

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

NOVEMBER 13, 2019 / APPROVED DECEMBER 10, 2019

Meeting was officially called to order at 6:00 pm, Wednesday, November 13, 2019 at 1475 W. American Ave., Oracle, AZ.

CALL TO ORDER:

Staff Present: Chief Jennings, Admin. Manager Acosta

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

Board members present were Chairman Brown, Clerk Walker, OFDBM Arias, OFBM Bristow. Board member absent was OFDBM Hill.

3. CALL TO PUBLIC No public.

4. ACCEPTANCE OF THE PREVIOUS MINUTES

Clerk Walker made a motion to accept the minutes from the regular meeting on October 9, 2019. This was seconded by OFDBM Arias. All were in favor. Motion was passed.

5. DISCUSSION AND POSSIBLE ACTION REGARDING FY 2018 / 2019 AUDIT PRESENTED BY JENNIFER PHILLIPS, CPA

Jennifer Phillips distributed copies of the final audit report and announced that the audit has a “clean audit opinion” and that there were “no findings”, or no issues. She reviewed a few items in the report and emphasized that the District ended the fiscal year with positive revenues.

OFDBM Bristow motioned to accept the report as presented by Jennifer Phillips. This was seconded by Clerk Walker. All were in favor. Motion was passed.

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 October 2019. The Admin. Manager began the presentation with the October 2019 actual income and expenses, compared to the total year budget. She then displayed the 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 National Bank Visa card.

OFDBM Bristow made a motion to accept the bank statements, reconciliation documents, and balance sheets from October 2019. OFDBM Arias seconded the motion. All were in favor. Motion was passed.

7. CHIEF'S REPORT

- Cancer Awareness Moment: Keep your mask on even during overhaul. Respiratory cancer is one of the most common cancers for Firefighters.
- Fire Dist.:
 - Annexation update
 - Reserve Hiring
 - Holiday events / schedule
- Injuries/ Accidents: None
- Repairs:
 - Engine 692-oil/antifreeze leak
 - Engine 691-valve
 - Tender 691-air leak
- Cert/Fire wise:
 - Continue to meet
- Grant Report: Tina will report.
- Explorers: Continue to drill/meet
- Brush Dump: Daily use. Brush has been pushed up.
- Call Load Report: See Oracle Fire website for information.

8. DISCUSSION AND POSSIBLE ACTION REGARDING ANNEXATION

Chief Jennings stated that there has been about 20 signatures collected so far and that he has meetings coming up soon to collect more. He also explained that he received final confirmation from the Pinal County Special Service Administrator, Pamela Villareal, that the 50% plus 1 of assessed value needed to qualify is \$758,309.82 and that the 50% plus 1 number of property owner signatures needed to qualify is 73. These numbers are set and will not be changed.

9. DISCUSSION AND POSSIBLE ACTION REGARDING UPDATED HR POLICIES

No changes. To be discussed at the December meeting.

10. ITEMS FOR NEXT MONTH'S REGULAR MEETING AGENDA.

- Items 8 (Annexation) and 9 (HR policies)
- Election of Board Officers
- AFDA conference in Laughlin, January 16 - 18, 2020

11. ADJOURNMENT

Clerk Walker made a motion to adjourn. This was seconded by OFDBM Bristow. All were in favor. Motion was passed. Meeting adjourned at 7:02 pm.

Next REGULAR BOARD Meeting – Tuesday, December 10, 2019 at 6pm.

Minutes respectfully submitted,
Lilliana Gallego – Administrative Assistant
Reviewed by OFD Chairman Brown or Clerk Walker