



**Sun City Fire District**

**Governing Board Meeting**

**Tuesday, September 26, 2023 – 09:30**

# **SUN CITY FIRE & MEDICAL DEPARTMENT**

*Serving the Communities of Sun City, the Town of Youngtown, and Citrus Point*





# Sun City Fire District Elected Officials



**Timothy Wilmes**  
Board Chairman  
Elected 2022



**Stephen Arnold**  
Board Clerk  
Elected 2020



**Phil LaBarbera**  
Board Member  
Elected 2020



**David VanderNaalt**  
Board Member  
Appointed 2020



**Philip Griswold**  
Board Member  
Appointed 2022

# MEETING COMMENCEMENT

CALL TO  
ORDER



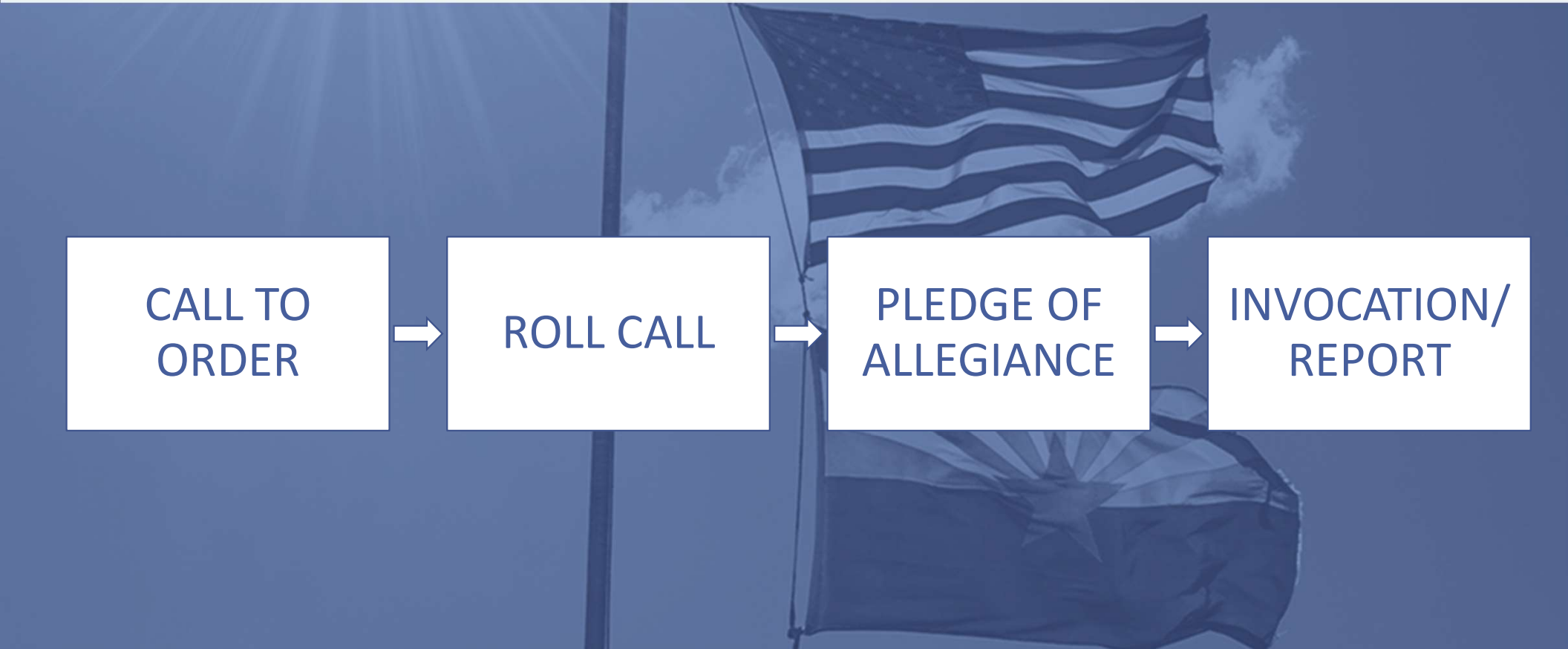
ROLL CALL



PLEDGE OF  
ALLEGIANCE



INVOCATION/  
REPORT



# I. CONSENT AGENDA ITEMS

***NOTICE – Chairman Wilmes will abstain from voting on all agenda items put forth for vote unless there is a tie vote.***

- A. Approve the Board of Directors Board Meeting Minutes of August 22, 2023.**
- B. Approve the Executive Session Meeting Minutes of August 22, 2023.**

## II. CORRESPONDENCE/SPECIAL RECOGNITION

- A. Special Recognition
- B. Community Appreciation Letters
- C. New Hires/Promotions
- D. Service Anniversaries
- E. Retirement Recognition



Rob Schmitz  
Assistant Fire Chief

# PROMOTIONS/NEW HIRES

POSITION	HIRE DATE	EMPLOYEE
EMT	September 11, 2023	Derek Parker

# SEPTEMBER SERVICE ANNIVERSARIES

(1 OF 3)



Chris Clark  
Captain/Paramedic  
25 Years



Chris McElroy  
Engineer/Paramedic  
25 Years



David Musselman  
Engineer/Paramedic  
24 Years



Derek Peck  
Captain/Paramedic  
24 Years

# SEPTEMBER SERVICE ANNIVERSARIES

(2 OF 3)



Jeff Salkeld  
Engineer/Paramedic  
23 Years



Shon Taylor  
Captain/Paramedic  
23 Years



Adam Lumbardo  
Captain/Paramedic  
19 Years



Brian Cooper  
Captain/Paramedic  
18 Years



# SEPTEMBER SERVICE ANNIVERSARIES

(3 OF 3)



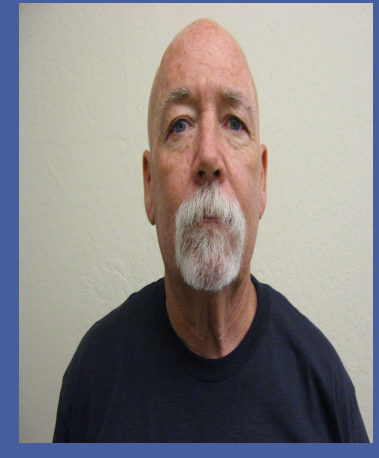
Jerry Thompson  
Firefighter/EMT  
18 Years



Kyle Henson  
Division Chief  
1 Year



Raymond Jajola  
Paramedic  
1 Year



Jos Price  
Paramedic  
1 Year

# RETIREMENT RECOGNITION

1. Firefighter Rich Hayes's retirement celebration was held on September 15, 2023. Firefighter Hayes served the Sun City Fire District for 25 years.



