

**GOLDER RANCH FIRE DISTRICT
GOVERNING BOARD MEETING
PUBLIC NOTICE AND AGENDA
Tuesday, May 20, 2025, 9:00 a.m.
1600 East Hanley Boulevard, Oro Valley, Arizona 85737**

*Pursuant to ARS § 38-431.02, ARS § 38-431.03 and ARS § 38-431.05, the Golder Ranch Fire District Governing Board will meet in Regular Session that begins at approximately **9:00 a.m. on Tuesday, May 20, 2025**. The meeting will be held in the Fire District Headquarters Board Room, which is located at **1600 East Hanley Boulevard Oro Valley, Arizona 85737**. The order of the agenda may be altered or changed by direction of the Board. The Board may vote to go into Executive Session, which is not open to the public, on any agenda item pursuant to ARS § 38-431.03(A)(3) for discussion and consultation for legal advice with the Fire District Attorney on the matter(s) as set forth in the agenda item. The following topics and any reasonable variables related thereto will be subject to discussion and possible action.*

1. CALL TO ORDER/ROLL CALL

2. SALUTE AND PLEDGE OF ALLEGIANCE

3. FIRE BOARD REPORTS

4. CALL TO THE PUBLIC

This is the time for the public to comment. Members of the Board are not permitted to discuss or take action on any items raised in the Call to the Public, which are not on the agenda due to restrictions of the Open Meeting Law; however, individual members of the Board are permitted to respond to criticism directed to them. Otherwise, the Board may direct staff to review the matter or that the matter be placed on a future agenda.

5. CONSENT AGENDA

The consent portion of the agenda is a means of expediting routine matters, such as minutes or previously discussed or budgeted items that must be acted upon by the Board. Any item may be moved to Regular Business for discussion and possible action by any member of the Board.

A. APPROVE MINUTES- APRIL 15, 2025, REGULAR SESSION

B. APPROVE MINUTES- APRIL 15, 2025, EXECUTIVE SESSION ITEM 8A

C. APPROVE MINUTES- APRIL 15, 2025, EXECUTIVE SESSION ITEM 8B

D. APPROVE MINUTES- APRIL 23, 2025, SPECIAL SESSION

E. APPROVE AND ADOPT RESOLUTION 2025-0002 TO DECLARE DISTRICT ITEMS AS SURPLUS AND DIRECT STAFF TO ADD DECLARED SURPLUS ITEMS TO A PUBLIC AUCTION SITE OR SELL TO A NEIGHBORING OR MUTUAL AID FIRE DISTRICT/DEPARTMENT



F. APPROVAL OF SETTLEMENT AGREEMENT REGARDING PIMA COUNTY SUPERIOR COURT CASE NO. C20242621

G. APPROVAL OF AGREEMENTS WITH PIMA COMMUNITY COLLEGE FOR PARAMEDIC TRAINING, COMMUNITY PARTNERSHIP PROGRAM, PARAMEDIC ACADEMY, AND VEHICULAR ROTATION

6. REPORTS AND CORRESPONDENCE

A. FIRE CHIEF'S REPORT – CHIEF BRANDHUBER

- UPDATES ON THE FOLLOWING AREAS:
 - BOARD SERVICES
 - COMMENDATIONS/THANK YOU CARDS RECEIVED
 - DISTRICT ACTIVITIES
 - HUMAN RESOURCES
 - MEETINGS, TRAININGS, AND EVENTS ATTENDED
 - PERSONNEL
 - POLITICAL & PUBLIC SAFETY INTERACTIONS/UPDATES
- LEADERSHIP TEAM REPORT – PRESIDENT JONES

B. COMMUNITY RISK REDUCTION DIVISION'S REPORT - ASSISTANT CHIEF PERRY

- UPDATES ON THE FOLLOWING AREAS:
 - COMMUNITY EDUCATION, ENGAGEMENT & RISK REDUCTION
 - FINANCE
 - FIRE PREVENTION

C. SUPPORT SERVICES DIVISION'S REPORT - ASSISTANT CHIEF CESAREK

- UPDATES ON THE FOLLOWING AREAS:
 - STRATEGIC COMMUNICATIONS
 - FACILITIES MAINTENANCE
 - FLEET
 - HEALTH & SAFETY
 - IT
 - PLANNING
 - LOGISTICS
 - SUPPLY

D. EMERGENCY MEDICAL SERVICES & FIRE RESPONSE DIVISION'S REPORT – ASSISTANT CHIEF GRISSOM

- UPDATES ON THE FOLLOWING AREAS:
 - EMERGENCY MEDICAL SERVICES/OPERATIONS
 - HONOR GUARD/PIPES AND DRUMS
 - PROFESSIONAL DEVELOPMENT
 - PROJECT MANAGEMENT
 - SPECIAL OPERATIONS
 - WILDLAND



7. REGULAR BUSINESS

- A. EXECUTIVE SESSION: THE BOARD MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03.A(1) FOR THE PURPOSE OF DISCUSSION AND CONSIDERATION OF FIRE CHIEF BRANDHUBER'S EMPLOYMENT INCLUDING ANNUAL PERFORMANCE REVIEW
NOTE: THE CHAIRPERSON WILL CONFIRM CHIEF BRANDHUBER RECEIVED NOT LESS THAN 24 HOURS WRITTEN NOTICE OF THE EXECUTIVE SESSION
- B. EXECUTIVE SESSION: THE BOARD MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03.A(3) FOR THE PURPOSE OF DISCUSSION AND CONSIDERATION FOR LEGAL ADVICE WITH THE ATTORNEY FOR THE DISTRICT REGARDING THE FIRE CHIEF'S CONTRACT
NOTE: EXECUTIVE SESSIONS ARE CONFIDENTIAL PURSUANT TO A.R.S. §38-431.03.C
- C. DISCUSSION AND POSSIBLE ACTION REGARDING AN AMENDMENT TO THE FIRE CHIEF'S CONTRACT
- D. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF THE PROPOSED TENTATIVE BUDGETS FOR THE GOLDER RANCH FIRE DISTRICT FOR FISCAL YEARS 2025/2026 AND 2026/2027
- E. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF A PUBLIC HEARING DATE FOR THE FORMAL ADOPTION OF THE GOLDER RANCH FIRE DISTRICT BUDGETS FOR FISCAL YEARS 2025/2026 AND 2026/2027
- F. DISCUSSION AND POSSIBLE ACTION REGARDING THE GOLDER RANCH FIRE DISTRICT RECONCILIATION AND MONTHLY FINANCIAL REPORT

8. 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.

- Regularly scheduled meeting – June 17, 2025

9. CALL TO THE PUBLIC

This is the final opportunity, on this agenda, for a member of the public to address the Governing Board. Please refer to agenda item four (4) for additional clarification and direction.

10. ADJOURNMENT

Sandra Outlaw, Clerk of the Board
Golder Ranch Fire District



To view the meeting online please visit our website at <https://grfdaz.gov/grfd-agenda>, there is an agenda posted, with background information linked to each agenda item, as well as a link to the live Zoom meeting.

If any disabled person needs any type of accommodation, please notify the Golder Ranch Fire District Headquarters at (520) 825-9001 prior to the scheduled meeting. A copy of the agenda background material provided to Board members (with the exception of material relating to possible executive sessions) is available for public inspection at the District Headquarters, 1600 E. Hanley Boulevard, Oro Valley, Arizona 85737.

Posted by: Shannon Ortiz 5/14/2025 by 9:00 a.m.





GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Tom Brandhuber, Fire Chief

MTG. DATE: May 20, 2025

SUBJECT: Fire Board Reports

ITEM #: 3

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

This item allows for the Fire Board Members to report to the public and/or staff any events, meetings, conferences, etc. they may have attended and/or points of interest that took place throughout the month.

RECOMMENDED MOTION

No motion is necessary for this agenda item.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Tom Brandhuber, Fire Chief

MTG. DATE: May 20, 2025

SUBJECT: Call to the Public

ITEM #: 4

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

This is the time for the public to comment. Members of the Board may not discuss items that are not on the agenda. The Board is not permitted to discuss or take action on any item raised in the Call to the Public, which are not on the agenda due to restrictions of the Open Meeting Law; however, individual members of the Board are permitted to respond to criticism directed to them. Otherwise, the Board may direct staff to review the matter or that the matter be placed on a future agenda.

RECOMMENDED MOTION

No motion is necessary for this agenda item.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Shannon Ortiz, Board Services Supervisor

MTG. DATE: May 20, 2025

SUBJECT: APPROVE MINUTES- APRIL 15, 2025, REGULAR SESSION
APPROVE MINUTES- APRIL 15, 2025, EXECUTIVE SESSION ITEM 8A
APPROVE MINUTES - APRIL 15, 2025, EXECUTIVE SESSION ITEM 8B
APPROVE MINUTES- APRIL 23, 2025, SPECIAL SESSION

ITEM #: 5A-5D

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☒ Legal Review

BACKGROUND

In compliance with A.R.S. §38-431.01, approval of:

- A. APRIL 15, 2025, REGULAR SESSION
- B. APRIL 15, 2025, EXECUTIVE SESSION ITEM 8A
- C. APRIL 15, 2025, EXECUTIVE SESSION ITEM 8B
- D. APRIL 23, 2025, SPECIAL SESSION

RECOMMENDED MOTION

If item remains on consent agenda:

Motion to approve the May 20, 2025, Consent Agenda.

If item is removed from consent agenda:

Motion to approve the April 15, 2025, regular session meeting minutes, April 15, 2025, Executive Session minutes Items 8A & 8B, and April 23, 2025, Special Session minutes.

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

Tuesday, April 15, 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 April 15, 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, and Board Member Steve Brady

Staff Present: Fire Chief Tom Brandhuber, Assistant Chief Grissom, Assistant Chief Perry, Assistant Chief Cesarek, Deputy Chief Rutherford, Deputy Chief Hilderbrand, Deputy Chief Wilson, Deputy Chief Jarrold, Fire Marshal Akins, Finance Director Christian, IT Director Rascon, HR Director Delong, Battalion Chief Hastings, Media and Community Relations Supervisor Camarillo, 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 reported he, Board Member Brady and Board Member Shellenberger attended the Arizona Fire District's Association (AFDA) statutorily required class at Drexel Heights Fire District.

Board Member Shellenberger said he learned some new things he thought he knew, so it was a good refresher. He said it was a good class.

Board Member Brady said he missed Donna teaching the class. He said at the class they spoke about what other fire districts have done wrong. He said GRFD does a good job abiding the law and hopes everyone continues to do so.

Board Member Outlaw said she attended the Chamber breakfast. At the ceremony outstanding businesses in the community were recognized. She thanked Supervisor Camarillo for her support of the Chamber. She was grateful for the invitation.



4. CALL TO THE PUBLIC

There were no public issues presented at this time.

5. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

- YEARS OF SERVICE
 - ADIN de MASI, CAPTAIN-15 YEARS
 - JOHNNY MILLER, ENGINEER- 15 YEARS
 - JEREMY RINDER, CAPTAIN- 15 YEARS

Captain de Masi was presented by DC Taylor for his fifteen years of service.

Engineer Miller was presented by BC Hastings for his fifteen years of service.

Captain Rinder was presented by BC Hastings for his fifteen years of service.

Captain Rinder said Fire Marshal Akins was also in the class of 2010. He recognized her for her knowledge of her position, professional conduct and accomplishments at the District.

B. PRESENTATION OF THE COMMUNITY RESOURCE TECHNICIAN (CRT) PROGRAM

Deputy Chief Hilderbrand gave a presentation on the Community Resource Technician (CRT) program. He wanted to give the Board an update on the status of the program. He explained before the CRT program, crews would respond to a non-emergent call with all four people crew members on an engine. If the crew was responding to a public assist call and were dispatched to an emergent call, it sometimes affected the response time. Also, if crews were training, they would have to respond to the public assist call and return to training or sometimes not return to the training at all. In light of these issues, there were some areas Community Risk Reduction (CRR) was hoping to improve upon.

Deputy Chief Hilderbrand explained CRR is tasked with the prevention of harm, which includes building strategies to make the community safe, healthy, and resilient. One of the strategies CRR wanted to consider was optional response models for suppression crews. In 2024 GRFD received 6,049 public assist calls. CRR's solution was the Community Resource Technician (CRT) program. The trial of the program began with two CRTs on an F250 assigned to the north battalion. This area is north of Station 374, including Sun City, Catalina, SaddleBrooke and SaddleBrooke Ranch. Seven people were initially hired. With that, the District was able to staff 2 CRTs per truck per day. There were days when there was not enough staffing for every day. The purpose of the program was to respond quicker to public assist calls, ease the call load of suppression, and do this in a cost-effective way that still meets the goal of Golder Ranch Fire District's culture. Additional tasks have been and will



be assigned to CRTs including lock boxes and eventually home safety inspections. Deputy Chief Hilderbrand provided statistics for the two months the CRTs responded to public assist calls: Calls- 143, Smoke alarms-129, Snakes-14, Scheduled smoke alarms (Sun City Vistoso project) 184, Hours responding to calls 63.5 and Miles driven-2,710. He highlighted the fact that the 63.5 hours CRTs responded to calls was time suppression had to respond to emergent calls. He explained and showed charts on cost savings on personnel and fuel during the two-month period as well as a projected one-year timeline based on the current call load. The benefits of the CRT program include the cost savings of personnel and fuel, improved crew availability, decreased apparatus wear and tear, and increased savings if both battalions are served by CRTs.

Board Member Shellenberger asked how the 311 program was working, if it will be implemented in the south battalion and how many calls they are receiving.

Assistant Chief Perry responded 311 was implemented. When someone in the District calls 911 for a service call, such as picking up snakes or changing the batteries in a smoke alarm, dispatch transfers the caller to 311. Approximately 293 calls have been received by 311 to-date. As of May 5th, the hope is to go direct to a 311 call. When people have non-emergent calls they can call 311 directly. The hope is to take a large portion of calls out of the 911 system.

Board Member Brady asked when the CRTs will respond in south battalion.

Deputy Chief Hilderbrand answered his division had a scheduled meeting with Human Resources to keep enrollment open for CRT positions. The number of people hired and the staffing levels will determine if CRTs will be available to respond in the south battalion.

Assistant Chief Perry explained the CRT program is a pilot program right now. As budget discussions take place, there will be a proposal for the CRT program and expansion of it. It will be a discussion for next fiscal year.

Board Member Brady said he didn't believe the Board would have a problem with it because of the savings it provides the District and it makes the crews more available for emergent calls. He said it belongs in the budget and the Board will take care of it.

6. CONSENT AGENDA

- A. APPROVE MINUTES- MARCH 18, 2025, REGULAR SESSION
- B. APPROVE AND ADOPT THE BACKUP AMBULANCE COVERAGE INTERGOVERNMENTAL AGREEMENT BETWEEN NORTHWEST FIRE DISTRICT AND GOLDER RANCH FIRE DISTRICT



MOTION by Board Member Brady to approve the April 15, 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 said President Jones apologized he could not attend the meeting. Chief Brandhuber said the Board Members mentioned the open meeting law class they attended, he thanked Attorney Aversa and Board Services Supervisor Ortiz for their support in following the Open Meeting Law at board meetings.

Chairperson Cox Golder said she read in the report that Chief Brandhuber met with the three assistant chiefs, she asked how the meeting went.

Chief Brandhuber replied he and the three assistant chiefs met. with DFFM (Department of Forestry and Fire Management). They discussed plans for the future, there were no short term projects identified. He said he thought the meeting went well.

Chairperson Cox Golder stated she read the Operations report and noticed a high number of canceled calls. She asked if the District keeps track of canceled calls.

Assistant Chief Grissom responded his division does keep a close eye on calls dispatched that are responded to. When someone calls 911, crews respond. It is the crews' job to mitigate the issue whether it is an emergency or non-emergency. He didn't think there was much the District could do about it (canceled calls) because it is on dispatch's end. As of right now, he didn't believe it was that much of a burden on operations.

Board Clerk Outlaw said she noticed Chief Brandhuber met with Oro Valley Hospital. She asked how the meeting went.

Fire Chief Brandhuber responded it was a productive meeting, they had discussions that included the EMS staff. The hospital has increased their staffing and put a call tree list in place before decisions are made. Some of the times they were listed as divert status they truly were not on divert. He said it was a good meeting, he expressed his appreciation for the meeting and the commitment to work together. He believed through clear communication and more alignment with the hospital he didn't believe the District saw any issues since then.

Board Member Shellenberger asked that acronyms in board reports be spelled out.

Chief Brandhuber said he will make sure to do that moving forward.



- B. COMMUNITY RISK REDUCTION DIVISION'S REPORT Assistant Chief Perry presented Community Risk Reduction's division report to the Governing Board.
- C. SUPPORT SERVICES DIVISION'S REPORT - Assistant Chief Cesarek presented the Support Services' division report to the Governing Board. He stated he wanted to highlight a few things in the Fleet division. He said three individuals went to Texas for emergency vehicle training and regional exposure. Fleet hosted a hydraulics class on campus for mechanics from around the State. They have been going above and beyond. They maintain their certifications but they also make an effort to learn the newest and greatest things to maintain district vehicles. Lastly, Station 378 is getting near completion. They will do a walk through and complete any items before a grand opening is scheduled for the building.

Chairperson Cox Golder asked what the MD Ally Program was.

Media and Public Relations Supervisor Camarillo answered the MD Ally Program was a partnership with Northwest Fire District (NWFD) and the City of Tucson Communications Center where when someone, with a medical need, calls 911 for a call that does not require an immediate response from emergency personnel, the caller gets a telehealth option to speak to a telehealth doctor. A press conference was held with NWFD and the City of Tucson. The City began the program first, the began it with the City of Tucson Fire Department (TFD).

Vice Chairperson Vette said he read in the Facilities Maintenance report, it listed % of facilities that don't experience equipment failure is 6.6%.

Assistant Chief Cesarek replied Facilities began to track % of equipment failure in the new performance measures.

Assistant Chief Cesarek said if they need to adjust the language to properly report items, they can.

- D. EMERGENCY MEDICAL SERVICES & FIRE RESPONSE DIVISION'S REPORT - Assistant Chief Grissom presented the EMS & Fire Response's division report to the Governing Board.

Assistant Chief Grissom said a fire officer class is taking place for aspiring candidates. A promotional process will take place soon afterwards. He recognized 377 C Shift, a special operations crew, who performed an extremely difficult cave rescue with PCSO (Pima County Sheriff's Office) on the back side of Mount Lemmon. The conditions were fierce but the crew did an incredible job rescuing the person from the cave.

Vice Chairperson Vette asked what Utstein Formula of Survival was.



Deputy Chief Taylor said the Utstein survivability score is for all of the out-of-hospital cardiac arrests they sort them into different categories. The score is based on if it was out-of-hospital, bystander CPR was provided, there was return of spontaneous circulation. The score seems low but TFD (Tucson Fire Department) just received a score of 8%. A couple of years ago Golder Ranch Fire District (GRFD) had a score of 37% which was the second highest in the state. The District's score is a little lower now but it is because skilled nursing facilities were moved and the score was lowered because of it.

Board Member Shellenberger asked what a balloon time was.

Deputy Chief Taylor answered balloon time is anytime someone needs to go to the cath lab, usually it is a STEMI, heart attack with a specific blockage. The patient will go to the cath lab, get it opened to restore blood flow. They use a device that is inserted in the coronary artery and inflates it. They inflate the balloon and it restores circulation, this is a very important time for their performance as a hospital and the crews time as the District.

Vice Chairperson Vette asked Assistant Chief Grissom what the plan was to improve the 58% budget variance.

Chief Grissom asked what line item this pertained to.

Vice Chairperson Vette said the Fire and EMS Report stated 58% budget variance.

They agreed to discuss it after the meeting.

Chief Brandhuber added, one thing thing to keep in mind is the average age of the population. As a person's age gets higher the survivability rate goes down.

8. REGULAR BUSINESS

- A. EXECUTIVE SESSION: THE BOARD MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03.A(1) FOR THE PURPOSE OF DISCUSSION AND CONSIDERATION OF FIRE CHIEF BRANDHUBER'S EMPLOYMENT INCLUDING ANNUAL PERFORMANCE REVIEW
NOTE: THE CHAIRPERSON WILL CONFIRM CHIEF BRANDHUBER RECEIVED NOT LESS THAN 24 HOURS WRITTEN NOTICE OF THE EXECUTIVE SESSION

MOTION by Board Member Brady to enter into executive session.

SECONDED by Vice-Chairperson Vette

MOTION CARRIED 5/0

The Governing Board entered into executive session at 9:45 a.m.



Those who entered into executive session included the Governing Board, HR Director Delong, Board Services Supervisor Ortiz and Attorney Aversa.

Fire Chief Tom Brandhuber confirmed he received the 24-hour notice of executive session.

