

**WICKENBURG UNIFIED SCHOOL DISTRICT NO. 9  
TELECONFERENCE GOVERNING BOARD MEETING MINUTES  
June 30, 2016**

**BOARD MEMBERS PRESENT**

Mr. Joe Maglio, President, Mr. Curtis Arnett, Member, Mr. Daniel Scott, Member

**BOARD MEMBERS ABSENT**

Ms. Amy Brown, Member, Ms. Sandee Gill, Member

**OTHERS PRESENT**

Dr. Howard Carlson, Victoria Farrar, Erin Johnson, Lynn Greene, Sandi Krueger

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Mr. Maglio called the meeting to order at 10:01 AM and led the Pledge of Allegiance.

**ADOPTION OF THE AGENDA**

Adoption of the Board meeting agenda for June 30, 2016

A motion was made to adopt the agenda for June 30, 2016.

Motion	Mr. Scott	Aye
Second	Mr. Arnett	Aye
Vote	Mr. Maglio	Aye

Motion passed 3-0.

**CONSENT AGENDA**

A motion was made to approve the Consent Agenda for June 30, 2016.

Motion	Mr. Scott	Aye
Second	Mr. Arnett	Aye
Vote	Mr. Maglio	Aye

Motion passed 3-0.

**OLD BUSINESS**

There was no Old Business

**NEW BUSINESS**

**Appoint Financial Auditors for Fiscal Years 2016 through 2020**

The financial auditors for the District for the past 10 fiscal years have been Heinfeld, Meech & Co., P.C. Pursuant to procurement rules, contracts and agreements cannot exceed 5 years per term. Therefore, the District issued a new Request for Proposal (RFP) for Financial Auditing Services. Two audit firms responded to the RFP (Heinfeld & Meech, P.C. and William Dobridge, P.C.), both were submitted before the deadline.

An independent committee was formed to review the proposals. The committee consisted of Victoria Farrar, (Executive Director of Business Services), Sandi Krueger (Accounts Manager), and Denise Bergman (Accounts Payable/Procurement Specialist). Committee members independently reviewed the proposals submitted by the two firms and completed scoring on June 22, 2016 based upon the following areas:

- 1.) Mandatory Requirements
- 2.) Technical Criteria [Audit approach and technical experience]
- 3.) Fees.

The scoring was as follows:

William Dobridge, CPA, PC	2,990
Heinfeld, Meech & Co., P.C.	2,850

The committee unanimously recommended that the District select William Dobridge, CPA, P.C. be awarded the District's Financial Auditing Services for Fiscal Years 2016-2020.

Dr. Carlson commented the committee had followed the process of awarding the bid. William Dobridge, CPA, P.C. submitted a bid that was the least cost. Ms. Farrar told the Board that William Dobridge, CPA, P.C. is highly qualified and is the second largest audit firm for schools in the state, with Heinfeld Meech being the largest. The savings in cost for the next 5 years will amount to \$34,000.

Mr. Arnett asked if the firm of William Dobridge, CPA, P.C. was doing a satisfactory job for other school districts. Ms. Farrar told him yes, they were.

A motion was made to approve William Dobridge, CPA, P.C., as Financial Auditors for Fiscal Years 2016 through 2020, as submitted.

Motion	Mr. Arnett	Aye
Second	Mr. Scott	Aye
Vote	Mr. Maglio	Aye

Motion passed 3-0.

#### Landscaping Services IFB at Festival Foothills Elementary School for Fiscal Years 2016 through 2020

The District currently contracts with J & C Landscape, LLC for basic landscaping services at Festival Foothills Elementary School. This is due to the school's distance from Wickenburg. Although the annual cost is below the State established and Governing Board threshold for issuing an Invitation for Bid (IFB), an IFB became necessary after the hire of one of the officers of J & C Landscape, LLC as an employee at Festival Foothills Elementary School. Pursuant to A.R.S. 38-503(C) and Attorney General Opinion I06-002, School Districts must follow public competitive bidding procedures for all procurements between school districts and employees regardless of the dollar amount involved and regardless of the source of funds.

The District received two responses (J & C Landscape, LLC and Somerset Landscape, LLC), and both responses were submitted by the deadline. Since the IFB criteria is price only, J & C Landscape, LLC had the lowest overall services price and hourly rates. Therefore, it is recommended that the Board award the IFB to J & C Landscape, LLC for Fiscal Years 2016-2020.

Mr. Scott commented J & C Landscape, LLC has done a great job at Festival Foothills Elementary School and was please they came in at the lesser rate.

A motion was made to approve J & C Landscape, LLC to provide basic landscaping services at Festival Foothills Elementary School for Fiscal Years 2016 through 2020, as submitted.

Motion Mr. Scott Aye

Second Mr. Arnett Aye

Vote Mr. Maglio Aye

Motion passed 3-0.

**ADJOURNMENT**

A motion was made to adjourn the meeting.

Motion Mr. Scott Aye

Second Mr. Arnett Aye

Vote Mr. Maglio Aye

Motion passed 3-0.

Meeting was adjourned at 10:08 AM.

**ATTEST:**

---

Mr. Joe Maglio, Board President