

**MINUTES OF THE REGULAR MEETING OF GOVERNING BOARD OF THE  
NORTHERN ARIZONA FIRE DISTRICT  
THURSDAY, NOVEMBER 18, 2021**

The Governing Board of the Northern Arizona Fire District met this 18th day of November 2021, at 6:00 p.m. for its regular monthly meeting at the Fire Administration Building at 2600 E Northern Avenue, Kingman, Arizona.

1. **CALL TO ORDER** – The meeting was called to order by Chairman Bailey at 6:00 p.m.
2. **PLEDGE OF ALLEGIANCE** – Chairman Bailey led the Pledge of Allegiance.
3. **ROLL CALL OF BOARD MEMBERS** – Board members present were Chairman Jim Bailey, Director Mike Collins, Director John Bryant, Director Sue Wilkin, and Director Sue Brown.
4. **CALL TO THE PUBLIC** – The District may, but is not required to, give the public an opportunity to speak to any issue. A.R.S. §38-431.01(H) – 2 members from the community spoke and gave their opinion about current board members.
  - Joseph Moya
  - Arthur Garnica
5. **APPROVAL OF MINUTES** – Director Bryant moved to approve the consent agenda containing the following minutes as submitted. Seconded by Director Collins.  
Regular Meeting minutes of October 21, 2021  
Executive Session minutes of October 21, 2021  
Special Meeting minutes of November 9, 2021  
Passed by unanimous decision.
6. **REPORTS AND CORRESPONDENCE**
  - A. Chief's Report – Chief Rhoades gave his report in accordance with his memorandum and the Monthly Performance Report, both in the board packet.
  - B. Financial Report – No discussion.
  - C. Correspondence – NAFD received a donation from a patient that was very appreciative of the personnel's treatment during his medical emergency.
7. **DISCUSSION AND POSSIBLE ACTION RE:**
  - A. **Approval of the October Financial Report.** Director Collins made the motion to approve the October financial report as submitted. Director Wilkin seconded the motion. There were no questions or comments. Passed by unanimous decision.
  - B. **Review, discussion, and possible action to approve Certificates of Participation (COPs) to address the District's unfunded liability with the Arizona Public Safety Personnel Retirement System (PSPRS) and to adopt Resolution 2021-007**  
There was a presentation from Claude Lockhart with Stifel, reviewing the Certificates of Participation transaction including the function of the Trustee, Ground Lease, Lease-Purchase to finance the District's unfunded PSPRS liability.  
  
Motion by Chairman Bailey – That it is in the best interests of NAFD to approve Resolution 2021-007 related to the sale, execution and delivery of certificates of participation which includes funding all or a portion of NAFD's unfunded liabilities with PSPRS, adopting a contingency reserve fund

policy, and establishing authority to execute any and all documents and take any and all actions necessary to consummate the transactions contemplated by the Resolution.

Seconded by Director Wilkin. No further discussion. Passed unanimously.

**C. Review, discussion, and possible action to adopt RESOLUTION 2021-008 for Disclosure of Certificates of Participation Funds related to the District's current fiscal year budget.**

Chairman Bailey stated this matter is a part of the Certificates of Participation transaction to disclose the use of the certificate of participation funds in its fiscal year 2022 budget.

Director Collins made the motion – I move to adopt Resolution 2021-008 for the purpose of disclosing the certificate of participation funds. Seconded by Director Wilkin. No further discussion. Passed unanimously.

**D. Review, discussion, and possible action to request Stifel facilitate bids on behalf of NAFD for a Dissemination Agent related to NAFD's obligations under Continuing Disclosure Undertaking (Ex G to COPs Official Statement) to assist the District in carrying out its continuing obligations.** Chairman Bailey made motion to postpone this item to the next regular meeting on December 16<sup>th</sup>, 2021. Seconded by Director Collins. Motion carried unanimously.

**E. Presentation by Walker & Armstrong of NAFD's annual audit and possible approval of audit report.** This item is postponed until the regular meeting on December 16<sup>th</sup>, 2021.

**F. Review, discussion, and possible action on Management Services IGA between City of Kingman and NAFD.** Chief Rhoades discussed how the Management Services IGA ends December 31<sup>st</sup>, 2021 and the City of Kingman has decided it is time to transition and step away from the agreement. The Board scheduled a Special Meeting for Monday November 22, 2021 to include an Executive Session to receive legal advice regarding the Management Services IGA.

**G. Discussion and possible action regarding requests for single parcel annexation into Northern Arizona Fire District.** Chief Scott gave a presentation to the board members, regarding the written requests from the property owners listed below to annex into the NAFD boundaries. Chief Scott presented each parcel, with corresponding request, legal descriptions, and maps showing that each property touched the NAFD boundaries. By statute these annexation must be by Resolution of the Governing Board with each Resolution must contain the legal description of the property.

**A.** Resolution 2021-009 Patterson Property – 10605 N Garrett Dr. Kingman, AZ 86401

**B.** Resolution 2021-010 Taylor Property – 10563 N Garrett Dr. Kingman, AZ 86401

**C.** Resolution 2021-011 Swan Property – 10560 N Mohave Rd. Kingman, AZ 86401

**D.** Resolution 2021-012 Healey Property – 10528 N Mohave Rd. Kingman, AZ 86401

Director Wilkin moved to adopt Resolution 2021-009, Resolution 2021-010, Resolution 2021-011, and Resolution 2021-012 as it is in the best interest of NAFD and the property owners to annex the property into the boundaries of NAFD. Seconded by Director Collins. No further discussion. Passed unanimously.

**8. ANNOUNCEMENTS** – No discussion.

**9. ADJOURNMENT** – Chairman Bailey moved to adjourn the meeting and Director Wilkin seconded it. Passed by unanimous decision. Motion carried. The meeting was adjourned at 6:49 p.m.

These minutes were prepared and posted by Paris Schuman on November 24, 2021.

*James Bailey*  
James Bailey, Board Chairman

*Mike Collins*  
Mike Collins, Board Clerk