

DRAFT MINUTES

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR BOARD MEETING
TUESDAY, MAY 26, 2026
9:30 A.M.**

CALL TO ORDER: Board member Phil Griswold

ROLL CALL:

Members Present: Phil LaBarbera, David VanderNaalt, Charles Vickers, Phil Griswold.

Members Absent: Board Chairperson Tim Wilmes was absent with notice.

Staff: Fire Chief Rob Schmitz, Division Chiefs Kyle Henson and Tony Van Roekel, Battalion Chief Adam Holliday, Dominic Filosa-JVG (via Zoom), USCFFA Chapter Vice President Chris Marin, 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 April 28, 2026. Board clerk Phil LaBarbera seconded the motion. The board voted to approve the consent agenda item. (M: Charles Vickers/S: Phil LaBarbera; Ayes: Phil LaBarbera, Phil Griswold, Charles Vickers. Nays: None. Abstain: David VanderNaalt.)

II. CORRESPONDENCE AND SPECIAL RECOGNITION

A. Special recognition was given to Preston Keis from Recreation Centers of Sun City, Rusty Bradshaw from Sun City CAN, and Zev Black from the Sun Cities Independent newspaper.

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- B. There were no community appreciation letters for the month.**
- C. Fire Chief Schmitz reported on two promotions – Drew Holzer was promoted to Captain and Brandon Crosso was promoted to Engineer on April 16, 2026.**
- D. Fire Chief Schmitz recognized the following service anniversaries: Captain Eric Archer and Captain Matt Lucking for nineteen years of service; EMS Coordinator Justin Bruce, Firefighter Steven Van, EMT Jessica Harris, and EMT David Wuerfel for seven years of service; Firefighters Trevor Berl, Anthony Haugen, and Camryn Humphreys for four years of service; Firefighters Tyler MacComb and Brendan Nelson for three years of service; Inspector Favio Rivera for one year of service.**
- E. Fire Chief Schmitz reported that Captain David Kelley retired on April 26, 2026, with over twenty-eight years of service to the citizens of the Sun City Fire District.**

III. COMMITTEE REPORTS

A. Budget and Finance

- 1. Dominic Filosa from JVG presented the financial and bank reconciliation report for the month of April 2026. Board member Phil LaBarbera made a motion to accept the April 2026 financial report. Board member David VanderNaalt seconded the motion. The board voted to accept the finance report for the month of April 2026. (M: Phil LaBarbera/S: David VanderNaalt; Ayes: Phil LaBarbera, David VanderNaalt, Phil Griswold, Charles Vickers. Nays: None. Abstain: None.)**
 - a. Dominic Filosa from JVG gave an overview of the draft FY2027 budget. The district is currently at the tax rate cap of \$3.75, so the tax rate will not change. The draft budget is set at \$22,217,051 and includes a 4% cost of living adjustment for all employees, a wage adjustment to the engineer pay scale, an increase in workers compensation insurance, and an 18% increase in health insurance. If approved by the board, the budget will be posted for the required twenty-day review period. Board member David VanderNaalt made a motion to approve FY2027 budget as presented. Board member Charles Vickers seconded the motion. The board voted to approve the FY2027 budget. (M: David VanderNaalt/S: Charles Vickers; Ayes: Phil LaBarbera, David VanderNaalt, Phil Griswold, Charles Vickers. Nays: None. Abstain: None)**

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B. Legal and Insurance

- 1. There were no legal and insurance matters for the month.**

C. Fire Department Operations

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

D. Emergency Medical Services / Ambulance Operations

- 1. EMS Division Chief Kyle Henson presented a request for the purchase of AMBU ALS mannequins. These mannequins have newer technology that will allow the department to do more EMS training. The department's current mannequins are not equipped to train on certain devices the department currently uses in the field. The life expectancy of these new units is ten to twelve years. Chief Henson has received three bid proposals for these units. The bids range from \$20,344.65 to \$21,830.24. All three bids are for the same exact mannequins. The board agreed to allow Chief Henson to choose which bid the department would accept. Board member David VanderNaalt made a motion to approve the purchase of two AMBU ALS mannequins not to exceed \$22,000. Board clerk Phil LaBarbera seconded the motion. The board voted unanimously to approve the purchase of two AMBU ALS mannequins not to exceed \$22,000. (M: David VanderNaalt/S: Phil LaBarbera; Ayes: Phil LaBarbera, David VanderNaalt, Charles Vickers, Phil Griswold. Nays: None. Abstain: None.)**
- 2. The ambulance operations report was presented for the month of April 2026. The report included the incident counts, types, and transport.**
- 3. Division Chief Henson reported the following for the EMS Division:**
 - a. CQI – Twenty-five cases reviewed.**
 - b. Grant updates.**
 - c. Stryker device PMs.**
 - d. CPR renewal classes (3).**
 - e. EMS Committee meeting.**
 - f. New AEDs.**

