



Westwood Estates Fire District



Westwood Estates Fire District Governing Board Regular Session

Thursday, August 18, 2016

Minutes

1. Call to Order – Clerk Boalich called the Governing Board Meeting to order on Thursday, August 18, 2016 at 10:02 a.m. at the City of Flagstaff Fire Station 1, 1972 S. Thompson Road, Flagstaff, AZ
2. Roll Call Affirmation of Quorum
 - a. Present: Clerk Chris Boalich and Member Todd Dobbs
 - b. Absent: Chairperson Shawn Winiecki
 - c. Public: Deputy Chief Jerry Bills, and Chris Gioia, Summit Fire and Medical District
Note: Clerk Chris Boalich is sitting in as Vice Chair and Member Dobbs was sitting in as Clerk in the absence of the Chairperson Winiecki.
3. Public Hearing regarding Fiscal Year 2016/2017 Budget was called to order. The Fire Board discussed the items in the budget including questions about IGA's, Audit services and office supplies. No members from the public were in attendance to discuss the budget. Public Hearing was closed and regular meeting continued.
4. **Discussion and Possible action on adopting the Fiscal Year 2016/2017 District Budget.** Clerk Dobbs made a motion to accept the budget. Vice-Chairperson Boalich seconded the motion. Public Comment: None. Vote conducted: Motion Carried Ayes: Dobbs, Boalich, Nays: None
5. Discussion and possible action on adopting the Mile Rate of 1.71 for Fiscal Year 2016/2017. Vice-Chair Boalich made a motion to accept the Mil Rate of 1.71 for Fiscal Year 2016/2017. Clerk Dobbs seconded the motion. Public Comment: None. Vote Conducted: Motion Carried Ayes Boalich, Dobbs, Nays: None.
6. Call to the Public – There was no response to the Call to the Public
7. Minutes – Minutes from July 29, 2016 were presented to the Fire Board. Vice-Chair Boalich made a motion to accept the Minutes from July 29, 2016 as written. Clerk Dobbs seconded the motion. Public Comment: None. Vote Conducted: Motion Carried Ayes Boalich, Dobbs, Nays: None
8. Financials – No financials to be discussed at this time
9. Current Events – None.
10. Public comments - None
11. New business
 - a. Review, discuss and possible action on entering into an IGA with Summit Fire and Medical District for Administrative Services. Chief Bills and Chris Gioia, Administrative Officer, from Summit Fire and Medical District presented to the Fire Board, an IGA for administrative services. The administrative services would include finances, all filing and correspondence with the County, attending Board meetings, completing agendas, minutes and the use of SFMD's website and other duties to assist the WEFD to adhere to all rules and regulations that are required by law. The Board discussed the needs and the feasibility of entering into this IGA. Vice-Chair Boalich made a motion to accept the



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IGA with Summit Fire and Medical District for Administrative Services. Clerk Dobbs seconded the motion. Public Comment: None. Vote Conducted: Motion Carried Ayes Boalich, Dobbs, Nays: None

- b. **Review, discuss and possible action on setting regular board meeting dates, locations and posting places pursuant to A.R.S. §38-431.02 Notice of Meetings.** The Fire Board discussed updating their Notice of Meeting to include the new location of their public meeting. The new location is City of Flagstaff Station 1, 1972 S. Thompson, Flagstaff, AZ. Vice-Chair Boalich made a motion to accept the updates on the Meeting of Notice. Clerk Dobbs seconded the motion. Public Comment: None. Vote Conducted: Motion Carried Ayes Boalich, Dobbs, Nays: None
- c. **Review and discuss Election of one Open Fire Board Seat.** Chris Gioia reported that she had contacted the Coconino County Elections Department and found out that there wasn't anyone on the ballot for the open board seat. She will contact the County Attorney and confirm the next steps for filling the position. This motion is tabled until next month.
- d. **Review and discuss VFIS application for insurance coverage for the Fire Board.** Chris Gioia needed some clarification and signatures for the VFIS application. The Fire Board directed her to use the SFMD address (8905 Koch Field Road, Flagstaff AZ 86004) as the primary billing address for Westwood Estates Fire District.

12. Fire Board Comments – none

13. Adjournment – Vice-Chair Boalich made a motion to adjourn, Clerk Dobbs second. All in Favor.
This meeting adjourned at 10:20

Respectfully Submitted
Chris Gioia, Administrative Officer