GOLDER RANCH FIRE DISTRICT
GOVERNING BOARD MEETING
MEETING MINUTES
Tuesday, October 21, 2025, 9:00 a.m.
1600 East Hanley Boulevard, Oro Valley, Arizona 85737

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

Members Present:	Chairperson Cox Golder, Board Clerk Sandra Outlaw, Board Member Steve Brady, and Board Member Tom Shellenberger
Members Absent:	Vice-Chairperson Wally Vette (excused absence)
Staff Present:	Fire Chief Tom Brandhuber, Assistant Chief Grissom, Assistant Chief Perry, Assistant Chief Cesarek, Deputy Chief Hilderbrand, Deputy Chief Jarrold, Fire Marshal Akins, Deputy Chief Wilson, 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**

Board Member Brady thanked Community Outreach Supervisor Dan Habinek for his presentation at Clairridge. Board Member Brady said he received several comments on what a great job Dan did.

4. **CALL TO THE PUBLIC**

There were no public issues presented at this time.

Chief Brandhuber commented there had been three line-of-duty deaths in the state of Arizona in the past month: Mesa Fire Engineer Paul Shupe, Timber Mesa Firefighter Glenn Collins, Flagstaff Fire Department Deputy Chief Jerry Bills. He asked for a moment of silence to recognize them.

5. **PRESENTATIONS**

A. PRESENTATION OF PERSONNEL

- RETIREMENT
  - WILL SEELEY, BATTALION CHIEF

- YEARS OF SERVICE
    - DAVE CHRISTIAN, FINANCE DIRECTOR- 15 YEARS
    - HERMAN RASCON, TECHNOLOGY DIRECTOR- 15 YEARS

- PROMOTION
    - DAVID SARGENTI, PARAMEDIC

- NEW HIRES
    - SAM HENSON, MEDIA SPECIALIST
    - GUY PERKINS, SYSTEMS SPECIALIST

    Loyalty and behavioral oaths will be administered.

Assistant Chief Grissom recognized Battalion Chief Will Seeley for his service to Golder Ranch Fire District (GRFD).

Assistant Chief Perry presented Finance Director Dave Christian for his fifteen years of service to GRFD.

Assistant Chief Cesarek presented Technology Director Herman Rascon for his fifteen years of service to GRFD.

Battalion Chief Hastings recognized David Sargenti for his promotion to Paramedic.

Community and Media Relations Supervisor Camarillo introduced Sam Henson as the new Media Specialist for GRFD.

Technology Supervisor Martinez introduced Guy Perkins as the new Systems Specialist for GRFD.

Chairperson Cox Golder administered the behavioral and loyalty oaths to the new employees.

The Governing Board took a brief recess at 9:29 a.m.

The Governing Board reconvened at 9:33 a.m.

6. CONSENT AGENDA

A. APPROVE MINUTES- SEPTEMBER 16, 2025, REGULAR SESSION

B. APPROVE AND ADOPT THE BASIC ORDERING AGREEMENT WITH THE FEDERAL BUREAU OF INVESTIGATION (FBI) TO CONTINUE LEASING THE COMMUNICATION HARDWARE SPACE AT THE GRFD STATION 370 LOCATION

C. APPROVE AND ADOPT RESOLUTION 2025-0010 TO DECLARE ITEMS AS SURPLUS AND DIRECTION TO STAFF TO SELL OR PROVIDE ITEMS TO NEIGHBORING FIRE DISTRICTS OR EDUCATIONAL INSTITUTIONS

MOTION by Board Member Shellenberger to approve the October 21, 2025, Consent Agenda
MOTION SECONDED by Board Member Outlaw
MOTION CARRIED 4/0

7. REPORTS AND CORRESPONDENCE

A. FIRE CHIEF'S REPORT – Chief Brandhuber presented the Fire Chief's report to the Governing Board. He thanked the crews for all their help with the funerals for the recent line-of-duty deaths in the past month. He thanked Captain Mike Thomas for assisting with all three funerals on behalf of the Local Assistant State Team (LAST).

Chairperson Cox Golder reiterated to thank Captain Thomas.

Paramedic Ward attended the Board meeting on behalf of President Jones who could not attend due to a meeting. Paramedic Ward said the North Tucson Firefighter's Association (NTFFA) has stayed busy in the community assisting local charities. They are preparing for the local Shop With A Firefighter event, they are helping Northwest Fire District with their Thanksgiving food box community program, and they will be participating in the Rockin' 4 Heroes event next month.

Cox Golder commented she saw a code in the calls report that she had not seen before: 444- power line down. She asked what the District does for a call like this.

Chief Brandhuber responded when a power line is down, crews secure the area, and make sure people do not go near the lines. Crews ensure the scene remains safe until the power company is on-scene.

