

**PINE LAKE FIRE DISTRICT**  
**4564 HUALAPAI MTN. ROAD, KINGMAN, AZ 86401**  
**October 18, 2023, at 6:00 PM**  
**NOTICE AND AGENDA OF A REGULAR MEETING OF THE**  
**PINE LAKE FIRE DISTRICT GOVERNING BOARD**

Pursuant to A.R.S. # 38-431.02 notice is hereby given to the members of the Pine Lake Fire District and to the general public that the Pine Lake Fire District Governing Board will hold a regular meeting open to the public at Fire Station #62 located south of the Hualapai Mountain Resort (6582 Flag Mine Road) on the road commonly known as Black Tank Road in Pine Lake (Kingman), Arizona for the purpose of conducting Pine Lake Fire District business. Members of the Pine Lake Governing Board may attend in person, by telephone or video conferencing. The Board may vote to go into executive session on any agenda item, pursuant to A.R.S. –38-431.03(A)(3) for legal advice with the district’s attorney on matters as set forth in the agenda item(s). 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. In addition, pursuant to ARS 38-431.03 (A)(1) the board may go into executive session for personnel evaluations.

The AGENDA for the meeting is as follows:

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF BOARD MEMBERS**
4. **APPROVAL OF MINUTES**
  - a) From 09/20/2023 regular meeting.
5. **PLFD FINANCIAL AND OPERATIONS REPORTS**
  - a) Approval of July 2023 Financial Reports (all).
  - b) Approval of August 2023 P&L Financial Reports only.
  - c) Approval of September 2023 Financial Reports (all).
6. **REPORTS AND CORRESPONDENCE**
  - a) September 2023 Operational Report from Fire Chief (District Calls).
  - b) Fire Chief’s Report. *The governing body may not propose, discuss, deliberate or take legal action on this matter unless the specific matter is described in detail. Therefore, action taken as a result of the Chief’s report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date. (A.R.S. 38-431.02. K)*
    - Equipment
    - Training
    - Meetings Attended
    - Projects in the works
    - Other
  - c) Correspondence
7. **CALL TO THE PUBLIC** – *Consideration and discussion of comments from the public. Comments are limited to five minutes per speaker, advanced permission not required. The Fire District Board is not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion or legal action. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on future agenda due to restrictions of the Open Meeting Law.*
8. **BUSINESS.** *Public wishing to speak on agenda items must complete a speaker card and present to the Board Clerk prior to the start of the meeting.*
  - a) Discussion and election of new Board Chairman.
  - b) Discussion and election of new Board Member.
  - c) Discussion and possible action on whether to hire a new secretary to the board.
  - d) Discussion and possible action on quotes received for obtaining new CPA firm.
  - e) Discussion and possible action of quotes received for obtaining new bookkeeping firm.
  - f) Discussion and possible action on quote from ASAP for two fully enclosed Side-by Side All Terrain Rescue Vehicles. Committee for this project to present detailed/complete quote from ASAP.
  - g) Discussion and possible action on job description for the Fire Chief’s position as developed by appointed committee.
  - h) Discussion and possible action to revisit the Fire Chief’s salary.
  - i) Discussion of letter from Mohave County Elections Department.
9. **BOARD MEMBER COMMENTS**
10. **ADJOURNMENT**

Arrangements for obtaining documentation and background material for agenda items may be made by calling (928) 757-3570. The Pine Lake Fire District endeavors to ensure accessibility of all its programs, facilities and services to all persons with disabilities. If you need a reasonable accommodation, please call (928) 757-3570 to make request as early as possible.

Agenda prepared by: M. Mejia \_\_\_\_\_ Date: 10/15/2023

Agenda posted by: \_\_\_\_\_ Date & Time: \_\_\_\_\_

Posting Location: \_\_\_\_\_ Station 62 \_\_\_\_\_ Station 61 \_\_\_\_\_ Community Mailboxes \_\_\_\_\_ Website