

VERSION 1.0
September 18, 2024



BOARD OF DIRECTORS MEETING

September 18, 2024

SUPERSTITION FIRE & MEDICAL DISTRICT BOARD

KATHLEEN CHAMBERLAIN, BOARD CHAIRMAN

CONNIE VAN DRIEL, BOARD CLERK

JEFF CROSS, BOARD DIRECTOR

JASON MOELLER, BOARD DIRECTOR

SHAWN KURIAN, BOARD DIRECTOR



Superstition Fire & Medical District

Serving the Communities of Apache Junction and Gold Canyon since 1955

Phone | (480) 982-4440

Website | sfmd.az.gov

BOARD OF DIRECTORS MEETING AGENDA FOR SEPTEMBER 18, 2024

Dial in Phone Number: 1-689-206-0397

Phone Conference ID: 575 587 553#

The Board will hold a meeting on Wednesday, September 18, 2024. The meeting will be held at the Superstition Fire & Medical District's Administrative Office, located at 565 N. Idaho Road, Apache Junction, Arizona. The meeting room will be accessible to the public at 5:00 p.m. and the meeting will begin at 5:30 p.m. local time.

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call

The following agenda items are scheduled for discussion at the board meeting. The Governing Board may or may not decide to take action on any or all items. The order of the agenda items may or may not be taken in the order listed.

- 1. Review and approval of the August 2024 financial reports and bank reconciliations**
- 2. Recognition of employee performance, achievements, and special recognition for community members**

3. Call to the Public.

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.

4. Consideration and possible approval of all consent agenda items listed below:

- A. Board Meeting Minutes from August 21, 2024
- B. Discussion and possible approval of Combined Resolution Affecting County Treasurer Transactions for Fiscal Year 2024 / 2025 from the Pinal County Treasurer's Office, and the Amendment to Commercial Account Signature Card from Wells Fargo bank
- C. 2024 Gold Canyon Arts Festival: Medical Staffing Agreement
- D. Engine Overhaul for the 2012 Pierce International 7400 Max Force (Type 3)

Administration Office
565 North Idaho Road
Apache Junction, AZ 85119

Regional Training Center
3700 East 16th Avenue
Apache Junction, AZ 85119

Fleet Services
1455 East 18th Avenue
Apache Junction, AZ 85119

5. Discussion and possible approval of Policies: 1011 Overtime and 1201 Payroll

6. Discussion, presentation, and possible approval of the 2023/2024 Annual Report and possible adoption of Resolution #2024-09-18-03

7. Reports.

Senior Leadership Team (SLT):

Fire Chief John Whitney

Assistant Chief Brian Read

Transportation Services Director Billy Warren

Assistant Chief Richard Mooney

Administrative Services Director Anna Butel

James Vincent Group

President Colt Weddell

8. New Business / Future Agenda Items

9. Announcements and Document Signing

10. Adjourn

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 of the above agenda items pursuant to A.R.S. 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 before the scheduled meeting date and time).

Posted on: September 12, 2024

At: 1500 Hours

By: Sherry Mueller

The Superstition Fire & Medical District (SFMD) Administrative Office Board Meeting Room is accessible to the handicapped. In compliance with the American with Disabilities Act (ADA), those with special needs, such as large-type face print or other reasonable accommodations may request those through the SFMD Administration Office (480-982-4440) at least 24-hours before the Board Meeting.

Governing Board Meeting – September 18, 2024

Agenda Item: 1

Agenda Item Title

Review and approval of the August 2024 financial reports and bank reconciliations.

Submitted By

James Vincent Group

Background/Discussion

The James Vincent Group prepares the monthly financial reports. The District's annual budget, which is adopted by the Board each June for the following fiscal year (July 1 – June 30), is formatted to mirror the monthly financial statements. The financial reports provide the Board with a monthly recap of expenditures and revenues, along with year-to-date account balance information.

In compliance with A.R.S. §48-807(O), the following reports have been added to the monthly financial statements packet:

1. Cash Flow – All Governmental Funds.
 - a. The Cash Flow report consists of the combined cash balances of all District Funds. These balances include the General (100), Transport Services (150), Capital Projects (200), Special Revenue (400), Debt Principal (500), Debt Interest (600) and Certificates of Participation (700) Funds. The Cash Flow report is updated monthly with the actual revenues deposited into and actual expenditures disbursed from the District's cash accounts. It is important to note the revenues and expenditures are reported on a Cash Basis. This report is generated to demonstrate that the fire District maintains sufficient cash available to satisfy the projected expenditures budgeted over the course of the fiscal year.

2. Fund Account Bank Reconciliations.

The reconciliation of each of the District's Fund Cash Accounts (General (100), Transport Services (150), Capital Projects (200), Special Revenue (400), Debt Principal (500), and Debt Interest (600) Funds) between the Pinal County Treasurer's monthly bank statement and the District's Fund balance sheet report is provided. To signify Board approval of the monthly financial statements and bank reconciliations, the Board Chairman is requested to sign the attached Letter of Acceptance which will be kept on file at the District.

