

Fire	<b>YUCCA FIRE DISTRICT</b>	Rescue
	12349 Frontage Rd., PO Box 327, Yucca Arizona 86438	
911	(928) 766-2300	911

By-laws of the Yucca Fire District as adopted by the board on the 7<sup>th</sup> day of May 1994 and amended on the 17<sup>th</sup> day of August 2021.

### **BY-LAWS**

#### **Of the YUCCA FIRE DISTRICT as amended:**

The Board of Yucca Fire District, considering the provisions of Title 48, Chapter 5 of the Arizona Statutes, hereby adopts the following Bylaws for the regulation and governing of the district. These bylaws shall not supersede the A.R.S governing fire districts.

#### **Article I      Name**

The name of the district shall be the Yucca Fire District located in the County of Mohave, Arizona.

#### **Article II      Purpose**

The purpose of the Yucca Fire District shall be to provide fire protection, rescue, and medical services for the protection of persons and property within the defined boundaries of the district as approved by the Board of Supervisors of Mohave County.

#### **Article III      Board of the District**

##### **Section 1      Members**

Members of the board shall be those individuals elected or appointed pursuant to A.R.S 48-802, 48-803, and 48-805. The number of such members shall be (3) who shall serve terms as designated in 48-803. If a vacancy occurs on the board, other than from the expiration of a term, the members of the board remaining shall fill the vacancy by the appointment of an interim member until the next regular or special election is held.

##### **Section 2      Meetings**

The new board shall hold an organizational meeting the first week of December, for the purpose of electing a Chairman, and a Clerk. Regular public meetings shall be held every July and at least every two months thereafter, on such day and such time as the board may from time to time determine. Special meetings, Executive Sessions and Workshop Meetings shall be held at the call of the chairman or upon the request of two members of the board. The clerk shall give at least two days' notice of all meetings to all members of the board.

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**Meetings continued**

Should the chairman not be available for any meeting of the board, a quorum of the board shall elect, by majority vote of those members present a temporary chair. For this purpose, the chairman shall be a voting member of the board. Notice of all meetings shall be posted in three public places at least twenty-four hours in advance of the time scheduled for said meetings.

Robert’s Rules of Order (newly revised) shall be used as a guide to the conduct of the board meetings.

**Section 3 Quorum**

The presence of at least two members of the board shall constitute a quorum for the transaction of business at any meeting of the board; the act of a majority of such quorum shall be deemed an act of the board. At any meeting where less than a quorum is present, the board member present may adjourn or recess such meeting of the board from time to time.

**Section 4 Powers**

The board shall manage the public business, property, and affairs of the Yucca Fire District. The board shall have and may exercise all the powers of the district as provided by Arizona Law to do all such lawful acts and things as are not by law of these by-laws directed or required to be done by the electorate.

**Section 5 Remuneration**

Members of the board shall not receive any salary or other compensation for such services as members of the board. Members may be reimbursed for their actual expenses incurred in the performance of duties required by law. (A.R.S 48-03.C.)

**Article IV Officers of the Board**

**Section 1 Officers**

The officers of the district board shall be the chairman, the clerk who shall keep the minutes of the board, all correspondence, and records of the district. All such officers shall have general authority to perform within the policies set by the board and all acts necessary or advisable in connection with the activity and responsibilities of the board for the operations of the district.

**Section 2 Fire Chief and Asst Fire Chief**

The board shall appoint a Fire Chief who shall be the chief executive officer and who shall be responsible for all the firefighting, rescue, and medical activity.

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**Fire Chief and Asst Fire Chief**

The Fire Chief shall hold his position at the pleasure of the board. The Fire Chief shall make recommendations as to the position of the Assistant Chief subject to approval by the board.

**Section 3 Duties of the Board and Fire Chief**

The board and the appointed Fire chief shall perform the duties and exercise the powers usually incident to positions held by them and/or such other duties and powers as may be assigned to them from time to time by the board or as contained in the Policy Statement for the board and the Fire Chief.

**Section 4 Election and Terms of office**

The Board Officers shall be elected at the Organizational Meeting of the board as provided in Section 2 of Article III and shall immediately assume office and serve for a term of one (1) year, or until their successors are elected.

**Article V The Committees of the Board**

**Section 1 Committees**

The chairman may appoint, with the approval of the board, such committee, or committees, as he may deem necessary or expedient for the proper conduct of the affairs of the district and may invest such groups with such powers and duties, as he deems advisable. The committee so appointed shall serve until the next district election whichever shall first occur.

**Section 2 The Chairman**

The chairman shall be an ex-officio member of all committees.

**Article VI Financial Policy**

**Section 1 Fiscal Year**

The fiscal year of the district shall be a twelve-month period beginning on July 1 and ending on June 30 of the following year.

**Section 2 Budget**

The budget is to be prepared each fiscal year and shall be reviewed and considered by the board. Publication of the proposed budget shall be by (a) posting in three public places, (b) sending a copy to the Mohave County Board of Supervisors Office (Clerk), and the County Treasures Office, and (c) by making copies available to Yucca residents upon written request to the district. The board shall adopt the budget at a public meeting of the board.

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**Section 3 Annual Report**

The board shall cause the annual records and affairs of the district for each fiscal year to be reviewed by a firm of certified public accountants. An Annual Financial Report shall be prepared in the form prescribed by the State Auditor. (A.R.S. 48-251 and A.R.S. 48-253)

**Section 4 Fire District Firefighters Relief and Pension Fund**




Financial management of the District Firefighters Relief and Pension Fund shall be the responsibility of the Board of Trustees of said fund. The board shall be responsible for seeing that the fund receives its yearly contribution from the fire insurance premium tax pursuant to A.R.S. 9-951 and 9-952. The board shall authorize an annual audit and report of the fund by a certified public accountant. A copy of such audit and report shall be given by the Secretary of the Board of Trustees of said fund, to the District Board and the State Fire Marshall’s Office.

**Article VII Amendments**

Amendments to these bylaws may be proposed in writing at any regular or special public meeting of the board. Such proposed amendments shall be acted upon at the next regular public meeting of the board or at a special public meeting called for that purpose and shall be adopted by an affirmative vote of a majority of the board members present. Notice of intention to present amendments to these bylaws for adoption shall be contained in the notice of the meeting.

All by laws adopted shall conform to Arizona State Law. Any bylaw not in such conformity shall be invalid and State Law shall replace same.

Bylaws as amended approved by the board at its regular meeting of August 17, 2021.

<b>Chairman of the Board</b>	<b>Richard Knowles</b>	 _____
<b>Clerk of the Board</b>	<b>Kayla Carr</b>	 _____
<b>Board Member</b>	<b>Jim Fox</b>	 _____