



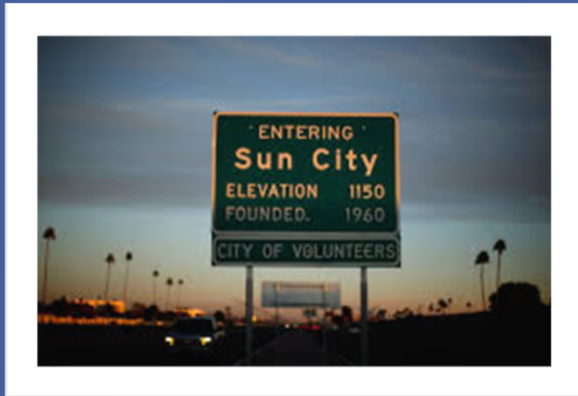
**Sun City Fire District**

**Governing Board Meeting**

**Tuesday, December 13, 2022 – 09:30**

# **SUN CITY FIRE & MEDICAL DEPARTMENT**

*Serving the Communities of Sun City, the Town of Youngtown, and Citrus Point*





# Sun City Fire District Elected Officials



**Timothy Wilmes**  
Board Chairman  
Elected 2022



**Stephen Arnold**  
Board Clerk  
Elected 2020



**Phil LaBarbera**  
Board Member  
Elected 2020



**David VanderNaalt**  
Board Member  
Appointed 2020



**Philip Griswold**  
Board Member  
Appointed 2022

# MEETING COMMENCEMENT

CALL TO  
ORDER



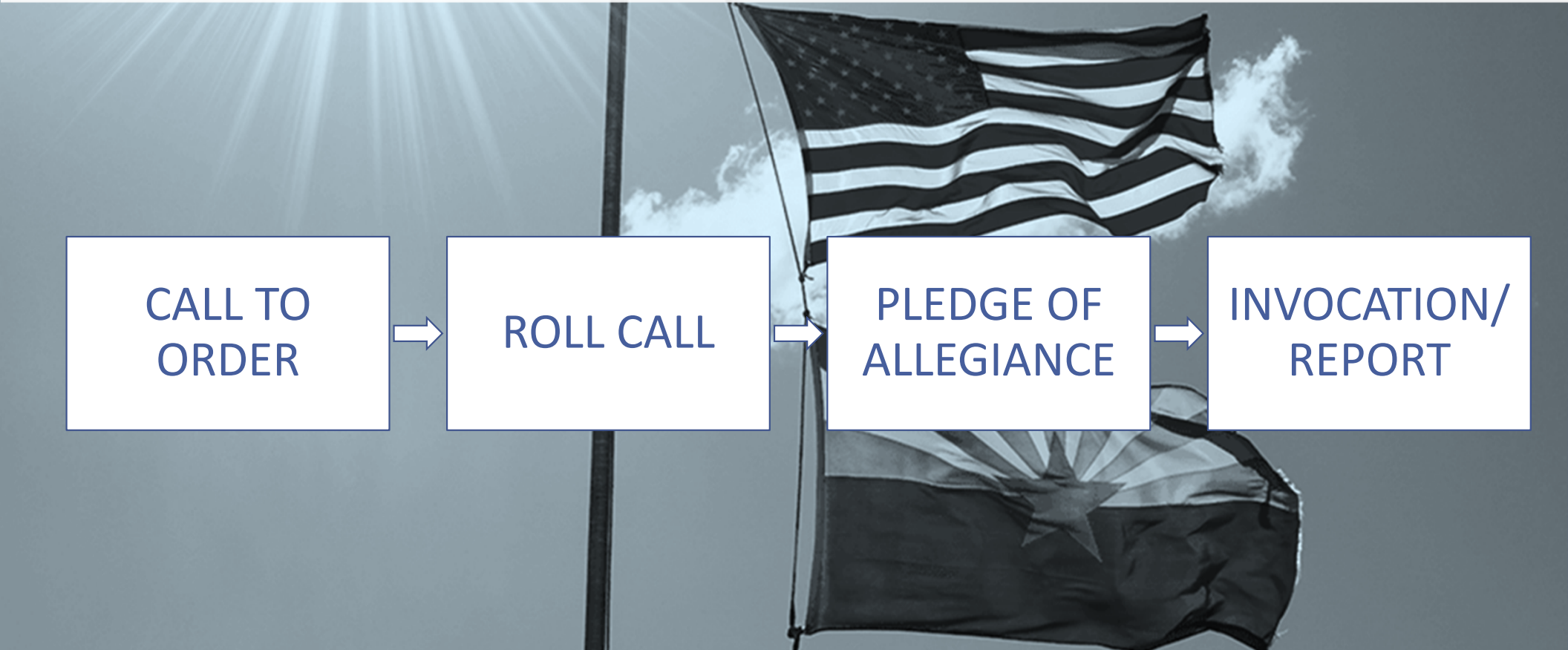
ROLL CALL



PLEDGE OF  
ALLEGIANCE



INVOCATION/  
REPORT



# **I. CONSENT AGENDA ITEMS**

- A. Approve the Board of Directors Organizational Meeting Minutes of November 15, 2022.**
- B. Approve the Board of Directors Board Meeting Minutes of November 15, 2022.**



## II. CORRESPONDENCE/SPECIAL RECOGNITION

- A. Community Appreciation Letters
- B. New Hires/Promotions
- C. Service Anniversaries
- D. Retirement Recognition



Rob Schmitz  
Assistant Fire Chief

# PROMOTIONS/NEW HIRES

POSITION	PROMOTION DATE	EMPLOYEE
Engineer	November 29, 2022	Kyle Netzel

# DECEMBER SERVICE ANNIVERSARIES



Nicholas Cruz  
Firefighter/EMT  
6 Year Anniversary  
December 12, 2016

# RETIREMENT RECOGNITION

No retirements for the month of November 2022.

## **III. COMMITTEE REPORTS**

### **A. Budget and Finance**

- 1. Financial Reports and Bank Reconciliations – November 2022. (Finance Director Gabe Buldra, Presenter)**

