



*Westwood Estates*  
*Fire District*



**Regular Board Meeting of the Westwood Fire District**

**September 19, 2018 12:00 p.m.**

**Summit Fire and Medical District Station 32 8905 Koch Field Road, Flagstaff AZ**

**1. CALL REGULAR BOARD MEETING TO ORDER**

Chairman Chris Boalich called the Regular Meeting to order at 12:00pm

**2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM**

Present: Chairman Chris Boalich, Member Mike Hanks

Absent: Member Todd Dobbs

Admin: Administrative Officer Chris Gioia, Administrative Assistant Tammy Schieffer

**3. CONSENT AGENDA –**

a. Approval of Reconciliations and Financial Reports – July and August, 2018

b. Approval of Minutes from July 25, 2018

Fire Board reviewed the Minutes from July 25, 2018 and financial reports from July and August, 2018.

Chairman Boalich made a motion to approve the consent agenda items.

Member Hanks seconded the motion.

Public Comment: None

Vote Conducted: Motion Carried

Ayes: Boalich, Hanks

Nays: None

**4. CURRENT EVENTS SUMMARIES, REPORTS, AND/OR CORRESPONDENCE**

a. Administrative Updates

- Administrative Officer Gioia presented to the board the indebtedness report has been submitted to Openbooks
- Signed checks for VFIS for insurance for the board and district
- The audit process will be starting with Hinton and Burdick. A letter of intent is included in the board packet. This year will only be a desk audit, since a full audit was done last year.

b. Other Items

No Other Items

**5. NEW BUSINESS / ACTION ITEMS**

- a. Review, discuss and possible action on approving Intergovernmental Agreement between Westwood Estates Fire District and Summit Fire and Medical District for Administrative Services. This is for a two year term.

Chairman Boalich made a motion to approve Intergovernmental Agreement between Westwood Estates Fire District and Summit Fire and Medical District for Administrative Services for a two year term.

Member Hanks seconded the motion.

Public Comment: None

Vote Conducted: Motion Carried

Ayes: Boalich, Hanks



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Nays: None

- b. Review, discuss and possible action on presentation from Aaron Green, Northern District Manager for Arizona Department of Forestry and Fire Management, regarding Resolution WEFD 18-5 requesting immediate action from Coconino National Forest and Arizona State Trust Land to enforce their dispersed camp stay limits.

Administrative Officer Gioia discussed with the board Aaron Green wanted to come and talk with the board last meeting. I invited him for today; but he is not here. I will call up next meeting with all the people that were there and see if we can get a follow-up. There was explanation as to who/what Aaron Green does. There have been no changes at the district regarding the enforcement of dispersed camp stay limits.

- 6. **FIRE BOARD COMMENTS-** Board Member comments are meant to inform and clarify. No actions will be taken. Only Board Members can speak.

There were no Board comments

**ADJOURN REGULAR BOARD MEETING**

Chairman Boalich made a motion to adjourn the regular board meeting  
Member Hanks seconded the motion.

Public Comment: None

Vote Conducted: Motion Carried

Regular Board Meeting adjourned at 12:14 p.m.

**Respectfully Submitted by  
Tammy Schieffer, SFMD Administrative Assistant**