

**GOLDER RANCH FIRE DISTRICT
GOVERNING BOARD MEETING
REGULAR SESSION MINUTES**

**Tuesday, June 14, 2016 0900 hrs
3885 East Golder Ranch Drive, Tucson, Arizona**

1. CALL TO ORDER/ROLL CALL

Fire Board Vice-Chairperson Steve Brady called the meeting to order on Tuesday, June 14, 2016 at 9:00 a.m.

Members Present: Board Chairperson Vicki Cox Golder, Board Vice-Chair Steve Brady, Clerk David Dahl, Board Member Mark Clark, Board Member Richard Hudgins

Staff Present: Fire Chief Randy Karrer, Assistant Chief Pat Abel, Assistant Chief Tom Brandhuber, Finance Manager Dave Christian, Board Services Manager Brooke Painter

2. SALUTE AND PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all in attendance.

3. FIRE BOARD REPORTS

There were no reports presented from the Governing Board.

4. CALL TO THE PUBLIC

There were no public comments presented.

5. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

Brenda Staggs was recognized for her recent promotion to Fire Inspector I.

6. CONSENT AGENDA

A. Approve minutes – May 10, 2016 Regular Session

B. Approve minutes – May 17, 2016 Special Session

C. Approve Intergovernmental Agreement between Northwest Fire District and Golder Ranch Fire District for automatic aid for emergency fire, rescue, medical and other services

D. Approve Amendment Number Eight to an Intergovernmental Agreement between Northwest Fire District and Golder Ranch Fire District for dispatch services

E. Approve Intergovernmental Agreement between Pima Community College and Golder Ranch Fire District for reciprocal services as well as covering paramedic programs

MOTION by Clerk Dahl to accept and approve item 6, the June 14, 2016 Consent Agenda

MOTION SECONDED by Board Member Hudgins

MOTION CARRIED 5/0

7. REGULAR BUSINESS

A. DISCUSSION AND POSSIBLE ACTION REGARDING RESOLUTION #2016-0002, APPROVING THE APPROPRIATION OF THE GOLDER RANCH FIRE DISTRICT END OF FISCAL YEAR 2015-2016 GENERAL FUND BALANCE



Finance Manager Christian explained to the Governing Board that pursuant to the Golder Ranch Fire District Principles of Sound Financial Management Policy, reserves shall be established by resolution of the Governing Board. He explained the amounts that would be appropriated.

MOTION by Board Member Hudgins to approve Resolution #2016-0002 to consent to the appropriation of the Golder Ranch Fire District end of fiscal year 2015-2016 general fund balance in accordance with Golder Ranch Fire District policy

MOTION SECONDED by Clerk Dahl

MOTION CARRIED 5/0

B. INFORMATIONAL PUBLIC HEARING ON THE GOLDER RANCH FIRE DISTRICT FISCAL YEAR 2016-2017 BUDGET

- **OPEN THE PUBLIC HEARING** – Chairperson Cox Golder opened the public hearing at 9:10 a.m. – She asked Chief Karrer if he had received any inquires about the budget. Chief Karrer advised there had been none. No public comments were made.
- **CLOSE THE PUBLIC HEARING** – Chairperson Cox Golder then closed the public hearing at 9:11 a.m.

NO MOTION NECESSARY FOR THIS AGENDA ITEM

C. DISCUSSION AND POSSIBLE ACTION REGARDING RESOLUTION #2016-0003, APPROVING AND FORMALLY ADOPTING THE GOLDER RANCH FIRE DISTRICT FISCAL YEAR 2016-2017 BUDGET

Chief Karrer explained that the final tentative budget was posted for twenty (20) days as required by state statute. He continued that the 2016-2017 budget includes some new positions as discussed in the Special Session in June. Chief Karrer also stated that Board Member Clark and Clerk Dahl have volunteered to be on a committee to review the leave accrual rates received by the administrative personnel at Golder Ranch Fire District and that they would be meeting sometime in the near future.

MOTION by Board Member Clark to approve Resolution #2016-0003 formally adopting the Golder Ranch Fire District annual budget for fiscal year 2016-2017 in the amount of \$23,769,967

MOTION SECONDED by Clerk Dahl

MOTION CARRIED 5/0

D. DISCUSSION AND POSSIBLE ACTION REGARDING RESOLUTION #2016-0004, APPROVING THE CALL OF ELECTION FOR THE GOVERNING BOARD OF THE GOLDER RANCH FIRE DISTRICT FOR THE PURPOSE OF FILLING THREE VACANCIES ON THE GOVERNING BOARD IN NOVEMBER 2016

Board Services Manager Painter explained that this was a requirement by state statute. The Board must call for election 120 days before election date by formal resolution.



MOTION by Board Member Clark to approve Resolution #2016-0004 approving the call of election for the governing board of the Golder Ranch Fire District for purpose of filling three vacancies on the governing board in November 2016

MOTION SECONDED by Board Member Hudgins

MOTION CARRIED 5/0

- E. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF AN ADDENDUM TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE GOLDER RANCH FIRE DISTRICT AND THE NORTH TUCSON FIREFIGHTERS ASSOCIATION INTERNATIONAL ASSOCIATION OF FIREFIGHTERS LOCAL 3832

Chief Karrer and President Lunde presented the changes to the Memorandum of Understanding (MOU) to the Governing Board. Chief Karrer stated that in the MOU they have agreed to 1% adjustment to those employees who are topped out in their position.

The Board expressed their appreciation for all of the hard work that was put into the MOU. President Lunde also thanked the Board for all of their support.

