District Association. There may be classes that will be of interest to the County Island Board Members.

Discussion only – no action taken.

**Item 6:** Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2018 and ending June 30, 2019 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 10, 2018 at 6:00 p.m. local time for a public hearing prior to adoption (GCIFD #18-019).

Consultant discussed the proposed budget for FY 18/19, discussed the Town of Gilbert's fire district cost formula and answered general questions from the board regarding the budget. Due to the IGA coming up for review in 2019, Flynn has recommended increasing the legal budget to \$10k from \$5.5K.

Motion by Mejia/ 2<sup>nd</sup> by Beyerle: Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2018 and ending June 30, 2019 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 10, 2018 at 6:00 p.m. local time for a public hearing prior to adoption; Passed 5-0.

**Item 7:** 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 6, 2018 pursuant to ARS §48-852 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 §16-227, ARS §16-228 and ARS §16-229 as required for the election of district board members (GCIFD #18-020).

Flynn discussed the upcoming election and answered general questions from the board regarding the election. There are two board member positions that are up for reelection.

Motion by Cazden/ 2<sup>nd</sup> by Beyerle: 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 6, 2018 pursuant to ARS §48-852

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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 §16-227, ARS §16-228 and ARS §16-229 as required for the election of district board members; Passed 5-0.

**Item 8:** Consideration of developing a fee schedule. (GCIFD #18-021).

The board was provided with sample fee schedules prior to the board meeting. Consultant Flynn reviewed a sample fee schedule from another fire district and answered general questions from the board. Chief Jobusch also provided the board with the Town's fee schedule.

Discussion only – no action taken.

**Item 9:** Discussion of current IGA. (GCIFD #18-022).

The current IGA will need to be renewed and reviewed by July 2019.

Discussion only – no action taken.

**Item 10:** Consideration of items for the agenda of the Gilbert County Island Fire District's next regular scheduled meeting (July 10, 2018) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (GCIFD #18-023):

- Standard agenda items
- Budget Adoption

**Item 11:** Announcements.

None

**Item 12:** Adjourn: Motion by Beyerle / 2<sup>nd</sup> by Cazden: To adjourn the meeting at 7:26 p.m.; Passed 5-0.

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**Minutes Approved GCIFD: July 10, 2018.**

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**C. Biggs, Board Chair**

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**C. Mejia, Board Clerk**

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**R. Beyerle, Board Member**

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**L. Cazden, Board Member**

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**J. Smith, Board Member**