

GCIFD Meeting Minutes – July 18, 2023

The Gilbert County Island Fire District (GCIFD) governing board met in a properly posted open public meeting on Tuesday, July 18, 2023. . The meeting was held at the Southeast Regional Library – County Meeting Room, 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 Cazden and Farnsworth were in attendance. (Absent – Payne)

Item 1: Review and approval of the governing board meeting minutes of May 9, 2023 (GCIFD #23-0018):

Motion by Mejia/ 2nd Cazden: Approve the minutes of May 9, 2023 as presented; Passed 4-0. (Absent – Payne)

Item 2: Report from Fire Chief regarding the provision of fire and EMS to GCIFD, including but not limited to the following items (GCIFD #23-n/a):

- a) Monthly response and service report: Fire Chief Duggan presented the information from the May and June 2023 response reports. Chief Duggan reported they was a slight drop in calls from May to June. There was a significant fire in June.

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: May and June 2023 (GCIFD #23-019):

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 Mejia / 2nd by Farnsworth: To approve the financial reports as presented; Passed 4-0. (Absent – Payne)

- b) Review of invoices / payables and authorization for payment (GCIFD #23-020):

The invoices were presented and there was a request for payment for the following (included in board packet for May and June); PolicyLogic, LLC (\$1,993.21); Angela Bertram, CPA (\$325).

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Motion by Farnsworth / 2nd by Cazden: To approve the invoices as presented for payment; Passed 4-0. Absent – Payne)

Item 5: Public Hearing in accordance with A.R.S. §48-853.A.2: To hear taxpayer's comments on the proposed fiscal year 2023/2024 Gilbert County Island Fire District revenue and expenditure budget (GCIFD #23-n/a)

Chair Biggs opened the public hearing for comment. No public present at the meeting. Chair Biggs closed the public meeting.

Item 6: Consideration of fully adopting estimates of revenues and expenditures for the fiscal year beginning July 1, 2023 and ending June 30, 2024 and declaring such to be the budget of the Gilbert County Island Fire District (GCIFD #23-021)

Administrative Manager Vaughn reviewed the budget documents provided within the board packets and discussed the final budget for FY 23/24. The contract cost from the Town of Gilbert is \$1,044,985 The proposed tax levy is \$901K, with a tax rate of 1.5897. Chief Duggan discussed some of the main drivers of the increase in contract cost: increase in the cost of personnel and operating costs.

Motion by Farnsworth / 2nd by Mejia: Consideration of fully adopting estimates and expenditures for the fiscal year beginning July 1, 2023 and ending June 30, 2024 and declaring such to be the budget of the Gilbert County Island Fire District; Passed 4-0. (Absent – Payne)

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, 2023 and ending June 30, 2024 (GCIFD #23-022)

Administrative Manager Vaughn discussed the annual engagement letter from the board's CPA, Angela Bertram and recommended retention of Ms. Bertram by the GCIFD.

Motion by Mejia /2nd by Cazden: To retain the firm of Angela Bertram, CPA for accounting services; Passed 4-0. (Absent – Payne)

Item 8: Consideration of items for the agenda of the Gilbert County Island Fire District's next regular scheduled meeting (September 12, 2023) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (GCIFD #23-023):

- Standard agenda items
- Insurance Renewal

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Item 9: Announcements.

None

Item 10: Adjourn: Motion by Cazden / 2nd by Farnsworth: To adjourn the meeting at 6:34 p.m.; Passed 4-0. (Absent – Payne)

Minutes Approved GCIFD: September 12, 2023.

C. Biggs, Board Chair

D. Mejia, Board Clerk

L. Cazden, Board Member

J. Farnsworth, Board Member

L. Payne, Board Member