

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

April 16, 2025 / Approved June 17, 2025

Meeting was officially called to order by Chairman Walker, at 6:00 pm, April 16, 2025, 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 Walker, Clerk Calvert, and OFDBMs Guyton and McNulty.

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

4. **DISCUSSION AND POSSIBLE ACTION REGARDING ACCEPTANCE OF THE PREVIOUS/ EXECUTIVE MINUTES.**

Chairman Walker called for a motion to accept the Executive Board Meeting minutes from the February 19th, 2025 board meeting. OFDBM McNulty made a motion to accept and OFDBM Guyton seconded the motion. All were in favor. Motion carried. Chairman Walker called for a motion to accept Regular Board Meeting minutes from March 19, 2025 board meeting. Clerk Calvert made the motion and OFDBM McNulty seconded. All were in favor. Motion carried.

5. **DISCUSSION AND POSSIBLE ACTION REGARDING FY 2025 / 2026 BUDGET PUBLIC HEARING.**

The public hearing was declared open to comments and closed due to no public present.

6. **DISCUSSION AND POSSIBLE ACTION REGARDING ADOPTING THE FY 2025/2026 BUDGET.**

Following a brief discussion, Chairman Walker called for a motion to adopt the Draft #1 budget for the FY 2025/2026, which was approved at the March 19, 2025 Board meeting and posted on March 20, 2025 through April 16, 2025. Clerk Calvert made a motion to adopt the approved budget the FY 2025/2026 and OFDBM Guyton seconded the motion. All were in favor. Motion carried. The budget documents were signed by the Chairman Walker and Clerk Calvert

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

Admin. Manager Acosta then presented to the Board the Communication Memorandums that were provided to each Board member prior to the meeting. Acosta presented the March 2025 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 Walker called for a motion to accept the

financial documents as presented with the reflection of the .01 cent difference in the Payroll account. OFDBM Guyton made the motion. OFDBM McNulty seconded the motion. All were in favor. Motion carried. Clerk Calvert signed all the financial documents.

8. DISCUSSION AND POSSIBLE ACTION REGARDING HR/BOARD AND/OR ADMIN. POLICIES.

Chief Jennings explained that OFD had two different PTO policies; one created prior to July 1, 2016 (considered “grandfathered”), which was based upon a step system, and the one adopted after this date which is based upon years of service. The three employees remaining in this “grandfathered” PTO scale agreed to move over to the newer PTO policy. Consequently, Chief Jennings has removed this “grandfathered” PTO system from the OFD HR policy. Chairman Walker called for a motion to approve the changes to the PTO policy as presented. Clerk Calvert made the motion to approve the changes, which was seconded by OFDBM Guyton. All were in favor. Motion carried.

9. CHIEF’S REPORT

Fire Dist.:

- District update/Fires
- Employee staffing update

Injuries/ Accidents:

- None

Repairs:

- N/A

Cert/ Firewise:

- Cert/Firewise meeting 4/08/25.

Grant Report:

- Grants DFFM
- Incinerator

Brush Dump:

- [Open](#)

Call Load Report:

- See OFD website.

10. ITEMS FOR NEXT MONTH’S AGENDA.

Pinal County Warrant Resolutions for FY2025/2026

11. ADJOURNMENT

Chairman Walker called for a motion to adjourn. OFDBM McNulty made the motion. OFDBM Guyton seconded the motion. All were in favor. Motion Carried. The meeting was adjourned at 6:45PM..

Next REGULAR Board Meeting – Wednesday, MAY 21, 2025
(Cancelled due to Cody Fire).

Minutes respectfully submitted:
Cherie Cheney – Administrative Assistant

Reviewed by OFD Chairman Walker or Clerk Calvert.