

**GOLDER RANCH FIRE DISTRICT
GOVERNING BOARD MEETING
PUBLIC NOTICE AND AGENDA
REGULAR SESSION MINUTES
Tuesday, February 21, 2023 9:00 a.m.
3885 East Golder Ranch Drive, Tucson, Arizona**

1. CALL TO ORDER/ROLL CALL

Chairperson Vicki Cox-Golder called the meeting to order on January 17, 2023 at 9:00 a.m.

Members Present: Chairperson Vicki Cox-Golder, Board Clerk Vette, Board Member Steve Brady, and Board Member Sandi Outlaw

Staff Present: Fire Chief Karrer, Assistant Chief Abel, Assistant Chief Brandhuber, Assistant Chief Robb, Deputy Chief Cesarek, Deputy Chief Pearce, Division Chief Perry (via Zoom), Director Christian, Director Rascon, Attorney Aversa, Local 3832 President Jones, and Board Services Supervisor Ortiz

2. SALUTE AND PLEDGE OF ALLEGIANCE

All in attendance recited the Pledge of Allegiance.

3. FIRE BOARD REPORTS

MOMENT OF SILENCE FOR GRFD GOVERNING BOARD MEMBER VICE-CHAIRMAN RICHARD HUDGINS

Chief Karrer recognized recently passed Vice Chairman Richard Hudgins. Mr. Hudgins was a Board Member for Golder Ranch Fire District for ten years, he was an advocate of the employees and supporter of the District. He served in the military, including time in the Pentagon. He spent much of his career in business and was a successful businessman. He did a lot for the organization and a lot for the community. There has been an overwhelming outreach from the community and he will be missed immensely.

A moment of silence was taken for GRFD Governing Board Member Vice-Chairman Richard Hudgins.

4. CALL TO THE PUBLIC

There were no public issues presented at this time.

5. PRESENTATIONS



A. PRESENTATION OF PERSONNEL

- RETIREMENTS

PARAMEDIC SHERI WENZEL
DEPUTY FIRE MARSHAL STEVE HORBARENKO

Sheri Wenzel was presented a plaque, Chief's challenge coin, and flags that had been flown in her honor to recognize her five years of service with GRFD and congratulate her on her retirement.

Steve Horbarenko, Deputy Fire Marshal, was unable to attend the meeting. The Planning Division will make arrangements to present him with his plaque and flags.

6. CONSENT AGENDA

- A. APPROVE MINUTES – JANUARY 17, 2023 REGULAR SESSION
- B. APPROVE MINUTES – JANUARY 17, 2023 EXECUTIVE SESSION
- C. APPROVE MINUTES- JANUARY 19, 2023 SPECIAL SESSION
- D. APPROVE MINUTES- JANUARY 19, 2023 EXECUTIVE SESSION
- E. APPROVE MINUTES- JANUARY 25, 2023 SPECIAL SESSION
- F. APPROVE MINUTES- JANUARY 25, 2023 EXECUTIVE SESSION
- G. APPROVE MINUTES – FEBRUARY 2, 2023 SPECIAL SESSION
- H. APPROVE MINUTES- FEBRUARY 2, 2023 EXECUTIVE SESSION
- I. APPROVE AND ADOPT THE FOLLOWING UPDATED POLICIES: 100 FIRE SERVICE AUTHORITY, 205 ELECTRONIC MAIL, 300 INCIDENT MANAGEMENT, 306 STANDARDS OF COVER AND RESPONSE TIME STANDARD ANALYSIS, 709 PHOTOGRAPHY AND ELECTRONIC IMAGING, 800 RECORDS MANAGEMENT, 801 RELEASE OF RECORDS, 910 HEALTH AND SAFETY OFFICER, 1016 ON-DUTY VOTING IN STATEWIDE ELECTIONS, 1034 RETURN TO WORK

MOTION by Board Member Brady to approve the February 21, 2023 Consent Agenda
MOTION SECONDED by Board Clerk Vette
MOTION CARRIED 4/0

7. REPORTS AND CORRESPONDENCE



- A. FIRE CHIEF'S REPORT – Chief Karrer presented the Fire Chief's report to the Governing Board. He added that he is instructing a class at the Chief Executive Officer Program (CEOP) in Phoenix.

Chairperson Cox Golder asked Chief how many people were hired in the lateral recruitment.

Chief Karrer replied there were 22 hired and the class is down to 21. He said the lateral process was a topic of conversation at the CEOP class. GRFD is the first in southern Arizona to do this. It is an interesting time because recruitment and retention are difficult. Everyone is experiencing this same issue and do not know why.

