



Sun City Fire District

Governing Board Meeting

Tuesday, June 27, 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



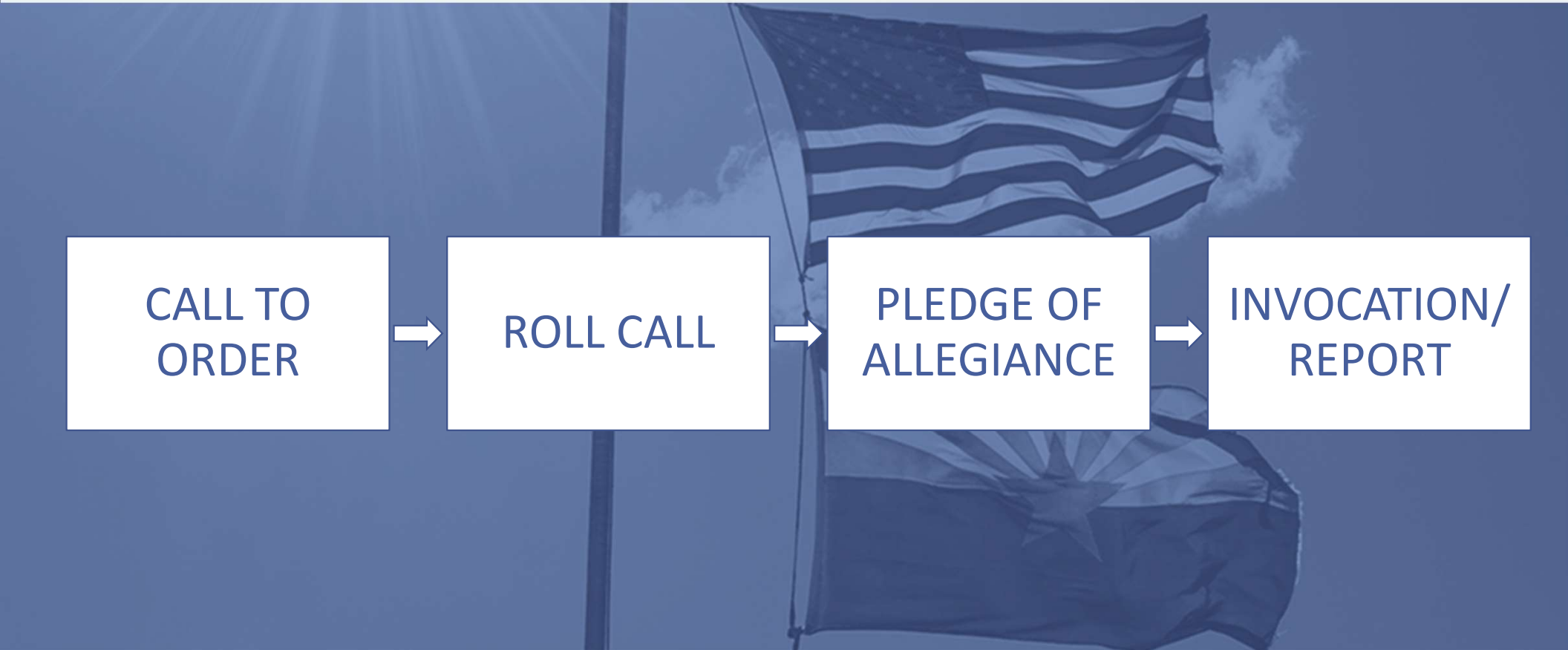
ROLL CALL



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 Workshop Meeting Minutes of May 9, 2023.**
- B. Approve the Board of Directors Board Meeting Minutes of May 23, 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
Firefighter	May 30, 2023	Brendan Nelson
Firefighter	May 30, 2023	Anthony Clark
Firefighter	May 30, 2023	Tyler MacComb

# JUNE SERVICE ANNIVERSARIES



CLASS 22-3 “Valley Smokeshow”

Firefighter Jackson Peters  
Firefighter Taylor Porter

One Year Anniversary  
June 6, 2022

# JUNE SERVICE ANNIVERSARIES & RETIREMENTS



**Jaime Soto**  
Captain/Paramedic  
33 Year Anniversary  
June 25, 1990

***\*Retired July 1, 2023\****



**Damon Farrar**  
Firefighter/Paramedic  
21 Year Anniversary  
June 17, 2002

***\*Retired June 28, 2023\****



## **III. COMMITTEE REPORTS**

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

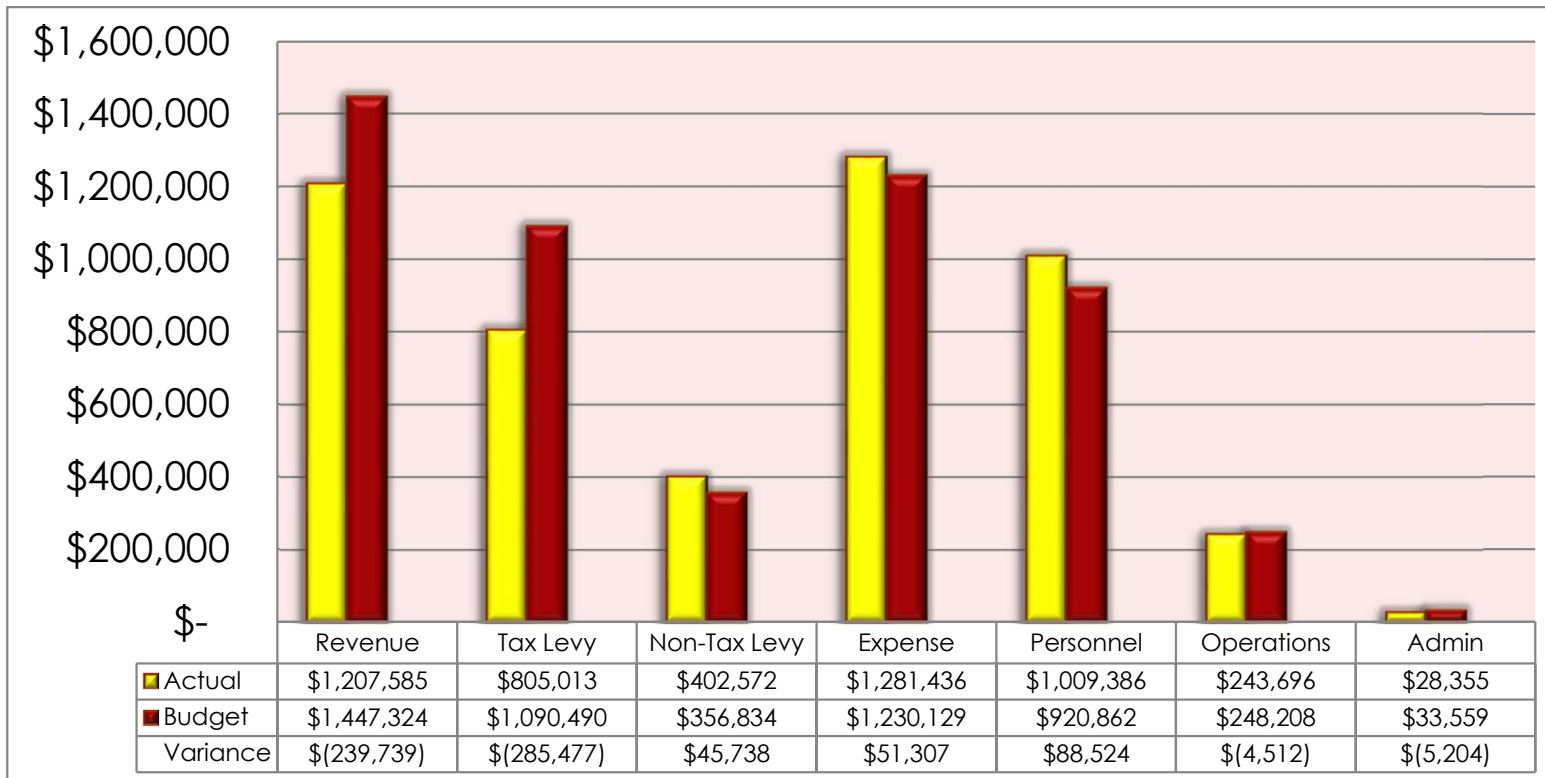
- 1. Financial Reports and Bank Reconciliations – May 2023. (Finance Director Gabe Buldra, Presenter)**



