

Santa Rita Fire District

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Arizona 85622-8222
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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
May 28, 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 Mrs. Nancy Schuster seconded the motion. All were in favor, and the Consent Agenda was approved (5-0).

1. FINANCIAL UPDATE: Mr. Steven Rodriguez

April Financial Report- Mr. Steven Rodriguez presented the financial report and advised that for the month of April tax-levy revenue was under budget by \$623,048 at \$2,287,592, budgeted at \$2,910,640. Non-tax levy revenue was over budget by \$417,232 at \$580,839 budgeted at \$163,607. Personnel expenses for the month were \$988,111 which was under by \$238,797 budgeted at \$1,226,908. Buildings and Fleet

were over this month by \$5,757 at \$100,747 budgeted at \$94,990. This month, Communications came in under budget by \$6,167 at \$19,939 budgeted at \$26,106. Managerial came under budget by \$7,182 at \$102,204, budgeted at \$109,386. 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 \$16,892,067 which is up from \$13,459,915 this time last year. The District's total debt is down by approximately \$118,791. There were no questions asked. The complete report is on file. Mr. Bob Simmons made a motion to approve the financials as presented. Mr. Paul Ober 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 began by honoring all service members in recognition of Memorial Day. He then acknowledged several individuals for their outstanding contributions and achievements. Chief Wunder first congratulated, Amy Rosenberg, Fire Corps Volunteer, she was recognized for contributing over 1,000 hours of volunteer service. She was presented with a 1,000-hour service pin. Rich Settle and Carol Wiser, Fire Corps Volunteers, were each recognized for surpassing 500 hours of volunteer service and were presented with 500-hour service pins. Employee, Charles Murrietta was recognized for his promotion to Engineer with the Santa Rita Fire District. He was presented with a certificate and pin in honor of this achievement. Also, Battalion Chief Scheller was congratulated on the recent birth of his child. Chief Wunder concluded by expressing his 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 a total of 1,679 bills were introduced during the legislative session. Of these, 354 bills passed, 214 were signed into law, and 139 were vetoed. He noted that the current primary focus is on the budget. He said that fire districts are hoping that the wildland appropriations that were submitted survive the budget process.

3. GVFFA Meet & Confer Update— Chief Wunder informed the Board that the Meet & Confer group convened last week to discuss planning and priorities for the upcoming fiscal year.

4. Administrative/Management Update— Chief Wunder reported that the primary focus has been on finalizing the budget and ensuring that all outstanding matters are addressed prior to the start of the new fiscal year.

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 April. 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 April. 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 April. 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 April. Mr. Stiegleiter stated there was one incident in the month of April. Potential total loss was estimated at \$434,000 with the actual loss estimated at \$90,000. There was one question asked and Chief Van Alstine answered the question accordingly. 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 April 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 April and Mr. Stiegleiter presented those to the group. There were questions asked. Mr. Stiegleiter and Chief Van Alstine answered those questions accordingly. 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 April. 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. Open Public Hearing of SRFD FY 2026 Budget- Chief Wunder-

Chief Wunder advised the Board that SRFD has met the statutory posting requirements for the approval of the tentative budget. Per statutory requirements, a public hearing must occur to offer time for public comment. Mr. Bob Simmons made a motion to open the public hearing; Mrs. Nancy Schuster seconded the motion. All were in favor, and the motion passed (5-0). The public hearing was open; there were no comments or questions during the public hearing.

B. Close Public Hearing for SRFD FY 2026 Budget- Chief Wunder

With no questions or comments during the public hearing, Mr. Bob Simmons made a motion to close the public hearing. Mr. Jeff Jamieson seconded the motion. All were in favor, and the motion passed (5-0).

C. Discussion and Possible Action on Resolution 2025-02 Adoption of SRFD FY 2026 Budget- Chief Wunder

Chief Wunder requested Board approval of the Resolution 2025-02 Adoption of the SRFD FY 2026 Budget. Chief Wunder informed the Board members he was presenting a balanced budget that met all legal requirements. Chief Wunder also noted that no changes were made to the current tax levy. Mr. Bob Simmons made the motion to approve Resolution 2025-02 formally adopting the Santa Rita Fire District FY 2026 Budget in the Amount of \$22,231,972 with a Proposed Mil Rate of \$2.5299 and a Bond Debt Service Mil Rate of \$0.1201 for Fiscal Year 2026. Mrs. Nancy Schuster seconded the motion passed (5-0).

D. Discussion and Possible Action on Resolution 2025-03; FY 2026 Pension Funding Policy-Chief Wunder

Chief Wunder requested the Board approval of the Resolution 2025-03; FY 2026 Pension Funding Policy. Chief Wunder informed the Board members that this is an annual requirement with PSPRS. Bob Simmons made a motion to approve the Resolution 2025-03; FY 2026 Pension Funding Policy. Mr. Paul Ober seconded the motion. 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

Mrs. Nancy Schuster made a motion to move into Executive Session for discussion of Fire Chief Wunder's Performance Evaluation. Mr. Jeff Jamieson seconded the motion. All were in favor, (5-0). The regular board meeting went into recess for an executive session at 9:45 a.m. The Executive Session began at 9:47 am and adjourned at 10:00 am.

The Regular Board meeting was reconvened at 10:02 a.m.

A. Future Agenda Items: None

Announcements:

Special Meeting: Wednesday, June 11, 2025 at 08:30 A.M. at the Santa Rita Fire District Headquarters/Training Center, 1285 W. Camino Encanto Green Valley, AZ 85622.

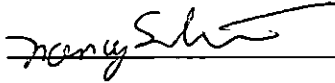
Regular Board Meeting: Wednesday, June 25, 2025, at 09:00 A.M. at the Santa Rita Fire District Headquarters/Training Center, 1285

W. Camino Encanto Green Valley, AZ 85622.

ADJOURN

There being no further business, Board Chair Mr. Tom Allen adjourned the meeting at 10:04 AM.

Respectfully Submitted by:

A handwritten signature in cursive script, appearing to read "Nancy Schuster", is written over a horizontal line.

Nancy Schuster, Board Clerk

Santa Rita Fire District