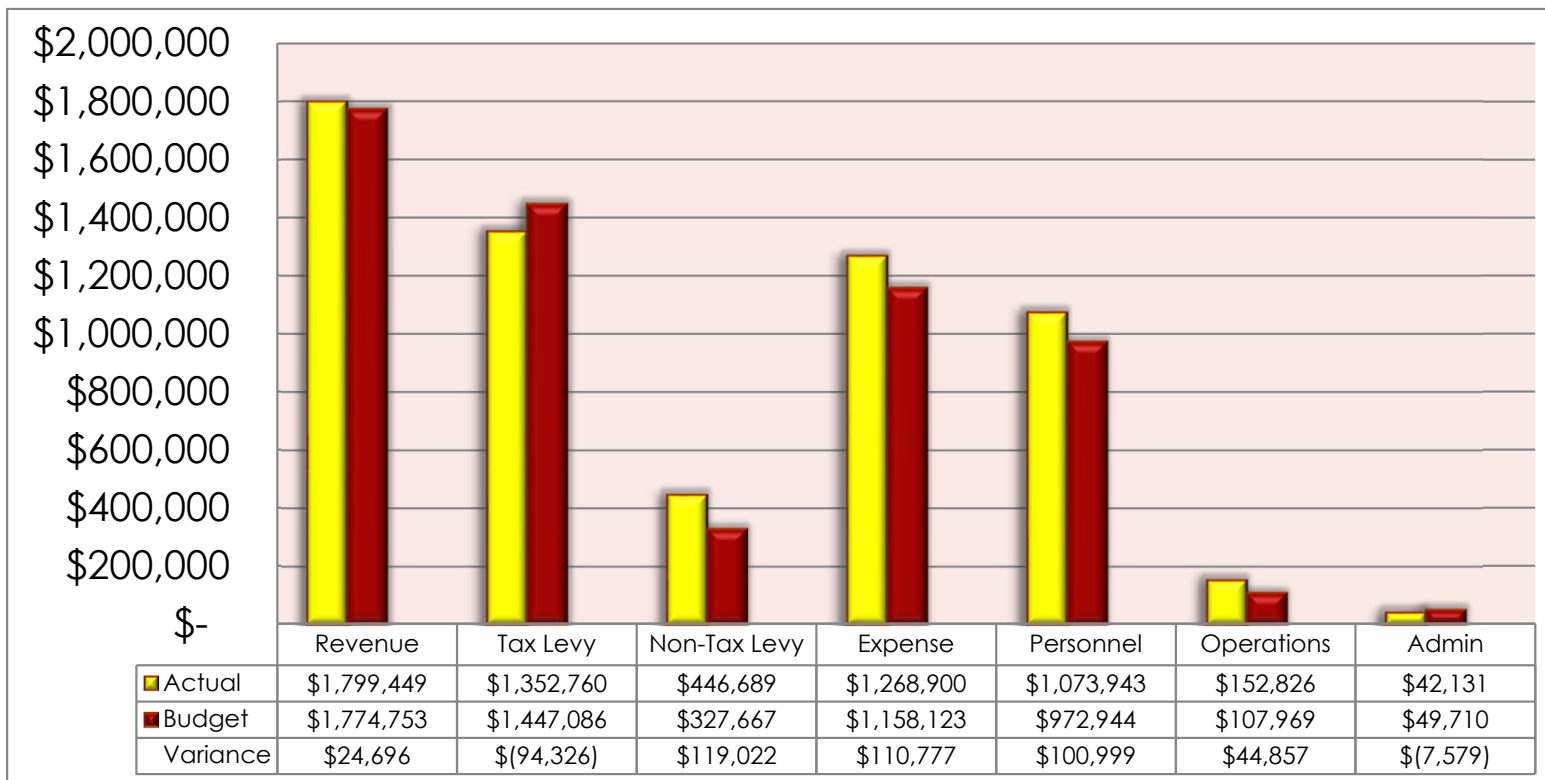




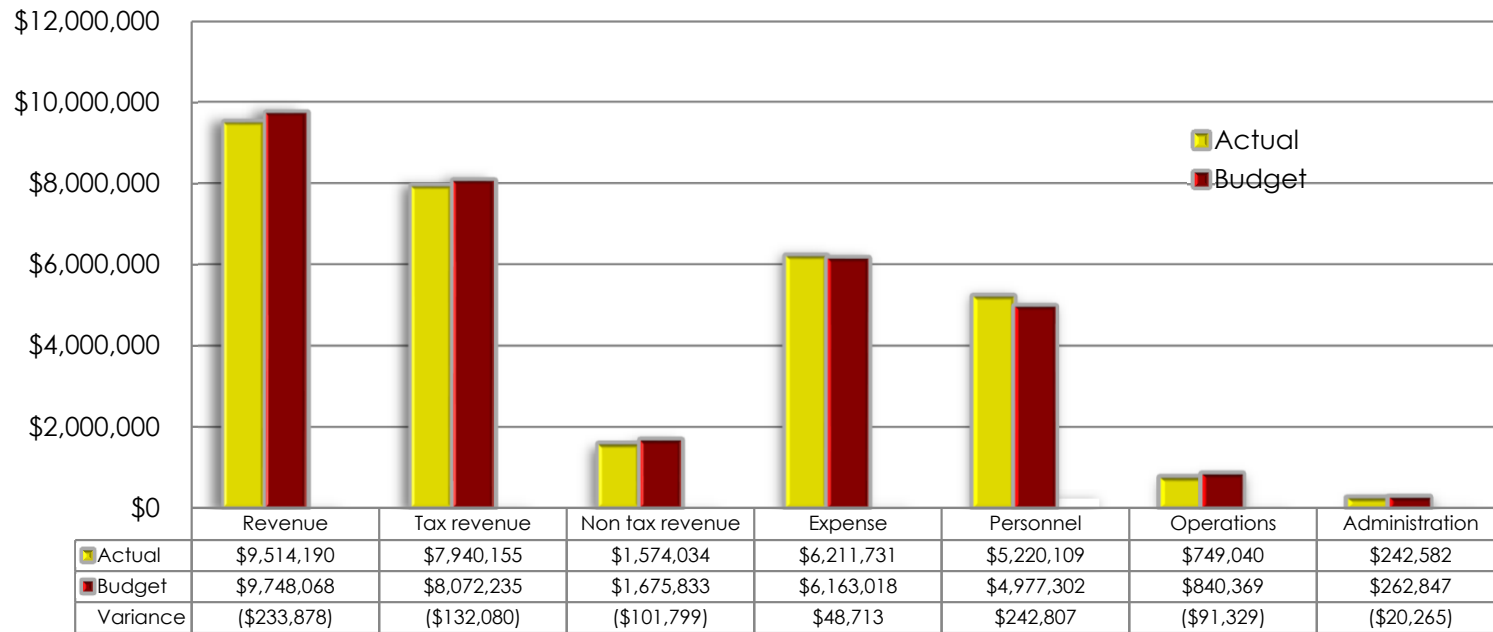
# Sun City Fire District

November 2022 Financial Report

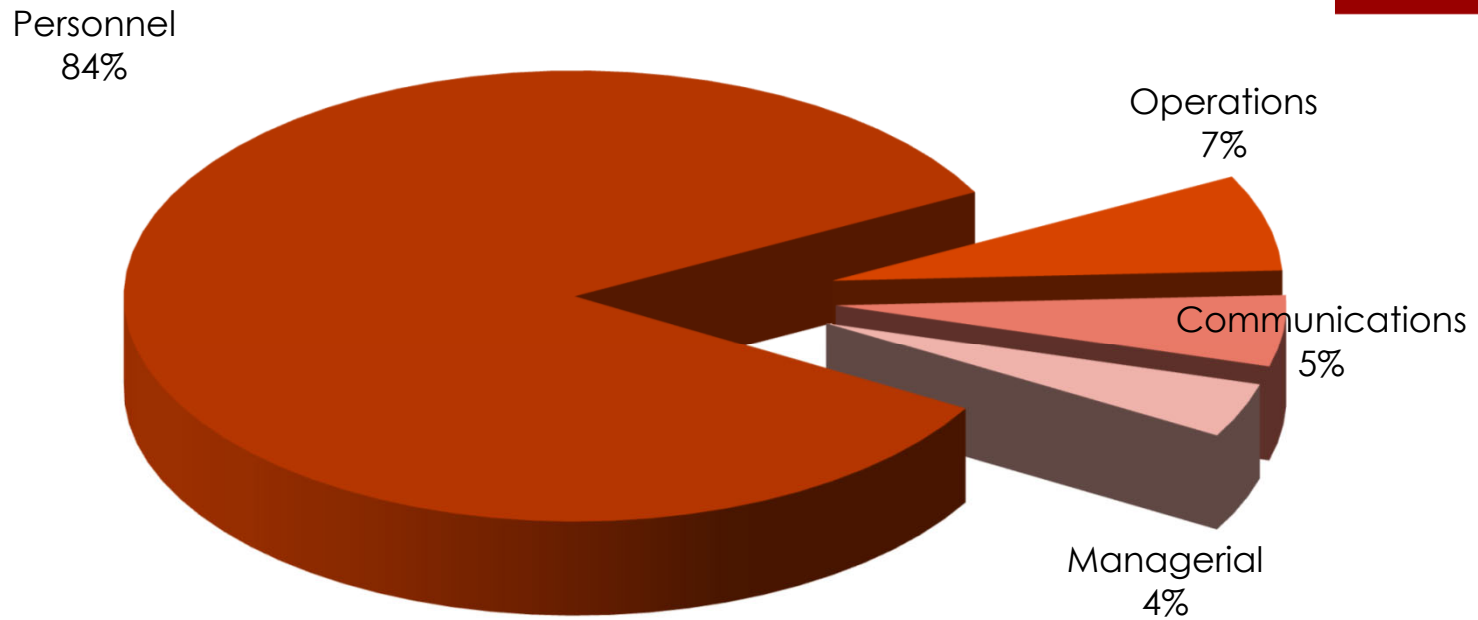
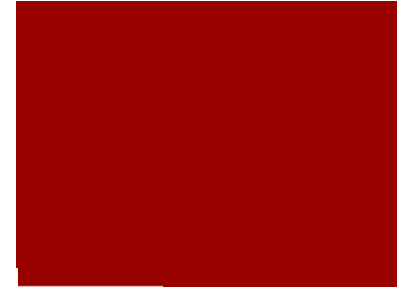
# November 2022



