

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

December 13, 2023 / **Approved** January 17, 2023

Meeting was officially called to order by acting Chairman Arias, at 6:00 pm, December 13th, 2023, at 1475 W. American Ave., Oracle, AZ.

CALL TO ORDER:

Staff Present at OFD, Chief Jennings, Admin. Manager Acosta.

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

Board members present: Clerk Arias, OFDBM Guyton, Chairman McNulty, OFDBM Walker. Absent: OFDBM Hill

3. CALL TO THE PUBLIC

None present.

4. ACCEPTANCE OF THE PREVIOUS MINUTES

Chairman McNulty called for a motion to accept the minutes from regular board meeting on November 8, 2023. OFDBM Walker made the motion to accept the minutes. OFDBM Guyton seconded the motion. All were in favor. Motion carried. Clerk Arias signed all documents.

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

Board Communication Memorandums were provided to each Board member prior to the meeting. These had beginning and ending balances, income, and expenses, for each bank account and the OFD credit card, for November 2023, compared to the total year budget and income. Acosta then presented the November 2023 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 McNulty requested a motion to accept all the bank statements, reconciliation documents, the balance sheets, and the Memorandum documents as presented for November 2023, with the notation of two edits to the Treasurer's checking account from October 17, 2023, which reconciled correctly. Clerk Arias made the motion. OFDBM Guyton seconded the motion. All were in favor. Motion passed. Clerk Arias signed all the financial documents.

6. DISCUSSION AND POSSIBLE ACTION REGARDING ELECTION OF BOARD OFFICERS.

Following a brief discussion, OFDBM Walker motioned to elect Robert Guyton as the board Clerk and Paul Arias as the board Chairman for 2024. This motion was seconded by Chairman McNulty. All were in favor. Motion passed.

7. DISCUSSION AND POSSIBLE ACTION REGARDING THE AZMAC AGREEMENT.

Chief Jennings presented the AZMAC agreement to the board, after which OFDBM Guyton moved to accept the AZMAC agreement as presented. This was seconded by OFDBM Walker. All were in favor. Motion passed.

8. DISCUSSION AND POSSIBLE ACTION REGARDING HR POLICIES.

None presented this month.

9. CHIEF'S REPORT

Fire Dist.:

- District update / Fires
- East building update / Contractor
- New CPA
- Xmas party
- FF1 and 2 class updates
- Staffing update

Injuries/ Accidents:

- None

Repairs:

- N/A

Cert/ Firewise:

- Meeting on 12/12 /23

Grant Report:

- Tina will report

Brush Dump:

- Brush Dump open.

Call Load Report:

- See OFD website.

10. ITEMS FOR NEXT MONTH'S AGENDA.

Meeting dates to revert back to the third Wednesday of each month starting in January 2024.

11. ADJOURNMENT

OFDBM Guyton made the motion to adjourn. Clerk Arias seconded the motion. All were in favor. Motion carried. Meeting, adjourned at 7:06 PM.

Next REGULAR Board Meeting – Wednesday, January 17, 2024 at 6pm

Minutes respectfully submitted:

Tina Acosta – Administrative Manager

Reviewed by OFD Chairman Arias or

Clerk Guyton: _____