

BOARD OF DIRECTORS OF THE OLANCHA COMMUNITY SERVICES DISTRICT

Meeting Location: Olancha Cartago Fire Department
689 Shop Street, Olancha, CA 93549

MINUTES ADOPTED

**SPECIAL MEETING
December 24, 2024
11:00 A.M.**

In Attendance:

Robert Olin, Director
Jennifer Gordon, Director
Dennis Smith, Director
Neale Gordon, Chair
Jeff Mills, Fire Chief
Ryan Chavira, Director

Absent:

N/A

Quorum established and meeting called to order by Board Chair, Neale Gordon at 11:00A.M.

OPEN SESSION (With the exception of timed items, which cannot be heard prior to their scheduled time, all open-session items may be considered at any time and in any order during the meeting in the Board's discretion.)

- 1. Oath of Office for Newly Elected Board Members.** Administer the oath of office to newly elected board members to formally induct them into their roles.

Recommended Action:

Newly elected board members shall sign the oath of office documents to confirm their commitment to fulfilling their duties with integrity and in accordance with OCFD bylaws and policies.

Action Taken:

Bob Olin swore in newly elected board member Ryan Chavira, and re-elected board members, Neale Gordon and Dennis Smith to fulfill their duties in accordance with OCFD bylaws and policies.

- 2. Approval of District Payment for 2011 Ford F550.** To authorize the district to pay \$89,900.00 and sales tax of 6967.25 and registration cost, in full for the purchase of a 2011 Ford F550 as a contingency, should the loan company decline to extend a loan due to incomplete past audits. To ensure the purchase proceeds without delay, the district seeks approval to pay the full amount if financing is unavailable.

Recommended Action:

Approve the district's option to pay \$89,900.00 and sales tax of 6967.25 and registration cost, in full for the 2011 Ford F550, if the loan company does not extend financing.

Action Taken:

D. Smith moves to approve paying \$89,900.00 and sales tax of \$6967.25 and registration cost, in full for the 2011 Ford F550 as recommended above if the loan company does not extend financing.

B. Olin seconds motion. Motion passed 5-0

- 3. Cancellation and Reapplication of Alta One Visa Credit Card.** To authorize the cancellation of the district's existing Visa credit card through Alta One to gain full control of the account and ensure appropriate oversight. The district proposes canceling the existing card and reapplying for a new card with updated signatories, including the new Fire Chief and Board Chair.

Recommended Action:

Approve the cancellation of the current Alta One Visa credit card and authorize the district to reapply for a new card with the Fire Chief and Board Chair as the designated signatories.

Action Taken:

J. Gordon moves to approve the cancellation of the current Alta One Visa credit card and authorize the district to reapply for a new card as recommended above.

D. Smith seconds motion. Motion passed 5-0

4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Opportunity for the public to address the Board on items of public interest that are within the subject matter jurisdiction of the Board. Comments may be limited to (3) minutes

- 5. Adjournment** - D. Smith motions to adjourn at 11:29AM. B. Olin seconds motion. Motion passed 5-0.