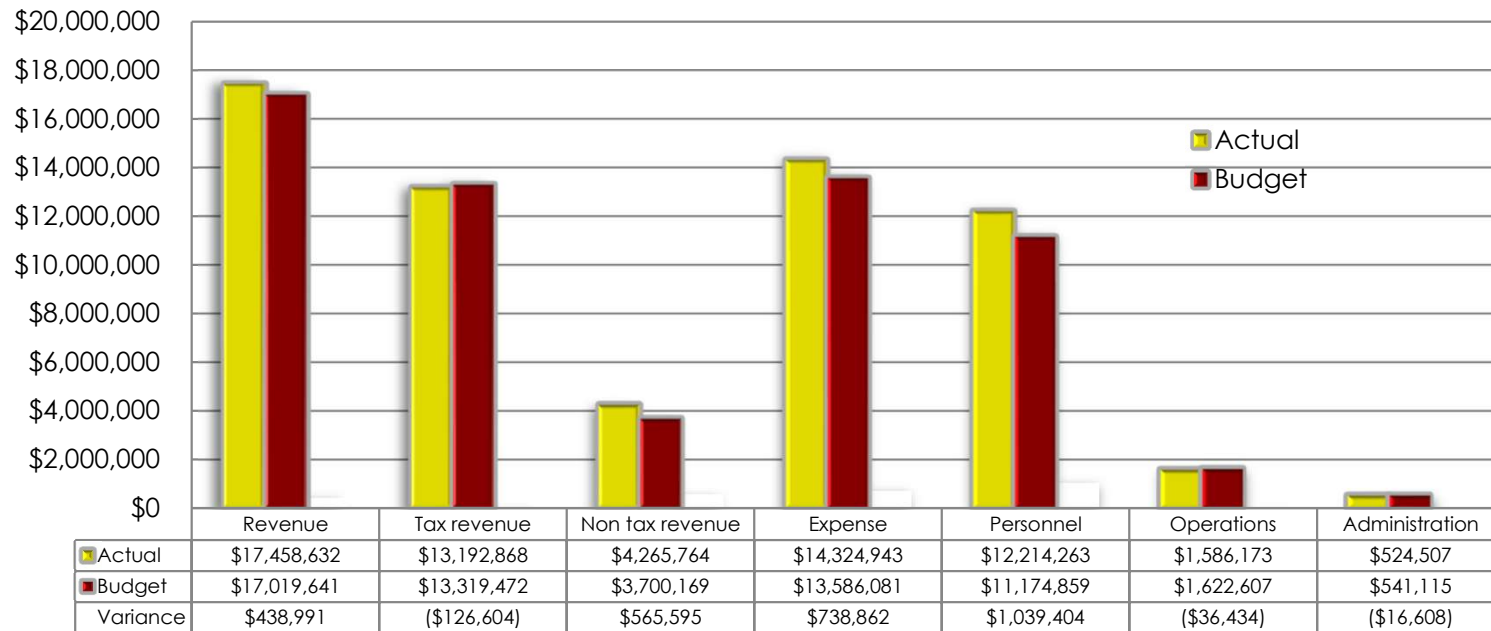
# Sun City Fire District

May 2023 Financial Report

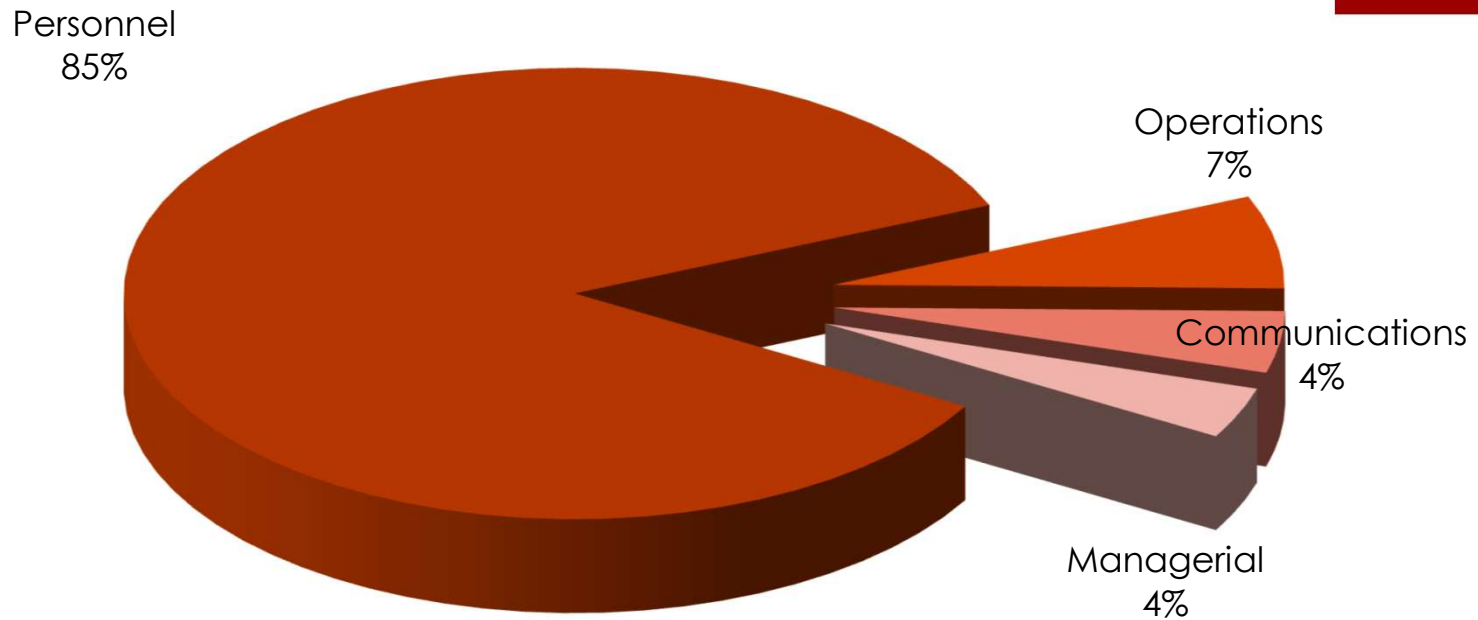
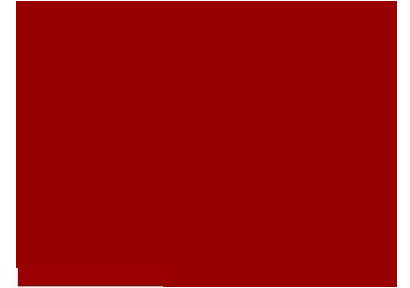
# May 2023



# Fiscal Year Budget to Actual



# Percentage of Expenses Year to Date



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

## PSPRS Extended Drop

- Full Impact of extending from 5 to 7 years is unknown on PSPRS UAAL.
- Average impact to budget by not replacing is \$20,000.
- Loss to PSPRS \$18,000.



## **III. COMMITTEE REPORTS**

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

- 2. Action Item: Adopt FY 23/24 Budget (Finance Director Gabe Buldra, Presenter). The Board Chairman will open a public hearing and entertain public comment on the proposed budget. The Fire District Board is not permitted to discuss or act 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 at them. At the conclusion of the hearing, the Board, after discussion, should vote to adopt said budget.**



# Fiscal Year 2024 Budget Presentation

JVG

JAMES VINCENT GROUP  
ACCOUNTING & CONSULTING



# Current Rollup

## Tax Levy Revenues

Real Estate	\$	14,369,740
Fire District Assistance Tax	\$	400,000
<b>Total Tax Revenues</b>	\$	<b>14,769,740</b>

## Non Tax Levy Revenues

Net from Ambulance Operations	\$	3,400,000
Paramedic Services, Prevention, Grants, Etc	\$	1,372,000
<b>Total Non Tax Revenues</b>	\$	<b>4,772,000</b>
<b>Total Revenues</b>	\$	<b>19,541,740</b>

## Expenses

Personnel Costs	\$	16,819,739
Buildings & Equipment	\$	1,003,090
Communications and IT Services	\$	907,278
Training	\$	123,468
Managerial Costs	\$	195,400
Professional Services	\$	300,300
Community Services/Fire Prevention	\$	70,000
Contingency Allocation & Capital Outlay	\$	122,465
<b>Total Expenses</b>	\$	<b>19,541,740</b>

<b>Estimated Assessed Valuation</b>	\$	410,564,005
<b>Tax Rate</b>	\$	<b>3.5000</b>
<b>General Obligation Bond Tax Rate</b>	\$	<b>0.1687</b>

## Overview

- Tax Rate: \$3.500
  - Average Homeowner Impact: \$395.50 annually – increase of \$18.08 a year
- Total Revenues: \$19,541,740
- Expenses:
  - Personnel: \$16,819,739
    - New Pay Plan & Step Increase
  - Operations: \$2,599,536
    - Adjustments for Training & Inflation
  - Funding for Capital: \$609,252
  - PSPRS Contingency: (\$486,787)
- Bond Tax Rate: \$0.1687