Financial Impact(s)/Budget Line Item

N/A

Enclosure(s)

*Monthly Financials provided under separate cover

Recommended Motion

"Motion to approve the August 2024 financial reports and bank reconciliations."



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Superstition Fire & Medical District
Governing Board Acceptance of Fire District's
Financial Statements and Bank Reconciliations

Pursuant to A.R.S. §48-807, by the signature(s) below, the Governing Board of the Superstition Fire & Medical District attests to the review and approval of the following financial report(s) of the fire district for the month of **August 2024**:

1. Financial Statement
2. Bank Reconciliations
 - a. General (100) Fund
 - b. Transport Services (150) Fund
 - c. Capital Projects (200) Fund
 - d. Special Projects (400) Fund
 - e. Debt Principle (500) Fund
 - f. Debt Interest (600) Fund
 - g. Certificates of Participation (700) Fund

Kathleen Chamberlain, Board Chair

Date



August 2024

Governing Board Meeting – September 18, 2024

Agenda Item: 2

Agenda Item Title

Recognition of employee performance, achievements, and special recognition for community members.

Submitted By

Fire Chief John Whitney

Assistant Chief Brian Read

Assistant Chief Richard Mooney

Background/Discussion

This is a recurring monthly item to provide the Board with information concerning superior employee performance, achievements, and special recognition for community members.

September Service Anniversaries

26 Years of Service:

Assistant Chief **Richard Mooney**

Engineer **Jose Sepulveda**

Firefighter / Paramedic **Nat Erickson**

24 Years of Service:

Engineer **John Taylor**

22 Years of Service:

Captain / Paramedic **Craig Halver**

Engineer / Paramedic **Jim Crowley**

Engineer **Aaron McDonald**

19 Years of Service:

Captain / Paramedic **Tanner Fox**

Engineer **Rob McMinn**

18 Years of Service:

Firefighter / Paramedic **Eric Ellsworth**

Firefighter / Paramedic **Ken Simkins**

7 Years of Service:

Captain / Paramedic **Zachary Leon**

EMT **Jack Hafer**

6 Years of Service:

Captain / Paramedic **Travis Yates**

3 Years of Service:

Firefighter **Layni Rodriguez**

2 Years of Service:

Paramedic **Isabelle Worden**



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Governing Board Meeting – September 18, 2024

Agenda Item: 3

Agenda Item Title

Call to the Public

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 allow 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.

Background / Discussion

Call to the Public is provided so citizens may address the public body (Governing Board) with matters concerning the fire district. Arizona public meeting law provides that the public body may discuss, consider, or decide only matters listed on the agenda and other matters related thereto. Since the public body will generally not know what specific matters may be raised at call to the public, they will be unable to act until the matter is placed on a subsequent meeting agenda (at the Board's discretion). The Board may also direct staff to follow up on the issue with the citizen.

Scheduled

None



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Governing Board Meeting – September 18, 2024

Agenda Item: 4

Agenda Item Title

Consideration and possible approval of all consent agenda items as listed below:

- A. Board Meeting Minutes from August 21, 2024 – **Appendix A**
- B. Discussion and possible approval of Combined Resolution Affecting County Treasurer Transactions for Fiscal Year 2024 / 2025 from the Pinal County Treasurer’s Office, and the Amendment to Commercial Account Signature Card from Wells Fargo bank - **Appendix B**
- C. 2024 Gold Canyon Arts Festival: Medical Staffing Agreement - **Appendix C**
- D. Engine Overhaul for the 2012 Pierce International 7400 Max Force (Type 3) - **Appendix D**

Background/Discussion

The consent agenda allows the Board of Directors (BOD) to consider contracts, purchases, and other routine administrative matters having authorized funding within the current fiscal year budget as a single decision. Items may be withdrawn from the consent agenda and discussed separately upon request by any member of the BOD or staff. Information for each consent agenda item and corresponding supporting document is within the packet.

Recommended Motion

“Motion to approve the consent agenda items for September 18, 2024.”



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Governing Board Meeting – September 18, 2024

Agenda Item: 5

Agenda Item Title

Discussion and possible approval of Policies: 1011 Overtime and 1201 Payroll

Submitted By

John Whitney, Fire Chief

Anna Butel, Administrative Services Director

Background/Discussion

Regular policy reviews are essential for maintaining a dynamic, compliant, and efficient organizational framework. Updating the listed policies is intended to adapt to organizational changes, ensure relevance and effectiveness, ensure legal compliance, and promote continuous improvement.

Financial Impact(s)/Budget Line Item

n/a

Enclosure(s)

Policy 1011: Overtime

Policy 1201: Payroll

Recommended Motion

“Motion to approve Policies: 1011 Overtime and 1201 Payroll.”



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Policy 1011 – Overtime

Last Revision: 09/18/2021

1. PURPOSE AND SCOPE

This policy defines the management and use of overtime by Superstition Fire & Medical District employees and establishes procedures for overtime selection and compensation.

