

Green Valley Fire District

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www.gvfire.org

Chuck Wunder, Fire Chief



Green Valley Fire District Board of Directors Meeting
Headquarters/Training Center
1285 W. Camino Encanto, Green Valley, AZ
May 26, 2021 at 9:00 A.M.

REGULAR BOARD MEETING MINUTES

CALL TO ORDER/ROLL CALL: Board Chair Tom Allen called the Regular Board Meeting to order at 0900 hours. Members of the Board that attended the meeting included: Board Chair Tom Allen, Board Clerk Mrs. Nancy Schuster, Mr. Jeff Jamieson, Mr. Bill Katzel and Mrs. Sandi Richey. See attached sign-in sheets for Green Valley Fire District staff, Green Valley Fire Corps, and members of the public present.

PLEDGE OF ALLEGIANCE: Mr. Katzel led the members of the Board and staff in the Pledge of Allegiance.

CALL TO THE PUBLIC: There were no members of the public present who wished to address the Board.

CLERK'S REPORT: Board Clerk Schuster – Board Clerk Schuster presented the minutes from the Regular Meeting of April 28, 2021, and the Special Board Budget Meeting of May 19, 2021. Mr. Katzel made a motion to approve the minutes as presented. Mr. Jamieson seconded the motion. All were in favor, and the minutes were approved, (5-0).

LOCAL PENSION BOARD UPDATE: Mrs. Richey- Mrs. Richey advised there was no meeting for the month of April, but the Pension Board does plan to meet in mid-June.

REPORTS AND CORRESPONDENCE

A. CHIEF'S REPORT: Chief Wunder –

- 1. Employee/Community Recognition-** Chief Wunder stated Fire Corps has reengaged, and the District has received amazing feedback from the public. Chief Wunder stated he is very pleased with how smooth the transition has been and states he is very grateful for everyone who has stepped up.
- 2. Legislative Issues** – Chief Wunder stated the budget bills were introduced and noted the \$20 million to capitalize the Worker's Comp. risk pool was not added to the budget. Chief Wunder mentioned the only other concern was the flat income tax proposal that was put out by the Governor, which has a potential negative impact on cities and towns.
- 3. GVFFA Meet & Confer Update** – Chief Wunder states there was a meeting earlier in the month. The main topic was Paramedic pay that was

discussed in the budget meeting last week. Chief Wunder states the meeting went well and there were no unusual challenges.

4. **Administrative/Management Update** – Chief Wunder stated the District has been in contact with the seller for the property with updates to the easement. The owners of the property have stated they are working with the owners of the easement to get it removed. Chief Wunder mentioned that he met with the architect for the Station 153 addition and wanted to mention this expansion will not be covered under the bond. In addition, the District is working with AMR to staff a 40-hour ambulance starting the first week of July. Chief Wunder mentioned that the application for the academy is open and will close on June 5. The District has also posted for the Volunteer Coordinator part time position to help assist LT Pratt. Chief Wunder wanted to make note that the District is starting to get back into public education for schools and various events.

5. **Valley Emergency Communication Center (VECC) Update** –Chief Wunder stated there was nothing new to report for VECC.

B. OPERATIONS REPORT: Training Chief Rowe for Division Chief Kosiorowski-

1. **Response Data** – Chief Kosiorowski filed a written report, with response and transport data for the month of April which Chief Rowe presented. There were no questions. The complete report is on file.
2. **Nurse Practitioner Response Unit/ BLS** – Chief Kosiorowski filed a written report on the NP Program and BLS classes, which Chief Rowe presented, stating the District still has not opened for public classes but plans have been made to open back up in July. Chief Wunder noted that NP O'brien's responsibilities will be increasing in the future, as she will start assisting with secondary clearance for return-to-work duties. There were no questions, the complete report is on file.
3. **Training and Communications** – Chief Kosiorowski filed a written report on Training for the month of April, which Chief Rowe presented. Chief Rowe stated the Firefighters have done a few trainings such as tactical emergencies and the pack test to qualify for Wildland. There were no questions. The complete report is on file.

C. FIRE PREVENTION: Fire Marshal Stiegleiter-

1. **Potentials Report** – Fire Marshal Stiegleiter stated there was only one potential fire loss on the rear porch and storage room of a house for the month of April. There was a potential loss of \$380,000.00 with an actual loss of \$178,000.00. There were no questions. The complete report is on file.
2. **Prevention Activities Report** - Fire Marshal Stiegleiter filed a written report on the inspections and activities for the month of April. There were no questions. The complete report is on file.

3. **Construction Report** – Fire Marshal Stiegleiter filed a written report on the construction activities for the month of April with updates to the Sahuarita Food Bank as well as Delta Dental. There were no questions. The complete report is on file.

D. COMMUNITY OUTREACH: L.T Pratt-

1. **Public Education Events-** Mr. Pratt filed a written report on Community Outreach and Fire Corps activities for the month of April. Mr. Pratt stated it was a very busy month for Fire Corps with lock box installs as well as hydrant markers. There were no questions. The complete report is on file.
2. **I am G.V.F.D-** Mr. Pratt introduced Firefighter Brandon Lopez, who gave an “I am GVFD” presentation for those in attendance.

