

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

**Tuesday, March 18, 2025, 9:00 a.m.  
1600 East Hanley Boulevard, Oro Valley, Arizona 85737**

**1. CALL TO ORDER/ROLL CALL**

Chairperson Cox Golder called the meeting to order on March 18, 2025, at 9:00 a.m.

Members Present: Chairperson Vicki Cox Golder, Vice-Chairperson Wally Vette, Board Clerk Sandra Outlaw, and Board Member Tom Shellenberger

Members Absent: Board Member Steve Brady (Excused)

Staff Present: Assistant Chief Grissom, Assistant Chief Perry, Assistant Chief Cesarek, Deputy Chief Rutherford, Deputy Chief Hilderbrand, Deputy Chief Wilson, Fire Marshal Akins, Finance Director Christian, IT Director Rascon, HR Director Delong, Battalion Chief Goodrich, Professional Development Division Chief Leslie, Captain Lundeberg, Captain Burgle, and Board Services Supervisor Ortiz

**2. SALUTE AND PLEDGE OF ALLEGIANCE**

Those in attendance said the pledge of allegiance.

**3. FIRE BOARD REPORTS**

Vice Chairperson Vette said he attended the Jose Samaniego Archery event. He said a good job was done by all.

Board Member Shellenberger said Assistant Chief Perry and Battalion Chief Spanarella looked at the possibility of exposure to wildfire in the SaddleBrooke area. This was done for SaddleBrooke residents who have shared that their homeowner's insurance policies were being canceled by the insurance companies due to claims of wildfire exposure. GRFD personnel will be doing a presentation Monday, March 24<sup>th</sup> at 9 a.m. regarding wildfires and will address any concerns raised by residents. It will take place at the SaddleBrooke Desert View theater.

Board Clerk Outlaw thanked Fire Marshal Akins and Captain Port for their presentation to Oro Valley residents at the Town of Oro Valley Council Chambers. Oro Valley Police Departments also attended. She said partnerships such as these are invaluable. She was so very proud of everyone.



Chairperson Cox Golder thanked Captain Port for taking the time to inspect her property for wildfire exposure. She was concerned because of the rural area she lives in.

#### **4. CALL TO THE PUBLIC**

There were no public issues presented at this time.

#### **5. PRESENTATIONS**

##### **A. PRESENTATION OF PERSONNEL**

- **PROMOTIONS**
  - CODY AYON, PARAMEDIC
  - CASAUNDRRA ORTIZ, PARAMEDIC
  - GRACYN WAGNER, PARAMEDIC
  
- **YEARS OF SERVICE**
  - ARTAN BELA, APPLICATIONS ADMINISTRATOR- 5 YEARS

Captain Lundeberg presented Cody Ayon for his promotion to paramedic.

Captain Burgle presented Casaundra Ortiz for her promotion to paramedic.

BC Goodrich presented Gracyn Wagner for her promotion to paramedic.

IT Director Rascon presented Artan Bela for his five years with GRFD.

The Governing Board took a brief recess at 9:17 a.m.

The Governing Board reconvened at 9:23 a.m.

#### **6. CONSENT AGENDA**

- A. APPROVE MINUTES- FEBRUARY 18, 2025, REGULAR SESSION
  
- B. APPROVE AND ADOPT THE ARIZONA DEPARTMENT OF FORESTRY AND FIRE MANAGEMENT COOPERATIVE AGREEMENT
  
- C. APPROVE AND ADOPT RESOLUTION 2025-0001 TO DECLARE DISTRICT ITEMS AS SURPLUS AND DIRECT STAFF TO ADD DECLARED SUPRLUS ITEMS TO A PUBLIC AUCTION SITE OR SELL TO A NEIGHBORING OR MUTUAL AID FIRE DISTRICT/DEPARTMENT
  
