

TCIFD Meeting Minutes – July 22, 2024

Tempe County Island Fire District

Tempe County Island Fire District (TCIFD) governing board met in a properly posted open public meeting on Monday, July 22, 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 Chair Conrad.
- B. Roll Call: Chairman Megan Conrad, Clerk Sharlan Pierce, and members Kris Michell, James Carter and Will Carter.

Item 1: Review and approval of the governing board meeting minutes of June 3, 2024 (TCIFD #24-019):

Motion by Pierce / 2nd by Michell: To approve the June 3, 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):

There was no report from the city.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports: April, May and June (TCIFD #24-020):

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

Motion by Pierce / 2nd by Michell: To accept the financial reports as presented; Passed 5-0.

- b) Review of invoices / payables and authorization for payment (TCIFD #24-021):

The invoices for May and June (enclosed within board packet) were presented to the board for payment: PolicyLogic, LLC (\$2,283.62) Angela Bertram, CPA (\$475), and Law Office off Nicolas J. Cornelius (\$142.50) for the IGA review.

Motion by Pierce / 2nd Michell 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 2024/2025 Tempe County Island Fire District revenue and expenditure budget (TCIFD #24-n/a)

Member M. Conrad opened the public hearing for comment. No public requested to speak at the meeting. Chair Conrad closed the public hearing.

Item 6: 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 Tempe County Island Fire District (TCIFD #24-022)

Administrative Manager Vaughn reviewed the budget documents provided within the board packets and discussed the final budget for FY 24/25. Vaughn answered general questions from the board regarding the budget. The proposed tax rate to adopt is 2.2106, up slightly from last year which was 1.9645. The tax levy is proposed to be \$255K TY vs \$250K LY. This is primarily due to a shortage of 2024 property tax income for TCIFD.

Motion by W. Carter 2nd by Michell: 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 Tempe County Island Fire District; Passed 5-0.

Item 7: 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 (TCIFD #24-023)

Administrative Manager Vaughn discussed the annual engagement letter from the board’s CPA, Angela Bertram and recommended retention of Ms. Bertram by the TCIFD. There were no changes to the contract from last year.

Motion by Pierce/2nd by Michell: To retain the firm of Angela Rath, CPA for accounting services; Passed 5-0.

Item 8: Consideration of items for the agenda of the Tempe County Island Fire District’s next scheduled meeting (September 23, 2024) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (TCIFD #24-024).

- Standard agenda items
- Insurance Renewal

Item 9: Announcements:
None

Item 10: Adjourn: Motion by Pierce / 2nd by Conrad: To adjourn the meeting 6:16 p.m.; Passed 5-0.

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TCIFD meeting minutes approved: September 26, 2024.

Megan Conrad, Board Chair

Sharlan Pierce, Board Clerk

James Carter, Board Member

Kris Michell, Board Member

Will Carter, Board Member