

**MINUTES  
SUN CITY FIRE DISTRICT  
REGULAR MEETING  
TUESDAY, APRIL 18, 2017  
9:30 A.M.**

**CALL TO ORDER:** David C. Scott, Board Chairman

**ROLL CALL:**

**Members Present:** David Scott, Walter Link, Robert Luger, Dave Mann

**Members Absent:** Jack Leonard was absent with notice.

**Staff:** Fire Chief Mike Thompson, Finance Manager Gabe Buldra, Fire Marshal Jim Fox, Administrative Assistant Mary Dickinson, and Administrative Lisa Neubert.

**PLEDGE OF ALLEGIANCE TO THE FLAG:** David Scott, Board Member

**INVOCATION:** Bob Luger, Chaplain

I. The minutes of the March 14, 2017 executive session, the March 21, 2017 regular meeting, and the April 11, 2017 workshop meeting were accepted.

II. **CORRESPONDENCE**

A. Chief Thompson read four letters of appreciation from citizens.

III. **COMMITTEE REPORTS**

A. Budget and Finance

1. Finance Director Gabe Buldra presented the monthly financial report to the board. The board voted unanimously to accept this report.

**MOTION:** "To accept the monthly financial report for the month of March 2017 as presented by Financial Director Gabe Buldra." (M: Robert Luger/S: David Mann)

**Ayes:** Walter Link, David Scott, Robert Luger, Dave Mann  
**Nays:** None.

2. Finance Director Gabe Buldra presented an engagement letter for his firm's services in a special project financial study of the district to assess the feasibility of a possible merger with Daisy Mountain Fire District. After discussion the board

voted unanimously to accept the engagement letter. (M: David Mann/S: Robert Luger)

**Ayes:** Walter Link, David Scott, Robert Luger, Dave Mann

**Nays:** None.

3. Chief Thompson presented and give an overview of an Intergovernmental Agreement (IGA) for Purchasing Between Central Arizona Fire and Medical Authority and Sun City Fire and Medical Department. This agreement would allow the department to purchase various supplies at a greatly reduced price. The board voted unanimously to approve this IGA. (M: Robert Luger/S: David Mann)

**Ayes:** Walter Link, David Scott, Robert Luger, Dave Mann

**Nays:** None.

**B. Legal and Insurance**

1. Chief Thompson reported that the Conex box at FS131 was broken into and approximately \$52,000 worth of equipment was stolen including saws, extrication equipment and turnout gear. A piece of equipment was discovered at a local swap meet. Chief Thompson is working with MCSO and our insurance company on the investigation.

**C. Fire Department Operations**

1. There was no fire department operations for the month of March 2017.

**D. Ambulance Operations**

1. There was no ambulance operations for the month of March 2017.
2. Chief Thompson reported that the department is no longer contracting ambulance billing through Intermedix. After a review of the costs of hiring a billing agent versus the costs of outsourcing the billing it appears it would be a more cost effective route (approximately \$75,000 for wages and benefits versus approximately \$100,000 at the minimum to outsource) to for the district to directly hire an ambulance billing agent. After discussion the board voted unanimously to hire for the position of ambulance billing agent. (M: Robert Luger/S: Walter Link)

**Ayes:** Walter Link, David Scott, Robert Luger, Dave Mann

**Nays:** None.

3. Chief Thompson gave an overview on the need for a district ambulance compliance officer. He would like to temporarily assign an operations to this position while the position is being fully defined. The unanimously voted to approve the position of ambulance compliance officer. (M: Robert Luger/S: David

Mann)

Ayes: Walter Link, David Scott, Robert Luger, Dave Mann

Nays: None.

**E. Grounds and Equipment**

1. Chief Thompson reported that L131 is back from the shop and all of the repairs have been made to the aerial unit. It is now awaiting certification from Underwriters Laboratory. The pump on E138 has been repaired and this unit has been sent to Fire Trucks Unlimited to begin its refurbishment.

**F. Special Projects**

1. Chief Thompson reported that the Union Hills project is now complete and our landscaping has been redone where the construction previously existed.
2. The parking lot at the administrative offices will begin on April 29<sup>th</sup> and at FS131 on May 12<sup>th</sup>. They are still in the process of getting estimates for FS132.
3. FS133 project update – the construction company has been selected. It is CORE Builders. Preconstruction meetings with Perlman Architects and CORE Builders has begun.
4. A new phone system through Cox Communications has been installed in all stations and the administrative offices.
5. The department has contracted for IT services with Dynamic Netork Consulting through the end of this fiscal year with the possibility of renewing the contract for fiscal year 2017-2018.

**IV. FIRE DEPARTMENT REPORTS**

- A. Chief Thompson gave a report on February 2017 incident data. The incident response summary and fleet fuel cost report are on file in the Fire Board office for review.
- B. Fire Prevention Report – Fire Marshal Fox presented the prevention inspection summary and the prevention volunteer summary hours for February 2017 and gave an overview of current district building projects and their statuses. All reports are on file in the Fire Board office for review.
- C. Public Education Report – Mary Dickinson presented the community education volunteer report and hours for February 2017. Additionally she reviewed upcoming fire prevention events. All reports are on file in the Fire Board office for review.
- D. Chaplain's Report (Luger) – No report.

V. UNFINISHED BUSINESS

A. None.

VI. NEW BUSINESS

A. None.

VII. PUBLIC COMMENTS

A. Jeaniene Gerding, a citizen of the district, inquired about an ambulance billing issue she and her husband have. Chief Thompson will have Chief Deadman investigate.

VIII. NEXT REGULAR BOARD MEETING

A. The next Regular Board Meeting will be held on May 16, 2017 at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99<sup>th</sup> Avenue.

IX. ADJOURNMENT

A. The meeting adjourned at 10:18 a.m.

FOR THE BOARD

*Walter A. Link*  
Clerk of the Board

WAL/lbn