

DRAFT MINUTES

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR BOARD MEETING
TUESDAY, APRIL 28, 2026
9:30 A.M.**

CALL TO ORDER: Board Chairperson Tim Wilmes

ROLL CALL:

Members Present: Tim Wilmes, Charles Vickers, Phil Griswold.

Members Absent: David VanderNaalt and Phil LaBarbera were absent with notice.

Staff: Fire Chief Rob Schmitz, Assistant Fire Chief Jason Casey, Captain Taylor Marquez, Finance Director Gabe Buldra, USCFFA Vice President Brandon Crossno, Office Manager Lisa Neubert

PLEDGE OF ALLEGIANCE: Board Chairman Tim Wilmes

INVOCATION: Fire Inspector Favio Rivera

I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL

A. Board member Phil Griswold made a motion to approve the consent agenda item which was the Board of Directors Board Meeting Minutes for March 24, 2026. Board member Charles Vickers seconded the motion. The board voted to approve the consent agenda item. (M: Phil Griswold/S: Charles Vickers; Ayes: Tim Wilmes, Phil Griswold, Charles Vickers. Nays: None. Abstain: None.)

II. CORRESPONDENCE AND SPECIAL RECOGNITION

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

B. There were no community appreciation letters for the month.

C. There were no new hires for the month of March.

DRAFT MINUTES

D. Fire Chief Schmitz recognized Engineer Brandon Crossno and Payroll Specialist Elizabeth Campos for seven years of service and Firefighters Billy Nguyen and Brendon Sorensen for one year of service.

E. There were no retirements for the month of March.

III. COMMITTEE REPORTS

A. Budget and Finance

1. Finance Director Gabe Buldra presented the financial and bank reconciliation report for the month of March 2026. Board member Phil Griswold made a motion to accept the March 2026 financial report. Board member Charles Vickers seconded the motion. The board voted to accept the finance report for the month of March 2026. (M: Phil Griswold/S: Charles Vickers; Ayes: Tim Wilmes, Phil Griswold, Charles Vickers. Nays: None. Abstain: None.)
2. Finance Director Gabe Buldra gave an introductory overview of the budget. The budget process has not yet been completed, and a complete draft presentation will be presented at the May 26, 2026, board meeting. The following items were presented:
 - a. Assessed value is \$462,321,367, an increase of 4.5% from last fiscal year. This provides \$746,337 of additional revenue at the current tax rate of \$3.7500. The tax rate is capped. Total tax levy and non-tax levy revenues are \$22,217,051.
 - b. Total expenses are \$22,217.051 of which personnel costs are \$18,607,459 and 83% of the expense total.

B. Legal and Insurance

1. Chief Schmitz presented Resolution 26-0428A, a resolution for a call to election for the November 3, 2026, general election. This is routine resolution that is done bi-annually during election years. Board member Phil Griswold made a motion to approve Resolution 26-0428A. Board member Charles Vickers seconded the motion. The board voted to approve Resolution 26-0428A. (M: Phil Griswold/S: Charles Vickers; Ayes: Tim Wilmes, Phil Griswold, Charles Vickers. Nays: None. Abstain: None.)
2. There were no PSPRS updates.

DRAFT MINUTES

3. The next Prop 207 payout is in July.

C. Fire Department Operations

1. The report for fire department operations was given for March 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 March 2026. The report included the incident counts, types, and transport.
2. There was no EMS report this month.

E. Resource Management

1. Fire Chief Rob Schmitz reported the following for fleet/apparatus and equipment:
 - a. New Vehicle Project - Sutphen Pumper.
 - b. Updated Pumper Pricing/Specifications.
 - c. LA Vehicle Grant.
 - d. Air Trailer.
 - e. CIP Replacement Plan.
 - f. Fuel Cards.
 - g. Wear Test.
 - h. Helmets.
 - i. Annual PM/Testing.
2. Fire Chief Rob Schmitz reported the following for buildings/facilities and teams/members:
 - a. HVAC PM.
 - b. Elevator Service.

DRAFT MINUTES

- c. **Bauer PM/Repairs.**

F. Training/Professional Development

1. **Captain Taylor Marquez gave the following report for the training division:**
 - a. **Drivers' training completed for the new M131.**
 - b. **Five recruits from Academy 26-1 graduated Thursday April 24th and have started their probationary rotations on the trucks.**
 - c. **In-service for new Cairns 1836 helmets has been completed, and the helmets have been issued to our members. These are the helmets purchased through a grant from the Gary Sinese Foundation.**
 - d. **Tactical Hose Deployment training has entered its next phase, and all crews are learning how to deploy the Minuteman attack line load in a variety of challenging situations.**
 - e. **Firefighters Joe Rivera and Sam Herbst recently passed their move-up Engineer testing and can now fill in as needed as Apparatus Operators.**

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 March 2026. The total number of volunteer hours was 40 hours.**
2. **Community relations program report.**
 - a. **The report for the Community Outreach program was given for March 2026. There was a total of 113 citizens who were served for March 2026. Installation of lock boxes is scheduled through the middle of May 2026.**
3. **There was one community event for the month of March 2026.**

DRAFT MINUTES

4. The volunteer inspection summary report was given for the month of March 2026. There was a total of 114 inspections completed.

I. Fire Prevention

1. The construction inspection summary report was given for the month of March 2026. There was a total of twenty-five inspections completed.
2. Fire investigation reports.
 - a. The fire investigation report was given for March 2026. There were two formal fire investigations 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 six 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. There was no executive session.

V. UNFINISHED BUSINESS

- A. No report.

VI. NEW BUSINESS/FUTURE AGENDA ITEMS

- A. No report.

VII. PUBLIC COMMENTS

- A. Youngtown Mayor LeVault reported that the wrap road project for the Acacia Apartments was delayed due to negotiations for a wider easement.
- B. There was no United Sun Cities Firefighters Association report.

VIII. NEXT GOVERNING BOARD MEETING

DRAFT MINUTES

- A. The next Regular Board Meeting will be held on May 26, 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 10:22 a.m. Board member Phil Griswold seconded the motion. The board voted to adjourn the meeting at 10:22 a.m. (M: Charles Vickers/S: Phil Griswold; Vote – Ayes: Tim Wilmes, Phil Griswold, Charles Vickers. Nays: None.)

FOR THE BOARD

**Tim Wilmes
Board Chairperson
TW/lbn**