# Fiscal Year Budget to Actual



# Percentage of Expenses Year to Date



Personnel	80%
Operations	5%
Communications	4%
Managerial	11%

## **III. COMMITTEE REPORTS**

### **B. Legal and Insurance**

- 1. Action Item – Presentation and acceptance of the 2022 auditor’s report. (Lydia Hunter – Beach Fleishman, Presenter)**
- 2. Action Item – Resolution 22-1213A, a resolution of the district board of the Sun City Fire District to adopt the 2018 International Codes Local Amendments. (Fire Marshal Jim Fox, Presenter)**



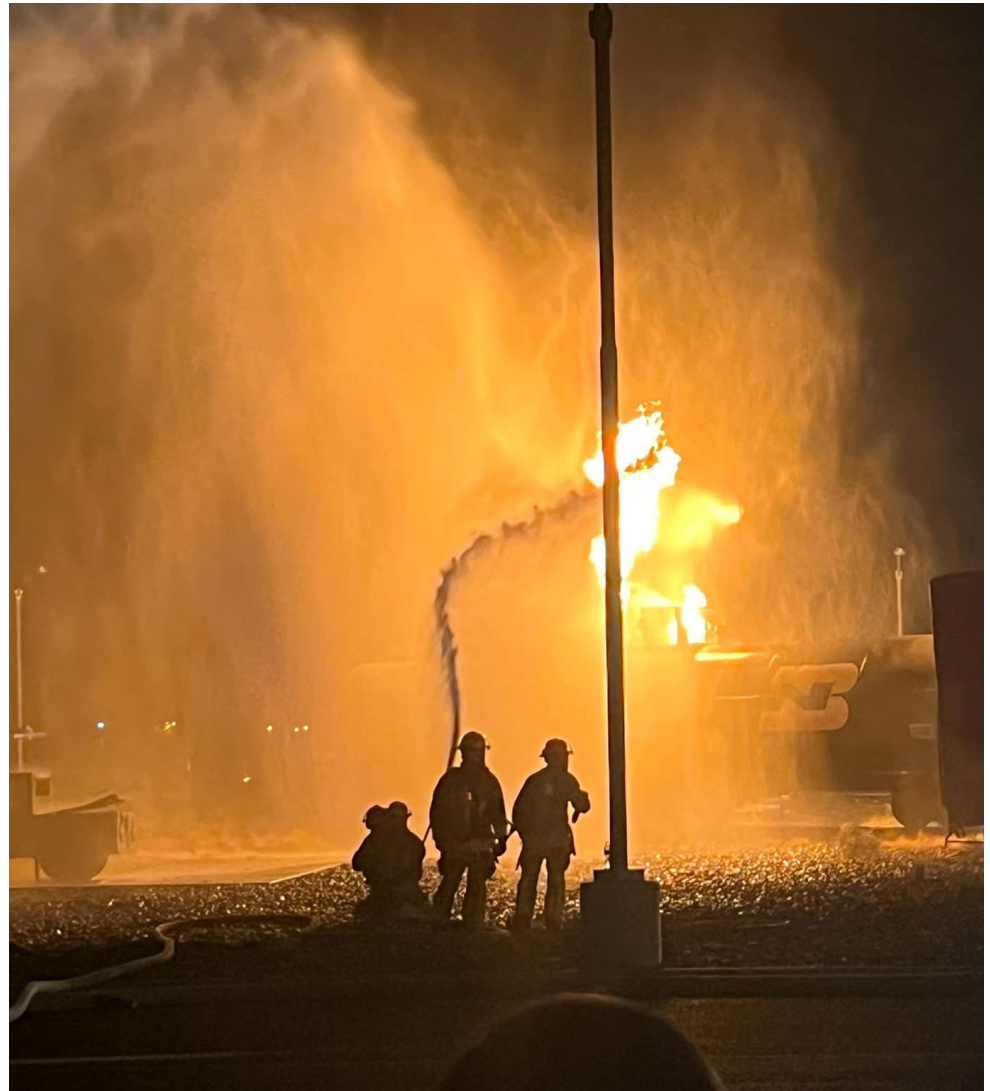
## **III. COMMITTEE REPORTS**

### **B. Legal and Insurance**

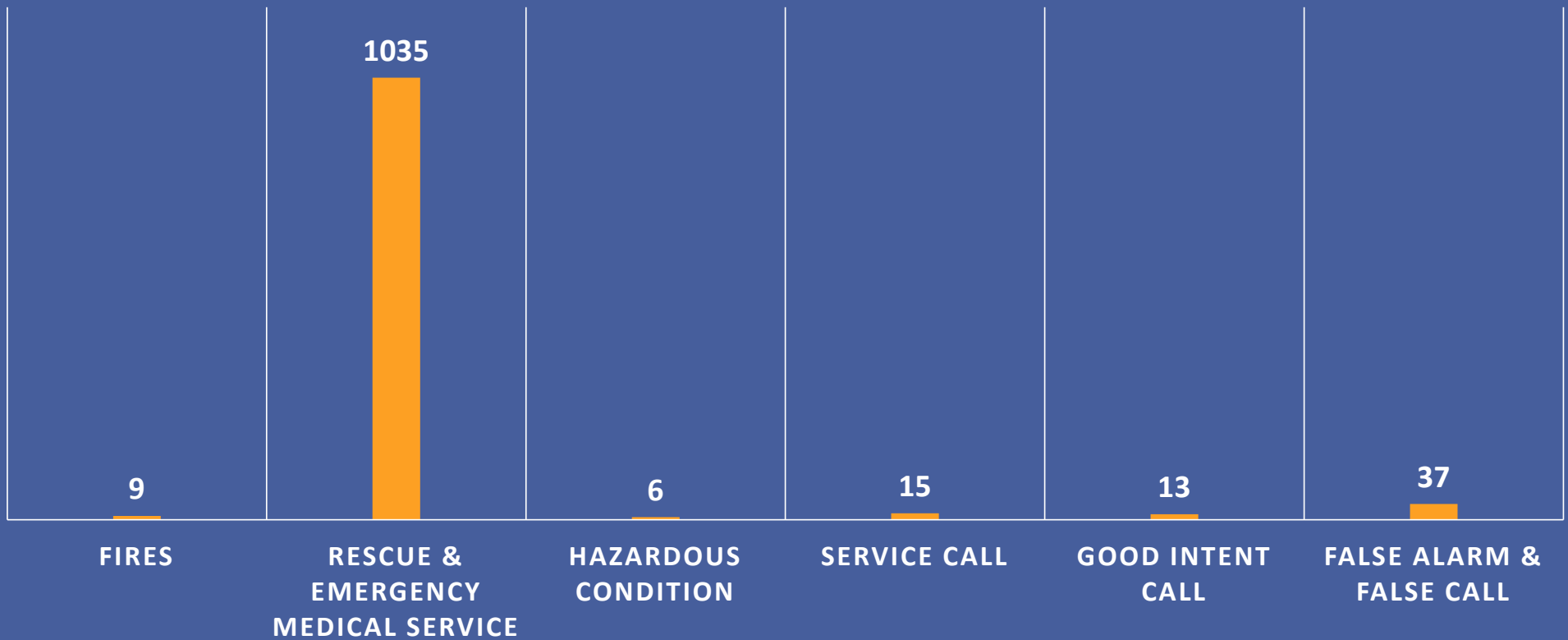
- 3. Action Item – Adoption of amendments to previously adopted Fee Schedules for Fire District Fees. (Fire Marshal Jim Fox, Presenter)**
- 4. PSPRS / Prop 207 updates (Board Chairman Tim Wilmes, Presenter)**

