

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

**Tuesday, June 17, 2025, 9:00 a.m.  
1600 East Hanley Boulevard, Oro Valley, Arizona 85737**

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

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

Staff Present: Fire Chief Tom Brandhuber, Assistant Chief Grissom, Assistant Chief Cesarek, Deputy Chief Hilderbrand, Deputy Chief Wilson, Deputy Chief Jarrold, Fire Marshal Akins, 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 reported he attended the active shooter drill with Oro Valley Police Department (OVPD) and Golder Ranch Fire District. He said the training was very well done and he thanked Captain Ben Jones for taking him for a ride-along that day.

Board Member Shellenberger said on June 12<sup>th</sup> Deputy Chief Wilson attended a rotary meeting where a medical presentation was made. He thanked Deputy Chief Wilson for attending the meeting. Mr. Shellenberger said he and Board Member Brady went with Assistant Chief Cesarek to look at the building the District was considering purchasing.

**4. CALL TO THE PUBLIC**

There were no public issues presented at this time.

**5. PRESENTATIONS**

**A. PRESENTATION OF PERSONNEL**

- EMPLOYEE RECOGNITION
  - JEFFREY KETTERER, PARAMEDIC- OFF-DUTY SERVICE



- YEARS OF SERVICE
  - STEVE DRURY, CAPTAIN- 25 YEARS
- NEW HIRES
  - ADAM KIRBY, PROCUREMENT & SUPPLY SPECIALIST I
  - TIFFANY MASSIE, COMMUNITY EDUCATOR
  - MICHELE SMITH, HUMAN RESOURCES GENERALIST/POLICY COORDINATOR

Chief Brandhuber presented GRFD's Paramedic Jeffrey Ketterer and his wife Mallory certificates of recognition and Fire Chief's coins for saving a child from a near drowning.

Chief Brandhuber also presented the child, who was also present at the meeting, with a Fire Chief's coin.

Paramedic Ketterer thanked the Chief for the recognition. He thanked his wife and daughter for their support.

Battalion Chief Seeley presented Captain Steve Drury and recognized him for his 25 years of service. He was presented with a plaque as well as a years of service pin.

Deputy Chief Jarrold presented Adam Kirby, the new Procurement and Supply Specialist.

Community Education Supervisor Habinek presented Tiffany Massie, the new Community Educator.

HR Supervisor Noland presented Michele Smith, the new HR Generalist/Policy Coordinator.

The Governing Board took a brief recess at 9:25 a.m.

The Governing Board reconvened at 9:28 a.m.

## 6. **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- MAY 20, 2025, REGULAR SESSION
- B. APPROVE MINUTES- MAY 20, 2025, EXECUTIVE SESSION ITEM 7A PART 1
- C. APPROVE MINUTES- MAY 20, 2025, EXECUTIVE SESSION ITEM 7A PART 2
- D. APPROVE MINUTES- MAY 20, 2025, EXECUTIVE SESSION ITEM 7B



**MOTION** by Board Member Brady to approve the June 17, 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 mentioned this week is Firefighter Safety Stand Down Week. This year's theme is "Break the Stigma" using the 'RESET' framework, encouraging first responders to talk about mental health. He said he believed Golder Ranch Fire District does a good job of breaking the stigma about mental health issues.

B. COMMUNITY RISK REDUCTION DIVISION'S REPORT – Deputy Chief Hilderbrand presented Community Risk Reduction's division report to the Governing Board.

Chairperson Cox Golder had a question for the Finance Division. She asked if Director Christian could explain the efficiency line in the Finance board report.

Director Christian explained it is a static number, it is the cost of the Finance department listed as a percentage of the district's budget.

C. SUPPORT SERVICES DIVISION'S REPORT - Assistant Chief Cesarek presented the Support Services' division report to the Governing Board. He mentioned Director Rascon is working with the company Orbitel to get internet service at the new Station 378. Assistant Chief Cesarek is working with Fire Marshal Akins and the water company regarding the water pressure at station 378. Right now it is too strong to use.

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 mentioned the crews have had a lot of code saves. He thanked the crews for their hard work. Assistant Chief Grissom also recognized Paramedic Ketterer for his rescue as well.

## **8. REGULAR BUSINESS**

A. PUBLIC HEARING ON THE GOLDER RANCH FIRE DISTRICT FISCAL YEAR 2025/26-BUDGET

- OPEN THE PUBLIC HEARING – Chairperson Cox-Golder opened the public hearing for any comments from the public at 9:36 a.m.

There were no public comments made.

- CLOSE THE PUBLIC HEARING – Chairperson Cox-Golder closed the public hearing at 9:36 a.m.



