



**Northwest Fire District  
Governing Board**  
13535 North Marana Main Street  
Marana, Arizona

**SCHEDULED**

**MEMORANDUM NO. {{item.tracking\_number}}**

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**Date:** February 27, 2024  
**To:** Governing Board  
**From:** Samantha Beal, Administrative Assistant  
**Division:** Administration Services  
**Type of Action:** Formal Action/Motion  
**Strategic Plan Goals:** Develop and document administrative processes to foster communication, collaboration, involvement, transparency, fiscal responsibility, and succession  
Establish systems to maintain compliance with regulating and certifying authorities  
**Agenda Item:** Discussion and Possible Action to Review and Propose Amendments to the District's Bylaws

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**RECOMMENDATION:**

Review the Bylaws and discuss possible amendments.

**MOTION:**

Move to direct staff to prepare the following Bylaw amendments for future consideration by the Board: [Board's pleasure] [Board's pleasure]

**DISCUSSION:**

As you know, the Board conducts a review of its Bylaws each January. Attached hereto are the Board's current Bylaws with a statutory update in Article VIII, Section 3, which is reflected in redline. Board members and staff may present additional suggested amendments to the Bylaws. The Bylaws require that amendments be presented to the Board in writing at two separate Board meetings. Therefore, any suggestions from tonight's meeting, beyond those in redline, would have to be formally presented to the Board in two subsequent meetings. If there are no additional suggested changes, other than those in redline, the Board could vote to adopt the redline changes at its meeting next month.

**ALTERNATIVES:**

The Bylaws must be reviewed, but they do not have to be amended.

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**Fiscal Impact**

**FISCAL YEAR:** 23/24

**BUDGETED Y/N:** N/A

**AMOUNT REQUESTED:** N/A

**FISCAL IMPACT:** N/A

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**Attachments**

Bylaws - Redline