



# FLAGSTAFF RANCH FIRE DISTRICT

Board of Directors

Special Meeting Agenda for April 26, 2023

Notice is hereby given that a Fire Board meeting will be held on **Wednesday, April 26, 2023 at 2:00 p.m.** at Flagstaff Ranch Clubhouse, Board Room, 3685 S. Strawberry Roan, Flagstaff, AZ.

Pursuant to A.R.S. 38-431.02, notice is hereby given to the Board Directors and the general public that the Flagstaff Ranch Fire District will hold a meeting open to the public. In compliance with the American with Disabilities Act, if you need special assistance to participate in a meeting, please contact Sara Diaz at (928) 226-3107. Notification 48 hours prior to the meeting will enable the district to make reasonable arrangement to assure accessibility to the meeting. 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.

Any Member of the Public or Director may attend this meeting via telephone by using the following dial in number and passcode to join the meeting:

- Dial In Number: 720-708-1129
- Passcode: 2907050#

**I. CALL TO ORDER**

**II. ROLL CALL OF BOARD MEMBERS**

**III. PLEDGE OF ALLEGIANCE**

**IV. RECOGNITION OF SPECIAL GUESTS**

**V. CALL TO THE PUBLIC**

The public is invited to speak on any item of concern in the Call to the Public. The Board of Directors cannot discuss any items that are not on the agenda. Therefore, actions taken as a result of public comments will be limited to directing staff to study the matter or schedule the matter for discussion, consideration and decision at a later date. All remarks should be addressed to the Chair and to any and all members of the Board. Any member of the public desiring to address the Board must first be recognized by the Chair, and shall come forward, state their name and address in an audible tone for the record and shall limit their remarks to no longer than five (5) minutes.

**VI. APPROVAL OF MINUTES – Deferred to May Regular Meeting**

**VII. FINANCIAL REPORTS and BUDGET UPDATES – Deferred to May Regular Meeting**

**VIII. SUMMARY OF CURRENT EVENTS and CORRESPONDENCE**

The Board Chairman, Fire Chief, Director of Safety & Compliance, and Flagstaff Ranch Property Owners Association's Community Manger may present a brief summary of current events pursuant to A.R.S. 38-431.02(K). The Board will not discuss or take action on any current event summary.

- a. Board Chairman's Summary Report – Chairman Vanderlaan
- b. Fire Chief's Summary Report – Chief Miller

**IX. TOPICS OF DISCUSSION AND POSSIBLE LEGAL ACTION**

- Item 1: Discussion and potential actions related to the annual budget process, including preparation of the draft budgets
- Item 2: Discussion and potential action related to an amendment and Coconino County Attorney review of the Emergency Services Agreement with the Flagstaff Ranch Property Owners Association
- Item 3: Discussion and potential action related to a letter to Flagstaff Ranch Property Owners Association and Flagstaff Ranch Golf Club on unmet conditions in County Ordinance 2000-04
- Item 4: Review of Flagstaff Ranch Fire District March 31st agenda process for Board discussion, possible actions, and direction to Chairman Vanderlaan and staff under the Administrative Services Agreement
- Item 5: Discussion and possible action re: Resolution to hire William R. Whittington, of the firm Boyle, Pecharich, Cline, Whittington & Stallings, PLLC

**X. POSSIBLE VOTE TO GO INTO EXECUTIVE SESSION**

- Item 6: For legal advice pursuant to A.R.S. § 38-431.03(A)(3) — re: Woodings personnel matter
- Item 7: For instructions to legal counsel, pursuant to A.R.S. §38-431.03(A)(4) — re: Woodings personnel matter
- Item 8: For legal advice pursuant to A.R.S. § 38-431.03(A)(3) - what items the Fire District can spend its funds on

**RECONVENE INTO PUBLIC SESSION**

**XI. ADDITIONAL TOPICS OF DISCUSSION AND POSSIBLE LEGAL ACTION**

- Item 9: Possible action re: Woodings personnel matter
- Item 10: Review of Board Director Woodings' reported personnel matters and concerns for Board discussion, possible actions, proposed direction to Directors Vanderlaan and Woodings, and proposed correspondence to the Golf Club Board regarding its staffing to the Fire District under the Administrative Services Agreement
- Item 11: Discussion and potential action regarding what items the Fire District can spend its funds on

Item 12: Review of Board Director concerns related to potential breach of the Administrative Services Agreement for Board discussion, possible actions, and proposed direction to Chairman Vanderlaan

Item 13: Submittal Deadline for Board discussion, possible actions, and direction to Chairman Vanderlaan and staff under the Administrative Services Agreement

**XII. BOARD MEMBER COMMENTS**

- a. Board Members may provide individual comments for the record;
- b. The Board may discuss future dates for meetings;
  - i. May 25, 2023 at 2PM proposed for next regular meeting and public hearing for the budget
- c. The Board may discuss and direct staff to place matters on future agendas.

**XIII. SET NEXT MEETING DATE AND TIME**

**XIV. ADJOURNMENT**

NOTE: The Board may move the order of agenda items.

NOTE: The Board may vote to hold an executive session for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant to A.R.S. 38-431.03(A) (3).

NOTE: One or more members of the governing board may attend the meeting telephonically.

**Agenda Approved:**

By: Ted Vanderlaan, Chairman

**Agenda Posted:** April 21, 2023 before 5:00 pm

By: Sara Diaz, Administrative Specialist