**NO MOTION NEEDED FOR THIS AGENDA ITEM.**

- B. DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF RESOLUTION #2025-0003 APPROVING AND FORMALLY ADOPTING THE GOLDER RANCH FIRE DISTRICT FISCAL YEAR 2025/26 & 2026/2027 BUDGETS

Finance Director Christian stated the final budget is exactly the same at the tentative budget the board approved in May. The tentative budget was posted for thirty days, more than what is required by state statute.

**MOTION** by Board Member Shellenberger to approve Resolution #2025-0003 formally adopting the Golder Ranch Fire District budget in the amount of \$56,941,579 with a recommended mil rate of \$2.55 and a bond debt service mil rate of \$0.11 for fiscal year 2025-2026.

**MOTION SECONDED** by Vice Chairperson Vette

**MOTION CARRIED 5/0**

- C. DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF RESOLUTION #2025-0004 APPROVING THE APPROPRIATION OF THE GOLDER RANCH FIRE DISTRICT END OF FISCAL YEAR 2024-2025 GENERAL FUND BALANCE

Finance Director Christian stated this is done by the District every year. Per statute the County Treasurer has the authority to use funds towards the levy. The District does not wish to do this so it appropriates funds.

**MOTION** by Vice Chairperson Vette to approve Resolution #2025-0004 appropriating the end of fiscal year General Fund balance in accordance with GRFD Principles of Sound Finance Policy.

**MOTION SECONDED** by Board Member Brady

**MOTION CARRIED 5/0**

- D. DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF RESOLUTION #2025-0005, ALLOCATING RESERVE FUNDS TO ACQUIRE AND RENOVATE THE REAL PROPERTY AT 3701 W. QUASAR ST. TUCSON, AZ 85741 FROM NORTHWEST FIRE DISTRICT TO SERVE AS THE DISTRICT'S CENTRAL SUPPLY WAREHOUSE; AND, TO APPROVE THE PURCHASE AGREEMENT AND FURTHER AUTHORIZE THE GRFD CHAIRPERSON OR AUTHORIZED DESIGNEE TO EXECUTE THE PURCHASE AGREEMENT FOR DEPOSIT INTO ESCROW ACCORDING TO THE TERMS OF THE PURCHASE AGREEMENT

Chief Brandhuber clarified the money will not be taken from reserve funds but from O&M funds.

Chief Cesarek stated the property is a former Northwest Fire District fire station that GRFD could use for supply storage and warehousing.

Discussion took place regarding the building.



Assistant Chief Cesarek answered a few questions from the Board.

Chief Brandhuber said he believed the District was getting a good deal on the building. There are some minor repairs needed however, the negotiated price with Northwest Fire District was worth it.

Chairperson Cox Golder stated the inspection company Axios did a phenomenal job on their inspection report.

Assistant Chief Cesarek stated this company was hired by Northwest Fire District and they conducted the inspection back in February. GRFD also hired a company to do an inspection, their report was also included in the board report.

**MOTION** by Board Member Shellenberger to adopt Resolution #2025-0005 approving the allocation of O&M funds, not to exceed \$1.3 million, to acquire and renovate the property located at 3701 W. Quasar Street Tucson, AZ, from Northwest Fire District; and, to approve the purchase agreement and further authorize the GRFD Governing Board Chairperson or authorized designee to execute the purchase agreement for deposit into escrow according to the terms of the purchase agreement.

**MOTION SECONDED** by Vice Chairperson Vette

**MOTION CARRIED 5/0**

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

Finance Director Christian said one more month and the District will be done with fiscal year 2025. The revenues are favorable and the expenses are favorable, they are within 3%. In Pinal County Treasurer's Office the District has about \$1 million and in Pima County it has about \$18.2 million. All in there is \$33.7 million including the CIP money. In reference to ambulance transports, there are 6,806 transports for the year. Billing expects to reach 7,300 transports for the fiscal year. For wildland, so far, the District has billed for the Greer and Cody fires.

Chairperson Cox Golder asked how the fires are named.

Deputy Chief Rutherford replied the fires are named by the crew that first responds to them.

**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 July 15, 2025.

**10. CALL TO THE PUBLIC**

There were no public issues presented at this time.

**11. ADJOURNMENT**

**MOTION** by Board Member Brady to adjourn the meeting at 10:05 a.m.

**MOTION SECONDED** by Board Member Outlaw

**MOTION CARRIED** 5/0

A handwritten signature in black ink, appearing to read "Sandra Outlaw", with a long horizontal flourish extending to the right.

Sandra Outlaw, Clerk of the Board  
Golder Ranch Fire District

