

## Green Valley Fire District

---

1285 West Camino Encanto  
Green Valley, Arizona 85622-8222  
520/625.9400  
[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**  
**January 31, 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. Mrs. Sandi Richey 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-** Mr. Simmons made a motion to approve all items on the consent agenda as presented, Mrs. Schuster seconded the motion. All were in favor and the consent agenda was approved, (4-0).

#### **B. FINANCIAL UPDATE: Gabe Buldra –**

- 1. December Financial Report-** Mr. Buldra presented the financial report and advised that for the month of December, tax-levy revenue was over budget by \$43,139 at \$7,909,929, budgeted at \$7,866,790. Non-tax levy revenue was over budget by \$838,527, at \$1,696,623, budgeted at \$858,096. Personnel expenses for the month were \$5,369,662, which was under by \$153,998, budgeted at \$5,523,660. Buildings and Fleet

were over this month by \$15,237, at \$472,670, budgeted at \$457,433. This month, Communications came in under budget by \$87,276, at \$582,353, budgeted at \$669,629. Managerial came in under budget by \$137,523, at \$324,789, budgeted at \$462,312. For the YTD expense percentages breakdown: Personnel is the largest at 79%, Communications is at 9%, OPS is at 7% and Managerial is at 5%. The District's cash position is at \$13,901,234, which is down from \$18,839,881 this time last year. The District's total debt is down by approximately \$326,396. 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 started off by introducing two new GVFD employees, Brenda Black who will be the new Administrative Support Specialist and Danielle Yslas who will be the new Public Education Coordinator shared services with Drexal Heights. Next, Engineer Shultz and Captain Beckel presented Fire Corp volunteer Mitch Greenberg with a certificate of recognition for all his dedication and hard work volunteering with numerous public events held by GVFD. Captain Beckel read a letter of gratitude to the group. Finally, Chief Wunder presented Jerry Lopez with his promotional badge and recognition for his recent promotion to Battalion Chief. With family and friends present, Chief Lopez was pinned and recognized for his achievements.
- 2. Legislative Issues-** Chief Wunder informed there was no news on legislative issues to report on for this month.
- 3. GVFFA Meet & Confer Update-**Chief Wunder informed the group that Meet & Confer did meet last week and recruitment was the topic of discussion.
- 4. Administrative/Management Update** – Chief Wunder noted that currently they are working on the budget with JVG to include the upcoming Sahuarita annexation. Chief Wunder also informed that there will be many upcoming job postings for various new positions coming soon. He also noted that Monica Bell is still in the process of working on the payroll transition to the new payroll company.

#### **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 December. 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 December. 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 December. There were no questions. The complete report is on file.

#### **E. FIRE PREVENTION: Fire Inspector John O'Campo**

- 1. Potentials Report –** Mr. O'Campo presented the potential fire loss for the month of December. There were two incidents of potential fire loss for the month of December, total potential loss for the year 2023 was \$45,900,000 and the total actual loss for 2023 was \$2,640,000. There were no questions asked. The complete report is on file.
- 2. Prevention Activities Report –** Fire Inspector John O'Campo filed a written report on the inspections and activities for the month of December 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 Inspector John O'Campo filed a written report on new construction activities for the month of December and Mr. O'Campo 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 December 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 December.

**OLD BUSINESS- None**

**NEW BUSINESS –**

**A. Discussion and Possible Action Regarding the Arizona Department of Forest and Fire Management Grant for Fire Districts-Chief Wunder**

Chief Wunder requested from the Board members approval to apply for the AZDFFM Fire District Grant. Chief Wunder explained to the Board members that GVFD is looking to purchase a 2025 Type 3 Engine, the grant encourages matching dollars by participants and would cover half the cost of the engine. The deadline to submit for the grant is tomorrow. Mr. Simmons made a motion to approve Chief Wunder's request to apply for the AZDFFM Fire District Grant as presented. Mr. Jamieson seconded the motion and the motion passed (4-0).

**B. Discussion and Possible Action of the Purchase of Staff Vehicles-Chief Wunder**

Chief Wunder requested approval from the Board members for approval to purchase two staff vehicles not to exceed the amount of \$109,565. Chief Wunder explained to the Board members that in August GVFD Board of Directors approved the purchase of two Chevy Tahoes, in December GVFD was notified by the dealer that the order for one of those Tahoes was cancelled. If approved today, monies would be reallocated to purchase a different vehicle as well as additionally purchase a second staff vehicle to meet the needs of the annexation expansion in Sahuarita. Mr. Simmons made a motion to approve the purchase of two staff vehicles not to exceed \$109,565 as presented. Mr. Jamieson seconded the motion and the motion passed (4-0).

**C. Discussion and Possible Action to Accept a Letter of Resignation of Board member Sandi Richey-Tom Allen**

Mr. Allen notified the Board members and those in attendance that Mrs. Sandi Richey had submitted a letter of resignation from her assignment as a Green Valley Fire District Board member. With great gratitude for her term of service, Mr. Simmons made a motion to accept and approve the resignation of Mrs. Sandi Richey as presented. Mrs. Schuster seconded the motion and the motion passed (4-0).

**A. Future Agenda Items: None**

**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.

**There will be no action taken during the Executive Session.**

Mr. Simmons made a motion to move into Executive Session. Mr. Jamieson seconded the motion. All were in favor, (4-0). The regular board meeting went into recess for an executive session at 9:40 A.M

The Regular Board Meeting was reconvened at 10:45a.m.

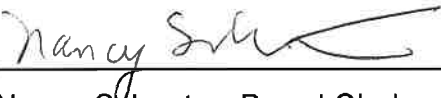
**Announcements:**

**Regular Board Meeting:** Wednesday, February 28, 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 10:46a.m.

Respectfully Submitted by:

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

Nancy Schuster, Board Clerk  
Green Valley Fire District