BULLHEAD CITY FIRE DISTRICT
GOVERNING BOARD MEETING MINUTES
SPECIAL MEETING
March 20, 2024

CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order at 9:00 a.m. by Board Chairman Cummings, Chairman Cummings led the Pledge of Allegiance.

ROLL CALL

Present: Board Chairman: David C. Cummings
Board Member: Charles Moore
Board Member: Rose Jacobs
Board Member: Tanya Lane
Board Member: Ellen Brown

Staff Present: Fire Chief: Patrick Moore
Administrative Manager: Paula Acker

BUSINESS

Presentation of the FY 22/23 Financial Reports.

Jay Parke of Walker and Armstrong LLP, 1850 N. Central Ave., Suite 400, Phoenix Az (602)-230-1040 presented the FY 22/23 audit report.

Mr. Parke presented a summary of the audit stating the financial records to be in good order. This being the first year of engagement, a closer look at the financials took a bit longer than usual. There were suggestions for a few internal controls although these findings are not unusual for the first year with new auditors.

After a brief discussion, Board member Lane made a motion to approve the FY 2022/23 Audit as presented, Board Member Brown seconded the motion. All were in favor and the motion was carried unanimously.

Budget Update.
Chief Moore advised the Board of the DFFM Grant for a type 6 brush truck is a 50/50 grant. If approved the matching funds will come from our current FY capital. He stated our portion would be approximately $125,000. The other item is a Fire Safety Trailer. The total cost of a new trailer is approximately $191,000. We have put in for an $80,000 appropriation from the BOS and a Legacy grant for $50,000 to help offset the cost of the trailer. The remaining funding would come from our capital line item budgeted this FY.
Currently we are on target for a balanced budget and will continue to evaluate end-of-year costs.

Station #7 Update
Chief Moore stated Station #7 is very close to being completed. We plan to have administration moved in by May 1, 2024. Office furniture will be delivered next week, we are working on the internet/phone and radio installation.
Chief Moore stated the command staff has been evaluating several staffing deployment models.

ANNOUNCEMENTS
None

ADJOURNMENT
The meeting was adjourned at 9:44 a.m.

Recorded by,

Paula Acker
Administrative Manager
Bullhead City Fire District

Approved by,

David C. Cummings, Chairman
Fire District Board

Charles Moore, Board Clerk
Fire District Board