- B. EXECUTIVE SESSION: THE BOARD MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03.A(3) FOR THE PURPOSE OF DISCUSSION AND CONSIDERATION FOR LEGAL ADVICE WITH THE ATTORNEY FOR THE DISTRICT REGARDING THE FIRE CHIEF'S CONTRACT
NOTE: EXECUTIVE SESSIONS ARE CONFIDENTIAL PURSUANT TO A.R.S. §38-431.03.C.

The Governing Board resumed regular session at 9:59 a.m.

- 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 stated March marks the end of the 3rd quarter of the fiscal year. Director Christian explained this is the time where the District takes inventory where it is financially. The good news is revenues are on track with what was budgeted. Month-to-date, miscellaneous revenue earned \$127, 945, this was a combination of over \$80,000 earned in wildland revenue and over \$20,000 earned by Fire Prevention in permit fees. Health insurance and medical screening both ran slightly over budget. The District is currently 2% favorable in revenue and 6% favorable in expenses. Year-to-date the District is 5% favorable in revenues and 2% favorable in expenses. The total cash balance is \$28 million, \$8 million is restricted bond funding. In reference to ambulance billing the District has completed a record 5,500 transports. There have been three wildland fires responded to, billed and received.

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 Outlaw

MOTION CARRIED 5/0

9. FUTURE AGENDA ITEMS

The next regularly scheduled meeting will be May 20, 2025.

Vice Chairperson Vette said looking back, the District has done a wonderful job in not only taking care of the community but in helping others. Coming up later this month, something that Board Services Supervisor Ortiz is going to do is reach out and help other districts with the administrative process. IT reaches out to other districts, the Fire Marshal's office does, everyone reaches out. He said the District does a good job. He congratulated everyone for doing this.



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 10:10 a.m.

MOTION SECONDED by Board Clerk Outlaw

MOTION CARRIED 5/0

Sandra Outlaw, Clerk of the Board
Golder Ranch Fire District



**GOLDER RANCH FIRE DISTRICT
GOVERNING BOARD MEETING
PUBLIC NOTICE AND AGENDA
BUDGET STUDY SESSION**

**Wednesday, April 23, 2025, 9:00 a.m.
1600 E. Hanley Boulevard Oro Valley, AZ 85737**

1. CALL TO ORDER/ROLL CALL

Chairperson Cox Golder called the meeting to order on April 23, 2025, at 9:00 a.m.

Staff Present:

Fire Chief Tom Brandhuber, Assistant Chief Grissom, Assistant Chief Perry, Assistant Chief Cesarek, Deputy Chief Rutherford, Deputy Chief Wilson, Deputy Chief Jarrold, Fire Marshal Akins, Finance Director Christian, IT Director Rascon, HR Director Delong, Division Chief Taylor, Battalion Chief Spanarella, Battalion Chief Hastings, Captain Port, Media and Community Relations Supervisor Camarillo, Board Services Supervisor Ortiz, Billing Supervisor Massie, Project Manager Holland, Fleet Maintenance Supervisor Raney, Finance Supervisor Sargent, and HR Supervisor Noland

2. SALUTE AND PLEDGE OF ALLEGIANCE

Those in attendance said the pledge of allegiance.

3. CALL TO THE PUBLIC

There were no public issues presented at this time.

4. CONSENT AGENDA

A. APPROVE AND ADOPT THE AGREEMENT WITH IMPAIRMENT SCIENCE INC.

MOTION by Vice Chairperson Vette to approve the April 23, 2025, Consent Agenda.

MOTION SECONDED by Board Member Shellenberger

MOTION CARRIED 5/0

5. REGULAR BUSINESS

A. BUDGET STUDY SESSION

Chief Brandhuber thanked the Board for attending the special budget study session. He thanked staff for all of their hard work including Finance Director Dave Christian, Assistant Chief Eric Perry, and Finance Manager Jeff Sargent.



Assistant Chief Perry explained the new budget style. He said budget managers worked hard to convert the old budget into the new budget style.

Finance Director Christian presented the draft budget for 2026. He said the proposed expenditures were \$54,699,981. He said there were two areas with the largest increases, they were labor costs and capital improvements. He explained there was a re-alignment of codes such as professional services and maintenance. These were moved to different codes so there might appear to be increases in different line items but it may just be a re-alignment of the budget codes.

Director Christian explained the revenue portion of the budget. He said revenues were budgeted at \$54,699,981. This was a 9% increase. Staff was asking for a flat mil rate. The property tax was budgeted at \$2 million more than last year. Ambulance revenue increased to \$5 million. The FDAT (Fire District Assistance Tax, marijuana tax) did not increase, interest revenue was budgeted at \$400,000. The line item 'Fees for Service' was budgeted for \$681,583. EMS Membership was budgeted for \$60,000. Interest revenue was budgeted for \$400,000. The ARPA (American Rescue Plan Act) grant was reserved for the purchase of the ladder truck, which the District will receive in 2026. There was also a small contingency reserve.

Director Christian stated it was a conservative revenue projection. He said the proposed budget had a flat mil rate and expressed his opinion that it was a fair and reasonable budget. He said it met the priorities of the District, board, chiefs, and leadership. Director Christian explained a pie chart that showed 72% of the budget was labor. He continued to say CIP (Community Improvement Projects) and labor costs were 81% of the budget.

Chairperson Cox Golder asked if people who retired received raises.

Director Christian replied, for those who retired in the Public Safety Personnel Retirement System (PSPRS), suppression personnel, the retirement was largely flat, there was a small increase but it was minimal. He continued to explain; for those in the Arizona State Retirement System (ASRS) they received COLAs (Cost of Living Adjustments) but the adjustments were minimal.

Director Christian stated the major programs of the budget were Fire Response which was 52% of the budget, Fleet 8.5%, and Administrative Overhead 6%, this was because the debt service line item was included in the Administrative Overhead program's budget. Administrative Overhead appeared large, but it was actually a lot less than that. Property tax was 78.9% of the district's revenue. He explained the four different bond sales. Staff was requesting the board to raise the Operations and Maintenance (O&M) rate from \$2.54 to \$2.55 and lower the bond rate from \$0.12 to \$0.11 which would keep the net mil rate at \$2.66, the same as FY24/25. The District would request the Board of Supervisors (BOS) to approve a net mil rate of \$2.66.



Chairperson Cox Golder asked if the Board of Supervisors (BOS) ever adopted something other than what was requested.

Director Christian replied, to his knowledge, the BOS has not done anything other than what districts request, as long as the districts remain within their statutory limitations. Golder Ranch Fire District (GRFD) could raise their mil rate up to \$3.75, so the District was well below the statutory limits. This was in part why the District had such a strong bond rating because it had so much more capacity above the current rate.

Director Christian explained labor costs increased, this was due, in part, to rising health insurance costs.

Chairperson Cox Golder asked what extra duty was.

Director Christian explained anything over the FLSA was considered extra duty. He continued to explain the proposed budget. There were five new full-time positions and 15 part time positions requested, they were: Budget Analyst, Wildfire Risk Coordinator, Media Specialist, Operations Administrative Assistant, Systems Administrator, and fifteen part time Community Resource Technicians (CRTs).

Director Christian explained the need for a Budget Analyst. The main reason was to train divisions on how to record performance metrics.

Vice Chairperson Vette asked why the position was requested to start in December and why budget metrics would only be gathered for six months.

Director Christian said the position was requested to begin in December so as to not overwhelm Human Resources (HR). There would be a recruitment process for an academy in the fall and other divisions would be asking for positions so the position was being requested in December so HR would not be overwhelmed with hiring so many new positions.

Chief Brandhuber clarified, that even though the position will not be posted until the fall, metrics will still be gathered.

Vice Chairperson Vette asked when the academy will begin.

Assistant Chief Grissom replied he hoped to conduct a recruitment in the fall and start the academy in early 2026.

Captain Port and BC Spanarella explained the need for a Wildfire Risk Coordinator. Captain Port said the purpose of the position was to serve the community. In an effort to protect the community, this person could help homeowners identify wildfire risk as well as assist the fire marshal's office with risk assessments.



Media and Community Relations Supervisor Camarillo explained her need for a Media Specialist. She said this past year \$30,000 was paid for outsourcing. She said the Media Specialist could do the tasks that were outsourced the past year. Supervisor Camarillo said the Media Specialist could assist with outreach on different platforms.

Vice Chairperson Vette noticed the line item for professional services did not decrease, he asked if money could be saved in this line item since certain services would no longer have to be outsourced.

Supervisor Camarillo replied it could.

Chief Rutherford described the need for an Operations Administrative Assistant including scheduling, payroll assistance, and NFIRS reporting.

IT Director Rascon explained the need for a Systems Administrator position.

Chairperson Cox Golder asked if they would be promoting someone or hiring someone new.

IT Director Rascon answered this would be a new hire.

Assistant Chief Perry said there was a significant savings by using Community Resource Technicians (CRTs), which was two civilian personnel on a truck assigned to respond to public assist calls instead of a four-man crew on an engine.

Board Member Shellenberger asked if the CRT program was a 24/7 operation.

Assistant Chief Perry said the positions would be eight hours a day during peak times. This would change depending on the season.

Director Christian said the total proposed for the Capital Improvement Plan was \$4.7 million. The sources of revenue for this included: O&M levy, CIP sinking fund, the CIP Reserve Fund, Grants/Special Revenues, and Capital Lease Funding.

Director Christian described the requests for the CIP which included: painting of stations, SCBA bottles, 2 fire hydrants, Heating, Ventilation, and Air Conditioning (HVAC) units, appliances, roof recoating, garage door replacements, extrication tools, cabinet refurbishment, ladder truck (funding from ARPA grant), asphalt and concrete replacement, fleet ground lift, floor refurbishment, IT equipment, dump trailer, extricator platform, fuel island card reader, CPAT supplies and equipment, battalion chief (BCs), Emergency Medical Services (EMS) captain vehicle replacements, and station air monitoring.

Vice Chairperson Vette asked what CPAT supplies were.



Assistant Chief Grissom said the CPAT was a candidate physical agility test firefighters take before they get hired.

Vice Chairperson Vette asked if the air monitors were in the bays.

Assistant Chief Cesarek clarified the air monitoring expense was to pay an industrial hygienist to test the air quality at the stations. It cost \$10,000 to \$12,000 per station and the stations with the most apparatus would be done first.

Director Christian explained apparatus and vehicles in the CIP Sinking Fund including a Type 1 Class A Pumper, Type III Engine, a Class A Pumper, and an ambulance.

Vice Chairperson Vette asked if the pumper needed to be replaced since it had 20,000 plus miles.

Assistant Chief Cesarek explained that the National Fire Protection Association (NFPA) guidelines recommended not to have apparatus, older than 25 years, in service regardless of the mileage.

A member from the audience, Lee Mayes, asked if the replacement of the chassis was an option.

Assistant Chief Cesarek replied the District would have to be extremely cautious on how it was done.

Board Member Shellenberger asked where the surplus funds were allocated.

Director Christian explained the proceeds from the sale of apparatus were applied to the general fund. He continued to explain the sinking fund and said the total sinking fund was \$1,281,666.

Director Christian explained CIP Lease Schedules. The leases included: a mechanical compression (CRR) device, cardiac monitors leases (25), Enterprise Fleet Leases (non-emergency vehicles), 2- Stryker Power Cot leases, and Canon Copier Lease (for copiers at all facilities). The total for leases was \$613,100.

The Board took a brief recess at 10:19 a.m.

The Board resumed the special session at 10:33 a.m.

Director Christian explained the next portion of the budget packet was the 2026 Operations and Maintenance Rollup and Program Details. He explained this section outlined the budget requests for each individual program. It included a summary of each program's budget. Questions the Board had regarding programs could be asked at that time. Director Christian briefly stated the departments and how they were listed in the organizational matrix.



Assistant Chief Perry explained the divisions' budgets were program-structured performance-based budgets. The performance of a division would help justify needs in the future.

Chief Brandhuber stated the Office of the Fire Chief proposed a \$1,403,520 budget which was a continuation of the current funding level aside from a \$11,330 inflationary increase. He mentioned \$9,996 was cut from the training and elective travel. He asked all divisions to cut their training budgets, and he only saw it fit to cut the Chiefs' as well.

Project Manager Holland presented the Project Management budget.

Board Services Supervisor Ortiz presented the Board Services budget.

Director Rascon presented the Technology budget. The proposed budget was \$1,939,647 a \$295,880 increase to enhance IT services critical to public safety. The funding would address challenges such as resource constraints, technology integration, cybersecurity threats, user adoption, and data management.

HR Director Delong presented the Human Resources budget. HR was requesting a \$1,104,499 budget, a \$116,969 increase from the current funding level. The increase was intended to support the expected increase in personnel as well as new software, Document Locator, which Board Services used for records management, to support moving from a paper-based to a digital filing system. The other portion of the increase was not a budget increase but budget monies reallocated from other divisions budgets to support moving programs into HR, such as the policy program which had previously been under Chief Perry's budget and the Craig Tiger Act which had previously been under Health and Safety's budget.

Finance Director Christian said the Finance program increased due to an increase in labor for the Budget Analyst position.

Media and Community Relations Supervisor Camarillo said there was an increase in her budget due to the requested Media Relations Supervisor position.

Finance Director Christian said the program for Administrative Overhead included the debt service and administrative assistant position which covered the front desk at Fire Headquarters.

Assistant Chief Perry explained the Community Engagement Program included costs for station tours. There were no labor costs associated with this program because it relied strictly on suppression personnel.

Assistant Chief Perry stated the Community Education Program proposed a \$353,242 budget to allow educators to provide safety and instructional programs to meet the needs of the residents at schools, adult care homes and businesses.



Fire Marshal Akins stated Fire Prevention's main goal was to reach 100% of annual fire prevention inspections. This was because it was something they could control. The increase in the budget was to allow for two possible promotions. At this time there are an Inspector Apprentice and an Inspector 1, both could test and promote to Inspector 1 and Inspector 2 (respectfully). Fire Prevention was requesting a \$1.2 million budget with a \$19,000 increase which is a 1.5% increase.

Deputy Chief Jarrold explained the Health and Safety budget. He said the increased costs were mainly attributed to the costs of physical evaluations, which had not seen an increase in the past two years. Health and Safety began regularly offering these evaluations to administrative personnel. Health and Safety also budgeted for personnel that met certain criteria to evaluate their cardiac health. Deputy Chief Jarrold also mentioned, the following month, some personnel would be sent to Vincere, a cancer detection facility, to conduct in-depth cancer screenings.

Supervisor Raney stated the Fleet Program was requesting a \$1,710,579 budget, a \$29,000 increase. The increased costs reflected the increased expenses of sending personnel to training, increased costs of vehicle parts, tires, and sublet budgets to compensate for inflation.

Division Chief North said Facilities was requesting a \$1,692,254 budget an increase of \$225,640 from the previous fiscal year. The increase included purchasing a facilities specific module in Operative IQ software which would give the Facilities Program a better tracking mechanism for fixed assets to develop preventative maintenance schedules and cost tracking of assets so a replacement plan could be developed. The increase also included a new object code for the repair and maintenance of concrete and asphalt assets.

Division Chief North stated the Procurement Program requested a \$1,439,916 budget. This was a continuation of the funding level from the previous fiscal year. Although the budget showed an increase in staffing, this was a reallocation in personnel from the previous fiscal year to align with the district's strategic goals. The three positions were previously accounted for in overhead but were applied to the Procurement Program.

Division Chief North presented the Logistics Overhead Program which requested a budget of \$513,939, a \$327,374 decrease from the previous fiscal year. The decrease was due to the reallocation of resources to other programs. The program supports other programs and has no family of measures on its own.

Deputy Chief Rutherford explained the Fire Response Program requested a budget of \$28,396,000, an increase of \$1,112,886. He attributed the increase primarily to inflationary pressures and market pay comparisons, which led to necessary payroll adjustments across operations. The adjustment supported not only retention and competitiveness but also the district's broader strategic and financial planning efforts.



Division Chief Taylor said the Emergency Medical Response Program was requesting a continuation of the current funding level. The current resources allowed the program to continue to support its EMS managers and providers, allowing the EMS Division to maintain the CAAS accreditation, the survivability rate, and the district's status as a premier provider with the Arizona Department of Health Services (DHS).

Battalion Chief Hastings stated the Special Operations Program requested a budget of \$220,063. The O&M line was re-allocated which reflected a \$132,653 reduction.

Battalion Chief Spanarella and Captain Port presented the Wildland budget. Captain Port said the Wildland division requested an increase of \$57,358 for a total budget of \$290,578. Captain Port explained the gaps that would be addressed with an increase in the budget, they included on-call pay for the busiest six months of fire season. The second gap was the training shortfalls of the program and the entire organization. As the most threatening natural disaster that could affect the entire community it was imperative the organization get more education on the risks they were faced with. The third gap included training and supplies to support the drone program.

Vice Chairperson Vette asked if they could partner with other divisions for the drone program.

Battalion Chief Spanarella explained they absolutely could and planned on doing so. The plan was to make it a dispatchable resource.

Captain Port concluded the last gap was to support the new Wildland Risk Manager position.

Division Chief Leslie said the Professional Development Program requested a \$1,285,107 budget, which reflected a \$55,222 reduction from the previous year's funding level of \$596,727. This decrease was primarily attributed to fewer personnel attending out-of-district trainings and conferences, as well as strategic reductions in overall travel-related expenses such as airfare, lodging, and per-diem allowances. The budget included a \$55,000 increase in labor costs to account for backfill to maintain operational readiness during training activities.

Deputy Chief Rutherford presented the Operations Overhead Program. He explained the program reflected a requested 40-hour support position within operations. This addition was outlined in the 5 panel.

Director Christian explained the 2026 Debt Service. He said the General Fund debt service costs would decrease by \$24,000 resulting in a total cash outlay of \$3.56 million. This amount covered both interest and principal payments on four obligations held with PNC, National Bank, and US Bank. He continued to explain the General Obligation (GO) bonds, debt service was levied separately, and the funds were restricted exclusively to servicing the GO bonds. These bonds were not secured by specific assets but were backed by the full faith and credit of the District. The proposed mil rate to support these



bonds was .11 cents, representing a .01 cent reduction from the current .12 cent rate for fiscal year 2025. The 2026 fiscal year marked the final year of the debt service for the 2017 refinanced issuance of the 2007 GADA bond sale.

Director Christian explained the capital lease maturity schedule and the bond maturity schedule.

Director Christian presented the 2026 revenue and proposed mil rate. He said the proposed mil rate for the FY 2026 draft budget was \$2.55 for the operations and maintenance (O&M) rate and .11 for the debt service. With a required levy of \$43,174,779 and a net assessed value of \$1.693B the requested mil rate would provide the necessary funding to fulfill the mission of the District.

The Governing Board took a recess at 11:27 a.m.

The Governing Board reconvened the special session at 12:08 p.m.

Chief Brandhuber thanked everyone for their hard work on the budget, and their presentations. He thanked Director Christian, Supervisor Sargent, and Assistant Chief Perry for their work on the budget.

Chairperson Cox Golder thanked staff for their budget presentations. She asked what the next part of the process was.

Board Services Supervisor Ortiz replied, the tentative budget would be presented to the Governing Board at the May regular session meeting Tuesday, May 20th. If the Board adopted the tentative budget, it would be posted for a minimum of 20 days. After that there would be a public hearing at the June meeting. After the hearing, the Governing Board could adopt the final budget.

Board Member Brady thanked everyone for keeping the mil rate the same.

6. ADJOURNMENT

MOTION by Vice Chairperson Vette to adjourn the meeting at 12:14 p.m.

MOTION SECONDED by Chairperson Cox Golder

MOTION CARRIED 5/0

Sandra Outlaw, Clerk of the Board
Golder Ranch Fire District





GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Adam Jarrold – Deputy Chief of Support Services

MTG. DATE: May 20, 2025

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF RESOLUTION 2025-0002 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

ITEM #: 5E

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☒ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

The Golder Ranch Fire District has accumulated item(s) that we no longer use or need. The attached document(s) provides details of item(s) the district is seeking to surplus through public auction or sale of to a neighboring or local fire department or district. This agenda item(s) purpose is to request approval to classify the item(s) as surplus and to place them on a public surplus auction site and or approve direct sale.

RECOMMENDED MOTION

If item remains on consent agenda:

Motion to approve the May 20, 2025, Consent Agenda.

If item is removed from consent agenda:

Motion to adopt Resolution 2025-0002 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 or department.



