

CCIFD Meeting Minutes – July 20, 2023

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, July 27, 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:

- A. The meeting of the CCIFD board was called to order at 6:01 p.m. by Chair J. Gerber.
- B. Roll Call: Chair J. Gerber, Clerk K. Hasper (telephonically) and member E. Lu were in attendance.

Item 1: Review and approval of the governing board meeting minutes of May 24, 2023 (CCIFD #23-020):

Motion by Hasper / 2nd by Lu: To approve the minutes of the May 24, 2023 meeting as submitted; Passed 3-0.

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 #23-n/a):

- a) Monthly response and service report: May and June 2023.

Chief Chapman provided the board with a summary of the May and June response reports for CCIFD. There was a large hay fire in June.

Discussion only – no action taken.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports: May and June 2023 (CCIFD #23-021):

The reconciled monthly finance reports for May 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/ 2nd by Lu: To accept the financial reports as presented; Passed 3-0 .

- b) Review of invoices / payables and authorization for payment (CCIFD #23-022):

Invoices for payment were presented (included in board packet for May and June; PolicyLogic, LLC (\$1,989.90); Angela Bertram, CPA (\$325).

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Motion by Hasper/ 2nd by Lu: To approve the invoices as presented for payment; Passed 3-0).

Item 5: Review of electronic mail and phone messages received at the CCIFD web site (CCIFD #20-024)

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 2023/2024 Chandler County Island Fire District revenue and expenditure budget (CCIFD #23-n/a)

Chair Gerber opened the public meeting for comment. No public present at the meeting. Chair Gerber closed the public meeting.

Item 7: Consideration of fully adopting estimates of revenues and expenditures for the fiscal year beginning July 1, 2023 and ending June 30, 2024 and declaring such to be the budget of the Chandler County Island Fire District (CCIFD #23-024)

Administrative Manager Vaughn reviewed the budget documents provided within the board packets and discussed the final proposed budget for FY 23/24. Vaughn answered general questions from the board regarding the budget. The contract cost from the City of Chandler was \$1,117,796. The proposed tax rate is 1.5413, with a tax levy of \$920K.

Motion by Gerber 2nd by Lu: Consideration of fully adopting estimates and expenditures for the fiscal year beginning July 1, 2023 and ending June 30, 2024 and declaring such to be the budget of the Chandler County Island Fire District; Passed 3-0.

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, 2023 and ending June 30, 2024 (CCIFD #23-025)

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

Motion by Hasper/ 2nd by Lu: To retain the firm of Angela Bertram, CPA for accounting services; Passed 3-0.

Item 9: Consideration of items for the agenda of the Chandler County Island Fire District’s next regular scheduled meeting (September 13, 2023) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #23-026):

- Standard agenda items.

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Item 10: Announcements:

- None

Item 11: Adjourn: Motion by Gerber / 2nd by Lu: To adjourn the meeting at 6:34p.m.; Passed 3-0.

CCIFD meeting minutes approved: September 13, 2023.

Edward R. Hurley, Board Chair

Jeff Gerber, Board Clerk

Kevin Hasper, Board Member

Emily Lu, Board Member

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