

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR BOARD MEETING
TUESDAY, MAY 24, 2022
9:30 A.M.**

CALL TO ORDER: Chairman David Mann

ROLL CALL:

Members Present: David Mann, Tim Wilmes, Stephen Arnold, Phil LaBarbera, David VanderNaalt

Members Absent: None

Staff: Assistant Fire Chief Rob Schmitz, Battalion Chief Jason Casey, Fire Marshal Jim Fox, Assistant Fire Marshal Kenny Kovac, Finance Director Gabe Buldra, USCFFA Vice President Adam Holliday, USCFFA Trustee David Musselman, Office Manager Lisa Neubert

PLEDGE OF ALLEGIANCE

INVOCATION

I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL

- A. The Board of Directors Workshop Meeting Minutes for April 19, 2022 were approved for filing.
- B. The Board of Directors Executive Session Meeting Minutes for April 26, 2022 were approved for filing.
- C. The Board of Directors Board Meeting Minutes for April 26, 2022 were approved for filing.

II. CORRESPONDENCE AND SPECIAL RECOGNITION

- A. Assistant Fire Chief Rob Schmitz read three letters of appreciation as follows: a thank you note from Leta Orlando for the flowers sent for the loss of her husband Joe. Joe Orlando was a former volunteer inspector; a thank you note from the Phoenix Fire Department alarm room for the brownies sent to them for National Public Safety Telecommunicators week; a thank you letter from the City of Peoria for the staffing the district provided to

their city so that all of the Peoria crews could attend the funeral of Scott Robinson, a Peoria firefighter. Additionally, Chief Schmitz noted that the department has been gifted two pallets of water - one from the White Mountain Health Center and one from Curaleaf Dispensary.

- B. Chief Schmitz reported that promotional pinnings will now be done in a separate evening ceremony so that family members are able to attend without having to take time off work or take children out of school to attend. The first pinning ceremony was held on Thursday, May 19th where Engineers Matthew O'Reilly and Jesus Sandoval and Captain Brian Sapp were pinned.
- C. Battalion Chief Sherry Hood was recognized for 23 years of service; Engineer Eric Archer was recognized for 15 years of service; Captain Matt Lucking was recognized for 15 years of service; Paramedic Justin Bruce was recognized for 3 years of service; Paramedic Steven Van was recognized for 3 years of service; Firefighter Marcus Thibodeau was recognized for 3 years of service; EMT Jessica Harris was recognized for 3 years of service; EMT David Wuerfel was recognized for 3 years of service.
- D. Chief Schmitz reported that Richard Rivas, who has just completed 32 years of service, will be retiring on Thursday, May 26th.

III. COMMITTEE REPORTS

A. Budget and Finance

- 1. Finance Director Gabe Buldra presented the financial and bank reconciliation report for the month of April 2022. Board member Tim Wilmes made a motion to accept the April 2022 financial report. Board member Stephen Arnold seconded the motion. The board voted unanimously to accept the finance report for the month of April 2022. (M: Tim Wilmes/S: Stephen Arnold; Vote – Aye: David Mann, Tim Wilmes, Stephen Arnold, Phil LaBarbera, David VanderNaalt. Nay: None)
- 2. Finance Director Gabe Buldra presented the draft FY2023 budget. This year the district received a 4.6% increase on its assessed valuation. He recapped significant items in the budget as follows:
 - i. A 5.9% cost of living adjustment to all employees.
 - ii. Added positions – (1) deputy chief, (3) firefighter rovers, and increasing the part-time EMS administrative position to a full-time, 40-hour position.
 - iii. Increase and realignment of the EMS pay scale for EMTs and paramedics so that the separation between EMT and paramedics is uniform like it is within the suppression pay scales between EMT and paramedic positions. This change will also make the EMS pay scales more competitive in the employment market.
 - iv. Increased budget amount for turnout gear acquisition and contracting the use of a third party for turnout inspections, which has previously been done in-house.

- v. A large increase in worker compensation premiums due to the large amount of COVID claims filed and the changes in the law with respect to presumptive cancer.
- vi. An increase in the fuel item line due to increasing costs for gasoline and diesel.

