

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR BOARD MEETING
TUESDAY, JULY 27, 2021
9:30 A.M.**

CALL TO ORDER: Chairman David Mann

ROLL CALL:

Members Present: David Mann, Phil LaBarbera, Steve Arnold, Tim Wilmes

Members Absent: David VanderNaalt (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, USCFFA Chapter Vice-President Adam Holliday, USCFFA Trustee David Musselman, USCFFA Steward Chris Marin, and USCFFA Steward Matt Schall

PLEDGE OF ALLEGIANCE

INVOCATION

I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL

- A. Board of Directors Special Meeting Minutes for June 15, 2021, were approved for filing.**
- B. Board of Directors Board Meeting Minutes for June 22, 2021, were approved for filing.**

II. CORRESPONDENCE AND SPECIAL RECOGNITION

- A. Community Appreciation Letters – Chief Schmitz read two letters of appreciation, one from St. Elizabeth Seton Catholic Parish who donated \$250 to the Department and one from a daughter of a resident whom crews assisted when he had fallen.**

- B. Promotions/Badge Pinning – No promotions or badge pinnings for this month.
- C. Service anniversaries – Captain Adam Holliday, Captain Bryan Chamberlain, Engineer Steve Ortega, and Firefighter Randy Tirman were recognized for 15 years of service. Administrative Assistant Theresa Perez was recognized for 23 years of service and EMT Kyle Wilcox and EMS Administrative Manager Rebecca Haro were recognized for 2 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 June 2021. The board voted to accept the financial report for the month of June 2021. (M: Steve Arnold/S:Phil LaBarbera ; Vote – Ayes: David Mann, Phil LaBarbera, Steve Arnold. Abstain: Tim Wilmes)
2. Finance Director Gabe Buldra reviewed the three bids received from collections companies to pursue unpaid ambulance billings. The three proposals were received from: Professional Credit, IC System, and Sierra Collections and Consulting LLC. Professional Credit's collection fee was the lowest of the three proposals at 21%. The board voted unanimously to accept Professional Credit's proposal. (M: Phil LaBarbera/S:Tim Wilmes; 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 June 2021, which included an overview of the incident counts, types, and response times.

D. Emergency Medical Services / Ambulance Operations

1. The ambulance operations report was presented for the month of June 2021. The report included the incident counts, types, and transports.
2. Chief Schmitz gave an update on paramedic students. Two students are currently doing vehiculars, clinicals, and classroom instruction. Two additional students will start paramedic school in August. Additionally, the EMS division is working with Zoi to correct some signature capturing issues that must be corrected before the Treat and Refer Program can be initiated.

F. Resource Management

- 1. Chief Schmitz reported that the apparatus committee met to review proposals for the purchase of a new pumper. The committee selected Sutphen as their bid recommendation because crews are very happy with the current Sutphen units we own and Sutphen's proposal was the lowest. He further reported that E137 remains in the Cummins shop due to the difficulty in getting the correct repair part.**
- 2. Chief Schmitz reviewed the three apparatus proposals that we received for the purchase of a new pumper. Bids were received from: Pierce Manufacturing, E-One, and Sutphen. Chief Schmitz said that in addition to the cost of the pumper there is approximately an additional \$50,000 in loose equipment that will need to be purchased. The Sutphen proposal is \$516,890.85. There are additional discount options based on various prepayment scenarios. The board voted unanimously to accept the Sutphen bid and approve an amount not to exceed \$600,000 for the new pumper and all loose equipment purchases. (M: Tim Wilmes; S: Steve Arnold; Vote – passed unanimously).**
- 3. Chief Schmitz reported on recent facility repairs. FS131 is looking at cooler replacement options for the bay room. FS132 bay floor project is underway and FS133 is awaiting delivery of Plymovent system parts.**

G. Administrative/Special Projects

- 1. Conditional employment offers have been made to two paramedics and one EMT for the EMS division. Firefighter Michael Laier began at the Phoenix Fire Academy on July 6th and now is in his fourth week of recruit training.**

H. Public Education/Community Outreach

- 1. Prevention volunteer service anniversaries – George Neisz was recognized for two years of service.**
- 2. Prevention volunteer hours summary.**
 - a. The summary of prevention hours for volunteers was presented for June 2021. The total number of volunteer hours was 169.**
- 3. Community relations program report.**
 - a. The report for Community Outreach program was given for June 2021. There was a total of 110 citizens served for June. Installations of lock boxes are scheduled through mid-August 2021.**

4. **Community events – There were no community events for the month of June 2021.**
5. **Volunteer Inspections Report Summary.**
 - a. **The summary of prevention inspections was presented for June 2021. There was a total of 110 inspections and 44 total violations.**

I. Fire Prevention

1. **The construction inspection summary report was given for the month of June. There was a total of 25 inspection completed.**
2. **Permits issued and revenue report.**
 - a) **The permit and revenue report were presented for June. There were 27 permits with a revenue of \$23,490.46.**
3. **Fire investigation reports.**
 - a) **The fire investigation report was given for June, which included 2 formal investigations, all at residential occupancies.**
4. **Large community projects.**
 - a) **An update was given on the large community projects within the Sun City District.**
 - b) **There are currently ten large community projects in Sun City.**
 - c) **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 – Board member Tim Wilmes reported that PSPRS announced that they received an additional \$1.5 billion in contributions from employers to reduce their unfunded liabilities. He also reported on various legislative bills regarding PSPRS. Next month Mr. Wilmes and Finance Director will give a full report on funding the District's unfunded liabilities.**
- B. **COVID–19 Funding Update – Board member Tim Wilmes reported that he has been contacted by Senator Debbie Lesko's office regarding congressional recognition for the district for our work during the COVID pandemic.**

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. USCFFA Vice President Adam Holliday gave an overview on Local 3573's history and the new Sun City chapter's charities division, which recently received its 501(c)3 status.

B. There were no public comments.

VIII. NEXT GOVERNING BOARD MEETING

A. The next Regular Board Meeting will be held on August 24, 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 10:55 a.m.

FOR THE BOARD

**David Mann
Chairman of the Board**

DM/lbn