

CCIFD Meeting Minutes May 9, 2018

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, May 9, 2018. 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 6:05 p.m. by Chair Hurley.
- B. Roll Call: Chair E. Hurley, Clerk J. Gerber, member K. Hasper, J. Young (Absent – E. Lu)

Item 1: Review and approval of the governing board meeting minutes of March 14, 2018 (CCIFD #18-015):

Motion by Gerber/ 2nd by Hasper: To approve the minutes of the March 14, 2018 meeting as submitted; Passed 4-0. (Absent - E. Lu)

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 #18-n/a):

- a) Monthly response and service report: March and April 2018.

Chief Miller provided the board with a summary of the March and April response reports into the county islands and answered general questions concerning information contained within the reports. There were 2 exterior fires, no structural fires reported.

Discussion only – no action taken.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports: March and April 2018 (CCIFD #18-016):

The reconciled monthly finance reports for March from Maricopa County were presented by Administrative Manager Vaughn and reviewed, as were the monthly financial reports prepared by the District's CPA (finance reports included in the board packet). The financial reports for April were not yet available from Maricopa County. They will be reviewed during the July meeting.

Motion by Gerber / 2nd by Young: To accept the financial reports as presented; Passed 4-0. (Absent – E. Lu)

- b) Review of invoices / payables and authorization for payment (CCIFD #18-017):

Invoices for payment were presented (included in board packet for March and April);

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PolicyLogic, LLC (\$1,660.80); Angela Bertram, CPA (\$225.00); City of Chandler - 2nd half of contract services (\$459,845.50), Atlas CPA (\$1,500).

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

Item 5: Review of electronic mail and phone messages received at the CCIFD website (CCIFD #18-018)

Administrative 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: Consideration of attending the AFCA/AFDA summer conference July 10-12, 2018. (CCIFD #18-019).

Administrative Manager Vaughn discussed with the board the upcoming AFCA/AFDA summer conference in Glendale, AZ July 10-12, 2018. It is a joint leadership conference with the Arizona Fire Chief's Association and the Arizona Fire District Association. There may be classes that will be of interest to the County Island Board Members.

Discussion only – no action taken.

Item 7: Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2018 and ending June 30, 2019 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 25, 2018 at 6:00 p.m. local time for a public hearing prior to adoption (CCIFD #18-020)

Administrative Manager Vaughn discussed the proposed budget for FY 18/19, reviewed the City of Chandler fire district cost formula and answered general questions from the board regarding the budget. There is a proposed slight increase in tax rate due to minor increases in contract cost. Spencer Jenik, City of Chandler, also discussed the budget. He mentioned there was an increase in personnel costs and a slight increase with the City of Phoenix dispatching (calls to the City of Chandler and County Island).

Motion by Hasper/ 2nd by Young: Consideration of establishing a tentative revenue and expenditure budget for the fiscal year beginning July 1, 2018 and ending June 30, 2019 pursuant to A.R.S. §48-853; declaring such for publishing and public notice; and setting July 12, 2017 at 6:00 p.m. local time for a public hearing prior to adoption; Passed 4-0. (Absent – E. Lu)

Item 8: Consideration of noticing the Maricopa County Board of Supervisors and the Maricopa County Elections Department the district will call for an election of board members on November 6, 2018 pursuant to ARS §48-852 and ARS §16-226.A; will use the Maricopa County

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Elections Department to conduct the election; and to direct staff to facilitate compliance with ARS §16-227, ARS §16-228 and ARS §16-229 as required for the election of district board members (CCIFD #18-021).

Administrative Manager Vaughn discussed the upcoming election and answered general questions from the board regarding the election. There are two board member positions that are up for reelection.

Motion by Hurley/ 2nd by Gerber: Consideration of noticing the Maricopa County Board of Supervisors and the Maricopa County Elections Department the district will call for an election of board members on November 6, 2018 pursuant to ARS §48-852 and ARS §16-226.A; will use the Maricopa County Elections Department to conduct the election; and to direct staff to facilitate compliance with ARS §16-227, ARS §16-228 and ARS §16-229 as required for the election of district board members; Passed 4-0. (Absent – E. Lu)

Item 9: Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (July 11, 2018) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #18-022):

- Standard agenda items
- Budget Adoption

Item 10: Announcements:

Dues to the Fire Leadership conference, the next meeting will be held on Wednesday, July 25, 2018.

Item 11: Adjourn: Motion by Young / 2nd by Hasper: To adjourn the meeting at 7:09p.m.; Passed 4-0. (Absent – E. Lu)

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CCIFD meeting minutes approved: July 25, 2018.

Edward R. Hurley, Board Chair

Jeff Gerber, Board Clerk

Kevin Hasper, Board Member

Janice Young, Board Member

Emily Lu, Board Member