

## Sonoita-Elgin Fire District

### Agenda August 23, 2021 at 0900

#### PURSUANT TO A.R.S. §38.431.02

Notice is hereby given to the General Public that the Sonoita-Elgin Fire District (SEFD) Board of Directors (SEFD is governed by a five-member Board pursuant to A.R.S. §48-803.B) will hold a meeting on Monday August 23, 2021. **The meeting will be held in the Meeting Room at the Fire House at 3173 N. Highway 83, Sonoita, AZ.** The meeting is open to the general public and will begin at 0900 am. Local time.

The following agenda items are scheduled for consideration by the SEFD Board of Directors at the board meeting. Action or decisions may or may not be taken on any or all items. Agenda items may or may not be considered in the order listed:

1. Roll Call and Confirmation of Quorum
2. Pledge of Allegiance to the Flag
3. Approval of Minutes:  
July 26, 2021
4. Call to the Public
  - Members of the public are invited to submit written comments for inclusion in the minutes.
5. Reports from the Fire Chief or his designee may include the following topic:
  - Call Volume
  - Fire
  - EMS
  - Admin/ Update on current delegation of duties and assignments in administration
  - Wildland
  - Other Community Safety
6. Presentation and Approval of Monthly Financial Reconciliation and Reports pursuant to ARS Sec. 48-807 including:
  - reconciled balance sheet accounts;
  - month-end statements;
  - month-end balances at all institutions and county accounts;
  - revenues and expenditures; and
  - cash flow projection report.
7. Update and discussion to consider hiring a CPA/bookkeeping firm to provide bookkeeping services to SEFD and process for selecting a CPA/bookkeeping firm. Report from Ops Chief.

8. Review, discussion, and possible action to initiate the search process for a full-time SEFD fire chief including approving a Request for Qualifications for professional recruitment firm. May go into Executive session with district attorney and other personnel to discuss personnel issues.
9. Review, discussion, and possible action regarding status of pending insurance claim for financial loss.
10. Review, discussion, and possible action regarding referral to Santa Cruz County and Sheriff's Office.
11. Review, discussion, and possible action regarding the PSPRS board and electing a new board member to serve on the PSPRS board.
12. Review, Discussion, and possible action regarding purchasing fire hose and nozzles from capital account.
13. Review, discussion, and possible action regarding the sale of the old 831, 2006 Ford E350. Resolution #2021-0823.
14. Review, discussion, and possible action regarding the SEFD Board Policies updates.
15. Future agenda items. The Board may request items to be placed on a future agenda for discussion and consideration at the regular board meeting or future date.
16. Adjournment.

Governing board members and/or attorney may attend telephonically/digitally.

*NOTICE: The Sonoita-Elgin Fire District Board of Directors may go into executive session for the purpose of obtaining legal advice from the fire district's attorney(s) on any of the above agenda items pursuant to A.R.S. §38-431.03(A)(3).*

The undersigned hereby attests that a copy of this meeting agenda was duly posted at the following locations:

- A) Sonoita Post Office – 3166 N. Highway 83, Suite 1, Sonoita, AZ
- B) [www.sefd911.org](http://www.sefd911.org)

**Governing board meeting agenda dated and posted:**

**Date/Time:** \_\_\_\_\_

**By:** \_\_\_\_\_