

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
April 24, 2024 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 Nancy Schuster, Bob Simmons, and Mr. Jeff Jamieson. Mr. Paul Ober absent. 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. Tom Allen 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.

REPORTS AND CORRESPONDENCE

A. Consent Agenda- Mrs. Schuster made a motion to approve all items on the consent agenda as presented, Mr. Jamieson seconded the motion. All were in favor and the consent agenda was approved, (4-0).

B. FINANCIAL UPDATE: Gabe Buldra –

- 1. March Financial Report-** Gabe Buldra presented the financial report and advised that for the month of March, tax-levy revenue was under budget by \$142,690 at \$756,916, budgeted at \$899,606. Non-tax levy revenue was over budget by \$130,467, at \$267,133, budgeted at \$136,666. Personnel expenses for the month were \$817,631, which was under by \$187,469, budgeted at \$1,005,100. Buildings and Fleet were over this month by \$23,191, at \$94,486, budgeted at \$71,295. This month,

Communications came in under budget by \$6,163, at \$201,150 budgeted at \$207,313. Managerial came in under budget by \$8,305, at \$51,897, budgeted at \$60,202. For the YTD expense percentages breakdown: Personnel is the largest at 80%, Communications is at 8%, OPS is at 7% and Managerial is at 5%. The District's cash position is at \$13,043,710, which is down from \$16,628,855 this time last year. The District's total debt is up by approximately \$360,204. There were no questions asked from the Board members. Mr. Simmons made a motion to approve the financials as presented. Mr. Jamieson seconded the motion. All were in favor, and the financials were approved, (4-0).

C. CHIEF'S REPORT: Chief Wunder

- 1. Employee/Community Recognition** – Chief Wunder recognized Fire Corp Volunteer Bob Budnick for his service of 6,500 plus volunteer service hours with Fire Corp, presenting him with a Certificate of Recognition. Chief Wunder also recognized Chuck Hill for his service of 3,500 plus volunteer service hours with Fire Corp, presenting him with 3,500 hour volunteer pin. Both were thanked for their dedication and contributions to GVFD. Chief presented a framed Proclamation sent by the Pima County Board of Supervisors to the group, the Proclamation gives recognition to the services CERT provides to the community. Chief Wunder introduced our lateral Captains from Rural Metro: Phillip Friskel, Mark Andrews, Luke Tschirhart. Chief Wunder also recognized Chief Kosiorowski and Captain Taormina for being hard at work, ensuring that we have all the resources needed to make the transition into Station 154.
- 2. Legislative Issues-** Chief Wunder noted that there were no major updates on legislative issues. He informed the group that most of the bills of interest are being monitored, and if anything is passed, it will most likely be part of a budget reconciliation bill.
- 3. GVFFA Meet & Confer Update-** Chief Wunder stated that the leadership group is working on updating the MOU as it is up for renewal in June,
- 4. Administrative/Management Update** – Chief Wunder started off by informing the group that Madison was very busy finalizing insurance renewals and has just wrapped this up. This includes the new hires as well. Recognized Madison for her efforts in ensuring all runs smoothly.

Chief also recognized the Administrative Staff for Administrative Day and all their efforts to make it all run smoothly.

D. OPERATIONS REPORT: Assistant Chief Kosiorowski

1. **Response Data-** Asst. Chief Kosiorowski filed a written report with response and transport data for the month of March. There were no questions asked. The complete report is on file.
2. **Health and Wellness/ BLS –** Asst. Chief Kosiorowski filed a written report on the NP Program and BLS classes for the month of March. There were no questions, the complete report is on file.
3. **Training and Communications –** Asst. Chief Kosiorowski filed a written report on Training for the month of March. There were no questions. The complete report is on file.

E. FIRE PREVENTION: Director of Community Risk Dennis Stiegleiter

1. **Potentials Report –** Mr. Stiegleiter presented the potential fire loss for the month of March. There was no fire loss to report. There were no questions asked. The complete report is on file.
2. **Prevention Activities Report –** Mr. Stiegleiter filed a written report on the inspections and activities for the month of March and shared those details during the presentation. New construction and inspection data were discussed. There was a question asked by one of the Board members and Mr. Stiegleiter answered that question accordingly. The complete report is on file.
3. **Construction Report –** Mr. Stiegleiter filed a written report on new construction activities for the month of March and presented those to the group. There were no questions asked. The complete report is on file.