2. POLICY

The Superstition Fire & Medical District's policy is to maintain flexibility in its overtime policy to accommodate the unique demands of fire service work and the needs of the district.

3. PROCEDURE

Overtime may be available due to personnel absences, emergency incidents, or constant staffing requirements. If a plan is not stipulated in the memorandum of understanding, the Fire Chief or the authorized designee should develop a plan for the fair distribution of both the workload and the income opportunity. The plan should consider the district's interest in managing overtime costs.

Any instance of work that requires overtime compensation shall be approved in advance by a supervisor. If circumstances do not permit prior approval, then approval shall be sought as soon as practicable during the overtime shift and in no case later than the end of the shift in which the overtime is worked.

Non-exempt employees who work authorized overtime and are compensated, either by payment of wages as agreed upon and in effect through the memorandum of understanding or by the allowance of accrual of compensatory time off, should submit a request for overtime payment as soon as practicable after overtime is worked.

4. OVERTIME COMPENSATION REQUESTS

40-Hour Administrative Employees

40-hour, non-exempt administrative employees should submit all overtime requests to their immediate supervisor for approval as soon as the need for overtime is identified. Failure to submit a request for overtime compensation in a timely manner may result in corrective action or discipline.

40-hour administrative employees may request compensatory time in lieu of receiving an overtime payment. However, the employee may not exceed a comp time balance of 40 hours as allowed by District rules and regulations or the FLSA (29 CFR 553.22).

56-Hour Suppression and Transportation Employees

Overtime and staffing requirements for 56-Hour Suppression and Transportation employees are administered in conjunction with the memorandum of understanding and the corresponding TeleStaff algorithms.

5. ACCOUNTING FOR OVERTIME

Employees should record the actual time worked in an overtime status. In some cases, a memorandum of understanding may stipulate that a minimum number of hours will be paid.

5.1 In cases where an employee has used sick time, vacation time, comp time, or if there was a holiday during the week, required overtime will be compensated with those hours being counted as hours worked.

5.2 ACCOUNTING FOR PORTIONS OF AN HOUR

Authorized overtime work shall be accounted in the increments as listed or as stipulated in the memorandum of understanding:

TIME WORKED	RECORD
Up to 15 minutes	.25 hour
16 to 30 minutes	.50 hour
31 to 45 minutes	.75 hour
46 to 60 minutes	1 hour

5.3 VARIATION IN TIME REPORTED

Where two or more employees are assigned to the same incident or activity and the amount of time for which compensation is requested varies between them, the Battalion Chief or other approving supervisor may require each employee to include the reason for the variation on the overtime compensation request.

6. MANDATORY HIRE BACK FOR OVERTIME

6.1 PURPOSE

Hiring back overtime positions may be necessary to maintain adequate staffing levels for effective service delivery to the community. If the Available for Overtime list is exhausted, mandatory overtime of up to 24 hours will be implemented for unfilled vacancies.

6.2 MANDATORY OVERTIME (OT) DEFINITIONS

Fill By Rules List – The Fill by Rules List is a function of TeleStaff that populates a list of employees based on the algorithm for the situation. There are voluntary and mandatory lists that are utilized for each circumstance.

Mandatory Holdover – Employee stays the day following their regular shift up to 24 hours.

Mandatory Hire-Back – Employee is called in when off duty.

6.3 PROCEDURE

When the Battalion Chief (BC) exhausts the Fill By Rules list in TeleStaff and full or partial shift vacancies still exist, the BC will utilize the Mandatory Overtime List. The individual picked will be contacted by the BC and is expected to work up to 24 hours.

Before utilizing the Mandatory Overtime List, the BC will send an “All Call” email/text to all on-duty and off-duty shift personnel, notifying them that the Mandatory Overtime List will be activated. This message states this is the last opportunity for voluntary OT before utilizing the Mandatory Overtime List to fill the vacancy. If a volunteer accepts the OT after the “All Call” email/text, the OT counts toward that individual’s Mandatory OT worked bank. This individual is then moved lower on the Mandatory Fill By Rules list, depending on dates and hours worked.

Terms of the Mandatory Overtime List:

- All members are required to be on the Mandatory Overtime List and sorted as outlined below:
 - Reverse seniority
 - Rank for rank
 - Last date of Mandatory OT
 - Total number of Mandatory OT hours (this total will move with the employee if promoted)
 - TeleStaff Seniority Number as defined by the Seniority list (to be used as a tie-breaker if there is no date/zero hours, or the same date/same hours match)
 - The Mandatory Overtime List in TeleStaff will not reset annually, as with regular Shift OT lists
- Probationary employees are included on the Mandatory Overtime List.
- Overworked Rules – Mandatory Overtime selection shall not result in any member working more than 72 consecutive hours without at least a 12-hour break. A member’s regular 48-hour shift rotation, work trades, and other Shift OT are included as time worked.

