

Santa Rita Fire District

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Green Valley, Arizona 85622-8222
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Chuck Wunder, Fire Chief



**Santa Rita Fire District Board of Directors Meeting
Headquarters/Training Center
1285 W. Camino Encanto, Green Valley, AZ
November 20, 2024, at 10:00 A.M.**

REGULAR BOARD MEETING MINUTES

CALL TO ORDER/ROLL CALL: Board Chair Mr. Tom Allen called the Regular Board Meeting to order at 1000 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 and Mr. Bob Simmons. 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 Mrs. Nancy Schuster seconded the motion. All were in favor and the consent agenda was approved, (5-0).

B. FINANCIAL UPDATE: Mr. Gabe Buldra

- 1. October Financial Report-** Mr. Gabe Buldra presented the financial report and advised that for the month of October, tax-levy revenue was under budget by \$1,082,664 at \$ 3,100,501, budgeted at \$4,183,164. Non-tax levy revenue was over budget by \$229,844, at \$385,851 budgeted at \$156,007. Personnel expenses for the month were \$981,287, which was under by \$240,128 budgeted at

\$1,221,505. Buildings and Fleet were over this month by \$30,450 at \$125,440 budgeted at \$94,990. This month, Communications came in under budget by \$11,638 at \$14,468 budgeted at \$26,106. Managerial came under budget by \$8,529, at \$105,420, budgeted at \$113,949. For the YTD expense percentages breakdown: Personnel is the largest at 82%, Communications is at 4%, OPS is at 7% and Managerial is at 7%. The District's cash position is at \$15,232,484 which is down from \$16,001,811 this time last year. The District's total debt is down by approximately \$188,974. There were no questions asked from the Board members. Mr. Bob Simmons made a motion to approve the financials as presented. Mr. Jeff Jamieson seconded the motion. All were in favor, and the financials were approved, (5-0).

C. CHIEF'S REPORT: Chief Wunder –

Employee/Community Recognition –

- 1. Employee/Community Recognition** – Chief Wunder started off by introducing a new SRFD employee, Shad Witt, our new addition to our Fleet Mechanic Team. Chief Wunder recognized Fire Corps Volunteers Mitch Greenberg and Kim Jacobs-Hopkins for their service of 500 volunteer service hours with Fire Corps, presenting them with a 500-hour volunteer pin. Chief Wunder also recognized Dale Sonnenberg for his 1,000 volunteer service hours with Fire Corps, presenting him with a 1000-hour volunteer pin service. Chief Wunder also gave thanks to our 80-plus volunteers who were not present. Thanking them for their contributions to Fire Corps and our community. Chief Wunder recognized Adrian Gastelum and Marco Quijada who were promoted as our new paramedics. He thanked both paramedics for the successful completion and their families for their dedication.
- 2. Legislative Issues**—Chief Wunder noted there were no legislative updates. Now that the election has been completed, we will await any forthcoming updates. Chief Wunder noted there has been a change in the Arizona Department of Health Services. Ms. Rachel Garcia will no longer be the Bureau Chief of EMS. ADHS is currently in the process of fulfilling this role.
- 3. GVFFA Meet & Confer Update**—Chief Wunder informed the group that the Meet and Confer did not meet last month. However, Chief Wunder did inform the Board and the group that the Labor Group brought forward a salary comparison study. Chief Wunder stated that

he will begin to evaluate this information as we move towards budget season.

4. **Administrative/Management Update**—Chief Wunder expressed gratitude to Monica Bell, the Administrative Manager, and her team for working on the Board of Director's Governing Board Manual Review Binders and updating Standard Operating Guidelines (SOG's). Chief Wunder also stated that our Battalion Chief Scheller has also been working with the team out in the field on updating their SOG's as well. Chief Wunder also informed the Board and group that there will be a Public Hearing meeting for our Fire Code and Fire Code Amendments. The meeting will take place on December 11, 2024, at 0900 am during our Board Meeting.

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

presented those to the group. There were questions asked, and Asst. Chief Kosiorowski 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 October. There were no questions. The complete report is on file.

OLD BUSINESS- None

NEW BUSINESS –

Discussion and Possible Action on Resolution 2024-12; the Annexation of the Canoa Ranch Investor LLC properties located west of I-19 km53 off the Frontage Road in the Santa Rita Fire District- Asst. Chief Kosiorowski

Asst. Chief Kosiorowski requested approval from the Board on Resolution 2024-12; the Annexation of the Canoa Ranch Investor LLC properties located west of I-19 km53 off the Frontage Road in the Santa Rita Fire District- Mr. Jeff Jamieson made a Move to Approve Resolution 2024-12; the Annexation of the Canoa Ranch Investor LLC properties located west of I-19 km53 off the Frontage Road in the Santa Rita Fire District. Mrs. Nancy Schuster seconded the motion. All were in favor, and the motion passed (5-0). There were questions asked, and Asst. Chief Kosiorowski answered the questions accordingly. The complete report is on file.

Future Agenda Items: None

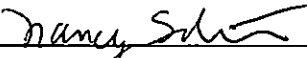
Announcements:

Regular Board Meeting: Wednesday, December 11, 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 10:42 a.m.

Respectfully Submitted by:



Nancy Schuster, Board Clerk
Santa Rita Fire District