GOLDER RANCH FIRE DISTRICT

Fire ~ Rescue ~ Ambulance
1600 E. Hanley Boulevard
Oro Valley, AZ 85737

Chief Tom Brandhuber

RESOLUTION NO. 2025-0002

A RESOLUTION OF THE GOVERNING BOARD OF THE GOLDER RANCH FIRE DISTRICT DECLARING THE LISTED ITEMS AS SURPLUS AND DIRECTION TO STAFF TO DISPOSE OF THE DECLARED SURPLUS ITEMS IN SUCH A WAY THAT BEST MEETS THE NEEDS OF THE DISTRICT

The Golder Ranch Fire District Governing Board hereby adopts and sets forth the following Resolution:

WHEREAS, the Golder Ranch Fire District is a fire district and political subdivision of the State of Arizona, and is duly organized and existing pursuant to the constitution and laws of the State; and

WHEREAS, the Golder Ranch Fire District is the owner of the list of District property as described in Exhibit A, attached to this document, as surplus to the needs of the District; and

WHEREAS, the Golder Ranch Fire District has determined that the items listed in Exhibit A are no longer of any value to the District, do not serve a useful function and are not required for the continued effective operation of the District.

NOW, THEREFORE, BE IT RESOLVED; the Governing Board of the Golder Ranch Fire District declares the item listed on Exhibit A, attached to this resolution, as surplus property and is no longer of need to the District; and

BE IT FURTHER RESOLVED that the Golder Ranch Fire District Governing Board directs staff to dispose of such declared items in a way that best meets the needs of the District in accordance with state statutes.



GOLDER RANCH FIRE DISTRICT

Fire ~ Rescue ~ Ambulance
1600 E. Hanley Boulevard
Oro Valley, AZ 85737

Chief Tom Brandhuber

ADOPTED AND APPROVED on this 20th day of May 2025 at a duly noticed public meeting of the Golder Ranch Fire District Governing Board.

Vicki Cox-Golder
Chairperson of the Governing Board
of the Golder Ranch Fire District

ATTEST:

Sandra Outlaw
Clerk of the Governing Board
of the Golder Ranch Fire District

EXHIBIT A

Shop 001, 2004 4x4 ambulance, approximately 204,500 miles



Shop 1106, 2010 4x2 ambulance, approximately 175,000 miles



Twenty-two (22) Panasonic CF31 Toughbooks



Dell PowerEdge R910 (server)



HP ProLiant DL380 G7 (server)



Eight (8) AED training devices and associated supplies



Assorted used office furniture (chairs, filing cabinets, white board)





Whirlpool refrigerator



Dynex 55" flatscreen TV





GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Fire Chief Tom Brandhuber

MTG. DATE: May 20, 2025

SUBJECT: APPROVAL OF SETTLEMENT AGREEMENT REGARDING PIMA
COUNTY SUPERIOR COURT CASE NO. C20242621

ITEM #: 5F

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☒ Legal Review

BACKGROUND

Settlement agreement for a collision between a District ambulance and a privately owned vehicle.

RECOMMENDED MOTION

If item remains on Consent Agenda: Discussion cannot take place.

Motion to approve the May 20, 2025 Consent Agenda.

If item is removed from Consent Agenda: Discussion can take place.

Approve the settlement agreement regarding Pima County Superior Case # C20242621



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Fire Chief Tom Brandhuber

MTG. DATE: May 20, 2025

SUBJECT: APPROVAL of PIMA COMMUNITY COLLEGE AGREEMENTS FOR PARAMEDIC TRAINING, COMMUNITY PARTNERSHIP PROGRAM, PARAMEDIC ACADEMY & VEHICULAR ROTATION

ITEM #: 5G

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☒ Legal Review

BACKGROUND

Renewal of Paramedic Training, Community Partnership Program, Paramedic Academy, and Vehicular Rotation Services agreements. These agreements allow for our personnel to attend the Pima Community College paramedic class and receive college credit for the course, to allow for our District paramedic students and other Paramedic students to do vehicular ride along(s) with our personnel, and provides college credits from Pima Community College for classes we instruct.

RECOMMENDED MOTION

If item remains on Consent Agenda: Discussion cannot take place.
Motion to approve the May 20, 2025 Consent Agenda.

If item is removed from Consent Agenda: Discussion can take place.
Motion to approve agreements with Pima Community College for training, the Community Partnership Program, Paramedic Academy and vehicular rotation.



PARAMEDIC TRAINING AGREEMENT

This Paramedic Training Agreement ("**Agreement**") is made and entered by and between Pima County Community College District ("**College**"), and Golder Ranch Fire District ("**Agency**"), as of the date of the final signatures hereto ("**Effective Date**"). College and Agency may be referred to herein individually as a Party ("**Party**") and collectively as the Parties ("**Parties**").

RECITALS

- A. College is a 2-year community college authorized to develop and provide educational courses and training programs. College is a political subdivision of the State of Arizona and is authorized to enter into this Agreement pursuant to Arizona Revised Statutes ("**ARS**") §§ 11-952, 15-401, and 15-1444.
- B. Agency is a public agency of the State of Arizona and is authorized to enter into this Agreement pursuant to A.R.S. §§ 11-952 and 48-805.

PURPOSE

The purpose of this Agreement is to establish the framework within which College will provide educational and training services for the benefit of Agency, and the framework within which Agency will provide practical experiences to College students.

NOW, THEREFORE, for and in consideration of the mutual promises hereinafter set forth and other good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree as follows:

1. TERM OF THE AGREEMENT

The Term ("**Term**") of this Agreement shall commence on the Effective Date and shall remain in full force and effect through June 30, 2030.

2. DESCRIPTION OF SERVICES

- A. College-approved adjunct faculty will instruct college-approved courses at an HLC-approved location at Agency's sole expense and Agency may send its members ("**Agency Students**") to eligible courses described in Attachment 1, The Community Partnership Program ("**Attachment 1**"). College will provide eligible students credit towards certifications and/or credentials for approved core and support courses for the credentialed programs in Fire Science under the Attachment 1, which is attached to and made part of this Agreement by this reference. Such courses shall be offered either in an academic format, or on an individual basis as requested by Agency.
- B. College will provide academic instruction to eligible Agency Students with academic, for credit, instruction consisting of all contact hours required for the completion of the course of study in the field of Paramedicine ("**Paramedic Academy**"). Paramedic Academy services are described in Attachment 2, which is attached to and made part of this Agreement by this reference.
- C. Agency will provide field education and experience to eligible College students through its Vehicular Rotation Program ("**Program**") services described in Attachment 3, which is attached to and made part of this Agreement by this reference.

3. SCOPE OF THE RELATIONSHIP

Nothing in this Agreement will be construed as establishing a partnership, joint venture, or similar relationship between College and Agency, and nothing in this Agreement will be construed to authorize either Party to act as an agent for the other.

4. EMPLOYEES

Each Party's employees shall remain under the exclusive direction and control of their respective employer, and no employee of each Party shall be considered an employee or joint employee of the other Party. Each Party's employees shall not be entitled to employment benefits or any other compensation from the other Party.

5. FEES

The fees will be detailed on the Quote for Services ("**Quote**") form.

6. PAYMENT

College shall submit an invoice to the Agency upon student registration into the program. Invoices are due thirty (30) days after receipt of invoice by Agency.

7. TERMINATION

Notwithstanding the Term, either Party may terminate this Agreement with or without cause upon ninety (90) days written notice to the other Party. Additionally, the Parties understand that the continuation of the Agreement from each fiscal year to the next during the Term shall be contingent upon the obligation of sufficient funding by the respective governing bodies of the Parties. Each Party shall notify the other Party in



writing as soon as reasonably possible after the unavailability of funding comes to its attention. Upon termination, this Agreement shall become null and void except for any payments required to compensate a Party for expenses which that Party has reasonably and necessarily incurred prior to receiving the other Party's notice of termination. Upon expiration or termination of this Agreement, any personal property used by the Parties in performing under or administering this Agreement shall remain the property of the purchasing Party.

**8. INDEMNIFICATION**

To the extent permissible by law, each Party shall indemnify, defend, and hold harmless the other Party, and the other Party's employees, officers, and agents, from and against any and all claims (including, but not limited to, intellectual property infringement), damages, losses, liabilities, expenses (including all expenses associated with litigation up through final appeal, and costs (including all court costs up through final appeal) arising out of or resulting from any negligent or intentional act, willful misconduct, omission, violation of applicable law, or breach of this Agreement by the indemnifying Party or any party acting at its direction or on its behalf but only to the extent that such claims which result in vicarious/derivative liability to the Indemnitee are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officer, officials, agents, employees, or volunteers. Each Party expressly reserves the right to retain separate counsel at its own expense to participate in the defense or settlement of such claims.

9. MISCELLANEOUS**A. Entire Agreement; Amendments; Assignments**

This document, including all Attachments, constitutes the entire agreement between the Parties. This Agreement shall not be modified, amended, or extended except by written amendment signed by both Parties. Neither Party may assign its rights or obligations under this Agreement without the prior written consent of the other Party.

B. Waiver

No waiver of satisfaction of a condition or nonperformance of an obligation under this agreement will be effective unless it is in writing and signed by the Party granting the waiver. A waiver of satisfaction of a condition or nonperformance of an obligation under this Agreement will not be construed as a waiver of any earlier or later breach of the same term or as a waiver of the term itself. A non-breaching Party's continued performance after a breach, failure to give notice of a breach, or failure to enforce or exercise a right under this Agreement will not be deemed a waiver of the breach.

C. Warranty

Each Party hereby represents and warrants to the other Party that (i) such Party has the right, power, and authority to enter into this Agreement and to full perform all its obligations hereunder; and (ii) the making of this Agreement does not violate any Agreement existing between such Party and any third party.

D. Insurance

Each Parties shall secure and maintain, at its own cost and expense, throughout the duration of this Agreement, general liability insurance with limits of not less than one million dollars per occurrence and three million dollars in the aggregate.

E. Compliance with All Laws

The Parties shall comply with the requirements of all state and federal rules and regulations, including the Americans with Disabilities Act (ADA), 42 U.S.C. § 12132, Immigration and Nationality Act (INA), 8 U.S.C. § 1324a, and A.R.S. § 41-4401. Neither Party shall discriminate against any person on any basis prohibited under state or federal law.

F. Notices

A notice or other communication under this agreement will be effective if it is in writing and received by the Party to which it is addressed. It will be deemed to have been received as follows: (a) if a paper copy is delivered by a delivery organization that allows users to track delivers, upon receipt as stated in the tracking system; (b) if a paper copy is delivered by another means, when the intended recipient or a representative of the intended recipient signs for it; and (c) if the intended recipient rejects or otherwise refuses to accept it, or if it cannot be delivered because of a change in address for which no notice was given, then upon that rejection, refusal, or inability to deliver. For a notice under this Agreement to be valid, it must be addressed using the information below for that Party or any other information stated by that Party in a notice in accordance with this section.

For College:

Pima County Community College District
Attn: Contract Services
4905 E. Broadway Blvd., D-232
Tucson, AZ 85709
With copy to:

Pima County Community College District
Attn: General Counsel's Office
4905 E. Broadway Blvd., C-232
Tucson, AZ 85709

For Agency:

Golder Ranch Fire District
3885 E. Golder Ranch Dr.
Tucson, AZ 85739
(520) 829-9001

1600 E. Hanley Boulevard
Oro Valley, AZ 85737

G. FERPA; Educational Records

Any educational records provided pursuant to this Agreement shall be used solely for the purposes of this Agreement and shall not be disclosed except as provided by law, including the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. § 1232g.

H. Confidentiality

If, during the Term, Agency is provided with access to Student records, assessments, attendance reports or any other documentation of a private or confidential nature ("**Confidential Information**"), Agency shall not disclose Confidential Information except to College, College Representative, and Agency's employees participating in the Program.

I. Governing Law and Venue

This Agreement shall be governed by and interpreted in accordance with the laws of the State of Arizona without regard to its conflicts of law principles. Jurisdiction and venue for any dispute arising out of this Agreement shall exclusively rest in Pima County, Arizona.

J. Force Majeure

Neither Party will be responsible for any failure or delay in its performance under this Agreement (except for any payment obligations) due to



causes beyond its reasonable control, including, but not limited to, labor disputes, strikes, lockouts, war, terrorism, riots, pandemics, epidemics, or acts of God.

K. Arizona Revised Statutes

College is a public entity of the State of Arizona and its agreements, including this Agreement, are subject to the Arizona Revised Statutes and, as such, this Agreement is subject to, but not limited to, A.R.S. §§ 12-133 and 38-511.

IN WITNESS THEREOF, the Parties to this Agreement have executed and delivered this Agreement on the date hereof.

Pima County Community College District

Ian R. Roark

By: Signed: 4/9/2025

Title: Vice Chancellor, Workforce Development and
Interim Executive Vice Chancellor and Provost

Print: Ian Roark

Date: _____

Golder Ranch Fire District

By: _____

Title: Vice Chairperson, GRFD Governing Board

Print: Wally Vette

Date: May 20, 2025

REVIEWED AND APPROVED AS TO FORM

Pursuant to A.R.S. § 11-952(D), the attorney for each Party has determined that this Agreement is in proper form and is within the powers and authority granted to each respective party under the laws of the State of Arizona.

Pin

Jeff Silvyn

By: Signed: 5/7/2025

Print Name: Jeff Silvyn

Title:
College General Counsel

Date: _____

Golder Ranch Fire District

By: _____

Print Name: Donna Aversa

Title: Agency Legal Counsel

Date: May 20, 2025

Attachment 1: Community Partnership Program

Attachment 2: Paramedic Academy

Attachment 3: Vehicular Rotation Services



ATTACHMENT

COMMUNITY PARTNERSHIP PROGRAM

1. NAME OF SERVICES

Community Partnership Program

2. DESCRIPTION OF SERVICES

College-approved adjunct faculty will instruct courses at an HLC-approved location at Agency's sole expense and Agency may send its members to eligible courses under the Community Partnership Program. College will provide eligible students credit towards certifications and/or credentials for approved core and support courses for the credentialed programs in Fire Science. College may only provide credit to eligible students from approved agencies participating in the Community Partnership Program. Support courses are not inclusive of general education courses.

3. PAYMENTS; FUNDING

- A. No moneys will be exchanged between the Parties. Each Party will be responsible for funding and maintaining a budget for any aspect of the Community Partnership Program for which that Party is responsible.
- B. No tuition money will be paid by Agency or its students to College for participation in Educational Services under this Agreement. Agency understands that its students may be responsible for costs of textbooks, course fees, and any other fees deemed reasonably necessary by College to participate in a particular course.
- C. College will not be obligated to compensate Agency for Vehicular Rotation Services under this Agreement.

4. RESPONSIBILITIES OF AGENCY

Agency shall:

- A. Appoint a liaison who will work with College's liaison to facilitate execution of Educational Services.
- B. Submit to College's liaison a list of eligible Agency Students scheduled to enroll into Educational Services during the session in writing prior to the commencement of any academic session.
- C. Require Agency Students to comply with College policy titled "The Student's Rights and Responsibilities".
- D. If Agency provides an instructor for any Educational Services under this Agreement ("**Agency Instructors**"), then Agency shall:
 - i. Ensure that Agency Instructors are College adjunct certified and experienced in the appropriate subject area.
 - ii. Require Agency Instructors to participate in College's instructors' evaluation processes, and to remove any such instructor from the Community Partnership Program when College deems it necessary or appropriate to do so.
 - iii. Require Agency Instructors to comply with applicable College curriculum standards, to utilize an attendance and grading system approved by College, and to issue attendance reports and final grades in compliance with College guidelines and established timeframes.
 - iv. Require compliance by Agency Instructors with College's "Adjunct Instructors Guidebook".
- E. For any class scheduled to take place on Agency property, provide instructional facilities that are reasonably acceptable to College and accommodate site visits by College.

5. RESPONSIBILITIES OF COLLEGE

College shall:

- A. Develop curriculum and instructional design, with advice and input of Agency that meet Agency's educational needs and adhere to College's educational and training standards.
- B. Provide a liaison and program coordination to Agency to facilitate the execution of Educational Services.
- C. Certify, evaluate, and supervise all College Instructors that may provide instruction in Educational Services under this Agreement.
- D. Provide administrative support, including supervision, coordination, and direction, to all appropriate instructional staff, instructors, and instructional aides.
- E. Provide support services to Agency Students, including assistance with application and registrations processes, assessment advising, academic advising, financial aid advising and counseling, transcript evaluation, and graduation checks, if applicable.

6. DEADLINES; PROGRESS REPORTS

Agency shall submit to College in writing a list of eligible Agency students scheduled to enroll into Educational Services prior to the commencement of any academic session. Failure to do so will result in the disallowance of enrollment for Agency Students.

7. STUDENT ELIGIBILITY

The participation of Agency Students in Educational Services under this Agreement is conditioned upon Agency Students maintain good standing with the Parties, as mandated by each Party's applicable rules and policies.



ATTACHMENT 2

PARAMEDIC ACADEMY

1. NAME OF SERVICES

Paramedic Academy

2. DESCRIPTION OF SERVICES

College shall provide eligible employees of Agency with academic, for-credit instruction consisting of core courses necessary for the completion of the course of study in the field of Paramedicine ("**Paramedic Academy**"). The delivery of Paramedic Academy will take place at a location approved by the Higher Learning Commission ("**HLC**"). Enrolled Student ("**Enrolled Student**") means any employee from Agency enrolled in the Paramedic Academy.

3. FEES; PAYMENTS

- A. The Quote for Services form will provide information detailing the fees, costs, and services.
- B. No moneys will be exchanged between Enrolled Students and College for Enrolled Students' participation in the Paramedic Academy.
- C. College will submit an invoice to Agency for the amount due within thirty (30) days from the commencement of each Paramedic Academy Course.
- D. Agency shall, within thirty (30) days of receiving the invoice, make payment to College for the full amount listed. Failure to pay the amount due by the due date may result in the loss of registration or late fees. College may drop unpaid registered Enrolled Students at any time without prior notice.

4. RESPONSIBILITIES OF COLLEGE

College shall:

- A. Provide curriculum and instructional design for the education and training of eligible Enrolled Students registered in the Paramedic Academy. All curriculum and instruction shall remain under the control of College.
- B. Designate an individual to coordinate with Agency on the implementation of the Paramedic Academy
College POC:
Sharon Hollingsworth
Program Manager – Public Safety & Emergency Services Institute (PSESI)
(520) 260-0527
shollingsworth@pima.edu
- C. Employ, certify, evaluate, and supervise all College faculty who may provide instruction in the Paramedic Academy under this Agreement.
- D. Provide support services to Enrolled Students, including assistance with application and registration process; assessment advising; academic advising; financial aid advising and counseling; transcript evaluation and graduation checks, if applicable.

5. RESPONSIBILITIES OF AGENCY

Agency shall:

- A. Designate an individual to coordinate with College on the implementation of the Paramedic Academy.
- B. Prior to the commencement of each academic semester, submit in writing to College all eligible Enrolled Students scheduled to enroll into the Paramedic Academy courses during the semester.
- C. Require compliance by Enrolled Students enrolled in the Paramedic academy with College policy entitled "The Student's Rights and Responsibilities."
- D. Make timely payments to College for the services performed in the manner and schedule prescribed by College.
- E. Provide College the name, address, email, and phone number of Agency contact individual for billing purposes.

6. ENROLLED STUDENT ELIGIBILITY

- A. The participation of each Enrolled Student in the Paramedic Academy is conditioned upon such Enrolled Students maintaining good standing with College and Agency, as mandated by each Party's applicable rules and policies.
- B. Any Enrolled Student who has previously attended College and has a balance of unpaid fees and/or fines with College will be required to clear these amounts from the Enrolled Student's College account before being allowed to register for the Paramedic Academy.



ATTACHMENT 3 VEHICULAR ROTATION SERVICES

1. NAME OF SERVICES

Vehicular Rotation Services ("Program")

2. DESCRIPTION OF SERVICES

Agency shall provide field education and experience to eligible College students ("Students") through vehicular rotations, commonly known as "ride-alongs" ("Rotations"), with qualified on-duty Emergency Medical Service personnel.

3. PROGRAM GOALS

Demonstrate the knowledge, skills, and behavior while performing all patient care assessments and therapeutic modalities in and out of classroom environments as well as case-based scenario labs.

4. PAYMENTS; FUNDING

No moneys will be exchanged between the Parties. Each Party will be responsible for funding and maintaining a budget for any aspect of the Program for which that Party is responsible.

No tuition moneys will be paid by College or its students for participation in the Program under this Agreement.

5. RESPONSIBILITIES OF AGENCY

Agency shall:

- A. Provide College's students assigned to Agency with comprehensive educational and practical experiences in the area of emergency response services during the Rotations.
- B. Make available, at no charge to College or its Students, all facilities, personnel, and equipment necessary for Rotations.
- C. Accommodate proposed College scheduling of Rotations. Agency shall promptly notify College of all approved scheduled Rotations and afford College first right of refusal on available shifts for Students.
- D. Provide College with all current relevant information regarding Agency's rules, regulations, and the consequences of noncompliance.
- E. Provide College with a copy of Agency's privacy rules to be distributed to College's instructors ("Instructors") and Students involved in Rotations.
- F. Maintain administrative and professional supervision of Students to the extent the Students presence affects the operation of Agency's facility and care of Agency's patients. Agency shall retain full responsibility for the care of patients.
- G. To the extent required and authorized by the Health Insurance Portability and Accountability Act ("HIPAA") and accompanying federal regulations, provide College with access to protected information as it relates to Students participation in the Program.
- H. Provide College with the Students attendance and participation of any Agency required orientation or training, if any.

