

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 February 6, 2019

SPECIAL BOARD PLANNING MEETING MINUTES

CALL TO ORDER/ ROLL CALL: Board Chair Tom Allen called the Special Board Meeting to order at 8:32 A.M. Members of the Board present included: Board Chair Tom Allen, Board Clerk Nancy Schuster, Mrs. Sandy Richey, Mr. Bill Katzel, and Mr. Harry Smith. 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.

NEW BUSINESS:

A. Discussion and District Planning – Fire Chief Chuck Wunder

1. Overview – Chief Wunder briefly discussed the general outline of the meeting. Including the fact that the agenda items would be taken out of order. Chief Wunder used a power point presentation (attached) as an outline for his presentation.
2. Operations – Chief Wunder provided a detailed brief on the Operations Division and the needs for the upcoming budget cycle. Chief specifically discussed people, resources, education and training, fire prevention, and community services. With each of these topics he provided updates on current issues and needs for the future.
3. Administration – Chief Wunder discussed that he is actively pursuing a shared services arrangement with Drexel Heights Fire District related to administrative services. He stated that the timing was right with two retirements of administrative personnel and that he thought there were very timely and

unique opportunities to bring two administrative teams under one umbrella to improve efficiency. Chief Wunder stated that he would be working with ADM Carey and Laurie Dunham with Drexel Heights to evaluate and possibly develop job responsibilities under a shared services model.

4. Hiring/Promotions – Chief Wunder updated the Board on the current staffing levels and discussed the vacancies in the current staffing model. He discussed his desire to upgrade the staffing on the LT truck, and his hope to bring one extra person on with the planned fire academy to address an anticipated retirement. Chief Wunder also went on to discuss upcoming promotional opportunities including: Battalion Chief, two Captains positions, and possibly two Engineer positions.
5. Budget FY 2020- Chief Wunder reviewed the District's past financial history including a look at the assessed valuation trend for the District, emphasizing that the District is still not back to 2008/09 valuation levels, yet demand for services and expenses have increased substantially. Chief Wunder highlighted that this year's valuation shows a 6.8% increase over last year, which he was pleased with. On the expense side, Chief Wunder discussed larger expense items such as PSPRS and health insurance and how they are better than anticipated this year. Chief Wunder stated that District is still waiting on various expenses to be quoted, including worker's comp and liability insurance. In addition, Chief Wunder listed various short, and long-term expenses that the District is looking to handle both in the next fiscal cycle and in years to come. Chief Wunder once again mentioned the need to address staffing on the LT and his desire to plan for retirements occurring next fiscal year. Chief Wunder also stressed the importance of continuing to fund the Capital Replacement Fund, highlighting the success of this fund in his presentation. Last, Chief Wunder spent time discussing how bonding might benefit the District for future station construction and station remodels. Chief Wunder provided the Board with some financial estimates put together by Stifel Nicolaus (see attached) and briefly discussed the concept of bonding.

Note- Throughout the meeting various questions were asked by the Board regarding the topics being discussed and answers were provided by staff. No action was taken by the Board during this meeting.

FUTURE AGENDA ITEMS: None

ANNOUNCEMENTS:

Regular Board Meeting: February 27, 2019, at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center.

Special Board Budget Meeting: March 6, 2019, at 8:30 A.M. at the Green Valley Fire District Headquarters/Training Center.

ADJOURN REGULAR BOARD MEETING: There being no further business, Mr. Allen adjourned the meeting at 11:02 hours.

Respectfully Submitted by:

A handwritten signature in cursive script, appearing to read "Nancy Schuster", is written above a horizontal line.

Nancy Schuster, Board Clerk
Green Valley Fire District