

CCIFD Meeting Minutes – May 16, 2013

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Thursday, May 16, 2013. 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 6:00 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 March 18, 2013 (CCIFD #13-018):

Motion by Gerber / 2nd by Coleman: To approve the minutes of the March 18, 2013 meeting as submitted; 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 March and April 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: March and April (CCIFD #13-019):

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.

CCIFD Meeting Minutes – May 16, 2013

b) Review of invoices / payables and authorization for payment (CCIFD #13-020):

Invoices for payment were presented (included in board packet for March and April); City of Chandler (fire service contract: \$388,352); PolicyLogic, LLC (\$1,402.71); Angela Bertram, CPA (\$225.00).

Motion by Gerber / 2nd by Coleman: 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 #13-021): None.

Item 6: Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2013 and ending June 30, 2014 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 10, 2013 at 6:00 p.m. local time for a public hearing prior to adoption (CCIFD #13-022):

Consultant Flynn reviewed the budget documents provided within the board packet: FY 13/14 tentative budget to prior year comparative and City of Chandler fire district cost formula. Flynn detailed the methodology used to calculate fire service contract cost estimates.

Flynn reviewed revenues and expenditures with the board, along with estimates for year end balances. Flynn advised the budget may be adjusted once the City adopts their final budget for the fire department and to address end of year general fund cash balance.

Motion Coleman / 2nd Hurley: 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 on July 10, 2013 as the day for the public hearing prior to adoption of the final budget; Passed 3-0.

Item 7: Consideration of appointing interim members to vacant positions on the governing board pursuant to A.R.S. §48-803(B) (CCIFD #13-023): Tabled.

Item 8: Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (July 10, 2013) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #13-017):

- Standard agenda items.
- Public hearing and budget adoption.

Item 9: Announcements: None.

CCIFD Meeting Minutes – May 16, 2013

Item 10: Adjourn: Motion by Coleman / 2nd by Hurley: To adjourn the meeting at 6:26 p.m.; Passed 3-0.

CCIFD meeting minutes approved: July 10, 2013.

Edward R. Hurley, Board Chair

Jeff Gerber, Board Clerk

Ruth Coleman, Board Member