

CCIFD Meeting Minutes – July 11, 2012

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, July 11, 2012. 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 6:04 p.m. by Chair Hurley.
- B. Roll Call: Chair Hurley, members Jeff Gerber and Clerk Ruth Coleman present (telephonically); Patrick Coleman absent (1 position vacant).

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

- a) May 9, 2012 (CCIFD #12-020).
- b) June 11, 2012 (CCIFD #12-021)

Motion by Gerber / 2nd by R. Coleman: To approve the minutes of the May 9 and June 11, 2012 meeting as presented; Passed 3-0 (P. Coleman 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 #12-n/a):

- a) Monthly response and service report: March and April 2012.

CFD Assistant Fire Chief Tom Carlson provided the board with a report of the May and June responses into the county islands and answered general questions concerning information contained within the reports (May and June reports included within packets).

Chief Carlson also reported on the city's upcoming ISO grading and the fire inspection complaint issue from the May meeting.

Discussion only – no action taken.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports: May and June (CCIFD #12-022):

The reconciled monthly finance reports from Maricopa County were presented by Consultant Flynn and reviewed, as was information prepared by the District's CPA (finance reports included in the board packet).

Motion by Hurley / 2nd by Gerber: To accept the financial reports as presented; Passed 3-0 (P. Coleman absent).

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b) Review of invoices / payables and authorization for payment (CCIFD #12-023):

Invoices for payment were presented (included in board packet for May and June); PolicyLogic, LLC (\$1,646.72); Angela Bertram, CPA (\$202.50).

Motion by Hurley / 2nd by Gerber: To approve the invoices and the insurance renewal as presented for payment; Passed 3-0 (P. Coleman absent).

Item 5: Public Hearing in accordance with A.R.S. § 48-853.A.2: To hear taxpayer's comments on the proposed fiscal year 2012 / 2013 Chandler County Island Fire District revenue and expenditure budget (CCIFD # -n/a):

Chair Hurley opened the public hearing for comment. No public present at the meeting. Chair Hurley closed the public hearing.

Item 6: Consideration of fully adopting estimates of revenues and expenditures for the fiscal year beginning July 1, 2012 and ending June 30, 2013 and declaring such to be the budget of the Chandler County Island Fire District (CCIFD #12-024):

Consultant Flynn reviewed the budget documents provided within the board packet: FY 12/13 final proposed budget to tentative and prior year comparative; and discussed the year end fund balance and the changes made to the proposed final budget reflecting the adjustments for year end fund balance as required.

Flynn reviewed revenues and expenditures with the board, along with estimates for next fiscal year end balances given the shortfall in property taxes collected by the CCIFD.

Motion Gerber / 2nd Hurley: To adopt the revenue and expenditure budget as presented as the CCIFD budget for the fiscal year beginning July 1, 2012 and ending June 30, 2013; and directing the consultant to make the required submittals and notifications as required by law; Passed 3-0 (P. Coleman absent).

Item 7: Consideration of engaging the firm of Angela D. Bertram, CPA for the purpose of providing the district's accounting services for the fiscal year beginning July 1, 2012 and ending June 30, 2013 (CCIFD #12-025):

Consultant Flynn discussed the annual engagement letter from the board's CPA, Angela Bertram and recommended retention of Ms. Bertram by the CCIFD.

Motion by R. Coleman / 2nd by Hurley: To retain the firm of Angela Bertram, CPA for accounting services; Passed 3-0 (P. Coleman absent).

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Item 8: Review of electronic mail and phone messages received at the CCIFD web site (CCIFD #12-026):

R. Coleman reported on voice mails received (two) and questions answered concerning fire coverage issues for county island residents.

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 (September 12, 2012) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #12-027):

- Standard agenda items.

Item 8: Announcements: None.

Item 9: Adjourn: Motion by R. Coleman / 2nd by Gerber: To adjourn the meeting at 6:21 p.m.; Passed 3-0 (P. Coleman absent).

CCIFD meeting minutes approved: September 12, 2012.

Edward R. Hurley, Board Chair

Ruth Coleman, Board Clerk

Jeff Gerber, Board Member

Patrick Coleman, Board Member