6. RESPONSIBILITIES OF COLLEGE

College shall:

- A. Assume full responsibility for planning and scheduling rotations, including dates and number of Students.
- B. Provide Agency with at least one (1) week advance notice of its planned schedule of Rotations. If requested, College shall provide a written confirmation for scheduled Rotation.
- C. Instruct its Instructors and Students of all applicable Agency rules, regulations, and the consequences of noncompliance.
- D. Cooperate in facilitating any Agency required orientation or training prior to commencement of Rotations.
- E. Provide all preceptors with preceptor training module developed by College and given to Agency.
- F. Cooperate with Agency to provide for instruction and adequate supervision of Students in the Program.
- G. Verify and provide Agency with documentation that Instructors and Students participating in the Program have the following:
 - i. Training in Health and Universal Precautions as outlined per Occupational and Safety and Health Administration ("OSHA");
 - ii. Current TB skin test or clear chest x-ray
 - iii. Hepatitis B vaccinations or antibodies/declination
 - iv. Current MMR immunization
 - v. Current Tetanus immunization
 - vi. Negative results on 10 Screen Drug Panel
 - vii. Current immunizations as required by CDC
- H. If requested by Agency, College shall provide written confirmation that Students assigned to Agency are covered by professional liability insurance and have personal health insurance coverage.
- I. Remain responsible for preparing and maintaining all records and reports it deems necessary regarding Students field experience and education during Rotations.
- J. Comply with HIPAA requirements regarding confidentiality of patient information, including:
 - i. Preserve the confidentiality of any patient information acquired by Students as a result of their participation in the Program
 - ii. Notify Students assigned to Agency that they are responsible for maintaining the confidentiality of patient information. Students shall not have access to, or have the right to review, any medical record, except where necessary in the regular course of the Rotations or to the extent authorized by law.



- iii. Affirm that all Students have received mandatory training required by applicable regulations for the protection of patients' protected health information ("PHI"). College shall provide Agency with verification of completed training upon request. IN the event that Agency requires further training, College will notify Students of such requirements.

7. ADDITIONAL RIGHTS OF AGENCY

Agency may:

- A. Require that Instructors and Students attend and successfully complete orientations provided by Agency personnel, as a prerequisite to, and prior to commencement of, Rotations.
- B. Require Instructors and Students to sign a Release and Waiver form prior to commencement of Rotations.
- C. In its sole discretion, decline to allow participation of any Instructor or Student for whom the documentation set forth in this Attachment 2 is not provided or verified.
- D. Recommend the withdrawal of, and College shall withdraw, any Instructor or Student from Rotations in any situation where Agency determines, in its reasonable discretion, that the Instructor or Student:
 - i. Has engaged in practices that are not in the best interests of Agency or its patients.
 - ii. Has not complied with or engaged in a behavior contrary to Agency rules and regulations.
- E. In its reasonable discretion, refuse a Rotation proposed by College, and may cancel a previously scheduled Rotation, where intervening circumstances make cancellation reasonably necessary. Agency shall promptly notify College whenever it refuses or cancels a scheduled Rotation.

8. AGENCY-STUDENT RELATIONSHIP

- A. Agency is not obligated to employ Students assigned by College after completion of Students Rotation.
- B. Rotations with Agency by Students are solely and exclusively educational in nature. Agency has no obligation to provide monetary or other forms of compensation or benefits to any Instructor or Student taking part in Rotations under this Agreement.

9. OSHA

The Parties shall ensure that each Party's policies related to assignment, placement, and work practices of Students comply with applicable provisions of federal OSHA standards.

Record of Signing

For
Name
Title

Jeff Silvyn

Signed on 2025-05-07 17:38:31 GMT

Secured by Concord™
DocumentID: 02zaMNeHI1YxMswG1FYUZ5
SigningID: 02zqeY7KWANPJsyKZNqTrE
Signing date: 5/7/2025
IP Address: 144.90.251.134
Email: jsilvyn@pima.edu

For
Name
Title

Ian R. Roark

Signed on 2025-04-09 03:36:02 GMT

Secured by Concord™
DocumentID: 02zaMNeHI1YxMswG1FYUZ5
SigningID: 02zaMNeHBysqJCknINMjZD
Signing date: 4/9/2025
IP Address: 76.159.211.114
Email: iroark@pima.edu



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Tom Brandhuber, Fire Chief

MTG. DATE: May 20, 2025

SUBJECT: FIRE CHIEF'S REPORT

ITEM #: 6A

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

This allows for the fire chief to provide updates to the governing board on the following areas:

- Meetings/Trainings and Events Attended
- Political & Public Safety Interactions
- District Activities
- Personnel
- Commendations/Thank You Cards Received
- Board Services
- Human Resources

Also, under this agenda item the Local 3832 President will present the Union's report to the Governing Board.

- Leadership Team Report – President Jones

RECOMMENDED MOTION

No motion is necessary for this agenda item.



FIRE CHIEF'S REPORT

Tom Brandhuber

April 2025

Fire Chief's Activities



- Two-year Anniversary as Fire Chief on April 1st
- Attended monthly District Governing Board meeting
- Attended Town of Oro Valley Council meeting(s)
- Attended the Oro Valley Town Managers executive leadership meeting
- Attended the Oro Valleys Chamber's 2025 Awards Breakfast
- Attended Marana State of the Town luncheon
- Attended Quarterly EMS training
- Attended First Responder Health and Wellness Day
- Participated in the Pima Community College Fire Academy interview prep course
- Participated in the FY25/26 Benefits workgroup meetings
- Participated in Leadership meeting with Local 3832
- Participated in the Quarterly Southeastern Arizona EMS Council meeting as the Vice Chair
- Held weekly executive leadership team meetings (Deputy Chiefs-Assistant Chiefs-Directors)
- Held monthly Fire Chief Status update meeting

- Chaired the monthly Arizona Ambulance Association Board meeting
- Attended various meetings with personnel
- Met with our current paramedic students at Pima Community College
- Held numerous budget meetings with staff
- Budget study session with District Governing Board
- Walked through Northwest Fire District (NWFD) old station 33 with Chief Cesarek to look at future warehouse opportunities
- Had a lunch meeting with Oro Valley Police Chief Riley

Thank You Correspondence

Thank you correspondence was received for Community Education Supervisor Habinek, Firefighter Walker, Captain Ryan, Captain Frazier-Rademacher, Engineer Buda, Paramedic Garcia, and Paramedic Campbell.

A thank you card was received for Supervisor Dan Habinek for doing a presentation.

A thank you card was received for Station 370 for doing a station tour:
Captain Hoffman, Engineer Kreitner, Paramedic Moffitt, and Firefighter Campos Cerna.

Board Services

Board Services Supervisor- Shannon Ortiz

Results:

100 % of records requests fulfilled within a statutory time frame (29/29)

100% of board reports published on time (1 out of 1)

Outputs:

1 Governing Board meeting supported for the month of April

29 records requests responded to in the month of April

Records responded to 29 records requests for the month of April. The breakdown is as follows:

Environmental Reports	-
Outstanding Code Violations/Inspection Report	2
Fire Reports	4
Incident Reports	3
Medical Records	17
Other	3

Demands:

Board Services anticipates twelve regular session and two special session GRFD Governing Board meetings based on the number of meetings held in the past.

Board Services anticipates 15 records requests to be received a month for a twelve-month period for a total of 180 anticipated records requests for 2025.

Board Services anticipates 30 boxes of records will be destroyed in 2025.

Board Services anticipates 100 fingerprint appointments a month for a total of 1,200 for 2025.

General Information

Board Services hosted the Arizona Municipal Clerks' Association's Region 7 quarterly meeting on Tuesday, April 1st via Zoom. This was a collaborative meeting with Region 9, which consists of clerks and deputy clerks from Benson, Sierra Vista, Bisbee, Douglas, and Tombstone. A pre-recorded presentation created by the Arizona State Library, Archives, & Public Records was shown and there was engaging dialogue afterwards with the group. There were over 20 clerks in attendance, and this was a great opportunity to connect with other public bodies as GRFD follows the same pertinent Records Retention Schedules set forth by the State.

On April 10th and April 24th, Records Specialist Wong participated in the Regional HAZMAT Training by playing roles as patients. It was a great opportunity to see how personnel from the Operations team respond to these types of incidents out in the field.

During the month of April, Board Services have been preparing for the first Administrative Professionals Training that will occur during the second week of May. This will provide a great opportunity for administrative personnel from GRFD and other fire districts and departments within Pima and Pinal counties to learn about relevant and applicable information. There will be presentations on topics such as Open Meeting Laws, Records Requests, and the Public Safety Personnel Retirement System. The trainees will have the opportunity to discuss and ask questions. This will also assist in strengthening the networking opportunities between fire districts and departments that are within this geographical area.

RS Wong reviewed 2 ½ boxes of records and created Certificates of Destruction for them in the month of April.

Budget

At the Special Session held on April 15, 2025, the Golder Ranch Fire District Governing Board was presented with a draft budget for Fiscal Year 2026, which included a recommended aggregate mill rate of \$2.66. A tentative budget will be presented to the Governing Board at the upcoming regular session on May 20, 2025. Should the Board adopt the tentative budget at that time, it will be posted for the required 20-day public review period. A public hearing is scheduled to take place during the June regular session board meeting. Following the public hearing and consideration of any public comments received, the Governing Board may proceed with the adoption of the final budget.

Recruitments:

- HR Policy Coordinator Michele Smith joined us on April 21, 2025. She will be introduced to the Board and take her oaths at the June board meeting.
- Procurement & Supply Specialist – Congrats to Adam Kirby! First day with Golder Ranch was May 5th.
- Fleet Electronics Technician – in process, budgeted
- Community Resource Technicians – in process, budgeted part-time positions

HR Program Metrics for Strategic Plan and Budget: 1/1/2025 – 4/30/2025

The below metrics calendar year to date. The methodology of gathering and reporting may adjust as we work to determine the value, validity, and feasibility.

RESULTS

- **Retention Rate = 97.4%**
 - Suppression = 6
 - Administration = 2
- **# of light duty assignments coordinated = 8**
- **# employee benefits plans administered = 29**
- **% of surveyed respondents are satisfied with the service received from Human Resources**
 - Working on the methodology of gathering data, no metrics to provide yet.
- **% of surveyed respondents that report they are satisfied with the benefits package**
 - Working on the methodology of gathering data, no metrics to provide yet.

OUTPUTS

- **# of medical leave cases handled = 17**
- **# employee recruitments conducted = 4**
- **# of candidate applications reviewed = 128**
- **% of employees compensated at 101% of the comparable market**
 - Still assessing the value of this metric, there are no metrics to provide yet.
- **# of workers comp cases in process/processed = 15**
- **# of Personnel Action Forms processed = 184**
- **# of qualifying events administered = 13**

DEMANDS

- **# medical leave cases expected to be required**
 - Working on the methodology of gathering data, no metrics to provide yet.
- **# employee recruitments expected to be requested = 13**
- **# of workers comp cases expected to be requested**
 - Working on the methodology of gathering data, no metrics to provide yet.
- **# of Personnel Action Forms expected to be required = 480**

EFFICIENCIES

- **\$ program expenditures per GRFD employee**
 - Working on the methodology of gathering data, no metrics to provide yet.

PROJECTS:

Budget:

- Vetting vendors, obtaining letters of agreement, including agreeable terms and conditions for the upcoming fiscal year. These will be presented to the Governing Board following an approved budget to support upcoming HR projects ensuring compliance and better employee support services.

Benefits Committee:

- Open Enrollment started on May 12th and will close on May 25th!
- We hosted in person and virtual open enrollment meetings on May 12th, 13th, and 14th for crews and their families to stop in and ask questions.

Fire Chief's Annual Evaluation:

HR Director Delong is coordinating with the Governing Board.

Policies:

Onboarding and familiarizing our new Policy Coordinator Michele Smith. She has already been providing policy research support to HR, Finance, and Executive Leadership, as she begins to familiarize herself with the District and all things suppression related.

Employee Recognitions:

- *Congratulations on your Golder anniversary, thank you for being such fabulous team members!*

Employee Name	Hire Date	Years of Service
KAPPEL, CORY ALLEN	05/01/1993	32
GREENER, SHAUN	05/17/2004	21
GRISSOM, CHRIS	05/17/2004	21
MORSE, ROB L	05/17/2004	21
WILSON, MARK SHANKS	05/17/2004	21
ZOECHBAUER, AUTUMN ELIZABETH	05/12/2014	11
FISHER, DEBBIE	05/09/2022	3
NOLAND, EMILY	05/23/2022	3
CABADA, JESUS ANDRES	05/22/2023	2
HABINEK, DAN BRIAN	05/29/2023	2

From: [Perry, Eric](#)
To: [Habinek, Dan](#); [Frazier-Rademacher, Jaclyn](#); [Buda, Chad](#); [Garcia, Manuel](#); [Walker, Danielle](#); [Lazarz, Colin](#); [Guizzetti, Jared](#); [Campbell, Kyle](#)
Cc: [Battalion Chiefs](#); [Hilderbrand, Jeremy](#); [Camarillo, Lydia](#); [Ortiz, Shannon](#)
Subject: RE: Horizon Heights HOA General Safety Presentation - Thank You!!
Date: Wednesday, April 9, 2025 11:40:51 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[facebook_32x32_85c11dc1-b676-4fe5-97ac-67c17eec357e.png](#)
[instagram_32x32_2a7e1e5c-94c7-4538-abe3-1df1b681874e.png](#)
[x_32x32_4ebdda7-18d2-4d79-9e5a-d9592863cd3b.png](#)

Phenomenal work as always!! Shannon, mind including in the next board packet?

Eric Perry
Assistant Chief



Golder Ranch Fire District
Office: 520.825.9001 **Cell:** 520.275.7286
1600 E. Hanley Blvd., Oro Valley, AZ 85737
eperry@grfdaz.gov
CFAI and CAAS ACCREDITED AGENCY
www.grfdaz.gov



From: Habinek, Dan <dhabinek@grfdaz.gov>
Sent: Wednesday, April 9, 2025 10:28 AM
To: Frazier-Rademacher, Jaclyn <jfrazier@grfdaz.gov>; Buda, Chad <cbuda@grfdaz.gov>; Garcia, Manuel <mgarcia@grfdaz.gov>; Walker, Danielle <dwalker@grfdaz.gov>; Lazarz, Colin <clazarz@grfdaz.gov>; Guizzetti, Jared <jguizzetti@grfdaz.gov>; Campbell, Kyle <kcampbell@grfdaz.gov>
Cc: Battalion Chiefs <BCs@grfdaz.gov>; Perry, Eric <eperry@grfdaz.gov>; Hilderbrand, Jeremy <jhilderbrand@grfdaz.gov>; Camarillo, Lydia <lcamarillo@grfdaz.gov>
Subject: RE: Horizon Heights HOA General Safety Presentation - Thank You!!

Good morning!

Wanted to share an email from the organizer of Saturday's event at Horizon Heights.

THANK YOU again and have a great day!

Dan

Good Morning Dan

I can't express how happy you have made our community members with your presentation. You and Danielle make a wonderful team. Thank you for all the information on the services that the 377 provides and getting to meet wonderful men and women who are dedicated to our community.

We will be looking forward to setting up a time this fall so you can present your laser technology about how to use a fire extinguisher.

Danielle and you, along with the men and women of the 377 have a safe summer season.

Laura Osborne
Horizon Heights

Dan Habinek

Community Education Supervisor



Golden Ranch Fire District

Office: 520.825.9001 **Cell:** 520.651.6710
1600 E. Hanley Blvd., Oro Valley, AZ 85737
dhbinek@grfdaz.gov

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From: Habinek, Dan <dhbinek@grfdaz.gov>

Sent: Tuesday, April 8, 2025 4:00 PM

To: Frazier-Rademacher, Jaclyn <jfrazier@grfdaz.gov>; Buda, Chad <cbuda@grfdaz.gov>; Garcia, Manuel <mgarcia@grfdaz.gov>; Walker, Danielle <dwalker@grfdaz.gov>; Lazarz, Colin <clazarz@grfdaz.gov>; Guizzetti, Jared <jguizzetti@grfdaz.gov>; Campbell, Kyle <kcampbell@grfdaz.gov>

Cc: Battalion Chiefs <BCs@grfdaz.gov>; Perry, Eric <eperry@grfdaz.gov>; Hilderbrand, Jeremy <jhilderbrand@grfdaz.gov>; Camarillo, Lydia <lcamarillo@grfdaz.gov>

Subject: Horizon Heights HOA General Safety Presentation - Thank You!!

Good afternoon, everyone –

Hope it has been a great start to your week, and you are all doing well!

This past Saturday we had the opportunity to present to a wonderful group at Horizon Heights.

A HUGE thank you to the outstanding team of Captain Jackie Frazier-Rademacher, Engineer Chad Buda, Engineer Manny Garcia, Paramedic Kyle Campbell, Firefighter Danielle Walker, and Firefighter Colin Ryan!! Rockstars.

Topics covered included:

- Homeowners Guide to Fire Protection and Insurance Considerations
- File of Life & DNR's
- Lox Boxes
- Ready, Set, Go!
- Services offered by GRFD
- Q & A, & much more!

The Horizon Heights group were so thankful they offered the crew coffee and donuts, such a nice gesture!

Speaking of appreciation, honored to have many individuals share their stories of success regarding GRFD.

Was approached by an elderly woman who wanted me to pass along how grateful she is for GRFD. Crews had answered many calls for a lift assist for her husband in the past.

She told me they always felt dignified, respected, and loved when GRFD answered the call. Tell ya what, brought a tear to my eye.




Thank you again, for ALL you do and taking such outstanding care of our community! Treating each member like they are one of our own.

Dan



Firefighter Walker makes a lasting impression stressing the importance of our File of Life



Here Firefighter Lazarz demonstrates poise in answering a question about dryer fires and lint   





Thank you 377 and members of GRFD for an outstanding presentation and commitment to Horizon Heights!

Dan Habinek

Community Education Supervisor



Golder Ranch Fire District

Office: [520.825.9001](tel:520.825.9001) **Cell:** [520.651.6710](tel:520.651.6710)
 1600 E. Hanley Blvd., Oro Valley, AZ 85737
dhabinek@grfdaz.gov

CFAI and CAAS ACCREDITED AGENCY

www.grfdaz.gov



March 31, 2025

Golder Ranch Fire Department
1175 W. Magee Road
Tucson, AZ 85704

Attn: Dan Habinek
Community Education Supervisor

Dear Dan,

We enjoyed your presentation at our annual Neighborhood Watch #1365 last Saturday, March 29th. You kept things going smoothly with a lot of valuable information! Thank you for all the printed materials you brought and left with us as well as sharing ideas, fire department duties and "extras".

We love our Golder Ranch firefighters and the quick response you always provide, both during an emergency as well as maintenance visitations. Your presentation emphasized many things that are new knowledge to us and as seniors, we need to know this information.

Again, keep up the good work and we'll see you again next year!

Sincerely,



Robin Conner, Area Leader, Neighborhood Watch #1365

Cc: Rachel Lopez, Park Manager, Orchard Valley MHP
Angie Fimbres, Pima County Sheriff's Dept Director of Crime Development

From: [Habinek, Dan](#)
To: [Ortiz, Shannon](#)
Subject: FW: Station Tour 370
Date: Tuesday, April 8, 2025 7:56:51 AM
Attachments: [facebook_32x32_85c11dc1-b676-4fe5-97ac-67c17eec357e.png](#)
[instagram_32x32_2a7e1e5c-94c7-4538-abe3-1df1b681874e.png](#)
[x_32x32_4ebdda7-18d2-4d79-9e5a-d9592863cd3b.png](#)

Good morning, Shannon –
Hope you are having a great week and all is well!

Below are some comments from a member of our community, wanted to ask if it can be included in a future board report?

Thanks for all you do!

Dan

Dan Habinek
Community Education Supervisor



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dhabinék@grfdaz.gov
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www.grfdaz.gov



From: Mike and Maureen Bartel <mikemaureenbartel@gmail.com>
Sent: Monday, April 7, 2025 11:52 AM
To: Habinek, Dan <dhabinék@grfdaz.gov>
Cc: Hilderbrand, Jeremy <jhilderbrand@grfdaz.gov>
Subject: Re: Station Tour 370

Just wanted to say thank you for the enjoyable tour. Victoria, Ryan, Ryan and Andrew were all wonderful hosts. Very informative and educational. A good time was had by all of us. What a nice service you provide for the community! We will spread the word.

