

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

Tuesday, May 19, 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, May 19, 2026, at 9 a.m.

Members Present: Chairperson Cox Golder, 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

There were no fire board reports presented.

4. CALL TO THE PUBLIC

Blake Hughes, a district resident at 15450 Coronado Forest Dr. Tucson, AZ, stated he would like to recommend an item for a future agenda, and to direct personnel to research. A while back he was in a motor vehicle accident. He was flown out by helicopter. He said the bill was substantial and did not believe most people could afford such a bill. He recommended the District cover the cost for patients to be transported by helicopter. He presented this to the Governing Board because they were the District's representatives.

Chairperson Cox Golder thanked him for his comments.



5. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

- NEW HIRES
 - ARIATHNA BURBOA, BILLING SPECIALIST
 - KATHRYN BUTLER, FINANCE SPECIALIST
 - SCOTT NORTON, FACILITIES MAINTENANCE TECHNICIAN

Loyalty and behavioral oaths will be administered.

Billing Supervisor Massie presented Arianthna Burboa, the new Billing Specialist for the finance division.

Acting Finance Director, Jeff Sargent, presented Kathy Butler the new Finance Specialist for the finance division.

Division Chief North presented Scott Norton, the new Facilities Maintenance Technician.

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

6. CONSENT AGENDA

- A. APPROVE MINUTES- APRIL 21, 2026, REGULAR SESSION
- B. APPROVE MINUTES- APRIL 21, 2026, EXECUTIVE SESSION ITEM 5A
- C. APPROVE MINUTES- MAY 4, 2026, SPECIAL BUDGET STUDY SESSION
- D. APPROVE AND ADOPT RESOLUTION #2026-0006 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 Brady to approve the May 19, 2026,
Consent Agenda

MOTION SECONDED by Vice Chairperson

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 thanked all personnel who helped with Project Graduation for Ironwood Ridge and Canyon del Oro high schools. He appreciated their efforts and said it was a great program for the students/community.



Chairperson Cox Golder (also an Amphi School District board member) thanked everyone on behalf of the Amphi School District.

Union President Jones also thanked everyone for their assistance with Project Graduation. He added the Union will be sending eight people to attend the State Professional Fire Fighters of Arizona (PFFA) convention for three days.

Chairperson Cox Golder thanked Records Specialist Wong and Board Services Supervisor Ortiz for their work on the Administrative Professionals' Training.

Board Services Supervisor Ortiz thanked the Chairperson. She also acknowledged Administrative Assistant Chavez. Board Services Supervisor Ortiz thanked Chief Brandhuber for his support of the training as well as the Board for their support. She believed the training was well received and hoped to continue it in the future.

- B. COMMUNITY RISK REDUCTION DIVISION'S REPORT - Assistant Chief Perry presented the Community Risk Reduction (CRR) report to the Governing Board.

Chairperson Cox Golder asked if the Nymb1 presentation was well attended.

Chief Perry said it had been, so far seventy people have attended. Community and Media Relations Supervisor Camarillo also promotes the app on social media. He hoped to get even more participation in the presentations.

- C. SUPPORT SERVICES DIVISION'S REPORT - Assistant Chief Cesarek presented Support Services' report to the Governing Board. He highlighted his division received pictures of the ladder truck which was currently under construction.
- D. EMERGENCY MEDICAL SERVICES & FIRE RESPONSE DIVISION'S REPORT – Assistant Chief Grissom presented the EMS and Fire Response report to the Governing Board. He recognized three recruits that were in attendance of the board meeting, Recruit Garcia, Recruit Medrzycki and Recruit Neighbors.

Chairperson Cox Golder commended Assistant Chief Grissom and his staff for identifying a training opportunity at a skatepark in the District.

Assistant Chief Grissom thanked Chairperson Cox Golder and stated staff regularly identify and recommend sites for training opportunities.

Chairperson Cox Golder asked where swift water training was conducted.

Battalion Chief Hastings replied some training does happen at pools. Personnel also train at the Salt River.



Vice Chairperson Vette said he saw how another fire district had a procedure on how to respond to electric car fires and also had special equipment such as blankets to smother the fire. He asked if the District had a procedure on how to respond to electric car fires.

Assistant Chief Grissom replied the District did have a procedure on how to respond to electric fires and GRFD personnel also had the blankets to extinguish the fire. He said staff were regularly improving the procedure as things changed.

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

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 Shellenberger to enter executive session for Items 5A & 5B

SECONDED by Board Member Brady

MOTION CARRIED 5/0

Board Services Supervisor Ortiz noted Chief Brandhuber did receive the 24-hour notice of executive session.

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

The Governing Board entered Executive Session at 9:27 a.m.

- 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

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)

The Governing Board reconvened into regular session at 10:47 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)].

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

MOTION by Vice Chairperson Vette to approve the annual performance review for the Fire Chief and direct staff to place the fire chief's contract on the following month's agenda.

