

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

Tuesday, April 21, 2026, 9:00 a.m.

1600 East Hanley Boulevard, Oro Valley, Arizona 85737

1. CALL TO ORDER/ROLL CALL

Chairperson Vicki Cox Golder called the meeting to order on Tuesday, March 17, 2026, at 9 a.m.

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

Staff Present: Fire Chief Tom Brandhuber, Assistant Chief Perry, Assistant Chief Grissom, Assistant Chief Cesarek, Deputy Fire Marshal Akins, Deputy Chief Rutherford, Deputy Chief Jarrold, Deputy Chief Wilson, Finance Director Christian, HR Director Delong, Acting Technology Director Martinez, 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 congratulated DC Leslie on the academy and the showcase, which he said were both amazing.

Board Member Shellenberger said the graduation was amazing. He added Chaplain Wright's services were done so well. He was so impressed on how professional the events were.

Board Member Brady said it has a tremendous 12-14 weeks. He thanked the training cadre for their work training the new hires.

4. CALL TO THE PUBLIC

There were no public issues presented.

5. REGULAR BUSINESS

- A. THE BOARD MAY VOTE TO GO INTO EXECUTIVE SESSION FOR LEGAL ADVICE PURSUANT TO A.R.S. §38-431.03(A)(3) FOR DISCUSSION AND/OR CONSIDERATION



OF LEGAL ADVICE WITH THE ATTORNEY FOR THE DISTRICT REGARDING THE STATUS OF DIRECTOR LEVEL TRANSITION IN THE FINANCE DEPARTMENT, OVERALL SUCCESSION PLANNING, AND CURRENT FINANCIAL POLICIES

CHAIRPERSON'S NOTICE: EXECUTIVE SESSIONS ARE CONFIDENTIAL AND THOSE PRESENT DURING EXECUTIVE SESSIONS ARE PROHIBITED BY STATUTE FROM DISCLOSING EXECUTIVE SESSION INFORMATION PURSUANT TO A.R.S. §38-431.03(C).

MOTION by Board Member Brady to enter executive session.

SECONDED by Vice-Chairperson Vette

MOTION CARRIED 5/0

The Governing Board entered Executive Session at 9:03 a.m. for Item 5A.

Those who entered Executive Session included the Governing Board, Fire Chief Tom Brandhuber, HR Director Delong, District Attorney Aversa, and Board Services Supervisor Ortiz.

The Governing Board reconvened into regular session at 10:00 a.m.

Chairperson Cox Golder read the Chairperson's notice reminding those in attendance, Executive Sessions are confidential [pursuant to ARS §38-431.03(C)].

6. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

- RETIREMENT
 - MICHAEL MUIRHEAD, FIREFIGHTER-33 YEARS OF SERVICE
- PROMOTION
 - DANNY MARTINEZ, TECHNOLOGY DIRECTOR

Captain Davidson presented Firefighter Muirhead with a plaque from the Governing Board, the US Flag, Arizona Flag, two certificates recognizing they were flown at station 370 and an axe from the Local 3832 in recognition of his retirement.

Chief Brandhuber presented Firefighter's Muirhead's wife a certificate and a bouquet of flowers for her support of her husband during his employment with Golder Ranch Fire District.

Assistant Chief Cesarek recognized Danny Martinez for his promotion to Information Technology Director.



7. CONSENT AGENDA

- A. APPROVE MINUTES- MARCH 17, 2026, REGULAR SESSION
- B. APPROVE MINUTES- FEBRUARY 17, 2026, EXECUTIVE SESSION ITEM 8A
- C. APPROVE MINUTES- FEBRUARY 17, 2026, EXECUTIVE SESSION ITEM 8B
- D. APPROVE AND ADOPT RESOLUTION #2026-0004 TO DECLARE ITEMS AS SURPLUS AND DIRECTION TO STAFF TO SELL OR PROVIDE ITEMS TO NEIGHBORING FIRE DISTRICTS OR EDUCATIONAL INSTITUTIONS

MOTION by Vice-Chairperson Vette to approve the March 17, 2026,
Consent Agenda

MOTION SECONDED by Board Member Brady

MOTION CARRIED 5/0

8. REPORTS AND CORRESPONDENCE

- A. FIRE CHIEF'S REPORT – Chief Brandhuber presented the Fire Chief's report to the Governing Board. He thanked everyone that assisted with Chaplain Wright's services, and everyone that helped with Family Night and the Academy graduation.

Vice-Chairperson recognized Records' Specialist Wong for her work and for responding to 46 records requests in one month, a record for the division.

Captain Ahumada spoke on behalf of the Union, Local 3832. He said leadership is working on the Memorandum of Understanding (MOU) and salaries. The Union also hosted an event for personnel at Corbett's.

