

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

January 15, 2024 / Approved February 19, 2025

Meeting was officially called to order by acting Chairman Walker, at 6:00 pm, January 15, 2025, at 1475 W. American Ave., Oracle, AZ.

CALL TO ORDER: Staff Present at OFD: Chief Jennings, Admin. Manager Acosta, Admin. Assistant Cheney.

1. **PLEDGE OF ALLEGIANCE**

2. **ROLL CALL** Board members present: Chairman Walker, Clerk Calvert, OFDBMs Arias, Guyton and McNulty.

3. **CALL TO THE PUBLIC** None present.

4. **DISCUSSION AND POSSIBLE ACTION REGARDING ACCEPTANCE OF THE PREVIOUS MINUTES.**

Chairman Walker called for a motion to accept the Regular Board minutes from the December 18, 2024 board meeting. OFDBM McNulty made a motion to accept the Regular Board minutes. OFDBM Guyton seconded the motion. All were in favor. Motion carried. Chairman Walker called for a motion to accept the Executive Board minutes from the December 18, 2024 board meeting. Clerk Calvert made a motion to accept the Executive Board Minutes. OFDBM McNulty seconded the motion. All were in favor. Motion carried.

5. **DISCUSSION AND POSSIBLE ACTION REGARDING BUDGET MATTERS, MONTHLY FINANCIAL DOCUMENTS INCLUDING BANK RECONCILIATION AND CASH FLOW PROJECTIONS.**

Admin. Manager Acosta then presented to the Board the Communication Memorandums that were provided to each Board member prior to the meeting. These had the beginning December 2024, compared to the total year budget. Acosta then presented the December 2024 bank statements and reconciliation reports for each OFD account (General Fund, Volunteer Pension accounts held at the Pinal County Treasurer's Office, the Chase Bank (payroll account), and the National Bank Visa card. Chairman Walker called for a motion, to be called 5a, to accept all the bank statements, reconciliation documents, the balance sheets, and the Memorandum documents for December 2024 as presented. OFDBM Guyton made a motion to accept all financial documents and memorandums. OFDBM McNulty seconded the motion. All were in favor. Motion carried for item 5a. Clerk Calvert signed all the financial documents.

Chairman Walker then called for a motion, to be called 5b, to accept the revised 2025 Budget with the addition of the APRA/COVID Relief funds, which were deposited into the OFD General Fund on December 24, 2024. OFDBM Arias made the motion to approve the revised 2025 budget. OFDBM McNulty seconded the motion. All were in favor. Motion passed for item 5b. Chairman Walker and Clerk Calvert signed the document.

6. DISCUSSION AND POSSIBLE ACTION REGARDING HR/BOARD AND/OR ADMIN. POLICIES.

None presented.

7. DISCUSSION AND POSSIBLE ACTION REGARDING EMPLOYEE MATTERS/ CHIEF EVALUATION.

Chairman Walker called for a motion to enter Executive Session regarding the Fire Chief's Evaluation. OFDBM Guyton made the motion. OFDBM Arias seconded the motion. All were in favor. Motion passed. Executive session started at 6:21pm.

Chairman Walker called for a motion to resume Regular Session at 6:49pm. OFDBM Guyton made the motion. OFDBM Arias seconded the motion. All were in favor. Motion passed.

8. CHIEF'S REPORT

Fire Dist.:

- District update/Fires
- Brush Dump property update
- Employee staffing update

Injuries/ Accidents:

- None

Repairs:

- Chief 691 - transmission fixed

Cert/ Firewise:

- Cert/Firewise meeting will be on 01/14/25.

Grant Report:

- Grant for incinerator update
- Other grants

Brush Dump:

- Brush Dump is open.

Call Load Report:

- See OFD website.

9. ITEMS FOR NEXT MONTH'S AGENDA.

Add Executive Minutes to #4 for February 2025 meeting agenda.

10. ADJOURNMENT

Chairman Walker called for a motion to adjourn. Clerk Calvert made the motion. OFDBM McNulty seconded the motion. All were in favor. Motion Carried. The meeting was adjourned at 6:50pm.

Next REGULAR Board Meeting - Wednesday, February 19, 2025

Minutes respectfully submitted:

Cherie Cheney - Administrative Assistant

Reviewed by OFD Chairman Walker or Clerk Calvert.