Shift Rotation Day 1 – Mandatory Holdover

- When the Mandatory Overtime List is activated for a vacancy on Day 1 of a shift rotation, the Mandatory Fill By Rules list will target employees who are scheduled to go off shift that morning.
- Personnel on approved leave, participating in a work trade (requesting or accepting), or working an Overtime shift will not be considered on the Mandatory Overtime List.

Shift Rotation Day 2 – Mandatory Hire-Back

- When the Mandatory Overtime List is activated for a vacancy on Day 2 of a shift rotation, the Mandatory Fill By Rules list will target all employees that are off-duty that day.

Replacement Volunteer for Mandatory OT:

- The individual selected for Mandatory OT is expected to work up to 24 hours. However, that individual has the option to find a replacement with the appropriate rank and certifications to fill their mandatory hire-back vacancy. If a replacement volunteer is found, that individual must notify the on-duty BC, send an email to get the trade approved and ensure the proper change is made in TeleStaff.
- Any member who has been selected for mandatory OT who arranges a replacement will be considered AWOL if the replacement volunteer does not report for duty.
- A member who volunteers as a replacement for Mandatory OT will have those hours count toward their Mandatory OT worked bank.

Policy 1201 – Payroll

Last Revision: 09/18/2024

1. PURPOSE AND SCOPE

The payroll policy is established to ensure accurate and timely compensation for all employees in compliance with applicable laws and organizational guidelines. Employees will be paid on a regular and consistent schedule, as outlined by the payroll calendar.

2. POLICY

It is the policy of the Superstition Fire & Medical District that compensation practices are fair, transparent, and aligned with organizational objectives.

3. PROCEDURE

The policy establishes procedures for approving additions or changes to employee compensation and benefits to ensure the accuracy of compensation, compliance with applicable laws, and safeguard against errors and inconsistencies.

3.1 ADDITIONS OR CHANGES TO AN EMPLOYEE RECORD

The processing of any changes to an employee payroll record will be completed through the Human Resources Information System (HRIS). Employee payroll changes will be kept in accordance with the Arizona State Library Retention Schedule.

3.2 CHANGES TO EMPLOYEE PAYROLL

Payroll changes are initiated by the Fire Chief's Office or his designee via email and finalized through an HR Action. These HR Actions document all essential employee details, including but not limited to job classification, benefit selections, promotions, and any other actions necessitating a pay adjustment.

3.3 CHANGES TO EMPLOYEE BENEFITS

Employee benefit changes most commonly occur during open enrollment or a qualifying life-changing event. The HR department in conjunction with payroll is responsible for processing benefit change requests in a timely manner. HR will provide assistance and guidance to employees regarding their benefit options. Employees are responsible for ensuring that their benefit selections are accurate, and any discrepancies or issues must be reported to the HR department immediately. Benefit changes will take effect on the first day of the month following approval, unless otherwise specified. Employees can contribute to their Health Savings Account (HSA) and/or 457(b) Deferred Compensation account up to the annual maximum allowed by federal IRS guidelines.

3.4 CHANGES TO EMPLOYEE VACATION AND SICK LEAVE ACCRUALS.

Employee accrual rates are captured and calculated through SFMD's Human Resources software platform. The HR department will verify the accuracy of the information to ensure compliance with District policy and legal requirements. This also encompasses employee transitioning from a 56-hour work week to a 40-hour work week, and vice versa. Employees are responsible for understanding their accrual rates and reporting discrepancies to HR in a timely manner.

The vacation, and sick accrual rate schedule can be found in policy 1053 Earned Leave and the MOU for both 56-hour and 40-hour employees.

TERMINATION, RESIGNATION, OR RETIREMENT OF EMPLOYEE.

The final compensation (wages earned, accrued vacation, and accrued sick leave, if applicable) for an employee who is ending their employment with the district will be processed by HR Manager. All employee insurance premiums owed to the district, along with the date each insurance benefit ends and/or any tuition reimbursement that is refundable to the district per policy, are to be subtracted from the final compensation. If the final paycheck doesn't cover the amount owed to SFMD, a payment plan will be arranged.

Governing Board Meeting – September 18, 2024

Agenda Item: 6

Agenda Item Title

Discussion, presentation, and possible approval of the 2023/2024 Annual Report and possible adoption of Resolution #2024-09-18-03.

Submitted By

John Whitney, Fire Chief

Anna Butel, Administrative Services Director

Background/Discussion

This item comes before the Board on an annual basis. The annual report provides an overview of SFMD's performance over the last fiscal year, providing insight across all departments and its impacts on our community.

Financial Impact(s)/Budget Line Item

N/A

Enclosure(s)

Annual Report

Recommended Motion

"Motion to approve the 2023/2024 Annual Report and adoption of Resolution 2024-09-18-03: Formally Adopting the 2023/2024 Annual Report."