- B. COMMUNITY RISK REDUCTION DIVISION'S REPORT - Assistant Chief Perry presented the Community Risk Reduction (CRR) report to the Governing Board. He also mentioned the smoke detector walk was a partnership with the 100 Club who sponsored the event through a grant.
- C. SUPPORT SERVICES DIVISION'S REPORT - Assistant Chief Cesarek presented Support Services' report to the Governing Board. He mentioned Jonathan Boswell was recently hired as a Fleet Electronics Technician. Technician Boswell did a great job outfitting six new vehicles for the chiefs. AC Cesarek also recognized staff for all of their hard work preparing for the transition to the Quasar building.

Chairperson Cox Golder recognized Chief Wilson for the number of community events he participated in.

Board Member Shellenberger asked if it was possible to get a performance guarantee on the work done at station 370.



Assistant Chief Cesarek said he could go into detail of the contract when the agenda items is up for discussion.

Vice-Chairperson Vette noted a large portion of the operations budget was unexpended.

Assistant Chief Grissom said his staff are reviewing line items to expend allocated funds before the end of the fiscal year.

- D. EMERGENCY MEDICAL SERVICES & FIRE RESPONSE DIVISION'S REPORT – ASSISTANT CHIEF GRISSOM- Assistant Chief Grissom presented the EMS and Fire Response report to the Governing Board.

9. REGULAR BUSINESS

- A. DISCUSSION AND/OR POSSIBLE ACTION REGARDING RESOLUTION #2026-0005, APPROVING THE CALL OF ELECTION FOR THE GOVERNING BOARD OF THE GOLDER RANCH FIRE DISTRICT FOR THE PURPOSE OF FILLING TWO VACANCIES ON THE GOVERNING BOARD IN NOVEMBER 2026

MOTION by Board Member Shellenberger to approve Resolution #2026-0005 approving the call of election for the governing board of the Golder Ranch Fire District for the purpose of filling two vacancies on the governing board at the November 3, 2026, General Election.

MOTION SECONDED by Vice-Chairperson Vette

MOTION CARRIED 5/0

Item F was moved as the next item on the agenda.

- F. DISCUSSION AND/OR POSSIBLE ACTION REGARDING AN INTERGOVERNMENTAL AGREEMENT WITH THE TOWN OF ORO VALLEY PROVIDING LOCATIONS AND FIBER OPTIC ACCESS FOR THE ORO VALLEY POLICE DEPARTMENT DRONE AS A FIRST RESPONDER PROGRAM

Chief Brandhuber explained this agenda item would allow Oro Valley Police Department (OVPD) drones to be launched from two Golder Ranch Fire District stations for public safety. At the last two fires, OVPD was able to use their drones and their heat sensing capabilities. So, not only does it benefit Oro Valley and the residents of Oro Valley it benefits GRFD.

MOTION by Vice-Chairperson Vette approve the Intergovernmental Agreement with the Town of Oro Valley allowing the installation of drones as First Responders at GRFD stations 375 and 377.

MOTION SECONDED by Board Clerk Outlaw

MOTION CARRIED 5/0



B. DISCUSSION AND/OR POSSIBLE ACTION REGARDING POLICY 1011 DISCRIMINATION/HARASSMENT

Director Delong clarified this policy was up for review and updates and to maintain compliance.

Board Clerk Outlaw noted an ethics reporting platform that can be used for complaints. She asked Director Delong to explain the process.

Director Delong explained the District is required to have an ethics reporting platform. It is outsourced to company, Navex. They are linked to an internal website for employees. Employees can submit complaints via the link and it is sent to Chief Brandhuber, Director Delong and Assistant Chief Perry. They are notified immediately if anything is received.

MOTION by Vice-Chairperson Vette to approve policy 1011 Discrimination/Harassment.

MOTION SECONDED by Board Member Shellenberger

MOTION CARRIED 5/0

C. DISCUSSION AND/OR POSSIBLE ACTION REGARDING THE APPROVAL OF A TWO-YEAR AGREEMENT WITH SPARK HIRE TO ASSIST HUMAN RESOURCES WITH RECRUITMENT PROCESSES

Director Delong explained Spark Hire is a company Human Resources uses with their recruitment processes. This contract locks in a rate for two-years.

Chairperson Cox Golder asked if all videos of the applicants are viewed.

Director Delong replied they are. No AI is used to review the videos.

MOTION by Vice-Chairperson Vette to approve the Spark Hire agreement as presented.

