

TCIFD Meeting Minutes – September 29, 2025

Tempe County Island Fire District

Tempe County Island Fire District (TCIFD) governing board met in a properly posted open public meeting on Monday September 29, 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 James Carter, Will Carter and Kris Michell.

Item 1: Review and approval of the governing board meeting minutes of July 28, 2025 (TCIFD #25-021):

Motion by W. Carter / 2nd by K. Michell: To approve the July 28, 2025 meeting minutes; Passed 4-0.

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 #25- n/a):

There was no report from the city.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports: July and August (TCIFD #25-022):

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

Motion by K. Michell / 2nd by W. Carter: To accept the financial reports as presented; Passed 4-0.

- b) Review of invoices / payables and authorization for payment (TCIFD #25-023):

The invoices for July and August (enclosed within board packet) were presented to the board for payment: PolicyLogic, LLC (\$2,115.40); Angela Bertram, CPA (\$375).

Motion by W. Carter / 2nd by K. Michell: To approve the invoices in the amounts as presented; Passed 4-0.

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Item 5: Consideration of renewing the district’s general liability and associated insurance coverage with VFIS of Arizona (TCIFD #25-024).

Administrative Manager Vaughn provided an overview of the insurance services proposal by VFIS that had been distributed to each board member. There was a general discussion by the board concerning various components within the VFIS insurance proposal. The renewal premium was \$18,939 and the budgeted amount was \$20,000.

Motion by W. Carter / 2nd K. Michell: To renew the general liability and associated insurance and policies with VFIS of Arizona and authorize the payment to Brown & Brown Insurance for the annual premium amount of \$ 18,939; Passed 4-0.

Item 6: Consideration of items for the agenda of the Tempe County Island Fire District’s next scheduled meeting (November 24, 2025) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (TCIFD #25-025).

- Standard agenda items

Item 7: Announcements:

None

Item 8: Adjourn: Motion by M. Conrad / 2nd by W. Carter: To adjourn the meeting 5:51 p.m.; Passed 4-0.

TCIFD meeting minutes approved: November 24, 2025.

Megan Conrad, Board Chair

James Carter, Board Member

Kris Michell, Board Member

Will Carter, Board Member