

**I. Call to Order/Roll Call/Affirmation of Quorum**

D. Seese called the meeting to order at 6:31 PM.

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
David Seese	Chairman	Present	
Ernie Robles	Vice Chair	Present	
Peggy McCool	Clerk	Excused	
Sandra Watson	Member	Excused	
David Putnam	Member	Present	
Brett Lane	Fire Chief	Present	

**II. Pledge of Allegiance**

Chief Lane led the Pledge of Allegiance to the Flag followed by a moment of silence.

**III. Call to the Public**

**IV. Reports and Correspondence**

- a. **Presentation of Personnel** – none
- b. **Fire Chief's Report** – see attached
- c. **Board Member's Report** – none
- d. **Attorney's Report** – none

**V. Consent Agenda**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTIONED:</b>	Ernie Robles
<b>SECOND:</b>	Dave Seese
<b>AYES:</b>	Dave Seese, Ernie Robles, David, Putnam
<b>EXCUSED:</b>	Peggy McCool, Sandra Watson

**Approval of Consent Agenda**

MOVE TO APPROVE ITEM A ON THE NOVEMBER 30, 2017, CONSENT AGENDA AS PRESENTED.

- a. **Approval of Minutes of Board of Director's Regular Meeting of September 21, 2017.**

**VI. Unfinished Business**

**VII. New Business**

**a. Review, discussion, and possible action regarding updated Capital Assets Policy.**

MOVE TO APPROVE UPDATED CAPITAL ASSETS POLICY AND SET CAPITAL ASSET THRESHOLD TO \$7500.00 EFFECTIVE FROM THE BEGINNING OF THE FISCAL YEAR.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTIONED:</b>	Dave Seese
<b>SECOND:</b>	Ernie Robles
<b>AYES:</b>	Dave Seese, Ernie Robles, David, Putnam
<b>EXCUSED:</b>	Peggy McCool, Sandra Watson

**b. Review, discussion, and possible action regarding purchase of 2009 water tender.**

MOVE TO APPROVE PURCHASE OF 2009 WATER TENDER AND ESTABLISH LINE ITEM IN RELATION TO COST AND PAYBACK OF SAID WATER TENDER.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTIONED:</b>	Dave Seese
<b>SECOND:</b>	Ernie Robles
<b>AYES:</b>	Dave Seese, Ernie Robles, David, Putnam
<b>EXCUSED:</b>	Peggy McCool, Sandra Watson

**c. Review, discussion, and possible action regarding declaration of 1992 water tender as surplus property.**

MOVE TO APPROVE DECLARATION OF 1992 WATER TENDER AS SUPPLUS PROPERTY.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTIONED:</b>	Dave Seese
<b>SECOND:</b>	Ernie Robles
<b>AYES:</b>	Dave Seese, Ernie Robles, David, Putnam
<b>EXCUSED:</b>	Peggy McCool, Sandra Watson

**d. Review, discussion, and possible action regarding acceptance of the financial reports, bank reconciliations, balance sheet and check register for the month of September.**

MOVE TO APPROVE FINANCIAL REPORTS, BANK RECONCILLIATIONS, BALANCE SHEET, AND CHECK REGISTER FOR THE MONTH OF SEPTEMBER.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTIONED:</b>	Dave Seese

<b>SECOND:</b>	Dave Putnam
<b>AYES:</b>	Dave Seese, Ernie Robles, David, Putnam
<b>EXCUSED:</b>	Peggy McCool, Sandra Watson

- e. **Review, discussion, and possible action regarding acceptance of the financial reports, bank reconciliations, balance sheet and check register for the month of October.**

MOVE TO APPROVE FINANCIAL REPORTS, BANK RECONCILIATIONS, BALANCE SHEET, AND CHECK REGISTER FOR THE MONTH OF OCTOBER.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTIONED:</b>	Dave Seese
<b>SECOND:</b>	Dave Putnam
<b>AYES:</b>	Dave Seese, Ernie Robles, David, Putnam
<b>EXCUSED:</b>	Peggy McCool, Sandra Watson

**VIII. Future Agenda Items**

- a. A Governing Board member, the Fire Chief, or the district's attorney may bring forth general topics for a future meeting agenda. Governing Board members, the Fire Chief, or the district's attorney may not discuss, deliberate, or take any action on the topics presented, pursuant to A.R.S. §38-431.02(H).
- i. Dave Seese would an agenda item regarding including credit card statements in future board packets.

- IX. Meeting Evaluation** – D. Seese felt the meeting went well. D. Putnam would like pictures to be included of vehicles when they are being talked about.

**X. Adjournment**

Dave Seese made the following motion, seconded by Dave Putnam and approved unanimously with three ayes:

MOVE TO ADJOURN THE MEETING 7:10 PM.

Next Regular Meeting on December 21, 2017 at 6:30 PM.

Minutes approved by the Picture Rocks Fire District Board at its December 21, 2017 Regular Governing Board Meeting.

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Peggy McCool, Board Clerk