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RESOLUTION 2024-09-18-03
SUPERSTITION FIRE AND MEDICAL DISTRICT MEDICAL
ADOPTING THE 2023/2024 ANNUAL REPORT

A RESOLUTION OF THE CHAIRMAN AND GOVERNING BOARD OF DIRECTORS OF THE SUPERSTITION FIRE & MEDICAL DISTRICT, FULLY ADOPTING THE 2023/2024 SFMD ANNUAL REPORT.

WHEREAS, the Board acknowledges the importance of receiving an Annual Report each Fiscal Year to recognize the accomplishments and determine key initiatives for the next fiscal year; and

WHEREAS, the Annual Report continually has linkage to the SFMD Operational Plan, and the SFMD Strategic Plan;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF DIRECTORS OF THE SUPERSTITION FIRE & MEDICAL DISTRICT AS FOLLOWS:

That the Superstition Fire & Medical District Board of Directors fully adopts the 2023/2024 SFMD Annual Report.

PASSED AND ADOPTED THIS EIGHTEENTH DAY OF SEPTEMBER, 2024 BY THE CHAIRMAN AND GOVERNING BOARD OF DIRECTORS OF THE SUPERSTITION FIRE & MEDICAL DISTRICT.

Kathleen Chamberlain, Board Chairman

Connie Van Driel, Board Clerk

Jason Moeller, Board Director

Jeff Cross, Board Director

Shawn Kurian, Board Director

Governing Board Meeting – September 18, 2024

Agenda Item: 7

Agenda Item Title

Reports

Background / Discussion

This item is for the fire chief and his staff to share information with the Board of items occurring within, or related to, the fire district. Any item shared is for information only. Upon request of the Board, any item shared during this agenda item may be moved to the agenda for future meetings. Board discussion, other than clarifying questions, cannot occur and no action, position, or direction may occur until the specific item is placed on the agenda.

- Senior Leadership Team
- Labor

Recommended Motion:

N/A



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Governing Board Meeting – September 18, 2024

Agenda Item: 8

Agenda Item Title

New Business / Future Agenda Items

Financial Impact

N/A

Enclosure(s)

N/A

Recommended Motion:

"TBD"



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Governing Board Meeting – September 18, 2024

Agenda Item: 9

Agenda Item Title

Announcements and Document Signing

Background / Discussion

The BOD and staff may share and discuss items to be placed on future BOD agendas.

Recommended Motion:

N/A



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Governing Board Meeting – September 10, 2024

Agenda Item: 10

Agenda Item Title

Adjournment

Recommended Motion:

“Motion to adjourn the Board meeting.”



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Appendix A

A. Board Meeting Minutes from August 21, 2024

Submitted By

Board Secretary Sherry Mueller

Background / Discussion

The board meeting minutes of the previous meeting(s) are provided for the BOD to approve. If the BOD would like to discuss the minutes, they may be removed from the consent agenda. After approval, minutes are signed by the Clerk of the Board and kept as the official public record.

Financial Impact/Budget Line Item

N/A

Enclosure(s)

August 21, 2024 Board Meeting Minutes





Superstition Fire & Medical District

Serving the Communities of Apache Junction and Gold Canyon since 1955

Phone | (480) 982-4440

Website | sfmd.az.gov

Governing Board Meeting Minutes

AUGUST 21, 2024

PURSUANT TO A.R.S. §38.431.02, NOTICE IS HEREBY GIVEN TO THE GENERAL PUBLIC THAT THE SUPERSTITION FIRE & MEDICAL DISTRICT GOVERNING BOARD OF DIRECTORS HELD A MEETING ON WEDNESDAY, AUGUST 21, 2024. THE MEETING WAS HELD AT THE SUPERSTITION FIRE & MEDICAL DISTRICT'S ADMINISTRATION OFFICE, 565 N. IDAHO ROAD, APACHE JUNCTION, ARIZONA.

[THIS MEETING WAS OPEN TO THE GENERAL PUBLIC AND BEGAN AT 5:30 PM.](#)

A. Call to Order

Chairman Chamberlain called the meeting to order at 5:30 PM.

B. Pledge of Allegiance

The Pledge of Allegiance led by Sherry Mueller

C. Roll Call

Board Members in attendance were Clerk Connie Van Driel (Acting Board Chairman), Director Jeff Cross (Acting Board Clerk), and Director Shawn Kurian. Chairman Kathleen Chamberlain attended via conference phone. Director Jason Moeller was not in attendance.

Senior Leadership Team in attendance were Fire Chief John Whitney, Assistant Chief Brian Read, Assistant Chief Richard Mooney, Transportation Services Director Billy Warren, Administrative Services Director Anna Butel, Sarah Simonton with James Vincent Group, Chief Dave Pohlmann, Chief Tanner Fox and Chief Dan Elliott. Also in attendance was Sherry Mueller, Human Resources Generalist / Board Secretary. Attorney William Whittington attended via conference phone.

1. Review and approval of the July 2024 financial reports and bank reconciliations.

Motion by Director Kurian to approve the July 2024 financial reports and bank reconciliations.

Seconded by Director Cross

Vote 4 ayes, 0 nays, MOTION PASSED.