E. FINANCIAL UPDATE: Gabe Buldra –

1. **April Financial Report-** Mr. Buldra advised that for the month of April, tax-levy revenue was over budget by \$481,004.00, at \$2,189,196.00, budgeted at \$1,708,192.00. Non-tax levy revenue was over budget by \$41,440.00, at \$140,238.00, budgeted at \$98,798.00. Personnel expenses for the month were at \$926,578.00, which was under budget by \$27,389.00, budgeted at \$953,967.00. Buildings and Fleet were under budget this month by \$21,000.00, at \$29,307.00, budgeted at \$50,308.00. This month, Communications came in under budget by \$6,105.00, at \$7,099.00, budgeted at \$13,203.00. Managerial came in over budget by \$67,663.00, at \$111,335.00, budgeted at \$43,671.00. From a YTD perspective, total revenues are at \$12,538,294.00, which puts us over budget by \$1,409,633.00, budgeted at \$11,128,662.00. For the YTD expense percentages breakdown: Personnel is the largest at 79.0%, Communications is at 9.0%, OPS is at 6.0% and Managerial is at 6.0%. The District's cash position is at \$20,185,345.00, which is up from \$6,915,828.00 this time last year. The District's total debt is up by approximately \$12,382,000.00. Mr. Katzel asked a question about the 152 station build which Mr. Buldra addressed. There were no further questions. The complete report is on file. Mr. Katzel made a motion to approve the financials as presented. Ms. Richey seconded the motion. All were in favor, and the financials were approved, (5-0).

OLD BUSINESS- None

NEW BUSINESS –

A. Discussion and Possible Action Authorizing the Fire Chief to Execute an Agreement with WSM Architects for Design and Construction Administration Services for the New Station 152- Fire Chief Chuck Wunder

Chief Wunder briefly discussed the agreement with WSM Architects for design and construction administration services for the new Station 152. Various questions were asked, which Chief Wunder addressed. The complete report is on file. Mr. Katzel made a motion to approve the Fire Chief to execute an agreement with WSM Architects for the new Station 152. Mrs. Schuster seconded the motion. All were in favor, and the motion passed, (5-0).

B. Discussion and Possible Action on Proposed VECC FY 2022 Budget- Fire Chief Chuck Wunder

Chief Wunder briefly discussed the proposed VECC FY 2022 budget stating this is not the District's fee; but the budget to operate the VECC. The complete report is on file. Mr. Katzel made a motion to approve the proposed VECC FY 2022 budget. Mrs. Schuster seconded the motion. All were in favor, and the motion passed, (5-0).

C. Discussion and Possible Action on Approving Equipment Purchase package in the amount of \$125,000- Fire Chief Chuck Wunder for Division Chief Joey Kosiorowski

Chief Wunder briefly discussed the equipment purchase package in the amount of \$125,000. Chief Wunder noted this will not be coming out of capital but will come out of the current operating budget. Mr. Katzel made a motion to approve the equipment purchase package in the amount of \$125,000. Mr. Jamieson seconded the motion. All were in favor, and the motion passed, (5-0).

D. Discussion and Possible Action on Proposed GVFD FY 2022 Budget- Chief Wunder

Chief Wunder briefly discussed the proposed GVFD FY 2022 budget. Chief Wunder made note that based on statutory requirement the board will only be approving a draft budget for posting. If approved, the District will post the draft budget for a minimum of 20 days in accordance with ARS 48-805.02. Should the draft be approved, there will be a public hearing at the June 30, 2021 board meeting. The budget presented is a balanced budget meaning revenues cover expenditures. Chief Wunder stated the proposed budget continues to maintain the same tax rate of \$2.5299. The addition is a new debt tax rate of .1951 for the District's bond. Mrs. Richey made a motion to

approve the proposed draft FY 2022 budget as presented. Mr. Katzel seconded the motion. All were in favor, and the motion passed, (5-0).

Executive Session- The Fire District may conduct an Executive Session on any agenda item(s) set forth, pursuant to A.R.S. 38-431.03(A)

1. For discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee, or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee, or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee, or employee to determine whether the discussion or consideration should occur at a public meeting.

There will be no action taken during Executive Session.

Mr. Katzel made a motion to move into Executive Session for discussion of employment. Mr. Jamieson seconded the motion. All were in favor, (5-0). The regular board meeting went into recess, for an executive session at 9:51 A.M

The Regular Board Meeting was reconvened at 10:37 A.M.

Future Agenda Items: None

Announcements:

Executive Session Meeting: Wednesday, June 16, 2021 at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center, 1285 W. Camino Encanto Green Valley, AZ 85622

Regular Board Meeting: Wednesday, June 30, 2021 at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center, 1285 W. Camino Encanto Green Valley, AZ 85622.

ADJOURN

There being no further business, Board Chair Allen adjourned the meeting at 10:38 A.M.

Respectfully Submitted by:



Nancy Schuster, Board Clerk

Green Valley Fire District