

**ARIZONA CITY FIRE DISTRICT**  
**REGULAR SESSION MINUTES**

**April 9, 2018**

**1. Call to Order**

Board Chairman Tim McCain called the meeting to order at 6:03 P.M. at the District's Fire Station, located at 14022 S Sunland Gin Rd., Arizona City, AZ.

**2. Pledge of Allegiance**

Board Chairman Tim McCain led all in the Pledge of Allegiance.

**3. Roll Call/Quorum**

Board Chairman Tim McCain confirmed that all Board Members were present and a quorum was established.

Board members present included Board Chairman Tim McCain, Board Clerk Dean Craun, Board Members Betty Harding, Steve Ross and Randy Wittenburg.

Also present: Fire Chief Jeffrey Heaton.

**4. Welcome to Guests**

Board Chairman Tim McCain welcomed members of the Fire District and guests to the meeting.

Guests included: Pepper Corbin, Steve Brady and Wayne Lester.

**5. Fire Chief's Report**

The Fire Chief reviewed his activities for the month of March, including support of the Pinal County Sheriff's Golf Tournament in Arizona City. His report is attached and made part of these minutes.

**6. Staff Reports**

The Fire Chief reviewed the EMS/Fire calls and response times for the month of March.

**7. Correspondence**

Several correspondences were received during the month. They included thank you letters from the Ruby Craun and the Richard Williams families. A cash donation was received from the Ruby Craun family. The Fire District will use the donation to name one of the activities days of this summer safety program in name of the late Ruby Craun. Also, a thank you letter was received from the Pinal County Sheriff's Office for their golf tournament.

**8. Consent Agenda** (All items under the consent agenda may be approved under one motion unless one of the Governing Board Members pulls an item(s) for further discussion).

After discussion and consideration, Board Member Steve Ross made a motion to approve the Consent Agenda; seconded by Board Member Randy Wittenburg, motion passed unanimously. The following items were approved with the consent agenda:

1. Approval of Written minutes of March 12, 2018, on Arizona City Fire District website. The Board will also approve the confidential executive [closed] session minutes from the meeting.
2. Approval of Financial Documents: 3/1/18 through 3/31/18  
**(Account Balances as of 3/31/2018)**
3. General fund: **\$7,915.53**
4. Capital outlay fund, buildings: **\$7,509.75**
5. Capital outlay fund, communications: **\$1,726.61**
6. Capital outlay fund, fire hydrants: **\$53.56**
7. Capital outlay fund, apparatus & vehicles: **\$1,287.34**
8. Capital outlay fund, firefighting equipment: **\$1,169.53**

**9. Call to the Public**

Wayne Lester spoke as a citizen of Arizona City in support of Fire Chief Jeffrey Heaton and the Fire District efforts.

**10. Old Business**

1. **Changing of future regular Board Meeting time. (Board Chairman Tim McCain)**

Board Chairman Tim McCain commented that he would like to see a change to the times of the Board Meetings from the evenings to during the business day to allow our vendors and business partners to attend. After discussion and consideration, Board Member Steve Ross made a motion to change the board meeting times to 4 P.M. being on the May 14, 2018 meeting, seconded by Board Clerk Dean Craun, motion passed 4-1, with Board Member Steve Ross opposing.

**11. New Business**

1. **2018-2019 Budget Planning (Fire Chief Jeffrey Heaton) – Discussion might include the budget adoption process and schedule, all District revenues and expenses, assessed property values, the tax rate and capital expenditures.**

Fire Chief Jeffrey Heaton explained to the Board the financial information received from Pinal County. Information was shared with the new revenues projected for the 2018-2019 fiscal year. Fire Chief Jeffrey Heaton will prepare financial documents for review at the May 14, 2018 meeting.

**12. Next Meeting Dates**

The next regular Business Meeting is scheduled for May 14, 2018.

**13. Agenda Items for next meeting**

Any items for the agenda should be submitted to the Fire Chief by May 7, 2018.

**14. Adjournment**

At 19:04 PM, Board Member Steve Ross made a motion to adjourn the meeting. A second was made by Board Member Randy Wittenburg. Motion approved unanimously.

4/12/18  
Date Approved

Dean Craun  
Board Clerk