

TCIFD Meeting Minutes – March 27, 2023

Tempe County Island Fire District

Tempe County Island Fire District (TCIFD) governing board met in a properly posted open public meeting on Monday, March 27, 2023. 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 5:47 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 23, 2023 (TCIFD #23-006):

Motion by J. Carter / 2nd by W. Carter: To approve the January 23, 2023 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 #23- n/a):

The City of Tempe had a report for TCIFD incidents from the beginning of the fiscal year to current (July '22 – March '23). The reports showed a total of 42 incidents, 4 of them being fire incidents.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports: January and February (TCIFD #23-007):

The financial reports were reviewed for the board by Administrative Manager Vaughn for January and February 2023 provided by Maricopa County and by the district's CPA, Angela Bertram (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 #23-008):

The invoices for January and February (enclosed within board packet) were presented to the board for payment: PolicyLogic, LLC (\$1,743.60) Angela Bertram, CPA (\$405) and SC Audit & Accounting Solutions (\$1,600).

Motion by Sharlan / 2nd Michell: To approve the invoices in the amounts as presented; Passed 5-0.

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Item 5: Review and consideration of the annual financial review for fiscal year 2022 conducted pursuant to A.R.S. §48-803.E (TCIFD #23-009).

Administrative Manager Vaughn reviewed the fiscal 2022 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/ 2nd by Michell: To accept the financial review as presented; Passed 5-0.

Item 6: Consideration of items for the agenda of the Tempe County Island Fire District's next scheduled meeting (May 22, 2023) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (TCIFD #23-010).

- Standard agenda items
- Tentative Budget

Item 7: Announcements:

None

Item 8: Adjourn: Motion by Conrad/ 2nd by J. Carter: To adjourn the meeting 6:01 p.m.; Passed 5-0.

TCIFD meeting minutes approved: June 5, 2023.

Megan Conrad, Board Chair

Sharlan Pierce, Board Clerk

James Carter, Board Member

Kris Michell, Board Member

Will Carter, Board Member