

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
October 25, 2023 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, Mr. Jeff Jamieson, and Mrs. Sandi Richey. Mr. Bob Simmons was 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. 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, Mrs. Richey seconded the motion. All were in favor and the consent agenda was approved, (4-0).

B. FINANCIAL UPDATE: Gabe Buldra –

- 1. September Financial Report-** Gabe Buldra presented the financial report and advised that for the month of September, tax-levy revenue was over budget by \$226,352 at \$2,477,431, budgeted at \$2,251,079. Non-tax levy revenue was over budget by \$437,011, at \$860,009, budgeted at \$422,998. Personnel expenses for the month were

\$2,861,066, which was under by \$119,110, budgeted at \$2,980,176. Buildings and Fleet were under this month by \$1,604, at \$232,907, budgeted at \$234,511. This month, Communications came in under budget by \$66,888, at \$371,036, budgeted at \$437,924. Managerial came in under budget by \$61,282, at \$174,374, budgeted at \$235,656. For the YTD expense percentages breakdown: Personnel is the largest at 79%, Communications is at 10%, OPS is at 6% and Managerial is at 5%. The District's cash position is at \$15,000,259, which is down from \$15,984,311 this time last year. The District's total debt is up by approximately \$61,054. There were no questions asked from the Board members. Mr. Jamieson made a motion to approve the financials as presented. Mrs. Schuster 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 presented Andrew Marlin with his promotional pins and badge. Andrew Marlin was promoted to Engineer.
- 2. Legislative Issues-** Chief Wunder noted there were no legislative updates at this time.
- 3. GVFFA Meet & Confer Update-** Chief Wunder informed the group that Meet & Confer did not meet last month, but mentioned that they are working on lateral transfers. The hiring process began last week with interviews.
- 4. Administrative/Management Update** – Chief Wunder stated that right now the Administrative and Management focus is on hiring, budgeting for the new station and preparing to bring on additional employees. Chief Wunder also mentioned that the annual audit was conducted, and the results would be presented by Lydia Hunter with Beach Fleischman at today's meeting.

D. OPERATIONS REPORT: Deputy Chief Van Alstine for Assistant Chief Kosiorowski

- 1. Response Data-** Asst. Chief Kosiorowski filed a written report with response and transport data for the month of September which was presented by Deputy Chief Van Alstine. There were no questions asked. The complete report is on file.

2. **Nurse Practitioner Response Unit/ BLS** – Asst. Chief Kosiorowski filed a written report on the NP Program and BLS classes for the month of September which was presented by Deputy Chief Van Alstine. 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 September which was presented by Deputy Chief Van Alstine. There were no questions. The complete report is on file.
4. **Bond Project Update-** Asst. Chief Kosiorowski filed a written report on the Bond Project Update for the month of September which was presented by Deputy Chief Van Alstine. There were no questions. The complete report is on file.

E. FIRE PREVENTION: John O'Campo for Fire Marshal Stiegleiter

1. **Potentials Report** – Mr. O'Campo presented the potential fire loss for the month of September. There were two incidents for potential fire loss for the month of September. Potential total loss was estimated at \$46,595,000, with the actual loss estimated at \$1,765,000. There were questions asked and Mr. O'Campo addressed those questions accordingly. The complete report is on file.
2. **Prevention Activities Report** – Fire Marshall Stiegleiter filed a written report on the inspections and activities for the month of September and Mr. O'Campo shared those details during the presentation. New construction and inspection data were discussed. There were no questions asked. The complete report is on file.
3. **Construction Report** – Fire Marshall Stiegleiter filed a written report on new construction activities for the month of September and Mr. O'Campo presented those to the group. There were no questions asked. The complete report is on file.

F. COMMUNITY OUTREACH: Asst. Chief Kosiorowski for L.T Pratt

- 1. Public Education Events-** Mr. Pratt filed a written report on Community Outreach and Fire Corps activities for the month of September and presented those to the group. There were no questions asked.
- 2. I am GVFD-**There was no "I am GVFD" for the month of September.

OLD BUSINESS- None

NEW BUSINESS –

A. Discussion and Possible Action on Approval of District Audit Presentation-Beach Fleischman, PC-Mrs. Lydia Hunter

Mrs. Hunter provided each Board member with a packet of the audit findings for reference. Mrs. Hunter started her presentation by informing the group that Beach Fleishman provides GVFD with an unmodified, clean opinion which is the highest opinion GVFD could receive. Mrs. Hunter elaborated on the findings of the audit and presented on each section to the Board members in detail. During the presentation there were no questions asked. Mr. Jamieson made a motion to accept the District audit presentation as it was presented. Mrs. Schuster seconded the motion. All were in favor, and the motion passed, (4-0).

B. Discussion and Possible Action to Purchase Two Chevy Tahoes in the Amount of \$129,157.94 Total-Chief Wunder

Chief Wunder requested approval from the Board to purchase two Chevy Tahoes in the amount of \$129,157.94. There were questions from the board members and Chief Wunder answered those questions accordingly. Mr. Jamieson made a motion to approve the purchase of two Chevy Tahoes in the amount of \$129,157.94 as presented, Mrs. Schuster seconded the motion. All were in favor, and the motion passed (4-0).

C. Discussion and Possible Action on the Purchase of an FX Pumper on a Freightliner M2-106 4-Door Chassis in the Amount of \$592,018.90-Chief Wunder

Chief Wunder requested approval from the Board to purchase an FX Pumper on a Freightliner M2-106 4-Door Chassis in the amount of \$592,018.90. Chief Wunder informed the Board that there is a two-year waiting period due to supply issues. Mrs. Schuster made a motion to approve the purchase of an FX Pumper on a Freightliner M2-106 4-Door Chassis in the amount of \$592,018.90 as presented. Mr. Jamieson seconded the motion. All were in favor, and the motion passed (4-0).

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)

(7) Discussion or Consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale, or lease of real property.

A. Discussion of lease or purchase of real property.

Mr. Jamieson made a motion to move to Executive Session for discussion of lease or purchase of real property. Mrs. Richey seconded the motion. All were in favor, (4-0). The regular board meeting went into recess for an executive session at 9:45 a.m.

The executive session was adjourned at 10:08 a.m. and the Regular Board meeting reconvened at 10:09 a.m.

Discussion and Possible Action on Resolution 2023-29, Purchase and Sale Agreement for Real Property.

Mrs. Schuster made a motion to approve Resolution 2023-29, Purchase and Sale Agreement for Real Property. Mr. Jamieson seconded the motion and the motion passed (4-0).

D. Future Agenda Items: None

Announcements:

Regular Board Meeting: Wednesday, November 29, 2023, 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 10:11a.m.

Respectfully Submitted by:

A handwritten signature in dark ink, appearing to read "Nancy Schuster", is written over a horizontal line.

Nancy Schuster, Board Clerk

Green Valley Fire District