



HIGHLANDS FIRE DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING AGENDA

Notice is hereby given that a regular Fire Board meeting will be held on **Tuesday, February 19, 2019 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 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. Approval of Minutes

A. January 15, 2019 Regular Meeting

B. February 11, 2019 Special 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 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. Consideration to approve VFIS Insurance renewal; presentation by Mr. Wiatt Wong
- B. Consideration to approve HR Policy 20.23 *Motor Vehicles Records Check*
- C. Consideration to approve Fire Board Handbook and Bylaws
- D. Discussion and possible action regarding Administration building dedication
- E. Presentation of Bear Jaw Annual Report
- F. Consideration to approve the Resolution # 2019-02-19 (9) (F) to include Parcel # 116-17-008 within the Highlands Fire District Boundaries as requested by Mr. Michael R. Bode per A.R.S. 48-262(I)
- G. Presentation of Contract for Service IGA w/ FRFD Annual Operational Report; discuss contract fee
- H. Consideration to approve resolution authorizing the disposal of the 2003 Ford Expedition to be sold as surplus property
- I. Community Survey Report
- J. 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: Mon 2/11/2019 4:26 PM
by Peter Kloeber, Fire Board Chairperson

Agenda distributed & posted: Fri 2/15/2019
by Jayme Jones, Administrative Assistant III