



HIGHLANDS FIRE DISTRICT

BOARD OF DIRECTORS

REGULAR MEETING AGENDA 05/18/21

Notice is hereby given that a regular Fire Board meeting will be held on **Tuesday, May 18, 2021 at 5:00 PM** at Fire Station 23, Administration Board Room, 3350 Old Munds Hwy, Flagstaff, AZ; however, the meeting is only accessible to the public through video conferencing with the link provided below.

In an effort to protect the health and safety of our employees, residents, and visitors during the COVID-19 Pandemic, the Board will hold their public meetings through technological means until further notice. Attendance in person will be limited to District Associates only. Members of the public as well and Board may attend the meeting remotely by video conferencing through the Zoom Meeting link provided below. For technical assistance, please call (928) 525-1717 during regular business hours.

Register in advance for this meeting at the following link:

https://us02web.zoom.us/meeting/register/tZEvdOCgqj8qH9EDNnwaar4n_5aSEWKye3-l

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 Favazzo, Director Bippus, and Director Hanecak. There is one vacancy on the Board

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

A. Pledge of Allegiance and Invocation

B. 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.*

C. 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.*

D. 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. April 13, 2021 Special Meeting

B. April 20, 2021 Regular Meeting

7. Finance

A. Warrants

B. Financial 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 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. Consideration to approve posting and publishing the FY 2022 Budget
- B. Consideration to approve resolution to transfer \$94,173.00 from the General Fund to the Capital Fund
- C. Update regarding refinance of the PSPRS unfunded liability with Stifel Public Finance; review timeline
- D. Consideration to approve resolution to obtain a Standards and Poor’s (S & P) Credit Rating and expend the necessary funds for such rating.
- E. Consideration to approve expenditure to compensate Mr. Loven for determining Facility Replacement Costs
- F. Update regarding hiring a Fire Chief
- G. Discussion regarding appointment to the Fire Board
- H. Determine value of reproduction on the commercial market to charge SmartProcure for public information pursuant to A.R.S. § 39-121.03(A)
- I. Consideration to approve resolution to approve amending the District boundaries to include parcels 116-08-004 & 116-41-001C
- J. Review Community Survey Results
- K. 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.

by Jayme Jones, Administrative Specialist

Agenda approved: May 12, 2021

by Peter Kloeber, Fire Board Chairperson

Agenda posted: May 14, 2021