## **III. COMMITTEE REPORTS**

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

- 3. Action Item – Pension Funding Policy review and adoption (Finance Director Gabe Buldra, Presenter).**

# III. COMMITTEE REPORTS

## B. Legal and Insurance

1. PSPRS / Prop 207 updates (Board Chairman Tim Wilmes, Presenter)

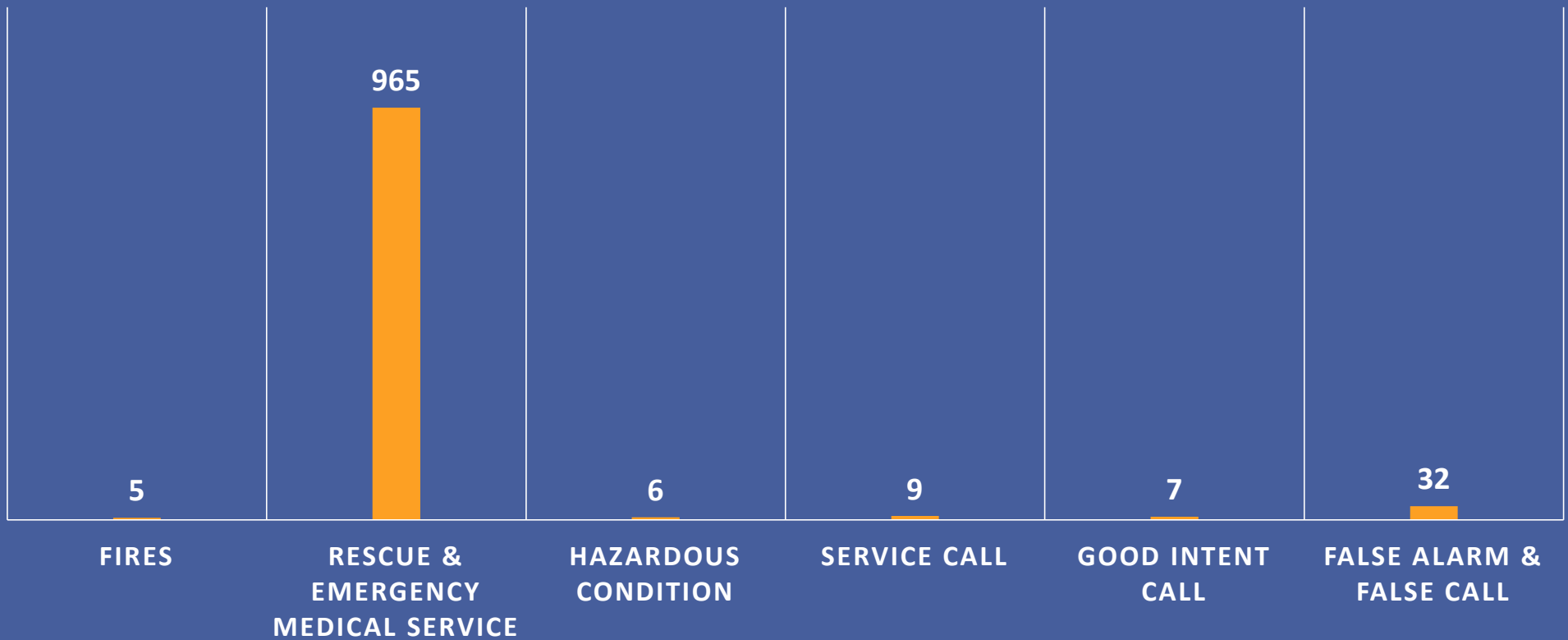
## III. COMMITTEE REPORTS

### C. SCFMD Operations



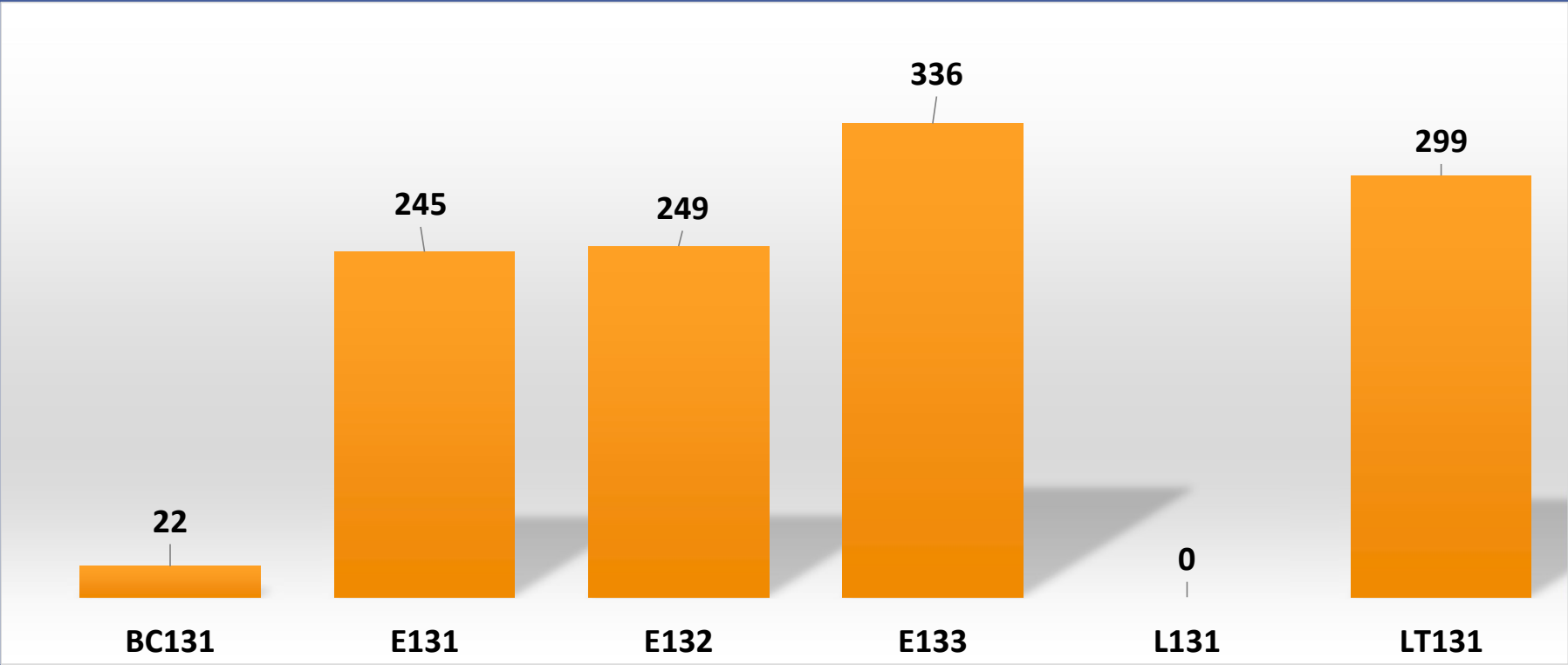
# MAJOR INCIDENT TYPES – MAY 2023

Total Incidents: 1,024



# ON-SCENE INCIDENT COUNTS – MAY 2023

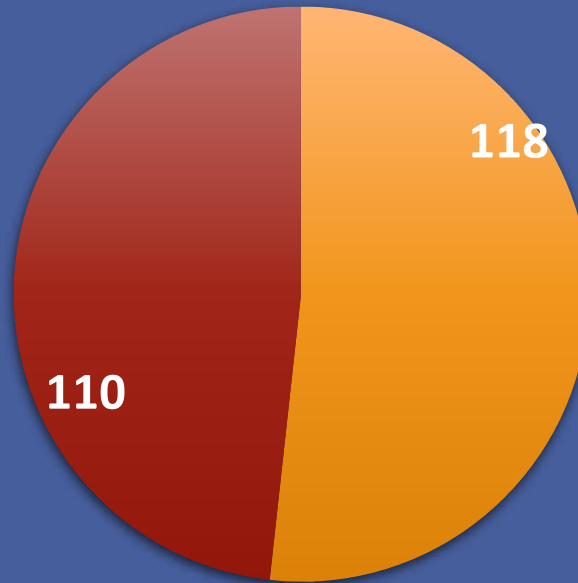
Total On-Scene Counts: 1,151



# INCIDENT STATISTICS – MAY 2023

Response  
Times  
**5:37**

Overlapping  
Calls  
**78.82%**



■ Auto Aid Given ■ Auto Aid Received

**19:44**  
Operations  
Average  
On-Scene  
Time

# III. COMMITTEE REPORTS

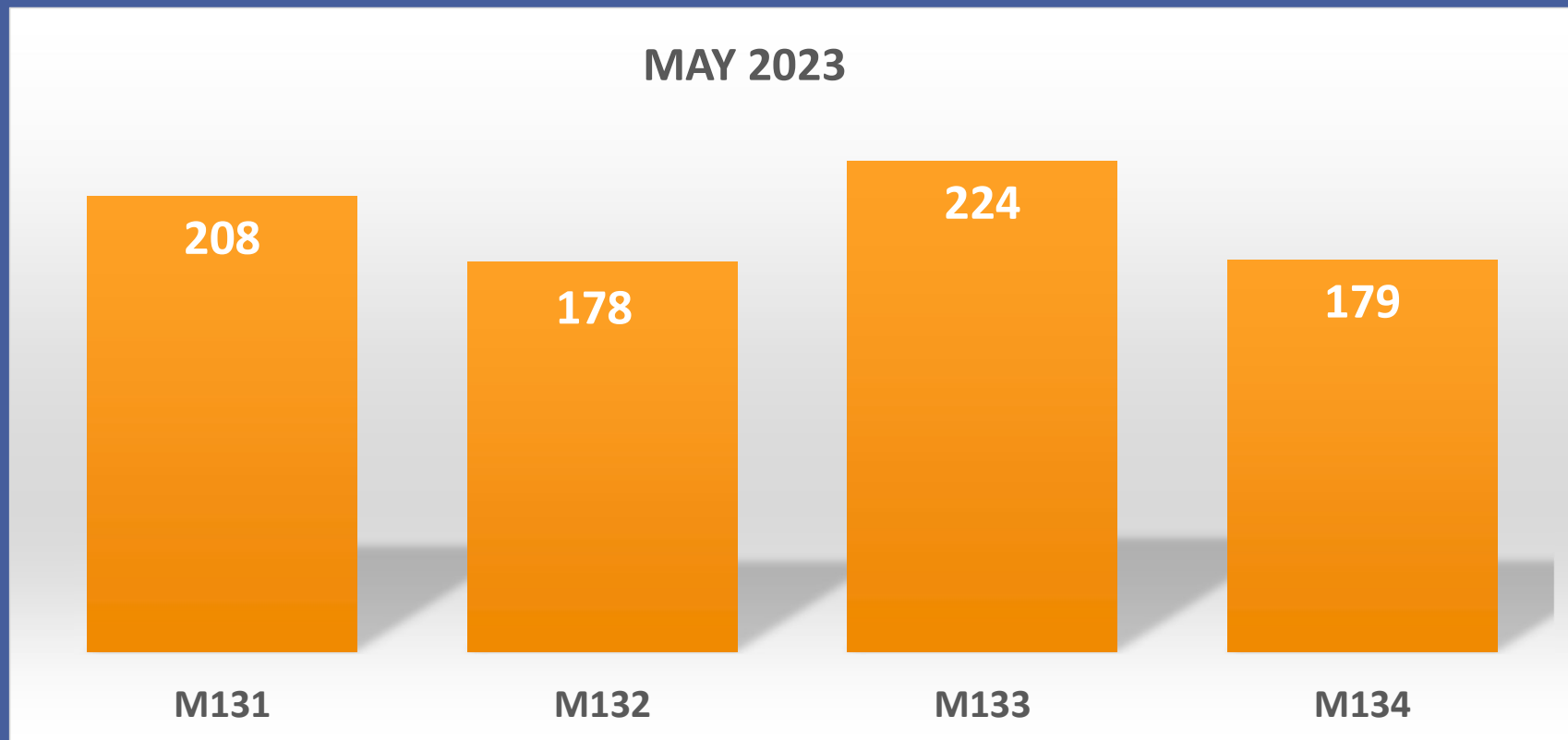
## D. EMS/Ambulance Operations





# AMBULANCE ON-SCENE INCIDENT COUNTS

Total Ambulance On-Scene Counts: 789



# AMBULANCE ALS TRANSPORTS

## MAY 2023

M131 – 160 Transports  
M132 – 134 Transports  
M133 – 182 Transports  
M134 – 141 Transports  
**TOTAL - 617 Transports**



## Receiving Hospital

561	Boswell
19	Thunderbird
16	St. Joes West
10	Arrowhead
7	Del Webb
1	Banner Sam Phx
1	Honor DV
1	Estrella
1	JCL NM

# EMS/Ambulance Operations

1. Airway training for paramedics.
2. Recertified all EMTs on I-gels, a special skill.
3. SCFMD joined Health Information Exchange (HIE).
4. Billing calls with AMB and continuing to streamline processes.
5. Paramedic school opportunities and partnership with Paradise Valley Community College (PVCC).

