

# ***DRAFT MINUTES***

**MINUTES  
SUN CITY FIRE DISTRICT  
REGULAR BOARD MEETING  
TUESDAY, AUGUST 25, 2026  
9:30 A.M.**

**CALL TO ORDER:** Board Chairperson Tim Wilmes

**ROLL CALL:**

**Members Present:** Tim Wilmes, Charles Vickers, Phil Griswold (Via Teams).

**Members Absent:** Board Clerk Phil LaBarbera and Board member David VanderNaalt was absent with notice.

**Staff:** Assistant Fire Chief Jason Casey, Division Chiefs Kyle Henson and Tony Van Roekel, Battalion Chief Ken Murphy, Finance Director Gabe Buldra, USCFFA Chapter Vice President Chris Marin, Office Manager Lisa Neubert

**PLEDGE OF ALLEGIANCE:** Board Chairperson Tim Wilmes

**INVOCATION:** Assistant Fire Marshal Favio Rivera

**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 July 23, 2026. Board Clerk Phil Griswold seconded the motion. The board voted to approve the consent agenda item. (M: Charles Vickers/S: Phil Griswold; Ayes: Tim Wilmes, Phil Griswold, Charles Vickers. Nays: None. Abstain: None.)

**II. CORRESPONDENCE AND SPECIAL RECOGNITION**

- A.** Special recognition was given to Preston Keise from Recreation Centers of Sun City (RCSC), Rusty Bradshaw from Sun City CAN, and Zev Black from the Sun Cities Independent newspaper.

- B.** There were no community appreciation letters for the month of July.

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- C. There were no promotions or new hires for the month of July.
- D. Assistant Fire Chief Casey recognized the following service anniversaries: Battalion EMS Paramedic William Damiani and Firefighter/CEP Samuel Herbst for four years of service; Firefighter/EMT Micah Olson, EMS EMT Reyna Meredith, Firefighter/CEP Christopher Krohn, and Firefighter/EMT Jacob Willerford for two years of service.
- E. There were no retirements for the month of July.

## **III. COMMITTEE REPORTS**

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

- 1. Finance Director Gabe Buldra presented the financial and bank reconciliation report for the month of July 2026. Board member Charles Vickers made a motion to accept the July 2026 financial report. Board member Phil Griswold seconded the motion. The board voted to accept the finance report for the month of July 2026. (M: Charles Vickers/S: Phil Griswold; Ayes: Tim Wilmes, Phil Griswold, Charles Vickers. Nays: None. Abstain: None.)

### **B. Legal and Insurance**

- 1. There was no PSPRS update.
- 2. There was no Prop 207 update.
- 3. Chairperson Wilmes reported that the Arizona Fire Chiefs Association is doing data collection from fire districts regarding fire district funding.

### **C. Fire Department Operations**

- 1. The report for fire department operations was given for July 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 July 2026. The report included the incident counts, types, and transport.
- 2. Division Chief Henson reported the following for the EMS Division:
  - a. New High-Fidelity ALS Mannequins (\$20K).
  - b. ACLS training for fifty paramedics.

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- c. BLS training for fifty paramedics.
- d. Case study training by Dr. Munn; lessons learned.
- e. Cold Water Immersion slide presentation.

### **E. Resource Management**

1. Division Chief Tony Van Roekel reported the following for fleet/apparatus and equipment:
  - a. New Vehicle Projects.
  - b. E133 Tank/Reimbursement.
  - c. EMS Staff Truck.
  - d. EVT Recognition – Firehouse Magazine.
  - e. Fill Stations.
  - f. FS133 - Extractor.
  - g. PPE Annual/Inventory.
  - h. MSA Technicians.
2. Division Chief Tony Van Roekel reported the following for buildings/facilities and teams/members:
  - a. FS132 roof.
  - b. ADM Gate.
  - c. Appliances.
  - d. Backflow Valve Annuals.
  - e. 132 Damage Reimbursement.
  - f. Uniform Committee.
  - g. Policy and Procedures.

### **F. Training/Professional Development**

1. Battalion Chief Murphy gave the following report for the training division:

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- a. C-Shift 131 Captains are leading night drills at station 131 with our neighboring agencies. Using the new smoke generator and our training Conex building, we are focusing on targeted search and tactical hose deployment.
- b. Two of the Training BCs are going to the National Fire Academy at the end of the month for a 6-day HAZMAT/WMD Incident Command course. Paid for with federal funds.
- c. We are working with Glendale Fire to develop the next West Side BC/DC incident command class, in October.
- d. Health and Safety Officer program getting revamped to streamline the process of seeking treatment in industrial injuries and improving the process for returning to work as soon as is safe, decreasing expense to the Member and the Department by early coordination between the patient's specialist and HeartFit for Duty.
- e. Pre-Academy for 26-3 starts on 8/31 with five recruits. Academy begins on 9/14.
- f. Updated Invenergy training will be taking place in October, as they will add a contemporary style of battery storage to the site.
- g. Move-Up Engineer's Academy scheduled for October 19-23.
- h. Ladder Crews now participating in monthly Extrication Training, procured new vendor.
- i. Annual Swift Water Training completed.
- j. Forcible Entry Training scheduled for 3rd Quarter. New prop being well utilized by crews.

### **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 July 2026. The total number of volunteer hours was 92 hours.

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2. Community relations program report.
  - a. The Lock Box and Smoke Detector Installation Program is suspended for July and August and will resume in September. Urgent requests will still be accepted during this period.
3. There were no community events for the month of July 2026.
4. The volunteer inspection summary report was given for the month of July 2026. There was a total of eighty-six inspections completed.

### **I. Fire Prevention**

1. The construction inspection summary report was given for the month of July 2026. There was a total of thirty-three inspections completed.
2. Fire investigation reports.
  - a. The fire investigation report was given for July 2026. There was one formal fire investigation 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 ten large community projects in Sun City.
  - b. There was an update on the ongoing projects in Youngtown. There are currently two large community projects in Youngtown.

### **IV. EXECUTIVE SESSION**

- A. There was no executive session.

### **V. UNFINISHED BUSINESS**

- A. None.

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

- A. None.

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## **VII. PUBLIC COMMENTS**

A. USCFFA Chapter Vice President Chris Marin reported that HDR2040/Prop 143 has been removed from the ballot. This is an immense success for fire departments. The local just got back from the 2026 IAFF Conference held in Arlington, TX. Local 3573 officials are meeting with Payson, Hells Gate, and Timber Mesa about joining Local 3573. The recent Charities car wash event netted over \$8,000. This money will be donated to Firefighter48 Foundation. This foundation advocates for those firefighters with occupational cancer.

## **VIII. NEXT GOVERNING BOARD MEETING**

A. The next Regular Board Meeting will be held on September 22, 2026, at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99<sup>th</sup> Avenue Sun City, AZ.

## **IX. ADJOURNMENT**

A. Board member Charles Vickers made a motion to adjourn the meeting at 10:05 a.m. Board member Phil Griswold seconded the motion. The board voted to adjourn the meeting at 10:05 a.m. (M: Charles Vickers/S: Phil Griswold; Vote – Ayes: Tim Wilmes, Phil Griswold, Charles Vickers. Nays: None.)

## **FOR THE BOARD**

Tim Wilmes  
Board Chairman

PL/lbn