

MINUTES OF MEETING
OF THE CONGRESS FIRE DISTRICT
HELD July 17, 2023

A public meeting of the Congress Fire District was convened at 7:00 p.m. on July 17, 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: Steve Holloman, Clerk of the Board, and Reggie MacDonald, member, were present at the meeting. Also present were Fire Chief Virgil Sutor, Secretary/Treasurer Kaitlyn Brinkley. Jim Sparks, Chairman of the Board was absent.
3. Approval of Minutes: The minutes of the meeting of June 26, 2023 were reviewed. Steve made a motion to approve the minutes and Reggie seconded the motion. All in favor; minutes are approved.
4. Approval of Financial Reports: Financial reports for the month of June 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 June 2023; Reggie seconded; all in favor; financial reports are approved.
5. Correspondence: None.
6. Fire Chief's Report:
 - a. We have one guy out on a task force group for Wildland, hoping to get his task books signed off for Engine Boss.
 - b. Chief will be out on vacation next week once he returns, he will be having B&B changing the oil in Brush 2 and FC1.
7. Old Business:
 - a. At the June meeting the FY 23/24 budget was adopted and approved. After speaking with the county, we noticed on the first page A.4-A.6 had some incorrect numbers on it. We adjusted those numbers and it didn't cause any changes to the budget. The budget was approved and will be sent in to the County before the August 1st due date.
 - b. During the meeting in May we discussed the notice we received from the AZDOR, Kaitlyn reached out to them but was unable to get any information due to not being authorized. Paperwork has been submitted to try and gain access but has since been denied. We will be trying again but supplying more supporting documents as well as completing a business account update form and 285 form.
8. New Business: Due to the budget increase Congress Fire District will likely have to increase to a 5-member board. To ensure the correct steps are taken we will reach out to the County, AFDA and a lawyer for the process. Updates will be given as the process goes on.

9. No Executive Session required.

10. Call to the Public. None

11. Adjournment: Next regular meeting is August 21, 2023 at 7:00 p.m. Motion was made by Jane that this meeting be adjourned; seconded by Steve; meeting adjourned at 7:35 p.m.

Congress Fire District Governing Board

Secretary _____

Approved: _____