

**Regular Board of Directors Meeting  
Headquarters / Training Center  
February 24, 2010**

**CALL TO ORDER:** Chairman Edward M. Clarke called the meeting to order at 0900.

**ROLL CALL/PLEDGE OF ALLEGIANCE:** Members of the Board present included Mr. Dave Appleton, Mr. Ron Darrah, Ms. Mikel Shilling, Mr. Bruce Howell and Chairperson Edward Clarke. For staff and members of the public present see attached sign-in sheets. Ms. Shilling led the Pledge of Allegiance.

**CALL TO THE PUBLIC:** Mr. Clarke reviewed the attached notice of intention to speak form and noted that Mr. Bill Katzel requested to speak before the Board. Mr. Katzel said that he has made the suggestion to look into a Foundation-type of funding as a source of funding outside property taxes. He requests that the Board and Administration continue to look in that direction as the next several years may continue to be financially challenging.

**CLERK'S REPORT:** Ms. Shilling presented the minutes of the Regular Board Meeting of January 27, 2010. Mr. Clarke moved to accept the minutes with corrections, Mr. Darrah seconded and the motion passed 5-0.

**CHIEF'S REPORT & OPERATIONS: Chief Simon Davis**

- A. Legislative Issues** – Chief Davis said he would keep the Board apprised of bills in Legislation that would affect the Green Valley Fire District.
- B. Growth/Annexation Issues** – Chief Davis said that the Boundary Change Impact Statement has been completed and sent to the District's Attorney for review. Mr. Clarke requested that each Board Member receive a copy of the brochure printed about the Green Valley Fire District and distributed to the public regarding the annexation. Mr. Clarke also wanted to remind the Board Members to check their GVFD email for District updates and reminders.
- C. Meet and Confer** – No report.
- D. Fractiles/Response Data** – Reports on file.
- E. Call/Station Summaries** – Reports on file.
- F. Training/Safety Reports** – Reports on file.

**PREVENTION, FLEET & FACILITIES: Assistant Chief Bill Bohling**

- A. Prevention – Deputy Fire Marshal Mark Stonestreet**
  - 1. Potentials Report** – Report on file.
  - 2. Prevention Activities Report** – Report on file.
  - 3. Permits and Construction Report** – Report on file.
- B. Fleet and Facilities Report** – Report on file.
- C. Fire Corps Update** – In the absence of Mr. Dave Smith, Assistant Chief Bohling said that the current class of Fire Corps volunteers have two more classes to attend before riding along with seasoned volunteers for the last leg of their training.

**ADMINISTRATIVE REPORTS: Administrative Division Chief Katie Sayre**

- A. Financials** – Finance Manager, Keith Vincent, presented the District financial reports for the month of December 2009. He reported that Total Actual Revenue YTD was over Total Budgeted Revenue YTD by \$130,542 and the Total Actual Expense YTD is under Total Budgeted Expense YTD by \$255,506. Lower than budgeted fuel costs, attention to scheduling/PT and timing of expenditures have contributed to this positive variance.
- B. Administrative Division Update** – (Report on File) Administrative Division Chief Sayre stated that we have safety concerns at Headquarters and at Station 153 regarding the public walking and driving across District property. ADC Sayre contacted the appropriate Homeowners Associations and they have agreed to publish our concerns in their newsletters. In addition we will be putting up a split-rail fence and enhancing the existing walking path to guide the public away from the property at Headquarters.

**COMMUNITY AND PUBLIC EDUCATION ACTIVITIES: Assistant Chief Bill Bohling**

- A. Community Report** – Assistant Chief Bohling gave a brief presentation about the structure fire that happened recently and introduced Battalion Chief William Rowe who briefed the board and members of the public present on the logistics of the fire. AC Bohling wanted to emphasize the importance of fire training for the firefighters; because structure fires do not happen often is the very reason we must train for them. AC Bohling continued with a PowerPoint presentation recapping community events for the month of January.
- B. CERT** – Mr. Bill Kerr said that CERT will be graduating a class of 28 CERT volunteers on March 4, 2010.

**OLD BUSINESS:**

- A. Discussion and Possible Action on District Policies:**
  - 1. Administrative Chief Sayre presented a draft of the policy to the board for their review and no action was taken.

**NEW BUSINESS:** None.

**COMMITTEE REPORTS:**

- A. Local Pension Board Update** – Ms. Shilling said that there will be a meeting March 2, 2010 and the Pension Board will be interviewing an attorney to assist the Board with two upcoming retirements, and other Pension Board business, in accordance with the ARS.
- B. Station Committee Update** – Mr. Appleton said that the Fire Station completion dates are on schedule.
- C. Strategic Planning Team Update** – Administrative Chief Sayre said that the process continues and is going very well.
- D. Finance and Budgeting Update** – Mr. Howell said that the board and the public are being well served at these meetings.

**FUTURE AGENDA ITEMS:** None

**ANNOUNCEMENTS:**

- Mr. Clarke noted Mr. Frank Karsh's passing and said that the Mr. Karsh continued to serve on the Fire Board under extremely difficult health-related conditions and his efforts were nothing less than extraordinary. ADC Sayre added that there will be a Memorial for Mr. Karsh on March 24 from 1400-1600 @ the Beth Shalom Temple in Green Valley.
- **Sahuarita Town Council Meeting** - Monday March 22, 2010
- **Regular Board Meeting** – Wednesday, March 31, 2010 @ 0900 @ GVFD/HQ Training Center.

- **Special Public Hearing** – North Sahuarita Annexation at the Sahuarita High School Auditorium, Pod B, Tuesday April 13, 2010 @ 1830.
- **Special Board Budget Workshops**
  - Wednesday March 17, 2010, 0900 @ GVFD HQ Training Center.
  - Wednesday April 14, 2010, 0900 @ GVFD HQ Training Center.
  - Wednesday May 12, 2010, 0900 @ GVFD HQ Training Center.
  - Wednesday June 16, 2010, 0900 @ GVFD HQ Training Center.
- Mr. Darrah wanted to invite everyone to an event; Discover Quail Creek, in Quail Creek, on March 6, 2010 from 1000-1600.

**ADJOURN REGULAR BOARD MEETING:** Ms. Shilling moved to adjourn the meeting, with a second from Mr. Darrah and the meeting was adjourned at 0955 after a 5-0 vote.

Respectfully Submitted by:

---

Ms. Mikel Shilling, Board Clerk  
Green Valley Fire District