



# HIGHLANDS FIRE DISTRICT

## BOARD OF DIRECTORS REGULAR MEETING AGENDA

Notice is hereby given that a regular Fire Board meeting will be held on **Tuesday, July 17, 2018 at 5:00 PM at Station 23, 3350 Old Munds Hwy, Flagstaff, AZ.**

In accordance with A.R.S. § 38-431.02, any item on this agenda and any other matters related thereto will be subject to Board consideration, discussion, approval, or other action.

### 1. Call to Order

### 2. Roll Call - Chairman Kloeber, Clerk Hirsch, Director Murphy, Director Bippus, and Director Martin

### 3. Pledge of Allegiance, Invocation, Mission and Vision Statements, and Board Responsibilities

A. Pledge of Allegiance

B. Invocation

C. Mission – *The Highlands Fire District is an emergency service and community oriented organization dedicated to protecting the lives and property of its residents and visitors through emergency medical services, fire suppression, fire prevention, and public education.*

D. Vision – *The Highlands Fire District will be recognized for the highest standards, levels of trust, innovation, and accountability while exceeding community expectations. We will succeed by developing and maintaining strategic partnerships, hiring and promoting quality people, and positioning the District for fiscal sustainability, both now and in the future.*

E. Review selected Board responsibilities

### 4. Welcome Visitors

### 5. Call to the Public - *In accordance with A.R.S. 38-431.0 1(H), any person may address the Board on any matter within the jurisdiction of the Board. The Board may respond to criticism, ask staff to review a matter, or ask that the matter be put on a future agenda. The Board shall not discuss or take legal action on matters raised unless the matters are properly noticed for discussion and legal action.*

### 6. Approval of Minutes

A. June 19, 2018 Regular Meeting

B. June 19, 2018 Executive Session

### 7. Finance

A. Warrants

B. Financial Report

C. County Interest Earning Report

### 8. Summary Reports & Correspondence - *In accordance with A.R.S. §38-431.02(K), the Board shall not propose, discuss, deliberate, or take legal action on any matter in the following summary reports.*

A. IAFF Local Chapter 1505 Summary Report

B. Battalion Fire Chief's Summary Report

C. Fire Chief's Summary Report

D. Fire Board Chairperson's Summary Report

E. Correspondence

## 9. Topics of Discussion and Possible Legal Action

- A. Update, discussion, and possible action regarding the project to construct Administrative Offices, Bear Jaw Facility and Apparatus Bays:
  - a. Repair waterline
  - b. Asphalt work
  - c. Seal coating
  - d. Replace concrete
- B. Consideration to approve resolution to transfer money to the Capital Fund Account.
- C. Discussion regarding Intergovernmental Agreement (IGA) between Highlands Fire District and Coconino County, Fort Tuthill County Park.
- D. Discussion regarding fees for Emergency Service Contracts.
- E. Informational discussion regarding recent legislation.
- F. Informational discussion regarding the Arizona Wildland Fire and Incident Management Academy.
- G. Discussion and possible action regarding the sale of surplus property:
  - a. Fire Station 21
  - b. Fire Station 22A
  - c. Fire Station 22B
- H. Adjourn to Executive Session to discuss sale of Fire Stations as allowed per A.R.S. §38-431.03(A)(7) - Discussion or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale, or lease of real property.
- I. Review Fire Board Task Calendar.

## 10. Board Member Comments - *Board member's comments are meant to inform and clarify, and no legal action will be taken. Only Board members may speak.*

## 11. Adjournment

*In compliance with the American with Disabilities Act, if you need special assistance to participate in a meeting, please contact Jayme Jones at (928) 525-1717. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangement to assure accessibility to the meeting.*

Agenda approved: Wed 7/11/2018 2:52 PM  
by Peter Kloeber, Fire Board Chairperson

Agenda distributed & posted: Fri 7/13/2018; redistributed: Mon 7/16/18 10:00 AM  
by Jayme Jones, Administrative Assistant III