

# TCIFD Meeting Minutes – April 1, 2024

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## Tempe County Island Fire District

Tempe County Island Fire District (TCIFD) governing board met in a properly posted open public meeting on Monday, April 1, 2024. The meeting was held at 1255 W. Caroline Ln, 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 Megan Conrad.
- B. Roll Call: Chairman – Megan Conrad, Clerk Sharlan Pierce, and members James Carter, Kris Mitchell and Will Carter.

### **Item 1:** Review and approval of the governing board meeting minutes of January 29, 2024 (TCIFD #24-005):

Motion by S. Pierce / 2<sup>nd</sup> by W. Carter: To approve the January 29, 2024 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 #24- n/a):

No report.

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

- a) Review of monthly financial reports: January and February (TCIFD #24-006):

The financial reports were reviewed for the board by Administrative Manager Vaughn for January and February 2024 provided by Maricopa County and by the district's CPA, Angela Bertram (all reports provided within board packet).

Motion by Mitchell / 2<sup>nd</sup> by W. Carter: To accept the financial reports as presented; Passed 5-0.

- b) Review of invoices / payables and authorization for payment (TCIFD #24-007):

The invoices for January and February (enclosed within board packet) were presented to the board for payment: PolicyLogic, LLC (\$2,048.96) Angela Bertram, CPA (\$450) and SC Audit & Accounting Solutions (\$1,800).

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

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**Item 5:** Review and approval of legal services addendum for Nicolas J. Cornelius, Esq. on behalf of the Law Office of Nicolas J. Cornelius, PLLC. (TCIFD #24-008).

The board reviewed the updated legal services addendum for Nicolas J. Cornelius, Esq. His rate went from \$225/hr to \$285/hr. With board approval of the addendum, he will be reviewing the IGA.

Motion by W. Carter/ 2<sup>nd</sup> by Michell: To approval the legal services addendum for Nicolas J. Cornelius, Esq as presented ; Passed 5-0.

**Item 6:** Review and consideration of the annual financial review for fiscal year 2023 conducted pursuant to A.R.S. §48-803.E (TCIFD #24-009).

Administrative Manager Vaughn reviewed the fiscal 2023 financial review (included in board packet) with the board and answered general questions concerning the various components of the financial review. Vaughn advised the financial review had been submitted to the Clerk of the Board of Supervisors and the County Treasurer as required.

Motion by W. Carter/ 2<sup>nd</sup> by Michell: To accept the financial review as presented; Passed 5-0.

**Item 7:** Consideration of items for the agenda of the Tempe County Island Fire District's next scheduled meeting (May 20, 2024) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (TCIFD #24-010).

- Standard agenda items
- Tentative Budget
- IGA
- Call to Election

**Item 8:** Announcements:

None

**Item 9:** Adjourn: Motion by Conrad/ 2<sup>nd</sup> by W. Carter: To adjourn the meeting 5:59 p.m.; Passed 5-0.

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TCIFD meeting minutes approved: June 3, 2024.

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Megan Conrad, Board Chair

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Sharlan Pierce, Board Clerk

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James Carter, Board Member

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Kris Mitchell, Board Member

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Will Carter, Board Member