

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

June 17, 2025 / Approved July 15, 2025

Meeting was officially called to order by Chairman Walker, at 6:07 pm, June 25, 2025, at 1475 W. American Ave., Oracle, AZ.

CALL TO ORDER: Staff Present at OFD: Chief Jennings,

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 A VACANT BOARD MEMBER POSITION.

Chairman Walker called for a motion to accept the Board Meeting minutes from the April 16th 2025 board meeting. OFDBM McNulty made a motion to accept and OFDBM Guyton 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. Acosta presented the April 2025 and May 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 for April 2025. Clerk Calvert made the motion. OFDBM Guyton seconded the motion. All were in favor. Motion carried. Chairman Walker then called for a motion to accept the financial documents as presented for May 2025 with the reflection of the .02 cent adjustment for PSPRS calculations in Quickbooks. OFDBM McNulty made the motion and OFDBM Guyton seconded the motion. All were in favor. Motion carried. Clerk Calvert signed all the financial documents for April 2025 and May 2025.

6. DISCUSSION AND POSSIBLE ACTION REGARDING MOVING FUTURE BOARD MEETINGS, INCLUDING THE JULY MEETING FOR AFDA.

Chairman Walker called for a motion to move all future Fire Board meetings to the 3rd Tuesday of the month instead of Wednesdays. Clerk Calvert made the motion and OFDBM Guyton seconded the motion. All were in favor. Motion carried.

7. DISCUSSION AND POSSIBLE ACTION REGARDING A VACANT BOARD MEMBER POSITION.

Due to OFDBM Arias's resignation, Chairman Walker called for a motion to declare a Fire Board Vacancy and post the Vacancy June 18, 2025 for 5 days, through 5pm on Monday June 23. OFDBM Guyton made the motion and OFDBM McNulty seconded the motion. All were in favor. Motion carried.

8. DISCUSSION AND POSSIBLE ACTION REGARDING THE ACCEPTANCE AND SIGNING OF THE FISCAL YEAR 2025-2026 PINAL COUNTY WARRANT RESOLUTIONS FOR THE GENERAL FUND #1112 AND FOR THE PENSION FUND #1113.

Chairman Walker called for a motion to adopt the FY25/26 Pinal County Warrant Resolutions for the General Fund #1112 and the Pension Fund #1113. OFDBM McNulty made the motion to adopt the resolutions and Clerk Calvert seconded the motion. All were in favor. Motion carried. All OFD board members present signed the Warrant Resolutions.

9. DISCUSSION AND POSSIBLE ACTION REGARDING ENGAGEMENT LETTER AND RETAINING CPA JENNIFER PHILLIPS. Chief Chairman Walker called for a motion to retain Jennifer Phillips to perform the annual audit for FY24/25. OFDBM Guyton made the motion and Clerk Calvert seconded the motion. All were in favor. Motion carried.

10. DISCUSSION AND POSSIBLE ACTION REGARDING ADOPTION OF THE ARIZONA STATE RETIREMENT SYSTEM (ASRS) SOCIAL SECURITY 218 AGREEMENT RESOLUTION AND APPROVAL OF THE STATE OF ARIZONA PLAN FOR POLITICAL SUBDIVISION SOCIAL SECURITY COVERAGE.

Chief Jennings gave an overview of the steps needed to become an ASRS employer. The first steps are to adopt the Social Security 218 Agreement Resolution with ASRS and to approve the Plan.

Chairman Walker called for a motion to adopt the Arizona State Retirement System Social Security 218 Agreement Resolution and to approve the Plan for Political Subdivision Social Security Coverage. Clerk Calvert made the motion and OFDBM Guyton seconded. All were in favor. Motion Carried. Both documents were signed by Clerk Calvert and the Resolution was notarized.

11. DISCUSSION AND POSSIBLE ACTION REGARDING HR, BOARD AND/OR ADMIN POLICIES. There will be a Special Meeting on June 25, 2025 at 6pm for interviews of OFD residents who applied to fill the vacant position on the OFD Fire Board as well as discussing possible revisions to the Fire Board by-laws regarding Board Member vacancies.

12. DISCUSSION AND POSSIBLE ACTION REGARDING CODY FIRE.
Chief Jennings discussed the Cody Fire.

13. CHIEF'S REPORT

(May 2025 meeting cancelled due to the Cody Fire.)

Fire Dist.:

- District update/Fires

- Employee staffing update
- Outreach / recruitment

Injuries/ Accidents:

- None

Repairs:

- N/A

Cert/ Firewise:

- Cert/Firewise meeting 6/11/25.

Grant Report:

- Grants DFFM
- Incinerator

Brush Dump:

- Closed / Relocation discussions.

Call Load Report:

- See OFD website.

14. ITEMS FOR NEXT MONTH'S AGENDA.

Possible revisions of the Fire Board By-Laws.

15. ADJOURNMENT

Chairman Walker called for a motion to adjourn. OFDBM Guyton made the motion. OFDBM McNulty seconded the motion. All were in favor. Motion Carried. The meeting was adjourned at 8:20pm.

Next REGULAR Board Meeting – **Tuesday, July 15, 2025**

Minutes respectfully submitted:

Cherie Cheney – Administrative Assistant

Reviewed by OFD Chairman Walker or Clerk Calvert.