

**Sonoita-Elgin Fire District**  
**Agenda**  
**June 28, 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 June 28, 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
  - May 24, 2021 Regular Meeting
  - June 22, 2021 Special Meeting
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. Review, discussion, and possible action for approve of purchase for SCBA Air Compressor.

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8. Public Hearing on the SEFD budget for fiscal year 2021-2022
  - Open public hearing
  - Close public hearing
9. Review, discussion and possible action regarding SEFD Resolution approving and formally adopting the SEFD annual budget for fiscal year 2021-2022.
10. Review discussion and possible action regarding adoption of a Resolution adopting a policy providing individual Board members have reasonable access to SEFD administrative records.
11. Review, discussion, and possible action regarding adoption of a Resolution adopting a policy providing for verification at least annually that employees are receiving accurate pay and benefits.
12. Review, discussion, and possible action to consider hiring a CPA/bookkeeping firm to provide bookkeeping services to SEFD and process for selecting a CPA/bookkeeping firm.
13. 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.
14. Review, discussion and possible action regarding status of pending insurance claim for financial loss.
15. Review, discussion and possible action regarding referral to Santa Cruz County and Sheriff's Office.
16. 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.
17. 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: \_\_\_\_\_

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