

**ORACLE FIRE DISTRICT BOARD MEETING MINUTES
OCTOBER 11, 2017 / Approved NOVEMBER 8, 2017**

Meeting was officially called to order at 5:32pm, Wednesday October 11, 2017 at 1475 W. American Ave., Oracle, AZ.

CALL TO ORDER / ROLL CALL:

Members Present: Chairman Hill, OFDBM Bristow, Clerk Suter, and OFDBM Brown

Members absent: OFDBM McMurry

Staff Present: Chief Jennings, Admin. Chief Acosta, Admin. Asst. Lilliana Gallego

1. PLEDGE OF ALLEGIANCE

2. CALL TO PUBLIC No response.

3. ACCEPTANCE OF THE PREVIOUS MINUTES

Clerk Suter made a motion to accept the minutes from the regular meeting on Sept. 13, 2017, as presented. This was seconded by OFDBM Bristow. All were in favor. Motion passed.

4. DISCUSSION AND POSSIBLE ACTION REGARDING 2016/2017 AUDIT PRESENTED BY JENNIFER PHILLIPS

Auditor Jennifer Phillips presented her opinion for the annual audit of fiscal year 2016/2017 as “clean”. As explained in her report, Ms. Phillips states that “In my opinion Annual Report – Parts D (Schedule of revenues, expenditures and change in fund balance, for governmental types) and Part E (Schedule of revenues, expenditures and changes in fund net position (for proprietary and similar fund types) present fairly, in all material respects,…”

OFDBM Brown made a motion to accept the Audit as presented; this was seconded by Clerk Suter. All were in favor. Motion was passed.

5. CHIEF’S REPORT See end of this document.

6. DISCUSSION AND POSSIBLE ACTION REGARDING THE MONTHLY FINANCIAL DOCUMENTS, INCLUDING BANK RECONCILIATION AND CASH FLOW PROJECTIONS.

Board Communication Memorandums were provided to each Board member prior to the meeting. These have the beginning and end balances, income and expenses, for each bank account and the OFD credit card, for September 2017. Chief Acosta began the presentation with the September 2017 actual income and expenses, compared to the total year budget. She then proceeded to display the scanned bank statements and reconciliation reports for each OFD account (General Fund, Volunteer Pension, and Jr. Explorer accounts held at the Pinal

County Treasurer's Office, the Chase Bank (payroll account), and the Chase credit card).

OFDBM Bristow made a motion to accept the bank statements, reconciliation documents, and balance sheet, as presented, OFDBM Brown seconded the motion. All were in favor. Motion passed.

7. Chiefs Report –

- Fire Station: The concrete is complete. Structure may be done by Monday.
- Company picnic will be on Nov. 5 at the park. Invitations will be sent.
- Fire updates: Eng. 692 and crew are back from California.
- Grant Report: Tina will report
- CERT/FIREWISE Report: We would like to thank Tina and the Certs for helping in the HOPE walk.
- Brush Dump: The Brush dump continues to fill up quickly.
- Call Load Report: See OFD website for information.

8. ITEMS FOR NEXT MONTH'S AGENDA.

- Resolution for Explorer Account

9. ADJOURNMENT

Clerk Suter moved to adjourn the meeting. This was seconded by OFDBM Bristow. All were in favor. Motion passed. Meeting adjourned at 6:56pm.

Next Board Meeting – Wednesday, November 15, 2017, 5:30pm.

Minutes respectfully submitted,
Lilliana Gallego – Administrative Assistant
Reviewed by OFD Board Clerk Dale Suter