



# HIGHLANDS FIRE DISTRICT

## BOARD OF DIRECTORS REGULAR MEETING AGENDA

Notice is hereby given that a regular Fire Board meeting will be held on **Tuesday, November 27, 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. Recognition – Present Service Appreciation Award to Director Murphy

### 7. Approval of Minutes

A. October 16, 2018 Regular Meeting

### 8. Finance

A. Warrants

B. Financial Report

### 9. 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

## 10. Topics of Discussion and Possible Legal Action

- A. Update regarding the project to construct Administrative Offices, Bear Jaw Facility, and Apparatus Bays
- B. Update and discussion regarding vacant position on the Fire Board
- C. Election of Fire Board Chairperson and Clerk
- D. Renew Oath of Office and Conflict of Interest Disclosure Statement
- E. Discussion regarding Fire Chief's Evaluation; distribute Chief's Reports and Evaluation Form for December Evaluation
- F. Review draft of 2019 Strategic Plan
- G. Consideration to approve Letter of Declaration for JPMorgan Chase Bank
- H. Review Fire Board Task Calendar.

**11. 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.*

## 12. 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: Mon 11/19/2018 5:22 PM  
by Peter Kloeber, Fire Board Chairperson

Agenda distributed & posted: Wed 11/21/2018 12:00 PM  
by Jayme Jones, Administrative Assistant III