



**Flagstaff Ranch Fire District
Minutes of the Regular Meeting
November 19, 2021
2:00 pm**

A regular meeting of the Flagstaff Ranch Fire District was held on **Friday, November 19, 2021 at 2:00 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 Member, Peter Heguy called the regular meeting of the Flagstaff Ranch Fire District Board to order at 2:00 pm.

BOARD ATTENDANCE: Board Members Peter Heguy and Bob Woodings were present at the meeting.

OTHER ATTENDANCE: Highlands Fire Chief Todd Miller, Director of Safety David McGee, Controller Kirt Palmer, Administrative Assistant Sara Diaz and Flagstaff Ranch Member Paul Butters were present at the meeting. Member of the Public Mike Clementino was also present via telephone.

APPROVAL OF MINUTES: Board Member Bob Woodings made a motion to approve the September 24, 2021 minutes as amended and Board Clerk Peter Heguy seconded this motion; the motion was unanimously **approved**.

NEW BUSINESS:

Item 1 The Board discussed the appointment of Flagstaff Ranch Member Paul Butters to the Flagstaff Ranch Fire District Board. Board Member Bob Woodings motioned to approve the appointment of Paul Butters and Board Member Peter Heguy seconded this motion; the motion was unanimously **approved**.

Item 2: Chief Miller moved to swear in new Board Member, Paul Butters. Mr. Butters read the Oath of Office and was sworn in by the Board.

Item 3: The Board discussed the reorganization of Board Members. Board Member Peter Heguy made a motion to nominate Bob Woodings as Chairperson for the Flagstaff Ranch Fire District Board and Board Member Paul Butters seconded this motion; the motion was unanimously **approved**.

Board Member Paul Butters made a motion for Board Member Peter Heguy to remain Clerk of the Flagstaff Ranch Fire District Board and Board Member Bob Woodings seconded this motion; the motion was unanimously **approved**.

Item 4: Chief Miller provided an update to the Board regarding the Rezoning. The Coconino County Board of Supervisors moved to approve the update unanimously. With the update, all plan review and approvals will now go through the Flagstaff Ranch POA and Design Review Committee.

Item 5: The Board discussed a request from the POA for a cost share on the legal representation that was hired for the Rezoning. After brief review and discussion, Board Chair Bob Woodings made a motion to politely decline the request for cost share. This motion was seconded by Board Member Paul Butters; the motion was unanimously **approved**.

OLD BUSINESS:

Item 1: No Old Business

CHIEFS COMMENTS:

Item 1: Fire Chief Todd Miller stated that Highlands Fire had one call since the last meeting with no medical transports.

Item 2: Chief Miller informed the Board that there were no plan reviews since the last meeting in September.

Item 3: Chief Miller provided an update to the Board on the Emergency Access Gate. He stated that he inquired with the County to find out who maintains the road and drainage near the access gate. The County stated that the area is per view of Forest Service. Chief Miller is currently trying to find out who with Forest Service he can speak with regarding the possible repair of erosion.

FINANCIALS: Controller Palmer presented the month financial reports for September and October. Following discussion Board Clerk Heguy made a motion to approve the financials and this motion was seconded by Board Chair Bob Woodings; the motion was unanimously **approved**.

GATEHOUSE REPORT:

Item 1: Director of Safety David McGee stated that the Gatehouse had one call since the last meeting with one medical transport by Guardian.

COMMUNICATION TO AND FROM BOARD MEMBERS:

Item 1: Board Chair Bob Woodings made a recommendation for Board Member Paul Butters to be a liaison for the Fire District Board to the POA Board and Firewise Committee. Mr. Woodings requested that this be placed on the next meeting agenda for discussion and possible vote.

Item 2: Board Chair Bob Woodings requested for Chief Miller to represent the Fire Board to discuss with the City of Flagstaff the possibility of having an ingress/egress emergency exit from Flagstaff Ranch to Woody Mountain Road. Chief Miller will try and receive information on this request and update the Board at the next meeting in January.

Item 3: Board Chair Bob Woodings requested for Chief Miller to research the master plan to determine if an extra water reservoir for Flagstaff Ranch needed to be provided. Chief Miller stated that the current water master plan supply is more than adequate for the Flagstaff Ranch Community but will work on bringing information back to the Board at the next meeting in January.

NEXT MEETING DATE AND TIME: The next meeting will be January 28, 2021 at 2:00 pm

ADJOURNMENT: The regular meeting adjourned at 3:22 pm

Minutes prepared by Sara Diaz