Mr. Buldra noted that the COP bond payment that will come out of the FY2023 budget was reduced because the district paid off the amount due from the second bond sale. The increase of the district's assessed valuation reduced the tax rate necessary to provide the funds required to pay the COP debt levy. With all the of budget changes, the mill rate for the draft FY2023 budget is \$3.34. At the May 17th special meeting the board requested that two budgets be presented, one at the \$3.34 mill rate and one at the maximum mill rate of \$3.375. Board member Wilmes stated with the reduction of anticipated contracted service expenses that the \$3.375 budget was not necessary. He also requested that the verbiage "interim" be changed to "acting" in the budget documents as pertains to Chief Schmitz's title. Board member Tim Wilmes made a motion to approve the draft FY2023 budget as presented at the \$3.34 mill rate, including the noted verbiage changes. Board Member Stephen Arnold seconded the motion. The board voted unanimously to accept the draft FY2023 budget. The budget will be posted for the statutorily required twenty-day period for public review and comment. (M: Tim Wilmes/S: Stephen Arnold; Vote – Aye: David Mann, Tim Wilmes, Stephen Arnold, Phil LaBarbera, David VanderNaalt. Nay: None)

B. Legal and Insurance

1. Chief Schmitz presented Resolution Nos. 22-0524A through 22-0524D, authorizing annexation request of Parcel No. 200-13-018M, Parcel No. 200-13-018N, Parcel No. 200-57-934A, Parcel No. 200-57-935A located in Sun City, Arizona. These properties are located at 11321 & 11327 W. Bell Road and are owned by Nirfas Investments LLC. Chief Schmitz was contacted by the owner, requesting information on how to become part of the Sun City Fire District as the properties are not in the City of Surprise and Rural/Metro Corporation does not wish to cover them. Chief Schmitz then received a written request for annexation of the parcels into the district. There was discussion on other parcels located in the same area and if they had been contacted regarding annexation. Circle K is one of those properties and it was noted that Chief Deadman had reached out to them in the past, but they were not interested at that time. Board member Stephen Arnold suggested reaching out to them again. Chief Schmitz noted that if the board approves the resolutions, they, along with the letter from the property owner requesting annexation, will be sent to the Maricopa County for approval. Board member Phil LaBarbera made a motion to approve Resolution Nos. 22-0524A through 22-0524D, authorizing the annexation request of Parcel No. 200-13-018M, Parcel No. 200-13-018N, Parcel No. 200-57-934A, Parcel No. 200-57-935A into the Sun City Fire District. Board member Tim Wilmes seconded the motion. The board voted unanimously to approve Resolution Nos. 22-0524A through 22-0524D. (M: Phil LaBarbera/S: Tim Wilmes; Vote – Aye: David Mann, Tim Wilmes, Stephen Arnold, Phil LaBarbera, David VanderNaalt. Nay: None)

C. Fire Department Operations

1. The report for fire department operations was given for April 2022, 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 April 2022. The report included the incident counts, types, and transports.
2. Chief Schmitz presented a proposal for the purchase of (6) new Autovent ventilators. The total cost for the purchase would be \$15,142.08. These units would replace the units currently on the four front-line ambulances and provide two back-up units. The current Autovent ventilators are approximately 20 years old, and it is getting hard to find replacement parts when the units need repair. Board member Tim Wilmes made a motion to approve the purchase of (6) new Autovent ventilators. Board member Stephen Arnold seconded the motion. The board voted unanimously to approve the purchase of (6) new Autovent ventilators at a cost of \$15,142.08. (M: Tim Wilmes/S: Stephen Arnold; Vote – Aye: David Mann, Tim Wilmes, Stephen Arnold, Phil LaBarbera, David VanderNaalt. Nay: None)

E. Resource Management

1. Chief Schmitz reported the following for fleet/apparatus:
 - i. The new ambulance is complete but held up in Indiana due to a manufacturer recall.
 - ii. The new portable radios have been delayed from being placed into service due to a Bluetooth issue with a few of them but are anticipated to go into service soon.
 - iii. Our MSA team is in the process of completing annual air pack testing and scheduling the annual fit test soon.
 - iv. We have acquired basic quotes from multiple vendors to see what options there are for replacing the ladder tender in the future.
 - v. L131 has been out of service for an extended period due to operational issues with the aerial ladder. Sutphen is working with H&E to determine an appropriate repair.
 - vi. E133 will be out of service for a few weeks due to engine and transmission issues. Most of the repairs are still under warranty through Cummins.
 - vii. Golden Shores completed purchase of the 2012 Spartan. We are communicating with Chief Villamor regarding the physical transfer of the unit as we are assuring that the truck is in the best mechanical condition before we

release it. It is currently having a few mechanical issues being readdressed at H&E which should be completed soon.