- D. APPROVE AND ADOPT THE LIFEWORK EDUCATION, INC. VEHICULAR FIELD TRAINING AGREEMENT



**MOTION** by Board Member Shellenberger to approve the March 18, 2025, Consent Agenda.

**MOTION SECONDED** by Vice Chairperson Vette

**MOTION CARRIED** 5/0

## **7. REPORTS AND CORRESPONDENCE**

- A. **FIRE CHIEF'S REPORT** – Chief Brandhuber presented the Fire Chief's report to the Governing Board. He thanked the Governing Board for allowing staff to do the public recognitions for personnel, it means a lot to staff. He also thanked Community Risk Reduction, Fire Prevention, the Wildland Team, and Operations. These groups have been providing presentations to meet the needs of GRFD residents. He thanked them for going the extra mile for the residents. Chief Brandhuber mentioned the Board needed to decide on a date for the upcoming budget study session. The Board selected April 23<sup>rd</sup> at 9 a.m. as the date and time for the study session.

Chairperson Cox Golder said she noticed in the Board Services board report the division responded to 100% of the records requests as statutorily required. She asked what the requirement was.

Board Services Supervisor Ortiz responded the statute was somewhat vague and requires requests be responded to in a prompt manner. If the department took a long time to respond to a simple request the District could be sued. So, Board Services attempts to respond promptly to all requests.

Chairperson Cox Golder asked what personnel action forms (PAFs) and qualifying events in the HR board report mean.

HR Director Delong explained any time there is a personnel action, it could be a promotion, pay changes, schedule changes, anything that affects a person or creates changes, has to be documented. HR documents the change on a personnel action form, then it is processed through Finance. She continued to explain any time a person goes through a qualifying event that would change their benefits such as marriage or birth of a child, this would change their benefits. HR enters this in Paycom, the software then notifies the vendors, so they can make the changes accordingly.

- B. **COMMUNITY RISK REDUCTION DIVISION'S REPORT** Assistant Chief Perry presented Community Risk Reduction division's report to the Governing Board. Assistant Chief Perry thanked Finance Director Christian and the Finance team for taking the time to convert the conventional budgeting method to the performance based budget and all that it entailed. Assistant Chief Perry thanked personnel for all of their work providing wildland presentations. Because of the recent concerns about wildland fires, there was been a considerable increase in wildland presentations. He thanked his team, Community Education, Engagement and Risk Reduction and the Fire



Prevention teams and he also thanked the wildland division. Their leadership went above and beyond, on and off duty, to do these presentations. He thanked them for all their hard work.

Chairperson Cox Golder asked how many people there are on the wildland team.

Assistant Chief Perry responded there are 40 people on the team.

Chairperson Cox Golder noticed Assistant Chief Perry mentioned a contract with a company to create a new website. She asked when the new website would go live.

Assistant Chief Perry replied there is not a set schedule, but he believes it should be done sometime this summer.

Chairperson Cox Golder recognized Deputy Chief Hilderbrand and his team for the work they have been doing on presentations.

- C. SUPPORT SERVICES DIVISION'S REPORT- Assistant Chief Cesarek presented the Support Services' division report to the Governing Board. He met with the Enterprise Leasing representatives, and they set out a plan for the older non-response vehicles in the district's fleet. He was pleased with the plan they presented. He said things are moving along well for Station 378. Most board members have visited or driven by the project. He has received a lot of positive comments about the facility.

Chairperson Cox Golder asked if a completion date had been set.

Assistant Chief Cesarek responded, a completion date has not yet been set due to things out of the district's control.

Board Clerk Outlaw asked IT if the Verizon Connectivity issues, mentioned in their report, had been addressed.

Technology Director Rascon reassured the Board it was a minor temporary issue that was addressed over the weekend.

- D. EMERGENCY MEDICAL SERVICES & FIRE RESPONSE DIVISION'S REPORT - Assistant Chief Grissom presented the EMS & Fire Response division's report. He said Operations has been extremely busy, especially the Professional Development Team, led by Division Chief Leslie. They facilitated the Driver Operator class, they will be conducting a driver-operator class, a future engineer and captains testing as well as live fire training for all crews. He thanked DV Leslie and his team for their hard work.

Chairperson Cox Golder acknowledged the metrics the EMS Division listed in their report and would like to gather in the next year. She thought they were great metrics to seek. She commented that it seemed like it will be a lot of work.



