



FLAGSTAFF RANCH FIRE DISTRICT

Board of Directors

Regular Meeting Agenda for December 7, 2023

Notice is hereby given that a Fire Board meeting will be held on **Thursday, December 7, 2023 at 2:00 p.m.** at the Flagstaff Ranch Clubhouse, Board Room, 3685 W. 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 Kirt Palmer at (928) 226-3108. 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, Staff, 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. RECOGNITION OF SPECIAL GUESTS

IV. 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.

V. APPROVAL OF MINUTES

- a. Minutes for the Flagstaff Ranch Fire District Board Regular Meeting on September 28, 2023

VI. FINANCIAL REPORTS and BUDGET UPDATES

- a. September 2023 Financial Reports
- b. October 2023 Financial Reports

VII. SUMMARY OF CURRENT EVENTS and CORRESPONDENCE

The Board Chairman, Fire Chief, and Director of Safety & Compliance 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
- c. Gatehouse Summary Report – Director of Safety and Compliance McGee
- d. POA Community Manager's Summary Report – Community Manager Purcell

VIII. TOPICS OF DISCUSSION AND POSSIBLE LEGAL ACTION

Item 1: Discussion and possible action on the 2022-2023 annual audit and reports.

Item 2: Discussion and possible action on Fire risk mitigation steps in the national forest adjoining Flagstaff Ranch.

Item 3: Discussion and possible action on adding a turnaround on Tack Room.

Item 4: Discussion and possible action on a budget amendment.

Item 5: Discussion and possible action on Liability insurance.

Item 6: Discussion and possible action on records management and records officer Liaison.

Item 7: Discussion and possible action on Flagstaff Ranch POA Fire Mitigation Requirements.

Item 8: Discussion and possible action on board member attendance at the annual AFDA Conference, in January 2024.

IX. BOARD MEMBER COMMENTS

- a. Board Members may provide individual comments for the record;
- b. The Board may discuss future dates for meetings;
- c. The Board may discuss and direct staff to place matters on future agendas.

X. SET NEXT MEETING DATE AND TIME

XI. 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).

Agenda Approved:

By: Ted Vanderlaan, Chairman

Agenda Posted: December 5, 2023 before 2:00 p.m.

By: Kirt Palmer, Controller