

# GCIFD Meeting Minutes – November 18, 2025

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Board Meeting  
Regular Session

November 18, 2025

The Gilbert County Island Fire District (GCIFD) governing board met in a properly posted open public meeting on Tuesday, November 18, 2025. The meeting was held at the Southeast Regional Library – Shakespeare Meeting Room, 775 N. Greenfield Road, Gilbert, AZ

The following agenda items were considered at the meeting:

## **1. CALL TO ORDER**

The meeting of the GCIFD board was called to order at 6:00 p.m. by Chair Biggs.

## **2. PLEDGE OF ALLEGIANCE**

Chair Biggs led those in attendance in the Pledge of Allegiance to the U.S. Flag.

## **3. ROLL CALL**

Board Chair C. Biggs and members J. Farnsworth & L. Payne. Absent – Clerk C. Mejia & L. Cazden.

Guests – Chief Duggan, Gilbert Fire & Rescue, Kelly Vaughn, Administrative Manager

## **4. BUSINESS**

**Item 1:** Review and approval of the governing board meeting minutes of July 29, 2025 & September 30, 2025 (GCIFD #25-025):

Motion by Payne/ 2<sup>nd</sup> Farnsworth: Approve the minutes of July 29, 2025. & September 30, 2025 as presented; Passed 3-0. (Absent – Mejia & Cazden)

**Item 2:** Report from Fire Chief regarding the provision of fire and EMS to GCIFD, including but not limited to the following items (GCIFD #25-n/a):

- a) Monthly response and service report: Fire Chief Duggan presented the information from the September & October 2025 response reports. Chief Duggan discussed that the call volume has been consistent compared to other months.

Discussion only – no action taken.

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**Item 3:** Call to the Public: None.

**Item 4:** Consideration of district financial matters:

- a) Review of monthly financial reports: September and October 2025 (GCIFD #25-026):

The September and October 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 Payne/ 2nd by Farnsworth: To approve the financial reports as presented; Passed 3-0. (Absent – Cazden & Mejia)

- b) Review of invoices / payables and authorization for payment (GCIFD #25-027):

The invoices were presented and there was a request for payment for the following (included in board packet for September and October PolicyLogic, LLC (\$1,605.25); Angela Bertram, CPA (\$325.00); Town of Gilbert (1<sup>st</sup> half of contract services) \$594,055.

Motion by Payne /2nd by Farnsworth: To approve the invoices as presented for payment; Passed 4-0. (Absent – Cazden & Mejia)

**Item 5:** Consideration of retaining a firm for the purpose of performing an annual audit of the district's financial records for the fiscal year ending June 30, 2025 pursuant to A.R.S §48-253. (GCIFD #25-028).

Administrative Manager Vaughn presented the proposal by SC Audit & Accounting Solutions for \$3,500. There was general discussion by the board concerning the proposal.

Motion by Payne / 2nd by Farnsworth: To retain SC Audit & Accounting Solutions for financial audit services for the fiscal year ending June 30, 2025; Passed 3-0. (Absent – Cazden & Mejia)

**Item 6:** Consideration of items for the agenda of the Gilbert County Island Fire District's next regular scheduled meeting (January 20, 2026) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (GCIFD #25-029):

- Standard agenda items
- Roadway Issue Letter

**Item 7:** Announcements.

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Due to a conflict in January, the new meeting date will be January 28, 2025 @ 6pm.

**Item 8:** Adjourn: Motion by Farnsworth/ 2<sup>nd</sup> by Payne: To adjourn the meeting at 6:15p.m.; Passed 3-0. (Absent – Cazden & Mejia)

**Minutes Approved GCIFD: January 20, 2026.**

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**C. Biggs, Board Chair**

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**C. Mejia, Board Clerk**

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**L. Cazden, Board Member**

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**J. Farnsworth, Board Member**

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**L. Payne, Board Member**