

**ARIZONA CITY FIRE DISTRICT  
REGULAR SESSION MINUTES**

**MAY 14, 2018**

**1. Call to Order**

Board Chairman Tim McCain called the meeting to order at 4:00 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 Captain Rob Jarvis.

**5. Fire Chief's Report**

The Fire Chief reviewed his activities for the month of April, including support of the CAVIT's Testing and Burn Tower support in Coolidge. The Fire Chief also reported that B Shift delivered a baby in the field on 5/5/18. Mother and baby are doing well. 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 April.

**7. Correspondence**

No correspondences were received during the month.

**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 April 9, 2018, on Arizona City Fire District website.
2. Approval of Financial Documents: 4/1/18 through 4/30/18  
**(Account Balances as of 4/30/2018)**
3. General fund: **\$102,067.33**
4. Capital outlay fund, buildings: **\$2,633.86**
5. Capital outlay fund, communications: **\$1,747.01**
6. Capital outlay fund, fire hydrants: **\$53.63**
7. Capital outlay fund, apparatus & vehicles: **\$1,289.29**
8. Capital outlay fund, firefighting equipment: **\$1,171.28**

## 9. Call to the Public

Steve Brady spoke as a citizen of Arizona City regarding a matter of wanting a donation of tire to Central Arizona College. Mr. Brady stated he contacted the Ombudsman of Arizona regarding his matter and expressed interest on why it was not placed on the agenda.

## 10. Old 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 presented the 2018-2019 preliminary budget. Fire Chief Jeffrey Heaton reviewed changes to the 2018-2019 preliminary budget. After discussion, Board Member Steve Ross made a motion to accept the 2018-2019 preliminary budget. A second was made by Board Clerk Dean Craun. Motion approved unanimously.

## 11. New Business

1. **AFCA/AFDA Conference (Fire Chief Jeffrey Heaton) – Discussion might include conference dates, location and times.**

Fire Chief Jeffrey Heaton presented the 2018-2019 AFCA/ AFDA conference dates. All Board members were asked to let Fire Chief Jeffrey Heaton know if they were going to attend.

2. **Pinal County End of Year Resolutions (Fire Chief Jeffrey Heaton) – Discussion might include documenting all District banking accounts.**

Board Chairman Tim McCain read the Pinal County Closing Fiscal Year-End Accounting Records Resolution letter dated 5/2/18 from Michael P. McCord. After discussion, Board Member Betty Harding made a motion to accept the Resolution. A second was made by Board Member Randy Wittenburg. Motion passed unanimously.

**12. Next Meeting Dates**

The next regular Business Meeting is scheduled for June 11, 2018.

**13. Agenda Items for next meeting**

Any items for the agenda should be submitted to the Fire Chief by June 4, 2018.

**14. Adjournment**

At 16:34 PM, Board Member Randy Wittenburg made a motion to adjourn the meeting. A second was made by Board Member Steve Ross. Motion approved unanimously.

5/17/18  
Date Approved

Dean Craun  
Board Clerk