HIGHLANDS FIRE DISTRICT

BOARD OF DIRECTORS
REGULAR MEETING AGENDA 11/17/26

Notice is hereby given that a regular meeting of the Highlands Fire District Board of Directors is scheduled for November 17th, 2026 at 5:00 PM at Fire Station 23, Administration Board Room, 3350 Old Munds Hwy, Flagstaff, AZ. Public access to the meeting room will be allowed 15 minutes prior to the meeting. For access to the meeting online you must register in advance of the meeting at the link provided below. Members of the Highlands Fire District Board of Directors may attend either in person or by video conferencing. Any item on this agenda and any other matters related thereto will be subject to Board consideration, discussion, approval, or other action per A.R.S. § 38-431.02.

Zoom Link – https://us02web.zoom.us/j/81885471433?pwd=O5cPM7Xbwe1Ah5dphhfiemFsECALIL.1

1. **Call to Order**
2. **Roll Call** - Chairperson Jay Smith, Clerk Carl Nelson, Director Brad Bippus, Director Tom Hanecak, and Director Ira Allen.
3. **Pledge of Allegiance, Invocation, Mission and Vision Statements, and Board Responsibilities**
   A. Pledge of Allegiance and Invocation.
   B. Mission – *We are dedicated to serving our communities and region through preparedness, prevention, and emergency response.*
   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 authority of the Board. The Board may respond to criticism, ask staff to review a matter, or request a matter be included on a future agenda. The Board shall not discuss or take legal action on matters raised unless it is properly noted for discussion and legal action.*
6. **Approval of Minutes**
   A. October 20th, 2026 Regular Meeting
7. **Approval of October 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 RATIFY THE APPROVAL OF THE RESOLUTION TO REVIEW AND RECEIVE THE AUDIT PURSUANT TO A.R.S. §48-805.02

   B. DISCUSSION REGARDING 2027 ELECTION AND DISCUSSION REGARDING BOARD CHAIR AND CLERK NOMINATION

   C. DISCUSSION AND POSSIBLE ACTION TO RESCIND AND SUPERSEDE RESOLUTION NUMBER 2026-10-20(9)(C), ADOPTED OCTOBER 20, 2026, AND TO APPROVE RESOLUTION NUMBER 2026-11-17(9)(C) WITH THE CORRECTED INTERGOVERNMENTAL RESOLUTION AUTHORIZING THE LIQUIDATION AND SALE OF SURPLUS FIRE EQUIPMENT TO THE ARIZONA DEPARTMENT OF FORESETY AND FIRE MANAGEMENT, INCLUDING AUTHORIZATION FOR DESIGNATED DISTRICT OFFICERS TO EXECUTE THE CORRECTED DOCUMENTS

   D. STRATEGIC PLAN: TWO- YEAR PROGRESS UPDATE

   E. DISCUSSION REGARDING SELECTED CONSULTANT FOR FEASIBILITY STUDY

   F. CONSIDERATION TO APPROVE UPDATES TO MOU BETWEEN HIGHLANDS CHAPTER OF THE UNITED FIRE FIGHTERS, IAFF LOCAL 1505, AND THE DISTRICT

   G. DISCUSSION REGARDING FIRE CHIEF EVLUATION AND THE DISTRIBUTION OF DOCUMENTS

   H. REVIEW FIRE BOARD TASK CALENDAR

10. **Board Member Comments** - *Board members' comments are meant to inform and clarify, and no legal action will be taken.*

11. **Adjournment**

    In compliance with the American with Disabilities Act, if you need special assistance to participate in a meeting, please contact Erica Lyons at (928) 525-1717. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.

12. Agenda approved by Jay Smith, Chair

    Agenda posted on November 13th, 2026 by Erica Lyons, Administrative Assistant III