### III. COMMITTEE REPORTS

- E. Resource Management – Apparatus & Facilities



## RESOURCE MANAGEMENT – APPARATUS & EQUIPMENT

1. Our crews are continuing to test out the aerial operation on L131 to confirm consistent operation before placing it in-service. During this time, we've identified a bad A/C compressor and engine oil leaks. Mechanic Ramos has taken care of all repairs and the unit is currently at Cummins for warranty work. We are preparing all the equipment to outfit the unit for service when it returns
2. We continue to communicate with Sutphen regarding the ongoing box weld issues and repairs on all Sutphen pumpers. Their engineering department has determined that the box fractures are not critical and they're working on timelines and recommendations for repairs.
3. We've been in communication with our sales team and Sutphen regarding the new pumper. We're anticipating traveling to Ohio in mid-August for final inspection. Pictures of the truck were taken earlier this June. This unit will replace E133.
4. Rosenbauer reached out to confirm a few minor items as they begin work on our new ladder tender. The anticipated completion date is July 2024.
5. Chief Schmitz and Mechanic Ramos have been collaborating on the purchase of a new fleet support truck.
6. The previous sets of hydraulic extrication tools and fans were removed from storage and are being maintained and tested to prepare for auction as they maintain some value.

## RESOURCE MANAGEMENT – APPARATUS & EQUIPMENT



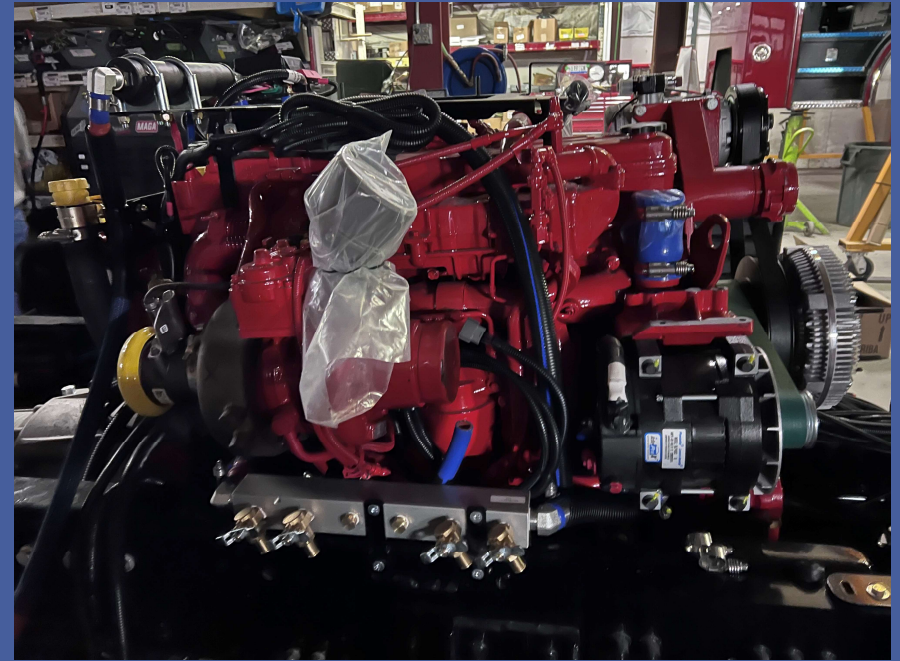
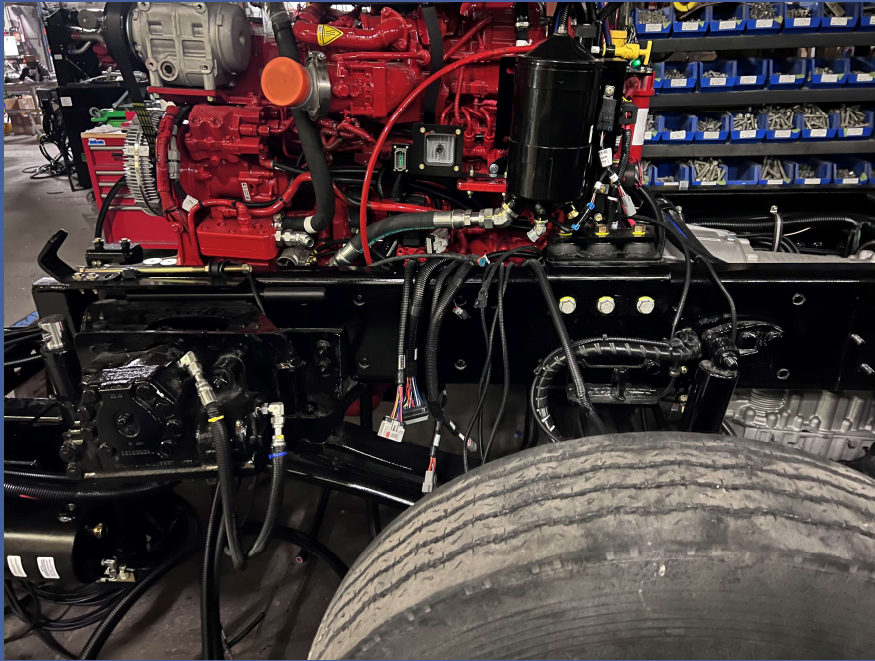
**New Rosenbauer Ladder Tender chassis/cab**