MOTION SECONDED by Board Member Shellenberger

MOTION CARRIED 5/0

D. DISCUSSION AND/OR POSSIBLE ACTION REGARDING AN INTERGOVERNMENTAL AGREEMENT WITH AVRA VALLEY FIRE DISTRICT FOR AMBULANCE BILLING SERVICES

MOTION by Board Member Shellenberger to approve the Intergovernmental Agreement with Avra Valley Fire District and Rincon Valley Fire District increasing fees for ambulance billing services as described.

MOTION SECONDED by Vice-Chairperson Vette

MOTION CARRIED 5/0



E. DISCUSSION AND/OR POSSIBLE ACTION REGARDING AN INTERGOVERNMENTAL AGREEMENT WITH RINCON VALLEY FIRE DISTRICT FOR AMBULANCE BILLING SERVICES

See motion listed in item 9D.

F. DISCUSSION AND/OR POSSIBLE ACTION REGARDING AN INTERGOVERNMENTAL AGREEMENT WITH THE TOWN OF ORO VALLEY PROVIDING LOCATIONS AND FIBER OPTIC ACCESS FOR THE ORO VALLEY POLICE DEPARTMENT DRONE AS A FIRST RESPONDER PROGRAM

See item moved up in the agenda.

G. DISCUSSION AND/OR POSSIBLE ACTION REGARDING THE APPROVAL OF A CONSTRUCTION AGREEMENT WITH CONCORD GENERAL CONTRACTING FOR THE COMPLETION OF RENOVATIONS TO THE GRFD TRAINING AND FLEET BUILDINGS

MOTION by Board Member Shellenberger to approve the agreement with Concord General Contracting for the completion of renovations to the training and fleet buildings with a gross maximum price of \$4,773,500.

MOTION SECONDED by Vice-Chairperson Vette

MOTION CARRIED 5/0

H. DISCUSSION AND/OR POSSIBLE ACTION REGARDING THE APPROVAL OF A TWO-YEAR AGREEMENT WITH NICE HEALTHCARE

Chief Brandhuber stated the District currently has a 30% utilization rate. Staff are pushing to make it more. There will be an in-person enrollment.

Director Delong said she has received positive feedback from employees. The company is offering a two-year rate lock with the agreement.

Vice-Chairperson Vette noted he did not see stations 372 and 378 in the locations where services were offered.

Director Delong stated services are not currently offered in those area codes. However, they are slowly expanding their services.

MOTION by Vice-Chairperson Vette to approve the Nice Healthcare agreement as presented.

MOTION SECONDED by Board Member Shellenberger

MOTION CARRIED 5/0

I. DISCUSSION AND/OR POSSIBLE ACTION REGARDING THE APPROVAL OF A TWO-YEAR AGREEMENT WITH PAYTIENT



Chief Brandhuber acknowledged Director Delong for finding the program.

Director Delong explained some employees have difficulty playing medical costs. Paytient is a program, connected to Visa, that assists with paying those costs. They offer up to \$2,000 credit with no fees or interest charged to the employee. The District pays an administrative fee. All feedback has been positive. The covered costs include medical, dental, vision and veterinary care.

Board Clerk Outlaw commented she also noticed employees can do a payroll deduction.

Director Delong confirmed it can be connected to an HSA account and personal checking account.

MOTION by Vice-Chairperson Vette to approve the Paytient agreement as presented.

MOTION SECONDED by Board Member Shellenberger

MOTION CARRIED 5/0

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

Acting Finance Director Sargent presented the GRFD reconciliation and monthly financial report to the Governing Board. He said the Board will notice changes. The month-to-date revenue is down for the month. A lot of the revenue is listed as miscellaneous revenue so he was not sure why it was down. He would look into it. Expenses for the month were down as well. The ending balance at the Pima County Treasurer's Office was \$15,915,945 and the ending balance at Pinal County was \$341,663. The total cash balance in March for the O&M was \$4,684,777. Debt Service cash balance was \$69,118 and the Bond cash balance was \$445,779. The EMS billing end net revenue balance was \$1,481,284. There were 640 transports in the month of March. There were three fires in the process of being billed at the time of the April meeting.

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

MOTION SECONDED by Vice-Chairperson Vette

MOTION CARRIED 5/0

10. FUTURE AGENDA ITEMS

There will be a budget study session May 4th at 9:00 a.m.

The next regularly scheduled meeting will be May 19, 2026.



11. CALL TO THE PUBLIC

There were no public issues presented at this time.

12. ADJOURNMENT

MOTION by Board Member Brady to adjourn the meeting at 10:58 a.m.

MOTION SECONDED by Board Clerk Outlaw

MOTION CARRIED 5/0



Sandra Outlaw, Clerk of the Board
Golder Ranch Fire District

