

# Green Valley Fire District

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Chuck Wunder, Fire Chief



## **Green Valley Fire District Board of Directors Meeting Headquarters/Training Center 1285 W. Camino Encanto, Green Valley, AZ April 27, 2022, 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:** 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.

**CLERK'S REPORT: Board Clerk Nancy Schuster** – Board Clerk Schuster presented the minutes from the Regular Meeting of March 30, 2022, and the Board Planning Meeting of April 13, 2022. Mr. Katzel made a motion to approve the minutes as presented. Mrs. Richey seconded the motion. All were in favor, and the minutes were approved, (5-0).

**LOCAL PENSION BOARD UPDATE: Jeff Jamieson-** Mr. Jamieson advised the pension board did not meet in the month of March.

### **REPORTS AND CORRESPONDENCE**

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

- 1. Employee/Community Recognition-** Chief Wunder presented Fire Corps volunteer, Carol Sonnenberg with a recognition pin for completing 1000 hours of volunteer services to the GVFD. Chief Wunder thanked her for all the time she has invested as a Fire Corps volunteer. Monica Bell, Administrative Manager, Madison Aubuchon, HR coordinator, and Beverlee Montoya-Ramos, Administrative Support Specialist were recognized in observance of Administrative Professionals Day. They were all thanked for all they do in their roles for the District.

2. **Legislative Issues** – Chief Wunder spoke of a bill that was passed through amendment to continue to lower the commercial property tax rate which will continue to decrease to 15 percent by 2025. It also allows for a scaled increase of the property tax levy limit over this same time period.
3. **GVFFA Meet & Confer Update** – Chief Wunder informed the Board that during Meet & Confer's last meeting the highlighted topic for discussion was hiring, and that Chief Modrzejewski has been working on a recruitment model program. Job offers to the District's Operational Support Technicians (OST) will be going out this week. Chief Wunder also noted that the policy manual will be coming up for review and various policies will go to the Board for approval in the coming months.
4. **Administrative/Management Update** – Chief Wunder noted that open enrollment for benefits has ended and stated the two benefits fairs were a success. Chief Wunder also stated that he has been working on the draft budget which is on today's agenda for Board approval.
5. **Valley Emergency Communication Center (VECC) Update** – Chief Wunder stated there were no new updates. He and Board Chair Mr. Allen met as part of the VECC Policy Board, and they approved the recommended VECC budget that will be presented in today's meeting for approval.

**B. OPERATIONS REPORT: Fire Chief Chuck Wunder for Chief Joey Kosiorowski-**

1. **Response Data** – Chief Kosiorowski filed a written report with response and transport data for the month of March which Fire Chief Wunder 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 for the month of March, which Fire Chief Wunder presented. 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 March which Fire Chief Wunder presented. There were no questions. The complete report is on file.

**C. FIRE PREVENTION: Fire Marshal Stiegleiter**

1. **Potentials Report** – Fire Marshall Stiegleiter presented on the potentials fire loss for the month of March, the complete report is on file.
2. **Prevention Activities Report** – Fire Marshal Stiegleiter reported 84 inspections and 79 re-inspections for the month of March.
3. **Construction Report** – Fire Marshall Stiegleiter filed a written report on new Construction activities for the month of March. Some questions

were asked by the Board which were address by Fire Marshal Stiegleiter.

**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 March. There were no questions. The complete report is on file.
- 2. I am G.V.F.D-** There was no "I Am G.V.F.D" presentation for the month.

**E. FINANCIAL UPDATE: Gabe Buldra –**

- 1. March Financial Report-** Mr. Buldra advised that for the month of March, tax-levy revenue was over budget by \$34,081.00, at \$877,223.00, budgeted at \$843,142.00. Non-tax levy revenue was over budget by \$48,934.00, at \$157,107.00, budgeted at \$108,173.00. Personnel expenses for the month were at \$1,055,639.00, which was under budget by \$53,883.00, budgeted at \$1,109,521.00. Buildings and Fleet were over budget this month by \$7,715.00, at \$66,621.00, budgeted at \$58,906.00. This month, Communications came in over budget by \$10,914.00, at \$186,059.00, budgeted at \$175,145.00. Managerial came in under budget by \$3,580.00, at \$45,452.00, budgeted at \$49,032.00. For the YTD expense percentages breakdown: Personnel is the largest at 83.0%, Communications is at 8.0%, OPS is at 4.0% and Managerial is at 5.0%. The District's cash position is at \$15,488,724.00, which is up from \$7,043,761.00 this time last year. The District's total debt is up by approximately \$10,385,935. There were no questions. The complete report is on file. Mr. Katzel made a motion to approve the financials as presented. Mrs. Schuster seconded the motion. All were in favor, and the financials were approved, (5-0).

**OLD BUSINESS-** None

**NEW BUSINESS –**

**A. Discussion and Possible Action to Adopt 2022-2025 Strategic Plan- Fire Chief Chuck Wunder**

Chief Wunder discussed the proposed 2022-2025 Strategic Plan, which will provide direction and future planning for GVFD. Mr. Katzel made a motion to approve the proposed 2022-2025 Strategic Plan as presented, Mrs. Schuster seconded the motion. All were in favor, and the motion passed (5-0).

**B. Discussion and Possible Action on Proposed VECC FY 2023 Budget-  
Fire Chief Chuck Wunder**

Chief Wunder discussed the proposed VECC FY 2023 budget. Mr. Katzel made a motion to approve the proposed VECC FY 2023 budget as presented, Mrs. Schuster seconded the motion. All were in favor, and the motion passed (5-0).

**C. Discussion and Possible Action on Proposed GVFD FY 2023  
Budget- Fire Chief Chuck Wunder**

Chief Wunder presented the proposed GVFD FY 2023 budget for approval. Chief Wunder noted that by statute the District is required to post the proposed budget for 20 days prior to holding a public hearing on the budget. Should the draft be approved, there will be a public hearing at the May 25<sup>th</sup>, 2021, Board meeting. Mr. Katzel made a motion to approve the proposed GVFD FY 2023 budget as presented, Mrs. Richey seconded the motion. All were in favor, and the motion passed (5-0).

**Future Agenda Items:** None

**Announcements:**

**Regular Board Meeting:** Wednesday, May 25, 2022, 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 09:39 a.m.

Respectfully Submitted by:



Nancy Schuster, Board Clerk

Green Valley Fire District