

# TCIFD Meeting Minutes – July 22, 2019

## Tempe County Island Fire District

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Tempe County Island Fire District (TCIFD) governing board met in a properly posted open public meeting on Monday, July 22, 2019. The meeting was held at 9259 S. Priest Drive, Tempe, Arizona.

### **The following agenda items were considered at the meeting:**

- A. The meeting of the TCIFD board was called to order at 5:45 p.m. by Chair Kleespies.
- B. Roll Call: Chair Dave Kleespies, Clerk Sharlan Pierce, and members Sno Kleespies, Megan Conrad and James Carter

**Item 1:** Review and approval of the governing board meeting minutes of May 28, 2019 (TCIFD #19-019):

Motion by Conrad / 2<sup>nd</sup> by S. Kleespies: To approve the May 28, 2019 meeting minutes; Passed 5-0.

**Item 2:** Call to the Public:

No public.

**Item 3:** Report from the City of Tempe Fire Department:

- a) Report detailing emergency response / activities within the district (TCIFD #19- n/a):

The City of Tempe provided the board with the fiscal year response report, which included fire, and EMS calls.

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

- a) Review of monthly financial reports: May and June (TCIFD #19-020):

The financial reports were reviewed for the board by Administrative Manager Vaughn for May 2019 provided by Maricopa County and by the district's CPA, Angela Bertram (all reports provided within board packet).

Motion by Pierce / 2<sup>nd</sup> by S. Kleespies: To accept the financial reports as presented; Passed 5-0.

- b) Review of invoices / payables and authorization for payment (TCIFD #19-021):

The invoices for May and June (enclosed within board packet) were presented to the board for payment: PolicyLogic, LLC (\$1917.67) Angela Bertram, CPA (\$292.50).

Motion by Pierce / 2<sup>nd</sup> S. Kleespies by: To approve the invoices in the amounts as presented; Passed 5-0.

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**Item 5:** Public Hearing in accordance with A.R.S. §48-853.A.2: To hear taxpayer's comments on the proposed fiscal year 2019/2020 Tempe County Island Fire District revenue and expenditure budget (TCIFD #19-n/a)

Chair Kleespies opened the public hearing for comment. No public requested to speak at the meeting. Chair Kleespies closed the public hearing.

**Item 6:** Consideration of fully adopting estimates of revenues and expenditures for the fiscal year beginning July 1, 2019 and ending June 30, 2020 and declaring such to be the budget of the Tempe County Island Fire District (TCIFD #19-022)

Administrative Manager Vaughn reviewed the budget documents provided within the board packets and discussed the final budget for FY 19/20. Vaughn answered general questions from the board regarding the budget. The proposed adopted tax rate is 1.9763, up slightly from last year which was 1.9711. In addition, the contract cost from the City of Tempe is up marginally from last year (\$306, 677 TY vs \$287, 236 LY).

Motion by Pierce/ 2<sup>nd</sup> by S. Kleespies: Consideration of fully adopting estimates and expenditures for the fiscal year beginning July 1, 2019 and ending June 30, 2020 and declaring such to be the budget of the Tempe County Island Fire District; Passed 5-0.

**Item 7:** 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, 2019 and ending June 30, 2020 (TCIFD #19-023)

Administrative Manager Vaughn discussed the annual engagement letter from the board's CPA, Angela Bertram and recommended retention of Ms. Bertram by the TCIFD. Ms. Bertram's rate remain the same as last year.

Motion by Pierce/ 2<sup>nd</sup> by S. Kleespies: To retain the firm of Angela Bertram, CPA for accounting services; Passed 5-0.

**Item 8:** Consideration of website rebuild (TCIFD #19-024)

The current website is running on an old platform. GoDaddy informed the district that it needs to be updated by the end of the year or else it will no longer be supported. Vaughn recommended the website be updated within the next few months. Rheap submitted a proposal for the website rebuild. Rheap provided a quote of \$1050 for the rebuild with payment due after completion.

Motion by Conrad/ 2<sup>nd</sup> by S. Kleespies: To accept the proposal from Rheap for the services of the TCIFD website rebuild for the amount of \$1050; Passed 5-0.

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**Item 9:** Consideration of items for the agenda of the Tempe County Island Fire District’s next scheduled meeting (September 23, 2019) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (TCIFD #19-025).

- Standard agenda items

**Item 10:** Announcements:

- None

**Item 11:** Adjourn: Motion by D. Kleespies / 2<sup>nd</sup> by S. Pierce: To adjourn the meeting 6:08 p.m.; Passed 5-0.

TCIFD meeting minutes approved: September 23, 2019.

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Dave Kleespies, Board Chair

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Sharlan Pierce, Board Clerk

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Sno Kleespies, Board Member

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Megan Conrad, Board Member

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James Carter, Board Member