

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR BOARD MEETING
TUESDAY SEPTEMBER 17, 2019
9:30 A.M.**

CALL TO ORDER: David Scott, Chairman

ROLL CALL:

Members Present: David Scott, Walter Link, David Mann, Tim Wilmes

Members Absent: Jack Leonard absent with notice.

Staff: Fire Chief Deadman, Finance Managing Partner Ben Archer Clowes, Fire Marshal Jim Fox, Administrative/Prevention Assistant Theresa M. Perez.

PLEDGE OF ALLEGIANCE

INVOCATION

I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL

- A. Board of Directors Workshop Meeting Minutes for August 13, 2019. (Approved for filing)
- B. Board of Directors Monthly Meeting Minutes for August 20, 2019. (Approved for filing)

II. CORRESPONDENCE AND SPECIAL RECOGNITION

- A. Community appreciation letters – No items presented.
- B. Promotions/badge pinning – No items presented.
- C. Service anniversaries
 - a. The September service anniversaries were presented.
- D. Special awards/recognition – No items presented.

III. COMMITTEE REPORTS

- A. Budget and Finance
 - 1. The financial reports and bank reconciliations were presented by Finance Managing Partner Ben Archer Clowes. The board voted to accept the reports for budget and finance. (M: David Mann/2nd: Walter Link)

B. Legal and Insurance

1. Legal and insurance matters.

- a) No legal matters for discussion.
- b) As for Insurance matters, the old 1997 ambulance was removed from insurance records.

C. Fire Department Operations

- 1. The report for fire operations was presented for the month of August.
- 2. The training report was given, which included updates on regional training at the Phoenix fire academy 19-2.

D. Emergency Medical Services / Ambulance Operations

- 1. The report for the EMS and ambulance operations was presented.
- 2. Training, programs and recruiting report. No report was presented.

E. Resource Management

1. Fleet/apparatus report.

- a) A proposal was presented to the board for consideration and approval to not exceed the cost of \$40,000 for the purchase of a staff vehicle. The board voted to approve the staff vehicle purchase and to not exceed the cost of \$40,00. (M: David Mann/2nd: Walter Link)

2. Building/facilities report.

- a) The building and facilities reports were presented, which included updates on the Department Administration, FS-131, FS-132, and FS-133.

F. Administrative/Special Projects

1. HR - hiring/recruiting.

- a) The hiring and recruiting process for EMS and Firefighter positions are ongoing. Lisa Neubert (Human Resource Manager) was unavailable today for further updates.

G. Public Education/Community Outreach

- 1. Prevention volunteer service anniversaries - No anniversaries for August.
- 2. The prevention volunteer hours summary for August was presented.

3. The community relations report was presented for August. The lock box installs are currently caught up to October.

4. Community events. No community events for August.

H. Fire Prevention

1. The summary report for fire prevention inspections was presented.

2. The report for issued permits and permit revenue for the month of August was given.

3. Fire investigation reports. No report for formal fire investigations for August.

4. A power point review was presented for the ongoing new large community projects and other large district projects within Sun City, which included the ongoing projects within the Youngtown district.

IV. UNFINISHED BUSINESS

A. Fire Chief Deadman updated the board on the review and discussion concerning code adoption, which will be addressed at the next workshop meeting on October 8th.

V. NEW BUSINESS/FUTURE AGENDA ITEMS (No Items)

VI. EXECUTIVE SESSION (No executive session)

VII. PUBLIC COMMENTS

A. Mayor Levault of Youngtown commented on the ongoing access subdivision issues and additional parking restrictions including the ongoing progress and improvements within the HOA community.

B. A Sun City resident commented on not enough lighting in the alley on the west side of the new FS-133. He thinks more lighting should be added in that area.

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 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 to them. Otherwise, the Board may direct the staff to review the matter or that the matter be placed on a future agenda.

VIII. NEXT GOVERNING BOARD MEETING

A. The next Regular Board Meeting will be held on October 15, 2019 at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99th Avenue.

IX. ADJOURNMENT

A. The September 17th board meeting adjourned at 10:08 a.m.

FOR THE BOARD

**Walter A. Link
Clerk of the Board**

WAL/tp

- **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: September 12, 2019 at 5:00PM by Theresa Perez.**

If any disabled person needs reasonable accommodations, contact administration at 623-974-2321 or admin@suncityfire.com as early as possible.

Approved