## RESOURCE MANAGEMENT – APPARATUS & EQUIPMENT



**New Rosenbauer Ladder Tender chassis/cab**

## RESOURCE MANAGEMENT – APPARATUS & EQUIPMENT



New Rosenbauer Ladder Tender chassis/cab



# RESOURCE MANAGEMENT - FACILITIES

1. We are still in the process of acquiring quotes to have the parking lots resealed at the Administration building, FS132, and the street parking at FS133.
2. A contractor was hired to repair the shower doors and drywall at FS131 and FS132. The projects were completed on June 20<sup>th</sup>.
3. Chief Schmitz and Chief Van Roekel have been collaborating on a new facility maintenance position.
4. All turnout extractors received preventative maintenance and new detergent at the beginning of the month to ensure our gear is being decontaminated appropriately.
5. We're finally receiving backordered Motorola items. We've been running on limited batteries while experiencing issues with battery life span. Fortunately, most of the issues have been covered under warranty.

## RESOURCE MANAGEMENT - FACILITIES

1. Action Item – Installation of preemption equipment at Grand Avenue intersections at 99<sup>th</sup> Avenue, 103rd Avenue, 107<sup>th</sup> Avenue, and 111<sup>th</sup> Avenue. (Acting Fire Chief Rob Schmitz, Presenter)

## III. COMMITTEE REPORTS

### F. Training/Professional Development



# TRAINING/PROFESSIONAL DEVELOPMENT

## Second Quarter Training April – June

Target Solutions	MCS (Minimum Company Standards)	Westside Training	BC/DC Training	Battalion Tactical Training
Sexual Harassment	Ladders	Wildland/Urban Interface	Wildland/Urban Interface	Tactics - IAPS
EMS Hazard Awareness		Mayday Training		Drivers training course & classroom
Haz Wop #2				Natural gas training (classroom)
NFPA 1001 SCBA				
Hearing Conservation				

## III. COMMITTEE REPORTS

### G. Administrative/ Special Projects



# ADMINISTRATIVE & SPECIAL PROJECTS

1. Feasibility study update. (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. Community Relations Program Report
4. Community Events
5. Volunteer Inspections Report Summary

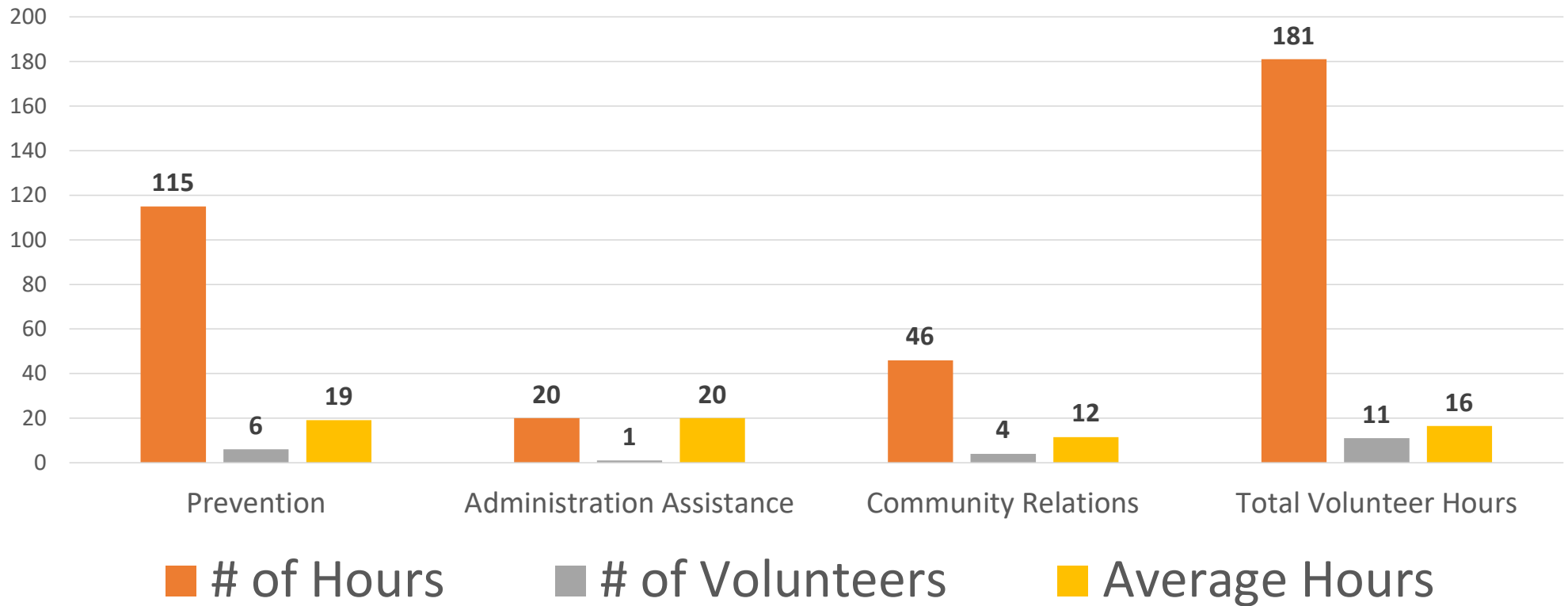


Kenny Kovac  
Assistant Fire Marshal  
Fire Investigator  
Public Education



# PREVENTION VOLUNTEER HOURS SUMMARY

May 2023



# COMMUNITY OUTREACH PROGRAM REPORT

Over 135 citizens served in the month of May by the Fire Prevention Team!

- 60 Home Safety Surveys
- 55 Lockbox Installations
- 15 Lockbox Key Changes
- 05 Smoke Detector Installations



Lockbox  
Appointments  
Booked through  
End of June

# FIRE PREVENTION INSPECTION SUMMARY

Prevention <i>Annual</i> Inspection Summary - May 2023				
Property Use	Initial Inspections	Reinspections	Total Inspections	Total Violations
Assembly/Assembly Restaurants	11	0	11	5
Business	59	12	71	14
Educational	0	0	0	0
Institutional	0	0	0	0
Mercantile	13	5	18	8
Special Property & Other	11	1	12	3
<b>Total Inspections</b>	<b>94</b>	<b>18</b>	<b>112</b>	<b>30</b>

# 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 - May 2023				
Specific Use			Total Inspections	
Fire Sprinkler Pressure Test			6	
Fire Sprinkler Final			5	
Fire Alarm			2	
Flow Test			0	
Construction			10	
Hood and Duct			1	
Other Inspection			1	
<b>Total Inspections</b>			<b>25</b>	

# PERMITS ISSUED/REVENUE

<u>Permits Issued:</u>	16
<u>Permit/Plan Review Fees:</u>	\$ 24,981.90
<u>Lockbox Revenue:</u>	\$ 3,150.00
<u>2023 Operational Permit Fees:</u>	\$ 3,175.00 84%



# FIRE INVESTIGATION REPORTS

No Formal Investigations in May

We were summoned to the Lakes  
Maintenance building fire



# LARGE DISTRICT PROJECTS – SUN CITY

- Royal Oaks Campus Expansion – Under Construction
- Royal Oaks Vida Health Care Center – Under TCO
- Sun Shadow Fire Sprinkler in Suites (99<sup>th</sup>/Bell) – Under Construction
- Master Taco – 99<sup>th</sup> and Thunderbird – Plan Review
- Oak Street Health – 107<sup>th</sup> and Peoria



