

# CCIFD Meeting Minutes – March 9, 2022

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Board Meeting  
Regular Session

March 9, 2022

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, March 9, 2022. The meeting was held at the City of Chandler – Fire Department Administrative Offices, 151 East Boston Street, Chandler, Arizona.

The following agenda items were considered at the meeting:

## **1. CALL TO ORDER**

The meeting of the CCIFD board was called to order at 6:03 p.m. by Chair Hurley.

## **2. ROLL CALL**

Roll Call: Chair Hurley, Clerk J. Gerber, and Members Emily Lu and Kevin Hasper.

Guests – Kelly Vaughn, Administrative Manager, City of Chandler, Chief Chapman.

## **3. BUSINESS**

**Item 1:** Review and approval of the governing board meeting minutes of January 12, 2022 (CCIFD #22-006):

Motion by Hurley / 2<sup>nd</sup> by Hasper: To approve the minutes of the January 12, 2022 meeting as submitted; Passed 4-0.

**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 #22-n/a):

- a) Monthly response and service report: January and February 2022 were included in the board packet.

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

- a) Review of monthly financial reports: January and February (CCIFD #22-007):

The reconciled monthly finance reports 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).

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

b) Review of invoices / payables and authorization for payment (CCIFD #22-008):

Invoices for payment were presented (included in board packet for January and February; PolicyLogic, LLC (\$2,510.11); Angela Bertram, CPA (\$450); SC Audit & Accounting (\$2,625).

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

**Item 5:** Review of electronic mail and phone messages received at the CCIFD website (CCIFD #22-009.)

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:** Review and consideration of the annual financial review for fiscal year 2021 conducted pursuant to A.R.S. §48-803.E (CCIFD #22-010).

Consultant reviewed the fiscal 2021 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 Hurley/ 2<sup>nd</sup> by Lu: To accept the financial review as presented; Passed 4-0.

**Item 7:** Consideration on renewing the district's general liability and associated insurance and policies with Brown and Brown Insurance - VFIS of Arizona (CCIFD #22-011):

Administrative Manager Vaughn provided an overview of the insurance services proposal by VFIS that had been distributed to each board member. There was a general discussion by the board concerning various components within the VFIS insurance proposal. Vaughn answered general questions from the board regarding the proposal. The insurance renewal came in at \$23,876 (the expiring premium was \$23,777 and the budgeted amount is \$24,000).

Motion by Gerber / 2<sup>nd</sup> by Hurley: To approve renewing the district's general liability and associated insurance and policies with VFIS of Arizona for \$23,876; Passed 4-0.

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**Item 8:** Consideration of items for the agenda of the Chandler County Island Fire District’s next regular scheduled meeting (May 11, 2022) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #22-012):

- Standard agenda items.
- Call to election
- Tentative Budget

**Item 9:** Announcements: None

### **4. ADJOURNMENT**

Adjourn: Motion by Hurley / 2<sup>nd</sup> by Hasper: To adjourn the meeting at 6:20 p.m.; Passed 4-0.

**CCIFD meeting minutes approved: May 11, 2022.**

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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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**Emily Lu, Board Member**