We are proud to have Golder Ranch as our fire department!!

Thank you all kindly,
Mike Bartel



Sent from my iPad

On Apr 5, 2025, at 3:09 PM, Mike and Maureen Bartel
<mikemaureenbartel@gmail.com> wrote:

Hello,

Thank you so much for accommodating our family tomorrow. We will plan on arriving at 10:00 AM. Everyone is very excited to Station 370! There will be 6 of us including 3 and 6 yr olds.

Thanks again,
Mike Bartel

Sent from my iPad

On Apr 5, 2025, at 7:48 AM, Habinek, Dan
<dhabinek@grfdaz.gov> wrote:

Good morning, Mike –
Thank you for reaching out to Golder Ranch Fire District regarding a tour of station 370.

Appreciate the kind comments and glad your friends had such a great time and referred you to do so as well!

Have you scheduled for 4/6 @ 10 a.m. at our 370 station.

Once you arrive, please go to the main entrance and ring the doorbell, a firefighter will greet you.

You will be able to tour the quarters, meet the crew, visit the bay and engines! Feel free to ask plenty of questions and take photos.

If you need anything else or have questions, please let me know.

Thanks again and have a great weekend!

Dan

Dan Habinek
Community Education Supervisor

Golder Ranch Fire District
Office: [520.825.9001](tel:520.825.9001) **Cell:** 520.651.6710
1600 E. Hanley Blvd., Oro Valley, AZ 85737

dhabinek@grfdaz.gov

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[<facebook_32x32_85c11dc1-b676-4fe5-97ac-67c17eec357e.png>](#)

[<instagram_32x32_2a7e1e5c-94c7-4538-abe3-1df1b681874e.png>](#)

[<x_32x32_4ebbdda7-18d2-4d79-9e5a-d9592863cd3b.png>](#)

INCIDENT TYPE CODE & DESCRIPTION	TOTALS	PERCENT
STATION #: Station 370		
	0	0.00%
1001 - Live fire TRAINING	1	0.06%
111 - Building fire	1	0.06%
131 - Passenger vehicle fire	1	0.06%
141 - Forest, woods or wildland fire	1	0.06%
142 - Brush or brush-and-grass mixture fire	1	0.06%
151 - Outside rubbish, trash or waste fire	1	0.06%
311 - Medical assist, assist EMS crew	2	0.12%
321 - EMS call, excluding vehicle accident with injury	68	4.11%
322 - Motor vehicle accident with injuries	3	0.18%
324 - Motor vehicle accident with no injuries.	1	0.06%
522 - Water or steam leak	1	0.06%
531 - Smoke or odor removal	1	0.06%
541 - Animal problem	15	0.91%
541S - Snake Call	6	0.36%
553SM - smoke detector maint	8	0.48%
611 - Dispatched and cancelled en route	7	0.42%
622 - No incident found on arrival at dispatch address	8	0.48%
631 - Authorized controlled burning	1	0.06%
736 - CO detector activation due to malfunction	1	0.06%
746 - Carbon monoxide detector activation, no CO	1	0.06%
	Total: 129	Total: 7.79%
STATION #: Station 372		
	0	0.00%
321 - EMS call, excluding vehicle accident with injury	11	0.66%
422 - Chemical spill or leak	1	0.06%
541 - Animal problem	3	0.18%
541S - Snake Call	2	0.12%
550 - Public service assistance, other	1	0.06%
553 - Public service	1	0.06%
553SI - Smoke Detector Install	2	0.12%
553SM - smoke detector maint	12	0.72%
746 - Carbon monoxide detector activation, no CO	1	0.06%
	Total: 34	Total: 2.05%
STATION #: Station 373		
	0	0.00%
300 - Rescue, EMS incident, other	1	0.06%
321 - EMS call, excluding vehicle accident with injury	124	7.49%
500 - Service call, other	1	0.06%
511 - Lock-out	1	0.06%
541 - Animal problem	45	2.72%
541B - Bee Swarm	1	0.06%
541S - Snake Call	7	0.42%
542 - Animal rescue	1	0.06%
550 - Public service assistance, other	6	0.36%
553SI - Smoke Detector Install	11	0.66%
553SM - smoke detector maint	51	3.08%
611 - Dispatched and cancelled en route	1	0.06%
622 - No incident found on arrival at dispatch address	3	0.18%
735 - Alarm system sounded due to malfunction	1	0.06%
736 - CO detector activation due to malfunction	2	0.12%
	Total: 256	Total: 15.46%
STATION #: Station 374		

INCIDENT TYPE CODE & DESCRIPTION	TOTALS	PERCENT
	0	0.00%
300 - Rescue, EMS incident, other	1	0.06%
311 - Medical assist, assist EMS crew	2	0.12%
321 - EMS call, excluding vehicle accident with injury	65	3.93%
541 - Animal problem	22	1.33%
541S - Snake Call	19	1.15%
550 - Public service assistance, other	3	0.18%
553SI - Smoke Detector Install	3	0.18%
553SM - smoke detector maint	13	0.79%
611 - Dispatched and cancelled en route	3	0.18%
622 - No incident found on arrival at dispatch address	5	0.30%
735 - Alarm system sounded due to malfunction	1	0.06%
736 - CO detector activation due to malfunction	1	0.06%
	Total: 138	Total: 8.33%
STATION #: Station 375		
	0	0.00%
142 - Brush or brush-and-grass mixture fire	1	0.06%
300 - Rescue, EMS incident, other	1	0.06%
320 - Emergency medical service, other	1	0.06%
321 - EMS call, excluding vehicle accident with injury	94	5.68%
324 - Motor vehicle accident with no injuries.	2	0.12%
412 - Gas leak (natural gas or LPG)	1	0.06%
445 - Arcing, shorted electrical equipment	1	0.06%
541 - Animal problem	43	2.60%
541S - Snake Call	28	1.69%
550 - Public service assistance, other	4	0.24%
553 - Public service	1	0.06%
553SI - Smoke Detector Install	4	0.24%
553SM - smoke detector maint	22	1.33%
611 - Dispatched and cancelled en route	3	0.18%
622 - No incident found on arrival at dispatch address	13	0.79%
700 - False alarm or false call, other	1	0.06%
733 - Smoke detector activation due to malfunction	2	0.12%
746 - Carbon monoxide detector activation, no CO	1	0.06%
	Total: 223	Total: 13.47%
STATION #: Station 376		
142 - Brush or brush-and-grass mixture fire	1	0.06%
311 - Medical assist, assist EMS crew	3	0.18%
320 - Emergency medical service, other	2	0.12%
321 - EMS call, excluding vehicle accident with injury	81	4.89%
324 - Motor vehicle accident with no injuries.	2	0.12%
421 - Chemical hazard (no spill or leak)	1	0.06%
541 - Animal problem	36	2.17%
541S - Snake Call	8	0.48%
550 - Public service assistance, other	4	0.24%
553SI - Smoke Detector Install	2	0.12%
553SM - smoke detector maint	5	0.30%
611 - Dispatched and cancelled en route	6	0.36%
611C - Dispatched and cancelled on scene	2	0.12%
622 - No incident found on arrival at dispatch address	4	0.24%
700 - False alarm or false call, other	1	0.06%
	Total: 158	Total: 9.54%
STATION #: Station 377		
300 - Rescue, EMS incident, other	4	0.24%
311 - Medical assist, assist EMS crew	2	0.12%

INCIDENT TYPE CODE & DESCRIPTION	TOTALS	PERCENT
320 - Emergency medical service, other	3	0.18%
321 - EMS call, excluding vehicle accident with injury	125	7.55%
322 - Motor vehicle accident with injuries	2	0.12%
355 - Confined space rescue	1	0.06%
412 - Gas leak (natural gas or LPG)	1	0.06%
500 - Service call, other	3	0.18%
510 - Person in distress, other	1	0.06%
540 - Animal problem, other	1	0.06%
541 - Animal problem	24	1.45%
541S - Snake Call	7	0.42%
550 - Public service assistance, other	6	0.36%
553 - Public service	1	0.06%
553SM - smoke detector maint	4	0.24%
571 - Cover assignment, standby, moveup	1	0.06%
600 - Good intent call, other	1	0.06%
611 - Dispatched and cancelled en route	5	0.30%
622 - No incident found on arrival at dispatch address	10	0.60%
653 - Smoke from barbecue, tar kettle	1	0.06%
700 - False alarm or false call, other	3	0.18%
730 - System malfunction, other	1	0.06%
743 - Smoke detector activation, no fire - unintentional	1	0.06%
745 - Alarm system activation, no fire - unintentional	2	0.12%
	Total: 210	Total: 12.68%
STATION #: Station 378		
	0	0.00%
321 - EMS call, excluding vehicle accident with injury	32	1.93%
322 - Motor vehicle accident with injuries	1	0.06%
324 - Motor vehicle accident with no injuries.	1	0.06%
341 - Search for person on land	1	0.06%
541 - Animal problem	12	0.72%
541S - Snake Call	4	0.24%
550 - Public service assistance, other	1	0.06%
553 - Public service	1	0.06%
553SI - Smoke Detector Install	4	0.24%
553SM - smoke detector maint	33	1.99%
622 - No incident found on arrival at dispatch address	5	0.30%
712 - Direct tie to FD, malicious false alarm	1	0.06%
	Total: 96	Total: 5.80%
STATION #: Station 379		
	0	0.00%
142 - Brush or brush-and-grass mixture fire	2	0.12%
321 - EMS call, excluding vehicle accident with injury	122	7.37%
354 - Trench/below-grade rescue	1	0.06%
531 - Smoke or odor removal	2	0.12%
541 - Animal problem	37	2.23%
541S - Snake Call	14	0.85%
550 - Public service assistance, other	16	0.97%
553SI - Smoke Detector Install	1	0.06%
553SM - smoke detector maint	6	0.36%
611 - Dispatched and cancelled en route	6	0.36%
611C - Dispatched and cancelled on scene	5	0.30%
611E - EMS: Dispatched and cancelled en route	1	0.06%
622 - No incident found on arrival at dispatch address	4	0.24%
700 - False alarm or false call, other	1	0.06%
733 - Smoke detector activation due to malfunction	1	0.06%

INCIDENT TYPE CODE & DESCRIPTION	TOTALS	PERCENT
736 - CO detector activation due to malfunction	1	0.06%
	Total: 220	Total: 13.29%
STATION #: Station 380		
	0	0.00%
151 - Outside rubbish, trash or waste fire	1	0.06%
311 - Medical assist, assist EMS crew	2	0.12%
321 - EMS call, excluding vehicle accident with injury	125	7.55%
322 - Motor vehicle accident with injuries	2	0.12%
541 - Animal problem	37	2.23%
541S - Snake Call	7	0.42%
551 - Assist police or other governmental agency	2	0.12%
553 - Public service	1	0.06%
600 - Good intent call, other	1	0.06%
611 - Dispatched and cancelled en route	7	0.42%
611C - Dispatched and cancelled on scene	1	0.06%
622 - No incident found on arrival at dispatch address	6	0.36%
	Total: 192	Total: 11.59%
	Total: 1,656	Total: 100.00%



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Eric Perry, Assistant Chief of Community Risk Reduction

MTG. DATE: May 20, 2025

SUBJECT: COMMUNITY RISK REDUCTION ASSISTANT CHIEF'S REPORT

ITEM #: 6B

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☐ Fire Chief ☐ Legal Review

BACKGROUND

This allows for the Support Services Assistant Chief to provide updates to the Governing Board on the following areas:

- Community Education, Engagement, and Risk Reduction
- Finance
- Fire Prevention

RECOMMENDED MOTION

No motion is necessary for this agenda item.



COMMUNITY RISK REDUCTION DIVISION REPORT

Assistant Chief Eric Perry

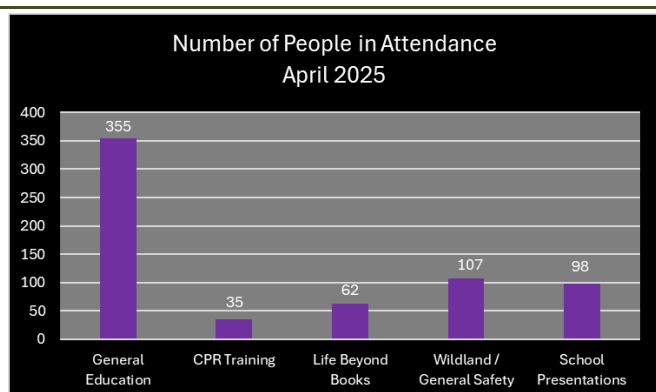
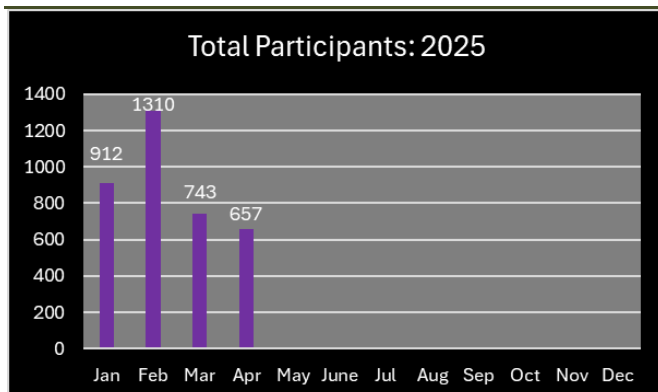
April 2025

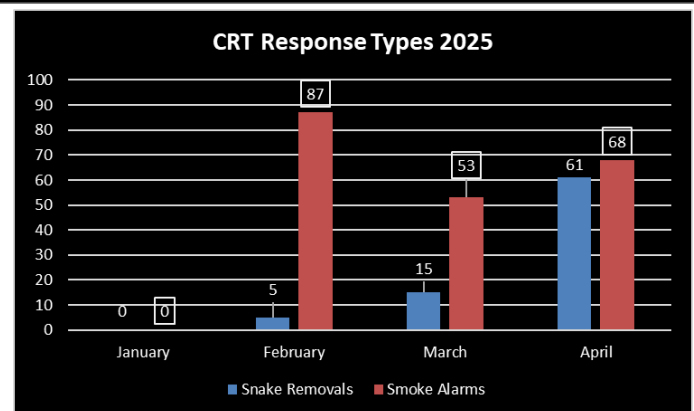
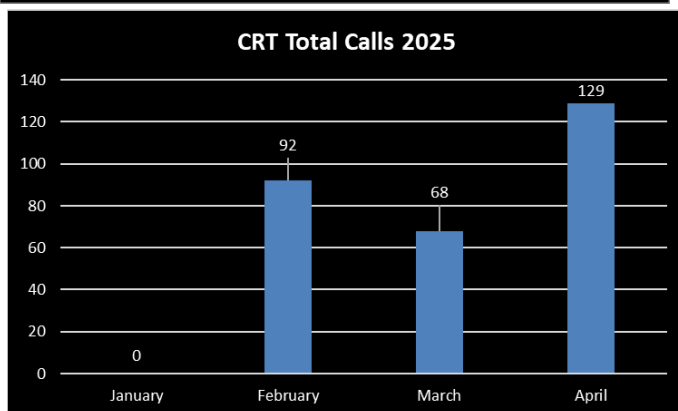
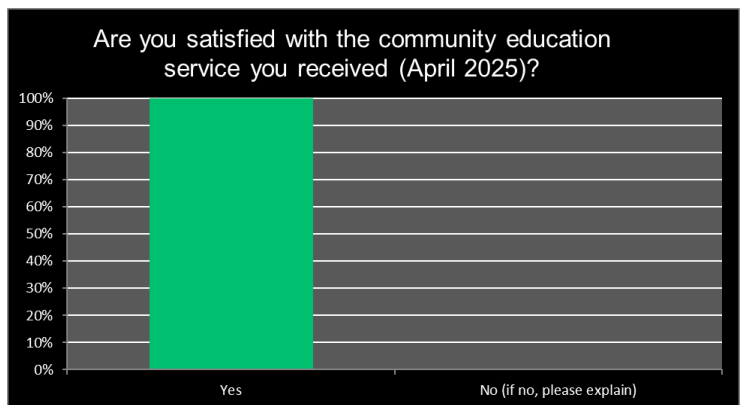
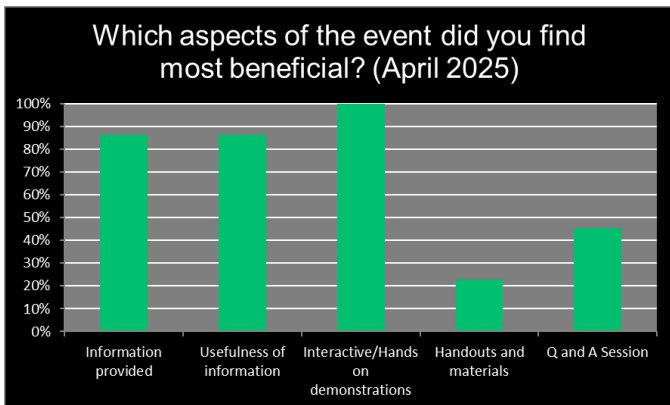
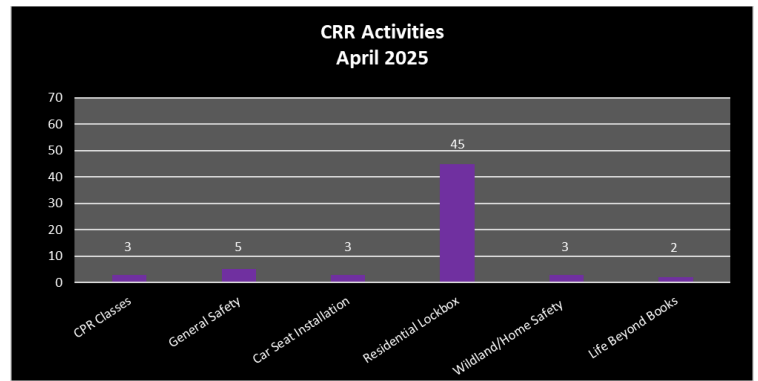
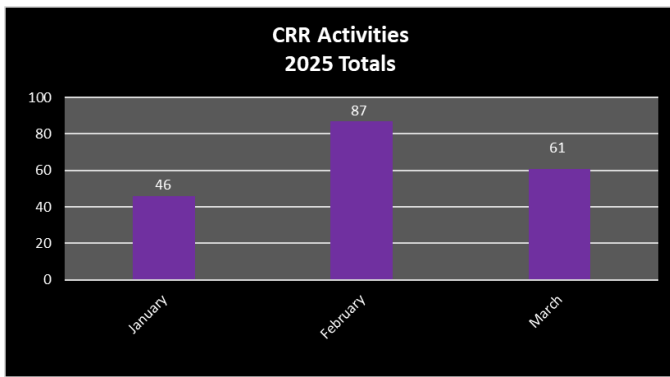
Assistant Chief's Activities

- This past month, Pinal County 311 agreed to be willing to transfer 311 callers in Pinal County to the City of Tucson 311 center. This allowed us to pursue direct dial 311 for smoke alarm battery changes and reptile removals which we will begin offering live on May 5, 2025.
 - Community and Media Relations Supervisor Camarillo has helped us to advertise this switch via social media and news releases.
 - We are working to schedule HOA meetings to answer questions and concerns.
 - Huge positive step to taking these calls out of the 911 intake system while still providing this valuable customer service.
- In conjunction with HR this month we worked to solidify a continuously open hiring process for our part-time Community Resource Technicians to be ready in anticipation of budget approval for next fiscal year.
 - If board approved, we anticipate opening a second CRT truck in the south battalion starting in mid-July!
- I attended the ImageTrend conference in St. Paul, Minnesota to learn how to better utilize our records management system to pull data for targeting community risk reduction programs.
- Finance continues to work to transfer us over to a program-structured budgeting system and is currently working to finalize our general ledger coding to support this transition.
- Thank you once again to our Community Education Team, as well as our Wildland Team leaders and our partners in the Department of Forestry and Fire Management for another great presentation in Sun City!

Community Education, Engagement & Risk Reduction

Deputy Chief of Community Risk Reduction – Jeremy Hilderbrand





- The application period for the Community Resource Technician position opened on 4/30. We are excited to expand the program and to soon offer public assist responses with a CRT unit in the south battalion.
- Members of the Recruitment Team attended career days at Marana High School, Mountain View High School, and Pima Community College. These events are a useful way for us to answer questions and introduce ourselves to students who will soon start looking for careers.

