

## CCIFD Meeting Minutes – July 8, 2015

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The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, July 8, 2105. 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 6:11 p.m. by Chair E. Hurley.
- B. Roll Call: Chair E. Hurley, Clerk J. Gerber (attended telephonically) and members K. Hasper and E. Lu (Absent – member J. Young)

**Item 1:** Review and approval of the governing board meeting minutes of May 13, 2015 (CCIFD #15-017):

Motion by Hurley / 2<sup>nd</sup> by Hasper: To approve the minutes of the May 13, 2015 meeting as submitted; Passed 4-0. (Absent – J. Young)

**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 #15-n/a):

- a) Monthly response and service report: May and June 2015.

Assistant Fire Chief Dwigginns provided the board with a summary of the May and June response reports 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: May and June 2015 (CCIFD #15-018):

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

Motion by Hurley / 2<sup>nd</sup> by Lu: To accept the financial reports as presented; Passed 4-0. (Absent – J. Young)

- b) Review of invoices / payables and authorization for payment (CCIFD #15-019):

Invoices for payment were presented (included in board packet for May and June;

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PolicyLogic, LLC (\$1,858.69); Angela Bertram, CPA (\$292.50).

Motion by Hurley / 2<sup>nd</sup> by Hasper: To approve the invoices as presented for payment; Passed 4-0). (Absent – J. Young)

**Item 5:** Review of electronic mail and phone messages received at the CCIFD web site (CCIFD #15-020)

Chairman Hurley updated the board on phone messages received and the disposition of messages and any follow up required.

Discussion only – no action taken.

**Item 6:** Public in accordance with A.R.S. §48-853.A.2: To hear taxpayer's comments on the proposed fiscal year 2015/2016 Chandler County Island Fire District revenue and expenditure budget (CCIFD #15-n/a)

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

**Item 7:** Consideration of fully adopting estimates of revenues and expenditures for the fiscal year beginning July 1, 2015 and ending June 30, 2016 and declaring such to be the budget of the Chandler County Island Fire District (CCIFD #15-021)

Consultant Flynn reviewed the budget documents provided within the board packets and discussed the final proposed budget for FY 15/16. Consultant Flynn answered general questions from the board regarding the budget.

Motion by Hurley/ 2<sup>nd</sup> by Gerber: Consideration of fully adopting estimates and expenditures for the fiscal year beginning July 1, 2015 and ending June 30, 2016 and declaring such to be the budget of the Chandler County Island Fire District; Passed 4-0. (Absent – J. Young)

**Item 8:** Consideration of engaging the firm of Angela D. Bertram, CPA for the purposes of providing the district's accounting services for the fiscal year beginning July 1, 2015 and ending June 30, 2016 (CCIFD #15-022)

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

Motion by Gerber/2<sup>nd</sup> by Hurley: To retain the firm of Angela Bertram, CPA for accounting services; Passed 4-0. (Absent – J. Young)

**Item 9:** Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (September 9, 2015) and or a special meeting called by the governing

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board for the purpose of carrying out its powers and duties (CCIFD #15-023):

- Standard agenda items.

**Item 10:** Announcements:

- A check for the insurance reimbursement should be mailed out next week.

**Item 9:** Adjourn: Motion by Hurley / 2<sup>nd</sup> by Hasper: To adjourn the meeting at 6:34p.m.; Passed 4-0. (Absent – J. Young)

**CCIFD meeting minutes approved: September 9, 2015.**

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**Edward R. Hurley, Board Chair**

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**Jeff Gerber, Board Clerk**

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**Kevin Hasper, Board Member**

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**Janice Young, Board Member**

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**Emily Lu, Board Member**