

**MINUTES  
SUN CITY FIRE DISTRICT  
REGULAR BOARD MEETING  
TUESDAY, MAY 25, 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, USCFFA Vice President Adam Holliday

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

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

- A. Board of Directors Workshop Meeting Minutes for April 20, 2021 were approved for filing.
- B. Board of Directors Board Meeting Minutes for April 27, 2021 were approved for filing.

**II. CORRESPONDENCE AND SPECIAL RECOGNITION**

- A. Kenny Kovac introduced Dean Armijo from Sol Flower Wellness Center. The Sol Flower Wellness Center donated sixty (60) smoke detectors to our smoke detector program.
- B. Promotions/Badge Pinning – No promotion/badge pinning.
- C. Service anniversaries
  - 1. There were nine service anniversaries for the month of May as follows: Mike Godleski (25 years); Sherry Hood (22 years), Eric Archer (14 years); Matt Lucking (14 years); Justin Bruce (2 years); Steven Van (2 years); Marcus Thibodeau (2 years); Jessica Harris (2 years); David Wuerfel (2 years).

D. Retirement recognition – No retirements recognized.

### III. COMMITTEE REPORTS

#### A. Budget and Finance

1. Finance Manager Gabe Buldra presented the financial and bank reconciliation report for the month of April 2021. The board voted to accept the financial report for the month of April 2021. (M: Phil LaBarbera/S: Steve Arnold; Vote – passed unanimously)
2. Finance Manager Gabe Buldra gave a review of the FY2022 budget for tentative adoption. The board voted to approve the tentative adoption of the FY2022 budget. (M: Steve Arnold/S: David VanderNaalt; Vote – passed unanimously)

#### B. Legal and Insurance

1. No legal and/or insurance items were presented.

#### C. Fire Department Operations

1. The report for fire department operations was given for April 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 April 2021. The report included the incident counts, types, and transports.
2. Finance Director Gabe Buldra gave a report that analyzed open account receivables as relates to ambulance billing. The historical total of claims still outstanding is \$1.8 million. Mr. Buldra recommended that the District institute a balance billing process and the use of a collection company for bills not paid within 120 days, excluding those patients who can show financial hardship. The board approved instituting a balance billing process and the use of a collection agency. (M: Steve Arnold/S: Phil LaBarbera; Vote – passed unanimously)

#### E. Resource Management

1. Engine 131 is in the shop for box frame welds. There is no ETA for its return currently. Additionally, pricing estimates have been received for new ambulances, engines, and a mini rescue (LT131 replacement).
2. Chief Schmitz reported on the state of the ambulance fleet. The two reserve units are very old and are costing more in repairs and maintenance than the units are worth. The high call volume the District experiences is putting a lot of mileage on the front-line fleet as well. Chief Schmitz asked the board to approve the purchase two new ambulances not to exceed \$200,000 per unit, plus or minus ten percent. The cost does not include power lifted gurneys and bases for each unit. The board voted

unanimously to approve the ambulance purchases. (M: Steve Arnold/S: David VanderNaalt; Vote – passed unanimously)

3. FS131 is building a training prop on site in the back parking lot. FS132 is still waiting on permitting for the sand/oil receptor. Additionally, FS132 had a mold issue from a leaking water heater tank. An abatement company has been contacted and the water heater has been replaced. The Plymovent installation project will begin at FS133 in July.

#### **F. Administrative/Special Projects**

1. A conditional EMS job offer has been made. The new employee should start within the next 4 – 6 weeks.
2. Fire Recruits – The recruits have completed their final evaluations and are doing their station days this week. They graduate on Friday, May 28<sup>th</sup> and will begin on shift the first week of June.

#### **G. 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 April 2021. The total number of volunteer hours was 160.
3. Community relations program report.
  - a. The report for Community Outreach program was given for April 2021. There was a total of 279 citizens served for April. Installations of lock boxes are scheduled through May 2021.
4. Community events – Fire extinguisher staff training was given to Royal Oaks and Sundt.
5. Volunteer Inspections Report Summary.
  - a. The summary of prevention inspections was presented for April 2021. There was a total of 129 inspections and 22 total violations.

#### **H. Fire Prevention**

1. Fire prevention inspection summary.
  - a) The construction inspection summary report was given for the month of April. There was a total of 22 inspection completed.
2. Permits issued and revenue report.

- a) The permit and revenue report were presented for April. There were 11 permits with a revenue of \$39,972.41.

**3. Fire investigation reports.**

- a) The fire investigation report was given for April, which included 3 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. There are currently eight large community projects in Sun City.
- b) There was an update on the ongoing projects in Youngtown. There are currently three large community projects in Youngtown.

**IV. UNFINISHED BUSINESS**

- A. PSPRS / Prop 207 - no report given.
- B. COVID-19 Funding Update - Chief Schmitz reported that funding through the 2020 have been received and there is one outstanding request for first quarter 2021.

**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. Phil Griswold, a Sun City resident, stated that patients who cannot pay their portion of an ambulance bill can contact Sun City CAN for assistance with payment.
- B. Karen Partridge, a Sun City resident, asked the following:
  - i. Why the need for the Plymovent system at FS133 and couldn't they just ventilate by opening the bay doors? Chief Schmitz explained the Plymovent system and the NFPA's position on positive pressure ventilation systems and firefighter cancer.
  - ii. How much money is left from the \$10M bond? Chief Schmitz reported that \$60,000 remains and is earmarked for the FS132 sand/interceptor project.
  - iii. How many ambulances were purchased with bond money? Chief Schmitz and Gabe Buldra reported that ambulances were purchased with the District's capital projects monies. No bond monies were used for ambulance purchases.

**VIII. NEXT GOVERNING BOARD MEETING**

A. The next Regular Board Meeting will be held on June 22, 2021 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. The meeting adjourned at 10:42 a.m.

**FOR THE BOARD**

Tim Wilmes  
Clerk of the Board

TW/lbn

APPROVED