

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

**June 8, 2020**

**1. Call to Order**

Board Chairman Tim McCain called the meeting to order at 5:01 P.M. via the telephone due to the COVID-19 and social distancing issues in America.

**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 (4) Board Members were present. A quorum was established with (4) members.

Board members present included Board Chairman Tim McCain. The following Board members were present telephonically: Board Clerk Dean Craun, Board Members Randy Wittenburg and Dewayne Hill.

Also present in person was AZCFD Fire Chief Jeffrey Heaton.

**4. Welcome to Guests**

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

Guest included: Maria Vazquez.

**5. Fire Chief's Report**

The Fire Chief reviewed his activities for the month of May 2020, including new updates for COVID-19. 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 May 2020.

**7. Correspondence**

One letter was received thanking the Fire District for their service from the Quiering Family during the month of May 2020.

**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 Dewayne Hill 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 May 11, 2020, on Arizona City Fire District website.
2. Approval of Financial Documents: 5/1/20 through 5/31/20  
**(Account Balances as of 5/31/2020)**
3. General fund: **\$ 230,031.84**
4. Capital outlay fund, buildings: **\$ 852.44**
5. Capital outlay fund, communications: **\$ 193.18**
6. Capital outlay fund, fire hydrants: **\$ 55.51**
7. Capital outlay fund, apparatus & vehicles: **\$306.14**
8. Capital outlay fund, firefighting equipment: **\$ 183.78**

**9. Call to the Public**

NONE.

**10. Old Business.**

1. **PUBLIC HEARING** on the 2020/2021 Annual Budget (Board Chairman Tim McCain/ Fire Chief Jeffrey Heaton) – The Board will hold a Public Hearing for the purpose of receiving public comments on the Final District Budget for Fiscal Year 2020/2021. All revenues and expenses of the District may be discussed. Following the public hearing, the Board will take action to adopt a budget.

Board Chairman Tim McCain asked if any of the Board Members had any questions about the 2020/2021 Annual Budget or any questions for Fire Chief Jeffrey Heaton regarding the 2020/2021 budget. Hearing none, Board Chairman Tim McCain asked for a motion to go into Public Session for Public Comment; Board Member Randy Wittenburg made a motion to go into Public Session for Public Comment; Seconded by Dewayne Hill, motion passed unanimously.

Board Chairman Tim McCain then open the Public Session for any public comments regarding the 2020/2021 Annual Budget. Hearing none, Board Chairman Tim McCain then asked for a motion to exit the Public Session for Public Comment; Board Clerk Dean Craun made a motion to exit the Public Session for Public Comment; Seconded by Randy Wittenburg, motion passed unanimously.

Once in the General Session, Board Chairman Tim McCain then made a motion to approve the annual 2020/2021 Annual Budget; seconded by Board Clerk Dean Craun, motion passed unanimously.

2. Discussion and Possible Action re: replacement of Board Member (Board Chairman Tim McCain).

Board Chairman Tim McCain suggested that this action item be moved to the July meeting in the hopes that the restrictions regarding COVID-19 would be lifted and we could meet as a group

to interview the (2) candidates that applies for the open Board Member position. After discussion and consideration, Board Clerk Dean Craun made a motion to push this action item to the July Meeting; seconded by Board Member Randy Wittenburg, motion passed unanimously.

**11. New Business**

1. Grant Updates for the District (Fire Chief Jeffrey Heaton)

Fire Chief Jeffrey Heaton gave an update on all of the grants the Fire District had submitted for fiscal year 2020/2021. The grant total submitted by the Fire District is just above \$1,500,00. The grants are from Pinal County Office of Emergency Service, Governor’s Office, AFCA, AFDA, DEMA, LEMA and FEMA. Fire Chief Jeffrey Heaton informed the Fire Board that this year’s grants are very different with the new conditions of COVID-19. Many agencies have asked for amendments and updates for the new considerations.

2. COVID-19 update (Fire Chief Jeffrey Heaton)

Fire Chief Jeffrey Heaton gave an update on the COVID-19 work the Fire District is and continues to do in preparation and response for the Fire District. The Fire District continues to participate on daily/weekly/ monthly update calls with the Pinal County Office of Emergency Service, Governor’s Office, AFCA, AFDA, DEMA and FEMA for updates. All updates are shared with the staff.

**12. Next Meeting Dates**

The next regular Business Meeting is scheduled for July 13, 2020.

**13. Agenda Items for next meeting**

Any items for the agenda should be submitted to the Fire Chief by July 6, 2020.

**14. Adjournment**

At 5:15 PM, Board Member Randy Wittenburg made a motion to adjourn the meeting. A second was made by Board Member Dewayne Hill. Motion approved unanimously.

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Date Approved

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Board Clerk