

## **Santa Rita Fire District**

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

[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  
July 31, 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 were no members of the public present who wished to address the board.

### **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: Gabe Buldra –**

**1. June Financial Report-** Gabe Buldra presented the financial report and advised that for the month of June, tax-levy revenue was under budget by \$7,500 at \$182,611, budgeted at \$190,111. Non-tax levy revenue was over budget by \$597,486, at \$765,160, budgeted at \$167,674. Personnel expenses for the

month were \$951,390, which was over by \$113,789 budgeted at \$837,601. Buildings and Fleet were over this month by \$122,585, at \$203,905, budgeted at \$81,320. This month, Communications came in under budget by \$15,207, at \$8,093 budgeted at \$23,300. Managerial came in over budget by \$49,484, at \$109,666, budgeted at \$60,182. For the YTD expense percentages breakdown: Personnel is the largest at 78%, Communications is at 6%, OPS is at 10% and Managerial is at 6%. The District's cash position is at \$13,457,111 which is down from \$15,059,973 this time last year. The District's total debt is down by approximately \$334,148. There were no questions asked from the Board members. Mr. Bob Simmons made a motion to approve the financials as presented. Mrs. Nancy Schuster seconded the motion. All were in favor, and the financials were approved, (5-0).

### **C. CHIEF'S REPORT: Chief Wunder -**

- 1. Employee/Community Recognition** – Chief Wunder recognized Fire Corp Volunteer Jim Handley for his service of 1,000 volunteer service hours with Fire Corp, presenting him with a 1000-hour volunteer pin. Chief Wunder introduced our new Fire Inspectors, Jesus Tanori, and Darren Felish. Darren Felish was also sworn in by Chief Wunder.
- 2. Legislative Issues** - Chief Wunder noted there were no legislative updates at this time. At this time, we are waiting for the Primary Election results.
- 3. GVFFA Meet & Confer Update** – Chief Wunder informed the group that the MOU's were finalized last month. Also, informing the group that Captain Thomas Beckel, also President of the FFA has been working on the Strategic Plans for the upcoming year, including a three-year wage analysis. Captain Thomas Beckel presented and read a letter of appreciation to the Board of Directors, whom recently approved a recent bonus, which all levels of employees received.
- 4. Administrative/Management Update** - Chief Wunder informed the group that preparation for the annual audit are currently in progress and that there were no other updates on the administrative/Management side at this time.

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Chief Wunder also recognized Monica Bell, our Administrative Manager, for her efforts and hard work during the payroll transition. There were no questions asked.

**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 June. 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 June. 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 June. 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 June. Mr. Stiegleiter stated there were no incidents for potential fire loss for the month of June. 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 June and Mr. Stiegleiter shared those details during the presentation. There were no questions asked. The complete report is on file.
- 2. Construction Report** – Mr. Stiegleiter filed a written report on new construction activities for the month of June 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 June.

**OLD BUSINESS-** None

## **NEW BUSINESS –**

### **A. Discussion and Possible Action on Resolution 2024-09, Arizona Mutual Aid Compact for the Santa Rita Fire District- Chief Wunder**

Chief Wunder presented Resolution 2024-09, requesting approval for the ten-year renewal agreement of the Arizona Mutual Aid Compact for the Santa Rita Fire District. There were no questions asked. Mr. Jeff Jamieson made a motion to approve Resolution 2024-09 and Mrs. Nancy Schuster seconded the motion and the motion passed (5-0).

### **B. Discussion and Possible Action on Resolution 2024-10, "Drowning Impact Awareness" in the Month of August- Chief Wunder**

Chief Wunder presented to the Board members the Resolution 2024-10. Declaring the month of August as "Drowning Impact Awareness Month" and explained details of the importance of Drowning Impact awareness in our community for all age groups. There were no questions asked. Mr. Bob Simmons made a motion to approve the Resolution 2024-10 as presented. Mr. Paul Ober seconded the motion and the motion passed (5-0).

**Future Agenda Items:** None

**Announcements:**

**Regular Board Meeting:** Wednesday, August 28, 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:

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