

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

SEPTEMBER 18, 2024 / Approved October 16, 2024

Meeting was officially called to order by Acting Chairman Arias, at 6:00 pm, September 18th, 2024, 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 Arias, Clerk Guyton, OFDBM Calvert, OFDBM McNulty and OFDBM Walker.

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

4. **ACCEPTANCE OF THE PREVIOUS MINUTES FROM AUGUST 21, 2024.**

Chairman Arias called for a motion to accept the minutes from the August 21, 2024 board meeting. OFDBM McNulty made a motion to accept the minutes. OFDBM Walker 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 presented to the Board the Communication Memorandums that were provided to each Board member prior to the meeting. These had the beginning and ending balances, income, and expenses, for each bank account and the OFD credit card, for August 2024, compared to the total year budget. Acosta then presented the August 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 Arias called for a motion to accept all the bank statements, reconciliation documents, the balance sheets, and the Memorandum documents as presented. OFDBM Calvert made a motion to accept all financial documents and memorandums. OFDBM McNulty seconded the motion. All were in favor. Motion carried. Clerk Guyton signed all the financial documents.

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

Chief Jennings suggested a change to the OFD Travel / Per Diem Form for Chief reimbursements. A sample form will be submitted for review at the October board meeting.

7. **CHIEF'S REPORT.**

Fire Dist:

- District update / Fires
- Fire School

- Update about Scottsdale town hall.

Injuries/ Accidents:

- None

Repairs:

- Chief's vehicles.

Cert/ Firewise:

- Cert / Firewise meeting on 09/10/24
cancelled due to deployment to Rockcliffe fire.

Grant Report:

- Grant for incinerator update
- Other grants

Brush Dump:

- Brush Dump closed.

Call Load Report:

- See OFD website.

8. ITEMS FOR NEXT MONTH'S AGENDA..

10. ADJOURNMENT

Chairman Arias called for a motion to adjourn. OFDBM walker made the motion to adjourn. Clerk Guyton seconded the motion. All were in favor. Motion Carried. Meeting adjourned at 6:35pm.

Next REGULAR Board Meeting – Wednesday, October 16, 2024.

Minutes respectfully submitted:

Cherie Cheney – Administrative Assistant

Reviewed by OFD Chairman Arias or Clerk Guyton