

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

Tuesday, May 20, 2025, 9:00 a.m.

1600 East Hanley Boulevard, Oro Valley, Arizona 85737

1. CALL TO ORDER/ROLL CALL

Vice-Chairperson Vette called the meeting to order on May 20, 2025, at 9:00 a.m.

Members Present: Vice-Chairperson Wally Vette, Board Clerk Sandra Outlaw, Board Member Tom Shellenberger, and Board Member Steve Brady

Members Absent: Chairperson Vicki Cox Golder (excused)

Staff Present: Fire Chief Tom Brandhuber, Assistant Chief Grissom, Assistant Chief Perry, Assistant Chief Cesarek, Deputy Chief Hilderbrand, Deputy Chief Wilson, Deputy Chief Jarrold, Deputy Fire Marshal White, Finance Director Christian, IT Director Rascon, HR Director Delong, 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 stated Shannon and her team hosted an administrative professional's training for administrative personnel from other fire districts and invited the board members to attend as well. He commended her and her team for doing a fabulous job. Secondly, he thanked Captain Colin Port for inspecting his property for fire risk.

4. CALL TO THE PUBLIC

There were no public issues presented at this time.

5. CONSENT AGENDA

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

MOTION by Board Member Shellenberger to approve the May 20, 2025, Consent Agenda.

MOTION SECONDED by Board Member Brady

MOTION CARRIED 4/0

6. REPORTS AND CORRESPONDENCE

- A. FIRE CHIEF'S REPORT – Chief Brandhuber presented the Fire Chief's report to the Governing Board.

President Jones reported Sherri Wentzel retired recently, the Union and Fire Chief presented her with her retirement plaques, flags, and ax. He said the Professional Fire Fighters of Arizona (PFFA) is presenting a state convention in Tucson. The North Tucson Fire Fighters Association (NTFFA) is sending eight people.

- B. COMMUNITY RISK REDUCTION DIVISION'S REPORT - Assistant Chief Perry presented Community Risk Reduction's division report to the Governing Board. He said 311 went live (line for non-emergency calls i.e. snake calls, smoke detector battery changes). There have been some issues they are working out with Pinal County. Assistant Chief Perry announced year-around hiring has now begun for the Community Resource Technicians (CRTs). The Community Risk Reduction team is working on a process for a second truck (for the CRTs)

Board Member Outlaw said she read an article in the Explorer about 311. She asked if there was a way for Golder Ranch Fire District to advertise in Tucson.

Assistant Chief Perry replied Golder Ranch Fire District does advertise on social media and his team has also been trying to inform the community in-person as well. He recently gave a presentation at a homeowner's association meeting. However, the 311 system is owned and operated by the City of Tucson.



Vice-Chairperson Vette inquired about the Northern Arizona University (NAU) workshop mentioned in the Fire Prevention report.

Assistant Chief Perry replied the Department of Forestry is developing new concepts for Firewise. Fire Marshal Akins and a few of her team members attended a meeting for it.

- C. SUPPORT SERVICES DIVISION'S REPORT - Assistant Chief Cesarek presented the Support Services' division report to the Governing Board. He reported a substantial completion was met for Station 378. He also mentioned another Struggle Well class was completed.

Vice-Chairperson Vette asked if the recliners from the stations are able to be surplussed if they have the district logo on them.

Assistant Chief Cesarek answered the area with the logo is placed on the recliner with a zipper and can be removed. Therefore, they can be removed and surplussed.

Board Member Shellenberger asked if a date has been determined for the grand opening of station 378.

Assistant Chief Cesarek replied a date has not been set yet. As soon as a date is determined the Board will be notified.

Vice-Chairperson Vette noted in the Support Services' report it was reported how many service tickets were completed. He asked how many were not completed.

Assistant Chief Cesarek answered he could definitely make sure to include that in future reports if that is something the Board would like to see. There are tickets that take time and may continue over a period of time. He said his team is working on reporting service tickets in OPIQ.

- D. EMERGENCY MEDICAL SERVICES & FIRE RESPONSE DIVISION'S REPORT – Assistant Chief Grissom presented the EMS & Fire Response's division report to the Governing Board. He announced the week was EMS week. The EMS division will be holding a BBQ to recognize personnel. Assistant Chief Grissom reported the Fire Officers' Academy would be completed by the end of the week. He congratulated those who completed the program. Assistant Chief Grissom said the crews at the Greer fire are doing well.