MOTION by Board Member Hudgins to approve the addendum to the Memorandum of Understanding between Golder Ranch Fire District and the North Tucson Firefighters Association International Association International Association of Firefighters Local 3832

MOTION SECONDED by Clerk Dahl

MOTION CARRIED 5/0

- F. DISCUSSION AND POSSIBLE ACTION REGARDING THE DECLARATION OF DISTRICT ITEMS AS SURPLUS AND DIRECTION TO STAFF TO ADD DECLARED SURPLUS ITEMS TO A PUBLIC AUCTION SITE

Chief Abel presented the surplus items list to the Board. He explained that these items are no longer of use to the District. He continued that staff would like to sell the Stryker gurneys to the Joint Technical Education District (JTED) program for a minimal cost, as they are in need of them for their EMS program. He also stated that all items are being sold as is, with no guarantees.

MOTION by Clerk Dahl to declare the list of items presented as surplus to the needs of the District and direction for staff to place the items on the public surplus auction site

MOTION SECONDED by Vice Chair Brady

MOTION CARRIED 5/0

- G. DISCUSSION AND POSSIBLE ACTION REGARDING THE GOLDER RANCH FIRE DISTRICT RECONCILIATION AND MONTHLY FINANCIAL REPORT

Finance Manager Christian presented the monthly financial report to the Board. Chairperson Cox Golder asked if the deficit in tax revenue was due to residents not paying their property taxes, Manager Christian confirmed that it was. There were no further questions or comments from the Board.



MOTION by Clerk Dahl to approve and accept the Golder Ranch Fire District reconciliation and monthly financial report as presented

MOTION SECONDED Vice Chair Brady

MOTION CARRIED 5/0

8. REPORTS AND CORRESPONDENCE

- A. Fire Chief's Report - Chief Karrer presented his report to the Governing Board. He added that Town of Oro Valley's Town Manager, Greg Caton has left. Chief Karrer has been working well with Interim Manager Sharp. He also added that the Town of Oro Valley passed their budget. Chief Karrer explained that we were not able to put together the pool before the workers' compensation renewal this year – but we will continue to work towards this for next year, in response to a question from Vice-Chair Brady.
- Leadership Team Report – Vice President Howe mentioned that some of the E-Board had attended the Professional Fire Fighters of Arizona (PFFA) conference. He stated that Golder Ranch Fire District is making a name in the state. Due to a scheduling conflict, they were not able to attend the NFFFA Benefit. Vice President Howe stated that the Union is getting ready for the political season in the Town of Oro Valley. He continued that they have a couple of candidates that they are supporting. He expressed the Union's gratitude for the Governing Board's support and the signing of the Memorandum of Understanding (MOU).
 - Community Relations Report – Community Relations Manager Braswell presented her report to the Governing Board. She stated that Anita, our volunteer who runs the lockbox program, is out for the month of June. She wanted to publically thank the on-duty crews that have stepped in to continue the lockbox program. We will be hosting a mass lockbox sale in SaddleBrooke Ranch, at the request of the residents. She apologized for the miscommunication about the Volunteer Appreciation Luncheon. No further questions or comments from the Board.
- B. Operation Chief's Report – Chief Brandhuber presented the operations report to the Governing Board. He wanted to state that there was an investigation on a complaint from a resident and that it has been completed. He wanted to publicly say that he is extremely proud of the crews and the customer service they provide. Chief Hurguy presented an update of the EMS Division. Chief Brandhuber announced that Chief Seeley is now in training. Chief Seeley thanked the chiefs for their support in his new role as the Training Battalion Chief. Chief Cesarek stated that he had the opportunity to attend the NFFFA benefit and training. He continued that he had received some great insight on some situational awareness training he would like to implement. He provided the Board with an update on the health and safety section.
- C. Administrative Services Chief's Report – Chief Abel presented the administrative services report to the Governing Board. He explained that we have brought in two more solar companies to evaluate the solar options; he is hoping to bring some proposals to the July Board Meeting.



H. EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03.A(1) THE GOLDER RANCH FIRE DISTRICT GOVERNING BOARD MAY GO INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSION AND REVIEW OF THE FIRE CHIEF'S ANNUAL REVIEW AND EMPLOYMENT CONTRACT

MOTION by Clerk Dahl to enter into Executive Session pursuant to A.R. S. §38-431.03.A(1) for the purpose of discussion and review the Fire Chief's annual review and employment contract at 9:49 a.m.

MOTION SECONDED by Vice-Chair Brady

MOTION CARRIED 5/0

Board Chairperson Cox Golder stated that the Attorney Donna Aversa, HR Manager Lovemore, and Board Services Manager Painter would be in attendance in the Executive Session. Chief Karrer would be brought into Executive Session after the Board had some time to discuss the evaluation.

I. DISCUSSION AND POSSIBLE ACTION REGARDING THE FIRE CHIEF'S ANNUAL REVIEW AND EMPLOYMENT CONTRACT

The Board reconvened into Regular Session at 10:44 a.m.

Chairperson Cox Golder complimented Chief Karrer on his performance and expressed sincere gratitude on behalf of the entire Governing Board for his service.

MOTION by Board Member Hudgins to renew the Fire Chief's current employment contract for five years with the compensation and benefits as status quo

MOTION SECONDED by Board Member Clark

MOTION CARRIED 5/0

9. **FUTURE AGENDA ITEMS**

This provides an opportunity for the Board to direct staff to include items on future agendas for further consideration and decision at a later date or to further study the matter.

- July 12, 2016 – Regular Session has been changed to July 19, 2016
- Recognize Vito Pannello from SaddleBrooke Patrol on his retirement

10. **CALL TO THE PUBLIC**

No public issues were presented.

11. **ADJOURNMENT**

MOTION by Vice Chair Brady to adjourn the meeting at 10:52 a.m.

MOTION SECONDED by Board Member Hudgins

MOTION CARRIED 5/0



David Dahl, Clerk of the Governing Board

Golder Ranch Fire District

b/p

