

## Green Valley Fire District

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Green Valley, Arizona 85622-8222  
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[www.gvfire.org](http://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 February 28, 2024 at 8:30 A.M.

#### REGULAR BOARD MEETING MINUTES

**CALL TO ORDER/ROLL CALL:** Board Chair Tom Allen called the Regular Board Meeting to order at 0830 hours. Members of the Board that attended the meeting included: Board Chair Tom Allen, Board Clerk Nancy Schuster, Bob Simmons, and Mr. Jeff Jamieson. 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. Simmons 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.

**I. 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)

(3) For Discussion and Consultation with The Attorney or the Attorneys of the Public Body.

(7) Discussions 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.

- **For the Provision of Fire Services**

Mr. Simmons made a motion to table the scheduled Executive Session and Mrs. Schuster seconded the motion. There were no questions. All were in favor and the motion passed. (4-0).

## **NEW BUSINESS –**

### **B. Discussion and Possible Action to a Fill Vacancy on the Green Valley Fire District Board of Directors. -Board Chair Tom Allen**

Mr. Allen introduced Paul Ober and informed the group that Mr. Ober will be filling the vacant spot formerly held by Sandi Richey. There were no questions. Mr. Simmons made a motion to approve Paul Ober to fill the vacant seat on the Board of Directors for the Green Valley Fire District as presented, Mrs. Schuster seconded the motion and the motion passed (4-0). Mr. Ober was sworn in as the newest member of the GVFD Board of Directors by Board Clerk, Mrs. Schuster.

## **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, (5-0).

### **B. FINANCIAL UPDATE: Steven Rodriguez –**

**1. January Financial Report-** Steven Rodriguez presented the financial report and advised that for the month of January, tax-levy revenue was over budget by \$92,416 at \$384,744, budgeted at \$292,328. Non-tax levy revenue was over budget by \$114,551, at \$251,217, budgeted at \$136,666. Personnel expenses for the month were \$730,897, which was under by \$71,690, budgeted at \$802,587. Buildings and Fleet were over this month by \$2,288, at \$73,583, budgeted at \$71,295. This month, Communications came in under budget by \$1,757, at \$21,541, budgeted at \$23,298. Managerial came in under budget by \$20,516, at \$70,736, budgeted at \$91,252. 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 \$13,277,524, which is down from \$17,707,123 this time last year. The District's total debt is up by approximately \$490,026. 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, (5-0).

### **C. CHIEF'S REPORT: Chief Wunder**

- 1. Employee/Community Recognition** – Chief Wunder recognized Fire Corp Volunteer Clem Goewert for his service of 500 volunteer hours with Fire Corp. Chief Wunder thanked Clem for his dedication and service to GVFD and presented him with a pin of recognition.
- 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 being monitored would not move forward.
- 3. GVFFA Meet & Confer Update-** Chief Wunder informed the group that Meet and Confer met last month and the focus of discussion was hiring, and the development of new policies related to the future growth as well as Paramedic pay and acting pay. He also informed that there was a discussion regarding the upcoming expiration of the Labor Management MOU, but noted there was no disagreements, and the discussion went well.
- 4. Administrative/Management Update** – Chief Wunder informed that we are currently in the budget season, and everything is going well considering there will be an increase in the budget due to the upcoming growth. Chief Wunder also noted that Monica is still in the process of working with the new payroll processing system and things are going well and are in the final stages of completion to go live.

### **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 January. 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 January. 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 January. 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 January. There was one incident of potential fire loss for the month of January, total potential loss for the January was \$480,000 and actual loss was \$175,000. 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 January 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 January 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 January and presented those to the group. He also presented a slide tribute to Brian Gooch who recently passed away. Mr. Gooch was a Fire Corp Volunteer and served over 1,142 hours of service, he will be missed. There were no questions asked.
- 2. I am GVFD-**There was no "I am GVFD" for the month of January.

**OLD BUSINESS-** None

## **NEW BUSINESS –**

### **A. Discussion and Possible Action on Green Valley Fire District's Fee Schedule. -Chief Wunder**

Chief Wunder requested from the Board members approval to make adjustments to the Green Valley Fire District's Fee Schedule. Chief Wunder explained in detail the areas of the fee schedule that were being updated. There were no questions from the Board members. Mr. Jamieson made a motion to approve the adjustment to the Green Valley Fire District's Fee Schedule as presented; Mrs. Schuster seconded the motion and the motion passed (5-0).

### **A. Future Agenda Items: None**

### **Announcements:**

**Regular Board Meeting:** Wednesday, March 27, 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 9:07a.m.

Respectfully Submitted by:



Nancy Schuster, Board Clerk  
Green Valley Fire District