



Westwood Estates Fire District



MINUTES

Regular Board Meeting of the Westwood Fire District

November 19, 2024

Flagstaff City Hall, 211 W Aspen Ave, Flagstaff AZ

Regular Board Meeting

1. CALL REGULAR BOARD MEETING TO ORDER 10:05AM

2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Present: Chairman Chris Boalich, Clerk Todd Dobbs, Member Mike Hanks

Absent: None

Administration present: Administrative Assistant Tammy Schieffer

3. CONSENT AGENDA

a. Approval of Reconciliations and Financial Reports – September and October 2024

b. Approval of Minutes from September 17, 2024

Board Clerk Dobbs motioned to approve the Financial Reports for September and October 2024, and the minutes from September 17, 2024. Board Chair Boalich seconded the motion.

Vote conducted. Motion carried UNANIMOUSLY

Ayes: Boalich, Dobbs, Hanks

Nays: None

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

a. Administrative Updates

Administrative Assistant Schieffer

- informed the board about AFDA conference in January, if anyone would like to attend.
- Hinton Burdick is processing the audit for FY 23/24. The presentation will be moved to January.

b. Other Items No other items

5. NEW BUSINESS / ACTION ITEMS

a. Review, discuss and possible action on approving 2023/2024 Audit/Review as presented by Jennifer Franks, CPA,CFE,CGFM, Hinton Burdick

Tabled until January

b. Review, discuss and possible action on approve 2025 meeting dates

Administrative Schieffer presented the board with proposed dates of meetings for 2025.

Board Member Hanks motioned to accept the 2025 meeting dates as presented. Board Chair Boalich seconded the motion.



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Vote conducted. Motion carried UNANIMOUSLY

Ayes: Boalich, Dobbs, Hanks

Nays: None

- c. Review, discuss and possible action on approving Resolution WEFD 2025-01 Legal Counsel, authorizing the use of Coconino County Office of the County Attorney for legal counsel. Board Chair Boalich motioned to approve Resolution WEFD 2025-01 for Legal Counsel authorizing the use of Coconino County Office of the County Attorney for legal counsel. Board Member Hanks seconded the motion.

Vote conducted. Motion carried UNANIMOUSLY

Ayes: Boalich, Dobbs, Hanks

Nays: None

6. FIRE BOARD COMMENTS

Board Clerk Dobbs stated strong work.

ADJOURN REGULAR BOARD MEETING

Board Clerk Dobbs motioned to adjourn the regular board meeting. Board Member Hanks seconded the motion.

Vote conducted. Motion carried UNANIMOUSLY

Ayes: Boalich, Dobbs, Hanks

Nays: None

Regular Board Meeting adjourned at 10:21am.

Respectfully submitted,

Tammy Schieffer

Tammy Schieffer, Administrative Assistant