

APPROVED 012423

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR BOARD MEETING
TUESDAY, DECEMBER 13, 2022
9:30 A.M.**

CALL TO ORDER: Chairman Tim Wilmes

ROLL CALL:

Members Present: Tim Wilmes, Stephen Arnold, Phil Griswold, David VanderNaalt (via Zoom)

Members Absent: Phil LaBarbera (with notice)

Staff: Acting Fire Chief Rob Schmitz, Deputy Chief Jason Casey, Fire Marshal Jim Fox, Assistant Fire Marshal Kenny Kovac, Dominic Filosa – JVG (via Zoom), USCFFA Vice President Kevin Brown, USCFFA Trustee Brandon Crossno, Office Manager Lisa Neubert

INVOCATION

I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL

A. Board member Steve Arnold made a motion to approve the consent agenda items which were the Board of Directors Organizational Board Meeting Minutes for November 15, 2022, and the Board of Directors Board Meeting Minutes for November 15, 2022. Board member Phil Griswold seconded the motion. The board voted unanimously to approve the consent agenda item. (M: Steve Arnold/Phil Griswold; Ayes: Tim Wilmes, David VanderNaalt, Stephen Arnold, Phil Griswold. Nays: None)

II. CORRESPONDENCE AND SPECIAL RECOGNITION

A. There was no correspondence received.

B. Chief Schmitz reported that Kyle Netzel was promoted to engineer on November 29, 2022.

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- C. Chief Schmitz recognized Firefighter Nicolas Cruz for 5 years of service.
- D. There were no retirements.

III. COMMITTEE REPORTS

A. Budget and Finance

1. Dominic Filosa of JVG presented the financial and bank reconciliation report for the month of November 2022. Board member Stephen Arnold made a motion to accept the November 2022 financial report. Board member Phil Griswold seconded the motion. The board voted to accept the finance report for the month of November 2022. (M: Steve Arnold; S: Phil Griswold; Vote – Aye: Stephen Arnold, Phil Griswold, David VanderNaalt. Nay: None. Abstain: Tim Wilmes).

B. Legal and Insurance

1. Ms. Lydia Hunter, auditor with Beach Fleishman, presented the 2022 auditor's report. She reviewed the annual comprehensive financial report, internal controls report, and required communications report. The audit received an unmodified opinion, which means the auditor was satisfied with the financial statements and that the statements met the requirements demanded by regulations. Ms. Hunter stated that some adjustments will be made to the report prior to final submission to the district. Board member Stephen Arnold made a motion to accept the audit including adjustments that will not drastically change the final report. Board member David VanderNaalt seconded the motion. The board voted to accept the audit including adjustments that will not drastically change the final report. (M: Stephen Arnold/S: David VanderNaalt; Ayes: Tim Wilmes, Stephen Arnold, David VanderNaalt. Nays: None. Abstain: Phil Griswold)
2. Fire Marshal Jim Fox presented Resolution 22-1213A, a resolution of the district board of the Sun City Fire District to adopt 2018 International Codes. This resolution will update current district codes. Fire Marshal Fox reported that code information is located on our website and contractors are advised that the district has local amendments during the plan review process. Board member Stephen Arnold made a motion to approve Resolution 22-1213A. Board member Phil Griswold seconded the motion. The board voted to approve Resolution 22-1213A. (M: Stephen Arnold/S: Phil Griswold; Ayes: Stephen Arnold, David VanderNaalt, Phil Griswold. Nays: None. Abstain: Tim Wilmes)
3. Fire Marshal Jim Fox presented changes to the district's previously adopted fee schedule for fire district fees. These changes will bring the district's fee

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schedule in line with other fire departments in the valley. Board member Stephen Arnold made a motion to approve the adoption of the changes to the fire district's fee schedule. Board member Phil Griswold seconded the motion. The board voted to approve the adoption of the changes to the fire district's fee schedule. (M: Stephen Arnold/S: Phil Griswold; Ayes: Stephen Arnold, David VanderNaalt, Phil Griswold. Nays: None. Abstain: Tim Wilmes)

4. Board Chairman Tim Wilmes reported that the 2023 PSPRS actuarial report is due this month and he will report on it at the January meeting. Prop 207 monies for 4th quarter 2022 should arrive at the end of January 2023.

C. Fire Department Operations

1. The report for fire department operations was given for November 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 November 2022. The report included the incident counts, types, and transports.
2. Chief Schmitz gave the following updates on the Emergency Medical Services/Ambulance Operations division:
 - i. Chris Marin and Ana Estrada have graduated from paramedic school and are now working on getting cleared to function as paramedics for the department.
 - ii. There is a new AED unit on the BC131 unit.
 - iii. Lucas CPR device trial started on December 1st on M131 & M133. All members have been trained on usage and Boswell hospital has been notified.
 - iv. Stair chair trial in process.
 - v. Two CQI meetings occurred, and multiple codes and strokes were reviewed.
 - vi. A new DASHBOARD has been added for Zoi EPCR units. The DASHBOARD shows daily call volume, transports, refusals, and codes.
 - vii. We are still working with Zoi on streamlining other reports.
 - viii. Continuing to meet with AMB/MARS for ambulance billing streamlining.