MOTION SECONDED by Board Member Shellenberger

MOTION CARRIED 5/0

D. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF THE PROPOSED TENTATIVE BUDGETS FOR THE GOLDER RANCH FIRE DISTRICT FOR FISCAL YEARS 2026/2027 AND 2027/2028

Assistant Chief Perry reviewed the minor modifications to the proposed, tentative budget that was originally presented to the Governing Board at the May 4th budget study session.

MOTION by Vice Chairperson Vette to approve the fiscal year 2026/2027 and 2027/2028 tentative budgets as presented, with both revenues and costs of \$69,471,463 for FY 26/27 and with a recommended O&M mill rate of \$2.67 and a recommended debt service mill rate of \$0.09 for an aggregate mill rate of \$2.76.

MOTION SECONDED by Board Member Shellenberger

MOTION CARRIED 5/0

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 2026/2027 AND 2027/2028

MOTION by Vice Chairperson Vette to schedule a public hearing date for the formal adoption of the Fiscal Years 2026/2027 and 2027/2028 budgets on June 16, 2026, at 9:00 a.m. in the Golder Ranch Fire District Fire Headquarters at 1600 E. Hanley Boulevard Oro Valley, AZ 85737.

MOTION SECONDED by Board Member Brady

MOTION CARRIED 5/0

F. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF A REQUEST BY ORO VALLEY INVESTMENTS, LLC DBA PAIN INSTITUTE OF SOUTHERN ARIZONA

Chief Brandhuber stated the Pain Institute of Southern Arizona was seeking a code variance to paint their sign a different color than the Town of Oro Valley allowed. They asked residents in the area to sign a letter in support of their code variance



request. The District was a property owner in the area so, they asked for the District's support of their request.

MOTION by Board Member Shellenberger to approve the letter to the Town of Oro Valley supporting the Oro Valley Investments, LLC, DBA Pain Institute of Arizona's request for a deviation from the originally required signage color and approve the letter in support of the variance.

MOTION SECONDED by Vice Chairperson Vette

MOTION CARRIED 5/0

G. DISCUSSION AND POSSIBLE ACTION REGARDING AN ADDENDUM TO THE BRYCER COMPLIANCE ENGINE CONTRACT

Assistant Chief Perry explained Brycer Compliance Engine was a software used by Fire Prevention for inspection reports. This was strictly a clarification to clarify Brycer was charging fees that were attributed to the District. The District wanted clarification Brycer was charging the fees and Fire Prevention wanted to give contractors enough time to pay the fees. The addendum was drafted to ensure the clarification was in writing.

MOTION by Vice Chairperson Vette to approve the addendum to the agreement with Brycer, L.P. for The Compliance Engine.

MOTION SECONDED by Board Member Shellenberger

MOTION CARRIED 5/0

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

Acting Finance Director Jeff Sargent presented the GRFD reconciliation and monthly financial report. He said his division will be presenting things differently in future reports. He wanted to prepare the board for the changes. In the future, he plans on defining each revenue that is part of the miscellaneous revenue line item. He also plans to show prior year data in the presentation of statement of activities. However, with all of the changes, this will not be able to be done until next July. He noted he was working on reports to show a break-down of all revenue. Acting Director Sargent stated \$4.1 million was collected in taxes in Pima County, approximately \$6 million was budgeted. He hoped the additional \$2 million that was budgeted would be collected in May or June. He stated \$474,079 was collected in Pinal County and explained the money collected in Pinal is transferred to Pima County. In the District's bank account there was \$4.5 million. The Bond's proceeds account showed a balance of \$58,868. It would reflect that until it was moved to Pima County. Pima County requested the District write the checks out of the County's account. The balance in the bond account will be used for the renovations to the Fleet and Professional Development facilities. Acting Director Sargent encouraged the Board to challenge staff when they notice variances in the financial reports. He noted in the EMS billing report there was a variance due to a computer



glitch. In reference to wildland, crews had responded to eleven fires, seven of which were approved for reimbursement by the State. He noted a new column to the wildland report, total admin billed. This was a new addition that allowed the District to submit for reimbursement for the time administration spent on generating bills for wildland. He also mentioned a new column to show total equipment billed. He noted both columns were added to be more transparent. He commented that he did not believe that Wildland would never quite be an enterprise fund, however, he was trying to show the Board a real number to show what wildland generated and spent.

Vice Chairperson Vette expressed his surprise the admin billing line item was so low.

Acting Finance Director Sargent replied the figure was low. He estimated the State reimbursed the District half of what the District spent. However, he would need a year's worth of data to make a determination. He was working with staff to identify why it was so low.

Vice Chairperson Vette thanked Acting Finance Director Sargent for his efforts.

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 Shellenberger

MOTION CARRIED 5/0

9. FUTURE AGENDA ITEMS

The next regularly scheduled meeting will be June 16, 2026.

10. CALL TO THE PUBLIC

There were no public issues presented.

11. ADJOURNMENT

MOTION by Chairperson Cox Golder to adjourn the meeting at 11:13 a.m.

MOTION SECONDED by Vice Chairperson Vette

MOTION CARRIED 5/0



Sandra Outlaw, Clerk of the Board
Golder Ranch Fire District

