

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

Tuesday, May 21, 2024, 9:00 a.m.

1600 East Hanley Boulevard, Oro Valley, Arizona 85737

1. CALL TO ORDER/ROLL CALL

Chairperson Vicki Cox Golder called the meeting to order on April 16, 2024, at 9:00 a.m.

Members Present: Chairperson Vicki Cox Golder, Vice-Chairperson Wally Vette, Board Member Steve Brady, and Board Member Tom Shellenberger

Board Clerk Outlaw joined the meeting at 9:47 a.m.

Staff Present: Fire Chief Brandhuber, Assistant Chief Cesarek, Assistant Chief Grissom, Assistant Chief Perry, Deputy Chief Jarrold, Deputy Chief Wilson, Deputy Chief Hilderbrand, Deputy Chief Fire Marshall Akins, Local 3832 President Jones, Human Resources Director Delong, Finance Director Christian, Information Technology Director Rascon, Division Chief Price, Community Relations Supervisor Camarillo, District Attorney Aversa (attended remotely), and Board Services Supervisor Ortiz

2. SALUTE AND PLEDGE OF ALLEGIANCE

All in attendance recited the Pledge of Allegiance.

3. FIRE BOARD REPORTS

4. CALL TO THE PUBLIC

There were no public issues presented.

5. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

• **YEARS OF SERVICE**

○ **ASSISTANT CHIEF CHRIS GRISSOM- 20 YEARS**

Chief Brandhuber recognized Assistant Chief Grissom for his twenty years of service with GRFD. Assistant Chief Grissom was presented with a plaque and a twenty-year pin.

○ **ENGINEER ROB MORSE- 20 YEARS**

Captain Dean Stevens recognized Engineer Rob Morse for his twenty years of service with GRFD. Engineer Morse was presented with a plaque and a twenty-year pin.



- DEPUTY CHIEF MARK WILSON- 20 YEARS
- Assistant Chief Grissom recognized Deputy Chief Mark Wilson for his twenty years of service with GRFD. Deputy Chief Wilson was presented with a plaque and a twenty-year pin.

At 9:13 a.m. the Governing Board took a brief recess. The meeting was reconvened at 9:15 a.m.

6. CONSENT AGENDA

- A. APPROVE MINUTES- APRIL 16, 2024, REGULAR SESSION
- B. APPROVE MINUTES- APRIL 16, 2024, EXECUTIVE SESSION
- C. APPROVE AND ADOPT THE EXTENSION OF AN AGREEMENT FOR EMERGENCY CARDIOVASCULAR CARE TRAINING BETWEEN GOLDER RANCH FIRE DISTRICT AND PIMA COUNTY JOINT TECHNICAL EDUCATION DISTRICT (JTED)
- D. APPROVE AND ADOPT THE INTERGOVERNMENTAL AGREEMENT BETWEEN GOLDER RANCH FIRE DISTRICT AND NORTHWEST FIRE DISTRICT FOR DISPATCH SERVICES

MOTION by Board Member Brady to approve the May 21, 2024, Consent Agenda.

MOTION SECONDED by Vice Chairperson Vette

MOTION CARRIED 4/0

7. REPORTS AND CORRESPONDENCE

- A. FIRE CHIEF'S REPORT – – Chief Brandhuber presented the Fire Chief's report to the Governing Board. Chief Brandhuber stated Division Chief Charnoki is well. He thanked Northwest Fire District station 338 for their assistance. He also thanked Dr. Rice, Banner staff and the Golder Ranch Fire District family for all of their support during this difficult time. Chief Brandhuber reported Board Clerk Outlaw would not be able to attend the meeting. She asked for the vote on the budget be tabled until she could attend a meeting. Chief Brandhuber said the Board would need to decide what they would like to do. Chairperson Cox Golder said the Board would move to approve the budget at the meeting.

Union President Jones next month will be the annual Professional Firefighters Association (PFFA) meeting.

Chairperson Cox Golder stated she noticed a report that listed a significant amount of falls. She asked if the district offered any prevention programs for this issue.



Before Assistant Chief Perry responded, Chief Brandhuber noted that is one reason why crews respond to calls to change light bulbs and smoke detectors, to prevent falls.

Assistant Chief Perry responded Chief Hilderbrand is working on programs to address falls.

- B. COMMUNITY RISK REDUCTION DIVISION'S REPORT – Assistant Chief Perry presented the Community Risk Reduction Division's report to the Governing Board. Assistant Chief Perry reported employees began the strategic planning process this week. The session asked for input regarding the mission, vision, values and identity.
- C. SUPPORT SERVICES DIVISION'S REPORT - Assistant Chief Cesarek presented the Support Services' report to the Governing Board. Assistant Chief Cesarek informed the Governing Board he and Community and Media Relations Supervisor Camarillo held a public forum at SaddleBrooke Ranch to prepare the community for the construction of the new station. June 4th there will be a small groundbreaking ceremony.

Chairperson Cox Golder asked if all of the permits needed were obtained.

Assistant Chief Cesarek responded that he knows of, yes.

Vice Chairperson Vette asked about Rosenbauer Construction.

Assistant Chief Cesarek responded that he and his staff are considering other options to obtain new engines, this is a company that could be another possible option.

- D. EMERGENCY MEDICAL SERVICES & FIRE RESPONSE DIVISION'S REPORT-Assistant Chief Grissom presented the EMS & Fire Response and Professional Development report to the Governing Board. He said two personnel, Paramedic Haines and Paramedic Sparkman completed the paramedic class. Assistant Chief Grissom said it is week four of the academy. Wildland season is now upon us and crews have been called to wildfires.

