

Santa Rita Fire District

1285 West Camino Encanto
Green Valley, Arizona 85622-8222
520/625.9400

www.srfdaz.gov

Chuck Wunder, Fire Chief



**Santa Rita Fire District Board of Directors Meeting
Headquarters/Training Center
1285 W. Camino Encanto, Green Valley, AZ
September 25, 2024 at 9:00 A.M.**

REGULAR BOARD MEETING MINUTES

CALL TO ORDER/ROLL CALL: Board Chair Mr. Tom Allen called the Regular Board Meeting to order at 0900 hours. Members of the Board that attended the meeting included: Board Chair Mr. Tom Allen, Board Clerk Mrs. Nancy Schuster, Mr. Jeff Jamieson, and Mr. Paul Ober. Mr. Bob Simmons was absent. See the attached sign-in sheets for Santa Rita Fire District staff, Santa Rita Fire Corps, and members of the public present.

PLEDGE OF ALLEGIANCE: Mr. 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.

REPORTS AND CORRESPONDENCE

A. Consent Agenda- Mrs. Nancy Schuster made a motion to approve all items on the consent agenda as presented, and Mr. Paul Ober seconded the motion. All were in favor and the consent agenda was approved, (4-0).

B. FINANCIAL UPDATE: Gabe Buldra –

- 1. August Financial Report-** Gabe Buldra presented the financial report and advised that for the month of August, tax-levy revenue was under budget by \$48,711 at \$13,314 budgeted at \$62,025 Non-tax levy revenue was over budget by \$247,482, at \$403,489 budgeted at \$156,007. Personnel expenses for the

month were \$1,355,802, which was under by \$238,712 budgeted at \$1,594,514. Buildings and Fleet were under this month by \$3,725 at \$91,265, budgeted at \$94,990. This month, Communications came in under budget by \$3,753 at \$35,895 budgeted at \$39,648. Managerial came under budget by \$12,054, at \$70,662, budgeted at \$82,716. For the YTD expense percentages breakdown: Personnel is the largest at 86%, Communications is at 2%, OPS is at 5% and Managerial is at 7%. The District's cash position is at \$11,597,642 which is down from \$13,601,207 this time last year. The District's total debt is down by approximately \$133,432. There were no questions asked from the Board members. Mr. Paul Ober made a motion to approve the financials as presented. Mr. Jeff 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 recognized Fire Corp Volunteer John Taylor for his service of 500 volunteer service hours with Fire Corp, presenting him with a 500-hour volunteer pin. Chief Wunder also recognized Dennis Gose for his service of 2,000 volunteer service hours with Fire Corp. Dennis Gose was not present to receive his pin. Chief Wunder recognized several employees on their promotions and thanked them for their hard work and dedication. Brandi Bret, Randy Creighton, and Sean Rickard were promoted to Captains, with Captain Rickard unable to attend the meeting to receive his badge and pin. Michael Alfaro, Zach Ploss, and Francisco Monreal were promoted to Engineers, with Engineer Francisco Monreal also unable to attend the meeting to receive his badge and pin. Chief Wunder expressed gratitude to everyone for their assistance in helping the awardees receive their promotions.
- 2. Legislative Issues** - Chief Wunder noted there were no legislative updates. Informing the Board and the public that every position is up for election this year and voting will occur on October 9th.
- 3. GVFFA Meet & Confer Update**—Chief Wunder informed the group that during the meeting, a discussion of Strategic Plans for the upcoming year took place, including a discussion of employee

retention. Chief Wunder recognized the excellent working dynamics between both groups.

4. **Administrative/Management Update** - Chief Wunder informed the group that the annual audits have been completed, we are awaiting finalization at this time. There are no other updates currently on the administrative/management side.

D. OPERATIONS REPORT: Asst. Chief Kosiorowski

1. **Response Data-** Asst. Chief Kosiorowski filed a written report with response and transport data for the month of August. There were questions asked, and Asst. Chief Kosiorowski answered the questions accordingly. The complete report is on file.
2. **Training and Communications** – Asst. Chief Kosiorowski filed a written report on Training for the month of August. There were no questions. The complete report is on file.
3. **Health and Wellness/ BLS** – Asst. Chief Kosiorowski filed a written report on the NP Program and BLS classes for the month of August. 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 August. Mr. Stiegleiter stated there were no incidents for potential fire loss for the month of August. 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 August and Mr. Stiegleiter shared those details during the presentation. There were no questions asked. The complete report is on file.
3. **Construction Report** – Mr. Stiegleiter filed a written report on new construction activities for the month of August and Mr. Stiegleiter presented those to the group. There were no questions asked. The complete report is on file.

F. COMMUNITY OUTREACH: L.T. Pratt Outreach Coordinator

- 1. Public Education Events-** Mr. Pratt filed a written report on Community Outreach and Fire Corps activities for the month of August. There were questions asked. The complete report is on file.

OLD BUSINESS- None

NEW BUSINESS – Chief Wunder –

**A. Discussion and Possible Action on Resolution 2024-11;
A Resolution Declaring the Month of October as Fire
Prevention Month in the Santa Rita Fire District- Chief
Wunder**

Chief Wunder presented to the Board members the Resolution 2024-11. Declaring the Month of October as Fire Prevention Month in the Santa Rita Fire District. There were no questions asked. Mr. Jeff Jamieson made a motion to approve Resolution 2024-11 as presented. Mrs. Nancy Schuster seconded the motion and the motion passed (4-0).

Future Agenda Items: None

Announcements:

Regular Board Meeting: Wednesday, October 30, 2024, at 9:00 A.M. at the Santa Rita Fire District Headquarters/Training Center, 1285 W. Camino Encanto Green Valley, AZ 85622.

ADJOURN

There being no further business, Board Chair Mr. Tom Allen adjourned the meeting at 9:37 a.m.

Respectfully Submitted by:



Nancy Schuster, Board Clerk

Santa Rita Fire District