

# ORACLE FIRE DISTRICT BOARD MEETING MINUTES

December 16, 2025 / Approved January 20, 2025

Meeting was officially called to order by Chairman Walker, at 6:00 pm, December 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, McNulty and Graham.

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

**4. DISCUSSION AND POSSIBLE ACTION REGARDING ACCEPTANCE OF THE PREVIOUS AND/OR EXECUTIVE MINUTES.** OFDBM Guyton made a motion to accept the minutes from the November 18, 2025 board meeting and OFDBM McNulty 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.**

Acosta presented the Cash Flow report, then continued with the reconciliation reports and statements from November 2025 for each OFD account (General Fund, Volunteer Pension accounts held at the Pinal County Treasurer's Office, the Chase Bank (payroll account), the new OFD Firewise Funds account held at Chase Bank, and the National Bank Visa card). Chairman Walker called for a motion to accept all the financial documents from November 2025. Clerk Calvert made the motion. OFDBM McNulty seconded the motion. All were in favor. Motion carried. All Financial documents were signed by Clerk Calvert.

**6. DISCUSSION AND POSSIBLE ACTION REGARDING ELECTION OF BOARD OFFICERS.** Following a brief discussion about rotating the Officers positions on the OFD Board annually, Chairman Walker asked for a motion to appoint OFDBM Graham to the Clerk position. OFDBM McNulty made the motion. Clerk Calvert seconded the motion. All were in favor. Motion carried. Chairman Walker then asked for a motion to appoint Clerk Calvert to the position of Chairman. OFDBM McNulty made the motion. OFDBM Guyton seconded the motion. All were in favor. Motion carried.

**7. DISCUSSION AND POSSIBLE ACTION REGARDING HR, BOARD AND/OR ADMINISTRATIVE POLICIES.** None.

**8. DISCUSSION AND POSSIBLE ACTION REGARDING CHIEFS' ANNUAL EVALUATION.** **The Board might vote to convene in Executive session (not open to the public.** Chairman Walker asked for a motion to table this discussion

and convene into Executive session later in the meeting. OFDBM Guyton made the motion. OFDBM McNulty seconded the motion. All were in favor. Motion Carried.

Chairman Walker called for a motion to enter Executive session to discuss the annual evaluation of the Fire Chief. Clerk Calvert made the motion. OFDBM Guyton seconded the motion. All were in favor. Motion carried at 6:44pm.

Chairman Walker called for motion to re-enter regular session at 7:23pm. OFDBM McNulty made the motion. OFDBM Guyton seconded the Motion. All were in favor. Motion carried.

**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
- Air Burner
- FF1 and 2 class discussion

#### **Employee Recognition**

#### **Christmas Dinner**

#### **Injuries/ Accidents:**

- None

#### **Vehicle Report:**

- E-692 pumping issues

#### **Maintenance:**

- None

#### **Cert/ Firewise:**

- Cert/Firewise meeting 12/09/25. Bank account update.

#### **Grant Report:**

- Incinerator APPROVED.

#### **Brush Dump:**

- Open

#### **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)**

- The regular agenda items.
- Chief's Evaluation.

### **11. ADJOURNMENT**

Chairman Walker called for a motion to adjourn. OFDBM McNulty made the

motion and OFDBM Guyton seconded the motion. All were in favor. Motion Carried. The meeting was adjourned at 7:24pm.

**Next REGULAR Board Meeting – Tuesday, January 20, 2026**

Minutes respectfully submitted: Cherie Cheney – Administrative Assistant

Reviewed by OFD Chairman Walker or Clerk Calvert.