



# FLAGSTAFF RANCH FIRE DISTRICT

Board of Directors

## Regular Meeting Agenda for March 26, 2024

Notice is hereby given that a Fire Board meeting will be held on **Tuesday, March 26, 2024 at 2:00 p.m.** at the Flagstaff Ranch Clubhouse, Board Room, 3685 W. Strawberry Roan, Flagstaff, AZ. The meeting room will be available 15 minutes before the meeting.

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. PLEDGE OF ALLEGIANCE**

### **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 January 30, 2024

### **VI. FINANCIAL REPORTS and BUDGET UPDATES**

- a. January 2024 Financial Reports
- b. February 2024 Financial Reports

## VII. SUMMARY OF CURRENT EVENTS and CORRESPONDENCE

The Board Chairman, Fire Chief, Director of Safety & Compliance, and POA Manager 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 – David McGee
- d. POA General Manager's Update – Craig Purcell

## VIII. TOPICS OF DISCUSSION AND POSSIBLE LEGAL ACTION

Item 1: Highland Fire District Annual Report

Item 2: Safety & Compliance Annual Report

Item 3: Records Management Annual Report

Item 4: Fire Mitigation in the National Forest Adjoining Flagstaff Ranch

Item 5: Annual Audit Provider

Item 6: Emergency Services Agreement Construction Plan Reviews for Fire Mitigation Requirements

Item 7: Regular Meeting Schedule, Posting Requirements, and the FRFD Website

Item 8: Annual Budget Draft

Item 9: November 2024 Board Election

Item 10: Resident Communication

Item 11: Amendment of Handbook & Bylaws

## 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:** March 22, 2024 before 2:00 p.m.

By: Kirt Palmer, Controller