

MINUTES OF MEETING
OF THE CONGRESS FIRE DISTRICT
HELD August 21, 2023

A public meeting of the Congress Fire District was convened at 7:00 p.m. on August 21, 2023, at the Congress Fire District Office. The following matters were discussed, considered and decided at the meeting:

1. Call to Order: Meeting was called to Order at 7:00 p.m.
2. Roll Call: The following members of the Board of the Congress Fire District were present at the meeting: James Sparks, Chairman of the Board, Steve Holloman, Clerk of the Board, and Reggie MacDonald member, were present at the meeting. Also present were, Fire Chief Virgil Sutor and Secretary/Treasurer Kaitlyn Brinkley. Fire Fighters/EMT Brian Landaverde and Vince Rodriguez.
3. Approval of Minutes: The minutes of the meeting of July 17, 2023 were reviewed. Jim made a motion to approve the minutes and Steve seconded the motion. All in favor; minutes are approved.
4. Approval of Financial Reports: Financial reports for the month of July 2023 consisting of Balance Sheet, Cash Flow (Budget vs. Actual), Transaction List, County Treasurer Monthly Warrant Statement with Reconciliation, and County Treasurer Monthly Capital Reserve Statement with Reconciliation were reviewed. Motion was made by Steve to approve the financial reports for the month of July 2023; Reggie seconded; all in favor; financial reports are approved.
5. Correspondence: A donation was kindly given from the Estate of Ray Collins to the Congress Fire District, a letter of appreciation will be sent in regards to this donation.
6. Fire Chief's Report: Brush 1 and FC1 had the oils changed and air filters replaces at B&B and are running good with no other issues. One of the new radios is currently not working, we will be sending it back to ProComm to get fixed.
7. Old Business:
 - a. FY 23/24 Final FDAT calculations were viewed and discussed as our FDAT decreased \$1870.00.
 - b. We were finally able to add the Chief and Kaitlyn as Authorized Users on the account for AZDOR, from there we will set up an ACH payment to be able to pay the state taxes instead of a check.
8. New Business: The Engagement letter from Regier Carr & Monroe was viewed and discussed. It was signed and will be submitted this week to begin the Audit in September.
9. An Executive session will be held on Wednesday August 23, 2023 pursuant to Personnel Matters. Motion was made by Reggie to hold an Executive session on August 23rd, Jim seconded; all in favor.
10. Call to the Public. None.
11. Adjournment: Next regular meeting is September 18, 2023 at 7:00 p.m. Motion was made by Steve that this meeting be adjourned; seconded by Jim; meeting adjourned at 7:35 p.m.

Congress Fire District Governing Board

Secretary _____

Approved: _____