2. Chief Schmitz reported the following for buildings/facilities:

- i. The new gym at FS131 is complete and has been moved into.**
- ii. Some of our members have invested extra effort into cleaning up, painting, and organizing the living space and offices at FS131 to provide a more functional and comfortable atmosphere.**

F. Training/Professional Development

1. Chief Schmitz reported the following for training/professional development:

- i. Firefighter recruits William Mettler and Joseph Rivera graduated from Glendale Fire Academy 22-1 on April 30, 2022 and are now in the field for their probationary rotations.**
- ii. Four new firefighter recruits (Trevor Berl, Anthony Haugen, Cody Dewell, and Camryn Humphreys) started at the Glendale Fire Academy 22-2 on May 16, 2022.**
- iii. Battalion Chief Adam Holliday has been assigned to the training division. He is excited to revitalize the training program and future trainings include Blue Card training, VICC sets and reps, Arizona State Fire School, westside training, leadership training, fire ground survival training, and much more.**
- iv. The EMS interview process is completed. Offers have been extended to two applicants and the background process is underway.**

G. Administrative/Special Projects

- 1. No report.**

H. Public Education/Community Outreach

- 1. There were no prevention volunteer service awards for the month of May.**
- 2. Prevention volunteer hours summary.**
 - a. The summary of prevention hours for volunteers was presented for April 2022. The total number of volunteer hours was 134.**
- 3. Community relations program report.**
 - a. The report for Community Outreach program was given for April 2022. There was a total of 185 citizens served for April. Installations of lock boxes are scheduled through May 2022.**

4. There was one community event for the month of April 2022.
5. The volunteer inspection summary report was given for the month of April. There was a total of 99 inspections completed.

I. Fire Prevention

1. The construction inspection summary report was given for the month of April. There was a total of 23 inspections completed.
2. Permits issued and revenue report.
 - a. The permit and revenue report were presented for April. There were 17 permits with a revenue of \$61,509.27.
3. Fire investigation reports.
 - a. The fire investigation report was given for April. There were no formal fire investigations performed.
4. Large community projects.
 - a. An update was given on the large community projects within the Sun City District. There are currently seven large community projects in Sun City.
 - b. There was an update on the ongoing projects in Youngtown. There are currently five large community projects in Youngtown.

IV. UNFINISHED BUSINESS

- A. Board member Tim Wilmes reported that there will be a change to the cancer insurance premium process in the future. There will also be a change for Tier 3 DC plans with respect to insurance subsidies.
- B. Chief Schmitz reported that he has now received two proposals for the AFMA/SCFMD feasibility study. This item will be on next month's agenda as new business.

V. EXECUTIVE SESSION

- A. There was no executive session.

VI. NEW BUSINESS/FUTURE AGENDA ITEMS

- A. There were no new business/future agenda items.

VII. PUBLIC COMMENTS

- A. Kevin Brown, USCFFA Chapter vice-president, asked which budget was approved for the 20-day posting. The board confirmed that it was the budget with the \$3.34 mill rate.

- B. Karen Partridge, a Sun City resident, asked the difference between an assistant chief and a fire chief. Board member Wilmes explained and stated that the feasibility study will give direction on whether there will be a need to hire a fire chief but that currently Chief Schmitz was doing the duties of both positions simultaneously.w

VIII. NEXT GOVERNING BOARD MEETING

- A. The next Regular Board Meeting will be held on June 28, 2022, 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 Stephen Arnold made a motion to adjourn the meeting at 10:53 a.m. Board member Tim Wilmes seconded the motion. The board voted unanimously to adjourn the meeting. (M: Stephen Arnold/S: Tim Wilmes; Vote – Aye: David Mann, Tim Wilmes, Stephen Arnold, Phil LaBarbera, David VanderNaalt. Nay: None)

FOR THE BOARD

Tim Wilmes
Clerk of the Board

TW/lbn

- 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: May 19, 2022, at 2:00 PM by Lisa Neubert

If any disabled person needs reasonable accommodations, contact administration at 623-974-2321 or admin@scfmd.az.gov as early as possible.