

## GCIFD Meeting Minutes – May 14, 2019

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The Gilbert County Island Fire District (GCIFD) governing board met in a properly posted open public meeting on Tuesday, May 14, 2019. 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 and Members Beyerle and Cazden were in attendance. (Absent – Clerk Mejia and J. Smith)

**Item 1:** Review and approval of the governing board meeting minutes of March 19, 2019 (GCIFD #19-011):

Motion by Beyerle / 2<sup>nd</sup> Cazden: Approve the minutes of March 19, 2019 as presented; Passed 3-0. (Absent – Mejia, Smith)

**Item 2:** Report from Fire Chief regarding the provision of fire and EMS to GCIFD, including but not limited to the following items (GCIFD #19-n/a):

- a) Monthly response and service report: Fire Chief Jobusch presented the information from the March and April 2019 response reports (included in board packet). Chief Jobusch answered general questions from the board regarding information within the response reports.

Chief Jobusch stated that there were no incidents to note for March and April.

Discussion only – no action taken.

- b) Town of Gilbert Cost of Service Study: Chief Jobusch reviewed the Cost of Service Study that was facilitated by an independent consulting group, Willdan Financial Services and Pat Walker Consulting LLC. Four main components were examined, which included operations and maintenance, cost adjustments, overhead cost allocation for indirect costs, and capital buy-in. While there were not significant changes to most components, the formula for capital buy-in was adjusted to reflect the growth patterns in the Town of Gilbert and the Gilbert County Island Fire District.

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

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

- a) Review of monthly financial reports: March and April 2019 (GCIFD #19-012):

The March and April reconciled finance reports from Maricopa County were

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presented and reviewed by Consultant Flynn, as were the monthly financial reports prepared by the district CPA (finance reports included in the board packet).

Motion by Cazden / 2nd by Beyerle: To approve the March and April financial reports as presented; Passed 3-0. (Absent – Mejia, Smith)

b) Review of invoices / payables and authorization for payment (GCIFD #19-013):

The invoices were presented and there was a request for payment for the following (included in board packet for March and April) PolicyLogic, LLC (\$1,985.18); Angela Bertram, CPA (\$292.50) Town of Gilbert – 2<sup>nd</sup> half of contract services (\$456,953).

Motion by Beyerle/ 2<sup>nd</sup> by Cazden: To approve the invoices as presented for payment; Passed 3-0. (Absent – Mejia, Smith)

**Item 5:** Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 9, 2019 at 6:00 p.m. local time for a public hearing prior to adoption (GCIFD #19-014).

Consultant discussed the proposed budget for FY 19/20, discussed the Town of Gilbert's fire district cost formula and answered general questions from the board regarding the budget. Chief Jobusch also discussed the Cost of Service Study and the new cost allocations. GCIFD will positively benefit in the FY 19/20 cost analysis. The contract cost from the Town of Gilbert is proposed at \$743, 631 compared to \$913,906 in FY 18/19.

Motion by Beyerle/ 2<sup>nd</sup> by Cazden: Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 9, 2019 at 6:00 p.m. local time for a public hearing prior to adoption; Passed 3-0. (Absent – Mejia, Smith)

**Item 6:** Discussion of renewing the intergovernmental agreement for the provision of fire protection services between the Town of Gilbert and the Gilbert County Island Fire District (GCIFD #19-015).

GCIFD needs to retain an attorney to review the IGA prior to the board's adoption. A copy of the IGA renewal is in the board packet.

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It was discussed that this item be tabled until the next meeting.

Motion by Cazden / 2<sup>nd</sup> by Beyerle to table until the next meeting. Passed 3-0.  
(Absent – Mejia, Smith)

**Item 7:** Discussion and possible action to retain an attorney as the GCIFD legal counsel (GCIFD #19-016).

Prior to the meeting Mr. Nick Cornelius provided the GCIFD board with his retainer agreement. He has worked with various fire districts across the state. Mr. Cornelius will not be on a monthly retainer; he will work on an as needed basis. The board reviewed his contract.

Motion by Cazden / 2<sup>nd</sup> by Beyerle To retain Mr. Nick Cornelius as the GCIFD legal counsel; Passed 3-0. (Absent – Mejia, Smith)

**Item 8:** Consideration of items for the agenda of the Gilbert County Island Fire District's next regular scheduled meeting (July 9, 2019) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (GCIFD #19-017):

- Standard agenda items
- Budget Adoption
- IGA Review

**Item 9:** Announcements.

None

**Item 10:** Adjourn: Motion by Cazden / 2<sup>nd</sup> by Beyerle: To adjourn the meeting at 6:46 p.m.; Passed 3-0. (Absent – Mejia, Smith)

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**Minutes Approved GCIFD: July 9, 2019.**

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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**