

CCIFD Meeting Minutes – September 13, 2023

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, September 13, 2023. The meeting will be 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 Gerber.
- B. Roll Call: Chair J. Gerber and Clerk K. Hasper and member E. Lu.

Item 1: Review and approval of the governing board meeting minutes of July 20, 2023 (CCIFD #23-027):

Motion by Hasper/ 2nd by Lu: To approve the minutes of the July 20, 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: July and August 2023.

Chief Chapman provided the board with a summary of the July and August response reports into the county islands and answered general questions concerning information contained within the reports. He reported that there was nothing out of the ordinary for during these months.

Discussion only – no action taken.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports: July and August 2023 (CCIFD #23-028):

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

CCIFD Meeting Minutes – September 13, 2023

b) Review of invoices / payables and authorization for payment (CCIFD #23-029):

Invoices for payment were presented (included in board packet for July & August; PolicyLogic, LLC (\$2,054.49); Angela Bertram, CPA (\$350).

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

Item 5: 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, 2023 pursuant to A.R.S §48-253. (CCIFD #23-030).

Administrative Manager Vaughn presented the proposal by SC Audit & Accounting Solutions for \$3,000. There was general discussion by the board concerning the proposal.

Motion by Gerber / 2nd by Lu: To retain SC Audit & Accounting Solutions for financial audit services for the fiscal year ending June 30, 2023; Passed 3-0.

Item 6: Consideration of appointing an interim member to vacant positions on the governing board pursuant to A.R.S. §48-852(B) (CCIFD #23-031)

Sandra Saenz is interested in the vacant position on the Chandler County Island Fire District. There was a general discussion among the board.

Motion by Lu/ 2nd by Hasper to appoint Sandra Saenz to the vacant position on the governing board pursuant to A.R.S. §48-852(B); Passed 3-0.

Item 7: Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (November 8, 2023) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #23-022):

- Standard agenda items.

Item 8: Announcements:

- None

Item 9: Adjourn: Motion by Gerber / 2nd by Hasper: To adjourn the meeting at 6:39 p.m.; Passed 4-0.

CCIFD Meeting Minutes – September 13, 2023

CCIFD meeting minutes approved: November 8, 2023.

Jeff Gerber, Board Chair

Kevin Hasper, Board Clerk

Emily Lu, Board Member

Sandra Saenz, Board Member