



# FLAGSTAFF RANCH FIRE DISTRICT

## Board of Directors

### Regular Meeting Agenda for March 25, 2022

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Notice is hereby given that a Fire Board meeting will be held on **Friday, March 25, 2022 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.

- 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 act upon items presented during the public participation; however, Board Members may ask questions of the public but are prohibited by the Open Meeting Law from discussing or considering items unless the item is on the agenda. 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**

- a. Minutes for the Flagstaff Ranch Fire District Board Regular Meeting on January 28, 2022
- b. Minutes for the Flagstaff Ranch Fire District Board Special Meeting on February 24, 2022
- c. Minutes for the Flagstaff Ranch Fire District Board Executive Session Meeting on February 24, 2022

**VII. FINANCIAL REPORTS and BUDGET UPDATES – CONTROLLER PALMER (CSR Item 11)**

- a. January 2022 Financial Reports
- b. February 2022 Financial Reports

**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 (CSR) – Chairman Woodings
- 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

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

Item 1: Discussion of Coconino County Board of Supervisors Re-zoning Action - Ordinance No. 2021-12 (CSR Items 1, 4, 6 and 7)

Item 2: Discussion of Highlands Fire District Intergovernmental Agreement (CSR Items 1, 2, 5, 6 and 7)

Item 3: Discussion of Flagstaff Ranch Property Owners Association Emergency Services Agreement (CSR Items 1, 2, 6 and 7)

Item 4: Discussion of Flagstaff Ranch Golf Club Administrative Services Agreement (CSR Item 5)

Item 5: Discussion Regarding Fire Hydrant Repairs and Replacements (CSR Item 2)

Item 6: Discussion Regarding HFD/Mormon Lake Fire District IGA Review Comments (CSR Item 5)

Item 7: Discussion Regarding POA ESA Annual Report – Minimum Specifications for Format and Content (CSR Item 12)

Item 8: Discussion with Controller Palmer regarding draft 2022-23 and 2023-24 Fiscal Year Budgets

Item 9: Discussion of Fire District Task Calendar

Item 10: Discussion of Records Management and update from Assistant Diaz on Records Destruction findings

**X. BOARD MEMBER COMMENTS**

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

**XII. 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 Robert Woodings, Chairman

Agenda Posted: March 23, 2022 before 5:00 pm

By Sara Diaz, Accounting & Administrative Assistant