

# CCIFD Meeting Minutes – November 12, 2025

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Board Meeting  
Regular Session

November 12, 2025

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, November 12, 2025. 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 6:06 p.m. by Clerk Hasper.

## **2. ROLL CALL**

Roll Call: Clerk K. Hasper and members E. Lu and S. Saenz. Absent – Chair J. Gerber

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 24, 2025 (CCIFD #25-026):

Motion by Saenz / 2<sup>nd</sup> by Lu: To approve the minutes of the September 24, 2025 meeting as submitted; Passed 3-0. (Absent – Gerber)

**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 #25-n/a):

- a) Monthly response and service report: September and October 2025.

September and October county island response reports were provided to the board. Chief Chapman stated there was 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 2025 (CCIFD #25-027):

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The reconciled monthly finance reports for September 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). October reports were not yet available at the time of the meeting, but will be reviewed at the next county island fire district meeting.

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

b) Review of invoices / payables and authorization for payment (CCIFD #25-028):

Invoices for payment were presented (included in board packet for September and October; PolicyLogic, LLC (\$1,665.90); Angela Bertram, CPA (\$325); City of Chandler- ½ of contract (\$654,660).

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

**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, 2025 pursuant to A.R.S §48-253. (CCIFD #25-029).

Administrative Manager Vaughn presented the proposal by SC Audit & Accounting Solutions for \$3,500. There was general discussion by the board concerning the proposal. The cost went up \$200 from last year.

Motion by Saenz / 2<sup>nd</sup> by Hasper: To retain SC Audit & Accounting Solutions for financial audit services for the fiscal year ending June 30, 2025; Passed 3-0. (Absent – Gerber)

**Item 6:** Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (January 14, 2026) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #25-030):

**Item 7:** Announcements:

Due to a conflict, the January meeting will be moved to January 28, 2026.

#### **4. ADJOURNMENT**

Adjourn: Motion by Saenz / 2<sup>nd</sup> by Hasper: To adjourn the meeting at 6:15p.m.; Passed 3-0. (Absent – Gerber)

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**CCIFD meeting minutes approved: January 29, 2025.**

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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**