

## CCIFD Meeting Minutes – February 11, 2009

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The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, February 11, 2009. The meeting was held at the City of Chandler Fire Department Administrative Offices, located at 221 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 6:07 p.m. by Board Chair Hurley.
- B. Roll Call: Mr. Ed Hurley, Ms. Ruth Coleman and Mr. Jeff Gerber in attendance.

**Item 1:** Review and approval of the governing board meeting minutes of January 14, 2009 (CCIFD #09-009):

Motion by Gerber / 2<sup>nd</sup> by Hurley: To approve the minutes of the January 14, 2009 meeting; Passed Unanimously 3-0-0.

**Item 2:** Call to the Public: None.

**Item 3:** Report and consideration of matters concerning a report on property tax assessments for vacant property in the district (CCIFD #09-010):

Board Clerk Coleman discussed her progress concerning the possible change in property tax assessment for vacant property. Clerk Coleman will continue to pursue the changes to the property tax system and will request this item be placed back on the agenda when there is additional information to report.

Discussion only – no action taken.

**Item 4:** Consideration of issues concerning an intergovernmental agreement (IGA) for fire services to be negotiated with the City of Chandler pursuant to ARS §48-853 (CCIFD #09-011):

Consultant Flynn distributed two versions of the proposed IGA for fire services to the board for review and comment. The versions included the district and city versions showing items each party wished addressed in the document. The city version incorporated some of the district's concerns.

There was general discussion by the board and Lee Miller, Attorney concerning the proposed IGA and setting the next negotiating meeting.

The board members, attorney and consultant will use the city version as the master copy and provide any comments or concerns back to Consultant Flynn by Monday, February 16, 2009 for consideration in the negotiations with the city.

Discussion only – no action taken.

## CCIFD Meeting Minutes – February 11, 2009

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**Item 5:** Consideration of issues concerning an intergovernmental loan agreement with Maricopa County for the purpose of funding essential district services deemed necessary and appropriate to carry out its powers and duties (CCIFD #09-012):

Lee Miller, Attorney presented the intergovernmental loan agreement with Maricopa County and associated promissory note for board consideration. The loan is in the amount of \$35,000 and will be primarily used to secure liability and public official's management insurance.

Motion by Hurley / 2<sup>nd</sup> by Gerber: To enter into the intergovernmental loan agreement with Maricopa County and to authorize the chair and clerk to sign and take any other actions necessary to execute the agreement; Passed Unanimously 3-0-0.

**Item 6:** Consideration of the procurement of financial review services for the fiscal year ending June 30, 2009 (CCIFD #09-013):

Consultant Flynn presented and discussed information from Breecher & Company PC concerning financial review services for the current fiscal year. Matthew Breecher the company's principal advised via electronic mail to Flynn (distributed for review) that a discounted rate would be given if the three east valley county island fire districts (Gilbert, Tempe, Chandler) agreed to utilize the audit and or financial review services of his firm. The discount would be applied based upon similar testing and process features for each of the three districts. Breecher provided the consultant with a preliminary cost for the CCIFD financial review of \$1,500. Flynn advised the need to secure the services of an auditor in the near term and the board should request an engagement letter from Breecher & Company PC to obtain the discounted rate. Flynn advised he would obtain additional rate quotes for financial review services for board review at the March meeting.

There was general discussion amongst the board and Lee Miller, Attorney concerning the financial review and provision of the same according to statutory requirements.

Discussion only – no action taken.

**Item 7:** Consideration of the procurement of web site and telephone communication services for the district (CCIFD #09-014):

Consultant Flynn presented various options for securing telephone services for the CCIFD. There was general discussion amongst the board concerning the option best suited for the district. Phone services will be secured once the credit line is in place.

There was general discussion concerning the establishment of a web site for the district so public records and general CCIFD information could be posted. Consultant will secure a web host for the district upon receipt of the intergovernmental loan funds. Chair Hurley advised his neighbor will build a basic site at no cost and the Chair will maintain and update the site for the near term.

Discussion only – no action taken.

## CCIFD Meeting Minutes – February 11, 2009

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**Item 8:** Legislative report and consideration of legislative issues that may impact the district (CCIFD #09-015):

Lee Miller, Attorney provided a summary of legislation that would impact the CCIFD if passed during the current session. Miller further discussed potential changes to county island fire district law that would facilitate the functioning of the CCIFD. These issues included codifying the formula for determining the amount to be paid for fire services, insurance and indemnity and a methodology to pay for fire hydrant infrastructure.

Discussion only – no action taken.

**Item 9:** Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (March 11, 2009) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #09-016).

- Breecher & Company PC engagement letter.
- CPA engagement letter.

**Item 10:** Announcements.

None.

**Item 11:** Adjourn.

Motion by Gerber / 2<sup>nd</sup> by Hurley: To adjourn the meeting at 6:57 p.m.; Passed Unanimously 3-0-0.

CCIFD meeting minutes approved: March 11, 2009.

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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