## III. COMMITTEE REPORTS

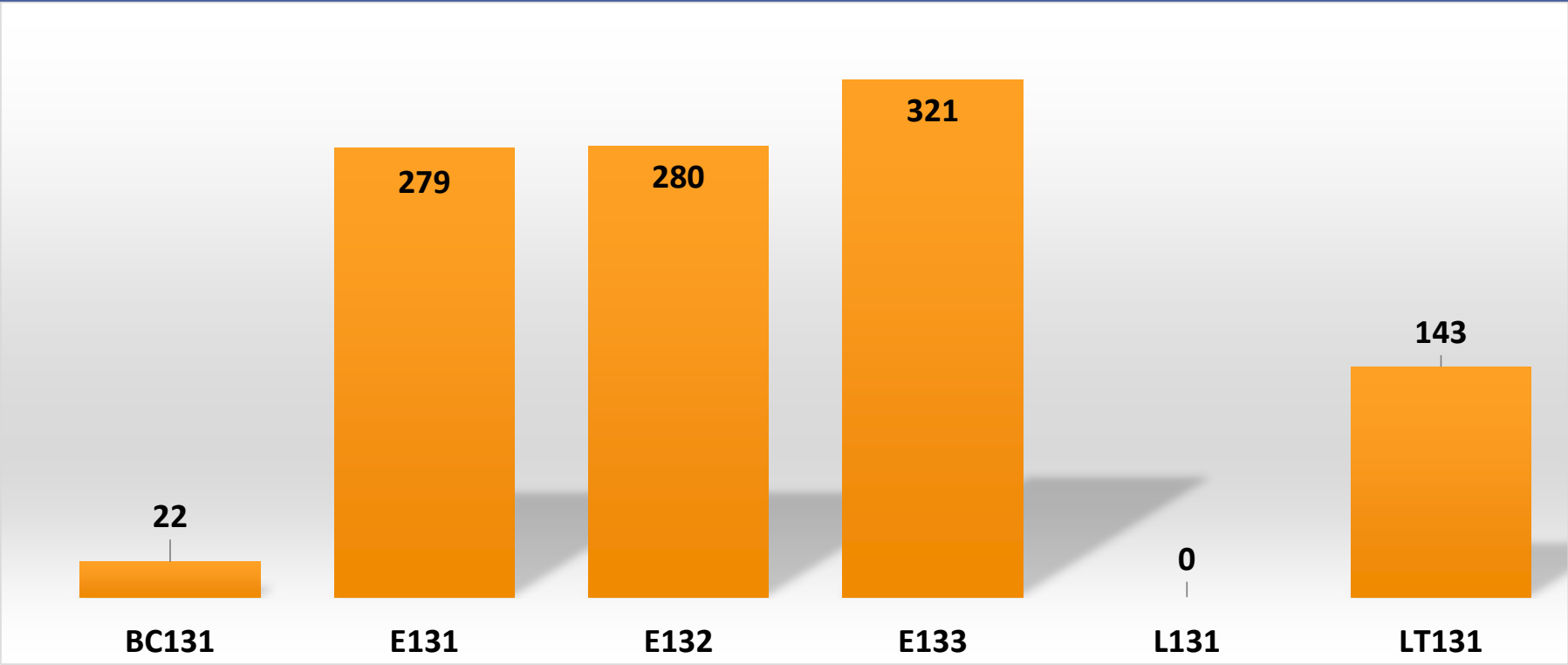
### C. SCFMD Operations



# MAJOR INCIDENT TYPES – NOVEMBER 2022



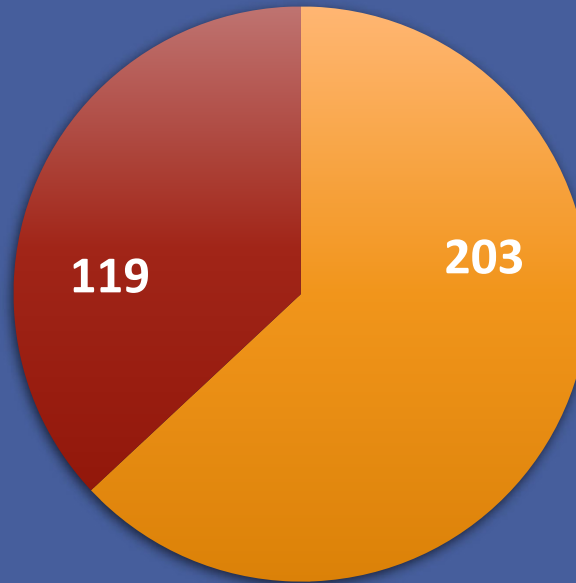
# ON-SCENE INCIDENT COUNTS – NOVEMBER 2022



# INCIDENT STATISTICS – NOVEMBER 2022

Response  
Times  
**5:52**

Overlapping  
Calls  
**84.04%**



■ Auto Aid Given ■ Auto Aid Received

**19:00**  
Operations  
Average  
On-Scene  
Time



### III. COMMITTEE REPORTS

#### D. EMS/Ambulance Operations



# AMBULANCE ON-SCENE INCIDENT COUNTS



# AMBULANCE ALS TRANSPORTS

## NOVEMBER 2022

M131 – 167 Transports  
M132 – 137 Transports  
M133 – 195 Transports  
M134 – 143 Transports  
**TOTAL - 642 Transports**



## Receiving Hospital

546	Boswell
23	Thunderbird
45	St. Joes West
1	St. Joes
19	Arrowhead
8	Del Webb

# EMS/Ambulance Operations

1. Chris Marin and Ana Estrada have graduated from paramedic school , passed the NREMT exam, and are now working on getting cleared to function as paramedics for the department.
2. There is a new AED unit on the BC131 unit.
3. Lucas CPR device trial started on December 1<sup>st</sup> on M131 & M133. All members have been trained on usage and Boswell hospital has been notified.
4. Stair chair trial in process.
5. Two CQI meetings occurred, and multiple codes and strokes were reviewed.
6. New DASHBOARD added for Zoi EPCR units. The DASHBOARD shows daily call volume, transports, refusals, and codes.
7. We are still working with Zoi on streamlining other reports.
8. Continuing to meet with AMB/MARS for ambulance billing streamlining.





## III. COMMITTEE REPORTS

- E. Resource Management – Apparatus & Facilities





# RESOURCE MANAGEMENT – APPARATUS & EQUIPMENT

- 1. The 2012 Custom Spartan returned from H&E and has been tested and cleaned. We are coordinating with Golden Shores to arrange a transfer date.
  2. LT131 is back in service. Mechanic Ramos was able to purchase an aftermarket ECM and custom build a harness to repair damage from the previous failed device.
  3. Sutphen has L131 and is still in the process of replacing the aerial platform hydraulic system.
  4. The apparatus committee sent representatives (Van Roekel, Kelley, Ramos) to South Dakota for the pre-construction meeting of the new ladder tender on December 7<sup>th</sup> – 9<sup>th</sup>. We are moving forward with a standard full-sized semi-custom chassis called the General.
  5. Sutphen states that our new pumper in production is still projected to be completed in May 2023.
  6. Annual mask fit testing started and is progressing well for all SCBA and N95 standards.

# RESOURCE MANAGEMENT - FACILITIES

- 1. The Plymovent exhaust motor at FS132 was replaced and is functioning as expected.**
- 2. We continue to work with Glendale Roofing on leaks at FS132 and will be having new repairs made on the north side of the station soon.**
- 3. The bay door at FS133 has been repaired.**
- 4. Garage doors and keypads continue to be on-going maintenance issues, but our vendors have been receptive to our needs.**

## III. COMMITTEE REPORTS

### F. Training/Professional Development



# TRAINING/PROFESSIONAL DEVELOPMENT

1. On Thanksgiving day, the entire A shift companies/crews went to Boswell and climbed the stairwells together for an on-duty version of a Turkey Trot.



