

Green Valley Fire District

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www.gvfire.org

Chuck Wunder, Fire Chief



Green Valley Fire District Board of Directors Meeting Headquarters/Training Center 1285 W. Camino Encanto, Green Valley, AZ May 31, 2023 at 9:00 A.M.

REGULAR BOARD MEETING MINUTES

CALL TO ORDER/ROLL CALL: Board Chair Tom Allen called the Regular Board Meeting to order at 0900 hours. Members of the Board that attended the meeting included: Board Chair Tom Allen, Board Clerk Nancy Schuster, Mr. Jeff Jamieson, Sandi Richey, and Mr. Bob Simmons. See attached sign-in sheets for Green Valley Fire District staff, Green Valley Fire Corps, and members of the public present.

PLEDGE OF ALLEGIANCE: Mr. Jamieson led the members of the Board and staff in the Pledge of Allegiance.

CALL TO THE PUBLIC: There were no members of the public present who wished to address the board.

REPORTS AND CORRESPONDENCE

A. Consent Agenda- Mr. Simmons made a motion to approve all items on the consent agenda as presented, Mrs. Schuster seconded the motion. All were in favor and the consent agenda was approved, (5-0).

B. FINANCIAL UPDATE: Gabe Buldra –

- 1. March Financial Report-** Gabe Buldra presented the financial report and advised that for the month of March, tax-levy revenue was over budget by \$97,588 at \$2,537,717, budgeted at \$2,440,129. Non-tax levy revenue was over budget by \$86,816, at \$198,316, budgeted at \$111,500. Personnel expenses for the month were \$678,722, which was under by \$44,687, budgeted at \$723,409. Buildings and Fleet were over this month

by \$11,420, at \$71,627, budgeted at \$60,207. This month, Communications came in under budget by \$8,527, at \$9,836, budgeted at \$18,363. Managerial came in under budget by \$900, at \$67,248, budgeted at \$68,149. For the YTD expense percentages breakdown: Personnel is the largest at 77%, Communications is at 9%, OPS is at 9% and Managerial is at 5%. The District's cash position is at \$18,590,764, which is up from \$17,471,038 this time last year. The District's total debt is down by approximately \$1,509,342. There were no questions asked from the Board members. Mr. Simmons made a motion to approve the financials as presented. Mrs. Richey seconded the motion. All were in favor, and the financials were approved, (5-0).

C. CHIEF'S REPORT: Chief Wunder

- 1. Employee/Community Recognition** – Chief Wunder started off by recognizing four newly promoted Engineers. Brandi Bret, Abraham Zamora, Nick Soto, and Carl Crain were all presented with their new badges. Next, Chief Wunder welcomed and introduced Dalton Felish. Dalton will be doing an internship with GVFD for six weeks to complete a college credit requirement. Lastly, Chief Wunder also thanked the Board of Directors for their continued support of the District.
- 2. Legislative Issues** – Chief Wunder informed the group that there were no major updates on the legislative side but still monitoring one bill that could have a negative impact on the district if passed. He stated that he would give updates as they come in.
- 3. GVFFA Meet & Confer Update** –Chief Wunder informed the group that there was no meeting for Meet & Confer for the month of April, but he had been in discussions with labor leadership regarding lateral transfers of Rural Metro Paramedics.
- 4. Administrative/Management Update** – Chief Wunder informed the group that today, the FY 2024 budget will be completed. He also informed that Madison has completed the hiring process for six new hires who will all start on June 19th. Next, he discussed that there has been good progress made with the Strategic Plan and will highlight that at the July meeting. Lastly Chief Wunder gave an annexation updated and informed the group that GVFD has passed the 2500 mark for annexation signatures and the goal is to wrap those up by the end of August.

D. OPERATIONS REPORT: Assistant Chief Kosiorowski

- 1. Response Data-** Asst. Chief Kosiorowski filed a written report with response and transport data for the month of April. There were no questions asked. The complete report is on file.
- 2. Nurse Practitioner Response Unit/ BLS –** Asst. Chief Kosiorowski filed a written report on the NP Program and BLS classes for the month of April. There were no questions, the complete report is on file.
- 3. Training and Communications –** Asst. Chief Kosiorowski filed a written report on Training for the month of April. There were no questions. The complete report is on file.
- 4. Bond Project Update-** Asst. Chief Kosiorowski filed a written report on the Bond Project Update for the month of April. There were no questions asked. The complete report is on file.