## **III. COMMITTEE REPORTS**

### **A. Budget and Finance**

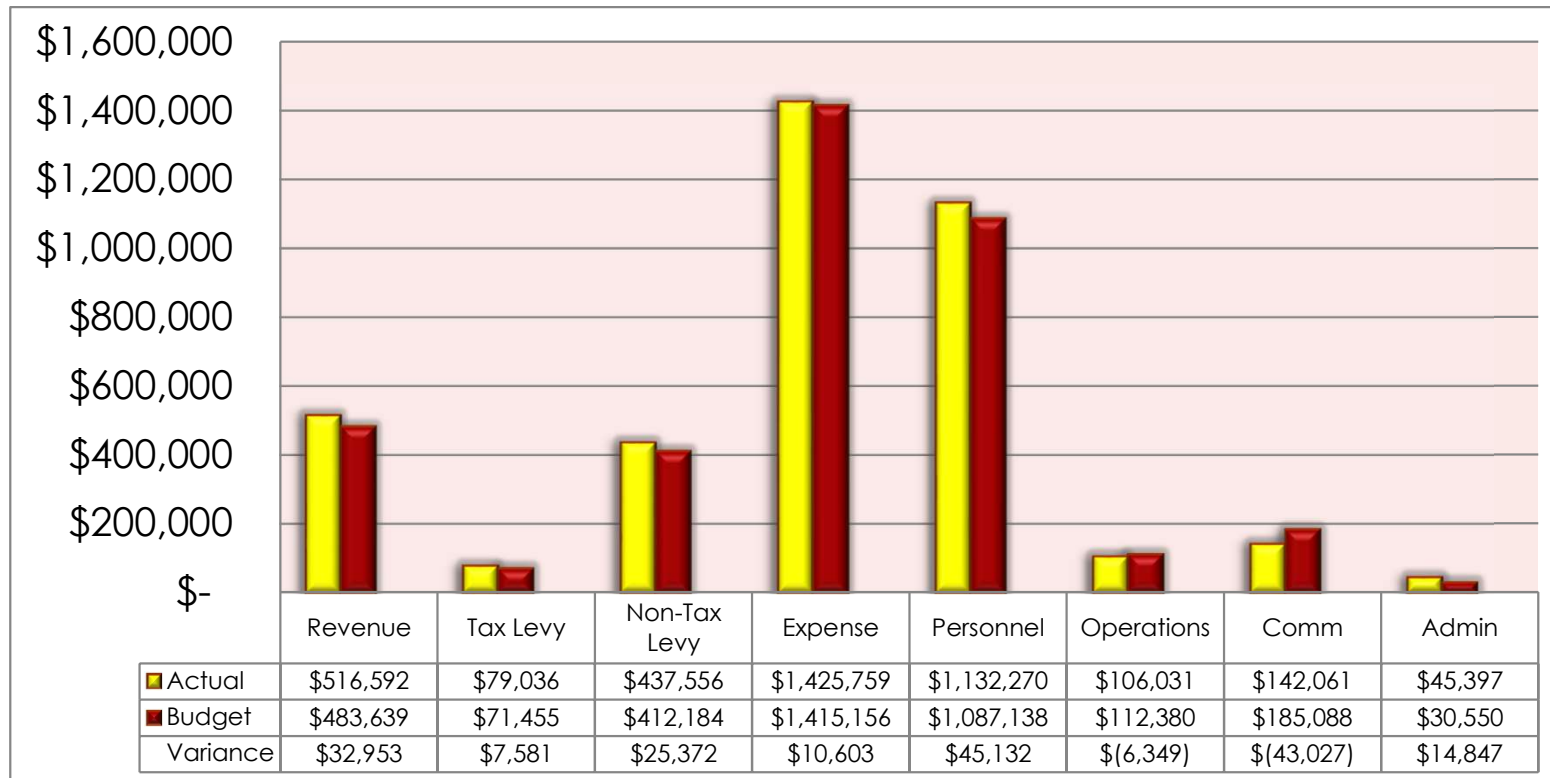
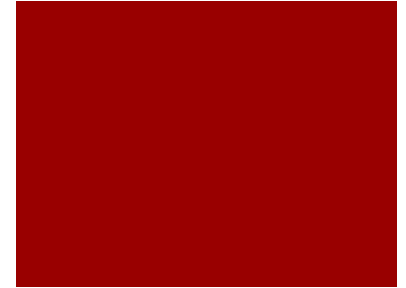
- 1. Financial Reports and Bank Reconciliations – August 2023. (Finance Director Gabe Buldra, Presenter)**



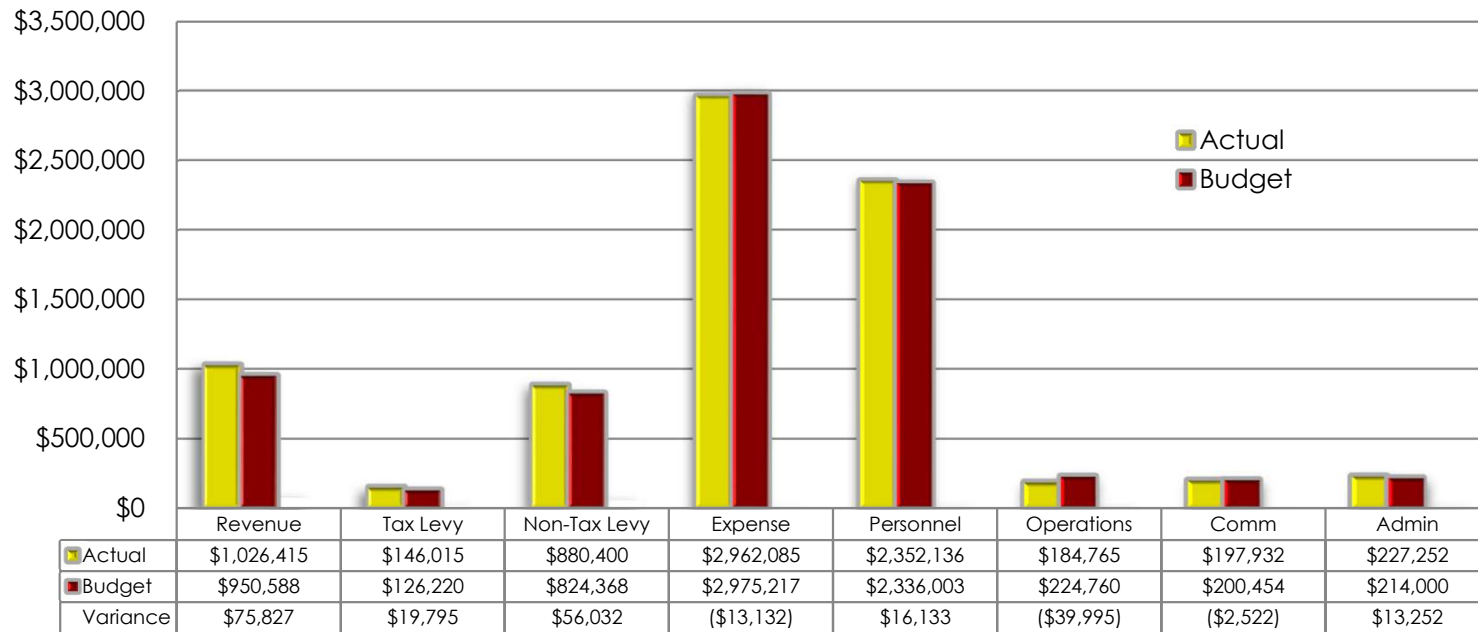
# Sun City Fire District

August 2023 Financial Report

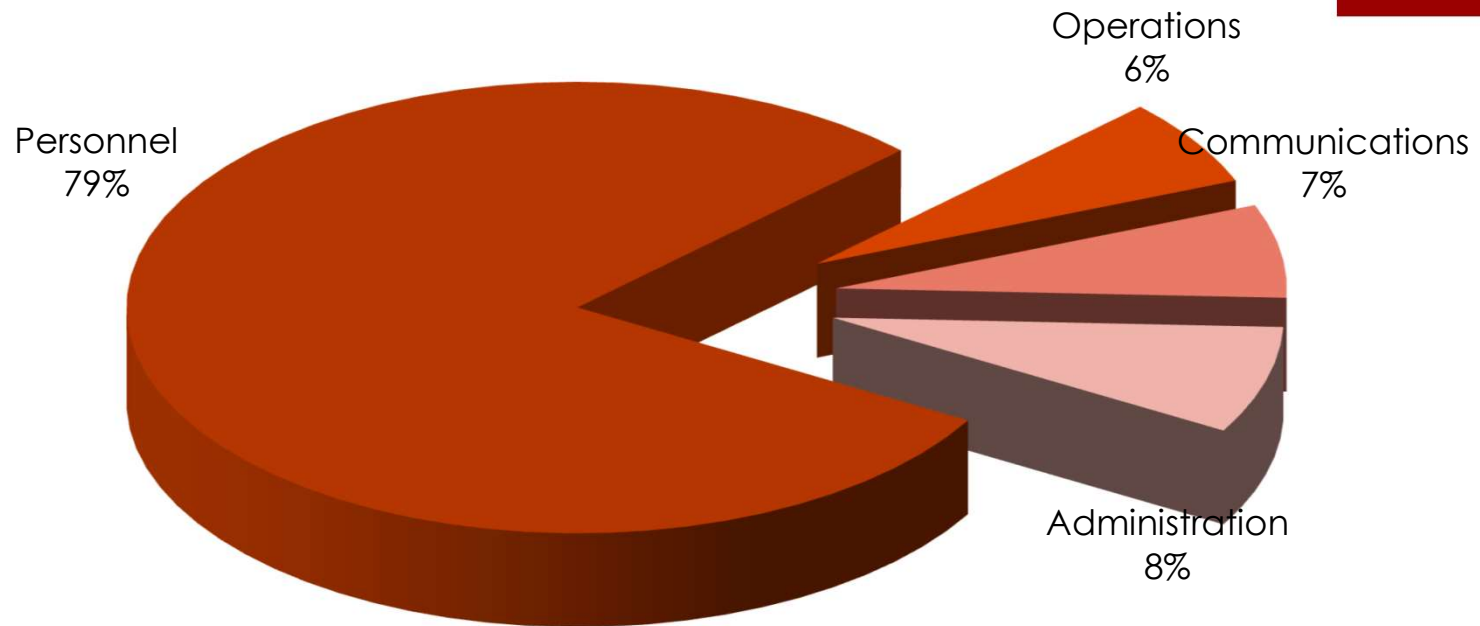
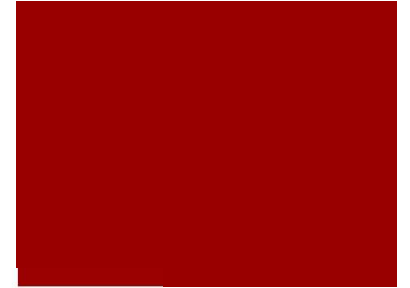
# August 2023