# 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

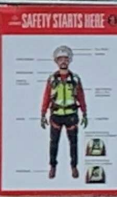
*Skill. Grit. Purpose.*

**SUNDT**

CSE CANYON  
ELEC

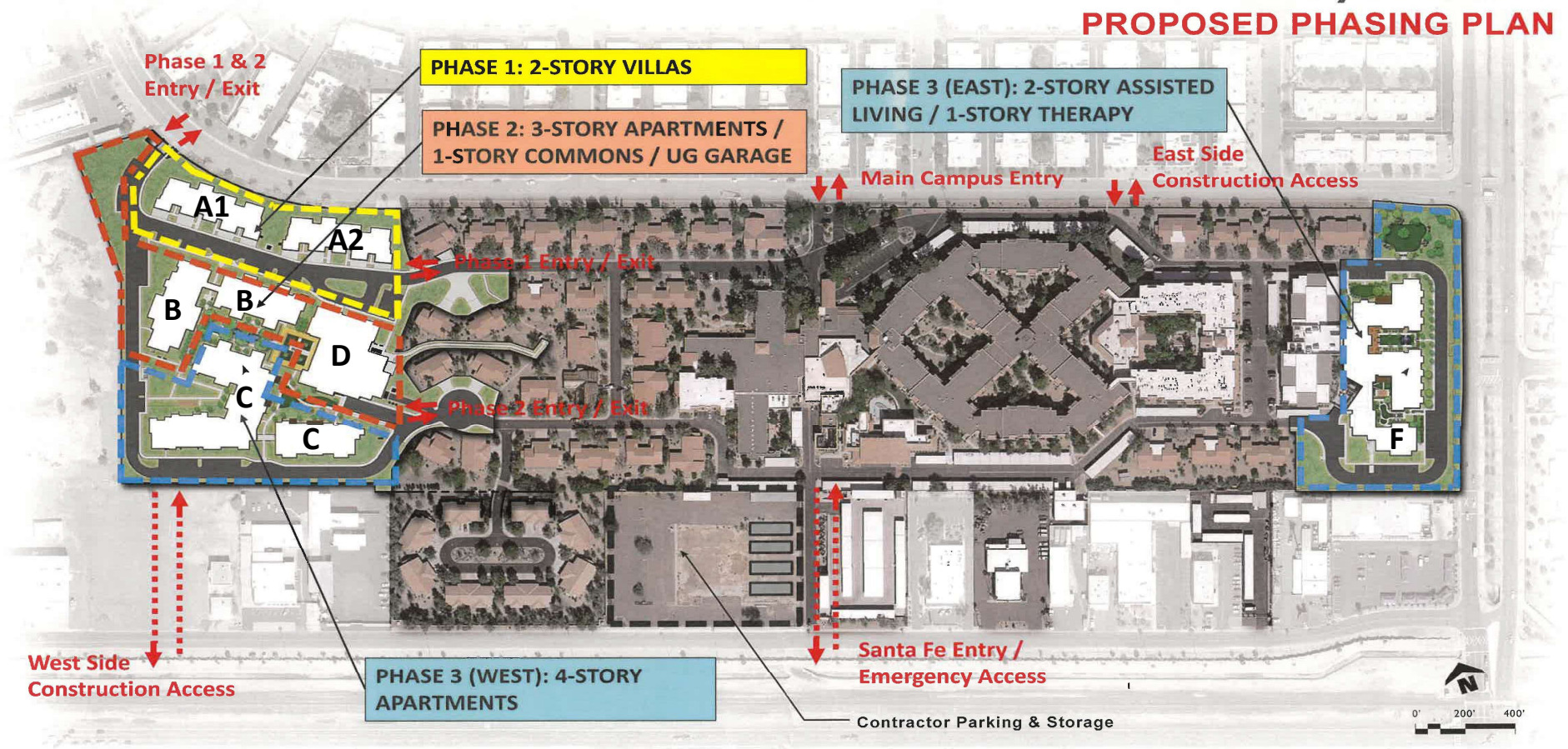


**SUNDT**  
Skill. Grit. Purpose.



# Royal Oaks

## PROPOSED PHASING PLAN

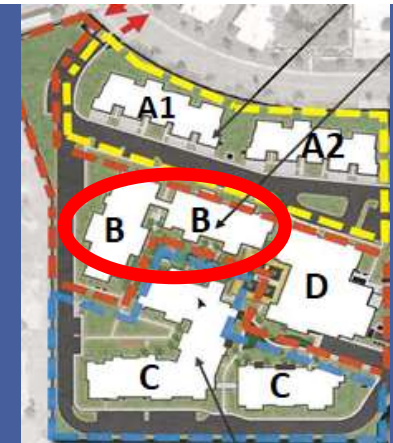




Royal Oaks:  
Bldgs. A1, A2

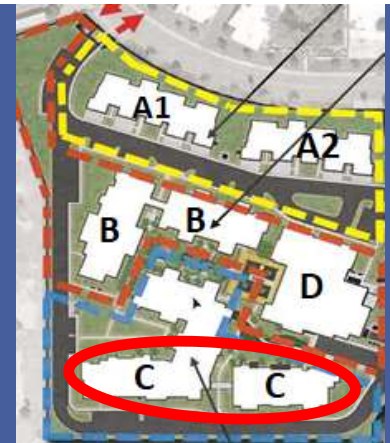
2 story Condos  
16 Units

**Completed,**  
Occupied



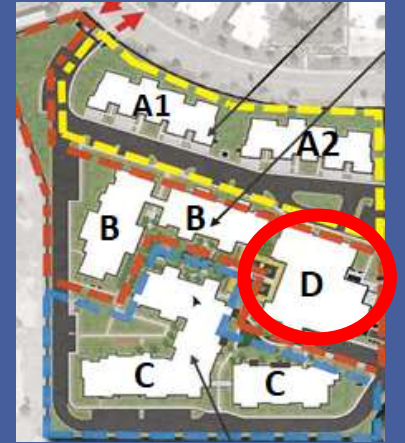
**Royal Oaks:  
Building B1 / B2  
3 Story**

**TCO for Occupancy  
has been issued**



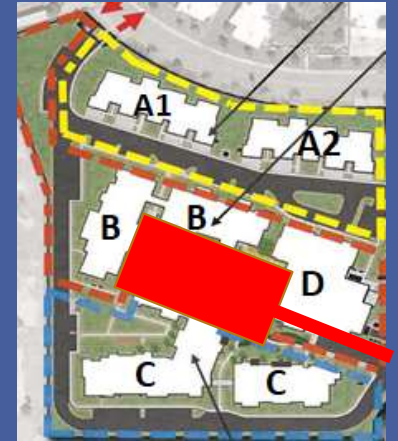
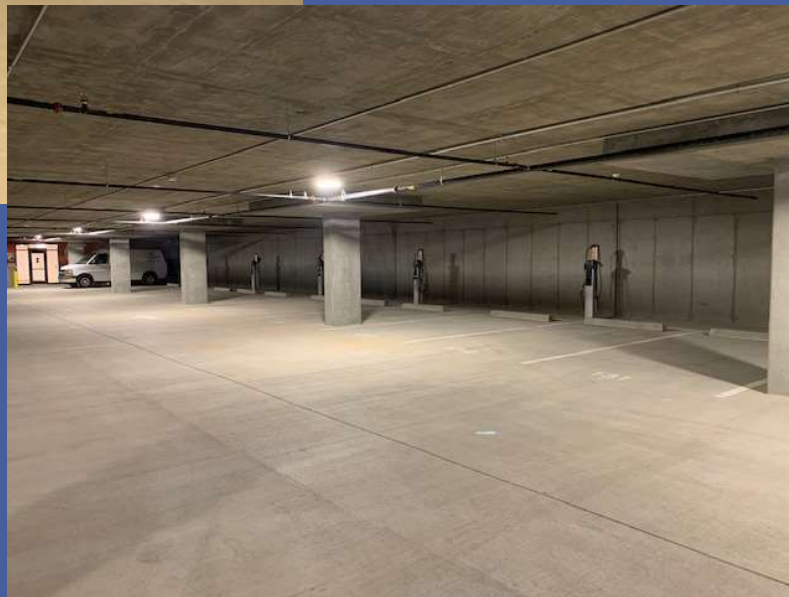
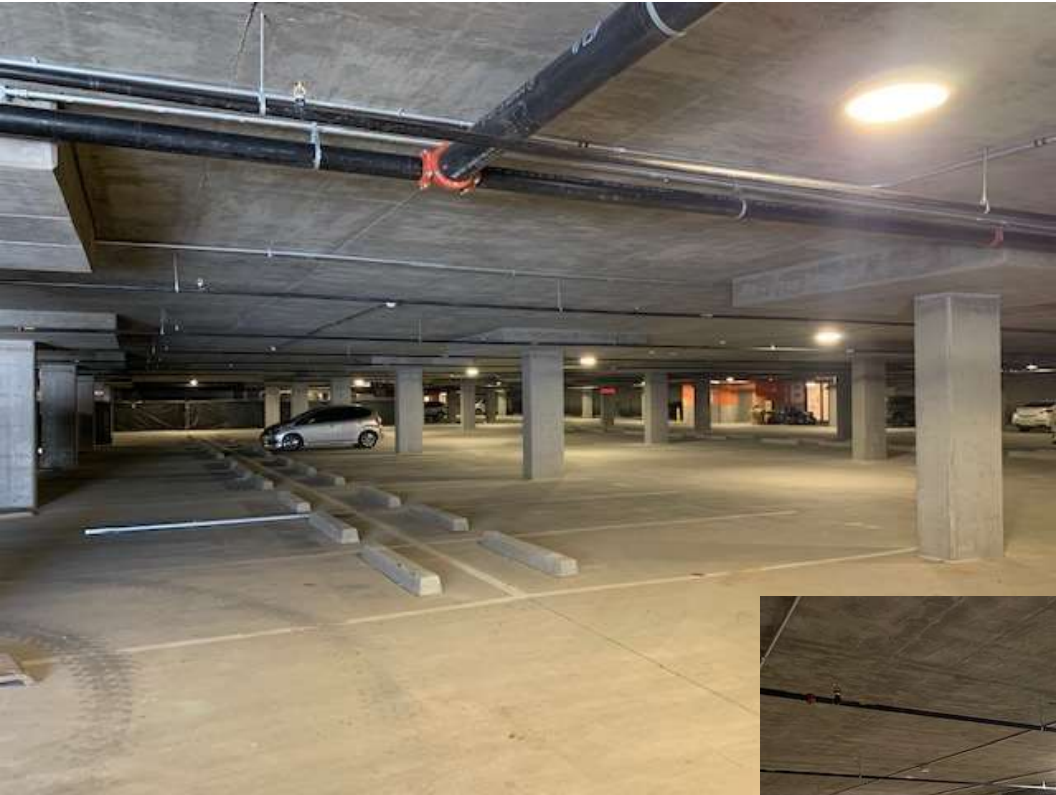
**Royal Oaks:  
Building C1 / C2  
South Exterior**

