

## CCIFD Meeting Minutes – May 11, 2011

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The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, May 11, 2011. 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 6:07 p.m. by Chair Hurley.
- B. Roll Call: Chair Hurley, Clerk Ruth Coleman and member Jeff Gerber present (two positions vacant).

**Item 1:** Review and approval of the governing board meeting minutes of April 13, 2011 (CCIFD #11-027):

Motion by Gerber / 2<sup>nd</sup> by Coleman: To approve the minutes of the April 13, 2011 meeting as presented; 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 #11-n/a):

- a) Monthly response and service report:

CFD Chief Jeff Clark provided the board with the revised March 2011 report and the April 2011 report of responses into the county islands and answered general questions concerning information contained within the April monthly report.

Discussion only – no action taken.

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

- a) Review of monthly financial reports (CCIFD #11-028): Consultant Flynn reviewed the monthly finance report information from the CPA (reconciled finance report, GLT, Warrant Report were not available). The balance sheet and budget reports were included in board packet.

Discussion only – no action taken.

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b) Review of invoices / payables and authorization for payment (CCIFD #11-029):

Flynn presented invoices for payment (included in board packet); PolicyLogic, LLC (\$758.39); Angela Bertram, CPA (\$85); City of Chandler (\$418,148) and Lee Miller, Attorney (\$150.00).

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

**Item 5:** Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2011 and ending June 30, 2012 (CCIFD #11-030):

Consultant Flynn distributed revised budget documents to the board. Flynn reviewed the proposed tentative budget developed subsequent to submittal of the CFD preliminary budget by the city. Flynn reviewed revenues and expenditures with the board, along with estimates for year end balances. The fire protection services cost formula was reviewed and discussed, along with the city's cost formula development sheet (distributed). Flynn advised the budget would be adjusted once the city adopts their final budget for the fire department and to address end of year balances.

Motion Hurley / 2<sup>nd</sup> Coleman: To adopt the proposed revenue and expenditure budget as the CCIFD Tentative Budget in the amounts presented; to direct staff to post and publish the budget as required by law; and to set the regularly scheduled CCIFD meeting in July as the day for the public hearing prior to adoption of the final budget; Passed 3-0.

**Item 6:** Review of electronic mail and phone messages received at the CCIFD website (CCIFD #11-031):

Chair Hurley advised one phone message and corresponding e-mail concerning a fire hazard consisting of weeds, requesting CCIFD address. Issue turned over to the CFD for disposition and follow-up.

Discussion only – no action taken.

**Item 7:** Consideration of legislative issues for the Fiftieth Arizona Legislature – 1<sup>st</sup> Regular Session (CCIFD #11-032):

None – session adjourned.

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**Item 8:** Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (June 8, 2011) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #11-033):

- Standard agenda items.
- Budget – update.

**Item 8:** Announcements: None.

**Item 9:** Adjourn: Motion by Hurley / 2<sup>nd</sup> by Coleman: To adjourn the meeting at 6:40 p.m.; Passed 3-0.

CCIFD meeting minutes approved: June 8, 2011.

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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