# Fiscal Year Budget to Actual



# Percentage of Expenses Year to Date



Personnel	80%
Operations	5%
Communications	4%
Administration	11%

# III. COMMITTEE REPORTS

## B. Legal and Insurance

1. PSPRS / Prop 207 updates (Acting Fire Chief Rob Schmitz, Presenter)



## III. COMMITTEE REPORTS

### PSPRS September 2023 Report

For FY(fiscal year) 202-2023 PSPRS produced a 7.6% return, which is .4% over what they charge us for our unfunded liability. Trustee Harry Papp, chairman of the PSPRS Investment committee said, “We’re pleased to see the trust’s investment returns exceed our assumptions as this will have a positive impact on employer funding status and contribution rates.”

Overall, investment returns produced \$1.4 billion of value for the PSPRS-managed plan trust, which also grew from employers making additional contributions to pay down unfunded pension debts.

## III. COMMITTEE REPORTS

### PSPRS September 2023 Report

Additional pension debt contributions from Arizona's public safety and corrections employers broke the \$5 billion mark in a span of a little more than three years. More than 125 employers have made additional contributions of at least \$1 million to the PSPRS and CORP pension plans since the beginning of the 2021 fiscal year. Additional pension debt contributions from employers helped push combined pension debt payments to a total of \$5.2 billion.

In August, the PSPRS Board of Trustees approved a sweeping change to the PSPRS Cancer Insurance Plan to begin adding advanced reimbursement payments to cover member and retirees out of pocket expenses associated with treatments for cancer. Effective January 2024.

