

Santa Rita Fire District

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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 30, 2025 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, and Mr. Paul Ober. Mr. Jeff Jaimeson 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- 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, (4-0).

B. FINANCIAL UPDATE: Mr. Steven Rodriguez –

1. June Financial Report- Steven Rodriguez presented the financial report and advised that for the month of June, tax-levy revenue was over budget by \$143,045 at \$307,812, budgeted at \$164,767. Non-tax levy revenue was over budget by \$338,795, at \$525,818, budgeted at \$187,023. Personnel expenses for the month were \$1,071,954 which was under by

\$67,525 budgeted at \$1,139,479. Buildings and Fleet were over this month by \$14,820, at \$111,354, budgeted at \$96,534. This month, Communications came in under budget by \$44,511, at \$166,866, budgeted at \$211,377. Managerial came in over budget by \$40,687, at \$110,633, budgeted at \$69,946. 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 \$17,574,461 which is up from \$13,459,960 time last year. The District's total debt is down by approximately \$273,295. There were no questions asked from the Board members. Mr. Bob Simmons made a motion to approve the financials as presented. Mr. Paul Ober seconded that motion. All were in favor, and the financials were approved, (4-0).

C. CHIEF'S REPORT: Chief Wunder -

- 1. Employee/Community Recognition** – Chief Chuck Wunder formally recognized several employees from the Santa Rita Fire District during the meeting. He began by acknowledging a group of employees for their years of dedicated service. Each individual was recognized for their tenure and presented with a commemorative pin in appreciation of their hard work and commitment. In addition, Chief Wunder recognized Amy Shultz, Camp Nitro Coordinator, and her team for their exceptional leadership and execution of the Camp Nitro program. Chief Wunder commended the program's significant positive impact on its participants, the community, and the Santa Rita Fire District as a whole. Chief Wunder also celebrated the recent promotions of Deputy Chief Greg Van Alstine and Deputy Chief William Rowe, presenting each with a certificate and pin to mark their advancement and continued leadership within the organization. Chief Wunder also introduced Amanda Carrico, the newest member to Santa Rita Fire District team, as our new Administrative Assistant.
- 2. Legislative Issues** - Chief Wunder noted there were no legislative updates at this time.
- 3. GVFFA Meet & Confer Update** – Chief Wunder informed the group that Meet and Confer took the month of July off and will reconvene again in August.

4. **Administrative/Management Update** - Chief Wunder informed the Board that preparations for the upcoming annual audit will be underway. He noted that the admin staff will begin organizing the needs of the audits.

D. OPERATIONS REPORT: Deputy Chief Van Alstine (Presenting for Acting Deputy Chief O'Brien)

1. **Response Data-** Deputy Chief Van Alstine filed a written report with response and transport data for the month of June. 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 June. 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 June. There were no questions asked. The complete report is on file.

E. FIRE PREVENTION: Deputy Chief Van Alstine

1. **Potentials Report** – Deputy Chief Van Alstine presented the potential fire loss for the month of June. Deputy Chief Van Alstine stated there were no incidents for potential fire loss for the month of June. There were no questions asked. The complete report is on file.
2. **Prevention Activities Report** – Deputy Chief Van Alstine filed a written report on the inspections and activities for the month of June and Chief Van Alstine shared those details during the presentation. There were no questions asked. The complete report is on file.
2. **Construction Report** – Deputy Chief Van Alstine filed a written report on new construction activities for the month of June and Deputy Chief Van Alstine presented those to the group. There were no questions asked. The complete report is on file.

F. COMMUNITY OUTREACH: Deputy Chief Van Alstine

1. 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 June. There were no questions asked. The complete report is on file.

OLD BUSINESS- None

NEW BUSINESS –None

Future Agenda Items: None

Announcements:

Regular Board Meeting: Wednesday, August 27, 2025, 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

9:28 a.m.

Respectfully Submitted by:



Nancy Schuster, Board Clerk
Santa Rita Fire District