

# TCIFD Meeting Minutes – November 25, 2024

---

## Tempe County Island Fire District

Tempe County Island Fire District (TCIFD) governing board met in a properly posted open public meeting on Monday, November 25, 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 September 26, 2024 (TCIFD #24-031):

Motion by Pierce / 2<sup>nd</sup> by W. Carter: To approve the September 26, 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: September and October (TCIFD #24-032):

The financial reports were reviewed for the board by Administrative Manager Vaughn for September and October 2024 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 Michell: To accept the financial reports as presented; Passed 5-0.

- b) Review of invoices / payables and authorization for payment (TCIFD #24-033):

The invoices for September and October (enclosed within board packet) were presented to the board for payment: PolicyLogic, LLC (\$1,716.04) Angela Bertram, CPA (\$375); City of Tempe \$119,587.50 ( ½ half of contract services)

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

## TCIFD Meeting Minutes – November 25, 2024

---

**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, 2024 pursuant to A.R.S §48-253. (TCIFD #24-034).

Administrative Manager Vaughn presented the proposal by SC Audit & Accounting Solutions for \$1,900.

Motion by Pierce/ 2<sup>nd</sup> by Michell: To retain SC Audit & Accounting Solutions for financial review services for the fiscal year ending June 30, 2024; Passed 5-0.

**Item 6:** Consideration of items for the agenda of the Tempe County Island Fire District’s next scheduled meeting (January 27, 2025) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (TCIFD #24-035).

- Standard agenda items

**Item 7:** Announcements:

The January 2025 meeting will be Sharlan Pierce’s last meeting.

**Item 8:** Adjourn: Motion by Conrad / 2<sup>nd</sup> by Pierce: To adjourn the meeting 5:57 p.m.; Passed 5-0.

TCIFD meeting minutes approved: January 27, 2025.

---

Megan Conrad, Board Chair

---

Sharlan Pierce, Board Clerk

---

James Carter, Board Member

---

Kris Michell, Board Member

---

Will Carter, Board Member