

GCIFD Meeting Minutes – July 23, 2019

The Gilbert County Island Fire District (GCIFD) governing board met in a properly posted open public meeting on Tuesday, July 23, 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, Clerk Mejia and Members Beyerle, Cazden and Smith in attendance. Chief Jobusch, John Flynn and Kelly Vaughn were also in attendance.

Item 1: Review and approval of the governing board meeting minutes of May 14, 2019 and June 18, 2019 (GCIFD #19-019):

Motion by Mejia / 2nd Beyerle: Approve the minutes of May 14, 2019 & June 18, 2019 as presented; Passed 4-0. (J. Smith abstained from voting.)

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 May and June 2019 response reports. Chief Jobusch discussed that the past two months had a typically amount of incidents, which were mostly medical calls. The Cooley station at Higley and Chandler Blvd. will be going to council in a few months.

Discussion only – no action taken.

Item 3: Call to the Public: None.

Item 4: Public Hearing in accordance with A.R.S. §48-853.A.2: To hear taxpayer's comments on the proposed fiscal year 2019/2020 Gilbert County Island Fire District revenue and expenditure budget (GCIFD #19-n/a)

Chair Biggs opened the public hearing for comment.

Consultant, John Flynn discussed that FY 18/19 primary property taxes for the GCIFD were under-levied by the Maricopa County Treasurer's Office in the amount of \$116,000 (15% of tax revenue). The cause was a change in the district's NAV. The law requires fire district governing boards to set the primary property tax levy based upon the NAV established by the county assessor the previous February. These values are subject to change as established by law. Changes to the district's NAV are attributable to property classification changes, tax appeals and annexation of properties into the Town of Gilbert. Unfortunately, districts are required by law to adhere to the February NAV. The reduction in NAV subsequently caused the under-levy of \$116K in property taxes required to operate the district and necessitated the GCIFD to expend all on-hand

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contingency / reserve funds during FY 18/19. The FY 19/20 GCIFD budget will need to reflect the change in fund balance and address the current shortfall.

Motion by Smith / 2nd Mejia to close the public hearing in accordance with A.R.S. §48-853.A.2

Item 5: Consideration of fully adopting estimates of revenues and expenditures for the fiscal year beginning July 1, 2019 and ending June 30, 2020 and declaring such to be the budget of the Gilbert County Island Fire District (GCIFD #19-020)

John Flynn reviewed the budget documents provided within the board packets and discussed the final budget for FY 19/20. The board reviewed 3 options to address the fund balance shortfall.

- Option A: Full restoration of contingency / reserve fund to FY 18/19 level (fund was 10.7% of budget).
- Option B: Restore to five percent of FY 18/19 level.
- Option C: Restore to eight percent of FY 18/19 level.

The board discussed the various options and what would be best for the county island residents.

Motion by Smith to adopt Option A of the budget revenues and expenditures for the fiscal year beginning July 1, 2019 and ending June 30, 2020 and declaring such to be the budget of the Gilbert County Island Fire District. Motion fails for lack of a second.

Motion by Cazden 2nd by Beyerle: Consideration of fully adopting estimates and expenditures of Option C for the fiscal year beginning July 1, 2019 and ending June 30, 2020 and declaring such to be the budget of the Gilbert County Island Fire District; Passed 4-1 (Smith).

Item 6: Consideration of district financial matters:

a) Review of monthly financial reports: May and June 2019 (GCIFD #19-021):

The May and June reconciled finance reports from Maricopa County were presented and reviewed by Administrative Manager Vaughn, as were the monthly financial reports prepared by the district CPA (finance reports included in the board packet).

Motion by Beyerle / 2nd by Cazden: To approve the financial reports as presented; Passed 5-0.

b) Review of invoices / payables and authorization for payment (GCIFD #19-022):

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The invoices were presented and there was a request for payment for the following (included in board packet for May and June); PolicyLogic, LLC (\$1,925.73); Angela Bertram, CPA (\$292.50).

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

Item 7: Consideration of engaging the firm of Angela D. Bertram, CPA for the purposes of providing the district's accounting services for the fiscal year beginning July 1, 2019 and ending June 30, 2020 (GCIFD #19-023)

Administrative Manager Vaughn discussed the annual engagement letter from the board's CPA, Angela Bertram and recommended retention of Ms. Bertram by the GCIFD. There were no changes to the contract from last year.

Motion by Cazden/2nd by Beyerle: To retain the firm of Angela Bertram, CPA for accounting services; Passed 5-0.

Item 8: Consideration of items for the agenda of the Gilbert County Island Fire District's next regular scheduled meeting (September 10, 2019) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (GCIFD #19-024):

- Standard agenda items
- Letter for the GCIFD website explaining the budget issue.

Item 9: Announcements.

None

Item 10: Adjourn: Motion by Mejia / 2nd by Cazden: To adjourn the meeting at 6:52p.m.; Passed 5-0.

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Minutes Approved GCIFD: September 10, 2019.

C. Biggs, Board Chair

C. Mejia, Board Clerk

R. Beyerle, Board Member

L. Cazden, Board Member

J. Smith, Board Member