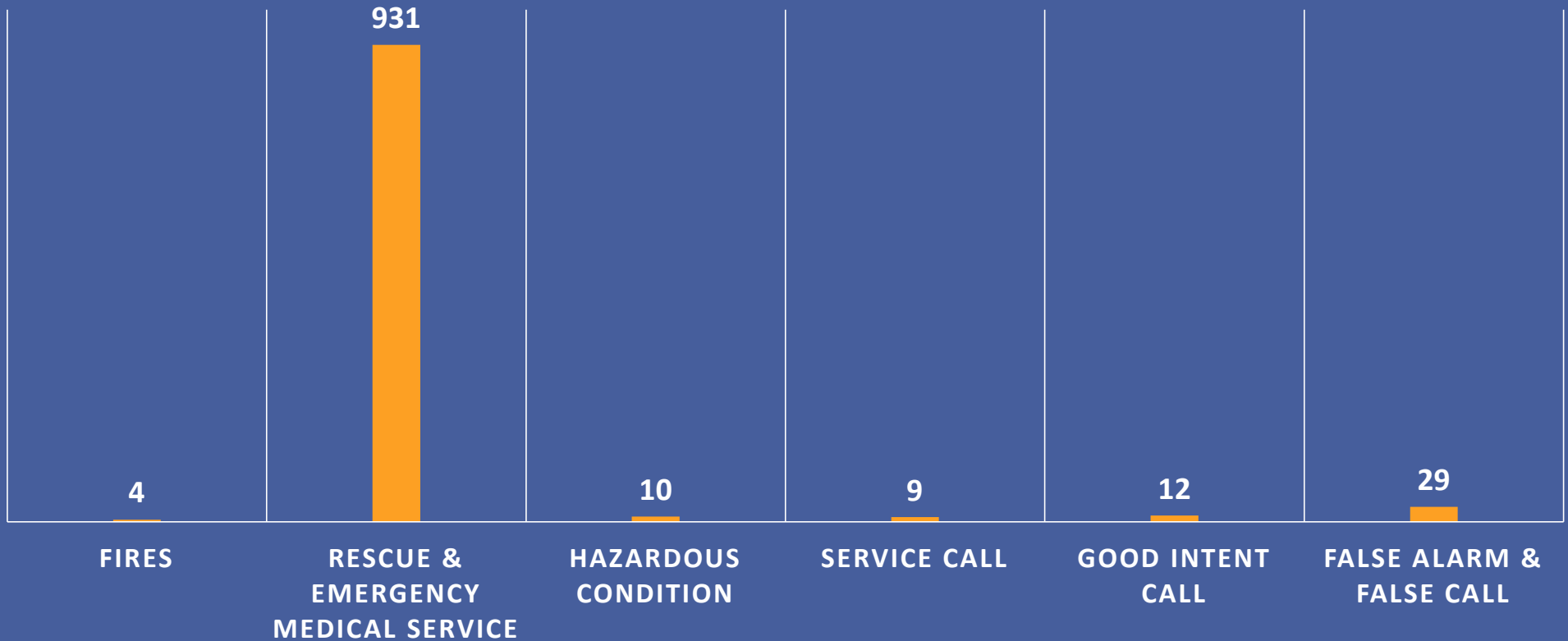
## III. COMMITTEE REPORTS

### C. SCFMD Operations



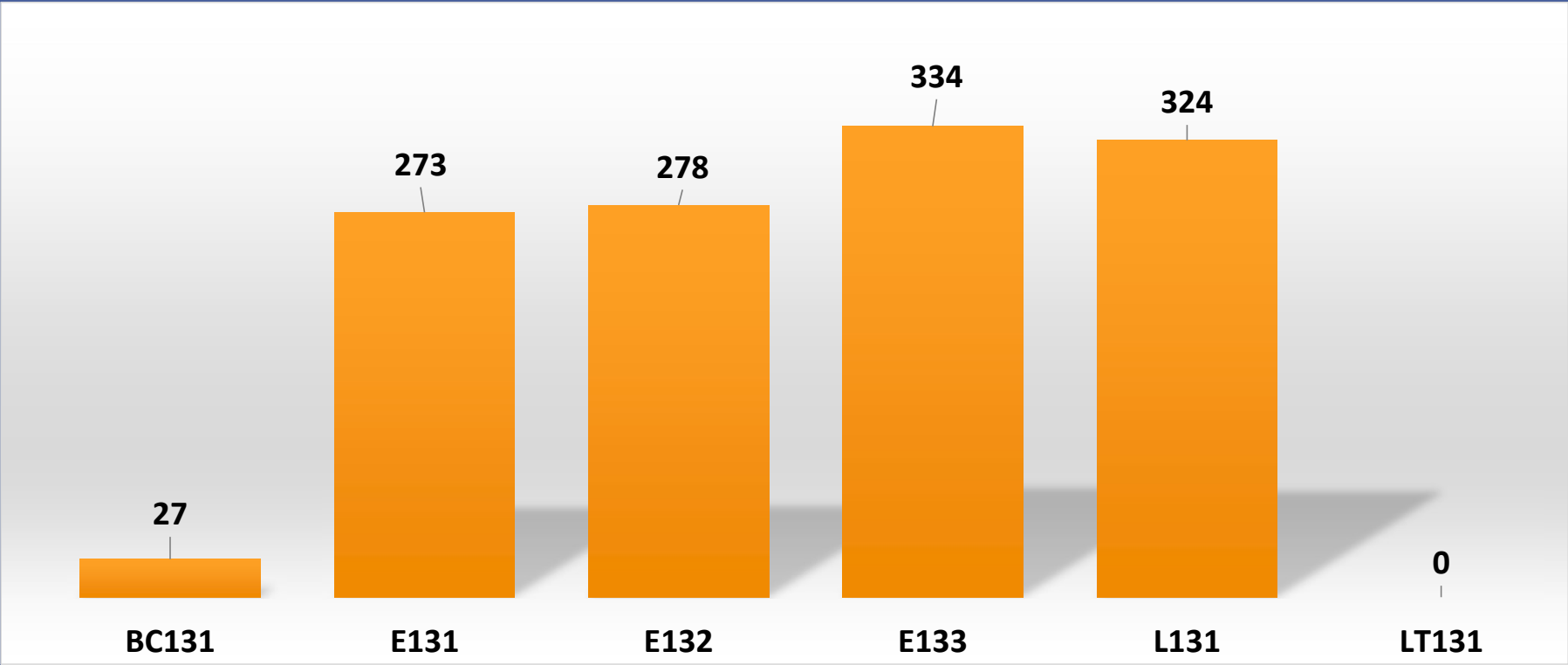
# MAJOR INCIDENT TYPES – AUGUST 2023

Total Incidents: 995



# UNIT CALL VOLUME – AUGUST 2023

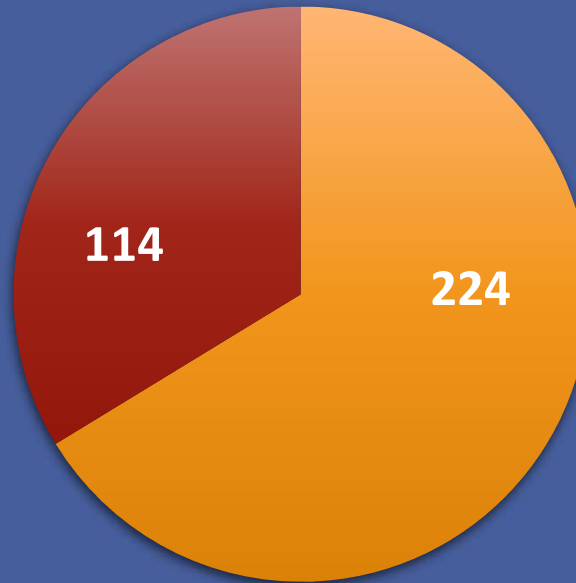
Total Unit Call Volume: 1,236



# INCIDENT STATISTICS – AUGUST 2023

Response  
Times  
5:39

Overlapping  
Calls  
83.97%



Auto Aid Given Auto Aid Received

26:33  
Operations  
Average  
On-Scene  
Time

### III. COMMITTEE REPORTS

#### D. EMS/Ambulance Operations



# AMBULANCE ON-SCENE INCIDENT COUNTS

Total Ambulance On-Scene Counts: 761





# AMBULANCE ALS TRANSPORTS

## AUGUST 2023

M131 – 166 Transports

M132 – 119 Transports

M133 – 182 Transports

M134 – 115 Transports

**TOTAL - 582 Transports**



## Receiving Hospital

549	Boswell
18	Thunderbird
7	St. Joes West
2	Arrowhead
1	Del Webb
2	Honor DV
1	Mayo
1	County
1	Good Sam

# EMS/Ambulance Operations

1. The EMS Division has started working on the implementation of two new approved programs, an inventory management program call “Operative IQ” and a new EPCR charting system called “Image Trend”.
  - a) Operative IQ is an asset management system that will replace our current software program “Emergency Reporting” (ER). Operative IQ not only offers all of the same features of ER, but in addition, the added feature of the ability to streamline and manage our daily EMS consumable supplies (Like IV needles, bags of Saline, etc.), the ability to electronically transmit our supply orders directly to our EMS medical vendors and most importantly, gives us the ability to efficiently monitor our supply spending. We are in the beginning stages of setup for this program. The release date will hopefully be February 2024.
  - b) Image Trend is an EPCR Patient Charting system that will replace our current EPCR program, ZOI. Image Trend not only offers all of the same features of ZOI, but also allows us the unlimited ability to easily build any type of EMS data report that we need without a long downtime to create the reports. The current EPCR program requires us to contract the provider’s administrator, place a request for the data report and wait sometimes for weeks to be able to access the data. We are in the beginning stages of setup for this program. The expect release date will be late January 2024.

### III. COMMITTEE REPORTS

- E. Resource Management – Apparatus & Facilities



## RESOURCE MANAGEMENT – APPARATUS & EQUIPMENT

1. Chief Van Roekel, Mechanic Ramos, and Engineer Musselman had a great trip to Columbus, OH for the final inspection of the new Sutphen pumper (E133). Sutphen treated them very well as this new unit was the first inspection at their new Urbana location. Sutphen has also voiced great admiration for our district maintaining such a great working relationship while allowing them to stand behind their product and supporting our mission to our community.
2. The new Sutphen pumper arrived on September 11<sup>th</sup> and is at FS132 being outfitted. We hope to have it in service within the next few weeks but that will mostly depend on the installation of the MCT and mobile radio.
3. The new fleet support truck for Mechanic Ramos has been delayed due to backordered parts. We anticipate seeing the new unit by the end of the calendar year.

## RESOURCE MANAGEMENT – APPARATUS & EQUIPMENT

4. We've been assisting El Mirage Fire Department by loaning a pumper as needed to support their operation while they attempt to overcome some on-going mechanical issues within their own fleet.

5. M133, our newest ambulance, has been out of service with a failed high pressure fuel pump. This repair can be extensive, and parts are occasionally difficult to obtain. We're attempting to push the dealership to expedite repairs as soon as possible.

6. We are monitoring M131, our oldest front-line unit, for transmission issues and attempting to keep it in service until M133 can be returned to service. Once this occurs, we intend to switch our reserve 2017 Ford E450 unit, the chassis remount we originally purchased from Daisy Mountain Fire District with 45,000 miles, into front-line status.

## RESOURCE MANAGEMENT – APPARATUS & EQUIPMENT

7. M132 & M134, which are identical units, are being rotated through the dealership for “Check Engine” issues mostly related to emissions system problems.
8. Rosenbauer continues to reach out as they work on our new Ladder Tender. We’ve had to make a few minor changes to avoid a delay in the project. The anticipated completion date is still July 2024.
9. The Apparatus Committee will be meeting on September 27<sup>th</sup> to discuss the state of our apparatus, needs for additional orders, and potential for the addition of “Blitz Nozzles” to our fire units.
10. We are preparing to transition L131/LT131 to L133/LT133 since its move from FS131 to FS133. We are looking for more options for vehicle graphic vendors.

# RESOURCE MANAGEMENT - FACILITIES

1. Parking lot maintenance started on September 9<sup>th</sup> with crack sealing and on September 22<sup>nd</sup> – 24<sup>th</sup> they were completely resealed and restriped.
2. All fire hose and ground ladders are scheduled for annual testing on October 17<sup>th</sup> – 18<sup>th</sup>.
3. Repairs to the front fence at FS133 and painting of the mismatched bay doors at FS131 were completed on September 15th.
4. Motorola has agreed to extend the warranty of all of our firefighter portable radios for an additional one year. They have also agreed to replace all failed radio batteries and provide us with an additional six batteries at no cost.

# RESOURCE MANAGEMENT - FACILITIES

5. The Facilities Committee met on September 25<sup>th</sup> and discussed station floor upgrades at FS131 and some modifications to wall art.
6. Warranty repairs on the roof surface at FS133 were completed on September 15<sup>th</sup>.
7. We're beginning to gather data as we transition all department resources from Zoi and Emergency Reporting to ImageTrend and OP IQ. OP IQ will be our application for tracking and managing all asserts and inventory. Surprise Fire Department effectively uses the same programs .
8. Engineer Marquez has been attempting to keep our Mako breathing air station at FS131 running. The system is at least 25 years old and will need to be replaced in the next few years.



