

GCIFD Meeting Minutes – September 13, 2022

The Gilbert County Island Fire District (GCIFD) governing board met in a properly posted open public meeting on Tuesday, September 13, 2022. The meeting was held at the Southeast Regional Library – County Meeting Room, 775 N. Greenfield Road, Gilbert, AZ

The following agenda items were considered at the meeting:

- A. The meeting of the GCIFD board was called to order at 6:00 p.m. by Chairman Biggs.
- B. Chairman Biggs led those in attendance in the Pledge of Allegiance to the U.S. Flag.
- C. Roll Call: Chairman Biggs, Clerk Mejia and Members Cazden, Farnsworth, and Payne were in attendance.

Item 1: Review and approval of the governing board meeting minutes of July 19, 2022 (GCIFD #22-027):

Motion by Mejia / 2nd Cazden: Approve the minutes of July 19, 2022 as presented;
Passed 5-0.

Item 2: Report from Fire Chief regarding the provision of fire and EMS to GCIFD, including but not limited to the following items (GCIFD #22-n/a):

- a) Monthly response and service report: Fire Chief Duggan presented the information from the July and August 2022 response reports (included in board packet). The reports may look slightly different than in the past due to a new records management system. Chief Duggan answered general questions from the board regarding information within the response reports.

Discussion only – no action taken.

Item 3: Call to the Public: None.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports: July and August 2022 (GCIFD #22-028):

The July and August reconciled finance reports from Maricopa County were presented and reviewed by Administrative Manager Vaughn, as were the monthly financial reports prepared by the district CPA (finance reports included in the board packet).

Motion by Mejia / 2nd by Payne: To approve the financial reports as presented;
Passed 5-0.

- b) Review of invoices / payables and authorization for payment (GCIFD #22-029):

The invoices were presented and there was a request for payment for the following (included in board packet for July and August); PolicyLogic, LLC (\$2,171.78); Angela Bertram, CPA (\$332.50).

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Motion by Cazden / 2nd by Maejia: To approve the invoices as presented for payment; Passed 5-0.

Item 5: Consideration on renewing the district's general liability and associated insurance and policies with Brown & Brown Insurance (VFIS of Arizona) (GCIFD #22-030):

Administrative Manager Vaughn provided an overview of the insurance services proposal by Brown & Brown Insurance that had been distributed to each board member prior to the meeting. The renewal premium came in at \$32,678. The budgeted amount was \$33,000.

Motion by Payne / 2nd Farnsworth: To renew the general liability and associated insurance coverage through VFIS and authorize the payment to Brown & Brown Insurance for the annual premium amount, \$32,678; Passed 5-0.

Item 6: Consideration of engaging the firm of Angela D. Bertram, CPA for the purposes of providing the district's accounting services for the fiscal year beginning July 1, 2022 and ending June 30, 2023 (GCIFD #22-031)

Administrative Manager Vaughn discussed the annual engagement letter from the board's CPA, Angela Bertram and recommended retention of Ms. Bertram by the GCIFD. Ms. Bertram's hourly rate went up by \$5/hr.

Motion by Farnsworth / 2nd by Cazden: To retain the firm of Angela Bertram, CPA for accounting services; Passed 5-0.

Item 7: Consideration of items for the agenda of the Gilbert County Island Fire District's next regular scheduled meeting (November 8, 2022) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (GCIFD #22-032):

- Standard agenda items
- Due to the election on November 8th, the board is moving the November meeting to Tuesday, November 15th.

Item 8: Announcements.

None

Item 9: Adjourn: Motion by Cazden/ 2nd by Mejia: To adjourn the meeting at 6:35p.m.; Passed 5-0.

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Minutes Approved GCIFD: November 15, 2022.

C. Biggs, Board Chair

C. Mejia, Board Clerk

L. Cazden, Board Member

J. Farnsworth, Board Member

L. Payne, Board Member