

## **Santa Rita Fire District**

1285 West Camino Encanto  
Green Valley, Arizona 85622-8222  
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[www.srfdaz.gov](http://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  
August 28, 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. Bob Simmons, Mr. Jeff Jamieson, and Mr. Paul Ober. 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 was one Call To The Public. Newly appointed Pima County Treasurer Chris Ackerley introduced himself to the Board members and the public, briefly expressing his future goals as Pima County Treasurer.

### **REPORTS AND CORRESPONDENCE**

**A. Consent Agenda-** Mr. Bob Simmons made a motion to approve all items on the consent agenda as presented, and Mr. Jeff Jamieson seconded the motion. All were in favor and the consent agenda was approved, (5-0).

#### **B. FINANCIAL UPDATE: Steven Rodriguez –**

- 1. July Financial Report-** Steven Rodriguez presented the financial report and advised that for the month of July, tax-levy revenue was under budget by \$74,294 at \$39,859 budgeted at \$114,153. Non-tax levy revenue was over budget by \$371,036, at \$571,043 budgeted at \$200,007. Personnel expenses for the month were \$951,102, which was under by \$137,838 budgeted at \$1,088,940. Buildings and Fleet were under this month by \$41,669 at \$53,321, budgeted at \$94,990. This month,

Communications came in under budget by \$16,802 at \$9,304 budgeted at \$26,106. Managerial came under budget by \$16,071, at \$101,690, budgeted at \$117,761. For the YTD expense percentages breakdown: Personnel is the largest at 85%, Communications is at 1%, OPS is at 5% and Managerial is at 9%. The District's cash position is at \$12,835,901 which is down from \$14,598,680 this time last year. The District's total debt is down by approximately \$223,917. There were no questions asked from the Board members. Mr. Jeff Jamieson made a motion to approve the financials as presented. Mr. Bob Simmons seconded the motion. All were in favor, and the financials were approved, (5-0).

**C. CHIEF'S REPORT: Chief Wunder – (Presented by Asst. Chief Kosiorowski)**

**1. Employee/Community Recognition—**

Assistant Chief Kosiorowski recognized Captain Mike Landman for his 20 years of service with the fire district, presenting him with a 20-year pin. Assistant Chief Kosiorowski announced that further Employee/Community Recognition would be given at the end of the meeting during the Community Outreach presentation.

**2. Legislative Issues-** Asst. Chief Kosiorowski informed the group that there were no new legislative updates at this time.

**3. GVFFA Meet & Confer Update-** Asst. Chief Kosiorowski informed the group that Meet & Confer did not meet last month, therefore there were no further updates at this time.

**4. Administrative/Management Update –** Asst. Chief Kosiorowski informed the group that the only recent update was the renewal and update of the Financial Manual Policies, which the Board had just approved on the Consent Agenda.

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

**2. Training and Communications –** Asst. Chief Kosiorowski filed a written report on Training for the month of July. There were questions asked and Asst. Chief Kosiorowski answered the questions accordingly. 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 July. 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 July. Mr. Stiegleiter stated there were no incidents for potential fire loss for the month of July. The complete report is on file. There were no questions asked.
- 2. Prevention Activities Report** – Mr. Stiegleiter filed a written report on the inspections and activities for the month of July 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 July and Mr. Stiegleiter presented those to the group. There were questions asked by the Board members and Mr. Stiegleiter answered the questions accordingly. 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 July. Asst. Chief Kosiorowski recognized Fire Corp Volunteers Evelyn Gooch for her service of 1,000 volunteer service hours with Fire Corp, presenting her with a 1000-hour volunteer pin. Jack Van Wye was recognized for his 500-plus volunteer service hours with Fire Corp, presenting him with a 500-hour volunteer pin. Mitch Greenberg and Ted Hoeger were not present at the time but also were recognized for their 500-plus volunteer service hours. Asst. Chief Kosiorowski thanked them both for their service and dedication to SRFD.

**OLD BUSINESS-** None

**NEW BUSINESS – Chief Wunder – (Presented by Asst. Chief Kosiorowski)**

**A. Discussion and Possible Action on Rescheduling the November 27, 2024 and the December 25, 2024 Regular Board Meetings to November 20, 2024 at 9 a.m. and December 11, 2024 at 9 a.m.**

Asst. Chief Kosiorowski requested approval on Rescheduling the November 27, 2024 and the December 25, 2024 Regular Board Meetings to November 20, 2024 at 9 a.m. and December 11, 2024 at 9 a.m. There were no questions asked. Mr. Bob Simmons made a motion to approve the rescheduling of the Board Meeting dates for the months of November and December. Mr. Paul Ober seconded the motion. All were in favor, and the rescheduled dates were approved, (5-0).

**Future Agenda Items:** None

**Announcements:**

**Regular Board Meeting:** Wednesday, September 25, 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 9:47 a.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

Santa Rita Fire District