DRAFT MINUTES

MINUTES
SUN CITY FIRE DISTRICT
REGULAR BOARD MEETING
TUESDAY, OCTOBER 27, 2026
9:30 A.M.

CALL TO ORDER: **Board Chairperson Tim Wilmes**

ROLL CALL:

Members Present: **Tim Wilmes, Phil LaBarbera, Charles Vickers**

Members Absent: **Board members Phil Griswold and David VanderNaalt were absent with notice.**

Staff: **Fire Chief Rob Schmitz, Assistant Fire Chief Jason Casey, Division Chief Kyle Henson, Battalion Chief Ken Murphy, Finance Director Gabe Buldra, USFFA Chapter Vice President Brandon Crossno, Office Manager Lisa Neubert**

PLEDGE OF ALLEGIANCE: **Board Clerk Phil LaBarbera**

INVOCATION: **Board Clerk Phil LaBarbera**

I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL

A. Board member Charles Vickers made a motion to approve the consent agenda item which was the Board of Directors Board Meeting Minutes for September 22, 2026. Board Clerk Phil LaBarbera seconded the motion. The board voted to approve the consent agenda item. (M: Charles Vickers/S: Phil LaBarbera; Ayes: Tim Wilmes, Phil LaBarbera, Charles Vickers. Nays: None. Abstain: None.)

II. CORRESPONDENCE AND SPECIAL RECOGNITION

A. Special recognition was given to Sun City resident David Bell, Youngtown Mayor LeVault, Rick Gray from the Recreation Centers of Sun City, and Zev Black from the Sun Cities Independent newspaper.

B. Chief Schmitz reported that the Sun City Auxiliary received a $500 donation from the United Church of Sun City. This year's fund drive is for new extrication equipment.

C. Fire Chief Schmitz reported that Katie Jensen was hired as an EMS Paramedic on September 8, 2026.

D. Fire Chief Schmitz recognized the following service anniversaries: Fire Chief Rob Schmitz for twenty-one years of service; Captain/Paramedic Drew Holzer for eleven years of service; Engineer/Paramedic Matt Schall for ten years of service; Paramedic Thomas Smock Jr. for six years of service.

E. There were no employee retirements recognized, however Board Chairperson Tim Wilmes will be retiring as of November 16th. This was his last official board meeting. Chief Schmitz, on behalf of himself and the Board, presented Mr. Wilmes with a plaque recognizing his eight years of dedication service to the district.

III. COMMITTEE REPORTS

A. Budget and Finance

1. **Finance Director Gabe Buldra presented the financial and bank reconciliation report for the month of September 2026. Board Clerk Charles Vickers made a motion to accept the September 2026 financial report. Board member Phil LaBarbera seconded the motion. The board voted to accept the finance report for the month of September 2026. (M: Charles Vickers/S: Phil LaBarbera; Ayes: Tim Wilmes, Phil LaBarbera, Charles Vickers. Nays: None. Abstain: None.)**

B. Legal and Insurance

1. **The board discussed the Fire Chief Schmitz's employment contract that was presented to them in last month's executive session. This contract is for the period of November 1, 2026, through October 31, 2031. Board member Chuck Vickers made a motion to approve the Fire Chief Schmitz's employment contract. Board Clerk Phil LaBarbera seconded the motion. The board unanimously approved Fire Chief Schmitz's employment contract. (M: Charles Vickers/S: Phil LaBarbera; Ayes: Tim Wilmes, Phil LaBarbera, Charles Vickers. Nays: None. Abstain: None.)**

2. **There was no PSPRS report.**

3. **Board Chairperson reported that the Prop 207 monies are based on the number of active PSPRS participants that the district has. Chief Schmitz has elected to enter the DROP effective October 31, 2026, so the**

district's Prop 207 monies will be reduced slightly as the active member count will go down.

C. Fire Department Operations

1. The report for fire department operations was given for September 2026, which included an overview of the incident counts, types, and response times.

D. Emergency Medical Services / Ambulance Operations

1. The ambulance operations report was presented for the month of September 2026. The report included the incident counts, types, and transport.

2. Division Chief Henson reported the following for the EMS Division:

a. Collecting data on Strokes/STEMIS.

b. Mission Lifeline application.

c. Image Trend data.

d. CQI-26 cases.

e. EMS Committee meeting.

f. 2027 Calendar

E. Resource Management

1. Division Chief Tony Van Roekel and Fire Chief Schmitz presented Resolution 26-1027A, For Disposal of Surplus Property. Chief Van Roekel reported that both he and Mechanic Ramos have reviewed the spare apparatus (currently there are two) and the refurbished 2001 Pierce Quantum is no longer a serviceable unit for the district. This engine has had various mechanical issues and does not have the trade-in or market value that the last unit we disposed of did. Chief Van Roekel asked the board for permission to dispose of this unit, either through donation or sale. Board Clerk Phil LaBarbera made a motion to adopt Resolution 26-1027A, For Disposal of Surplus property. Board member Charles Vickers seconded the motion. The board voted unanimously to adopt Resolution 26-1027A. (M: Phil LaBarbera/S: Charles Vickers; Ayes: Tim Wilmes, Phil LaBarbera, Charles Vickers. Nays: None. Abstain: None.)