# RESOURCE MANAGEMENT - FACILITIES

9. The garbage disposal in the administration office's kitchen had a crack in it and was leaking into the underneath cabinet. Chief Schmitz purchased a new garbage disposal and installed it.



## III. COMMITTEE REPORTS

### F. Training/Professional Development



# TRAINING/PROFESSIONAL DEVELOPMENT

## Third Quarter Training July - September

Target Solutions	MCS (Minimum Company Standards)	Westside Training	BC/DC Training	Battalion Training
Workplace Diversity	Alarm Room Tours – July	Tactical Training		Extreme Ownership
Hazard Communications	Throwing for Time			RIC Bag
1500 HAZWOPER	PPE Inspections			Fireground Survival
SCBA Cleaning and operational check	Fit Testing (Fire & EMS)			Captains Mtg 7/13
	Physical Fitness Training (PTF) starting in August T/S/SU			

# TRAINING/PROFESSIONAL DEVELOPMENT



RIC Bag Training



## III. COMMITTEE REPORTS

### G. Administrative/ Special Projects



# ADMINISTRATIVE & SPECIAL PROJECTS

1. Feasibility study update. (Acting Fire Chief Rob Schmitz, Presenter)

### III. COMMITTEE REPORTS

### FIRE PREVENTION:



## III. COMMITTEE REPORTS

### H. Public Education/Community Outreach

1. Prevention Volunteer Service Anniversaries
2. Prevention Volunteer Hours Summary
3. Volunteer Inspections Report Summary
4. Community Relations Program Report
5. Community Events
6. Community Communication

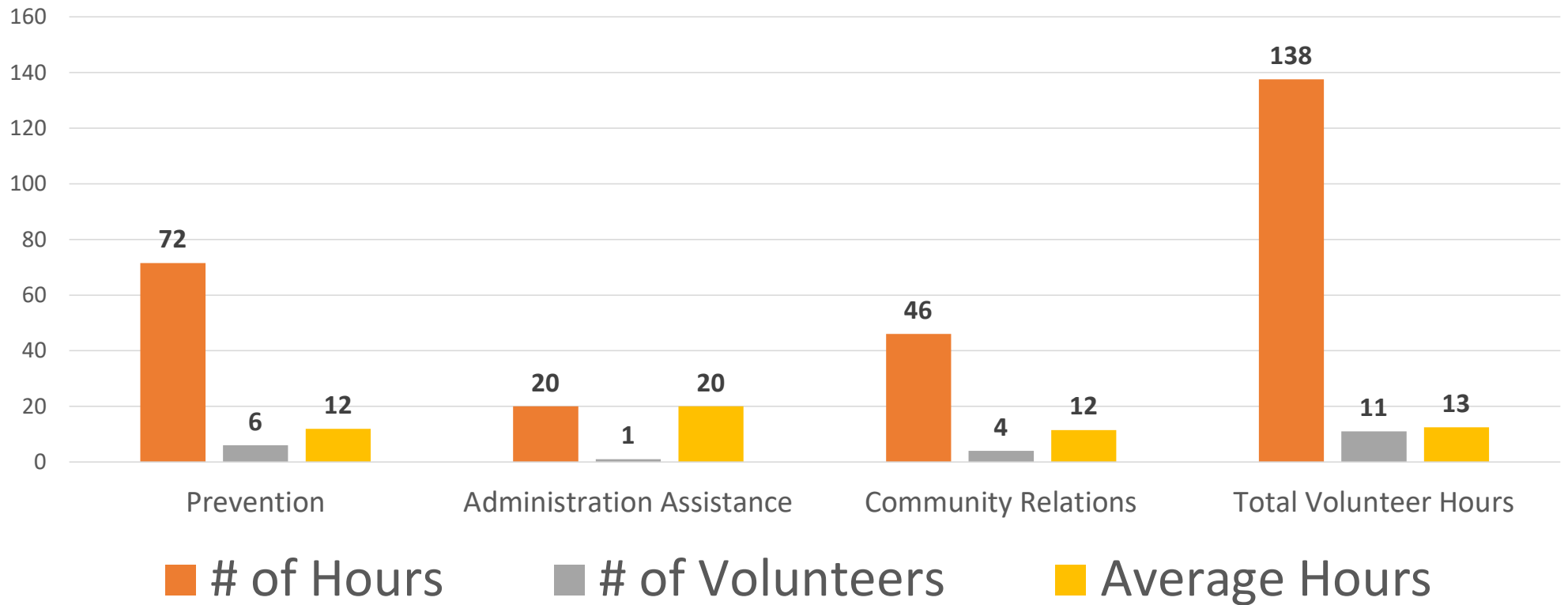


Kenny Kovac  
Assistant Fire Marshal  
Fire Investigator  
Public Education



# PREVENTION VOLUNTEER HOURS SUMMARY

August 2023



# FIRE PREVENTION INSPECTION SUMMARY

Prevention <i>Annual</i> Inspection Summary - August 2023				
Property Use	Initial Inspections	Reinspections	Total Inspections	Total Violations
Assembly/Assembly Restaurants	19	5	24	1
Business	82	3	85	8
Educational	0	0	0	0
Institutional	0	0	0	0
Mercantile	8	2	10	3
Special Property & Other	15	1	16	3
<b>Total Inspections</b>	<b>124</b>	<b>11</b>	<b>135</b>	<b>15</b>

# COMMUNITY OUTREACH PROGRAM REPORT

Over 131 citizens served in the month of August by the Fire Prevention Team!

- 35 Home Safety Surveys
- 40 Lockbox Installations
- 19 Lockbox Key Changes
- 07 Smoke Detector Installations
- 30 Public CPR Class



## Lockbox Appointments

Booked through  
End of September

# COMMUNITY COMMUNICATIONS

- 1. Discussion Item – Community Communication. (Board Member Phil Griswold, Presenter)



# III. COMMITTEE REPORTS

## I. Fire Prevention

1. Construction Insp. Report Summary
2. Permits Issued / Revenue Report
3. Fire Investigation Reports
4. Large Community Projects



Jim Fox  
Fire Marshal  
Fire Investigator  
Public Information Officer  
Fire Prevention Bureau

# FIRE PREVENTION CONSTRUCTION SUMMARY

Prevention <i>Construction</i> Inspection Summary - August 2023				
Specific Use			Total Inspections	
Fire Sprinkler Pressure Test			8	
Fire Sprinkler Final			8	
Fire Alarm			4	
Flow Test			0	
Construction			12	
Hood and Duct			2	
Other Inspection			4	
<b>Total Inspections</b>			<b>38</b>	

# PERMITS ISSUED/REVENUE

<u>Permits Issued:</u>		16
<u>Permit/Plan Review Fees:</u>	\$	14,666.19
<u>Lockbox Revenue:</u>	\$	1,620.00
<u>2023 Operational Permit Fees:</u>	\$	150.00
		99.89%
<u>Contractor Registration</u>	\$	225.00



# FIRE INVESTIGATION REPORTS

No Formal Investigations in July

Special Call for a Car into a House





# LARGE DISTRICT PROJECTS – SUN CITY

- Royal Oaks Campus Expansion – Under Construction
- Sun Shadow Fire Sprinkler in Suites (99<sup>th</sup>/Bell) – Under Construction  
(Part of Archwell Health project)
- Master Taco – 99<sup>th</sup> and Thunderbird – Under Construction
- Oak Street Health – 107<sup>th</sup> and Peoria – **Final Inspection**
- White Mountain TI/FA – (95<sup>th</sup>/Bell)

