



# HIGHLANDS FIRE DISTRICT

## BOARD OF DIRECTORS REGULAR MEETING AGENDA 04/16/24

Notice is hereby given that a regular meeting of the Highlands Fire District Board of Directors is scheduled for April 16, 2024 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 allow 15 minutes prior to the meeting. Public access to the meeting through internet conferencing must register in advance of the meeting at the link provided below. Members of the Highlands Fire District Board of Directors will attend either in person or by telephone, 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/meeting/register/tZUtf-2gqDsjE9agawad5o6dwyYWH6WWjWGT>

### 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. March 19, 2024 Regular Meeting

### 7. Finance

- A. Warrants
- B. Financial Report
- C. County Quarterly Interest Earning 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. PRESENTATION OF FY 2025 DRAFT BUDGETS.
- B. CONSIDERATION TO APPROVE A RESOLUTION TO CALL FOR AN ELECTION TO FILL THREE VACANCIES ON THE FIRE BOARD. SEATS WITH TERMS EXPIRING ON NOVEMBER 30, 2024, INCLUDE SEATS HELD BY TOM HANECAK, BRAD BIPPUS, AND DAN STOFFEL.
- C. CONSIDERATION TO APPROVE COOPERATIVE INTERGOVERNMENTAL AGREEMENT WITH ARIZONA DEPARTMENT OF FORESTRY.
- D. CONSIDERATION TO APPROVE SECURIS FY 2025 WORKERS' COMPENSATION RENEWAL.
- E. CONSIDERATION TO APPROVE SECOND AMENDMENT TO SECURIS INSURANCE POOL, INC. PARTICIPATION AGREEMENT.
- F. CONSIDERATION TO APPROVE DISPOSAL OF SURPLUS PROPERTY TO INCLUDE 2005 ARCTIC CAT ATV AND 2008 HONDA FOREMAN ATV.
- G. CONSIDERTION TO APPROVE REVISION TO FISCAL POLICY #160 SURPLUS PROPERTY.
- H. REVIEW BOARD TASK CALENDAR.

## 10. Board Member Comments - *Board members' 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:

By Tom Hanecak, Chairperson

Agenda posted: April 12, 2024

by Jayme Jones, Administrative Specialist