

# **ORACLE FIRE DISTRICT BOARD MEETING MINUTES**

August 19, 2025 / Approved September 16, 2025

Meeting was officially called to order by Chairman Walker, at 6:00 pm, August 19, 2025, at 1475 W. American Ave., Oracle, AZ.

**CALL TO ORDER:** Staff Present at OFD: Chief Jennings, Chief McGinnis, Admin. Manager Acosta, and Admin. Assistant Cheney.

## **1. PLEDGE OF ALLEGIANCE**

**2. ROLL CALL** Board members present: Chairman Walker, Clerk Calvert, and OFDBMs Guyton, McNulty and Graham.

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

## **4. DISCUSSION AND POSSIBLE ACTION REGARDING ACCEPTANCE OF THE PREVIOUS MEETING'S MINUTES, INCLUDING THE MINUTES OF ANY EXECUTIVE SESSION HELD.**

Chairman Walker called for a motion to accept the Regular Board Meeting minutes from the July 15, 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 the Executive Board Meeting minutes from Aug. 5, 2025. OFDBM McNulty made a motion to accept and Clerk Calvert seconded the motion. All were in favor. Motion carried.

## **5. DISCUSSION AND POSSIBLE ACTION REGARDING BADGE PINNING OF FIREFIGHTERS BRENDAN MCGINNIS AND TRAVIS WHITEHOUSE.**

Chief introduced Brendan and Travis and told a little bit about their extraordinary service with the Oracle Fire District. Brendan was pinned and then Travis; they were welcomed by everyone present. Tina Acosta took pictures.

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

Admin. Manager presented to the Board the Communication Memorandums that were provided to each Board member prior to the meeting. Acosta presented the newly formatted Cash Flow statement, then continued with the 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. One adjustment was made to the National Bank Credit Card statement, of \$170.35 credit income being added back into the total Income Balance of \$3845.01. A second adjustment was made to Income and Expenses of a canceled \$200 check in the General Fund Account. Chairman Walker called for a motion to accept the financial documents as presented with the two adjustments for July 2025. OFDBM McNulty made the motion. OFDBM Guyton seconded the motion. All were in favor. Motion carried.

**7. DISCUSSION AND POSSIBLE ACTION REGARDING WHETHER THE BOARD SHOULD HAVE AN OFFICIAL SEAL FOR NOTARIZED DOCUMENTS.**

No discussion at this time; added to next month's meeting agenda.

**8. DISCUSSION AND POSSIBLE ACTION REGARDING HUMAN RESOURCES, BOARD AND/OR ADMINISTRATIVE POLICIES.**

None this month.

**9. CHIEF'S REPORT. Pursuant to ARS §38-431.02 (K), the Chief may present a brief summary of current events. However, the Board may not propose, discuss, deliberate or take legal action on any matter in the summary unless the specific matter is properly noticed on the agenda.**

See Chief's Report below:

**CHIEF'S REPORT**

**Fire Dist.:**

- District update/Fires/Arson
- Employee staffing update
- Outreach / recruitment
- FF1 and 2 class discussion
- Board of Regents meeting at Biosphere 2 -- 08/12/2025.

**Injuries/ Accidents:**

- None

**Repairs:**

- T-691 engine issue. Out of service.

**Cert/ Firewise:**

- Cert/Firewise meeting 08/12/25. Community meeting.

**Grant Report:**

- Grants DFFM
- Incinerator

**Brush Dump:**

- Closed. Hope to burn soon.

**Call Load Report:**

- See OFD website.

**10. ITEMS FOR NEXT MONTH'S AGENDA.**

**A Board member or the Chief may bring forth topics for a future meeting agenda. The Board may not discuss, deliberate, or take any action on the topics presented, pursuant to ARS §38-431.02 (H)**

- Should the OFD have an official seal for notarized documents
- Annual Co-Warrant for Resolution for OFDBM Gary Graham's Signature
- Recognition of Paul Arias Service with the Fire Board
- Selling of Vehicles
- Fire Engine purchase discussion

**11. 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 6:53pm.

Next REGULAR Board Meeting – **Tuesday, September 16, 2025**

Minutes respectfully submitted:

Cherie Cheney – Administrative Assistant

Reviewed by OFD Chairman Walker or Clerk Calvert.