**4 Story:  
Interior work**



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

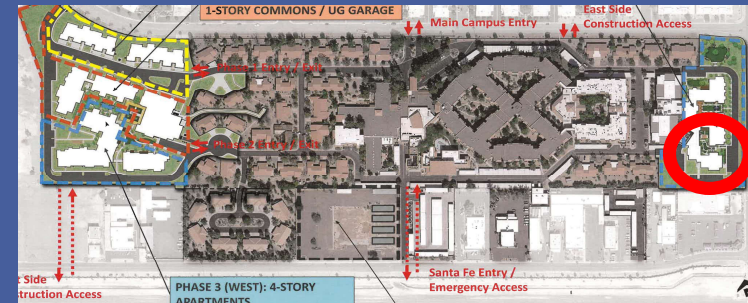
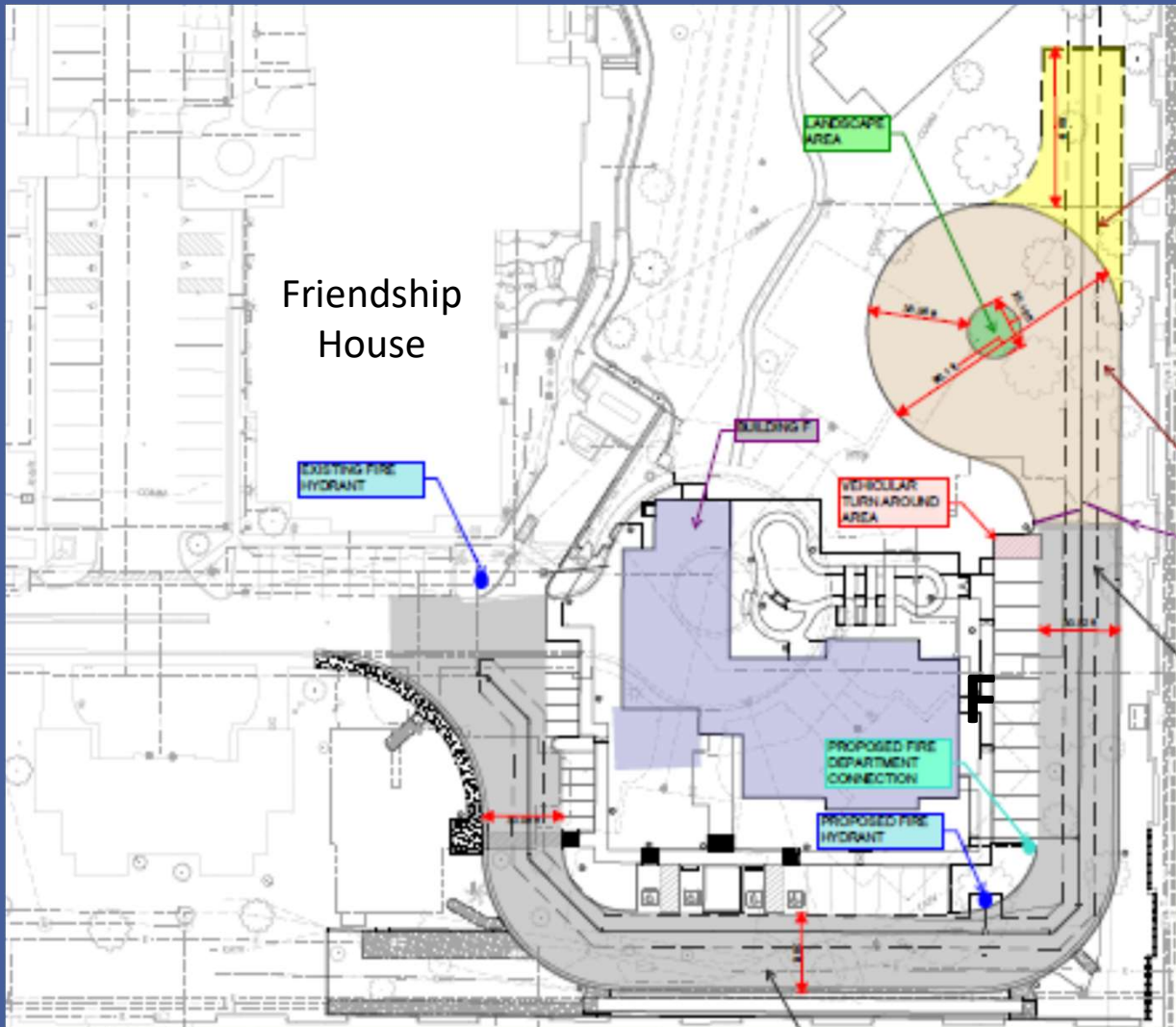
**TCO Issued**



## Royal Oaks: Parking Garage

### Interior at "B" Bldg.

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

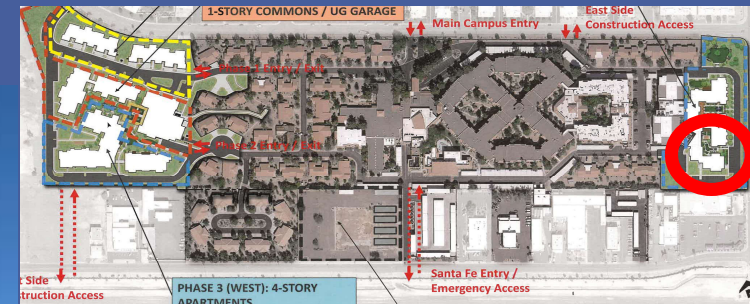


# Royal Oaks: Vida (PH IV)

(Southeast Corner of Property)

TCO Issued





# Royal Oaks: Vida Center (PH IV)

# LARGE DISTRICT PROJECTS – YOUNGTOWN

- Ridgeview Residential Subdivision (125 lots) - Under Construction  
60 FS Permits Issued (48%), 28 FS Pressure Tests Performed, 19 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 – On Hold (Meeting with Valley Fire Marshals Group on new submittals)