E. FIRE PREVENTION: Fire Marshal Stiegleiter

- 1. Potentials Report –** Fire Marshall Stiegleiter presented on the potential fire loss for the month of April. Fire Marshal Stiegleiter stated there were no incidents for potential fire loss for the month of April. The complete report is on file. There were no questions asked.
- 2. Prevention Activities Report –** Fire Marshall Stiegleiter filed a written report on the inspections and activities for the month of April and shared those details during the presentation. New construction and inspection data were discussed. There were no questions. The complete report is on file.
- 3. Construction Report –** Fire Marshall Stiegleiter filed a written report on new construction activities for the month of April. There were no questions asked.

F. COMMUNITY OUTREACH: L.T Pratt

- 1. Public Education Events-** Mr. Pratt filed a written report on Community Outreach and Fire Corps activities for the month of April. The complete report is on file.
- 2. I am GVFD-**There was no "I am GVFD" for the month of April.

OLD BUSINESS- None

NEW BUSINESS –

A. Discussion and Possible Action on Resolution 2023-22 Tucson Electric Power Easement.

Chief Wunder presented a request to the Board members to approve Resolution 2023-22, Tucson Electric Power Easement. Chief Wunder gave a brief overview in detail of the request. Mrs. Schuster made a motion to approve Resolution 2023-22, Tucson Electric Power Easement as presented. Mr. Simmons seconded the motion. All were in favor, and the motion passed (5-0).

B. Discussion and Possible Action to Authorize the Fire Chief to Enter Into a Service Agreement with Caterpillar, INC. For Fire and emergency Services.

Chief Wunder requested from the Board members authorization to enter into a service agreement with Caterpillar, Inc. for Fire and emergency services. Chief Wunder gave an overview of the details of the agreement. Mr. Simmons made a motion to approve the Fire Chief to enter into a Service Agreement with Caterpillar, INC. for fire and emergency services as presented. Mr. Jamieson seconded the motion. All were in favor, and the motion passed (5-0).

C. Open Public Hearing for GVFD FY 2024 Budget.

Chief Wunder advised the Board that GVFD has met the statutory posting requirements for the tentative budget. Per statutory requirements, a public hearing must occur to offer time for public comment. Mr. Simmons made a motion to open the hearing, Mrs. Schuster seconded the motion. All were in favor, and the motion

passed (5-0). The public hearing was open, there were no comments or questions during the public hearing.

D. Close Public Hearing for GVFD FY 2024 Budget.

With no questions or comments during the public hearing, Mr. Simmons made a motion to close the public hearing. Mrs. Schuster seconded the motion. All were in favor, and the motion passed. (5-0).

E. Discussion and Possible Action on Resolution 2023-21 Adoption of GVFD FY 2024 Budget.

Chief Wunder requested Board approval for the GVFD FY 2024 budget and informed the Board members he was presenting a balanced budget which has met all legal requirements. Mr. Jamieson requested to approve Resolution 2023-21 Adoption of the GVFD FY 2024 in the Amount of \$14,840,692 with a Proposed Mil Rate of \$2.5299 and a Bond Debt Service Mil Rate of \$0.1752 for Fiscal Year 2024. Mrs. Schuster seconded the motion. All were in favor, and the motion passed (5-0).

Executive Session- The Fire District may conduct an Executive Session on any agenda item(s) set forth, pursuant to A.R.S. 38-431.03(A)

1. For discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee, or employee of any public body, except that, with the exception of salary discussions, an officer, appointee, or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee, or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee, or employee to determine whether the discussion or consideration should occur at a public meeting.

A. Discussion Regarding Fire Chief's Performance Evaluation

Mr. Simmons made a motion to move into Executive Session for discussion of Fire Chief Wunder's Performance Evaluation. Mrs. Richey seconded the motion. All were in favor, (5-0). The regular board meeting went into recess for an executive session at 9:45 a.m.

(7) Discussion or Consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale, or lease of real property.

B. Discussion of lease or purchase of real property.

The Regular Board meeting was reconvened at 10:49a.m.

F. Future Agenda Items: None

Announcements:

Regular Board Meeting: Wednesday, June 28, 2023, at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center, 1285 W. Camino Encanto Green Valley, AZ 85622.

ADJOURN

There being no further business, Board Chair Allen adjourned the meeting at 10:50a.m.

Respectfully Submitted by:

A handwritten signature in cursive script, appearing to read "Nancy Schuster", is written over a horizontal line.

Nancy Schuster, Board Clerk
Green Valley Fire District