

# CCIFD Meeting Minutes – November 9, 2022

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Board Meeting  
Regular Session

November 9, 2022

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, November 9, 2022. The meeting was held via teleconference. A properly posted notice notified all public of a call in number.

The following agenda items were considered at the meeting:

## **1. CALL TO ORDER**

The meeting of the CCIFD board was called to order at 6:00 p.m. by Clerk Gerber.

## **2. ROLL CALL**

Roll Call: Clerk J. Gerber and members E. Lu and K. Hasper. (Absent – Chair E. Hurley)

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

## **3. BUSINESS**

**Item 1:** Review and approval of the governing board meeting minutes of September 14, 2022 (CCIFD #22-030):

Motion by Gerber / 2<sup>nd</sup> by Hasper: To approve the minutes of the September 14, 2022 meeting as submitted; Passed 3-0. (Absent – Hurley)

**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: September and October 2022.

Chief Chapman provided the board with a summary of the September and October response reports into the county islands and answered general questions concerning information contained within the reports. Both months had a typical amount of incident reported.

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

- a) Review of monthly financial reports: September and October 2022 (CCIFD #22-031):

The reconciled monthly finance reports for September and October 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 Gerber / 2<sup>nd</sup> by Lu: To accept the financial reports as presented; Passed 3-0. (Absent – Hurley)

- b) Review of invoices / payables and authorization for payment (CCIFD #22-032):

Invoices for payment were presented (included in board packet for September and October; PolicyLogic, LLC (\$2,269.98); Angela Bertram, CPA (\$325); City of Chandler- ½ of contract (\$481,724).

Motion by Lu/ 2<sup>nd</sup> by Hasper: To approve the invoices as presented for payment; Passed 3-0. (Absent – Hurley)

### **Item 5:** Review of electronic mail and phone messages received at the CCIFD website (CCIFD #22-033)

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:** Consideration of retaining a firm for the purpose of performing an annual audit of the district's financial records for the fiscal year ending June 30, 2022 pursuant to A.R.S §48-253. (CCIFD #22-034).

Administrative Manager Vaughn presented the proposal by SC Audit & Accounting Solutions for \$2,700. There was general discussion by the board concerning the proposal.

Motion by Gerber / 2<sup>nd</sup> by Lu: To retain SC Audit & Accounting Solutions for financial audit services for the fiscal year ending June 30, 2022; Passed 3-0. (Absent – Hurley)

### **Item 7:** Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (January 11, 2023) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #22-035):

- Elect chairman and clerk

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**Item 8:** None

### **4. ADJOURNMENT**

Adjourn: Motion by Hasper / 2<sup>nd</sup> by Gerber: To adjourn the meeting at 6:17p.m.; Passed 3-0.  
(Absent Hurley)

**CCIFD meeting minutes approved: January 25, 2023.**

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**Jeff Gerber, Board Clerk**

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**Kevin Hasper, Board Member**

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**Emily Lu, Board Member**