# TRAINING/PROFESSIONAL DEVELOPMENT



2. Recruit family night for Recruit Class 22-3 was held on November 30<sup>th</sup>. Family night is the night that the recruits show off their new skills for their family. It is also the night that they rip off their red recruit shirts, burn them, and start wearing their blue firefighter shirts. It is a great and proud tradition. Congratulations to Jackson Peters and Taylor Porter for graduating and thank you to Captain Bryan Chamberlain for being their recruit training officer for the last three months.



## III. COMMITTEE REPORTS

### G. Administrative/ Special Projects



# ADMINISTRATIVE & SPECIAL PROJECTS

1. Feasibility study update.

# III. COMMITTEE REPORTS

## FIRE PREVENTION:

Public Education &  
Community Outreach





## III. COMMITTEE REPORTS

### H. Public Education/Community Outreach

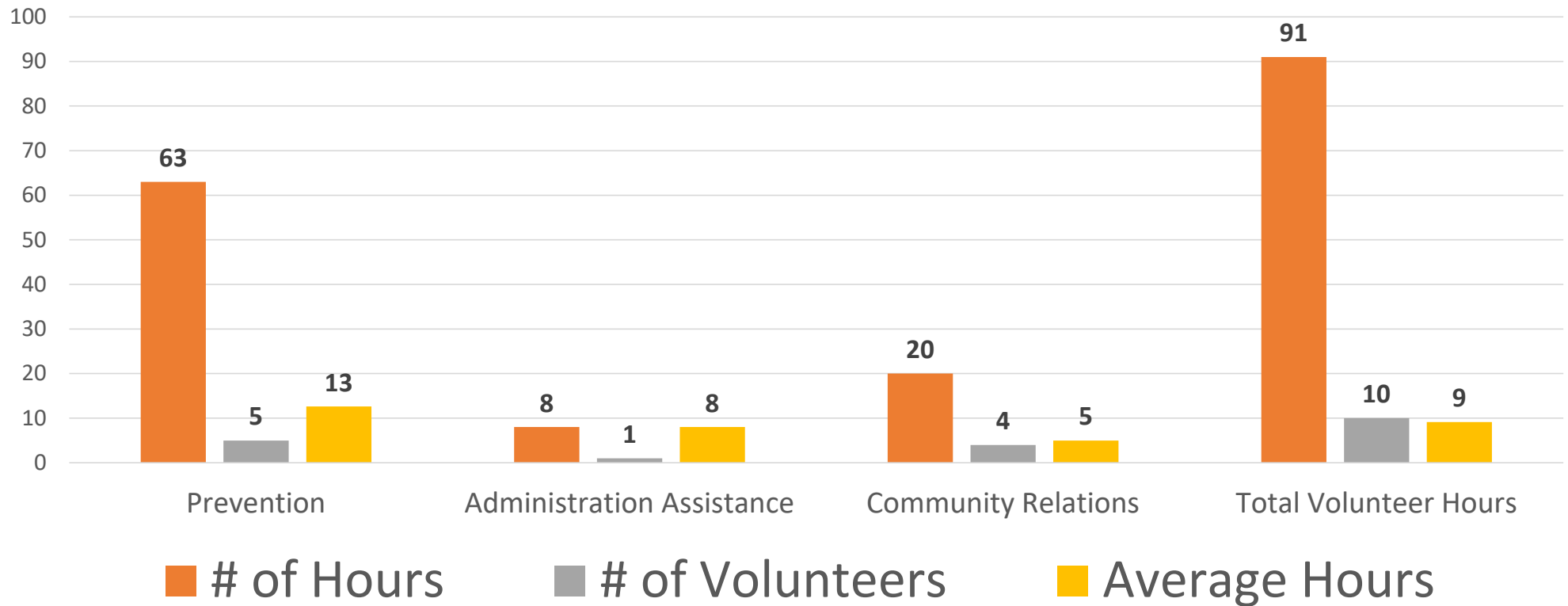
1. Prevention Volunteer Service Anniversaries
2. Prevention Volunteer Hours Summary
3. Community Relations Program Report
4. Community Events
5. Volunteer Inspections Report Summary



Kenny Kovac  
Assistant Fire Marshal  
Fire Investigator  
Public Education

# PREVENTION VOLUNTEER HOURS SUMMARY

November 2022



# COMMUNITY OUTREACH PROGRAM REPORT

Over 83 Citizens Served in  
November by the Fire Prevention  
Team!

- 30 Home Safety Surveys
- 24 Lockbox Installations
- 19 Lockbox Key Changes
- 06 Smoke Detector Installations
- 04 Lockbox Remounts



Lockbox  
Appointments  
Booked through  
End of December

# FIRE PREVENTION INSPECTION SUMMARY

Prevention <i>Annual</i> Inspection Summary - November 2022				
Property Use	Initial Inspections	Reinspections	Total Inspections	Total Violations
Assembly/Assembly Restaurants	3	6	9	7
Business	19	1	20	1
Educational	0	0	0	0
Institutional	0	2	2	0
Mercantile	2	0	2	4
Special Property & Other	4	4	8	1
<b>Total Inspections</b>	<b>28</b>	<b>13</b>	<b>41</b>	<b>13</b>

# III. COMMITTEE REPORTS

## I. Fire Prevention

1. Annual Inspection Report Summary
2. Permits Issued / Revenue Report
3. Fire Investigation Reports
4. Large Community Projects



Jim Fox  
Fire Marshal  
Fire Investigator  
Public Information Officer  
Fire Prevention Bureau

# FIRE PREVENTION CONSTRUCTION SUMMARY

## Prevention *Construction* Inspection Summary - November 2022

Specific Use			Total Inspections	
Fire Sprinkler Pressure Test			1	
Fire Sprinkler Final			1	
Fire Alarm			2	
Flow Test			0	
Construction			11	
Hood and Duct			0	
Other Inspection			2	
<b>Total Inspections</b>			<b>17</b>	

# PERMITS ISSUED/REVENUE

<u>Permits Issued:</u>	7
<u>Permit/Plan Review Fees:</u>	\$ 4,909.06
<u>Lockbox Revenue:</u>	\$ 1,540.00
<u>Contractor Registration Renewal:</u>	\$ 75.00
<u>Operational Permits:</u>	\$ 1,400.00



# FIRE INVESTIGATION REPORTS

November 2022

10729 W Pineaire Dr.  
Space Heater around combustibles





# LARGE DISTRICT PROJECTS – SUN CITY

- Royal Oaks Campus Expansion – Under Construction
- Royal Oaks Vida Health Care Center – Under Construction
- Heritage Condos F.A. - 99<sup>th</sup> Ave. – Under Construction
- Olive Branch Senior Center (103<sup>rd</sup>/Santa Fe) - Under Construction
- Archwell Medical Office(99<sup>th</sup>/Bell) – Under Construction
- Centerwell Medical Office(LaRonde East) – Completed
- Apricus Imaging (LaRonde East) – On Hold
- Banner Endoscopy (Former BBMC ER Suite 2<sup>nd</sup> Floor) – Under Construction

