

## CCIFD Meeting Minutes – April 14, 2010

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The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, April 14, 2010. The meeting was held at the City of Chandler Fire Department Administrative Offices, located at 151 E. Boston Street, Chandler, Arizona.

The following agenda items were considered at the meeting:

- A. The meeting of the CCIFD board was called to order at 6:02 p.m. by Board Chair Hurley.
- B. Roll Call: Chair Ed Hurley and Clerk Ruth Coleman present, member Jeff Gerber absent (Mr. Gerber called to advise he was ill and could not attend).

**Item 1:** Review and approval of the governing board meeting minutes:

- a) March 10, 2010 (CCIFD #10-022).
- b) March 30, 2010 (CCIFD #10-023).

Motion by Hurley / 2<sup>nd</sup> by Coleman: To approve the minutes of the March 10, 2010 and March 30, 2010 meetings as presented; Passed 2-0-0 (Gerber absent).

**Item 2:** Call to the Public:

None.

**Item 3:** Report from the fire chief regarding the provision of fire and EMS to the CCIFD, including but not limited to the following items (CCIFD #10-n/a):

- a) Monthly response and service report:

CFD Fire Chief Jeff Clark provided the board with the March 2010 report of responses into the county islands. There was general discussion amongst the board and Chief Clark concerning various elements found within the response report.

Chief Clark specifically addressed a fire response with significant access issues and damage caused to fire apparatus during said response (11733 E. Chandler Heights on 1/21/10). Chief Clark requested the board send a notice to the property owners concerning the access issue and advising that future responses would be limited to due access roadway issues. The board directed Consultant Flynn to draft the notice for the board's consideration at the next meeting.

Discussion only – no action taken.

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### **Item 4:** Consideration of district financial matters:

#### a) Review of monthly financial reports (CCIFD #10-024):

Consultant Flynn reviewed reports (GLT and Warrant) provided by Maricopa County for the month of March and the detailed financial/ budget reports prepared by the CPA.

Discussion only – no action taken.

#### b) Review of invoices / payables and authorization for payment (CCIFD #10-025):

Consultant presented invoices for payment; Brown & Brown Insurance of Arizona (\$372.56); Lee Miller, Attorney at Law (\$180); PolicyLogic, LLC (\$1,017.14) and Angela Bertram, CPA (\$63.75).

Motion by Coleman / 2<sup>nd</sup> by Hurley: To approve the invoices as presented for payment; Passed 2-0-0 (Gerber absent).

### **Item 5:** Consideration of a request for single parcel district boundary change pursuant to ARS §48-262.I (CCIFD #10-026):

Consultant Flynn presented information concerning a single parcel request for boundary change (annexation) into the CCIFD (information enclosed within information packets). Flynn explained the process and discussed the application by Khaled Abuwandi for inclusion of assessor's parcel 303-32-007Y into the district.

There was general discussion amongst the board concerning the boundary change process and the parcel in question.

Motion by Coleman / 2<sup>nd</sup> by Hurley: To approve Resolution 10-001 ordering a change of the district's boundaries to include assessor's parcel 303-32-007Y in the CCIFD; Passed 2-0-0 (Gerber absent).

### **Item 6:** Consideration of establishing preliminary revenue and expenditure budget amounts and processes for the fiscal year beginning July 1, 2010 and ending June 30, 2011 (CCIFD #10-027):

Consultant Flynn reviewed the levy limit worksheet received from the Maricopa County Assessor and discussed implementation of the law concerning secondary levy limits. Flynn reviewed revenues and expenditures with the board. The board reviewed the fiscal 2009 / 2010 budget line-by-line and provided direction for the development of the preliminary budget. Chief Clark provided preliminary cost estimates for budget development purposes.

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Flynn advised he would promulgate the preliminary budget based upon the information received from Chief Clark and the board and forward prior to the next meeting.

Discussion only – no action taken.

**Item 7:** Review of electronic mail and phone messages received at the CCIFD web site (CCIFD #10-028):

Chair Hurley provided a summary review of e-mail and telephone correspondence received over the past month; with resident concerns over property access the only issue.

Discussion only – no action taken.

**Item 8:** Legislative report and consideration of legislative issues that may impact the district (CCIFD #10-029):

Consultant Flynn advised no new information concerning county island fire districts to report.

**Item 9:** Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (May 12, 2010) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #10-020):

- Preliminary budget development.
- IGA with county elections.
- Standard agenda items.

Motion by Coleman / 2<sup>nd</sup> by Hurley: To reschedule the May 12<sup>th</sup> meeting to Thursday May 13<sup>th</sup> to accommodate CFD staff for financial presentation; Passed 2-0-0 (Gerber absent).

**Item 9:** Announcements: None.

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**Item 10:** Adjourn: Motion by Hurley / 2<sup>nd</sup> by Gerber: To adjourn the meeting at 6:52 p.m.; Passed 2-0-0 (Gerber absent).

CCIFD meeting minutes approved: May 13, 2010.

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Edward R. Hurley, Board Chair

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Ruth Coleman, Board Clerk

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Jeff Gerber, Board Member