Administration Office
565 North Idaho Road
Apache Junction, AZ 85119

Regional Training Center
3700 East 16th Avenue
Apache Junction, AZ 85119

Fleet Services
1455 East 18th Avenue
Apache Junction, AZ 85119

2. Recognition of employee performance, achievements, and special recognition for community members.

August Service Anniversaries

23 Years of Service: Firefighter **Paul Gruetzmacher**

23 Years of Service: Firefighter **Mark Widick**

20 Years of Service: Battalion Chief **Jon Williamson**

17 Years of Service: Administrative Specialist **Kelly Bartz**

9 Years of Service: Account Clerk Specialist **Lori Hlavin**

9 Years of Service: Transportation Services Manager **Billy Warren**

8 Years of Service: Firefighter/Paramedic **Clint Musgrave**

3 Years of Service:

Firefighter **Kaden Logsdon**

Firefighter **Steven Hammer**

Firefighter **Chase Thompson**

2 Years of Service:

Firefighter **Alex Avakian**

Firefighter **Apolo Ta'ase**

Firefighter **Chase Andrews**

1 Year of Service:

Firefighter **Brock Doolen**

Firefighter **Brad Steinepreis**

3. Call to the Public.

None

4. Consideration and possible approval of all consent agenda items listed below:

A. Board Meeting Minutes from July 24, 2024

B. Purchase of ten Motorola Portable Radios

C. Purchase of six new Mohawk Lifts

D. Stryker Equipment Service Contract

Motion by Director Cross to approve all consent agenda items for August 21, 2024.

Seconded by Director Kurian

Vote 4 ayes, 0 nays, MOTION PASSED

5. **Discussion and possible approval of Resolution 2024-08-21-01: a commitment to purchase through a capital lease agreement one 2025 Pierce Velocity Pumper; approval of resolution 2024-08-21-02 and approval of Certificate of Authority, both prepared in conjunction with the above-referenced Lease-Purchase Agreement dated July 10, 2024, and pursuant to the Master Lease-Purchase Agreement dated May 27, 2022, and including that certain Master Lease Purchase Addendum dated August 23, 2024 and that certain related Addendum prepared by legal counsel dated August 21, 2024.**

At the July 24, 2024, Board Meeting, the Board approved the purchase of a new Pierce Velocity Pumper through Hughes Fire Equipment, Inc., with the purchase being accomplished through a seven- (7) year capital lease-purchase.

The leasing company is PNC Equipment Finance, which requires the Board to sign the attached Master Lease-Purchase agreement between SFMD and PNC Bank. Legal will provide their opinion for the lease purchase in the form of three documents (Resolution 2024-8-21-02, Certificate of Authority, & Addendum).

Motion by Director Kurian to approve Resolution 2024-08-21-01: a commitment to purchase through a capital lease agreement one 2025 Pierce Velocity Pumper; approval of resolution 2024-08-21-02 and approval of Certificate of Authority, both prepared in conjunction with the above-referenced Lease-Purchase Agreement dated July 10, 2024, and pursuant to the Master Lease-Purchase Agreement dated May 27, 2022, and including that certain Master Lease Purchase Addendum dated August 23, 2024 and that certain related Addendum prepared by legal counsel dated August 21, 2024.

Seconded by Director Cross

Vote 4 ayes, 0 nays, MOTION PASSED

6. **Discussion and possible approval of Resolution #2024-08-21-03: Call for Cancellation of Election.**

This resolution is necessary to cancel the call for an election to be held on November 5, 2024 for the purpose of electing three individuals to serve as board directors for a four year term. The terms of three existing incumbents of the Board of Directors will expire in December of 2024. All three incumbents have filed the appropriate paperwork with Pinal County Elections Department to continue serving on the Board of Directors for Superstition Fire & Medical District beginning in January 2025. There is no outside person(s) interested in serving on the Board of Directors for Superstition Fire & Medical District.

Motion by Director Cross to approve

Seconded by Director Kurian

Vote 4 ayes, 0 nays, MOTION PASSED

7. **Discussion and possible approval of Policies: 1008 Tuition Reimbursement, 1009 Reporting for Duty, 1010 Emergency Recall, 1012 Discriminatory Harassment, 309 Line of Duty Death and Serious Injury Investigations, 1036 Line of Duty Death, and 1037 Line of Duty Death and Serious Injury Notification.**

Motion by Director Kurian to approve Policies; 1008 Tuition Reimbursement, 1009 Reporting for Duty, 1010 Emergency Recall, 1012 Discriminatory Harassment, 309 Line of Duty Death and Serious Injury Investigations, 1036 Line of Duty Death and 1037 Line of Duty Death and Serious Injury Notification.