# Royal Oaks Campus

**FIRE  
DEPARTMENT**

**CONSTRUCTION  
ENTRANCE**



**SUNDT**

ROYAL OAKS CAMPUS  
EXPANSION  
Sundt Construction Inc.  
Permit #F004183

RESPONSIBLE PROJECT INDIVIDUAL:  
TODD GANTNER - 602-703-7154

DUST COMPLAINTS:  
CALL MARICOPA COUNTY  
AIR QUALITY DEPARTMENT  
602-506-6010 or 602-372-2703

*Skill. Grt. Purpose.*

**SUNDT**



**CANYON  
ELEC**

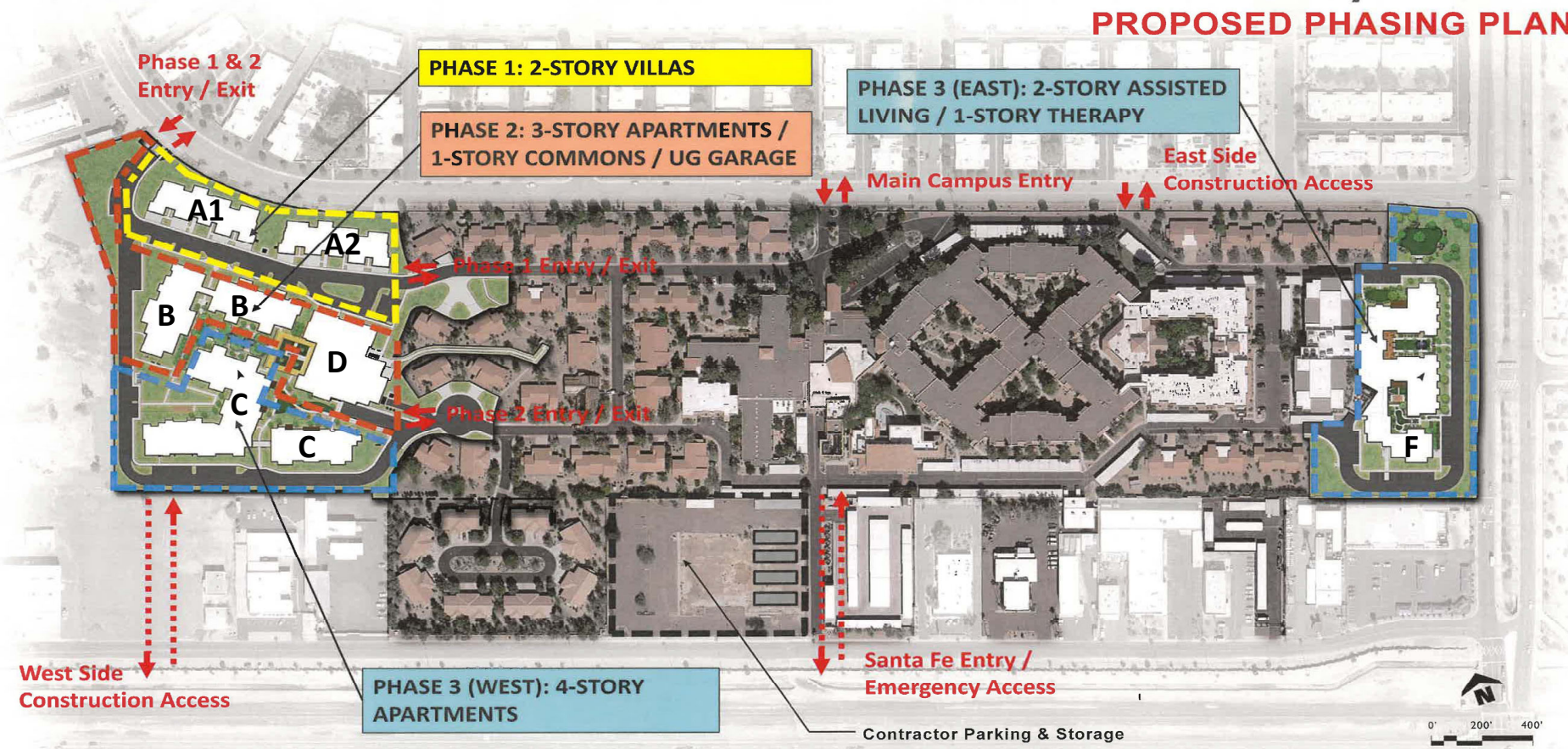


**SUNDT**  
*Skill. Grt. Purpose.*

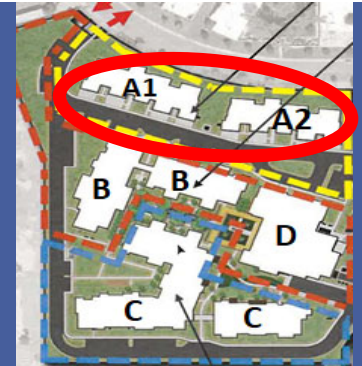




# Royal Oaks PROPOSED PHASING PLAN





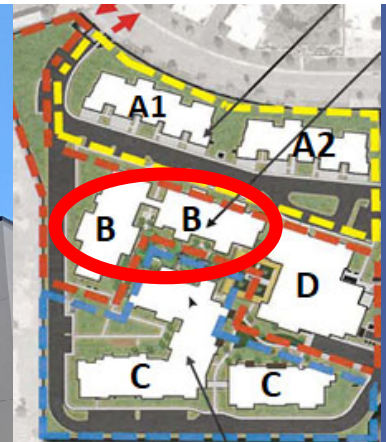


Royal Oaks:  
Bldgs. A1, A2

2 story Condos  
16 Units

**Completed,**  
Occupied

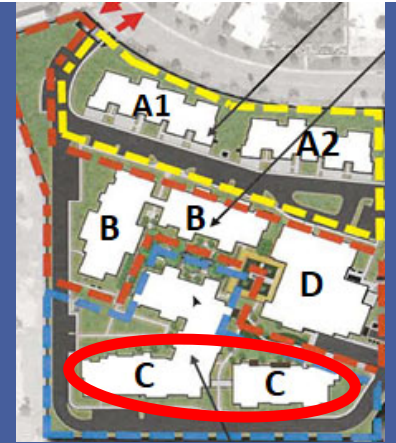




**Royal Oaks:  
Building B1 / B2  
3 Story**

**Drywall Stage  
Fire Standpipes**

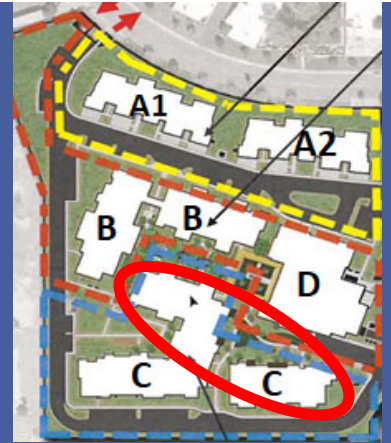




**Royal Oaks:  
Building C1 / C2  
South Exterior**

**4 Story:  
Framing &  
Drywall Stage**