Board Member Brady commented that he was proud of the staff because almost half of the lateral recruitment class are paramedics. It saves an expense to the community.

Chairperson Cox Golder congratulated Board Services Supervisor Ortiz on her recent promotion.

- LEADERSHIP TEAM REPORT – President Jones reported that the Union recently sent employees to IAFF Affiliate Leadership Training (ALTS) training in Las Vegas. The training included health and safety, best practices and retirement planning that the attendees will share with others. He reminded the Board of the annual archery fundraiser on March 4th. He invited everyone to attend the event where there will be food and live music.

- B. PLANNING ASSISTANT CHIEF'S REPORT – Chief Abel presented the Planning Assistant Chief's report to the Governing Board. He added that Fire Marshal Akins is attending the Chief Executive Officer Program. Chief Abel asked DC Cesarek to give an update on the Hanley building. Chief Cesarek reported that his division is waiting for approvals from the Town of Oro Valley. He is happy to walk anyone through the site. He announced that Lead Fleet Maintenance Technician Lee Barbeau recently retired. He will be recognized at the next board meeting. Charley Raney was recently promoted to the Lead Fleet Maintenance Technician.

Board Clerk Vette noticed a decrease in code compliance inspections. He asked why that was.

DC Cesarek said there are two new apprentices. They are paired with senior inspectors to learn the job. This causes a decrease in inspections. In addition, FLS changed the way inspections are counted to help with reporting in the future.

- C. ESSENTIAL SERVICES ASSISTANT CHIEF'S REPORT – Chief Brandhuber presented the Essential Services Assistant Chief's report to the Governing Board. He thanked everyone who is helping with the accreditation.



- D. EMERGENCY RESPONSE/PROFESSIONAL DEVELOPMENT ASSISTANT CHIEF'S REPORT- Chief Robb presented the Emergency Response/Professional Development report to the Governing Board. He recognized the Professional Development division for their work with the lateral recruits.

8. REGULAR BUSINESS

- A. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE 2023 ANNUAL ADJUSTMENT TO THE 2021-2024 STRATEGIC PLAN

DV Chief Perry explained that part of accreditation is reviewing organizational documents and making sure they are moving the organization forward consistently. One of the documents that was reviewed was the district strategic plan, to ensure it addressed the current strategic issues faced in the District. Many of the goals were met in the previous plan, so, additional goals and priorities were added to move the District forward. What is presented to the Board are the additional goals that springboard from the previous strategic plan and move the District forward for at least another year to two years.

Chief Karrer commented that DV Chief Perry did an exceptional job along with all the managers, directors and team players that contributed to the document. He thought it was very well done.

MOTION by Board Clerk Vette to adopt and replace the goals and objectives of the 2021-2024 Strategic Plan with those of the 2023 Strategic Plan Adjustment.

MOTION SECONDED by Board Member Brady

MOTION CARRIED 4/0

- B. REVIEW, DISCUSSION AND/OR POSSIBLE ACTION REGARDING THE AUTHORIZATION OF STAFF TO PROCEED WITH THE CONSTRUCTION OF FIRE STATION 378 IN THE SADDLEBROOKE RANCH COMMUNITY AND SET AN AMOUNT NOT TO EXCEED

DC Cesarek working with WSM Architects and Lloyd Construction to move forward with the construction of Station 378. The plans are almost complete. He has been working with the construction company to get an estimate for the construction cost of the station. They estimate the cost of construction to be approximately \$6.5 million which is about \$540/sq. ft. DC Cesarek is anticipating \$640,000.00 in pre-construction services. The total is near \$7.185 with an additional \$118,000 in contingency funds and 5% design fees. The next steps would be to work with the contractors. He is anticipating it will be a twelve-month build time. Upon the Board's approval, he will begin purchasing items that have a long lead time, work on the plans and begin the three bid system.



Board Member Brady expressed that he was uncomfortable with the figures. He believed the Board approved \$5 million originally for the station.

DC Cesarek replied that Board Member Brady's comment was a valued statement. They will work diligently to stay within the budget of the \$6.7 current bond funding and find savings where they can.

Board Member Brady stated the District has an obligation to the taxpayers.

Chairperson Cox Golder asked where the additional funds will come from.

DC Cesarek answered the additional costs will come from other areas in the bond allocated to the station.

Board Clerk Vette asked Director Christian if he was good with this.