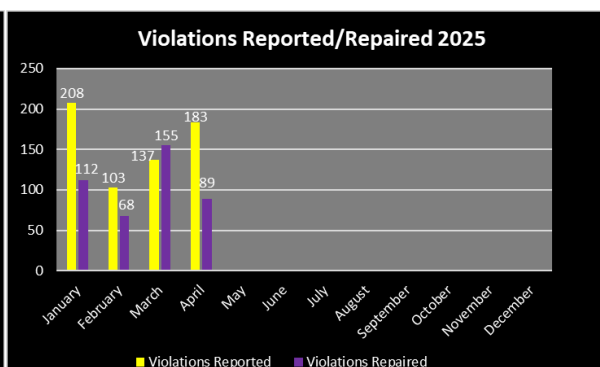
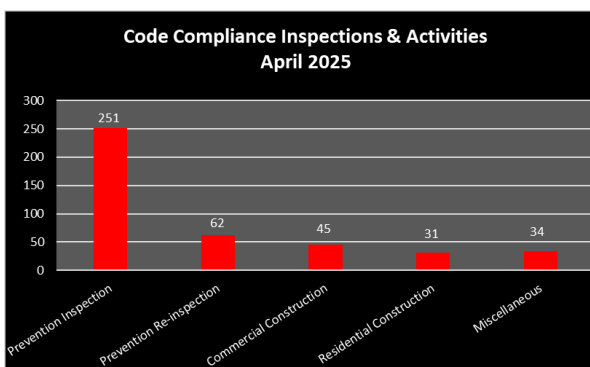
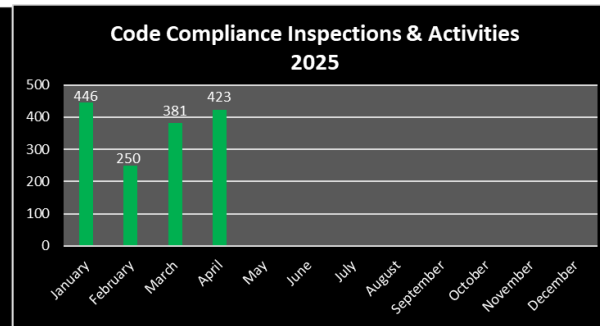
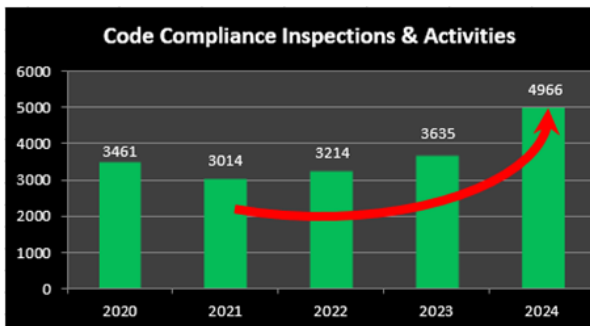
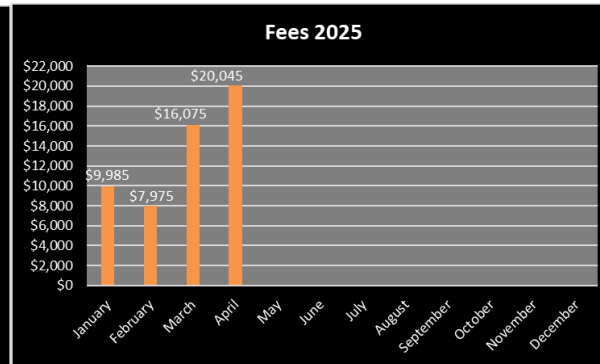
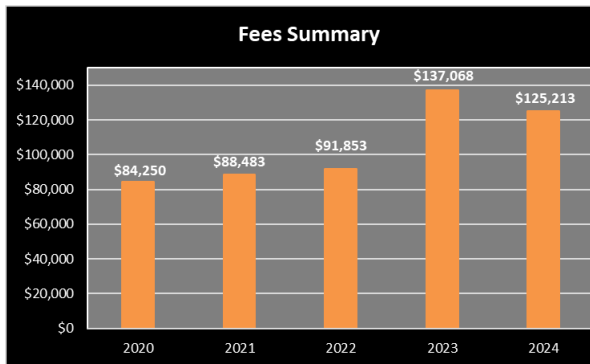
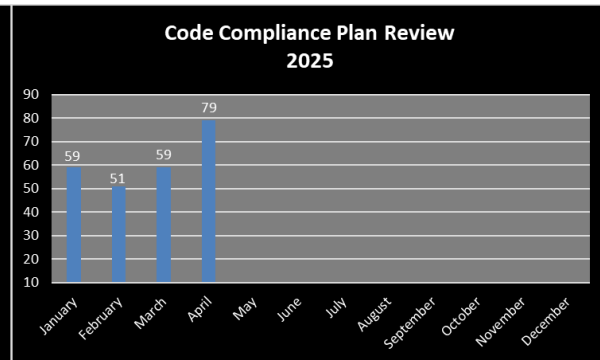
OUT PUT S (MO)	OUTPUTS (ANNUAL OR YTD)	
0	51	Wildland Billings
26	1424	EMS Memberships provided
0	1232	Vendor Payments Provided
0	122	Employee Payments Provided

RES ULT S (MO)	RESULTS (ANNUAL OR YTD)	
13%	29%	% GRFD Programs that are on or under budget (within 5%)
606	5739	Payroll Payments accurately paid on scheduled payday.
0%	NA	% Vendor Payments accurately paid within 30 days of receipt by GRFD personnel.
0%	NA	% Vendor payments accurately paid within 15 days of receipt by finance personnel.
0%	0%	% Transports billed within 7 days of date of service.
yes	100%	% Months that actual to budget reports are delivered by the second Tuesday of the following month.
NA	100%	% Outside auditor opinion that results in an “unqualified opinion”.
NA	NA	% of surveyed respondents are satisfied with the service received from finance

**EFFICIENCIES (annual
number only)**

	1.49%	Net finance department expenditures as a ratio of district budget
	\$ 22.75	Net cost per ambulance transports billed

Fire Prevention Program - Performance Measures



- % fire prevention inspections completed year to date= 32%
- % businesses compliant with the International Fire Code = 70%
- % plan review completed by scheduled due date year to date= 100%
- # of fire investigations completed year to date = 16
- # of training hours completed year to date = 294

Commercial Projects Summary - New projects for this month = Green

ZONE 1 Stations 378, 372, 373, 370, 374	ZONE 2 Stations 375, 376	ZONE 3 Stations 377	ZONE 4 Stations 379	ZONE 5 Stations 380
Sun City Aquatic - Solar Canopies 1495 E Rancho Vistoso	Safeway - Hood 12122 N Rancho Vistoso	Encantada at OV Apts. 1730 E Tangerine	St. Mark's T.I. 2727 W Tangerine	Home Goods T.I. 7335 N Oracle
Vistoso Community Association T.I. 1171 E Rancho Vistoso Ste 111/113	Splendido - Kitchen T.I. 13500 Rancho Vistoso	Boba Brew T.I. 10785 N Oracle Ste 167	Landlord Improvement 7350 N La Cholla	Sun Professional Center T.I. 7445 N Oracle Ste 255
Shell Building T.I. 16054 N Oracle Rd Ste 110	All Seasons Casitas F.A. 1734 Innovation Park	OV Big Wash Water Treatment 12151 N Oracle	Beautiful Savior F.A. 2727 N Thornydale	CDO High School F.A. 25 W Calle Concordia
C Store T.I. 16455 N Oracle	Oro Valley Hospital T.I. 1551 E Tangerine	Action Behavior Centers T.I. 11835 N Oracle Ste 117	Oasis Golf Club T.I. 9290 N Thornydale Ste 108	Taylor MD Spa T.I. 8387 N Oracle
Wildflower Reserve Pump House 3551 E Golder Ranch Rd	Highland Clubhouse T.I. 10702 N Highlands	Vacant Building F.A. 11695 N Oracle	Circle K CO2/T.I. 3712 W Cortaro	Good Feet T.I. 7315 N Oracle
Toensing Chiropractor T.I. 16138 N Oracle	OV Assisted Living Main 12380 N Vistoso Park	Vacant Building F.A. 11855 N Oracle	LJA Engineering T.I. 7458 N La Cholla	Shell Building T.I. 7435 N Oracle
The Motive Wellness 2530 E Vistoso Commerce	Stone Canyon Clubhouse F.A. 14250 N Hohokum Village	TOV Pusch Ridge Golf T.I. 10000 N Oracle	Fry's F.A. 3770 W Ina	L & C Therapy T.I. 7493 N Oracle Suite 135
Catalina Craft Pizza T.I. 15970 N Oracle Ste 178	OV Assisted Living Casitas 12380 N Vistoso Park	Shell Building 10281 N Oracle		Trader Joe's T.I. 7912 N Oracle
Urban Wellness T.I. 12985 N Oracle Ste 165	Vantage West T.I. 11165 N La Canada Ste 175	Surf Thru Car Wash 11595 N Oracle		Tucson Cosmetics 1230 W Ina
Radiology Ltd 2551 Vistoso Commerce	Coffee Berry 10335 N La Canada	Pain Institute of AZ Surgery 365 E Linda Vista Ste A		Mt. View Retirement - Hood System 7800 N LaCanada
GRFD Fire Station 378 32384 E SaddleBrooke Ranch	Gateway @ Vistoso Apts. 945/955 W Vistoso Highlands	Pain Institute of AZ Clinic 365 E Linda Vista Ste B		
Who Received Project Final Inspection	Shell Building 1440 W Naranja Bldgs 1,2,3	Hilton Epazote T.I. 10000 N Oracle		
Circle K T.I. 8780 N Oracle	Shell Building F.A. 11133 N. La Canada	Hampton Inn 11655 N Oracle		
Red Light Method T.I. 7980 N Oracle Ste 110	Oro Valley Courts T.I. 11000 N La Canada	Holiday Inn - Cell Dialer 11075 W Oracle Rd		
Bashas - Starbucks T.I. 15310 N Oracle		Office Max F.A. 10595 N Oracle		
3RD Church T.I. 7312 N Oracle		Workout Anytime T.I. 11975 N Oracle		
TOV Community Center T.I. Ph 2 10555 N La Canada		The Picklr Oro Valley T.I. 11855 N Oracle		
		Complete Canine T.I. 10140 N Oracle		
		Life Storage - Solar Panels 11061 N Oracle		

Fire Marshal Akins

- Attended meeting with Town of Oro Valley staff regarding the next phase of roadway extensions in Stone Canyon that will include blasting permits
- Attended the NWFD Contractors Coffee Forum
- Attend the Town of Marana State of the Town
- Attend the Northern Arizona University Homeowner Mitigation Study workshop
- Attended re-occurring meetings to include Arizona Fire District Association, TOV Pre-construction/Development Review Committee/Traffic Safety, Joint Fire Investigations, Fire Chief Status, Executive Leadership, GRFD Fire Board, Southern Arizona Fire Marshal Association, Arizona Fire Marshal Association, and Fire Prevention Staff

Education/Committees/Training Activities

- Inspectors attended the Joint Fire Investigation meeting with NWFD, OVPD, MPD, PCSD, and PCAO

- Inspectors attended a Fuel Gas Systems presentation hosted by GRFD and presented by Southwest Gas representatives
- DFM White attended the ImageTrend Connect conference and was a speaker for the Locations, Occupants, Inspections and Permit modules

GRFD Fire Investigations

2025 Estimated Property Loss	2025 Estimated Content Loss	2025 Estimated Property Save	2025 Estimated Content Save
\$92,143	\$38,285	\$2,620,426	\$1,297,300



- On April 8, 2025, a structure fire was reported in Northwest Fire District
 - GRFD assisted with the origin and cause investigation
- On April 10, 2025, a structure fire was reported in the Golder Ranch Fire District
 - The origin was at the southeast corner of the workshop
 - The fire is classified as undetermined
- On April 15, 2025, a structure fire was reported in Northwest Fire District
 - GRFD assisted with the origin and cause investigation
- On April 16, 2025, a structure fire was reported in Northwest Fire District
 - GRFD assisted with the origin and cause investigation



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Grant Cesarek, Assistant Chief of Support Services

MTG. DATE: May 20, 2025

SUBJECT: SUPPORT SERVICES ASSISTANT CHIEF'S REPORT

ITEM #: 6C

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

This allows for the Support Services Assistant Chief to provide updates to the Governing Board on the following areas:

- Assistant Chief's Activities
- Community and Media Relations
- Logistics
- Facilities Maintenance
- Fleet
- Health & Safety
- IT
- Planning
- Supply

RECOMMENDED MOTION

No motion is necessary for this agenda item.



SUPPORT SERVICES' DIVISION REPORT

Assistant Chief Grant Cesarek

April 2025

Assistant Chief's Activities

- Great month for the support services family; much of the time was spent on normal business, budgets and planning for completion of projects in the current fiscal year.
- The team completed a hiring process for the previously vacant supply specialist position; great candidates and a job offer accepted by Adam Kirby.
- There was a significant amount of work building the job description for the fleet electronics position and planning for training with Motorola and Whelen for radio and light package installs, position was posted late in the month.
- We continue to work with Amazon to develop a “home page” for approved items for station orders.
- Planning for the addition of the facilities module in Operative IQ, this platform will assist with tracking assets and developing a replacement schedule for equipment such as HVAC, water heaters, and wear items at our facilities.
- Reviewed a proposal from Avanzar Wellness for annual mental health screenings, scheduling a test session to see the personal effects of the screenings and decide if these should be an offering beyond our Employee Assistance Program (EAP).
- Our team has scheduled a test group to attend the Vincere Cancer Center for screenings in May, this is also a test run of the program and logistics to have as an offering for all employees.
- The First Responder's Health and Safety Fair was a great success late in the month, several administrative personnel attended.
- Station 378 project continues, the architectural team is completing drawings for the enhancements to fleet and training as well.

Facilities Maintenance Activities

- Annual contract bids are out, waiting for submittals.
- Inspections complete: evaporative coolers, HVAC units, ice machines, generators, backflows
- Bids for roof recoat project, waiting on bid submittals
- Hanley irrigation evaluated, project proposal submitted
- Replacement recliners provided for two stations
- Continuation of sourcing materials and supplies for 378

Results

- percent of employees injured due to facility conditions: **0**
- percent of OSHA inspections that meet or exceed standards: **100%**
- percent of district facilities that are fire code compliant: **100%**

Outputs

- number of service ticket responses provided: **194**
- number of monthly station inspections completed: **10**

Demands

- # service tickets expected to be requested (monthly): **40**

Fleet Maintenance Activities

- Successful turnout for AFSMA class held on April 11th and 12th
- Annual Shop Spring Cleaning
- Ladder 380 (shop# 1142) Is back in district!
- John and Eddie attended the Pierce Fire Truck Spring Conference in Las Vegas May 6-9

Outputs

- Closed work orders YTD: **1,404**
- Labor hours billed YTD: **2,670**
- Percentage of Annual NFPA inspections completed YTD: **67%**

Procurement and Fire Supply

Results

- number of hours of work lost due to injuries caused by equipment failures: **0**
- percent of capital purchases that meet RFP requirements: **100**

Outputs

- Number of new, innovated products evaluations provided: **7 (continuation)**
- Number of equipment failures during training: **4**
- Number of service ticket responses provided: **32**

Demands

- Number of service tickets expected to be requested: **113 YTD**
- Number of innovative new product evaluations expected to be requested: **4**

Health and Safety

Results

- percent of employees who do not experience documented injuries – **92% (24 total injuries reported from January 1, 2024 – December 31, 2024). This is an annual report provided by JBG Clinical Care. Health and Safety is looking into a way to track this data in a monthly metric.**

- percent of employees who engage with mental health consultation services – **8.3% from January 1, 2024 - December 31, 2024. Determining a way to measure this in a monthly or quarterly metric.**
- percent district members who complete their annual physical – **95% of Quarter 1 members (January, February, March). 77% of Quarter 2 members (April, May, June)**
- number of reported near-miss incidents – **0**
- number of motor vehicle collisions per 100,000 miles driven – **0**

Outputs

- number of peer fitness training sessions conducted – **0 for the Month of April.**
- number of peer support sessions conducted – 57 – **Total sessions reported from January 1, 2024 – December 31, 2024. Health and Safety is looking into a way to track this data in a monthly metric.**
- number of mental health consultation sessions engaged – **25 total sessions reported from January 1, 2024 – December 31, 2024. Health and Safety is looking into a way to track this data in a monthly or quarterly metric.**

HEALTH AND SAFETY TEAM

- Conducted the Air Consumption Drill during the month of April. Captain White has done a great job coordinating with the shift BC's to assure that these drills are completed without affecting responses within each stations response areas. Big shout out to Engineer Ortiz for assisting Health and Safety with these drills.
- First Responders Health and Wellness Day on April 30, 2025 at the TCC went very well. The Health and Safety Division is part of the planning committee along with our Regional Partners for this event and the day was a huge success.

Information Technology

Information Technology Director – Herman Rascon

Ticket Priority Level, SLA Compliance Percentage, Number of tickets

P4 - Low, 93%, 111

P3 - Medium, 100%, 1

P2 - High, N/A, 0

P1 - Critical , N/A, 0

Ticket response by tech group, Number of Responses,

Level 1, 83,

Level 2, 37,

Level 3, 0,

Other, 4,

Total, 124,

GIS projects completed, 10,

GIS Projects Expected, 15,

Devices supported, ,

Computers in AD, 271,

of phones/iPads from Verizon., 105,

Wireless AP's (Ruckus), 19,

Phones(Cisco/CCM, Station Cordless), 142,

Epcr Tablets, 25,

MDTs, 30,

Sierra/Cradlepoint, 84,

USDD, 9,

Printers, 47,

TV's / Projectors, 19,

Apple TV, 8,

Switches / Routers, 47,

iPads (Training / FLS non Cellular), 9,

RadioMicrowaves, 24,

Monitors, 304,

UPS (Station), 10,

Total, 1153,

Availability(last month), Lowest performing Node, Percent, Next performing node, Percent

Critical Server, HyperV-Victor, 98.97%, HyperV-Charlie, 99.97%

Core Network, STA378-ASA5505, 99.99%, Stat-373-2911, 100%

Telestaff , , 100.00%, ,

Imagetrend, , 100.00%, ,

OperativeIQ, , 100.00%, ,

IT Applications Group Activities/Projects

- **ImageTrend DataMart Implementation Update**

The creation of the DataMart server has been finalized, and we are currently working with ImageTrend to complete the final steps prior to go-live. The ImageTrend DataMart is a powerful tool designed to support data-driven decision-making and demonstrate to stakeholders how high-quality data can improve patient outcomes and operational efficiency.

Data extracted from ImageTrend's transactional databases is transformed into a structure optimized specifically for reporting and analysis. The DataMart uses a well-established

Star

Schema design pattern—a widely adopted database architecture that enables fast, efficient access to data for advanced reporting needs.

IT GIS Activities/Projects

- **ImageTrend / Elite Enhancements**

Ongoing collaboration with our Continuum representative to improve dashboard functionality and data extraction within Report Writer and Continuum Dashboards.

Status: Ongoing

- **GIS Map Updates**

Tested the April map rollout and added new units and building points for *La Posada at Pusch Ridge*. Building footprints were also added to the database for inclusion in the May map update.

- **Professional Development**

Attended the CPSE Excellence Conference. Sessions attended included:

- Leveraging data warehouses
- Utilizing Power BI for EMS dashboards
- Applying Web GIS in the Fire Service
- Introduction to the new Fire and Emergency Services Analyst (FESA) designation
[Learn more about FESA](#)

- **Fire Data Request – February 2025**

Provided Deputy Chief Rutherford with a fire incident data report, broken down by National Fire Incident Reporting System (NFIRS) codes and property codes.

- **CRA-SOC Response Time Calculations – Q1**

Calculated 90th percentile response times for total response and Effective Response Force (ERF) performance for the first quarter, compared against CRA-SOC benchmarks.

- **Station-Specific Analysis**

Conducted data reviews for Stations 375 and 376 as requested by various captains. Identified and corrected errors in the CAD street network that may have impacted dispatch accuracy.

- **Predictive Modeling – Station 372**

Performed predictive analysis on the impact of a blocked street near Station 372 and how it may affect response times.

Status: Ongoing

- **EMS Predictive Data Project**

Collaborating with BC Taylor, Captain Sanchez, and Paramedic Morales-German to forecast EMS incident and transport volume trends.

