

## Chandler CIFD – Meeting Minutes; May 9, 2012

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The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, May 9, 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 6:02 p.m. by Chair Hurley.
- B. Roll Call: Chair Hurley, members Jeff Gerber and Patrick Coleman present, Clerk Ruth Coleman – absent (1 vacancy).

**Item 1:** Review and approval of the governing board meeting minutes of November 9, 2011 (CCIFD #12-013):

Motion by Gerber / 2<sup>nd</sup> by P. Coleman: To approve the minutes of the March 14, 2012 meeting as presented; Passed 3-0 (R. Coleman absent).

**Item 2:** Call to the Public: A group of twelve citizens from the neighborhood located in the area of 150<sup>th</sup> Street and Cloud Road were in attendance. Mrs. Rosalyn Lucas (24202 S. 150<sup>th</sup> Street) represented the group to the board. There were two main issues which the group sought to have answered by the board:

- General fire and EMS services provided by the district through contract with the city. Chief Jeff Clark addressed the concerns of the group concerning the provision of services.
- Ongoing burning of debris on the property on the northwest corner of 150<sup>th</sup> Street and Cloud which is causing ongoing health issues for the neighborhood. The board advised the group to contact Maricopa County Board of Supervisors. Consultant Flynn advised he would follow-up directly with the county concerning the issue.

*(the citizens group provided a document which listed the concerns and it is entered on file with the district records)*

**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 Fire Chief Jeff Clark provided the board with the March report of responses into the county islands and answered general questions concerning information contained within the reports (April report unavailable and will be forwarded electronically).

Discussion only – no action taken.

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

#### a) Review of monthly financial reports: March and April (CCIFD #12-014):

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 / 2<sup>nd</sup> by Gerber: To accept the financial reports as presented; Passed 3-0 (R. Coleman absent).

#### b) Review of invoices / payables and authorization for payment (CCIFD #12-015):

Invoices for payment were presented (included in board packet for March and April); City of Chandler (\$380,888); PolicyLogic, LLC (\$1,091.81); Angela Bertram, CPA (\$225).

Motion by Gerber / 2<sup>nd</sup> by P. Coleman: To approve the invoices and the insurance renewal as presented for payment; Passed 4-0.

### **Item 5:** Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2012 and ending June 30, 2013 pursuant to A.R.S. §48-805.A.2; declaring such for publishing and public notice; and setting July 11, 2012 at 6:00 p.m. local time for a public hearing prior to adoption (CCIFD #12-016):

Consultant Flynn reviewed the budget documents provided within the board packet: FY 12/13 tentative budget to prior year comparative; fire service costing methodology; CFD detailed fire budget and cost calculation and February 2012 Levy Limit Worksheet.

Flynn reviewed the proposed tentative budget developed subsequent to submittal of the CFD 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> Gerber: 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 11, 2012 as the day for the public hearing prior to adoption of the final budget; Passed 3-0 (R. Coleman absent).

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**Item 6:** Review of electronic mail and phone messages received at the CCIFD web site (CCIFD #12-017):

P Coleman reported on voice mails received (two) and questions answered (none – marketing calls).

Discussion only – no action taken.

**Item 7:** Consideration of items for the agenda of the Chandler County Island Fire District’s next regular scheduled meeting (July 11, 2012) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #12-018):

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

**Item 8:** Announcements: None.

**Item 9:** Adjourn: Motion by Hurley / 2<sup>nd</sup> by Gerber: To adjourn the meeting at 7:07 p.m.; Passed 3-0 (R. Coleman absent).

**CCIFD meeting minutes approved: July 11, 2012.**

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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**

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**Patrick Coleman, Board Member**