

**MINUTES OF THE REGULAR MEETING OF GOVERNING BOARD OF THE
NORTHERN ARIZONA FIRE DISTRICT
THURSDAY, JULY 18, 2024**

The Governing Board of the Northern Arizona Fire District met this 18th day of July 2024, at 6:00 p.m. for its regular monthly meeting at the Fire Administration Building at 2600 E Northern Avenue, Kingman, Arizona.

1. **CALL TO ORDER** – The meeting was called to order by Chairman Bailey at 6:00 p.m.
2. **PLEDGE OF ALLEGIANCE** – Chairman Bailey led the Pledge of Allegiance.
3. **ROLL CALL OF BOARD MEMBERS** – Board members present were Chairman Jim Bailey, Director Sue Brown, Director Tim Bonnee, and Director Mike Collins. Director John Bryant was absent.
4. **CALL TO THE PUBLIC** – The District may, but is not required to, give the public an opportunity to speak about any issue. A.R.S. §38-431.01(H).
5. **APPROVAL OF MINUTES** –
 - Approval of Regular Meeting Minutes of June 20, 2024
 - Chairman Bailey motioned to approve the consent agenda meeting minutes.
 - Director Bonnee seconded. All in favor, motion carried.
6. **REPORTS AND CORRESPONDENCE**
 - A. Chief's Report – Chief Dallman gave his report in accordance with his memorandum and Chief Cunningham provided the Monthly Performance Report, both in the board packet.
 - B. Financial Report – No discussion.
 - C. Correspondence – No correspondence.
7. **DISCUSSION AND POSSIBLE ACTION RE:**
 - A. **APPROVAL OF JUNE FINANCIAL REPORTS**
 - Director Collins pointed out the lack of several necessary documents in the board packet for this month and Administrative Assistant Emily Byrne quickly sought out what was missing and made a note to include the preferred financial documentation for all future meetings.
 - Director Collins motioned to approve the financial reports as listed.
 - Director Bonnee seconded. All in favor, motion carried.
 - B. **REVIEW, DISCUSSION, AND POSSIBLE ACTION ON ADOPTION OF FISCAL YEAR 2024/2025 FINAL BUDGET AND RESOLUTION REGARDING SAME.**
 - Due to a lack of public hearing at the beginning of this regular meeting, this line item was withheld until a special meeting could reconvene on July 23, 2024, at 10:00 a.m.
 - No action was taken.
 - C. **REVIEW, DISCUSSION, AND POSSIBLE ACTION ON APPROVAL AND SIGNATURE OF BUDGET CERTIFICATION PURSUANT TO ARS § 48-802.02.**
 - Due to a lack of public hearing at the beginning of this regular meeting, this line item was withheld until a special meeting could reconvene on July 23, 2024, at 10:00 a.m.
 - No action was taken.
 - D. **REVIEW, DISCUSSION, AND POSSIBLE ACTION ON THE EFFECTIVE DATE FOR THE NEW PAYSCALE.**
 - Chief Cunningham reiterated the board's approval from last month's regular meeting and informed them of a few minor changes made to the Certified Emergency Paramedic stipend, as well as Firefighter-only and Paramedic-only rates (highlighted in yellow) before advising the

board that the COLA increases should officially go into effect as of July 29, 2024, to prevent the need for any backpay.

- Chairman Bailey motioned to approve the new pay scale as of July 29, 2024.
- Director Collins seconded. All in favor, motion carried.

E. REVIEW, DISCUSSION, AND POSSIBLE ACTION ON THE RESOLUTION FOR THE NEW FEE SCHEDULE.

- Chief Cunningham reiterated the board's approval from last month's regular meeting and informed them of several minor changes (in red) made to the fee schedule to remedy Director Bryant's concerns regarding the cost of conference room rentals here in the administrative building.
 - Director Collins motioned to approve the resolution for the new fee schedule, effective immediately.
 - Director Bonnee seconded. All in favor, motion carried.

F. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO DISCONTINUE USE OF DESERT WARRIOR ENTERTAINMENT, NAFD'S VIDEO RECORDING SERVICE, AT BOARD MEETINGS.

- Chief Cunningham explained the yearly cost (approximately \$1,500) to the board, as well as insisted that all NAFD's board meetings are currently being audio and video recorded through Zoom. The Fire Chief went on to suggest that we review Desert Warrior Entertainment's contract and see if we can retain their services on an at-need basis, and recommended we inquire as to what lead-time would be required as far as giving-notice goes.
 - Director Bonnee motioned to discontinue Desert Warrior Entertainment's monthly services and proceed with an as-needed contract, should the vendor allow for such.
 - Director Collins seconded. All in favor, motion carried.

8. ANNOUNCEMENTS – Special meeting is confirmed for July 23, 2024 at 10:00 a.m. for all board members, as well as Attorney Donna Aversa.

9. ADJOURNMENT –

- Chairman Bailey motioned to adjourn at 6:29 p.m.
- Director Bonnee seconded. All in favor, motion carried.

These minutes were prepared and posted by Emily Byrne on July 22, 2024.


Jim Bailey, Chairman of the Governing Board


Sue Brown, Clerk of the Governing Board