

CCIFD Meeting Minutes – March 18, 2013

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Monday, March 18, 2013. The meeting was held at the City of Chandler Fire Department Administrative Offices, located at 151 E. Boston Street, Chandler, Arizona. *(Note: the meeting was rescheduled from March 13, 2013 due to lack of a board quorum)*

The following agenda items were considered at the meeting:

- A. The meeting of the CCIFD board was called to order at 6:00 p.m. by Chair Hurley.
- B. Roll Call: Chair Hurley, Clerk J. Gerber and member Ruth Coleman present; (2 positions vacant).

Item 1: Review and approval of the governing board meeting minutes of January 9, 2013 (CCIFD #13-009):

Motion by Coleman / 2nd by Gerber: To approve the minutes of the January 9, 2013 meeting with amendments as noted; Passed 3-0.

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 #13-n/a):

- a) Monthly response and service report: January and February 2013.

CFD Fire Chief Jeff Clark provided the board with a summary of the January and February response reports (included in packet) into the county islands and answered general questions concerning information contained within the reports.

Discussion only – no action taken.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports: November and December (CCIFD #13-010):

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

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

- b) Review of invoices / payables and authorization for payment (CCIFD #13-011):

Invoices for payment were presented (included in board packet for January and February); PolicyLogic, LLC (\$1,104.93); Angela Bertram, CPA (\$247.50);

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Accounting Professionals, LLC (\$1,500); Brown & Brown Insurance (\$20,357.00).

Motion by Gerber / 2nd by Hurley: To approve the invoices as presented for payment; Passed 3-0.

Item 5: Review of electronic mail and phone messages received at the CCIFD web site (CCIFD #13-012): None.

Item 6: Review and consideration of the annual financial review for fiscal year 2012 conducted pursuant to A.R.S. §48-803.E (CCIFD #13-013):

Consultant Flynn discussed with the board the statutory requirements for the financial review or audit. Consultant reviewed the fiscal 2012 financial review (included in supplemental board packet) with the board and answered general questions concerning the various components of the financial review. Consultant advised the financial review had been submitted to the Clerk of the Board of Supervisors and the County Treasurer as required.

Motion by Gerber / 2nd by Coleman: To accept the financial review as presented; Passed 3-0.

Item 7: Review of the district's levy and property tax limit for fiscal year 2014 provided by the Maricopa County Assessor pursuant to §A.R.S. 42-17052(D) (CCIFD #13-014):

Consultant Flynn reviewed the district's property tax levy limit worksheet (included in board packet) with the board members and discussed how the information will be used in developing the fiscal 2014 budget.

Discussion only – no action taken

Item 8: Consideration of appointing interim members to vacant positions on the governing board pursuant to A.R.S. §48-803(B) (CCIFD #13-015): Tabled.

Item 9: Consideration of renewing the district's general liability and associated insurance policies with Volunteer Fireman's Insurance Service (CCIFD #13-016):

Consultant Flynn reviewed the insurance renewal proposal (included within the board packet) with the board and answered general questions concerning the insurance coverage provided.

Motion by Hurley / 2nd by Coleman: To accept the insurance renewal proposal as presented and authorize the consultant to execute documents on the behalf of CCIFD; Passed 3-0.

Item 10: Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (May 15, 2013) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #13-017):

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- Standard agenda items.
- Budget.

Item 10: Announcements: None.

Item 11: Adjourn: Motion by Coleman / 2nd by Gerber: To adjourn the meeting at 6:17 p.m.; Passed 3-0.

CCIFD meeting minutes approved: May 15, 2013.

Edward R. Hurley, Board Chair

Ruth Coleman, Board Clerk

Jeff Gerber, Board Member