

HERITAGE HILLS FIRE DISTRICT

Meeting Minutes

Heritage Hills Fire District Board Meeting
Rural/Metro Fire Department Administrative Building
490 W. Magee Road
Tucson, AZ 85704

Tuesday, February 20, 2007

Attendance: Board Members Marlene Wright, Meighan White and Chairman Jerry Phillips were present. Rural/Metro's representatives Heather Talley and Judy Sisson.

1. **Called To Order:** Chairman Jerry Phillips called the meeting to order at 4:31 pm followed by the Pledge to the Flag.
2. **Approval of Minutes:** Board Member White motioned for approval of the minutes of January 16, 2007. Board Member Wright 2nd the motion. Minutes were approved.
3. **Chief's Report:** Heather Talley presented the Fire Chief's report for January 2007. There were 41 calls in January. There was one call which exceeded the six minute response time which was a hold off for PCSO.
4. **Correspondence:**
 - a. Invitation from Jack Harris & Associate for Fire District Training. The Board has no interest in this training.
 - b. Arizona Fire District Association invoice for \$50 for CD/Manual.
 - c. IRS - Chairman Phillips has submitted a request to the Department of Treasury (IRS) for the Fire District's Tax Identification Number. The new TIN is 11-3804419.
5. **Budget Report:** Board Member White submitted in writing the budget report for January 2007. The ending balance for January was \$229,359.84. There was no change to the LGIP.
6. **Business:**
 - a. New Board Member - The Board received a letter of interest from Maria Robinson. Board Member Wright moved to accept her letter of interest and Board Member White 2nd the motion. Motion moved.
 - b. Rules of the Board - Board Member White presented a draft of the Proposed Expense Addition to Rules of the Board. The Board discussed minor changes and Board Member White will bring the final draft to the next Board meeting for a vote.

- c. Capital Reserve - Board Member White sent an e-mail to the AFTA contacts to find out the process they used to establish a capital reserve. Chairman Phillips suggested she also contact Scott Butler.
 - d. Tri-Board Update - The next Tri-Board meeting will be held February 23rd at 8:30 am. Board Member White will attend. Chairman Phillips audited the invoices from LaCanada Fire District. December's invoice was for \$2026.53 and January's was for \$1,386.08. Board Member Wright motioned to pay these invoices. Board Member White 2nd the motion. Motion moved. Henry Knapp has submitted a format for the Board to use when submitting their financial reports. The LaCanada Fire Station sign has gone up at the corner of LaCanada and Hardy. There will be an annexation meeting at the Nanaini Library on February 21st at 6:00 pm.
7. **Swearing in of Board Member:** Board Member Robinson was sworn in as a Heritage Hills Fire District Board Member by Heather Talley. The necessary paperwork was notarized by Heather Talley and will be forwarded to Pima County Clerk of the Board.
 8. **Call to the Public:** No comment.
 9. **Announcements:** The date for the next regular Board meeting will be Tuesday, March 20, 2007 @ 6:00 pm at Rural Metro Fire Department, 490 W Magee.
 10. **Adjournment:** Chairman Phillips adjourned the meeting at 5:28 pm.

Submitted By: _____ Approved By: _____

Date: _____ Date: _____