

ORACLE FIRE DEPARTMENT FIRE BOARD MEETING  
MONDAY JULY 1, 2013, 6pm  
1475 W. American Avenue, Oracle, Arizona 85623

**APPROVED 8/05/2013**

Pledge of Allegiance (a moment of silence was called for by OFDBM John Doran, in memory of the Fallen Firefighters of the Granite Mountain Hotshots.  
6:08pm Call to Order

**PRESENT:** OFDBM John Doran (Chairing meeting), Manuel Navarro and Ellie Brown. **ABSENT:** OFDB Chairman Bud Bristow and OFDB Clerk Bill McMurry.

**1. APPROVAL OF MINUTES:**

OFDBM Doran called for a motion to accept the past, corrected minutes. OFDBM Navarro made a motion to accept the past minutes. OFDBM Brown seconded. All were in favor. None opposed.

**2. CALL TO THE PUBLIC:** No public responded.

**3. CHIEF'S REPORT:** Attached.

Chief Southard presented certificates for the successful completion of the recent Firefighter Academy, held at the OFD Station. Chief spoke of the huge commitment each person made as the program spanned six months, with countless Saturdays and lot's of homework and driving to Coolidge for training. These young men put in over 200 hours of class time and should be commended. The following young men are now certified firefighters for Oracle Fire Department: Spencer Fairbanks, Robert 'Beau' Houston, Rene Martinez, Jared Ortiz, Michael Parra, Gilbert Seballos and Harley Van Coillie. OFDBM Brown suggested that something be put on the website to recognize the new firefighters.

**4. SIGNATURES FOR BUDGET YEAR 13/14 RESOLUTIONS**

All documents have been signed and sent to Pinal County.

**5. DISCUSSION AND POSSIBLE ACTION REGARDING  
TAX-EXEMPT STATUS**

Chief explained that the IRS has guidelines and that they are very similar to those for a 501c3. IRS publication 526 gives a tax write off for anyone wanting to donate to a fire department.

OFDBM Doran called for a motion to discuss this item. OFDBM Brown made the motion. OFDBM Navarro seconded. All were in favor. None opposed.

OFDBM Doran suggested a form should be created, similar to the one used by

the school, for people to designate where their money should go (example: turn-out gear, equipment, storage building). He also stated there should be an article in the local paper and on the website, with a link to the IRS website, and perhaps an End of the Year mailer.

#### **6. DISCUSSION AND POSSIBLE ACTION ON VEHICLE;**

There was another request from OFDBM Doran for a motion to discuss Chief Southard's vehicle report. OFDBM Navarro made the motion to discuss Chief Southard's vehicle. OFDBM Brown seconded the motion. All were in favor. None opposed.

Chief Southard explained that although the item to discuss the vehicle he drives was placed on the agenda, he requested that the subject be tabled (per Jennifer Phillips, the CPA who performed the audit of calendar year 2012, this issue of Chief Southard driving a vehicle not officially owned by the District needed to be addressed), as he learned some things at the Arizona Fire District's Association (AFDA), the previous weekend, that affected the financial matters and that he wanted to discuss. Chief Southard stated that during the Financial class he and Chief Acosta attended, a Capital Assets or Contingency Fund, was brought up as a necessary means to place any excess funds rolled over from the previous fiscal year, which we have. This fund will be used to save for new equipment or if needed for emergency replacement of large equipment or vehicles. However, should it be needed to help cover day to day operations costs, the Board could pass a resolution to transfer funds from this account into our General Fund. This might be necessary during the months that we do not receive property tax funds from Pinal County. We also learned that many other Fire Districts use a Revolving Line of Credit, issued by Pinal County at a very low interest rate, to get them through these lean months. A Resolution to create this new account and an agenda item to fill out the necessary paperwork will be placed on the August agenda.

OFDBM Doran requested a motion to table item #6 regarding the vehicle. OFDBM Navarro made the motion. OFDBM Brown seconded. All were in favor. None opposed.

Prior to the meeting being adjourned, Chief Acosta requested a discussion on what the fire department was going to do to commemorate the firefighters killed in the Yarnell Hill Fire on Sunday. Discussion ensued. There were a couple of organizations named \_\_\_\_\_ where the public could donate and Chief Southard suggested waiting to see what the Arizona Fire Chief's Association would recommend.

7. OFDBM Doran requested a motion to adjourn. OFDBM Navarro made a motion. OFDBM Brown seconded. All were in favor. None opposed.  
Meeting adjourned at 6:57pm.

Minutes respectfully submitted by Administrative Chief Acosta