

**MINUTES  
SUN CITY FIRE DISTRICT  
REGULAR BOARD MEETING  
TUESDAY, MAY 26, 2020  
9:30 A.M.**

**CALL TO ORDER:** Chairman David Scott

**ROLL CALL:**

**Members Present:** David Scott, Walter Link, David Mann, Tim Wilmes, Phil La Barbera

**Members Absent:** None

**Staff:** Fire Chief Ron Deadman, Finance Director Gabe Buldra (Zoom), Fire Marshal Jim Fox, Fire Inspector Kenny Kovac, Office Manager/Human Resource Lisa Neubert, Admin./Prevention Assistant Theresa M. Perez

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

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

**A. The board meeting minutes for April 28, 2020 was approved for filing.**

**II. CORRESPONDENCE AND SPECIAL RECOGNITION**

**A. Community appreciation letters.**

**1. A card of appreciation and gratitude was presented from Ms. Fox, thanking the Department for assisting in preserving her personal property at her residence during a fire.**

**2. A letter of thanks and gratitude was provided from a visitor in Connecticut. An expression of thanks to the fire crew for their response, kindness, and assistance in containment of the fire at her residence.**

**B. Promotions/badge pinning – No promotional badge pinning.**

**C. Service anniversaries.**

**1. The years of service anniversaries for May was presented. Capt. Mike Godleski (24 yrs.), Battalion Chief Sherry Hood Neeley (21 yrs.), Engineer Eric Archer (13 yrs.), and Capt. Matt Lucking (13 yrs.).**

**D. Special awards/recognition.**

1. Special recognition, and awards were presented to Lou & Marcia Barkemeyer for their 4 years of service with Sun City Fire & Medical Department's public education division.

### III. COMMITTEE REPORTS

#### A. Budget and Finance

1. Financial reports and bank reconciliations (Finance Director Gabe Buldra, Presenter). The board will vote on the acceptance of this report.
  - a. The financial and bank reconciliation reports were presented for the month of April. The board motioned to accept the financial and bank reconciliations report for April. (M: Tim Wilmes/2<sup>nd</sup>: David Mann)
2. Action Item – Proposed Fiscal Year 2020/2021 Budget (Finance Director Gabe Buldra, Presenter)
  - a. The preliminary FY 2020/2021 budget was proposed to the board for acceptance. There will be a 20-day posting period in accordance with the Arizona Statutes in addition to a public hearing at the board meeting, June 23<sup>rd</sup>. The board approved the preliminary FY 2020/2023 budget. (M: David Mann/2<sup>nd</sup>: Tim Wilmes)

#### B. Legal and Insurance

1. Legal and insurance matters.
  - a. Resolution 20-0526A – Call for Elections, November 3, 2020.
    - i. The Resolution 20-0526A was proposed to the board for approval regarding call for elections, November 3, 2020. The board passed the motion for acceptance of Resolution 20-0526A. (M: Walter Link/2<sup>nd</sup>: David Mann)

#### C. Fire Department Operations

1. Fire operations report: incident counts, type, and response times.
  - a. An update was given on medical emergencies and 911 calls concerning Covid-19. In cases of emergencies it is now safe to call 911 in addition to going to the hospital when necessary.
  - b. The fire operations report was presented for the month of April. The turnout time statistic was added to the incident statistics report and is to remain part of the incident statistics report in the future.
2. Training, programs and recruiting report – No training/recruiting reports.

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

1. Ambulance operations report: incident counts, type, and transports.
  - a. The ambulance operations report was presented for the month of April
2. Training, programs and recruiting report – No reports given for April.

**E. Resource Management**

1. Fleet/apparatus report.
  - a. The apparatus pms currently being addressed.
2. Building/facilities report.
  - a. There are currently no ongoing major projects.

**F. Administrative/Special Projects**

1. Information technology update – No current updates for April.
2. HR - hiring/recruiting.
  - a. The hiring/recruiting report was presented. The EMS personnel process will begin within the next 30 days, and fire personnel is postponed until further notice.

**G. Public Education/Community Outreach**

1. Prevention volunteer service anniversaries – No anniversaries for May was presented.
2. Prevention volunteer hours summary.
  - a. Due to Covid-19, there was no volunteer hours for prevention or administration. There was an addition to the report of construction inspection summary to reflect types of construction inspections completed.
3. Community relations program report.
  - a. The community relations report was given for April. There were some lock boxes, key changes and smoke detectors completed on part of Fire Inspector Kenny Kovac. Lock boxes are currently scheduled through June.
4. Community events – There was no community events presented for April.

**H. Fire Prevention**

1. Fire prevention inspection summary.

- a. There were no fire prevention inspections for the month of April due to Covid -19.
- b. The construction inspection summary report was given for the month of April.
- 2. Permits issued and revenue report.
  - a. The report for permits issued and revenue was given for April. The total permits issued was 11 with a total revenue of \$15,050.90.
- 3. Fire investigation reports.
  - a. There was 1 formal investigation located at 10225 W. Sutters Gold, the cause of fire was accidental due to soldering copper piping.
- 4. Large community projects.
  - a. A power point update was given on the new ED building and patient tower. Updates were given on the continued large community projects within the districts of Sun City and Youngtown.

**IV. UNFINISHED BUSINESS**

**1. PSPRS Update – Board Member Tim Wilmes**

- a. An update was given on the PSPRS retirement matters by Board Member Tim Wilmes. Further updates on PSPRS will be forthcoming.

**V. NEW BUSINESS/FUTURE AGENDA ITEMS**

- 1. Board Clerk Walter Link informed the board members of his retirement as Clerk of the Board at the end of June 2020. Fire Chief Deadman thanked Walter Link for his 11 years of service with the Sun City Fire-Medical Department and community of Sun City. Proceedings will be underway relevant to Walter Link's replacement.
- 2. Annual Fire Chief Evaluation in May
  - a. The regular board meeting closed at 10:08 a.m. to begin the executive session meeting.

**VI. EXECUTIVE SESSION**

**1. Annual Fire Chief Evaluation in May**

- a. The executive session meeting commenced at 10:10 a.m.
- b. Executive session meeting ended at 10:33 a.m.

**VII. PUBLIC COMMENTS – No 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 June 23, 2020 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. Regular board meeting adjourned at 10:34 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: May 21, 2020 at 5:00 PM by Theresa Perez.

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