Seconded by Director Cross

Vote 4 ayes, 0 nays, MOTION PASSED

8. Senior Leadership Team Reports

Fire Chief Report

- Policy, Policy, Policy
- Agency Assist discussion with automatic aid partners
- Paramedic Interviews
- Budget Managers Meeting
- Deferred Compensation Committee planning
- Luncheon with AJ Leadership
- Capital Plan Development
- FC Forum
- Superstition Community Food Bank Open House
- Administrative Assistant Interviews
- Floats with Firefighters
- Painted Sky Park Ribbon Cutting Ceremony
- PIO selection process
 - The new face of SFMD – Sophie Boukatch
- Kudos – Director Warren – Maricopa Fire CON Assistant

Emergency Services

- Inaugural Monthly Training Review
- Regional Operations Consistency Committee
- Meeting with Rural Metro Deputy Chief and MFRD Assistant Chief
- Training Committee Meeting
- Met with AJPD to discuss upcoming joint training
- Capital Improvement Plan meeting with JVG
- Attended Superstition Food Bank Open House
- Monthly Incident Call Volume

Significant Incidents

8/03/2024: S. Ironwood Dr. – Residential Fire – Working bedroom fire. Quick fire attack with fire control. Fire contained to bedroom, no extensions. No FF injuries. One feline fatality.

8/04/2024: N. Payton Drive, Mesa – Working fire reported as a vehicle fire in driveway. Confirmed vehicle fire in driveway with fire impingement to eaves and fascia. Quick knockdown with no FF or civilian injuries reported.

8/05/2024: Silly Mountain trail rescue. Initial reports of exhausted hiker. Incident recalled while crews were responding. Hiker stated they can make it to the car. E262/UTV262 continued in and assisted hiker off the trail to their vehicle.

8/17/2024: W. Frontier Street – Residential Fire – PCSO on scene reporting house fire. On arrival crews found several quads, mattresses, and debris on fire exterior of residence. Resident admitted to started the fire so that police would respond so the could report a theft.

8/18/2024: S. Cedar Drive – Residential Fire – Working fire, started exterior and extended interior. E263 performed a quick attack containing the fire to two rooms. No FF or civilian injuries reported.

Training

- Transitioning from paper documents to digital documents utilizing Vector Solutions
- Created subcommittees to focus on organizational development
- Wrapping up month two of Training Guide. With Fire Training Cadre finalizing quarterly fire training. Training topics for quarterly training Mayday, firefighter survival and packaging downed FF. Hands skills conducted at the RTC starting second week of September.
- Attended East Valley Training Steering Committee
- Attended Active Assailant Trainer/Supervisor Meeting with AJPD
- BC/DC Tactical Training with Phoenix Fire Department
- Lithium-Ion Battery Training hosted by Gilbert Fire Department
- Attended and assisted with L264 C-Shift Training at RTC
- Developing Can-Act-As Battalion Chief packet
- Recruit Class 23-2 completed the second rotation of the probationary year and are now in the rover pool. Recruit Class 24-1 will complete their first rotation the second week of September.
- 8 members will attend State Fire School the first week of September.
- Monthly and FYTD Training Hours

EMS

- New Hire Implementation
- Image Trend Conference
 - Attended with Chief Pohlmann, Director Warren, Chief Elliott
 - Education and Learning: Continuum, Data exchanges/DataMart, Elite platform design, Administrator Education, Chart Building/Dynamic and Situation tools, NERIS, Report Writer Rebuild
- Development of a Monthly Training Guide
- EleGARD Implementation
 - Initial Train the Trainers
 - In-person education with all crews
 - Hands-on training with all crews
 - Devices delivered to stations for crew training before launch
- Regional EMS
 - East Valley Agencies Meeting
 - Central Arizona Regional EMS Medical Director's Consortium
- EMS Committee
- CQI Committee with Dr. Solem
- Communication with new base hospital partners
 - Planned Quarterly Training
 - Pediatrics
 - Obstetric
 - Cardiology
 - Trauma
 - Neurology/Strokes

Transportation Services

- Image Trend Conference in St. Paul, MN
- Transportation Paramedic Interviews
- SFMD EMS/CQI Committee Meetings
- EMS ROCC Billing Sub-Committee Meeting
- Dignity Health Meeting
- Central AZ Regional Medical Directors Consortium
- AEMS Functional and Education Committee Meetings
- AZDHS Inspection Unit C-100
- Monthly Transportation Volume
- CON Compliance through July 2024

Support Services

Fire Prevention

Plan Reviews – 18

Inspections – 64

Citizen Requests or Assistance – 3

Environmental Requests, Permits, Concerns and Knox Box Assistance – 35

Community Risk Reduction

Community Events – 2

Fire Safety Presentations – 0

Car Seat Placements – 1

School Pub Ed Presentations – 0

AED/CCR Presentations – 3

- Floats with Firefighters Event
- Gold Canyon Church Emergency Scenario Discussion
 - AED/CDR Presentation
- Capital Improvement Meeting
- Comm Ops Meeting
- SEPC Quarterly Meeting
- Sunset Vista Estates meeting with City & FD for TCO
- Superstition Food Bank Open House

Administrative Services

- IAFF Health & Wellness Trust
- Policy Analysis and Revisions
- Budget Manager Meeting
- Admin Specialist – Human Resources
- Deferred Compensation Meeting
- Post Employment Health Plan (PEHP)
- On the Job Injury (OJTI) and Exposure Workflow Updates

Financial Services

9. New Business / Future Agenda Items

None

10. Announcements / Document Signing

11. Adjourn

Motion by Director Kurian to adjourn the board meeting at 6:28 p.m.

