

**MINUTES  
SUN CITY FIRE DISTRICT  
REGULAR BOARD MEETING  
TUESDAY, NOVEMBER 19, 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:** Board Member Jack Leonard absent with notice.

**Staff:** Fire Chief Ron Deadman, Finance Director Gabe Buldra, Fire Marshal Jim Fox, Administration Manager Lisa Neubert, Administrative/Prevention Assistant Theresa M. Perez.

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL**

- A. Workshop Meeting Minutes for October 8, 2019. (Approved for filing)
- B. Monthly Meeting Minutes for October 15, 2019. (Approved for filing)

**II. CORRESPONDENCE AND SPECIAL RECOGNITION**

- A. Community appreciation letters.
  - 1. The Department received donations from Mrs. Wilcox and Mrs. McKenzie in thanks for services provided by the Sun City Fire – Medical Department. The donations will go into Department funds.
- B. Promotions/badge pinning. (No presentation of promotions or badge pinning)
- C. Service anniversaries.
  - 1. The November service anniversaries were presented for Engineer Bryan Sapp (13 yrs.) and Firefighter/EMT Rodney Bebee (11 yrs.).
- D. Special awards/recognition. (No presentation of special awards/recognition)

**III. COMMITTEE REPORTS**

**A. Budget and Finance**

1. The financial and reconciliation reports for October were presented by Finance Director Gabe Buldra. The audit report presentation will be towards January or at February's board meeting. The board voted on the acceptance of the report for audit. (M: Tim Wilmes; 2<sup>nd</sup>: Walter Link)

**B. Legal and Insurance**

1. Legal and insurance matters.
  - a. The 2018 International Code Council Family of codes, Amendments, and revised District fee schedule were proposed for adoption and approval from the board. No written comments were received from the public. The board was informed of the amendment addition of NFPA 855 standard and clerical modifications. The Chairman of the Board, David Scott opened a public hearing for comments from the public; as a result of the public hearing no public comments were presented therefore the public hearing was closed. The board voted to adopt the 2018 International Code Council Family of codes, Amendments, and District fee schedule. Adoption 2018 Family of Codes (M: David Mann; 2<sup>nd</sup>: Tim Wilmes); Amendments (M: David Mann; 2<sup>nd</sup>: Tim Wilmes); Fee Schedule (M: Tim Wilmes; 2<sup>nd</sup>: David Mann)

**C. Fire Department Operations**

1. The fire operations report was presented for October 2019.
2. A report was presented on the quarterly minimum training. annual drivers training in addition to active shooter drills with Peoria Fire and Medical including Peoria PD.

**D. Emergency Medical Services/Ambulance Operations**

1. The ambulance operations report was given for October.
2. The fire training report was presented, which included the annual drivers training and active shooter drills with Peoria Fire and Medical Department and the Peoria PD.

**E. Resource Management**

1. The fleet/apparatus report was given acknowledging the donation of the 2008 Pierce to Yarnell Fire District, which was donated by the Sun City Fire-Medical Department.
2. There was a review on the proposed action item concerning a new access control system for Fire Station 131, Fire Station 132, and Administration building. Following the access control system proposal, the board voted to approve the access control system for Fire Station 131, Fire Station 132, and Administration building. (M: David Mann; 2<sup>nd</sup>: Walter Link)

**F. Administrative/Special Projects**

1. An update was given on the Captain's promotional exam results. The recruitment process of Chief Officers is moving forward to the first of the year.

**G. Public Education/Community Outreach**

1. Prevention volunteer service anniversaries – No service anniversaries presented for November 2019.
2. Prevention volunteer hours summary.
  - a. The summary of hours for prevention volunteers was presented for the month of October 2019.
3. Community relations program report.
  - a. The report for the community relations program was given for October 2019. The lock box installations are currently up to date.
4. Community events – No community events for October 2019.

**H. Fire Prevention**

1. Fire prevention inspection summary.
  - a. The summary for fire prevention inspections were presented for October 2019.
2. Permits issued and revenue report.
  - a. The revenue report was presented for permits issued in October. The total permit revenue was \$26,512.43.
3. Fire investigation reports.
  - a. The fire investigation report was presented for October. There was 1 formal investigation for a house fire at 13837 N. Boswell Blvd. (House Fire)
4. Large community projects.
  - a. The large community projects were presented for the Banner Boswell Hospital including the other large community projects within the Sun City district.
  - b. The large community projects for the community of Youngtown was presented for October.

**IV. UNFINISHED BUSINESS**

A. An update was given on the PSPRS report by Board Member Tim Wilmes. The new PSPRS report will be available in January 2020. A meeting will be scheduled beginning of January 2020 for discussion, which includes Fire Chief Deadman, Union Representative and board members interested in attending. The next 3 months, the PSPRS ongoing matter will be placed on the board meeting agenda under Unfinished Business heading.

V. NEW BUSINESS/FUTURE AGENDA ITEMS – No items available for discussion.

VI. EXECUTIVE SESSION – No executive session.

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.

VIII. NEXT GOVERNING BOARD MEETING

A. The next Regular Board Meeting will be held on December 17, 2019 at 9:30 a.m. at the Marinette Recreation Center Auditorium, 9860 W. Union Hills Dr., Sun City, AZ 85373.

IX. ADJOURNMENT

A. Meeting adjourned at 10:07 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: December 12, 2019 at 12:00 PM by Theresa Perez.

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