# Royal Oaks Campus

**FIRE  
DEPARTMENT**

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**CONSTRUCTION  
ENTRANCE**



**SUNDT**

ROYAL OAKS CAMPUS  
EXPANSION  
Sundt Construction Inc.  
Permit #F009483

RESPONSIBLE PROJECT INDIVIDUAL:  
TODD GANTNER - 602-703-7154

DUST COMPLAINTS:  
CALL MARICOPA COUNTY  
AIR QUALITY DEPARTMENT  
602-506-6010 or 602-372-2703

*Skill. Grit. Purpose.*

**SUNDT**

CSE CANYON  
ELEC

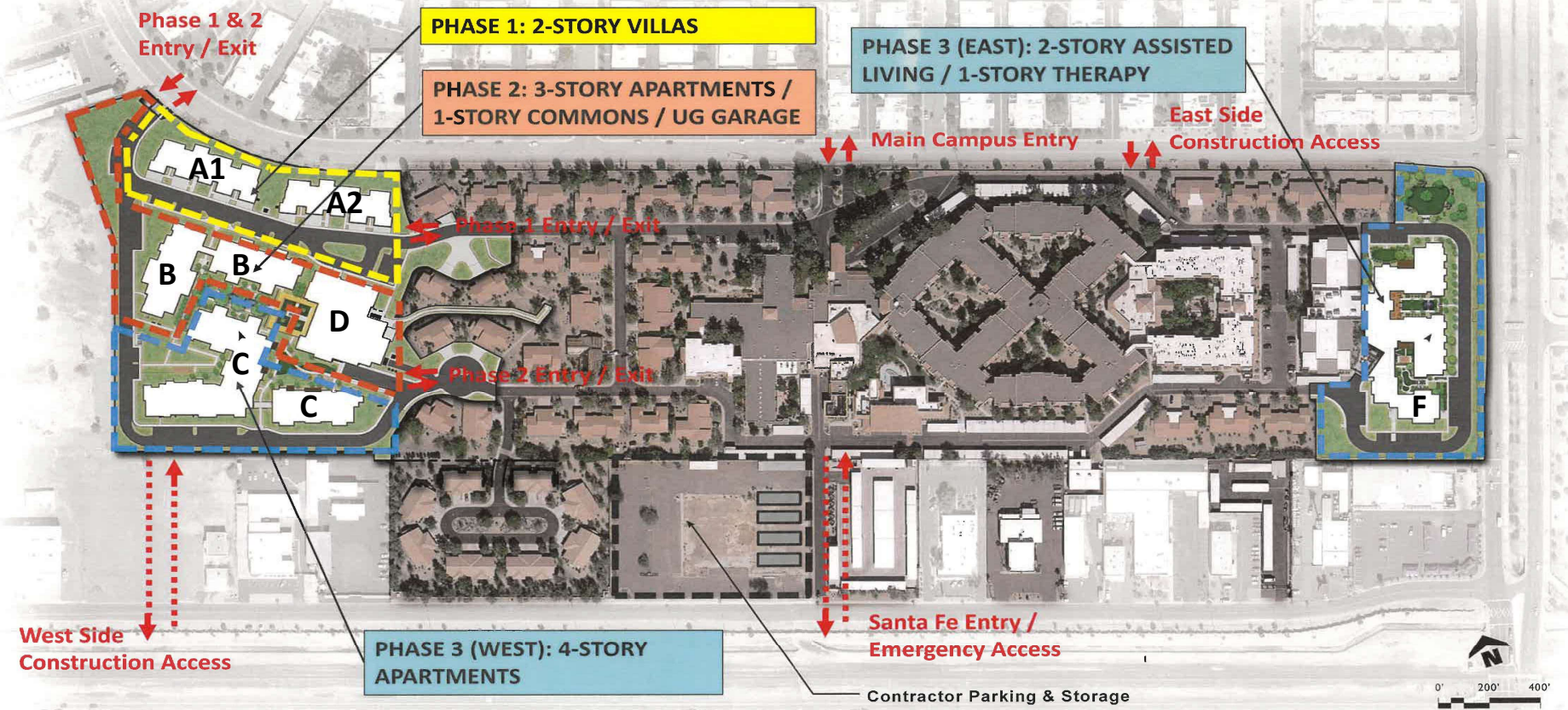


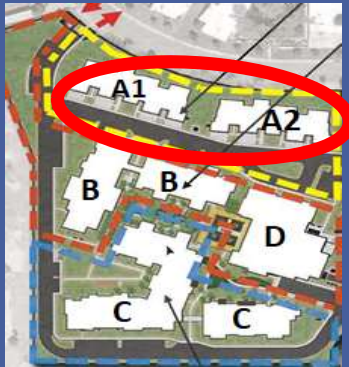
**SUNDT**  
Skill. Grit. Purpose.



# Royal Oaks

## PROPOSED PHASING PLAN

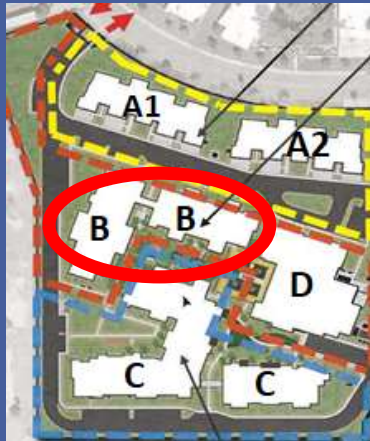




Royal Oaks:  
Bldgs. A1, A2

2 story Condos  
16 Units

Completed



Royal Oaks:  
Building B1 / B2

3 Story

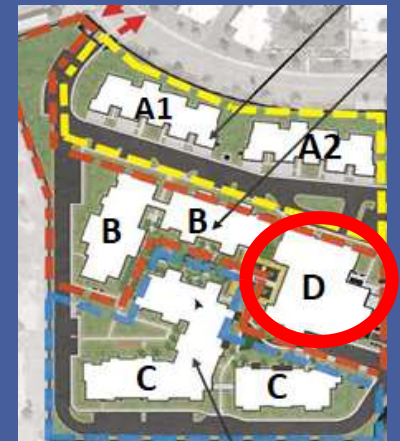
TCO for Occupancy  
has been issued



Royal Oaks:  
Building C1 / C2

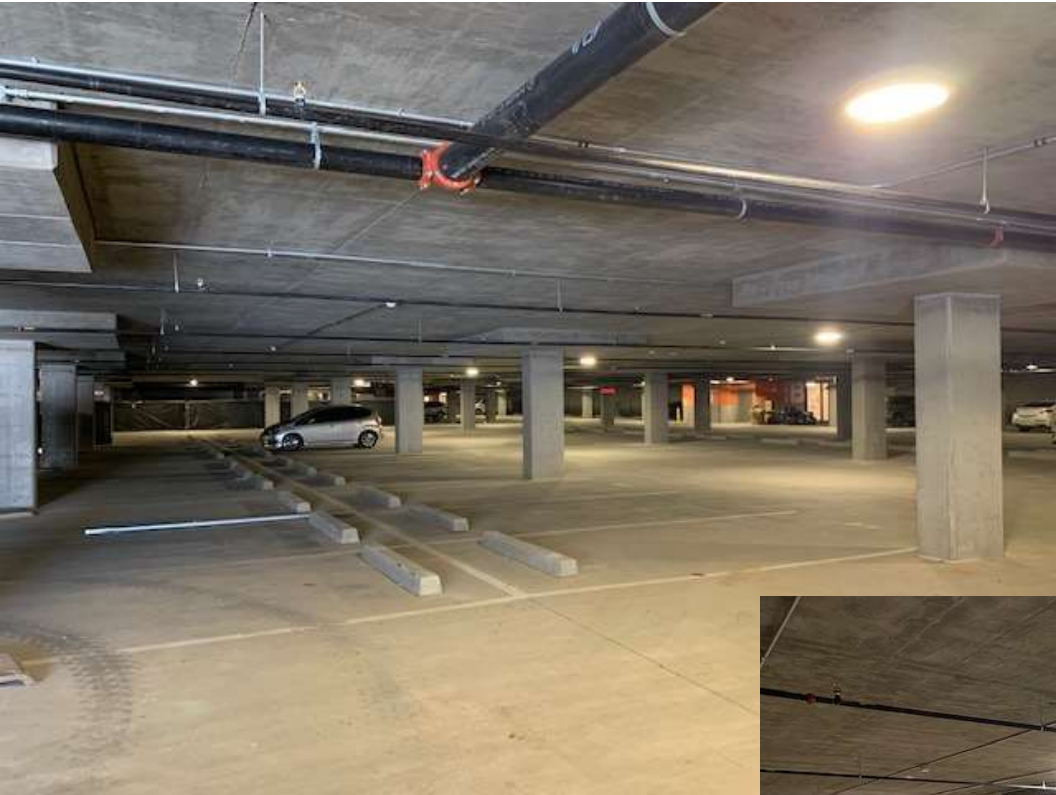
4 Story:

Interior work still  
Under Construction

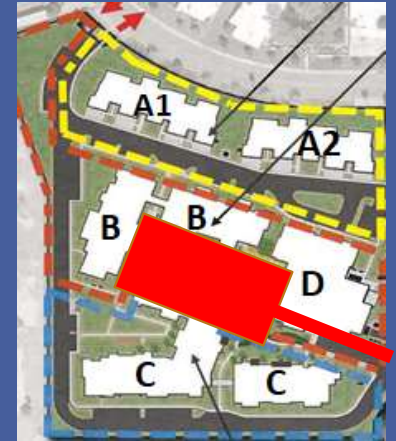


Royal Oaks:  
Building D1 &  
D2 (Next to  
Pkg Garage)

TCO Issued



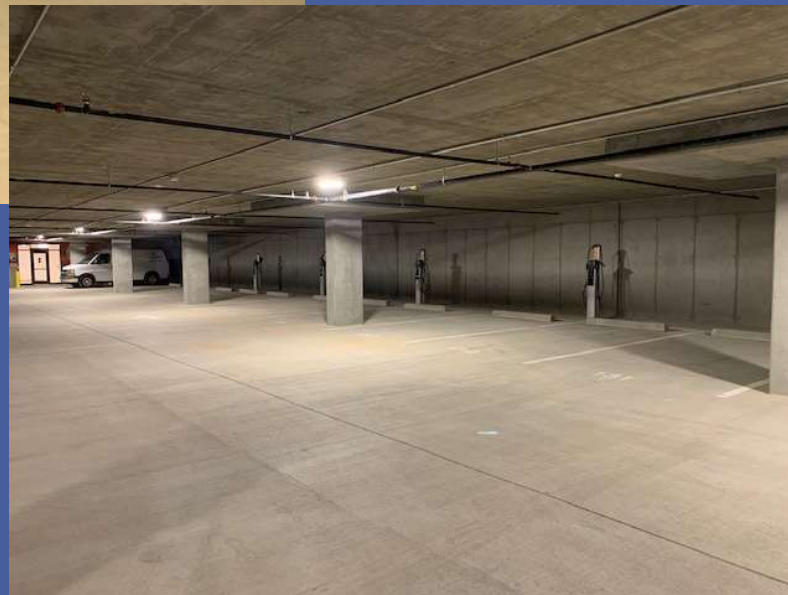
## Royal Oaks: Underground Parking Garage

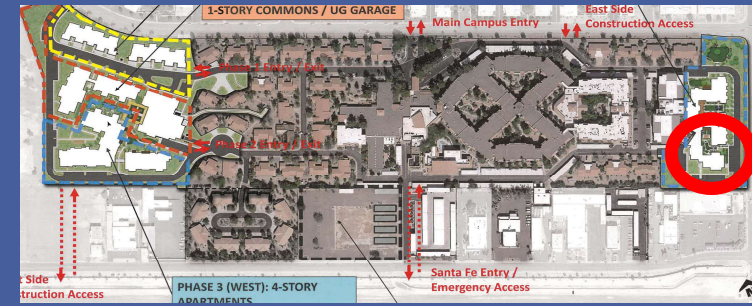


### Interior at "B" Bldg.

- ✓ ERRC Installed
- ✓ Fire Alarm
- ✓ CO Detection
- ✓ Ventilation Stages
- ✓ Egress Systems
- ✓ Special Systems

**Not Completed for  
"C" Bldg.**





# Royal Oaks: Vida (PH IV)

(Southeast Corner of Property)

TCO Issued

# LARGE DISTRICT PROJECTS – YOUNGTOWN

- Ridgeview Residential Subdivision (125 lots) - Under Construction  
66 FS Permits Issued (53%), 42 FS Pressure Tests Performed, 33 FS Final Insp.
- Enclave Off Olive Residential Subdivision (31 Lots) – Ready for Constr.
- Youngtown Flats - 113<sup>th</sup> Avenue Apartments (formerly Business offices) (104 Apts.) – Under Construction – Framing of New Bldgs.
- El Sol Battery Storage Facility – Unrestricted Construction Permit Issued  
Installing Site Firelines/Additional Hydrant/Water Monitors and underground Electrical.  
Energy Cabinets projected to arrive this fall (w/o Batteries).  
Batteries are projected to arrive Dec./Jan.

