

**ARIZONA CITY FIRE DISTRICT  
P.O. BOX 6  
14022 S. SUNLAND GIN ROAD  
ARIZONA CITY, AZ 85123  
(520) 466-5542**

The Governing Board of the Arizona City Fire District will meet in regular session on Wednesday September 4, 2013 at 6 p.m. The meeting will be held in the District's hall, located at 14022 S. Sunland Gin Road, Arizona City, AZ 85123. The Board may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board members or other participants may attend by telephonic conference. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

**A G E N D A**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Welcome to Guests**
4. **Fire Chief's Report:**
  1. 24/7 schedule Update (8weeks)
  2. 2012-2013 fiscal year audit has been completed
  3. Captains and Engineers meetings are staff meeting not open to the public, if you have a item you want discussed please let me know
5. **Staff reports:**
  1. Month end report for EMS calls, August 2013
  2. EMS/Fire response times for August 2013
6. **Correspondence:**
  1. Donation from Bagnall company and check for \$150.00 on behalf of Toltec Elementary School District #22 as part of the "BUILDING OUR CLIENT'S COMMUNITIES" program.
7. **Consent Agenda:** (All the items under the consent agenda will be approved under one motion unless one of the Governing Board members pulls an item(s) for further discussion)
  1. Minutes of August 7, 2013 regular meeting
  2. Approval of Warrants: 8/1/2013 through 8/27/2013
  3. Approval of Monthly bank balances as of August 27, 2013
  4. Approval of Profit and loss Budget performance
  5. Approval of working budget  
(Account Balances as of 8/27/2013)
  6. General fund: **\$93,114.52**
  7. Capital outlay fund, buildings: **\$110,451.15**
  8. Capital outlay fund, communications: **\$195,212.71**
  9. Capital outlay fund, fire hydrants: **\$42.05**
  10. Capital outlay fund, apparatus & vehicles: **\$13,495.80**
  11. Capital outlay fund, firefighting equipment: **\$21,260.82**
  12. Account Balance, volunteer pension fund: **\$352.02**

8. **Call to the Public:**

Comments from the public: Those wishing to address the Arizona City Fire District Board need to request permission in advance by filling out a "request to address the Board card". The District Board is not permitted to discuss or take action on any item raised in the call to the public. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The District Board cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.

9. **Executive Session:**

A. Discussion and possible action regarding the Fire Chief; the Governing Board may vote to go into executive session pursuant to:

1. ARS 38-431.03 (A)(1) to discuss employment and/or salary of the Fire Chief.
2. ARS 38-431.03 (A)(3) re: discussion or consultation for legal advice with District's attorney regarding salary of the Fire Chief; Chief's job description; Fire Chief's employment
3. ARS 38-431.03(A)(3) re: discussion or consultation for legal advice with District's attorney regarding contract for Fire Chief.
4. ARS 38-431.03(A)(3) re: discussion or consultation for legal advice with District's attorney regarding advertising Fire Chief Position and approval for expenditures to cover Assessment Center.
5. ARS 38-431.03(A)(3) re: discussion or consultation for legal advice with District's attorney regarding what is Dereliction of Duty.
6. ARS 38-431.03(A)(3) re; discussion or consultation for legal advice with District's attorney regarding Probationary evaluation form for EMT and Paramedics
7. ARS 38-431.03(A)(3) re; discussion or consultation for legal advice with the District's attorney regarding pending Open Meeting Law complaint and possible conflicts of interest issues; possible training on Open Meeting Law training; Conflict of Interest training; Board roles and responsibility training and bylaws.
8. ARS. 38-431.03(a)(3) re; discussion and consultation with the District's Attorney about contents of executive session minutes of July 2, 2013 and possible reprimands against a Board Member for inappropriate distribution of confidential information
9. ARS 38-431.03(a)(3) re; discussion or consultation for legal advice with District's Attorney regarding the policy or statute for Board Members to allocate expenditure of District funds without Board Approval and how reimbursement should be handled.
10. ARS 38-431.03(a)(3) re; discussion or consultation for legal advice with District's Attorney regarding the request from Sprint to add additional equipment on the communication tower

10. **Old Business:**

1. Discussion and possible action on the approval of a Fire Chief Performance Evaluation form. (Requested By Board Member Bailey)
2. Discussion and possible action to revise the adopted Fire Chief's Job Description. (Requested by Board Member Bailey)

3. Discussion and possible action regarding comp time accumulated by Fire Chief (Requested by Chief Sabel)
4. Discussion and possible action regarding Public records request form; public records policy. (Requested by Chief Sabel)
5. Out of District Fire Protection Services Agreement (request from Mesquite Grove Group LLC) (Requested by Chief Sabel)
6. Discussion and possible action about being a sponsor for the Pinal County Fire Chief's Association annual Golf Tournament (to complete perpetual scholarship for CAC that is issued by Association for Pinal County Youth. (Requested by Chief Sabel)
7. Discussion and action on lease termination from Nextel West Corp. (Requested by Chief Sabel)
8. Discussion and possible action on District Credit card use and accountability
9. Discussion and possible action on how to handle executive session minutes (Requested by Business Manager Corbin)
10. Discussion and possible action on advertising Fire Chief Position and approval for expenditures to cover Assessment Center. (Requested by Chairman Harding)
11. Discussion and possible action on what is Dereliction of Duty.
12. Discussion and possible action on probation evaluation form for EMT's and Paramedics. (Requested by Chief Sabel)
13. Discussion and possible action for Arizona City Fire Fighters having an EMT cert.
14. Discussion and possible action on Open Meeting Law complaint and possible conflicts of interest issues; possible training on Open Meeting Law training; Conflict of interest training; Board roles and responsibility training and bylaws (Requested by District Attorney Whittington)

11. **New Business:**

1. Discussion and possible action on the content of executive session minutes from the July 2, 2013 (Requested by Board member Bailey)
2. Discussion and possible action regarding reprimand against a Board Member for inappropriate distribution of confidential information (Requested by Board member Bailey)
3. Discussion and possible action regarding the policy or statue for Board Members to allocate expenditure of District funds without Board Approval and how reimbursement should be handled. (Requested by Board member Eastwood)
4. Discussion and possible action on changing monthly Board meeting to later in the month to allow month end reports to be completed prior to the Board meetings. (Requested by Chief Sabel)
5. Discussion and possible action on "HB-2572 paperwork and forms and on how to receive this information, (paper or email?) Select a date for work session to discuss this information. (Requested by Business Manager Corbin)
6. Discussion and possible action on request from Sprint to add additional equipment on the communication tower

12. **Next Meeting Dates:** Regular Business meeting Wednesday October 4, 2013 at 6pm.  
Work session on HB-2572 \_\_\_\_\_

13. **Agenda items for next meeting**

14. **Adjournment**

I, **Paul M. Sabel, Fire Chief** of the Arizona City Fire District, do hereby swear that I posted the foregoing notice and agenda at the District's office building on Sunland Gin Road, and the District's bulletin board at the Arizona City Post Office and the District's Web page on **Tuesday September 5, 2013 prior to 6pm.**

---

**Paul M. Sabel, Fire Chief**

This notice is posted in accordance with A.R.S. 38.431.02. All members of the public are invited to attend this meeting. The agenda, together with non-confidential supporting documents are available for viewing in the District's office by appointment.

If any person with a disability needs any type of accommodation, please notify Paul M. Sabel, Fire Chief at (520) 466-5542 Ext. 12 at least 8 hours prior to the scheduled meeting.