

## CCIFD Meeting Minutes – July 10, 2024

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The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, July 10, 2024. 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 6:06 p.m. by Chair J. Gerber.
- B. Roll Call: Chair J. Gerber, Clerk K. Hasper (telephonically) and member E. Lu were in attendance. (Absent – Saenz)

**Item 1:** Review and approval of the governing board meeting minutes of May 29, 2024 & June 13, 2024 (CCIFD #24-017):

Motion by Gerber / 2<sup>nd</sup> by Lu: To approve the minutes of the May 29, 2024 & June 13, 2024 meeting as submitted; Passed 3-0. (Absent – Saenz)

**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 #24-n/a):

- a) Monthly response and service report: May and June 2024.

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

Discussion only – no action taken.

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

- a) Review of monthly financial reports: May and June 2024 (CCIFD #24-018):

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 Hasper/ 2<sup>nd</sup> by Lu: To accept the financial reports as presented; Passed 3-0. (Absent – Saenz)

- b) Review of invoices / payables and authorization for payment (CCIFD #24-019):

Invoices for payment were presented (included in board packet for May and June; PolicyLogic, LLC (\$2,982.17); Angela Bertram, CPA (\$475 – April and May invoices), and Law Offices of Nicolas J. Cornelius for the IGA renewal review (\$57.00)

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

**Item 6:** Public in accordance with A.R.S. §48-853.A.2: To hear taxpayer’s comments on the proposed fiscal year 2024/2025 Chandler County Island Fire District revenue and expenditure budget (CCIFD #24-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, 2024 and ending June 30, 2025 and declaring such to be the budget of the Chandler County Island Fire District (CCIFD #24-020)

Administrative Manager Vaughn reviewed the budget documents provided within the board packets and discussed the final proposed budget for FY 24/25. Vaughn answered general questions from the board regarding the budget. The contract cost from the City of Chandler was \$1,211,748. The proposed tax rate is 1.6296, with a tax levy of \$1,010,000.

Motion by Gerber 2<sup>nd</sup> by Hasper: Consideration of fully adopting estimates and expenditures for the fiscal year beginning July 1, 2024 and ending June 30, 2025 and declaring such to be the budget of the Chandler County Island Fire District; Passed 3-0. (Absent – Saenz)

**Item 8:** Consideration of engaging the firm of Angela D. Rath, CPA for the purposes of providing the district’s accounting services for the fiscal year beginning July 1, 2024 and ending June 30, 2025 (CCIFD #24-021)

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

Motion by Hasper/ 2<sup>nd</sup> by Lu: To retain the firm of Angela Rath, CPA for accounting services; Passed 3-0. (Absent – Saenz)

**Item 9:** Consideration of items for the agenda of the Chandler County Island Fire District’s next regular scheduled meeting (September 11, 2024) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #24-022):

- Standard agenda items.

**Item 10:** Announcements:

- None

**Item 11:** Adjourn: Motion by Hasper/ 2<sup>nd</sup> by Gerber: To adjourn the meeting at 6:32p.m.; Passed 3-0. (Absent – Saenz)

**CCIFD meeting minutes approved: September 10, 2024.**

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**Jeff Gerber, Board Chair**

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**Kevin Hasper, Board Clerk**

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**Emily Lu, Board Member**

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**Sandra Saenz, Board Member**

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