B. COMMUNITY RISK REDUCTION DIVISION'S REPORT - Assistant Chief Perry presented Community Risk Reduction's division report to the Governing Board. He congratulated Fire Marshal Jenn Akins for achieving her CPSE Fire Marshal Designation. Chief Perry noted the Deputy Chief's rotations will be effective the following week. He publicly thanked Chief Jeremy Hilderbrand for building a foundation for the Community Risk Reduction Division.

Board Member Shellenberger noted the District was speaking with Supervisor McClure about 3-1-1. He asked what the purpose of the discussion was.

Assistant Chief Perry replied he plans on meeting with Supervisor McClure to discuss infrastructure for 311.

Chief Brandhuber explained the purpose of rotating the Deputy Chiefs is to build the bench strength and to ensure the District is producing people that can step up to the next leadership position. Next year the Assistant Chief's will be rotated so they can get broad depth and be prepared for any changes that arise.

Board Member Shellenberger asked if the numbers for snake and alarm responses listed in the calls total report included the Community Response Technician responses (CRTs).

Assistant Chief Grissom responded no, the count total report only includes responses from crews.

Assistant Chief Perry stated the call totals for CRTs is included in the Community Risk Reduction report.

C. SUPPORT SERVICES DIVISION'S REPORT - Assistant Chief Cesarek presented the Support Services' division report to the Governing Board. He said the Support Services team is doing a great job completing the remaining capital improvement projects for the year. Assistant Chief Cesarek highlighted and thanked Deputy Chief Adam Jarrold for his work for Support Services.

Chairperson Cox Golder noted a section in the Support Services Division report. She saw a section that mentioned vehicles on order. She asked how many vehicles were on order.

Assistant Chief Cesarek replied six vehicles are on order from Enterprise for the vehicle pool. He added his division also has a letter of intent for a ladder truck, a letter of intent for an engine, and they are working on a letter of intent for a Type 3, this would be a vehicle replacement for the Wildland division. All of the vehicles are in the capital improvement plan and have been approved by the Board.

Chairperson Cox Golder asked what the status of the Quasar building was.

Assistant Chief Cesarek responded the utilities have been turned on, they are working on setting up the warehouse space so his team can move the correct items in there. His team is going to be methodical on what is moved into the building so there is an inventory list of the items.

D. EMERGENCY MEDICAL SERVICES & FIRE RESPONSE DIVISON'S REPORT – Assistant Chief Grissom presented the EMS & Fire Response's division report to the Governing Board. He announced his division will be losing Deputy Chief Mark Wilson and Deputy Chief Tony Rutherford. He thanked them for the great jobs they did and commented he knows they will do a great job in their new positions. Assistant Chief Grissom mentioned in light of the great work the Professional Development team did with the help of Human Resources (HR), the District is on schedule to hold an academy in January. In addition, there are twenty candidates that will be testing for the position of fire captain. Twenty passed the written test and will be moving forward to the assessment center. He acknowledged seven members that assisted Timber Mesa with coverage for their team members to attend the funeral of one of their own. One ambulance and one engine company helped with coverage for 48 hours. He said it was nice to see GRFD's people helping not only its own community but the statewide community.

Chairperson Cox Golder noted a section in the Fire and EMS Response report where it mentioned instances where non-reserve ambulances were zero. She asked what the District does in these instances.

Assistant Chief Grissom replied the District relies on its auto-aid partners when the non-reserve ambulances are zero.

Chairperson Cox Golder asked about the District's cardiac rate survival of 21%.

Assistant Chief Grissom responded this is incredibly high compared to national standards. He said crews receive challenge coins on a regular basis because of the outstanding job they do with cardiac arrest code saves. He said this was extremely high compared to national standards.

Board Member Shellenberger asked if other districts helped Timber Mesa with coverage.

Assistant Chief Grissom answered several agencies assisted with coverage. It was a statewide mutual aid request and multiple agencies assisted with the request.

8. REGULAR BUSINESS

A. DISCUSSION AND POSSIBLE ACTION REGARDING THE CIGNA ADMINISTRATIVE SERVICES AGREEMENT FOR HEALTH INSURANCE

Chief Brandhuber explained the contract has been reviewed by the attorney. The District is happy with the service provided so far. HR has been working with Crest and Cigna to ensure the transition was as seamless as possible. Chief Brandhuber wanted to highlight one of the reasons the District chose Cigna was the money they committed to the healthcare membership. Extra funding was given to employees who participate in Health Savings Accounts (HSA's). The District has been operating as if there is a contract. The contract has been going back and forth between the two legal departments.

Chairperson Cox Golder asked if moving to Cigna saved the District money.

Chief Brandhuber replied that it did.

MOTION by Board Clerk Outlaw to approve the Cigna Administrative Services Agreement as presented.
MOTION SECONDED by Board Member Shellenberger
MOTION CARRIED 4/0

B. DISCUSSION AND POSSIBLE ACTION REGARDING THE COMPLETION OF RENOVATIONS TO THE TRAINING AND FLEET BUILDINGS AS PART OF THE VOTER APPROVED BOND PACKAGE

Chief Brandhuber explained the proposal is strategic and looks at future growth for Fleet Maintenance for the next ten years.

