

**Minutes of a Regular Meeting of the Board of Directors of the Clarkdale Fire District  
Meeting Held May 19, 2011**

A Regular meeting of the Clarkdale Fire District Board of Directors was held on May 19, 2011 at 4:00 p.m. at the Clarkdale Fire District Station #21, 895 First South Street, Clarkdale, Arizona.

Board of Directors:

Jim Elmer, Chairman (absent)  
Seth Murphy, Clerk (absent)  
Ron Ballatore  
Bill Snyder  
Jerry Brown

Staff:

Joe Moore, Fire Chief  
Joyce Driscoll, Admin Assistant/Finance Manager

Others Present: None.

**CALL TO ORDER.** The meeting was called to order at 4:14 p.m. by Chief Moore. Boardmember Snyder moved to have Boardmember Ballatore to chair the meeting. Boardmember Brown seconded. The motion passed unanimously.

**ROLL CALL.** Boardmembers Ballatore, Snyder and Brown were present. Chairperson Elmer and Board Clerk Murphy were absent. A quorum was present.

**MINUTES – Consideration of the minutes of the meeting held April 21, 2011.** Boardmember Snyder moved to approve the minutes. Boardmember Brown seconded. The motion passed unanimously.

**CALL TO THE PUBLIC.** None.

**FINANCIAL REPORT – Discussion and consideration of the Monthly Financial Report.** Chief Moore stated that the district is 83.33% into the fiscal year and has received 90.99% of the tax income, 82.94% of its budgeted income. He added that the District has expended 73.41% of the budgeted expenses for the year.

Boardmember Snyder inquired as to the amount of cash on hand.

Boardmember Snyder moved to approve the financial report. Boardmember Brown seconded. The motion passed unanimously.

**INFORMATIONAL AND OTHER REPORTS**

**CHAIRPERSON’S REPORT – A report from the Chairperson on current events.**

Boardmember Ballatore stated that he attended the family and employee appreciation picnic. He stated that he enjoyed himself and it was a very nice function.

**FIRE CHIEF’S REPORT – A report from the Fire Chief on current events.** Chief Moore reported on the following:

- An emergency management exercise that took place April 29, 2011 at the Clarkdale – Jerome School.
- Town of Clarkdale water utility projects.
- His efforts to have corrections made to the District’s Insurance Services Office Property Protection Class review.
- The status of development projects in the Town.
- Meetings and events he attended in March.
- He is making progress on his fitness goals.

**SHIFT REPORTS – Written monthly reports by personnel regarding day-to-day operations.** Boardmember Ballatore stated that the reports contain a great deal of information and he appreciates all the personnel do.

**ACTIVITY REPORTS – Written monthly reports regarding calls for service.** No discussion.

**MISCELLANEOUS REPORTS AND CORRESPONDENCE – Letters, news articles and other items of interest.** No discussion.

**NEW BUSINESS**

**CHANGE OF MEETING DATE – Discussion and consideration of changing the June regular meeting date to June 23, 2011.** Boardmember Snyder moved to change the June meeting date to June 23, 2011. Boardmember Brown seconded. The motion passed unanimously.

**PRELIMINARY BUDGET – Discussion and consideration of adopting the fiscal year 2011-2012 Preliminary Budget.** Boardmember Snyder made a motion to adopt the 2011-2012 Preliminary Budget. Boardmember Brown seconded. The motion passed unanimously.

**SELECTION OF AUDITOR – Discussion and consideration of engaging an auditor to conduct the annual audit for fiscal year 2010-2011.** Discussion took place regarding the fee, which had increased as compared to the previous year. Boardmember Brown moved to engage Assurance Professionals, P.C. as the financial auditor for the Clarkdale Fire District fiscal year 2011-2012 audit and to authorize Board Clerk Murphy and Chief Moore to sign the engagement letter. The motion passed unanimously.

**FUTURE AGENDA ITEMS – A listing of items to be placed on a future agenda.** Chief Moore noted that the Chief’s evaluation and contract will be on the June agenda.

**ADJOURNMENT.** With no further business before the Board, the meeting adjourned at 4:37 p.m.

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Jim Elmer, Chairman

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Date

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Seth Murphy, Clerk

\_\_\_\_\_  
Date