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- g. Vent training make-up.**

E. Resource Management

- 1. Division Chief Tony Van Roekel reported the following for fleet/apparatus and equipment:**
 - a. New Vehicle Projects.**
 - b. Apparatus Committee – Compartments and Flags.**
 - c. LA Vehicle Grant.**
 - d. Air Trailer.**
 - e. Spare Vehicle Assignments.**
 - f. New Turnouts.**
 - g. Halligan Tools**
- 2. Division Chief Tony Van Roekel reported the following for buildings/facilities and teams/members:**
 - a. Doors.**
 - b. Bay Doors.**

F. Training/Professional Development

- 1. Battalion Chief Holliday gave the following report for the training division:**
 - a. The 5 Recruits from class 26-1 are out in the field. They are in their third week and doing well.**
 - b. The Training Committee is working on multiple projects: Minute man hose load deployment – starting phase 3; Tactical hose line management – in phase 2; Vehicle extrication - 1 shift complete.**
 - c. Swift Water training will start towards the end of May, and into June. Thanks to AFMA for letting us join them.**
 - d. We currently have a Firefighter Recruitment process open. We had a sizable number of applicants this year – 109. We have second round Interviews in early June, and a Combine on June 14th. We anticipate hiring three for class 26-3 in September.**

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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 April 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 April 2026. There was a total of 134 citizens who were served for April 2026. Installation of lock boxes is scheduled through the middle of June 2026.**
- 3. There was one community event for the month of April 2026.**
- 4. The volunteer inspection summary report was given for the month of April 2026. There was a total of sixty-eight inspections completed.**

I. Fire Prevention

- 1. The construction inspection summary report was given for the month of April 2026. There was a total of thirty-nine inspections completed.**
- 2. Fire investigation reports.**
 - a. The fire investigation report was given for April 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 seven 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.**

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V. UNFINISHED BUSINESS

A. No report.

VI. NEW BUSINESS/FUTURE AGENDA ITEMS

A. No report.

VII. PUBLIC COMMENTS

- A. Youngtown Council Member Margaret Chittenden inquired on how to dispose of electric toothbrushes and if they contain a lithium battery. Fire Marshal Kenny Kovac stated that most big box stores such as Best Buy have a recycling container for electronics and will allow you to recycle them there and that they do contain a lithium-type battery. Council Member Chittenden also stated that the Board of Directors need to speak directly into the microphones so that audience members at the back of the room can hear them.
- B. Rusty Bradshaw of Sun City CAN reported that CAN has three new board members. He also reported that there have been some modifications to the CAN office due to the homeless population gathering there. Mr. Bradshaw also inquired as to why we send a fire truck and ambulance together on calls. Fire Chief Schmitz stated that because we are in the Phoenix automatic aid system, we must abide by their dispatching protocols. Additionally, a fire truck carries more equipment and more people and until the units arrive on scene, they do not know what manpower or equipment is necessary for patient treatment.
- C. Karen Partridge, Sun City resident, inquired about which company we purchase our fire apparatus from and the number of apparatuses we have out of service currently. Chief Van Roekel stated that we purchase our apparatus from a smaller company, Sutphen, and that currently all front-line units are in service.
- D. Zev Black, Sun Cities Independent reporter, asked why there is a \$300,000 decrease in ambulance revenue for FY2027 budget. Chief Schmitz reported that there has been a drop in calls and transports in the last few years. This is happening valley wide and is not germane to just in our fire district.

VIII. NEXT GOVERNING BOARD MEETING

- A. The next Regular Board Meeting will be held on June 23, 2026, at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99th Avenue Sun City, AZ.

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IX. ADJOURNMENT

- A. Board member Phil LaBarbera made a motion to adjourn the meeting at 10:58 a.m. Board member Charles Vickers seconded the motion. The board voted to adjourn the meeting at 10:58 a.m. (M: Phil LaBarbera/S: Charles Vickers; Vote – Ayes: Phil LaBarbera, David VanderNaalt, Phil Griswold, Charles Vickers. Nays: None.)**

FOR THE BOARD

**Phil LaBarbera
Board Clerk
PL/lbn**