Assistant Chief Cesarek explained he would present the last two projects budgeted with the bond funding. He showed plans from the architect Seever Franks. Assistant Chief Cesarek stated there is $4.2 million remaining in the bond account.

Assistant Chief Cesarek explained the conceptual plans for the training building which included seating for sixty-five people in the auditorium, two levels of raised fixed seating, electrical and ethernet connectivity, updated audio/visual, locker room expansion, instructor/cadre area and offices.

Chairperson Cox Golder asked how much was remaining in the bond fund.

Finance Director Christian answered there is $4.6 million remaining in the bond fund. There is still money that is allocated to Station 378, the remaining balance would be $4.2 million. The remaining amount would be used for this project and any supplemental funds the Board approves.

Chairperson Cox Golder said she is so happy to see these type of improvements are being made.

Assistant Chief Cesarek said the buildings were completed in 2005 and the organization has changed since then. The improvements will address the needs that have come from the changes.

He explained the conceptual plans for the fleet maintenance expansion which include a 3,500 square foot addition, three half bays added to the north of the building, relocating the fabrication shop to provide four full bays on the south side, an expanded mezzanine to provide space for two offices and a new conference room, upgraded lighting, heating and cooling, air compressor, and oil distribution.

Assistant Chief Cesarek explained the board's approval was sought for a project total not to exceed $5.7 million, which would include the $4.2 million in the bond account and $1.5 from the unassigned reserve funds. He explained the next steps would be to work with engineering and seek ways to save on costs. The numbers were based on a high-level quote.

Chief Brandhuber clarified the District currently has $3.5 in the unassigned reserve. Staff is requesting $1.5 from the unassigned reserve fund. Leadership is asking the Board for the authority to proceed. The goal is not to spend the $1.5 million but to get the best quality product for Fleet.

Board Member Brady asked what the dimensions were for the north addition.

Assistant Chief Cesarek replied they are sure they can get apparatus in and out of the bay without any issues.

Board Member Brady stated that was his concern.

MOTION by Board Member Shellenberger to approve staff to proceed with the renovations of the GRFD training and fleet buildings as part of the 2019 bond project utilizing the remaining balance of the bond account and unassigned reserve funds not to exceed a total project cost of $5.7 million.
MOTION SECONDED by Board Member Brady
MOTION CARRIED 4/0

Chief Brandhuber thanked the Board for their support and for taking care of GRFD personnel.

Chairperson Cox Golder thanked him and said she was glad to see staff were preparing for the future.

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

Finance Director Christian presented the GRFD reconciliation and monthly financial report. He said the District is a quarter of the way through fiscal year 2026. To-date the District has received $5.5 million in property taxes, this is 6% favorable. Interest revenue is 9% favorable. This line item will see a decline because interest rates have fallen and because in fiscal year 2020 and fiscal year 2021 the Pima County Treasurer over-issued more than a million dollars. So, they are in the process of reclaiming these funds from all political subdivisions. GRFD's share is about $30,000.

Chairperson Cox Golder clarified this is a withholding process rather than writing a check.

Finance Director Christian confirmed she was correct.

Director Christian explained wildland revenue continues to be received, and ambulance revenue is favorable at 16%. Crews are averaging about twenty transports a day. He said the District was 1% favorable in costs. There were some line items that had deficits due to timing, however, the District was $43,750 favorable in expenses. He stated $2.9 million was added to cash, the District is at a point where it is adding to its cash. For year-to-date the District appears to be strong with 16% favorable in the revenue. Director Christian said the District has a total of $23 million all cash total with both Pima and Pinal Counties Treasurer's Office and Chase Bank. He went on to explain; ambulance revenue is very strong. There were almost 600 transports in the month of September. This averages to about 20 transports a day. Director Christian said for the 2025 season crews have responded to 18 state wildland fires and 18 federal fires. For year-to-date $800,000 has been collected. He believed that it would reach $1 million dollars.

MOTION by Board Member Outlaw to approve and accept the Golder Ranch Fire District reconciliation and monthly financial report as presented.
MOTION SECONDED by Board Member Shellenberger
MOTION CARRIED 4/0

9. FUTURE AGENDA ITEMS

The next regularly scheduled meeting will be November 18, 2025

10. CALL TO THE PUBLIC

Chief Brandhuber announced the annual pancake breakfast will be the morning of December 20th and the annual Union Holiday Party will be the evening of December 20th.

11. ADJOURNMENT

MOTION by Chairperson Cox Golder to adjourn the meeting at 10:19 a.m.
MOTION SECONDED by Board Clerk Outlaw
MOTION CARRIED 4/0

Sandra Outlaw, Clerk of the Board
Golder Ranch Fire District