Vice-Chairperson Vette asked if another crew will be sent to the Greer fire.

Assistant Chief Grissom answered the District would send another crew if requested.

Vice-Chairperson Vette asked a question about HAZMAT.



Assistant Chief Grissom replied the District follows the National Fire Protection Agency's (NFPA) standards for these calls. He said these calls are time intensive.

Assistant Chief Perry added Deputy Fire Marshal White taught a class at the ImageTrend Conference. He said this was a big deal to have DFM White teach this class and represent the District at the conference.

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

MOTION by Board Member Brady to enter into executive session for Items 7A & 7B.

SECONDED by Board Member Shellenberger

MOTION CARRIED 4/0

The Governing Board entered into executive session for items 7A & 7B at 9:17 a.m.

Those who entered into executive session included the Governing Board, HR Director Delong, Fire Chief Brandhuber, Board Services Supervisor Ortiz, and Attorney Aversa (via Zoom).

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 10:36 a.m.

Vice-Chairperson Vette reminded everyone, everything said in executive session is confidential.

- C. DISCUSSION AND POSSIBLE ACTION REGARDING AN AMENDMENT TO THE FIRE CHIEF'S CONTRACT

MOTION by Board Member Outlaw to approve the amended contract as presented.

SECONDED by Board Member Brady

MOTION CARRIED 4/0



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

MOTION by Board Member Brady to approve the fiscal year 2025/2026 tentative budget 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 as well as a tentative budget for FY 2026/2027.

SECONDED by Board Member Shellenberger

MOTION CARRIED 4/0

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

Board Services Supervisor Ortiz stated, now that the tentative budget has been adopted, the District is required to post it for a minimum of 20 days. After that time the Board can hold a public hearing which will be held at the next regular session meeting June 17th. Pending any comments, the Board can adopt the final budget.

MOTION by Board Member Outlaw 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.

SECONDED by Board Member Brady

MOTION CARRIED 4/0

F. 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 April is the first month of the last quarter. He expected to receive more in property revenue, the District did not receive as much as he predicted. However, the District was able to exceed what was budgeted for ambulance revenue and miscellaneous revenue. The total revenue budgeted was not met however, it was accounted for in costs.

Finance Director Christian stated year-to-date the budget looks spectacular. The District did not receive as much as expected in property taxes, however, it was accounted for in the other forms of revenue. It is 2% more than budgeted, which is well within the target rate. Labor costs are higher than budgeted as discussed previously. The budget is positive in the revenue and positive in the expenses. The next proceeds are \$3.8 million.



In Pinal County, the District has \$629,000 in the General Fund. In Pima County there is \$13.8 million in the General Fund. Total cash balance is approximately \$30.8 million. He believes there is approximately \$6 million left from the bond sale. These funds are for Station 378 and other projects.

Vice Chairperson Vette asked what the total would be for Station 378.

Assistant Chief Cesarek answered the total paid to the construction company was \$6.7 million. There are some ancillary expenses that will be added. He said there are still two more payouts that need to be made, he estimated it to be around \$1.1-1.2 million out of construction costs.

Finance Director Christian continued to present the ambulance billing portion of the finance report. He stated there was an average of 19 transports per day in April, this was down from 21 per day in March. Cash collection rates are up at 87%.

For the wild land report, he reported there is a type 3 and a type 6 assigned to the Greer Fire. Finance has collected for everything billed for wild land. There is no outstanding billing for wild land, he is waiting for the crews to return from Greer to submit the bills for the assignment.

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

MOTION SECONDED by Board Member Outlaw

MOTION CARRIED 4/0

8. FUTURE AGENDA ITEMS

The next regularly scheduled meeting will be June 17, 2025

9. CALL TO THE PUBLIC

There were no public issues presented at this time.

10. ADJOURNMENT

MOTION by Board Member Shellenberger to adjourn the meeting at 10:47 a.m.

MOTION SECONDED by Board Member Brady

MOTION CARRIED 4/0



Sandra Outlaw, Clerk of the Board
Golder Ranch Fire District