Assistant Chief Grissom agreed it will be a lot of work but he thought under the leadership of Deputy Chief Wilson that it will be a good outcome.

## **8. REGULAR BUSINESS**

### **A. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF A CONTRACT WITH MIDWEST FIRE EQUIPMENT AND REPAIR COMPANY FOR THE PURCHASE OF A 2000 GALLON WATER TENDER**

Assistant Chief Cesarek explained he is requesting the Board's approval to purchase a 2000 gallon water tender. In the past the Board has discussed purchasing apparatus and the lead times (time to build the apparatus). This unit is available to the district, it will have a short lead time because it is already in production. It meets the district's need for a water tender, it is the right time and price. The request of the board is to approve the initial down payment. An additional amount would be requested for next fiscal year's budget.

Chairperson Cox Golder asked how many water tenders the district has.

Assistant Chief Cesarek said the district has five, two of which are older models. One has met the 25 year mark, which the NFPA recommends not exceeding. This will be the immediate replacement.

Board Member Brady asked if there is a specific station the new tender will be placed.

Assistant Chief Cesarek responded that at this point in time it has not been decided.

**MOTION** by Vice Chairperson Vette to approve the contract with Midwest Fire Equipment and Repair Company for the purchase of a 2000-gallon water tender in the amount of \$398,024, and direct staff to complete the initial down payment of \$101,380.

**MOTION SECONDED** by Board Member Shellenberger

**MOTION CARRIED** 5/0

### **B. DISCUSSION AND POSSIBLE ACTION REGARDING THE RENEWAL OF THE STRYKER CONTRACT FOR EQUIPMENT PROCUREMENT**

Assistant Chief Grissom said he is presenting to the Board the renewal of the Stryker contract.

Board Member Brady asked if the Board voted on the Stryker contract last year.

Assistant Chief Grissom responded yes, the Board did vote on the Stryker contract last year.



**MOTION** by Board Member Shellenberger to approve and adopt the renewal of the agreement between Golder Ranch Fire District and Styker Sales, LLC for the procurement of emergency medical equipment under the existing terms and conditions outlined in Agreement No. 2210240636.

**MOTION SECONDED** by Vice Chairperson Vette

**MOTION CARRIED 5/0**

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

Finance Director Christian presented a summary of the financial reports to the Governing Board. He reported the District was favorable in almost every category including labor, where there is had a variance of 1%. He missed the mark on revenue, specifically property tax revenue. It was not received as he had anticipated. He expects the March report to reflect an evening out of the property tax revenue line. The District is 5% favorable year-to-date on revenue. It has a 0% variance on property tax revenue which is the District's largest revenue line item. Overall, the District is 5% favorable for total revenue. The District added 1.2 million to its fund balance year to date. Year-to-date the District is favorable which is a good reflection of the District's overall financial health. Director Christian gave a brief overview of the Pinal County and Pima County General Funds at the Treasurer's Offices. The District has a total of almost 30 million in all accounts. Ambulance revenue had a slower month. There were a total of 572 transports in February. It was a drop from January which had 695 transports, the busiest month in the District's history. There is an 85% collection rate and ambulance billing overall is 10% favorable for the year. Wildland has responded to three fires in 2025. All three have been invoiced for a total of \$152,223.

Board Member Shellenberger asked Director Christian how many other agencies are doing the performance-based budget.

Director Christian responded he was aware that Prescott fire is operating a performance-based budget. He said he spoke to others in the professional finance group, and he would estimate about 20% of municipalities have gone to a performance based budget.

**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 5/0**

9. FUTURE AGENDA ITEMS

The next regularly scheduled meeting will be April 15, 2025.



**10. CALL TO THE PUBLIC**

There were no public issues presented at this time.

**11. ADJOURNMENT**

**MOTION** by Chairperson Cox Golder to adjourn the meeting at 9:51 a.m.

**MOTION SECONDED** by Board Member Brady

**MOTION CARRIED** 5/0



Sandra Outlaw, Clerk of the Board

