

CCIFD Meeting Minutes March 9, 2016

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, March 9, 2016. 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 6:04 p.m. by Chair E. Hurley.
- B. Roll Call: Chair E. Hurley, members E. Lu, K. Hasper, J. Young (Absent – J. Gerber)

Item 1: Review and approval of the governing board meeting minutes of January 13, 2016 (CCIFD #16-007):

Motion by Hurley/ 2nd by Lu: To approve the minutes of the January 13, 2016 meeting as submitted; Passed 4-0. (Absent – J. Gerber)

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 #16-n/a):

- a) Monthly response and service report: January and February 2016.

Interim Fire Chief Dwiggins provided the board with a summary of the January and February response reports into the county islands and answered general questions concerning information contained within the reports.

Discussion only – no action taken.

- b) Interim Fire Chief Dwiggins announced that applications for the Fire Chief position closed at the end of February. A new Fire Chief should be announced by May.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports: January and February 2016 (CCIFD #16-008):

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 / 2nd by Hasper: To accept the financial reports as presented; Passed 4-0. (Absent – J. Gerber)

- b) Review of invoices / payables and authorization for payment (CCIFD #16-009):

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Invoices for payment were presented (included in board packet for January and February; PolicyLogic, LLC (\$1,465.89); Angela Bertram, CPA (\$405.00); Ubora LLC (\$781.25); Accounting Professionals LLC (\$1,500).

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

Item 5: Review of electronic mail and phone messages received at the CCIFD website (CCIFD #16-010)

Consultant Vaughn updated the board on phone messages received and the disposition of messages and any follow up required.

Discussion only – no action taken.

Item 6: Discussion of CCIFD website (CCIFD #16-011):

Consultant reviewed with the board the new and updated website.

Item 7: Review and consideration of the annual financial review for fiscal year 2015 conducted pursuant to A.R.S. §48-803.E (CCIFD #16-012).

Consultant reviewed the fiscal 2015 financial review (included in 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 Young/ 2nd by Lu: To accept the financial review as presented; Passed 4-0 (Absent J. Gerber).

Item 8: Consideration of renewing the district's general liability and associated insurance coverage with VFIS of Arizona (CCIFD #16-013).

Tabled until next meeting.

Item 9: Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (May 11, 2016) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #16-014):

- Standard agenda items.
- Insurance Renewal
- Preliminary Budget
- Election

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Item 10: Announcements:

None

Item 11: Adjourn: Motion by Hurley / 2nd by Hasper: To adjourn the meeting at 6:21p.m.; Passed 4-0. (Absent – J. Gerber)

CCIFD meeting minutes approved: May 11, 2016.

Edward R. Hurley, Board Chair

Jeff Gerber, Board Clerk

Kevin Hasper, Board Member

Janice Young, Board Member

Emily Lu, Board Member