F. 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 March and presented those to the group. There were no questions asked.
- 2. I am GVFD-** Mr. Pratt presented a short video on a PR event where our firefighters represented GVFD in the month of March.

OLD BUSINESS- None

NEW BUSINESS –

A. Discussion and Possible Action on Resolution 2024-02, Regarding an Intergovernmental Agreement with the Department of Forestry and Fire Management- Asst. Chief Kosiorowski

Asst. Chief Kosiorowski presented Resolution 2024-02 and the purpose of the agreement with DFFM. He highlighted that this is a standard agreement for all cooperators around the state and that this is a simple renewal of an expiring agreement. Mr. Simmons made a motion to approve Resolution 2024-02. Mrs. Schuster seconded the motion and the motion passed (4-0).

B. Discussion and Possible Action on Resolution 2024-03, Approving the Call Of Election For The Governing Board Of The Green Valley Fire District For The Purpose Of Filling Three Vacancies On The Governing Board in November 2024-Chief Wunder

Chief Wunder presented Resolution 2024-03, which is the approval of the Call of Election for Board Members for the Green Valley Fire District. Chief highlighted that this is a requirement for the District, and that if the election is uncontested, there would not be a need to be on the ballot in November. Mr. Simmons made a motion to approve Resolution 2024-03. Mr. Jamieson seconded the motion. The motion passed (4-0).

C. Discussion and Possible Action on Authorizing the Purchase of Equipment for New Rescue and New Fire Engine-Chief Wunder

Chief Wunder requested the Board approve funds not to exceed \$110,000 to purchase new equipment for a new arriving engine and rescue for Station 154. Mrs. Schuster made a motion to approve funding not to exceed \$110,000 for the purchase of new equipment. Mr. Simmons seconded the motion. Motion passed (4-0).

D. Discussion and Possible Action on the Purchase of a 2024 Ram 3500 4X4 Ambulance in the amount of \$254,880.00.- Chief Wunder

Chief Wunder advised the Board that a chassis has become available for an ambulance and that the District would like to move forward with the purchase of a new ambulance. He advised that this ambulance would not be delivered until the fall of 2025. Funds will be allocated from Capital Reserves for this purchase. Mr. Simmons made a motion to approve the purchase of a 2024 Ram 3500 4x4 in the amount of \$254,880. Mrs. Schuster seconded the motion. There was a question asked, and Chief Kosiorowski answered accordingly. The motion passed (4-0).

E. Discussion and Possible Action on the Proposed FY 2025 Budget for the Valley Emergency Communication Center (VECC)-Chief Wunder

Chief Wunder informed that Board that the VECC Executive Committee had approved their draft FY 2025 budget and has part of our relationship as a partner in the VECC, the GVFD Board needed to approve this budget as well. Mr. Jamieson made a motion to approve the VECC FY 2025 budget as presented. Mr. Simmons seconded the motion. The motion passed (4-0).

F. Discussion and Possible Action on Proposed FY 2025 Budget-Chief Wunder

Chief Wunder presented the proposed FY 2025 Budget for consideration by the Board. Chief Wunder stressed that this was a balanced budget and that the District would not have any tax levy adjustments associated with this budget. Chief went on to explain the budget posting process and the requirement to hold a public hearing on the budget next month. Mr. Simmons made a motion to approve the proposed FY 2025 budget. Mrs. Schuster seconded. The motion passed (4-0).

G. Discussion and Possible Action Regarding The Approval of a Public Hearing Date for the Formal Adoption of the Green Valley Fire District Budget for Fiscal Year 2024-2025-Chief Wunder

Chief Wunder requested the Board set a date of May 29, 2024 at its regularly scheduled board meeting, for a public hearing, and formal adoption of the FY 2025 budget. Mr. Simmons made a motion to approve a public hearing date of May 29, 2024, at the Board's regularly scheduled meeting, for the adoption of the Green Valley Fire District's FY 2025 Budget. Mrs. Schuster seconded the motion. Motion passed (4-0).

A. Future Agenda Items: None

Announcements:

Regular Board Meeting: Wednesday, May 29, 2024, 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 9:39 a.m.

Respectfully Submitted by:



Nancy Schuster, Board Clerk
Green Valley Fire District