

# Santa Rita Fire District

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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 June 25, 2025, at 09:00 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, 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 Mr. Jeff Jamieson seconded the motion. All were in favor, and the Consent Agenda was approved (5-0).

#### **1. FINANCIAL UPDATE: Mr. Gabe Buldra**

**May Financial Report-** Mr. Gabe Buldra presented the financial report and advised that for the month of May tax-levy revenue was over budget by \$1,055,201 at \$2,548,845 budgeted at \$1,493,644. Non-tax levy revenue was over budget by \$272,591 at \$451,198 budgeted at \$178,607. Personnel expenses for the month were \$954,700 which was under by \$134,786 budgeted at \$1,089,486. Buildings and Fleet

were over this month by \$44,930 at \$139,920 budgeted at \$94,990. This month, Communications came in over budget by \$5,139 at \$31,245 budgeted at \$26, 106. Managerial came under budget by \$ 13,498 at \$56,468, budgeted at \$69,966. For the YTD expense percentages breakdown: Personnel is the largest at 81%, Communications is at 5%, OPS is at 8% and Managerial is at 6%. The District's cash position is at \$19,070,788 which is up from \$15,001,020 this time last year. The District's total debt is down by approximately \$149,191. There were no questions asked. The complete report is on file. 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).

## **B. CHIEF'S REPORT: Chief Wunder –**

### **Employee/Community Recognition –**

- 1. Employee/Community Recognition** – Chief Wunder recognized several individuals for their exceptional service and contributions to the district. Susan Jones was honored for completing 1,500 volunteer hours, and Steve Dreier was recognized for 500 hours; both received volunteer service pins. Bob Budnick was presented with a certificate of recognition from the Governor in acknowledgment of his outstanding volunteer service exceeding 6,000 volunteer hours. Chief Wunder also formally recognized Engineer Zamora on his promotion to the rank of Captain. Additionally, Chief Wunder also took a moment to acknowledge the recent passing of Chaplain Harms, expressing appreciation for his meaningful integration and contributions to the community. Chief Wunder concluded by expressing his sincere gratitude to all staff and volunteers for their continued hard work and dedication to the district.
- 2. Legislative Issues-** Chief Wunder informed the Board that there were no major updates at this time. Chief Wunder noted that the state budget remains the primary legislative focus at this time. The only anticipated update pertains to wildland appropriations.

- 3. GVFFA Meet & Confer Update—** Chief Wunder reported that the Meet and Confer group has convened multiple times to review and discuss various policies. Several of these policies were subsequently presented and approved through the Consent Agenda. A strategic planning meeting is scheduled for August to outline priorities and initiatives for the upcoming year.
- 4. Administrative/Management Update—** Chief Wunder reported that finalizing the budget has been the primary focus. He also introduced Miss Ynnah Bautista, the District's intern from the JTED program, and recognized her for her hard work and contributions during her time with the team. There was one question asked and Chief Wunder answered that question accordingly.

### **C. OPERATIONS REPORT: Deputy Chief Van Alstine**

- 1. Response Data-** Deputy Chief Van Alstine filed a written report with response and transport data for the month of May. There were no questions asked. The complete report is on file.
- 2. Training and Communications –** Deputy Chief Van Alstine filed a written report on Training for the month of May. There were no questions asked. The complete report is on file.
- 3. Health and Wellness/ BLS –** Deputy Chief Van Alstine filed a written report on the NP Program and BLS classes for the month of May. There were no questions asked. The complete report is on file.

### **D. FIRE PREVENTION: Director of Community Risk Dennis Stiegleiter-**

- 1. Potentials Report –** Mr. Stiegleiter presented the potential fire loss for the month of May. Mr. Stiegleiter stated there was one incident in the month of May. Potential total loss was estimated at \$185,000 with the actual loss estimated at \$4,500. 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 May 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 May and Mr. Stiegleiter presented those to the group. There were no questions asked. The complete report is on file.

## **E. COMMUNITY OUTREACH: Deputy Chief Van Alstine**

**Public Education and Community Outreach Events-** Deputy Chief Van Alstine filed a written report on Community Outreach and Fire Corps activities for the month of May. There was one question asked, Chief Van Alstine and Volunteer Coordinator, Kevin McNichols answered the question accordingly. The complete report is on file.

**OLD BUSINESS-** None

## **NEW BUSINESS –**

### **A. Discussion and Possible Action on the Approval of an MOU with Local 4125-Chief Wunder**

Chief Wunder presented the Approval of an MOU with Local 4125. Chief Wunder highlighted how well the collaboration has been with the MOU group. Captain Thomas Beckel spoke on behalf of the GVFFA and concurred with Chief Wunder on the relationship between the both sides. There were questions asked. Captain and President of the GVFFA and Chief Wunder answered the questions accordingly. Mr. Jeff Jamieson made a motion to approve the MOU with Local 4125 and Mrs. Nancy Schuster seconded the motion and the motion passed (4-1).

### **B. Discussion and Possible Action on the Purchase of Equipment for the New Type-3 Engine- Chief Wunder**

Chief Wunder requested approval from the Board on Approval of Equipment for the New Type-3 Engine in the amount of \$ 146, 388.06. Mr. Jeff Jamieson made a Move to Approve the purchase of Equipment for the New Type-3 Engine in the amount of \$146, 388.06. There were no questions asked. The complete report is on file. Mrs. Nancy Schuster seconded the motion. All were in favor, and the motion passed (5-0).

**Executive Session- The Fire District may conduct an Executive Session on any agenda item(s) set forth, pursuant to A.R.S. 38-431.03(A)**

For discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee, or employee of any public body, except that, with the exception of salary discussions, an officer, appointee, or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee, or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee, or employee to determine whether the discussion or consideration should occur at a public meeting.

**A. Discussion Regarding Fire Chief's Performance Evaluation**

Mr. Bob Simmons made a motion to move into Executive Session for discussion of Fire Chief Wunder's Performance Evaluation. Mrs. Nancy Schuster seconded the motion. All were in favor, (5-0). The regular board meeting went into recess for an executive session at 9:42 a.m. The Executive Session began at 9:50 am and adjourned at 10:19 am.

The Regular Board meeting was reconvened at 10:20 a.m.

**A. Future Agenda Items: None**

**Announcements:**

**Regular Board Meeting:** Wednesday, July 30, 2025, at 09:00 A.M. at the Santa Rita Fire District Headquarters/Training Center, 1285 W. Camino Encanto Green Valley, AZ 85629

**ADJOURN**

There being no further business, Board Chair Mr. Tom Allen adjourned the meeting at 10:20 AM.

Respectfully Submitted by:

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Nancy Schuster, Board Clerk  
Santa Rita Fire District