



HIGHLANDS FIRE DISTRICT

BOARD OF DIRECTORS

REGULAR MEETING AGENDA · 12/17/19

Notice is hereby given that a regular Fire Board meeting will be held on **Tuesday, December 17, 2019 at 5:00 PM at Fire Station 23, Administration Board Room, 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 Bippus, Director Martin, and Director Favazzo

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 – Presentation of Director Bippus' Five Years of Service Plaque

7. Approval of Minutes

A. November 19, 2019 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. Informational report regarding Station 23 Septic System.
- B. Update regarding progress of the Planning Committee.
- C. Discuss Accounting and Auditing Service contracts.
- D. Consideration to approve 2019 Greater Flagstaff Region (GFR) Automatic Aid Agreement.
- E. Perform Chief Foreman's Evaluation; determine goals for 2020.
- F. Review Fire Board Task Calendar.
- G. Consideration to adjourn to Executive Session to discuss the sale of Fire Station 21 per A.R.S. § 38-431.03(7) *Discussions 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.*
- H. Consideration to approve details discussed in Executive Session related to the sale of Fire Station 21.

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: Dec 10, 2019

by Peter Kloeber, Fire Board Chairperson

Agenda posted: Dec 13, 2019

by Jayme Jones, Administrative Assistant III