

TCIFD Meeting Minutes – November 24, 2025

Tempe County Island Fire District

Tempe County Island Fire District (TCIFD) governing board met in a properly posted open public meeting on Monday, November 24, 2025. 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: Chairwoman – Megan Conrad and members Kris Michell and Will Carter. (Absent – J. Carter)

Item 1: Review and approval of the governing board meeting minutes of September 29, 2025 (TCIFD #25-026):

Motion by Michell / 2nd by W. Carter: To approve the September 29, 2025 meeting minutes; Passed 3-0. (Absent – J. Carter)

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 #25- n/a):

There was no report from the city.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports: September and October (TCIFD #25-027):

The financial reports were reviewed for the board by Administrative Manager Vaughn for September and October 2025 provided by Maricopa County and by the district's CPA, Angela Rath (all reports provided within board packet).

Motion by Michell / 2nd by W. Carter: To accept the financial reports as presented; Passed 3-0. (Absent – J. Carter).

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

The invoices for September and October (enclosed within board packet) were presented to the board for payment: PolicyLogic, LLC (\$1,655.79) Angela Rath, CPA (\$325); City of Tempe \$123,595 (½ half of contract services)

Motion by W. Carter/ 2nd by Michell: To approve the invoices in the amounts as presented; Passed 3-0. (Absent – J. Carter)

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Item 5: Consideration of retaining a firm for the purpose of performing an annual financial review of the district’s financial records for the fiscal year ending June 30, 2025 pursuant to A.R.S §48-253. (TCIFD #25-029).

Administrative Manager Vaughn presented the proposal by SC Audit & Accounting Solutions for \$2,000. The cost last year was \$1,900.

Motion by Michell/ 2nd by W. Carter: To retain SC Audit & Accounting Solutions for financial review services for the fiscal year ending June 30, 2025; Passed 3-0. (Absent – J. Carter)

Item 6: Consideration of items for the agenda of the Tempe County Island Fire District’s next scheduled meeting (January 26, 2026) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (TCIFD #25-030).

- Standard agenda items

Item 7: Announcements:

None

Item 8: Adjourn: Motion by W. Carter / 2nd by Michell: To adjourn the meeting 5:48 p.m.; Passed 3-0. (Absent - J. Carter)

TCIFD meeting minutes approved: January 26, 2026.

Megan Conrad, Board Chair

James Carter, Board Member

Kris Michell, Board Member

Will Carter, Board Member