Status: Ongoing

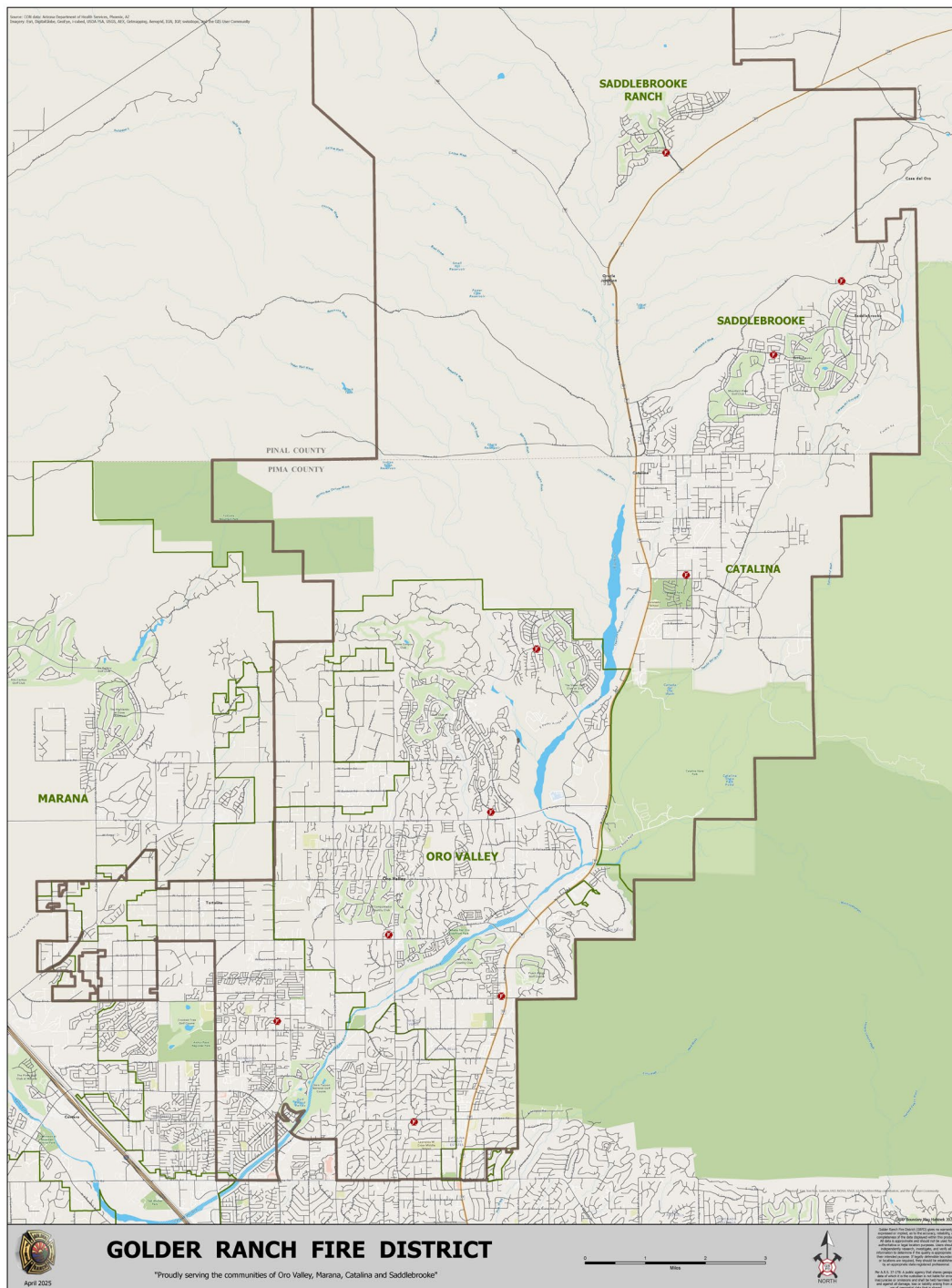
- **Mapping & Printing Requests**

Completed several small custom map and print requests for staff, including a project for Community Education Supervisor Dan Habinek.

(Reference: Email image attached)

Hydrant Inspection Data Maintenance

Continuing updates and corrections to hydrant inspection data to support field crews. Over 50% of the 4,665 hydrants scheduled for this year have been completed.



Good morning, Becky –
Hope you are off to a great start and doing well!

Just wanted to pass along the comments below from Robin.

Thank you again for going above and beyond to accommodate the Catalina United Methodist Church, you are amazing!

Have a wonderful day and thank you for ALL you do!

Dan

Dan Habinek

Community Education Supervisor



Golder Ranch Fire District

Office: 520.825.9001 **Cell:** 520.651.6710
1600 E. Hanley Blvd., Oro Valley, AZ 85737
dhabinék@grfdaz.gov

CFAI and CAAS ACCREDITED AGENCY

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From: Robin Conner <robin.mikeconner@gmail.com>

Sent: Saturday, April 26, 2025 6:24 AM

To: Habinek, Dan <dhabinék@grfdaz.gov>

Cc: Rev Mary Dotson <pastor@vistaumc.org>

Subject: Thank You!

Dan, thank you for going the extra mile to accommodate our church's request for a map. It's gestures like this that confirm my belief that good customer service still exists and is consistent with standards of the Golder Ranch Fire District.

Please extend our gratitude to Becky as well.

Blessings, Robin Conner

IT Systems Group Activities/Projects

- **Mobile Data Terminal (MDT) Tracking Enhancement**

The Technology team identified and resolved an issue affecting several MDTs that were not properly tracking in the Alarm Room. Working in collaboration with the City Computer Aided Dispatch (CAD) team, we determined the Sierra Wireless Modems required a critical update. This update has been successfully implemented, restoring full tracking capabilities for these field units. The team will continue monitoring system performance to ensure consistent reliability for emergency response operations.

- **What3words Application Deployment Complete**

The Technology team has successfully completed the deployment of the What3words application to all Captain phones across the district. This location precision tool enables our personnel to communicate exact locations during emergency responses using just three words, significantly improving our ability to navigate to difficult-to-describe locations and reducing response times in rural or remote areas.

- **ePCR System Enhancement**

Electronic Patient Care Reporting (ePCR) Rollout Status

Testing phase has been successfully completed for all connectivity and driver updates

Field personnel have provided positive feedback on the most recently revised devices

Full deployment of remaining units will now resume across all stations

Feedback mechanism remains in place for continuous improvement as more units enter service

- Personnel Technology Support-New User Onboarding

The Technology team has completed equipment setup and system access for the following new personnel:

Adam Kirby - Procurement & Supply Specialist

Michele Smith - HR Generalist/Policy Coordinator

Captain Anthony Marquez - (Returned to Duty from 4-year leave)

Currently finalizing technology preparation for:

Tiffany Massie - Community Educator (Starting May 29, 2025)

Telestaff Alert System Enhancement

- Working with Operations Support Supervisor Gabe Bravo, the Technology team identified and resolved an issue with the Telestaff notification system that was preventing text message alerts for personnel with non-Verizon mobile carriers.

Problem: Verizon EMAG Connector for the new Telestaff system required reconfiguration

Solution: Implemented carrier-agnostic email-to-text functionality

Result: All personnel now receive critical alerts regardless of mobile carrier

Status: System will continue to be monitored to ensure reliable notification delivery

- Partner Agency Support

Rincon Valley Fire District Collaboration

The Technology team is providing technical guidance to Rincon Valley Fire District (RVFD) following their recent Microsoft Office 365 migration:

Advising on Teams deployment for improved internal communications

Consulting on SharePoint site structure to enhance document management

Sharing implementation best practices based on our successful deployment

Community and Media Relations

Community and Media Relations Supervisor – Lydia Camarillo

Strategic Initiatives & Community Presence

- Public Information Officer (PIO) meeting at Oro Valley Police Department (OVPD)
- April Pool's Day water safety messaging
- Oro Valley Chamber's Annual Meeting & Awards Breakfast
- Marana State of the Town
- Donation drive in support of victims and families from rollover accident involving a Kingman Unified School District bus
- Dragging chains sparks fires messaging from Pinal County Sheriff's Office
- Administrative Professionals Day
- National Public Safety Telecommunicator's Week
- Partnership with Pima Animal Care Center to highlight pet up for adoption for National Pet Day
- Oro Valley Chamber board meeting
- Several website design meetings to tailor needs for our residents

Public Relations

News Coverage:

- KVOA Lifesaver Campaign highlighting water safety
- Dial 311 messaging campaign for non-emergency services begins for GRFD residents
- Several digital posts were showcased on news media sites

Communications & Social Media Strategy

Featured content:

- o Advertising on 311 for non-emergency services for GRFD residents
- o Wildfire safety video on defensible space
- o Hazmat regional training video
- o Employees recognized for Administrative Professionals Day
- o Deputy Chiefs dropping off food for National Public Safety Telecommunicator's Week
- o Alarm Room Captain role highlighted during National Public Safety Telecommunicator's Week
- o Beautiful views from headquarters and fire stations for Earth Day
- o Happy Easter
- o Trench rescue off Pecos Way between Thornydale Road and Lambert Lane
- o Ring rescue at Station 380 when a man stopped by asking for help with his stuck wedding ring
- o Employee spotlights (years of service)
- o Now Hiring Fleet Electronics Technician
- o Community presentations including Life Beyond the Books and Bailey's Beat the Bite 5K
- o Hazmat photos of various training methods

Ongoing promotions

- Red Cross Blood Drive on May 1, 2025 at Station 380
- Public Safety Announcements (PSAs) including wildfire prevention, heat safety and water safety
- District achievements (Employee Spotlights, emergency responses)

Social Media by the Numbers

Facebook

- Profile Visits: 4,775
- Posts: 68
- User Reach: 155,900

Instagram

- Profile Visits: 1,307
- Posts: 66
- User Reach: 79,600

X

- Engagements 668
 - (The number of times your content was engaged with)
- Posts: 15
- Impressions 16,700
 - (Times post was seen on X)

District Communications

Emergency Alerts & Updates: 12

Press Releases: 1

Public Service Announcements: 9

Employee Spotlights: 6

Executive Communications Reviews: 3



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Chris Grissom, Assistant Chief of EMS & Fire Response

MTG. DATE: May 20, 2025

SUBJECT: EMS & FIRE RESPONSE ASSISTANT CHIEF'S REPORT

ITEM #: 6D

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

This allows for the operations Assistant Chief to provide updates to the Governing Board on the following areas:

- Emergency Medical Services
- Honor Guard/Pipes and Drums
- Operations
- Professional Development
- Project Management
- Special Operations
- Wildland

RECOMMENDED MOTION

No motion is necessary for this agenda item.



EMS & FIRE RESPONSE DIVISION REPORT

Assistant Chief Chris Grissom

April 2025

Assistant Chief's Activities

- Attended the Oro Valley Town Council meeting alongside Chiefs Brandhuber, Cesarek, and Akins to support interagency collaboration and community engagement.
- Participated in the Town of Oro Valley Executive Leadership Meeting to stay aligned with municipal goals and emergency management priorities.
- Strong month for Operations—several high-acuity incidents were effectively mitigated with quick, safe, and professional responses by crews.
- Attended the Health and Safety First Responder Conference at the Tucson Convention Center, focusing on wellness, resilience, and leadership in public safety.
- Completed the annual air consumption drill— thanks to the Health and Safety Division along with Andy Smith.
- Thank you to the Professional Development staff and numerous team members across the organization for their contributions to the successful delivery of the Fire Officer class.
- Assisting with preparations for the upcoming Engineer and Captain promotional processes, as well as the 26-01 Recruit Academy.

EMS

EMS Division Board Report

Provider Recognitions

- 375 C Shift were recognized for a code save they achieved in early February. Great work by Captain Drury, Engineer Gastelum, Paramedics Flynn (ret) and Medel, and Firefighters Cooley and Rodriguez.



- EN373 and PM370 B shift were recognized for a code save they achieved in late March. Outstanding job Captain Paddock, Engineer Yankovich, Paramedics Cameron and Eric Campbell, and Firefighters Burks and Anderson.





- Recognition and thank you to Paramedic Rajiv Morales-German! Rajiv has completed his assignment in the EMS division and returned to his suppression assignment. In those two years, Rajiv was instrumental in elevating GRFD's EMS education and training programs. He developed and delivered high quality education with practical and realistic scenarios, and he created the skills lab cup to create some motivating and fun competition. GRFD providers and leadership consistently noted the great atmosphere Rajiv created in EMS training sessions. Rajiv also played a significant role in the building and fine tuning of our ImageTrend patient care report (PCR) and the quality improvement and performance measurement reporting that followed. Thank you, Rajiv! The EMS Division staff wish you the best.

EMS Training

- Completed April skills lab. This was part one of two in which crews received classroom education and training on triage, active shooter awareness, and rescue task force deployment in a joint effort with GRFD professional development and Oro Valley PD. Part two will be practical drills in June.
- Congratulations to 377 A Shift for capturing this quarter's Skills lab Cup! Great performance Captain Garcia, Engineer Ludewig, Paramedics Wallace and Baron, and Firefighters Turnbull and Harris.



EMS Team

- Deputy Chief Wilson and Division Chief Taylor attended the 2025 Fire Department Instructors Conference (FDIC). Each attended courses on leadership, EMS hot topics, and medical /legal issues and considerations.
- Submitted additional information to AZDHS for our application to adjust our general public rates. The application is now administratively complete, and we await a decision from the state.
- Continuous Quality Improvement (CQI) is going very well. One of our focuses for the first quarter of the calendar year has been aspirin administration in chest pain patients. Through adjustments in our ePCR (electronic patient care report) and additional training in our January skills labs, we have achieved significant improvement.
- Posted memo soliciting interest from GRFD providers that would like to attend 2025 EMS World. This conference, dedicated to EMS, provides outstanding education and training sessions and workshops, as well as immersive skills labs.
- We have renewed our Certificate of Necessity (CON) with AZDHS through July 2028.

EMS Performance

Emergency Medical Response Program

The purpose of the Emergency Medical Response program is to provide emergency response, evidenced-based medical care, and ambulance transport services to residents and visitors of the community so they can receive a timely response and experience the best possible health outcomes.

February 2025 Results:

% EMS calls for service where the turnout time is 1:15 or less. **81.8%**

Maintain emergent (Code III) responses where the first unit total response time is 9:00 minutes or less for urban areas and 12:00 minutes for rural areas. Urban = **10.9**; Rural = **11.7**

Maintain wall times (arrival at hospital to transfer of care) at the 90th percentile to 45 minutes or less.

27:26

The number of instances and associated lengths of time where non-reserve ambulance availability is 0.

There were four occurrences. Still determining a way to measure the duration.

% cardiac arrest responses where nationally recognized EMS performance measure benchmarks are met. Developing a means of measurement.

% cardiac responses where CPR is administered prior to first unit arrival. 100%

% survival rate for cardiac arrest (Utstein Formula of Survival) 21%

% STEMI responses where nationally recognized EMS performance benchmarks are met. Developing a means of measurement.

% stroke responses where nationally recognized EMS performance benchmarks are met. Developing a means of measurement.

% TBI responses where nationally recognized EMS performance benchmarks are met. Developing a means of measurement.

% of surveyed respondents are satisfied with the service received from EMS response. Developing a survey.

% budget variance. Operations = 65.12% and Supplies = 68.58%

Outputs:

The number of EMS responses provided. 975

The number of ambulance transports provided. 577

Demands:

The number of EMS responses expected to be requested. 1,010

The number of ambulance transports to be requested. 612

Efficiencies:

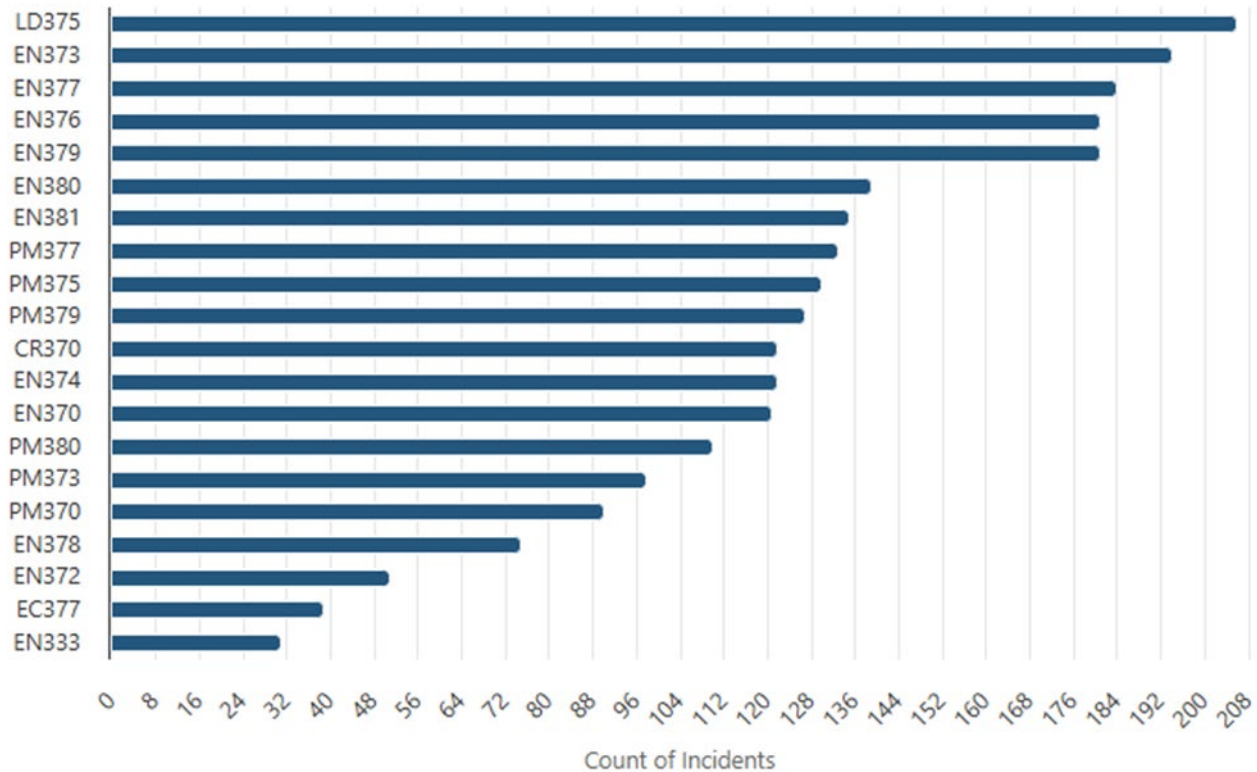
EMS program expenditure per total number of EMS responses. Developing a means of measurement.

EMS program expenditure per capita. Developing a means of measurement.

Incidents by EMS Unit (Top 20)



Apr 01, 2025 12:00 AM to Apr 30, 2025 11:59 PM



Fire Response

Recognitions to:

The crews and the WL Team - who responded and worked tirelessly on the SaddleBrooke Fire, posed to be very dynamic with multiple ignition points and difficult weather. Job well Done!

All Crew Members - Just wanted to share something meaningful from this week—Dan Habinek, our Community Education Supervisor, was approached at an HOA presentation by a community member who asked him to pass along her gratitude to GRFD.

She shared that “crews have responded to numerous lift-assists for her husband over the years, and every single time she felt dignified, respected, and truly cared for.”

- That kind of feedback is powerful. It’s a real reminder of the impact you all make, not just through skill but through compassion and service.

Great Stop on Oracle Rd. – Big shoutout to 370 and 373 C-Shift for making a solid stop on a commercial fire off Oracle. Quick knockdown, solid work!

Tech Rescue – Hats off to 379, 377 C-Shift, and the Regional Spec Ops team for a well-executed technical rescue. Everyone worked seamlessly—awesome job.

Scroll Cave Rescue – Another nod to 377 C-Shift for your support with the cave rescue on the backside of the Catalinas. Heard nothing but gratitude from **SARA** and **PCSO**—your work didn't go unnoticed.

Busy Month All Around – Between special events and 911 responses, it's been a packed week. Thanks to *everyone* for your continued professionalism and solid work out there. You all make it happen.

The WL/Spec. Ops. Team Coordinators - (Port, P., Miller, R., BC Spanarella and BC Hastings) for all their hard work on the 25/26 FY budget.

The Special Ops Team - for putting together this years Swiftwater annual refresher.

- John Baron and Manny Garcia for being the lead instructors.

April 2025 Performance Results:

88% fire calls for service where the turnout time is 1:30 or less

% urban (>2500 pop. density) fire calls for service where the first unit is on scene in 9:20 minutes or less (from time of dispatch).

% urban (>2500 pop. density) moderate risk fire calls for service where the effective response force is on scene in 23:35 minutes or less (from time of dispatch). **In Development**

% urban (>2500 pop. density) high risk fire calls for service where the first unit is on scene in 33:45 minutes or less (from time of dispatch). **In Development**

% urban (>2500 pop. density) maximum risk fire calls for service where the effective response force is on scene in 43:45 minutes or less (from time of dispatch). **In Development**

% rural (<2500 pop. density) fire calls for service where the first unit is on scene in 12:20 minutes or less (from time of dispatch). **In Development**

% rural (<2500 pop. density) moderate risk fire calls for service where the effective response force is on scene in 25:30 minutes or less (from time of dispatch). **In Development**

% rural (<2500 pop. density) high risk fire calls for service where the effective response force is on scene in 35:30 minutes or less (from time of dispatch). **In Development**

% rural (<2500 pop. density) maximum risk fire calls for service where the effective response force is on scene in 45:30 minutes or less (from time of dispatch). **In Development**

100% of fires contained to the room of content.

