

CCIFD Meeting Minutes – July 24, 2019

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, July 24, 2019. 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, Clerk J. Gerber (telephonically) and members K. Hasper, E. Lu (telephonically) and J. Young (telephonically).

Item 1: Review and approval of the governing board meeting minutes of May 8, 2019 and June 5, 2019 (CCIFD #19-028):

Motion by Hasper / 2nd by Lu: To approve the minutes of the May 8, 2019 and June 5, 2019 meetings as submitted; Passed 5-0.

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 #19-n/a):

- a) Monthly response and service report: May and June 2019.

Chief Dwiggins provided the board with a summary of the May and June response reports into the county islands. Chief Dwiggins reported that it was busy across the month of May. In June, there was a low risk fire at a transfer station. In a few weeks, the staff will be going to Atlanta to try to get accreditation.

Discussion only – no action taken.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports: May and June 2019 (CCIFD #19-029):

The reconciled monthly finance reports for May and June 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).

Motion by Hurley / 2nd by Lu: To accept the financial reports as presented; Passed 5-0.)

- b) Review of invoices / payables and authorization for payment (CCIFD #19-030):

CCIFD Meeting Minutes – July 24, 2019

Invoices for payment were presented (included in board packet for May and June; PolicyLogic, LLC (\$2,260.15); Angela Bertram, CPA (\$292.50), Law Offices of Nick Cornelius (IGA Review) (\$270).

Motion by Hurley / 2nd by Hasper: To approve the invoices as presented for payment; Passed 5-0).

Item 5: Review of electronic mail and phone messages received at the CCIFD web site (CCIFD #19-031)

Administrative Manager 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: Public in accordance with A.R.S. §48-853.A.2: To hear taxpayer's comments on the proposed fiscal year 2019/2020 Chandler County Island Fire District revenue and expenditure budget (CCIFD #19-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, 2019 and ending June 30, 2020 and declaring such to be the budget of the Chandler County Island Fire District (CCIFD #19-032)

Administrative Manager Vaughn reviewed the budget documents provided within the board packets and discussed the final proposed budget for FY 19/20. Vaughn answered general questions from the board regarding the budget. Please refer to the Revenue & Expenditure Budget document in the packet. The contract cost from the City of Chandler was up slightly (\$931,379 TY vs \$923,790 LY). The proposed tax rate will be 1.5954 down slightly from last year's 1.6333 tax rate. In addition, there was around \$20K in property taxes that was not paid from CCIFD residents. It's possible that money will be paid in the fiscal 19/20 tax year.

Motion by Hurley/ 2nd by Hasper: Consideration of fully adopting estimates and expenditures for the fiscal year beginning July 1, 2019 and ending June 30, 2020 and declaring such to be the budget of the Chandler County Island Fire District; Passed 5-0.

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, 2019 and ending June 30, 2020 (CCIFD #19-033)

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

CCIFD Meeting Minutes – July 24, 2019

Motion by Gerber/2nd by Hurley: To retain the firm of Angela Bertram, CPA for accounting services; Passed 5-0.

Item 9: Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (September 11, 2019) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #19-034):

- Standard agenda items.

Item 10: Announcements:

- None

Item 11: Adjourn: Motion by Hurley / 2nd by Hasper: To adjourn the meeting at 6:27p.m.; Passed 5-0.

CCIFD meeting minutes approved: September 11, 2019.

Edward R. Hurley, Board Chair

Jeff Gerber, Board Clerk

Kevin Hasper, Board Member

Janice Young, Board Member

Emily Lu, Board Member