# RIDGEVIEW SUBDIVISION

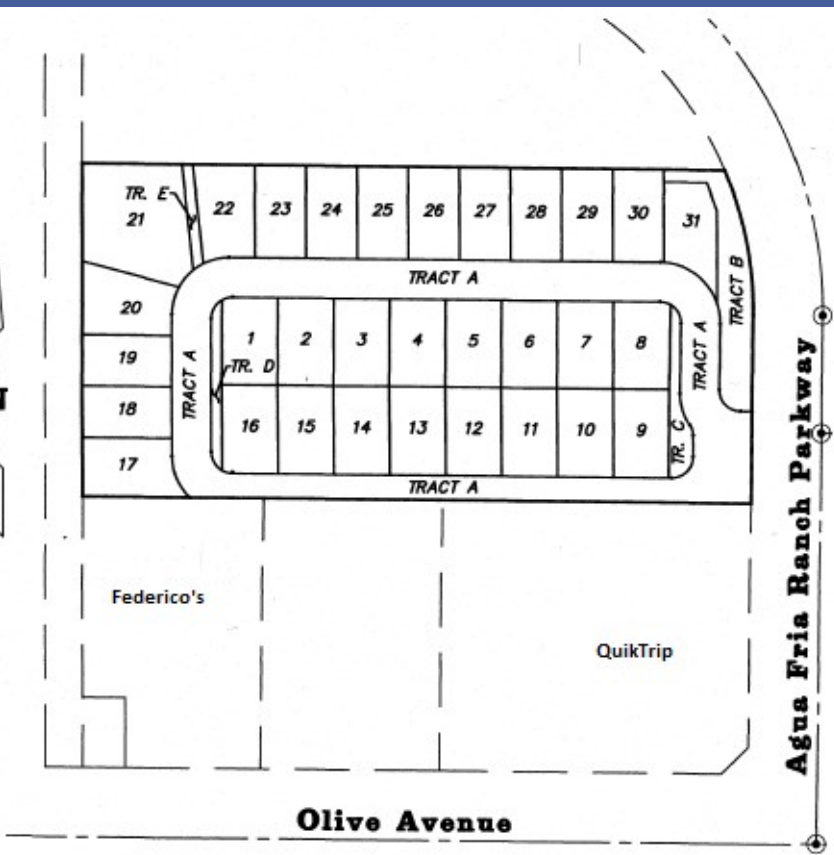
Ridgeview Project – 125 SFR Lots





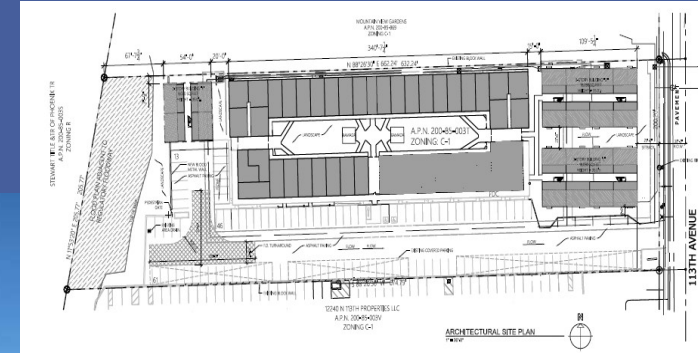
# ENCLAVE ON OLIVE SUBDIVISION

Enclave Project 31 SFR Lots



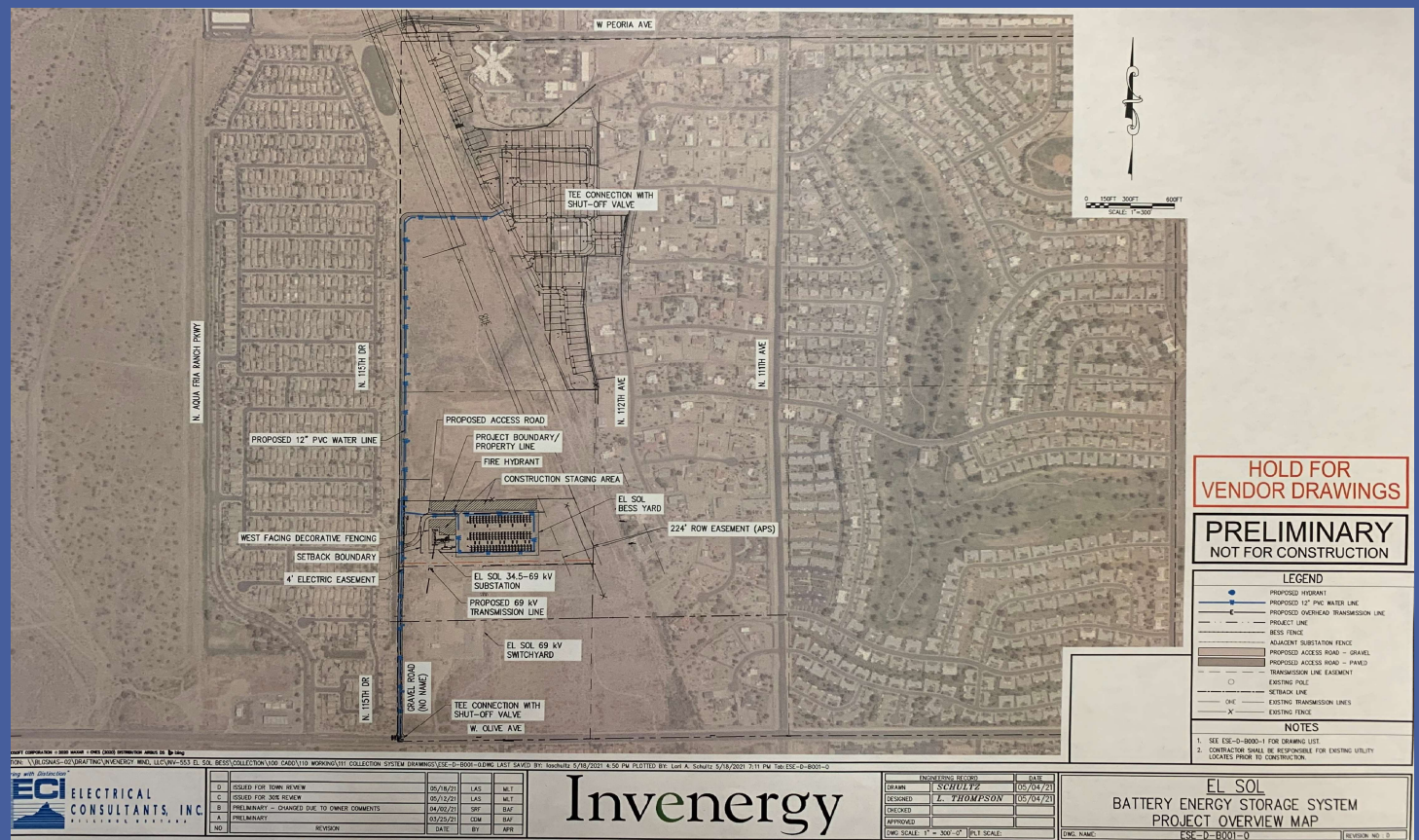
# YOUNGTOWN FLATS PROJECT

## 113<sup>th</sup> Ave. Apartments (104 Units)



# EL SOL BESS PROJECT - YT

## Proposed Site/Access Map



**ECI ELECTRICAL CONSULTANTS, INC.**  
 10000 W. PEORIA AVE, SUITE 100, PEORIA, IL 61614  
 TEL: 309.686.1111 FAX: 309.686.1112  
 WWW.ECI-CONSULTANTS.COM

NO.	REVISION	DATE	BY	APP.
0	ISSUED FOR TOWN REVIEW	05/18/21	LKS	MT
1	ISSUED FOR PER REVIEW	05/19/21	LKS	MT
2	PRELIMINARY - CHANGED DUE TO OWNER COMMENTS	04/02/21	SPF	BAF
3	PRELIMINARY	03/22/21	CSW	BAF

**Invenergy**  
 10000 W. PEORIA AVE, SUITE 100, PEORIA, IL 61614  
 TEL: 309.686.1111 FAX: 309.686.1112  
 WWW.INVENERGY.COM

ENGINEERING RECORD	DATE
DRAWN	SCHULTZ 05/04/21
CHECKED	L. THOMPSON 05/04/21
APPROVED	

CWC SCALE: 1" = 300'-0" PLOT SCALE:  
 CWC NAME:  
 REVISION NO. 0

# EL SOL BESS PROJECT - EVOLUTION



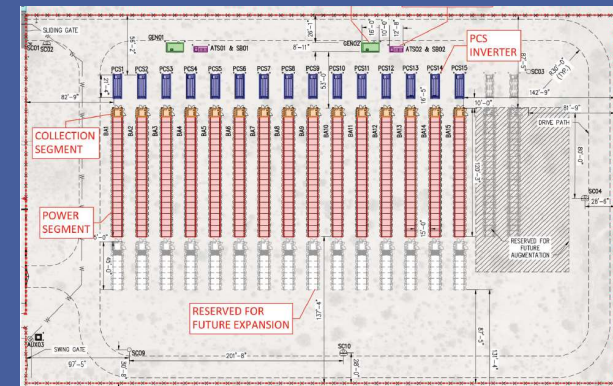
2018

2 warehouses  
140' x 300' ea.  
(size of Football Fields)



2021

45 containers  
53' long ea.  
(Converted Shipping Containers)



2023

345 containers  
4' x 6' ea.  
(Powin Centipede System)

## **III. COMMITTEE REPORTS**

### **I. Fire Prevention**

**Questions?**

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## **IV. UNFINISHED BUSINESS**



## V. EXECUTIVE SESSION

**NOTICE:** The governing board may go into executive session for the purpose of:

- Employee discipline
- Employment contract
- Attorney consultation
- Key strategic moves like mergers or acquisitions
- Succession planning
- Employee negotiations
- Senior staff performance
- Executive compensation
- Future retirement plans for management
- Executive performance
- Compensation review
- Personnel issues
- Peer-to-peer board discussions

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# V. EXECUTIVE SESSION





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## **VI. NEW BUSINESS/FUTURE AGENDA ITEMS**



## VII. PUBLIC COMMENTS

Consideration and discussion of comments and complaints from the public. Those wishing to address the Sun City Fire District Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item raised in the Call to the Public due to restrictions of the Open Meeting Law; however, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct the staff to review the matter or that the matter be placed on a future agenda.

## VII. PUBLIC COMMENTS STATUTE

A.R.S. §38-431.01(H) A public body may make an open call to the public during a public meeting, subject to reasonable time, place, and manner restrictions, to all individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter, or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

# VII. PUBLIC COMMENTS STATUTE

## A. United Sun Cities Firefighters Association Report



# VIII. NEXT GOVERNING BOARD MEETING

**Sun City Fire District – Administrative Offices**

**Governing Board Meeting**

**Tuesday, October 24, 2023 – 09:30**

**NOTICE OF MEETING:** Pursuant to A.R.S. Section 38-431.02, notice is hereby given to the members of the Sun City Fire District and the general public that the Sun City Fire District Board of Directors will meet on Tuesday, October 24, 2023 at 9:30 a.m. The meeting will be held at the Fire District Administrative Offices, 18602 N. 99<sup>th</sup> Avenue, Sun City, Arizona in the Community Room. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval or other action. All items are set for possible action.

# IX. ADJOURNMENT



- **NOTICE:** The governing board may go into executive session for the purpose of obtaining legal advice from the fire district's attorney(s) on any above agenda items pursuant to ARS Section 38-431.03(A)(3).
- One or more members of the governing board may attend the meeting telephonically.
- **Governing board meeting agenda dated and posted (at least 24 hours prior).**
  - ❖ **Posted: September 21, 2023 at 5:00 pm by Lisa Neubert**