2. **Division Chief Tony Van Roekel reported the following for fleet/apparatus and equipment:**

    a. **New Vehicle Projects – Sutphen Pumper.**

    b. **M134 - Ford.**

    c. **Pierce Quantum.**

    d. **Accident Packs.**

    e. **Opticom/Preemption Project.**

    f. **PPE Annual/Inventory**

    g. **Hose/Ladder Testing**

3. **Division Chief Van Roekel reported the following for buildings/facilities and teams/members:**

    a. **Roofing Needs.**

    b. **Uniform – Policy & Procedures.**

    c. **Uniform – Options & Providers.**

    d. **Apparatus - Cummins.**

    e. **Apparatus - Tools.**

    f. **Facility – 131 Table.**

    g. **Facility – Art.**

    h. **PPE.**

F. Training/Professional Development

1. **Battalion Chief Murphy gave the following report for the training division:**

    a. **Recruit Class 26-3 is now in its sixth week; all five recruits are doing well and are on track to graduate December 4th.**

    b. **We will be starting Phase 2 of our Forcible Entry training in November with completion by the end of the year.**

c. **WVLA will also be resuming November 14th also continuing through December.**

d. **SCFMD Engineer's Academy was completed this past Friday (23rd). We had eleven participants who were able to complete 2 days of classroom instruction and a hands-on practical day. Feedback has been positive and will benefit those participating in Engineer promotional testing this next February.**

e. **We will be sending two members to a TTT VEIS/Targeted Search training course on December 4th & December 5th.**

f. **Crews will be assisting with Live Burns for 26-3 @ GRPSTC starting October 30th.**

G. Administrative/Special Projects

1. No Report.

H. Public Education/Community Outreach

1. Prevention volunteer hours summary.

a. The summary of prevention hours for volunteers was presented for September 2026. The total number of volunteer hours was 92 hours.

2. Community relations program report.

a. The report for the Community Outreach program was given for September 2026. There was a total of 110 citizens who were served for September 2026. Installation of lock boxes is scheduled through the middle of November 2026.

3. There were no community events for the month of September 2026.

4. The volunteer inspection summary report was given for the month of September 2026. There was a total of ninety-three inspections completed.

I. Fire Prevention

1. The construction inspection summary report was given for the month of September 2026. There was a total of ninety-four inspections completed.

2. Fire investigation reports.

a. The fire investigation report was given for September 2026. There was one formal fire investigation for the month.

3. Large community projects.

a. An update was given on the large community projects within the Sun City District. There are currently ten large community projects in Sun City.

b. There was an update on the ongoing projects in Youngtown. There is currently one large community project in Youngtown.

IV. EXECUTIVE SESSION

A. None.

V. UNFINISHED BUSINESS

A. Board Chairperson Wilmes reported that the Arizona Attorney General is suing the City of Tolleson over new hire contracts that require employees to pay the city back monies if they leave before the time specified in their contract. The district has discussed putting new hire contracts in place but will wait and see what happens with this lawsuit.

VI. NEW BUSINESS/FUTURE AGENDA ITEMS

A. The board discussed moving the November and December board meetings to the third Tuesday of the month instead of the fourth Tuesday of the month due to the Thanksgiving and Christmas holidays. The new dates would be November 17, 2026, and December 15, 2026. Board Clerk Phil LaBarbera made a motion to move the November and December 2026 board meetings to the third Tuesday of those two months. Board member Chuck Vickers seconded the motion. The board voted unanimously to move the November 2026 and December 2026 board meetings to the third Tuesday of those two months. (M: Phil LaBarbera/S: Charles Vickers; Ayes: Tim Wilmes, Phil LaBarbera, Charles Vickers. Nays: None. Abstain: None.)

B. The discussion item "Resolution Procedure" has been tabled to the next board meeting due to board member Griswold's absence.

VII. PUBLIC COMMENTS

A. Youngtown Mayor LeVault gave an update on the wrap-around road construction that will give the department better access to the Agua Fria Ranch subdivision.

B. SCFFA Chapter Vice President Brandon Crossno thanked Board Chairperson Tim Wilmes for his service and good working relations with the union. Additionally, he reported that the local continues to work with PFFA (Professional Fire Fighters of Arizona) on fire district funding.

C. Sun City citizen David Bell talked about his recent experience with the Treatment in Place (TIP) fee. He was not made aware of this fee prior to receiving a bill for dates of treatment. The only bills he received both said "third notice." His issue with this is that had he known there would be a fee he could have submitted his insurance and his VA information in lieu of having to pay $315.80 per incident. Board Chairperson Wilmes and Fire Chief Schmitz gave some background information on TIP fees, the public relations communications they did prior to TIP going into place, and on-going communications. Chief Schmitz directed EMS Chief Kyle Henson to investigate Mr. Bell's billing issues.

VIII. NEXT GOVERNING BOARD MEETING

A. The next Regular Board Meeting will be held on November 17, 2026, at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99th Avenue Sun City, AZ.

IX. ADJOURNMENT

A. Board member Charles Vickers made a motion to adjourn the meeting at 10:31 a.m. Board Clerk Phil LaBarbera seconded the motion. The board voted to adjourn the meeting at 10:31 a.m. (M: Charles Vickers/S: Phil LaBarbera; Vote – Ayes: Tim Wilmes, Phil LaBarbera, Charles Vickers. Nays: None. Abstain: None.)

FOR THE BOARD

Phil LaBarbera
Board Clerk

PL/lbn