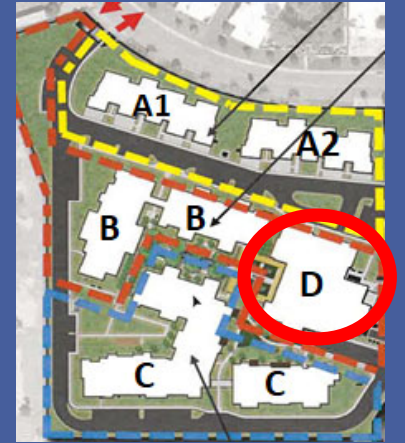




**Royal Oaks:  
Building C1/C2  
(North, West)**

**4 Story  
Framing Stage**

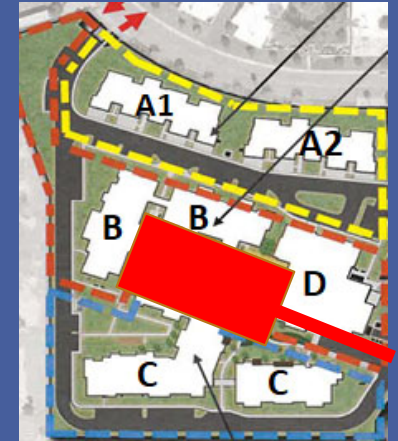




**Royal Oaks:  
Building D1 &  
D2 (Next to  
Pkg Garage)**

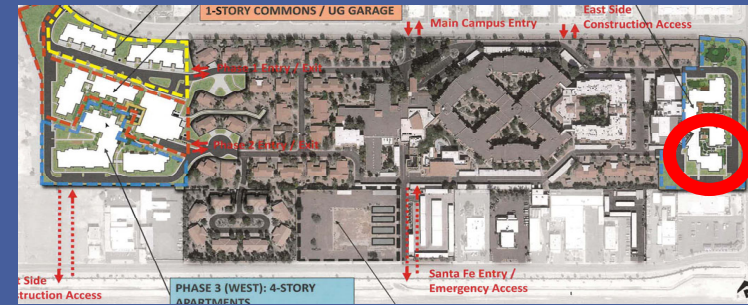
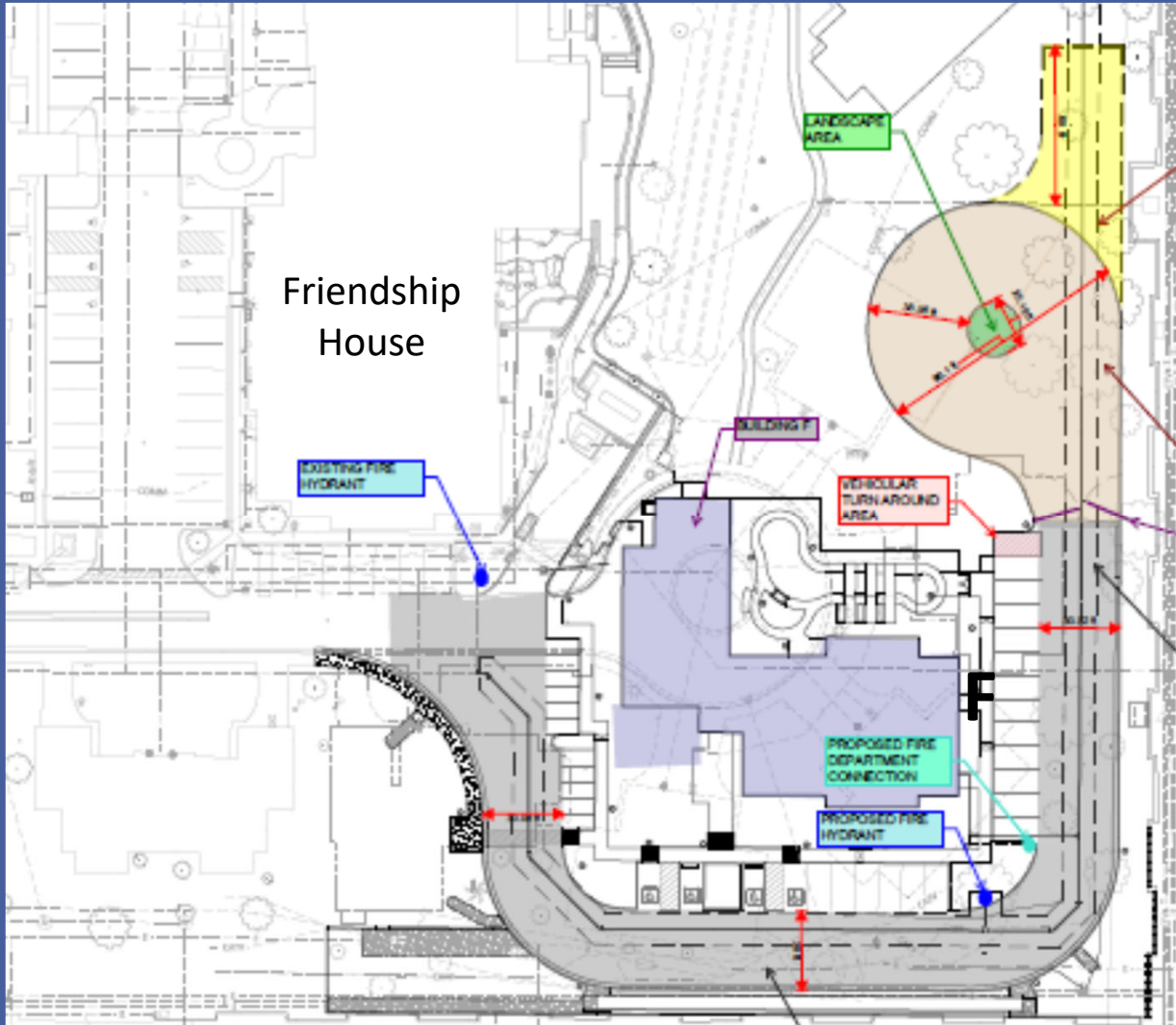
**Interior  
Buildout**





**Royal Oaks:  
Parking  
Garage/D1**

**Entrance to  
Underground  
Parking Garage  
& D1**



# Royal Oaks: Vida (PH IV)

## Site Plan (Southeast Corner of Property)

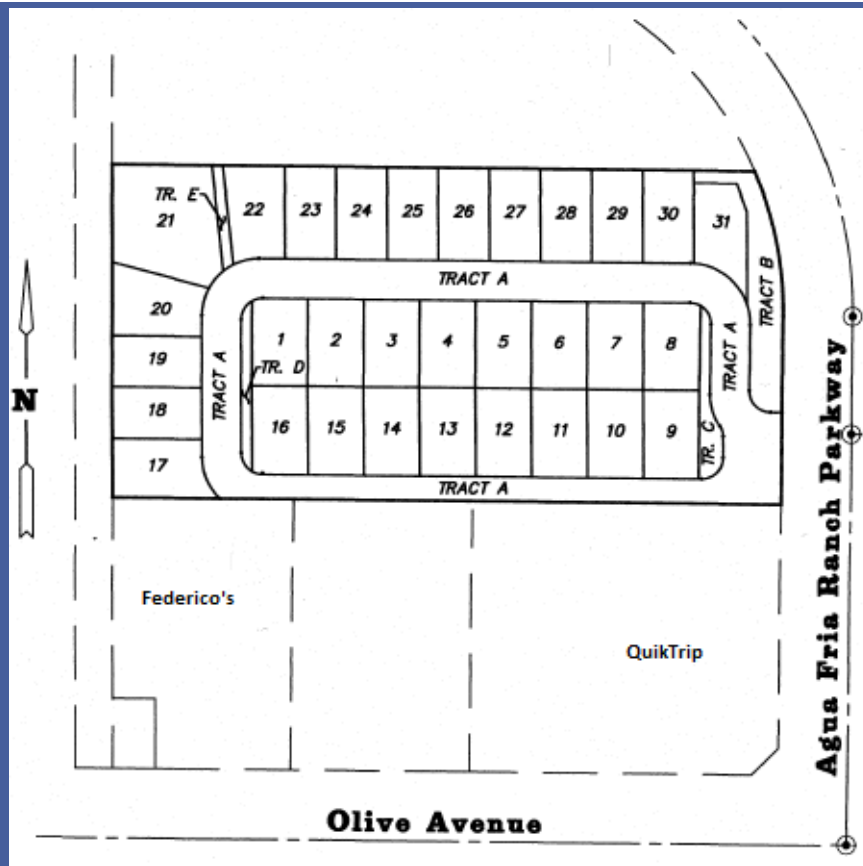
# LARGE DISTRICT PROJECTS – YOUNGTOWN

- Ridgeview Residential Subdivision (125 lots) - Under Construction
- Enclave Off Olive Residential Subdivision (31 Lots) – Site Utilities
- Youngtown Flats - 113<sup>th</sup> Avenue Apartments (formerly Business offices) (104 Apts.) – Under Construction
- Women’s International Pharmacy – PH2 Under Construction
- El Sol Battery Storage Facility – On Hold