100% of fire responses where there is no injury or loss of life (to the public)

100% of fire responses where there is no injury or loss of life (to GRFD personnel)

% of surveyed respondents are satisfied with the service received from fire response **(Still being considered and/or developed)**

April 2025 Performance Outputs:

Elite grfdaz

OPS Division - Family of Measures (Outputs)

Fire Alarm Responses (NFIRS 700s)

Incident Type And Description	Total
700 - False alarm or false call, other	6
712 - Direct tie to FD, malicious false alarm	1
730 - System malfunction, other	1
733 - Smoke detector activation due to malfunction	3
735 - Alarm system sounded due to malfunction	2
736 - CO detector activation due to malfunction	5
743 - Smoke detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	2
746 - Carbon monoxide detector activation, no CO	3
Total: 24	

Vehicle Fire Responses (NFIRS 130s)

Incident Type And Description	Total
131 - Passenger vehicle fire	1
Total: 1	

Rubbish Fire Response (NFIRS 150s)

Incident Type And Description	Total
151 - Outside rubbish, trash or waste fire	2
Total: 2	

Residential Fire Responses (NFIRS 111, Prop. Type 419, 429)

Report Results

There are no results. Please redefine your search criteria.

Commercial Fire Responses (NFIRS 111, Prop. Type not 419, 429)

Incident Type And Description	Property Use And Description	Total
111 - Building fire	579 - Auto or Boat Service/Sales/Repair	1
Total: 1		

Honor Guard and Pipes & Drums

- **Expenses:**

One minor expense incurred this month totaling \$23 for equipment.

- **Upcoming Events:**

The Honor Guard is scheduled to participate in a few events throughout the month.

- Training:
Team members continue to train regularly to maintain readiness and ceremonial proficiency.
- Pipes and Drums did not have any expenses or events this past month

Professional Development



Training Drill

Courses/Training

- 2025 Live Fire Behavior drill dates being planned for June
- Preparing new and updated VFIS training for 2025
- Captain Johnson, Captain Rinder and Engineer Ortiz all attended the VFIS Instructor and Trailer courses
- 2025 Fire Officer Academy
 - Officer academy began April 14, 2025 and end May 22, 2025
 - Some topics covered so far are S-215, Smoke Reading, Blue Card, Leadership, Peer Support, Admin Functions, Tax Levy/MIL Rate, and Budget
 - Some upcoming topics are Fire Life Safety, Fire Code, Fire Inspections, Communications, Telestaff, Incident Safety Officer, Emotional Intelligence, Crisis Support, Morals and Ethics, Community Risk Reduction, Accreditation, TRT/Hazmat Operations, and Conflict Resolution



Crew Facility Training

24-01 Probationary Year

- Module III books are due May 15, 2025
- Module IV books will be due July 31, 2025
- Module I, II, III, and IV practical testing will be August 4-6, 2025

Miscellaneous

- FDIC International 2025 was April 7-12, 2025 in Indianapolis, Indiana
 - Sponsored 7 personnel from the field
- Flashover burn prop has been repaired and Professional Development will continue with training in June

Professional Development Program

- The purpose of the Professional Development Program is to provide professional development services to Golder Ranch Fire District team members so they can be highly trained and prepared for advancement in their career.

April 2025 Results

- 38% completion rate on Firefighter ISO training.
- 38% completion rate on Engineer ISO training.
- 37% completion rate on Officer ISO training.
- 100% completion rate on all district-required annual Administration OSHA training
- 100% completion rate on all district-required annual Community Resource Technician OSHA training
- 100% completion rate on all district-required annual Fleet, Logistics, and IT OSHA training
- 100% completion rate on all district-required annual Suppression and FLS OSHA training
- 100% completion rate on all district-required annual Supervisor Administration OSHA training
- 100% completion rate on all district-required annual Supervisor Fleet, Logistics, and IT OSHA training
- 100% completion rate on all district-required annual Supervisor Suppression and FLS OSHA training
- 89% completion rate on all district-required annual Wildland Refresher Training
- 34% completion rate on all district-required annual Physical Agility Evaluations.
- 4% completion rate on all district-required annual VFIS Refresher training.
- % completion rate on all district-required annual Ropes Ops/Tech Refresher training. **Work in progress**
- 43% completion rate on all district-required annual Swift Water Ops/Tech training.
- % completion rate on all district-required annual Hazmat Refresher training. **Work in progress**
- Promotional success rate. **Nothing to report**
- % of members on promotional eligibility lists than the positions in each class up to Battalion Chiefs. **Work in progress**
- % of surveyed respondents are satisfied with the service received from professional development. **Work in progress**
- % budget variance. **Work in progress**

Outputs

- 600 hours of recruit training will be delivered annually. **Work in progress**
- 160 hours of Driver/Operator training will be delivered every two years.
- 192 hours of Fire Officer I and II training will be delivered every two years.
- 160 hours (six classes) of leadership development training will be delivered every two years. **Work in progress**

- 60 hours of required annual training, in addition to ISO requirements, will be delivered annually. Work in progress
- 80 hours of rope and swift water rescue technician training will be offered annually. Work in progress
- One Battalion Chief promotional process will be provided every two years. Work in progress
- One Captain promotional process will be provided every two years. Work in progress
- One Engineer promotional process will be provided every two years. Work in progress

Special Operations

Results

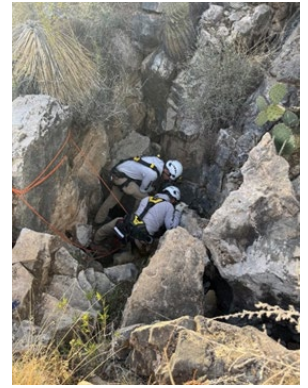
- 25% of the Special Operations responses involved injuries or loss of life.
- 0% of the Special Operations responses resulted in injuries or loss of life to GRFD personnel.
- 100% of the Special Operations Team response's turnout times were 2:30 minutes or less.
- 100 % HAZMAT responses where the affected area was mitigated in 6 hours or less
- TBD% of respondents surveyed are satisfied with the service received from HAZMAT response
- 20% budget variance

Outputs

- 3 technical rescue responses
- 9 hazardous material responses provided
- 10 individuals served

Monthly Response Highlights

- The Special Operations Team responded to some complex technical rescue incidents during the month of April. A select few included the following:
 - A quad accident in Willow Springs, where an individual was rescued, and taken to the hospital.
 - A Cave Rescue in Scroll Cave, which is located on the back side of Mount Lemmon. This was a coordinated response involving the Pima County Sheriff's Office (PCSO), Department of Public Safety (DPS), and the Southern Arizona Rescue Association (SARA).
 - A Trench Rescue near Thornydale and Pecos Way, which was a regional response that included the Golder Ranch Fire District, Northwest Fire District, and Tucson Fire Department.
- The Special Operations Team responded to and mitigated a wide variety of hazardous materials incidents during the month of April. These incidents involved chlorine, muriatic acid, carbon monoxide, and other chemicals requiring air monitoring. All these incidents ensured community members were safe in and around their homes.



Monthly Training

Regional Hazardous Material Training

- The Special Operations Team participated in the April Regional Hazardous Materials training, which was created, coordinated, and delivered by GRFD's Captain Tobin Johnson. The drill was held within the fire district at 13101 N. Oracle Rd. This was a complex drill that evolved from a small incident to a large incident, which was managed using the new Regional Incident Command System (ICS). In total, between 15-20 regional resources participated in the drill each of the three training days.

Regional Technical Rescue Training:

- With monsoon season swiftly approaching, Swift Water Rescue refresher training for the region is a major priority. The April training was delivered through electronic education to prepare for the May practical training.
- GRFD's Captain Sam Garcia developed the May Swift Water Rescue training, which will take place at Silverbell Lake and will focus on boat operations.

Regional Initial Training:

- GRFD's Captain Eric Melen obtained his Confined Space Rescue certification through a regional course hosted by GRFD. GRFD's Paramedic Kyle Campbell was the lead instructor for the course with Paramedic Chase Miller and Paramedic Jeff Ketterer as adjunct instructors.

In District Training:

- Captain Sam Garcia is working with the Pima County Sheriff's Office Search and Rescue Team (PCSO-SAR) to set up a helicopter drill at Catalina State Park.
- The GRFD Annual Swift Water Rescue refresher training online assignment was delivered to all suppression personnel.
- Captain Sam Garcia developed the Annual Swift Water Rescue refresher practical training, which will be delivered to all suppression personnel in May.
- Station 377 B-Shift completed a "meet and greet" with the PCSO-SAR Team to discuss tactics, resource sharing, communications, response guidelines, and the Southern Arizona Rescue Association (SARA).

Wildland

Current Assignments-

- No Resources or equipment assigned out of district.

PCWT Rotation-

Type 3-1st

Type 6- 2nd

Type 1&2 Support Tender- Not Available

Medical Unit-1st

REMS Team-Not Available

Recent Assignments-

- No resources or equipment assigned

Current Projects-

- 3 portable Starlink stations are now available to be checked out for units heading out on assignments which will provide high-speed, low-latency internet access to remote and rural areas.
- 25/26 FY Wildland Budget submitted

Training-

- April 2, 3, and 4 GRFD Wildland Team held a S-211 Portable Pumps class
- April 8, 9, and 10 GRFD Wildland Team held a S-215 WUI (Wildland Urban Interface) class.
- Apr 14 & 15 S-215 Wildland Team members assisted with S-215 WUI (Wildland Urban Interface) class for the Fire Officer Academy.
- April 23 Captain Colin Port, BC John Spanarella assisted with a Wildland Safety Presentation in Sun City.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Allison Delong, HR Director

MTG. DATE: May 20, 2025

SUBJECT: EXECUTIVE SESSION: THE BOARD MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03.A(1) FOR THE PURPOSE OF DISCUSSION AND CONSIDERATION OF FIRE CHIEF BRANDHUBER'S EMPLOYMENT INCLUDING ANNUAL PERFORMANCE REVIEW
NOTE: THE CHAIRPERSON WILL CONFIRM CHIEF BRANDHUBER RECEIVED NOT LESS THAN 24 HOURS WRITTEN NOTICE OF THE EXECUTIVE SESSION

ITEM #: 7A

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☒ Legal Review

BACKGROUND

This item allows the Golder Ranch Fire District Governing Board to adjourn into executive session to discuss and review Fire Chief Tom Brandhuber's employment including his annual performance review.

RECOMMENDED MOTION

Motion to enter into Executive Session pursuant to A.R.S. §38-431.03.A(1) for the purpose of discussion and review of the fire chief's employment including annual performance review. Those entering executive session will be the Governing Board, the District attorney, HR Director Delong and Board Services Supervisor Ortiz to take minutes.

*Chief Brandhuber may be asked to join the executive session, he has been sent the 24-hour notice of executive session.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Allison Delong, HR Director

MTG. DATE: May 20, 2025

SUBJECT: EXECUTIVE SESSION: THE BOARD MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03.A(3) FOR THE PURPOSE OF DISCUSSION AND CONSIDERATION FOR LEGAL ADVICE WITH THE ATTORNEY FOR THE DISTRICT REGARDING AN UPDATE TO THE FIRE CHIEF'S CONTRACT
NOTE: EXECUTIVE SESSIONS ARE CONFIDENTIAL PURSUANT TO A.R.S. §38-431.03.C.

ITEM #: 7B

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☒ Legal Review

BACKGROUND

This item allows the Golder Ranch Fire District Governing Board to adjourn into executive session to discuss and seek legal advice from the district attorney regarding the Fire Chief's contract.

RECOMMENDED MOTION

Motion to enter into Executive Session pursuant to A.R.S. §38-431.03.A(3) for the purpose of discussion and consideration of legal advice with the attorney for the District regarding the Fire Chief's contract. Those entering executive session will be the Governing Board, the District attorney, HR Director Delong and Board Services Supervisor Ortiz to take minutes.

Executive Sessions are confidential pursuant to A.R.S. §38-431.03.C.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Allison Delong, Human Resources Director

MTG. DATE: May 20, 2025

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING AN UPDATE TO THE FIRE CHIEF'S CONTRACT

ITEM #: 7C

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☒ Legal Review

BACKGROUND

The Governing Board has provided the annual evaluation to the Fire Chief. Based upon a satisfactory evaluation, the Fire Chief, is requesting an amendment to his contract.

RECOMMENDED MOTION

Motion to update the Fire Chief's contract and authorize the Vice-Chairperson to sign the updated contract.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Tom Brandhuber, Fire Chief

MTG. DATE: May 20, 2025

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF THE PROPOSED TENTATIVE BUDGET FOR THE GOLDER RANCH FIRE DISTRICT FOR FISCAL YEARS 2025-2026 AND 2026-2027

ITEM #: 7D

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☒ Legal Review

BACKGROUND

At the April 15, 2025, budget study session, the Governing Board was presented with a draft budget for FY 2026 with a recommended aggregate mil rate of \$2.66 (\$2.55 O&M and \$0.11 Debt Service).

Title 48-807 requires the Fire Board adopt a budget for the upcoming two fiscal years. As such, a draft budget for FY 2025/2026 & 2026/2027 are provided.

RECOMMENDED MOTION

Motion to approve the fiscal year 2025/2026 and 2026/2027 tentative budgets as presented with both revenues and costs of \$56,941,579 and with a recommended O&M mil rate of \$2.55 and a recommended debt service mil rate of \$0.11 for an aggregate mil rate of \$2.66.

TENTATIVE FISCAL YEARS 2025/26 & 2026/27 BUDGETS

	<u>BOND DEBT</u> <u>SERVICE</u>	<u>WILD LAND</u> <u>FUND</u>	<u>AMBULANCE</u> <u>TRANSPORT</u> <u>FUND</u>	<u>CAPITAL PROJECTS</u> <u>FUND</u>	<u>GENERAL FUND</u>	TOTAL FY 25/26	TOTAL FY 26/27 (projected)
REVENUES							
Property Tax	1,862,441	-	-	1,137,041	42,037,738	45,037,220	45,937,964
Fee for Service	-	315,000	5,000,000	-	681,583	5,996,583	6,536,275
Prop 207 State Shared Rev	-	-	-	-	700,000	700,000	700,000
Fire District Assistance Tax	-	-	-	-	800,000	800,000	800,000
EMS Membership	-	-	60,000	-	-	60,000	60,000
Grant Revenue	-	-	-	-	309,000	309,000	-
Interest Income	-	-	-	-	400,000	400,000	425,000
Capital Reserve Restricted (ARPA)	-	-	-	1,676,000	-	1,676,000	-
Capital Sinking Fund	-	-	-	1,398,619	-	1,398,619	1,248,333
Capital Reserve Contingency	-	-	-	500,000	-	500,000	500,000
Debt Service Reserve	64,157	-	-	-	-	64,157	-
						-	
						-	-
TOTAL REVENUES	1,926,598	315,000	5,060,000	4,711,660	44,928,321	56,941,579	56,207,572
EXPENDITURES							
Labor, Benefits & Employee Development	-	300,000	4,483,628	-	34,676,127	39,459,755	41,336,570
Supplies/Software/Consumables	-	-	233,330	-	1,447,673	1,681,003	1,714,623
Vehicle / Equipment	-	-	76,150	-	1,638,524	1,714,674	1,731,821
Utilities / Communications	-	-	9,334	-	530,746	540,080	545,480
Professional Services	-	-	121,562	-	1,769,141	1,890,703	1,909,610
Dues/Subscriptions	-	-	10,500	-	939,346	949,846	959,345
Insurance	-	-	-	-	250,200	250,200	252,702
Repairs / Maintenance	-	15,000	125,496	-	620,246	760,742	768,349
Bond and Lease Principle	1,060,000	-	-	-	2,401,309	3,461,309	3,492,142
Capital Outlay	-	-	-	4,711,660	-	4,711,660	2,535,660
Bond and Lease Interest	866,598	-	-	-	655,010	1,521,608	961,270
TOTAL EXPENDITURES	1,926,598	315,000	5,060,000	4,711,660	44,928,321	56,941,579	56,207,572

O&M Mil rate	\$ -	\$ -	\$ -	\$ 0.07	\$ 2.48	\$ 2.55	2.55
Bond Mil Rate	\$ 0.11	\$ -	\$ -	\$ -	\$ -	\$ 0.11	0.11
Combined Mil Rate	\$ 0.11	\$ -	\$ -	\$ 0.07	\$ 2.48	\$ 2.66	2.66

Chair of the Board _____ Date _____

Clerk of the Board _____ Date _____



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Tom Brandhuber, Fire Chief

MTG. DATE: May 20, 2025

SUBJECT: 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 2025/2026 & 2026/2027

ITEM #: 7E

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☒ Legal Review

BACKGROUND

This agenda item is included for the purposes of determining a public hearing date for the approval of the Fiscal Years 2025/2026 and 2026/2027 budgets. An excerpt of A.R.S. §48-805.02(A) has been included for reference:

The proposed budget shall be posted in three public places and shall be posted in a prominent location on the district's official website for at least twenty days before a public hearing at a meeting called by the board to adopt the budget. Copies of the proposed budget shall also be available to members of the public on written request to the district. Following the public hearing, the district board shall adopt a budget. A complete copy of the adopted budget shall be posted in a prominent location on the district's official website within seven business days after final adoption and shall be retained on the website for at least sixty months.

RECOMMENDED MOTION

Motion to schedule a public hearing date for the formal adoption of the Fiscal Years 2025/2026 and 2026/2027 budgets on June 17, 2025, at 9:00 a.m. in the Golder Ranch Fire District Fire Headquarters at 1600 E. Hanley Boulevard Oro Valley, AZ 85737.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Dave Christian, Finance Director

MTG. DATE: May 20, 2025

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING THE GOLDER RANCH FIRE DISTRICT RECONCILIATION AND MONTHLY FINANCIAL REPORT

ITEM #: 7F

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

Presented are the monthly financial reports and cash reconciliation.

RECOMMENDED MOTION

Motion to approve and accept the Golder Ranch Fire District reconciliation and monthly financial report as presented.

Golder Ranch Fire District
Summary Budget Comparison - SUMMARY BUDGET TO ACTUAL **BOARD PACKET**
From 4/1/2025 Through 4/30/2025

Account Code	Account Title	Current Period Actual	Current Period Budget	Current Period Budget Variance - Original	YTD Actual	YTD Budget	YTD Budget Variance - Original
5000	Labor/Benefits/Employee Development	3,078,322.92	3,119,675.09	41,352.17	31,811,822.64	31,170,445.81	(641,376.83)
6000	Supplies/Consumables	150,887.20	156,436.00	5,548.80	1,084,466.84	1,559,310.00	474,843.16
6500	Vehicle / Equipment Expense	44,501.43	104,891.00	60,389.57	501,651.42	1,024,410.00	522,758.58
6750	Utilities / Communications	34,529.01	44,227.00	9,697.99	410,653.32	442,270.00	31,616.68
7000	Professional Services	67,006.66	147,593.00	80,586.34	1,227,064.24	1,424,580.00	197,515.76
7500	Dues/Subscriptions/Maint. Fees	20,133.45	82,972.00	62,838.55	806,544.57	756,485.00	(50,059.57)
7750	Insurance	0.00	0.00	0.00	235,080.98	235,200.00	119.02
8000	Repairs / Maintenance	43,346.25	63,695.00	20,348.75	454,381.63	628,050.00	173,668.37
9000	Debt Service	1,078.03	21.00	(1,057.03)	1,290,747.82	1,272,483.00	(18,264.82)
9500	Capital Outlay	61,574.66	206,554.00	144,979.34	1,639,227.17	2,142,540.00	503,312.83
Report Difference		(3,501,379.61)	(3,926,064.09)	424,684.48	(39,461,640.63)	(40,655,773.81)	1,194,133.18



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Shannon Ortiz, Board Services Supervisor

MTG. DATE: May 20, 2025

SUBJECT: FUTURE AGENDA ITEMS

ITEM #: 8

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

This agenda item allows an individual Governing Board member to recommend item(s) to go on future agendas.

Pursuant to A.R.S. §38-431.2(H), the Board will not discuss the items(s) at this time because it would be a violation of the Open Meeting Laws and no voting action will be taken on the recommended item.

RECOMMENDED MOTION

No motion is necessary for this agenda item.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Shannon Ortiz, Board Services Supervisor

MTG. DATE: May 20, 2025

SUBJECT: Call to the Public

ITEM #: 9

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

This is the time for the public to comment. Members of the Board may not discuss items that are not on the agenda. The Board is not permitted to discuss or take action on any item raised in the Call to the Public, which are not on the agenda due to restrictions of the Open Meeting Law; however, individual members of the Board are permitted to respond to criticism directed to them. Otherwise, the Board may direct staff to review the matter or that the matter be placed on a future agenda.

RECOMMENDED MOTION

No motion is necessary for this agenda item.