



*Westwood Estates*  
*Fire District*



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

**July 25, 2018 10:00 a.m.**

**City of Flagstaff Station 6 – 3877 Lake Mary Road, Flagstaff AZ, 10:00 am**

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

Chairman Chris Boalich called the Regular Meeting to order at 10:03 p.m.

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

Present: Chairman Chris Boalich, Member Dobbs

Absent: N/A

Admin: Deputy Chief Jerry Bills and Administrative Office Chris Gioia

Present to address the Fire Board:

Sheriff Jim Driscoll, Coconino National Forest Operations Chief Duane Tewa, AZ Department of Forestry and Fire Management Lee Ann Beery, Wildland Firewise Specialist Jerolyn Byrne

Candidate for Open Fire Board Seat

Mike Hanks

**3. Review, discuss and possible action on accepting the resignation of Shawn Winiecki from the Fire Board.**

Shawn Winiecki submitted her letter of resignation from the Westwood Estates Fire Board on June 13, 2018.

Member Dobbs made a motion to accept the resignation of Shawn Winiecki from the Fire Board.

Chairman Boalich second the motion

Public Comment: None

Vote Conducted: Motion Carried

Ayes: Dobbs, Boalich

Nays: None

**4. Review, discuss and possible action on appointing new board member to fill the remaining term of the vacant seat to December 2020. THE BOARD MAY CHOOSE TO GO INTO EXECUTIVE SESSION PER ARS 38-431.3(A)(3).**

Announcements for the vacant Fire Board seat, was posted in the District as well in the AZ Daily Sun on June 28, 2018. Mike Hanks submitted a letter of interest to fill the seat for the remaining of the term. Fire Board opted not to go into Executive Session.

Member Dobbs made a motion to appoint Mike Hanks to fill the vacant board seat to December 2020.

Chairman Boalich second the motion.

Public Comment: None

Vote Conducted: Motion Carried

Ayes: Dobbs, Boalich

Nays: None



# Westwood Estates Fire District



## 5. Instructions to new board member and Oath of Office.

Chief Bills gave the Oath of Office to Mike Hanks.

## 6. CONSENT AGENDA –

- a. Approval of Reconciliations and Financial Reports – May and June, 2018
- b. Approval of Minutes from May 15, 2018

Fire Board reviewed the Minutes from May 15, 2018 and financial reports from May and June, 2018.

Member Dobbs made a motion to approve the consent agenda items.

Chairman Boalich second the motion.

Public Comment: None

Vote Conducted: Motion Carried

Ayes: Dobbs, Boalich, Hanks

Nays: None

## 7. CURRENT EVENTS SUMMARIES, REPORTS, AND/OR CORRESPONDENCE

- a. Administrative Updates

Administrative Office Gioia updated the Fire Board that the applications for Fire Board need to be in to County by August 8, 2018. Also, informed the Fire Board about Open Meeting Law review with County Attorney Brian Furuya, September 19, 2018 at 1:00 p.m. at Summit Fire and Medical District, Station 32 8905 Koch Field Road, Flagstaff.

- b. Other Items

Chief Bills reminded the Board that all three of them will need to attend the AFDA 2019 Conference in Laughlin, January 17-19, 2019. They are required to complete six hours of training as defined by SB1387 within twelve months of election, appointment or hire. Classes include Finance, Governance, Open Meeting Laws, Ethics and Fiduciary Responsibility.

## 8. NEW BUSINESS / ACTION ITEMS

- a. Review, discuss and possible action on approving Resolution WEFD 19-1 Legal Counsel. Authorizing the use of Coconino County Office of the County Attorney for legal counsel. Fire Board reviewed the agreement with Coconino County Office of County Attorney for legal counsel.

Chairman Boalich made a motion to approve Resolution WEFD 19-1 Legal Counsel. Member Hanks second the motion.

Public Comment: None

Vote Conducted: Motion Carried

Ayes: Dobbs, Boalich, Hanks

Nays: None

- b. Review, discuss and possible action on presentation on Firewise from Jerolyn Byrne, Wildland Firewise Specialist and LeeAnn Beery from AZ State Forestry and Fire Management. Jerolyn Byrne and Lee Ann Beery present to the Fire Board information regarding Firewise and the services they offer to assist the District in obtaining their Firewise status. Their Firewise community is currently in-active. Member Dobbs stated that the area does do some of the Firewise activities through the HOA.



## *Westwood Estates Fire District*



- c. Review, discuss and possible action on presentation from Duane Tewa, COF, Coconino National Forest regarding Resolution WEFD 18-5 requesting immediate action from Coconino National Forest and Arizona State Trust Land to enforce their dispersed camp stay limits.

Chief Duane Tewa from Coconino County presented to the Fire Board the plan for including the area around the Westwood Estates Fire District in their plans to prohibit camping and fires. Chief Tewa showed the Fire Board on a map the areas in questions as well as informing them on the history and requirement to move the current boundaries. Sheriff Driscoll also informed the Fire Board that they are there to help and they support what the Westwood Estates Fire District is doing to keep their community safe. There was additional discussion regarding the area it will impact and the stakeholders that moving the boundaries will effect.

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

Chairman Boalich thanked the presenters and was excited to see where all this will go.

### **ADJOURN REGULAR BOARD MEETING**

Chris Boalich, Board Chairman

Posted: July 24 ,2018 which is at least 48 hours prior to the meeting and public hearing described above, in compliance with A.R.S. § 38-431.05(B)(4).

Next Board Meeting:

Regular Board Meeting – September 19, 2018 12:00 p.m. at Summit Fire and Medical District, 8905 Koch Field Road, Flagstaff AZ.