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E. Resource Management

- 1. Chief Schmitz reported the following for fleet/apparatus:**
 - a. LT131 is back in service. Mechanic Ramos was able to purchase an aftermarket ECM and custom build a harness to repair damage from the previous failed device.**
 - b. The 2012 Custom Spartan returned from H&E and has been tested and cleaned. We are coordinating with Golden Shores to arrange a transfer date.**
 - c. Sutphen has L131 and is still in the process of replacing the aerial platform hydraulic system.**
 - d. The apparatus committee sent representatives (Van Roekel, Kelley, Ramos) to South Dakota for the pre-construction meeting of the new ladder tender on December 7th – 9th. We are moving forward with a standard full-sized semi-custom chassis called the General.**
 - e. Sutphen states that our new pumper in production is still projected to be completed in May 2023.**
 - f. Annual mask fit testing started and is progressing well for all SCBA and N95 standards.**
- 2. Chief Schmitz reported the following for buildings/facilities:**
 - a. The Plymovent exhaust motor at FS132 was replaced and is functioning as expected.**
 - b. We continue to work with Glendale Roofing on leaks at FS132 and will be having new repairs made on the north side of the station soon.**
 - c. The bay door at FS133 has been repaired.**
 - d. Garage doors and keypads continue to be on-going maintenance issues, but our vendors have been receptive to our needs.**

F. Training/Professional Development

- 1. Chief Schmitz reported the following for training/professional development:**
 - a. On Thanksgiving Day, the entire A shift companies/crews went to Boswell and climbed the stairwells together for an on-duty version of a Turkey Trot.**

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- b. Recruit family night for Recruit Class 22-3 was held on November 30th. Family night is the night that the recruits show off their new skills for their family. It is also the night that they rip off their red recruit shirts, burn them, and start wearing their blue firefighter shirts. It is a great and proud tradition. Congratulations to Jackson Peters and Taylor Porter for graduating and thank you to Captain Bryan Chamberlain for being their recruit training officer for the last three months.**

G. Administrative/Special Projects

- 1. Chief Schmitz reported that David Lewis is our ESCI project manager. We will be meeting with them at the end of this week or sometime next week.**

H. Public Education/Community Outreach

- 1. There were no volunteer service anniversaries.**
- 2. Prevention volunteer hours summary.**
 - a. The summary of prevention hours for volunteers was presented for November 2022. The total number of volunteer hours was 91.**
- 3. Community relations program report.**
 - a. The report for Community Outreach program was given for November 2022. There was a total of 83 citizens served for November. Installations of lock boxes are scheduled through the end of December 2022.**
- 4. There were no community events for the month of November 2022.**
- 5. The volunteer inspection summary report was given for the month of November. There was a total of 41 inspections completed.**

I. Fire Prevention

- 1. The construction inspection summary report was given for the month of November. There was a total of 17 inspections completed.**
- 2. Permits issued and revenue report.**
 - a. The permit and revenue report were presented for November. There were 7 permits with a revenue of \$7,924.06.**
- 3. Fire investigation reports.**
 - a. The fire investigation report was given for November. There was one formal fire investigation performed.**

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4. 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.

5. There was an update on the ongoing projects in Youngtown. There are currently four large community projects in Youngtown.

IV. UNFINISHED BUSINESS

A. There was no unfinished business.

V. EXECUTIVE SESSION

A. There was no executive session.

VI. NEW BUSINESS/FUTURE AGENDA ITEMS

A. There was a discussion on board member name tags, shirts, and badges. Board member Stephen Arnold will reach out to other fire boards to see if they have official attire. He will report back at the January 2023 board meeting.

B. Board Chairman Tim Wilmes reported that he is working on trying to get preemption for the 111th & Grand Avenues intersection. Grand Avenue is controlled by Arizona Department of Transportation (ADOT) and over the years they have not been receptive to this, mainly due to the BNSF railway that runs along Grand Avenue and the potential for a train/car accident.

VII. PUBLIC COMMENTS

A. Karen Partridge, a Sun City resident inquired on several items as listed below:

- i. Ms. Partridge stated that she had recently read that 9.9% of Sun City seniors are at or below the poverty line and she hopes that the board will consider this during the budget process.**
- ii. Ms. Partridge would like to see our units slow down when traveling down Alabama Avenue. She stated she has expressed her concern about this several times in the past but nothing has been done. Chief Schmitz assured her that this matter has been addressed before but he will send out another message about watching the speed limit.**
- iii. Ms. Partridge inquired about the COP bonds the district used to pay off its PSPRS unfunded liability. Specifically, she inquired who pays this bond back. Board members Wilmes and Arnold addressed this question and explained that it is basically like a bank loan and the district makes**

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the payment. The COP bonds saved the district approximately \$22 million dollars in interest over 20 years.

- iv. Ms. Partridge stated that there are still Prop 207 signs up, notably one across from Boswell Hospital. USCFFA Vice President Kevin Brown stated that the union hired a company to put them up and take them down, but they would make certain the one across from Boswell Hospital is removed.

- B. USCFFA Vice President Kevin Brown reported on the holiday adopt-a-family families selected. He also stated that the charities is having a toy drive to donate to the children who reside at Southwest Key in Youngtown. Additionally, he reported on a recent tragic car wreck which killed a mother, father, and three children. Only a four-year child in a car seat survived. Involved crews have participated in a debriefing and mental health counseling.

B. NEXT GOVERNING BOARD MEETING

- B. The next Regular Board Meeting will be held on January 24, 2023, at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99th Avenue Sun City, AZ.

VIII. ADJOURNMENT

- A. Board member Stephen Arnold made a motion to adjourn the meeting at 11:37 a.m. Board member Phil Griswold seconded the motion. The board voted to adjourn the meeting at 11:37 a.m. (M: Steve Arnold/S: Phil Griswold; Vote – Aye: Tim Wilmes, David VanderNaalt, Stephen Arnold, Phil Griswold. Nay: None)

FOR THE BOARD

**Stephen Arnold
Clerk of the Board**

SA/lbn