

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

**June 13, 2023**

**1. Call to Order**

Board Chairman Dean Craun called the meeting to order at 6:00 P.M.

**2. Pledge of Allegiance**

Board Chairman Dean Craun led all in the Pledge of Allegiance.

**3. Roll Call/Quorum**

Board Chairman Dean Craun confirmed that (5) Board Members were present. A quorum was established with (5) members.

Board members present included Board Chairman Dean Craun, Board Members Randy Johnson and Allen Rogers.

Board Clerk Randy Wittenburg and Board Member Dewayne Hill attended telephonically.

AZCFD Fire Chief Jeffrey Heaton attended telephonically.

**4. Welcome to Guests**

Mr. Bill Bailey.

**5. Fire Chief's Report**

AZCFD Fire Chief Jeffrey Heaton reviewed the AZCFD activities for the month of May 2023. The report is attached and made part of these Minutes.

**6. Staff Reports**

AZCFD Fire Chief Jeffrey Heaton reviewed the EMS/Fire calls and response times for the month of May 2023.

After hearing both the Fire Chief's and Staff Reports, Board Member Randy Johnson made a motion to approve the Fire Chief's and Staff Reports; seconded by Board Member Allen Rogers, motion passed unanimously.

**7. Correspondence**

Several thank you cards were received during the month for services given.

**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 Allen Rogers then made a motion to approve the Consent Agenda; seconded by Board Member Randy Johnson, motion

passed unanimously by roll call. The following items were approved with the consent agenda:

1. Approval of written minutes of April 11, and May 9, 2023 on Arizona City Fire District website.
2. Approval of Financial Documents: 5/1/23 through 5/31/23  
**(Account Balances as of 5/31/2023)**
3. General fund: **\$ 359,829.77**
4. Capital outlay fund, buildings: **\$ 874.69**
5. Capital outlay fund, communications: **\$ 197.55**
6. Capital outlay fund, fire hydrants: **\$ 56.38**
7. Capital outlay fund, apparatus & vehicles: **\$313.76**
8. Capital outlay fund, firefighting equipment: **\$ 187.82**

**9. Call to the Public**

None.

**10. Old Business.**

- a. **2023/2024 AZCFD Budget Final Certification and possible action (Open Meeting Public Session) (Board Clerk Dean Craun/ Fire Chief Jeffrey Heaton).**

AZCFD Fire Chief Jeffrey Heaton continued the discussion with the Board for the upcoming 2023/2024 final budget. Final P & L Sheets were given to each member in the May Meeting.

After the discussion, at 18:18, Board Chairman Dean Craun open the Open Meeting Public Session pertaining to the 2023/2024 AZCFD Final Budget. No comments were received during the Open Meeting Public Session pertaining to the 2023/2024 AZCFD Final Budget. Therefore, at 18:19, Board Chairman Dean Craun closed the Open Meeting Public Session.

After discussion and consideration, Board Member Allen Rogers then made a motion to approve the 2023/2024 AZCFD Final Budget; seconded by Board Member Randy Johnson, motion passed unanimously by roll call.

- b. **Executive Session: The Arizona City Fire District Board may go into an executive session to discuss conducting a review regarding District records to make sure the Arizona City Fire District Board complied with the Arizona Open Meetings Law and the District By-laws and Rules of Procedure in conducting its business pursuant to A.R.S. Section 38-431.03(A)(3). action (Board Clerk Dean Craun)**

Board Chairman Dean Craun pushed this item until the July Meeting due to many members attending telephonically.

## 11. New Business

### a. Vote in new 2023/2024 Chairman and Clerk Positions and possible action (Board Clerk Dean Craun).

Board Chairman Dean Craun nominated Board Member Randy Johnson for the 2023/2024 Chairman Position; seconded by Board Member Allen Rogers, motion passed unanimously by roll call.

Board Member Allen Rogers nominated Randy Wittenburg to remain as the Board Clerk. Board Clerk Randy Wittenburg declined the nomination. Then Board Member Allen Rogers nominated Dewayne Hill for the Board Clerk position. Board Member Dewayne Hill declined the nomination.

Board Chairman Dean Craun then nominated Board Member Allen Rogers for the Clerk Position; seconded by Board Member Randy Johnson, motion passed unanimously by roll call.

### b. Wells Fargo 2023/2024 Line of Credit/ Document Signing and possible action (Board Clerk Dean Craun/ Fire Chief Jeffrey Heaton).

Board Chairman Dean Craun and Fire Chief Jeffrey Heaton led the discussion with the Board to re-opening the Line of Credit with Wells Fargo Bank for the 2023/2024 Fiscal Year.

After discussion and consideration, Board Member Randy Johnson made a motion to re-opening the Line of Credit with Wells Fargo Bank for the 2023/2024 Fiscal Year; second by Board Member Allen Rogers, motion passed unanimously by roll call.

## 12. Next Meeting Dates

The next regular Business Meeting is scheduled for July 11, 2023 at 6:00 p.m.

## 13. Agenda Items for next meeting

Any items for the Agenda should be submitted to the Fire Chief by July 4, 2023.

**14. Adjournment**

At 18:35 PM, Board Member Randy Johnson made a motion to adjourn the meeting. A second was made by Board Member Allen Rogers. Motion approved unanimously.

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Date Approved

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Board Clerk Allen Rogers