Director Christian responded he has worked closely with Chief Abel on this. They have had to come to terms with the cost estimates that were budgeted initially and reconciling it with what the vendors are charging now. Everything they are doing today is a matter of reality today as opposed to the reality of three years ago with the bond initiative.

Chief Karrer added that they are saving money by using the plans of an existing District station.

Chief Abel commented that this is a beautiful station and unfortunately, the costs are where they are at. He has spoken to other Chiefs across the state and unfortunately, this is the cost of a new station and actually this is a bargain if it can be called that. He has worked with Chief Cesarek on the figures, he is comfortable with the amount and believe this is a conservative number. This is a turn-key cost. There are a couple of other potential revenue sources, which could help reduce the cost. He will still work hard to bring the number down. His goal is not to spend the full amount but to bring it down as much as he can.

MOTION by Board Clerk Vette to authorize staff to proceed with the value engineering and construction process of Fire Station 378 in the SaddleBrooke Ranch Community for a cost not to exceed \$7,300,000.00.

MOTION SECONDED by Board Member Outlaw

MOTION CARRIED 4/0

- C. DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF RESOLUTION 2023-0002 TO DECLARE DISTRICT ITEMS AS SURPLUS AND DIRECTION TO STAFF TO ADD DECLARED SURPLUS ITEMS TO A PUBLIC AUCTION SITE OR SELL TO A NEIGHBORING OR MUTUAL AID FIRE DISTRICT/DEPARTMENT



DC Cesarek said he is seeking approval to declare two vehicles as surplus: One is a 1998 Pearce Engine that has 187,000 miles, which is outside of the District's 15 year 150,000 mile mark for the vehicle replacement process. Three Points Fire District (TPFD) has submitted a letter showing interest to purchase the engine. The second is 2010 ambulance with 160,000 miles on it. The ambulance would go to surplus, there is currently no interested buyer.

Board Member Brady asked if \$1,000.00 more could be requested for the engine.

Chief Abel responded that the number TPFD submitted the highest figure they could afford. If the engine was placed on the market, he did not believe the District could obtain more for it. It is a twenty-five year old engine, that has met and about to exceed the NFPA (National Fire Protection Agency) standards. Which is why the District is selling it. When the District declares items as surplus, leadership's goal is to assist the smaller districts. Chief Abel thinks it is a full and reasonable price.

Board Member Brady agreed that the District should help the smaller districts. He clarified that he wanted to ask the question.

MOTION by Board Clerk Vette to approve Resolution 2023-0002 declaring the two vehicles presented as surplus to the needs of the District and direction for staff to place the items on the public auction site or sell to a neighboring or mutual aid fire district.

MOTION SECONDED by Board Member Brady

MOTION CARRIED 4/0

D. REVIEW, DISCUSSION AND/OR POSSIBLE ACTION TO APPROVE FIRE CHIEF EMPLOYMENT CONTRACT FOR TOM BRANDHUBER

Attorney Aversa commented that the Board began the process last October. The Board selected Tom Brandhuber as the successor Fire Chief. At the direction of the Board, she drafted a contract for their consideration. The contract was provided in the Board packet and is the same format the District has used for decades. There is nothing new on how the contract is presented. The contract has been reviewed by HR Director Delong and Chief Brandhuber.

MOTION by Board Clerk Vette to approve the GRFD Fire Chief employment contract for Tom Brandhuber as presented.

MOTION SECONDED by Board Member Outlaw

MOTION CARRIED 4/0

E. DISCUSSION AND POSSIBLE ACTION REGARDING THE GOLDR RANCH FIRE DISTRICT RECONCILIATION AND MONTHLY FINANCIAL REPORT

Director Christian presented the GRFD reconciliation and monthly financial report.



Chief Brandhuber thanked Supervisor Massie for her work in the Billing Department.

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

MOTION SECONDED by Board Member Brady

MOTION CARRIED 4/0

9. FUTURE AGENDA ITEMS

- Regularly scheduled meeting – April 18, 2023

Chief Karrer stated there will be a meeting held in the near future to select a replacement for GRFD Governing Board Member Vice-Chairperson Richard Hudgins.

Chief Brandhuber added that they will also begin scheduling budget study sessions.

Board Clerk Vette had a few questions for staff that were answered.

10. CALL TO THE PUBLIC

There were no public issues presented at this time.

11. ADJOURNMENT

MOTION by Board Member Brady to adjourn the meeting at 10:15 a.m.

MOTION SECONDED by Board Member Outlaw

MOTION CARRIED 4/0



Wally Vette, Clerk of the Board
Golder Ranch Fire District

