



# FLAGSTAFF RANCH FIRE DISTRICT

Board of Directors

Special Meeting Minutes for August 12, 2022

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A special meeting of the Flagstaff Ranch Fire District was held on **Friday, August 12, 2022 at 3:00 PM** in person at the Flagstaff Ranch Golf Club Board Room. This meeting was accessible to both Board members and the public.

**CALL TO ORDER:** Board Chair Bob Woodings called the regular meeting of the Flagstaff Ranch Fire District Board to order at 3:00 pm.

**BOARD ATTENDANCE:** Board Members Bob Woodings, Peter Heguy and Paul Butters were present in person at the meeting.

**OTHER ATTENDANCE:** Controller Kirt Palmer, Administrative Assistant Sara Diaz, and Community Manager Craig Purcell were present at the meeting.

**APPROVAL OF MINUTES:** Deferred to the September meeting.

**CONTROLLERS REPORT ON FINANCES:** Deferred to the September meeting.

## **SUMMARY OF CURRENT EVENTS AND CORRESPONDANCE**

- a. Board Chair Bob Woodings presented his provided summary report.
  - There were no questions for the Chairman on the summary report.
- b. There were no updates from Fire Chief Todd Miller for this meeting.
- c. There were no updates from the Gatehouse for this meeting.
- d. There were no updates from Community Manager Craig Purcell for this meeting.

## **TOPICS OF DISCUSSION AND POSSIBLE LEGAL ACTION:**

Item 1: The Board had a discussion regarding the Emergency Services Agreement between the Flagstaff Ranch Fire District and the Property Owners Association.

- The POA had a request for an amendment to section fifteen of the agreement. It was requested that a 14-day notice be added in regards to Fire District Property. After review and discussion regarding this request, Board Clerk Peter Heguy made a motion to approve the request and agreement as amended. This motion was seconded by Board Member Paul Butters and **approved**; Board Chair Bob Woodings voted no.



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- Board Chair Bob Woodings stated that due to his concerns that the agreement has not been reviewed by County Counsel he would prefer that another member of the Board to sign the Agreement on behalf of the Fire District. Board Clerk Peter Heguy made a motion to authorize Board Member Paul Butters to sign the agreement on behalf of the Fire District. This motion was seconded by Board Member Paul Butters and the motion was **approved**; Board Chair Bob Woodings voted no.

Item 2: Board Chair Bob Woodings discussed with the Board his request for approval from the Board to confer with Coconino County in regards to the upcoming elections and the appointment process.

- Board Chair Bob Woodings made a motion to approve the authorization to confer with Coconino County on this matter. This motion was seconded by Board Clerk Peter Heguy; the motion was unanimously **approved**.

## **BOARD MEMBER COMMENTS**

Item 1: Board Member Paul Butters stated that he would fill in on the Board if necessary or allowed until two candidates are found to fill the two upcoming open seats on the Board.

**NEXT MEETING DATE AND TIME:** The next meeting will be Thursday, September 29, 2022 at 2:00 pm

**ADJOURNMENT:** Board Clerk Peter Heguy made a motion to adjourn the special meeting at 3:35 pm. This motion was seconded by Board Chair Bob Woodings; the motion was unanimously **approved**.

Minutes prepared by Administrative Assistant Sara Diaz

Minutes reviewed by Board Clerk Peter Heguy