8. REGULAR BUSINESS

- A. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF THE PROPOSED TENTATIVE BUDGET FOR THE GOLDER RANCH FIRE DISTRICT FOR FISCAL YEARS 2024/2025 AND 2025/2026

Board Clerk Outlaw joined the meeting at 9:47 a.m.

Chief Brandhuber said he knows there was a concern salaries and wages could potentially be behind when the next salary survey is done if something is not done



to grades and steps. He thought about that and discussed it with Finance Director Christian, HR Director Delong and command staff. After reviewing the unencumbered fund, he thought it would be more prudent to address the salary step and grade now so in two years it would not be a significant difference. In the memorandum of understanding (MOU) with the Union the agreement states the district would remain at 95% to 100% of average salaries. The district has been consistently at the lower end at 95%. The concern is the gap will grow in the next two year. His request is to do a 1.5% increase to grades and steps using the money from the unencumbered reserve fund so this would not affect the mil rate that was proposed. He understands that the district wants to remain fiscally responsible. He believes the district has exceptional people that do exceptional things. If the district has the ability and capacity to take care of the people he would propose to do that. He believes it is the right thing to do. So, he requests a 1.5% increase to the grade and step.

Vice Chairperson Vette agreed the people need to be taken care of. They are the backbone of the organization. He asked HR Director Delong if the district's benefits matched those in the comparison group.

HR Director Delong responded the district does have a strong benefits package and it is competitive with its peers and mutual aid partners. However, as Chief Brandhuber alluded to the district is at the 95% percentile. The recommendation from Igor, HR Knows, was to raise the entire pay structure 2.6% to keep up with market. If nothing is done right now, the district risks being further behind in two years. So, it is believed this is the financially responsible request.

Vice Chairperson Vette asked if the adjustment is done, where would that place the district in the market, at what range?

Chief Brandhuber said, speaking in generalities, it would probably bring the district up to the 96 percentile.

Vice Chairperson Vette said if the district goes up 1.5% it only takes the district to 96.5, he recommended trying to reach the 97.5 percentile. He said he knows the district has great benefits, but this helps get salaries off the bottom.

Board Member Shellenberger agreed, he thought it would be good to do this rather than trying to play catch up all the time and get the district ahead of the game.

Mr. Mayes asked if the percentile could be explained.



HR Director Delong replied the Union gives the district a list of organizations they would like wages to be compared to. There are three points that are reviewed: the low point that is paid for a job, the mid-point and the high point. The percentile is 95%-100% of each of these points.

Board Member Vette directed staff to research the cost of increasing to 98%.

Chief Brandhuber asked for a break to calculate the numbers with the help of Finance Director Christian and HR Director Delong.

President Jones thanked the Board for the consideration. The Union does not want to increase the mil rate, so he agrees to use it from other funds, such as the rainy day fund. When percentage are discussed, that is just the average, so if the district was at for example 100%, it is 100% of the average, so the district is not leading the market, it is just the average.

Chairperson Cox Golder said she does not want to increase the mil rate either, so they want to be careful about that.

At 9:57 a.m. the Governing Board took a brief recess. The meeting was reconvened at 10:03 a.m.

MOTION by Vice Chairperson Vette to approve the fiscal year 2025 (as well as 2026) tentative budget as presented with both revenues and costs of \$52,557,067 and with a recommended O&M mil rate of \$2.54 and a recommended debt service mil rate of \$0.12.

MOTION SECONDED by Board Member Shellenberger

MOTION CARRIED 5/0

- B. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF A PUBLIC HEARING DATE FOR THE FORMAL ADOPTION OF THE GOLDER RANCH FIRE DISTRICT BUDGET FOR FISCAL YEARS 2024/2025 AND 2025/2026

MOTION by Vice Chairperson Vette to schedule a public hearing date for the formal adoption of the Fiscal Years 2025 – 2026 budgets on June 18, 2024, at 9:00 a.m. in the Golder Ranch Fire District Fire Headquarters building at 1600 E. Hanley Boulevard Oro Valley, AZ 85737.

SECONDED by Board Member Shellenberger

MOTION CARRIED 5/0

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



Item 8C was moved to be the first regular business item addressed by the Board.

Finance Director Christian presented the Golder Ranch Fire District reconciliation and monthly financial report. Director Christian reported revenues were short 16% for April due to a few items: grant revenues projected to be received in April were received in March, wildland revenues have not yet been received, and lastly, ambulance revenue was short by a small amount. More cash was consumed than projected however, year-to-date the district is 5% favorable in revenues. The district was only 1% short in property tax revenue but brought in a substantial amount more than anticipated in interest revenue. Labor expenses had a 0% variance, it was well within the targeted amount. For the year, \$5 million has been added to the fund balance.

Chairperson Cox Golder asked who oversaw grants.

Director Christian said several people are assigned to grants. He oversees the American Rescue Plan Act (ARPA) grant which was federal money the district was reimbursed for. Chief Pearce wrote the Staffing for Adequate Fire and Emergency Response (SAFER) grant. Director Christian said it has been a good year for grants, \$2.7 million is substantial. For ambulance billing, an average of 19.5 transports are done per day. Six thousand transports have been done so far, 7,000 have been projected for the year. Eight fires have been invoiced to the State for wildland fires.

MOTION by Vice-Chairperson Vette to approve and accept the Golder Ranch Fire District reconciliation and monthly financial report as presented.

MOTION SECONDED by Board Member Shellenberger

MOTION CARRIED 4/0

A brief recess was taken at 9:42 a.m. The meeting resumed at 9:47 a.m.

9. FUTURE AGENDA ITEMS

The next regularly scheduled meeting will be June 18, 2024.

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 10:05 a.m.

MOTION SECONDED by Vice Chairperson Vette

MOTION CARRIED 5/0





Sandra Outlaw, Clerk of the Board
Golder Ranch Fire District
SO