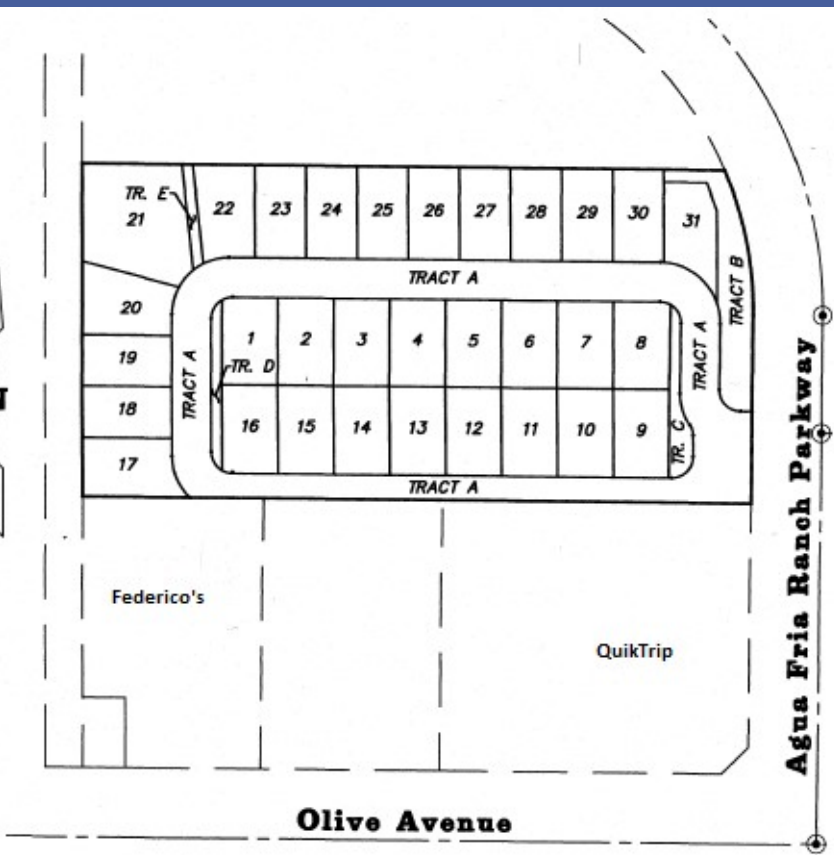
# RIDGEVIEW SUBDIVISION

Ridgeview Project – 125 SFR Lots



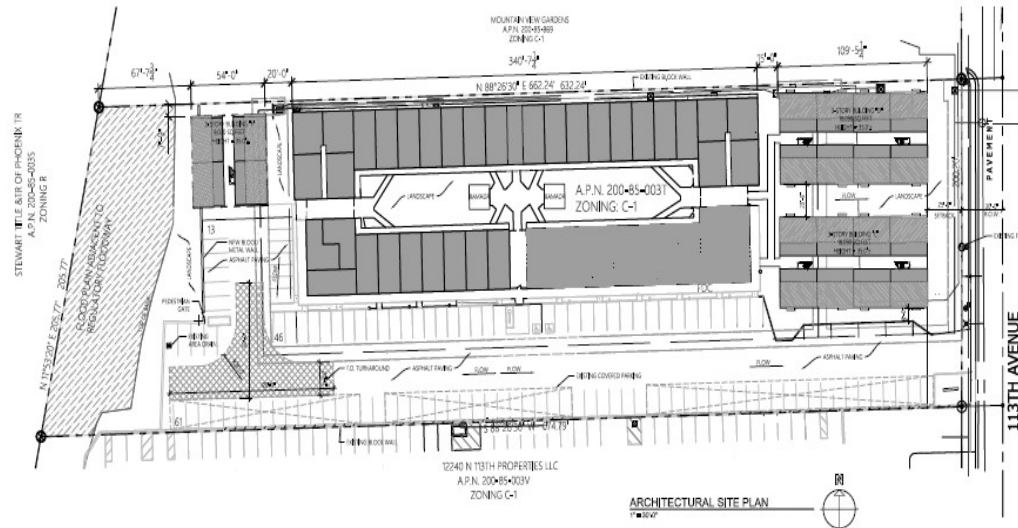
# ENCLAVE ON OLIVE SUBDIVISION

Enclave Project 31 SFR Lots



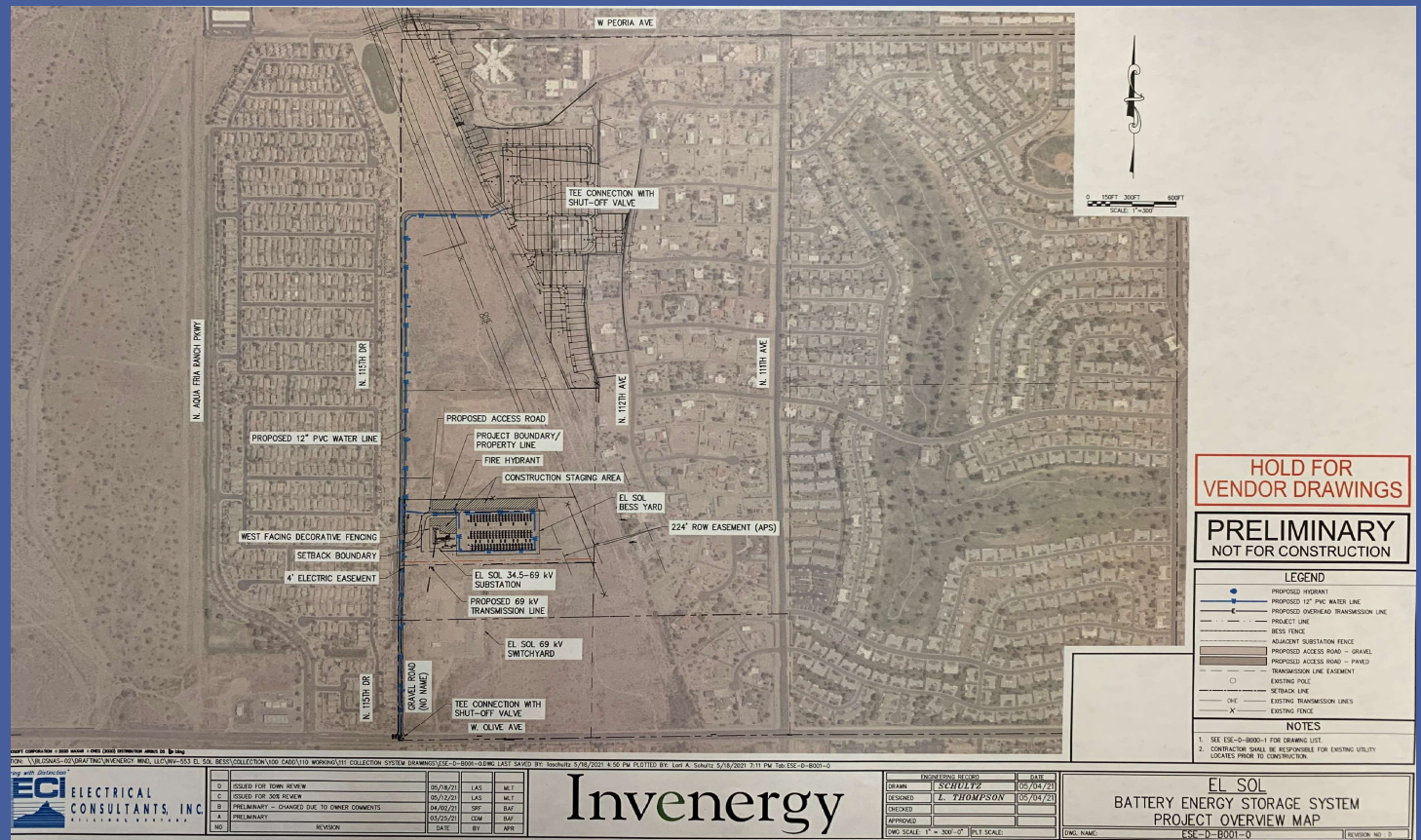
# YOUNGTOWN FLATS PROJECT

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



# EL SOL BESS PROJECT - YT

## Proposed Overall Map



**ECI ELECTRICAL CONSULTANTS, INC.**  
 1000 S. W. PEORIA AVE. SUITE 100  
 DENVER, CO 80202  
 TEL: 303.733.1100  
 WWW.ECI-CONSULTANTS.COM

NO.	REVISION	DATE	BY	APP.
0	ISSUED FOR TOWN REVIEW	05/18/23	LKS	MT
1	ISSUED FOR 30% REVIEW	05/18/23	LKS	MT
2	PRELIMINARY - CHANGED DUE TO OWNER COMMENTS	04/02/23	SPF	BAF
3	PRELIMINARY	03/22/23	CSW	BAF

**Invenergy**

ENGINEERING RECORD	DATE
DRAWN	SCHULTZ 05/04/23
CHECKED	L. THOMPSON 05/04/23
APPROVED	

CWC SCALE: 1" = 300'-0"  
 DATE: 05/18/23  
 PROJECT: EL SOL BATTERY ENERGY STORAGE SYSTEM  
 DRAWING: ESD-D-8001-0  
 REVISION NO: 0

## **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, July 25, 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, July 25, 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: June 22, 2023 at 5:00 pm by Lisa Neubert**