

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR BOARD MEETING
TUESDAY, JUNE 22, 2021
9:30 A.M.**

CALL TO ORDER: Chairman David Mann

ROLL CALL:

Members Present: David Mann, Phil LaBarbera, Steve Arnold, David VanderNaalt

Members Absent: Tim Wilmes (with notice)

Staff: Fire Chief Mark Burdick, Assistant Fire Chief Schmitz, Fire Marshal Jim Fox, Assistant Fire Marshal Kenny Kovac, Finance Director Gabe Buldra, Office Manager/Human Resources Lisa Neubert, USCFPA Trustee David Musselman

PLEDGE OF ALLEGIANCE

INVOCATION

I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL

- A. Board of Directors Workshop Meeting Minutes for May 18, 2021 were approved for filing.
- B. Board of Directors Board Meeting Minutes for May 25, 2021 were approved for filing.

II. CORRESPONDENCE AND SPECIAL RECOGNITION

- A. Community Appreciation Letters – No community appreciation letters were received.
- B. Promotions/Badge Pinning – No promotions or badge pinnings for this month.
- C. Service anniversaries – Captain Jaime Soto was recognized for 31 years of service and Firefighter Damon Farrar was recognized for 19 years of service.
- D. Retirement recognition – there were no retirements this month.

III. COMMITTEE REPORTS

A. Budget and Finance

- 1. Finance Manager Gabe Buldra presented the financial and bank reconciliation report for the month of May 2021. The board voted to accept the financial report for the month of May 2021. (M: Phil LaBarbera/S: David VanderNaalt; Vote – passed unanimously) .**
- 2. The FY 21/22 budget was presented for adoption by Finance Director Gabe Buldra. Board Chairman Mann opened a public hearing to the public for comments on the proposed budget. There were no questions or comments from the public. The public hearing was closed, and the board voted to adopt the FY 21/22 budget. (M: Steve Arnold/S: Phil LaBarbera; Vote – passed unanimously)**
- 3. The pension funding policy was presented by Finance Director Gabe Buldra. Mr. Buldra reported that the policy had been updated to reflect the most recent actuarial figures. Additionally, a change was made to state that the funds received from Proposition 207 revenues will be used to pay down unfunded liability debt. (M: Steve Arnold/S: David VanderNaalt; Vote: passed unanimously)**

B. Legal and Insurance

- 1. No legal and insurance report.**

C. Fire Department Operations

- 1. The report for fire department operations was given for May 2021, which included an overview of the incident counts, types, and response times.**

D. Emergency Medical Services / Ambulance Operations

- 2. The ambulance operations report was presented for the month of May 2021. The report included the incident counts, types, and transports.**

F. Resource Management

- 1. Chief Schmitz reported that an ambulance has been order from Medix, with the possibility of another later in the year, if the chassis supply issue eases up. He also reported that all the Sutphen pumpers with cracks in the box frames have been repaired. Parts have been sent out by Sutphen that should alleviate future issues of cracks in the box frame. Proposals are being requested for a new pumper. This pumper will allow the district to retire the aging Pierce reserve units.**
- 2. Chief Schmitz reported on recent facility repairs. Most notable was the mold abatement and the upcoming start of the bay floor project, both at FS132. The installation of the Plymovent system at FS133 will begin next month.**

G. Administrative/Special Projects

- 1. EMS paramedic interviews were held on June 21st. The fire recruits have graduated from the academy and are all now working in the field.**

H. Public Education/Community Outreach

- 1. Prevention volunteer service anniversaries – No anniversaries were presented.**
- 2. Prevention volunteer hours summary.**
 - a. The summary of prevention hours for volunteers was presented for May 2021. The total number of volunteer hours was 160.**
- 3. Community relations program report.**
 - a. The report for Community Outreach program was given for May 2021. There was a total of 162 citizens served for May. Installations of lock boxes are scheduled through June 2021.**
- 4. Community events – Fire extinguisher staff training was given to Royal Oaks.**
- 5. Volunteer Inspections Report Summary.**
 - a. The summary of prevention inspections was presented for May 2021. There was a total of 103 inspections and 22 total violations.**

I. Fire Prevention

The construction inspection summary report was given for the month of May. There was a total of 22 inspection completed.

- 1. Permits issued and revenue report.**
 - a) The permit and revenue report were presented for May. There were 33 permits with a revenue of \$28,627.16.**
- 2. Fire investigation reports.**
 - a) The fire investigation report was given for May, which included 2 formal investigations, all at residential occupancies.**
- 3. Large community projects.**
 - a) An update was given on the large community projects within the Sun City District. There are currently ten large community projects in Sun City.**
 - b) There was an update on the ongoing projects in Youngtown. There are currently four large community projects in Youngtown.**

IV. UNFINISHED BUSINESS

- A. PSPRS / Prop 207 – Due to Board Member Wilmes’ absence, this item has been tabled to the July 2021 meeting.
- B. COVID–19 Funding Update - Due to Board Member Wilmes’ absence, this item has been tabled to the July 2021 meeting.

V. EXECUTIVE SESSION

- A. There was no executive session.

VI. NEW BUSINESS/FUTURE AGENDA ITEMS

- A. There were no new business/future agenda items.

VII. PUBLIC COMMENTS

- A. There were no public comments.

VIII. NEXT GOVERNING BOARD MEETING

- A. The next Regular Board Meeting will be held on July 27, 2021, at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99th Avenue Sun City, AZ.

IX. ADJOURNMENT

- A. The meeting was adjourned at 10:05 a.m.

FOR THE BOARD

**David Mann
Chairman of the Board**

DM/lbn