

CCIFD Meeting Minutes – November 13, 2024

Board Meeting
Regular Session

November 13, 2024

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, November 13, 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:

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: Chair J. Gerber and members E. Lu and S. Saenz. Absent - Clerk K. Hasper

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

3. BUSINESS

Item 1: Review and approval of the governing board meeting minutes of September 11, 2024 (CCIFD #24-028):

Motion by Gerber / 2nd by Lu: To approve the minutes of the September 11, 2024 meeting as submitted; Passed 3-0. (Absent – Hasper)

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: September and October 2024.

September and October county island response reports were provided to the board. Chief Chapman stated there were a standard number of EMS calls during the last two months.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports: September and October 2024 (CCIFD #24-029):

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

b) Review of invoices / payables and authorization for payment (CCIFD #24-030):

Invoices for payment were presented (included in board packet for September and October; PolicyLogic, LLC (\$1,680.87); Angela Bertram, CPA (\$350); City of Chandler- ½ of contract (\$605,874).

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

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, 2024 pursuant to A.R.S §48-253. (CCIFD #24-031).

There were two quotes for the annual audit. Administrative Manager Vaughn presented the proposal by SC Audit & Accounting Solutions for \$3,300, and another by Walker & Armstrong for \$10,000. There was general discussion by the board concerning the proposal.

Motion by Saenz / 2nd by Lu: To retain SC Audit & Accounting Solutions for financial audit services for the fiscal year ending June 30, 2024; Passed 3-0. (Absent – Hasper)

Item 6: Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (January 8, 2025) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #24-032):

Item 7: Announcements:

None

4. ADJOURNMENT

Adjourn: Motion by Lu/ 2nd by Saenz: To adjourn the meeting at 6:22p.m.; Passed 3-0. (Absent – Hasper)

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CCIFD meeting minutes approved: January 29, 2025.

Jeff Gerber, Board Chair

Kevin Hasper, Board Clerk

Emily Lu, Board Member

Sandra Saenz, Board Member