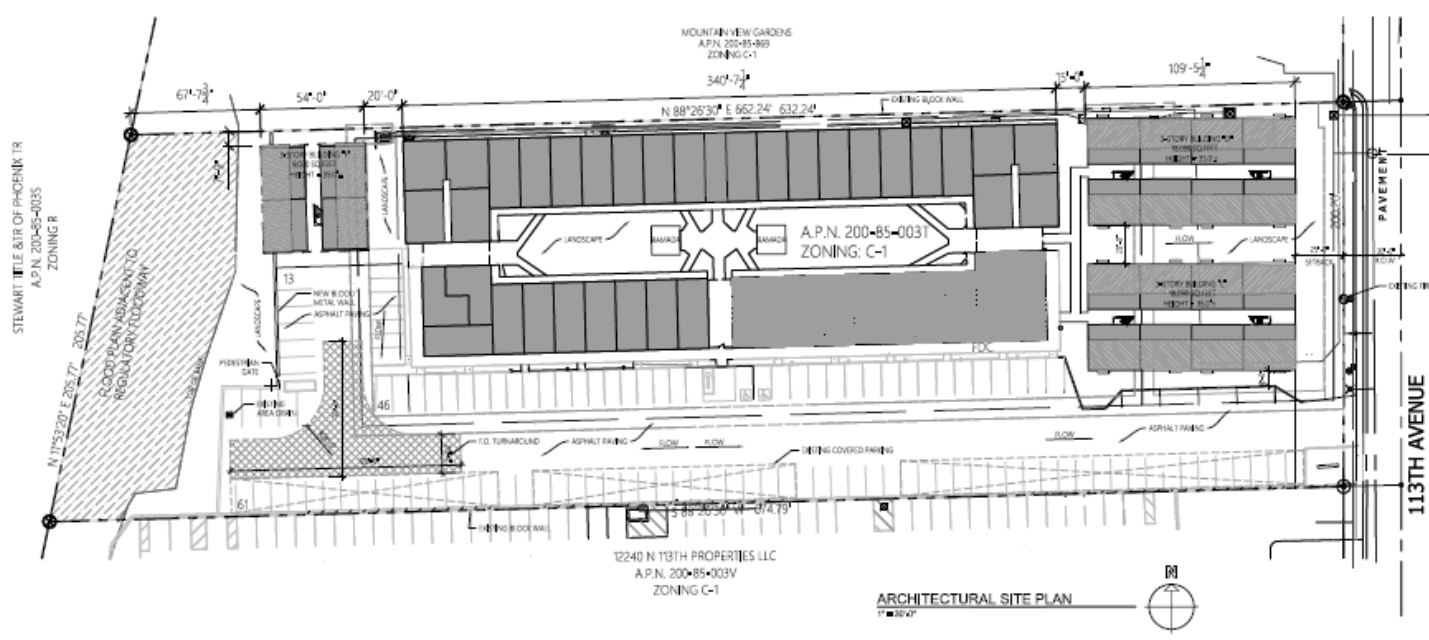


# ENCLAVE ON OLIVE SUBDIVISION



Enclave Project  
31 SFR Lots

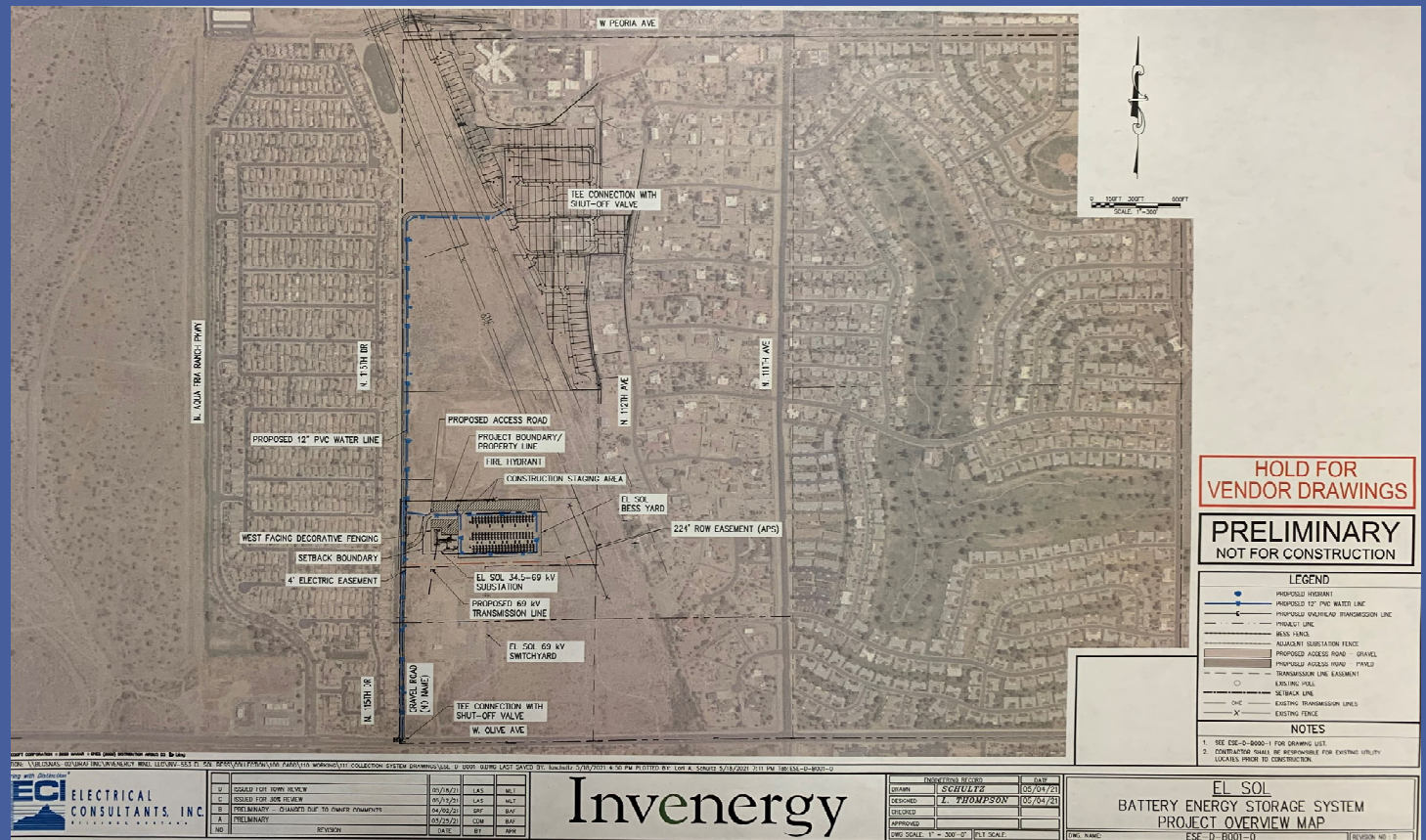
# YOUNGTOWN FLATS PROJECT



113<sup>th</sup> Ave.  
Apartments  
(104 Units)

# EL SOL BESS PROJECT - YT

Proposed  
Overall  
Map



## **III. COMMITTEE REPORTS**

### **I. Fire Prevention**

**Questions?**



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## **IV. UNFINISHED BUSINESS**



## V. EXECUTIVE SESSION

**NOTICE:** The governing board may go into executive session for the purpose of:

- Employee discipline
- Employment contract
- Attorney consultation
- Key strategic moves like mergers or acquisitions
- Succession planning
- Employee negotiations
- Senior staff performance
- Executive compensation
- Future retirement plans for management
- Executive performance
- Compensation review
- Personnel issues
- Peer-to-peer board discussions

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# V. EXECUTIVE SESSION



## **VI. NEW BUSINESS/FUTURE AGENDA ITEMS**

**A. Discussion of board member shirts, name tags, and badges. (Board Chairman Tim Wilmes, Presenter)**

## 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.



## VII. PUBLIC COMMENTS STATUTE

A.R.S. §38-431.01(H) A public body may make an open call to the public during a public meeting, subject to reasonable time, place, and manner restrictions, to all individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter, or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

# VII. PUBLIC COMMENTS STATUTE

## A. United Sun Cities Firefighters Association Report



# VIII. NEXT GOVERNING BOARD MEETING

**Sun City Fire District – Administrative Offices**

**Governing Board Meeting**

**Tuesday, January 24, 2023 – 09:30**

**NOTICE OF MEETING:** Pursuant to A.R.S. Section 38-431.02, notice is hereby given to the members of the Sun City Fire District and the general public that the Sun City Fire District Board of Directors will meet on Tuesday, January 24, 2023 at 9:30 a.m. The meeting will be held at the Fire District Administrative Offices, 18602 N. 99<sup>th</sup> Avenue, Sun City, Arizona in the Community Room. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval or other action. All items are set for possible action.

# IX. ADJOURNMENT



- **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 8, 2022 at 3:00 pm by Lisa Neubert**