



HIGHLANDS FIRE DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING AGENDA 01/24/24

Notice is hereby given that the Special Fire Board meeting scheduled for January 24, 2024 at 5:00 PM at Fire Station 23, Administration Board Room, 3350 Old Munds Hwy, Flagstaff, AZ. The meeting is also accessible through Zoom video conferencing with the link provided below. Register in advance for this meeting:

<https://us02web.zoom.us/meeting/register/tZEpu6vqzMqE9e8KKRaBqNpbWgcKKenNcgT>

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** - Chairperson Tom Hanecak, Clerk Brad Bippus, Director Jay Smith, Director Carl Nelson, and Director Dan Stoffel.

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. December 12, 2024 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 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. REVIEW MESSAGE FROM MR. PAUL GALES, SHAREHOLDER WITH GREENBERG TRAURIG REGARDING GENERAL OBLIGATION BOND PROCESS.
- B. REVIEW MESSAGE REGARDING PRELIMINARY OFFICIAL STATEMENT (POS) AND PRELIMINARY SUMMARY ASSEMBLED BY STIFEL, NICOLAUS & COMPANY.
- C. REVIEW DRAFT PRELIMINARY OFFICIAL STATEMENT (POS).
- D. REVIEW DRAFT BOND PURCHASE AGREEMENT FROM SQUIRE PATTON BOGGS.
- E. CONSIDERATION AND POSSIBLE ADOPTION OF A RESOLUTION PROVIDING FOR ALL MATTERS RELATING TO THE SALE AND ISSUANCE OF GENERAL OBLIGATION BONDS OF THE DISTRICT, INCLUDING DELEGATION TO THE FIRE CHIEF OF THE DISTRICT OR HIS DESIGNEE TO DETERMINE CERTAIN MATTERS RELATED THERETO.
- F. CONSIDERATION TO APPROVE GENERAL OBLIGATION BOND PURCHASING PLAN.
- G. CONSIDERATION TO APPROVE THE FIRE BOARD HANDBOOK & BYLAWS.
- H. CONSIDERATION TO APPROVE ANNUAL NOTICE OF REGULAR MEETINGS.
- I. CONSIDERATION TO APPROVE FIRE CHIEF'S ANNUAL EVALUATION AND IDENTIFY CHIEF'S GOALS FOR 2024.
- J. REVIEW 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: 01/19/24

By Todd Miller, Fire Chief

Agenda posted: 01/19/24

by Jayme Jones, Administrative Specialist