Seconded by Director Cross

Vote 4 ayes, 0 nays, **MOTION PASSED**

Governing Board Approval:

Board Clerk Connie Van Driel

Appendix B

B. Discussion and possible approval of Combined Resolution Affecting County Treasurer Transactions for Fiscal Year 2024 / 2025 from the Pinal County Treasurer's Office, and the Amendment to Commercial Account Signature Card from Wells Fargo bank

Submitted By

Fire Chief John Whitney
James Vincent Group

Background / Discussion

The **Combined Resolution Affecting County Treasurer Transactions for Fiscal Year 2024 - 2025** ("Resolution") is an annual requirement from the Pinal County Treasurer's Office ("PCT"). The purpose of the Resolution is for the District to provide direction to PCT as to who is authorized to approve the following types of transactions on behalf of the District:

1. Investment Resolution: Authorizes the Pinal County Treasurer's Office to invest on behalf of the District any/all excess funds in interest bearing securities as authorized by law.
2. Warrant Resolution: Identifies individuals who are authorized to provide warrant information including wires, voids, and/or stop payments to the Pinal County Treasurer on a daily basis.
3. Fund Transfer Resolution: Identifies individuals who are authorized to request the Pinal County Treasurer to process wire transfers, book transfers and/or EFT payments on behalf of the District.
4. Warrant Signature Resolution: Identifies (and provides specimen signatures) for those authorized to sign warrants on behalf of the District for the Fiscal Year 2024 / 2025.
5. List of Outside Bank Accounts: Identifies the outside bank accounts maintained by the District.

The **Amendment to Commercial Account Signature Card** is a requirement from Wells Fargo to ensure their records properly reflect the same information regarding signers for the District's warrants.

NOTE: Both of these documents needs to be manually signed by the respective individuals using blue ink.

Financial Impact/Budget Line Item

N/A

Enclosures(will be forthcoming)

- Combined Resolution Affecting County Treasurer Transactions for Fiscal Year 2024 / 2025
- Amendment to Commercial Account Signature Card



**COMBINED RESOLUTION AFFECTING
COUNTY TREASURER TRANSACTIONS
FOR FISCAL YEAR 2024-2025**

COMES NOW the Governing Board of the _____ District of Pinal County, Arizona, and hereby declares that on the _____ day of _____, 2024, at a duly called and noticed public board meeting, upon motion duly made, seconded and carried with a vote of _____ "Ayes" and _____ "Nays" this Board approved one or more of the following Resolutions affecting financial transactions with or by the Pinal County Treasurer for Fiscal Year 2024-2025.

An authorized initial in one or more boxes acknowledges the Governing Board's approval of the one or more of the following resolutions:

WHEREAS, this District periodically has funds on hand that are in excess of any anticipated authorized requirements; and,

WHEREAS, it appears to be in the best interest of the district to authorize the Pinal County Treasurer to invest and keep invested these funds in interest bearing securities as authorized by law; and

WHEREAS, from time to time it will in the best interest of the District, and thus necessary, to authorize the Pinal County Treasurer to sell these securities to provide available funds for current authorized District requirements; and

WHEREAS, Arizona state law permits the Governing Board of this District to request the consent of the Pinal County Board of Supervisors to invest and reinvest all district monies as authorized by law for the fiscal year.

BE IT RESOLVED by that subject to the consent of the Pinal County Board of Supervisors, the Pinal County Treasurer is authorized to purchase, hold, and sell such securities on behalf of this district.

WHEREAS, this District issues or will issue warrants drawn on the servicing bank for the Pinal County Treasurer; and,

WHEREAS, it in the best interest of the District to authorize the herein named person,

Printed Name

Signature

an authorized representative of the District, to provide warrant information including wires, voids and/or stop payments, to the Pinal County Treasurer on a daily basis; and

WHEREAS, the Pinal County Treasurer will submit the warrant information to the servicing bank for valid District purposes and to prevent fraud and/or illegal use of district funds.

BE IT RESOLVED by the Governing Board that subject to the consent of the Pinal County Board of Supervisors, the District will provide the Pinal County Treasurer with warrant information as appropriate in the regular course of District business.

WHEREAS, it appears to be in the best interest of the District to authorize

Printed Name

Signature

Printed Name

Signature

as an authorized representative of the district to request the Pinal County Treasurer to process wire transfers, book transfers, ACH and/or EFT payments on behalf of the District.

BE IT RESOLVED that the Governing Board hereby authorizes one or both of the foregoing persons to request that the Pinal County Treasurer process payments via Treasurer check, wire transfers, book transfers, ACH and/or EFT payments on behalf of the District on behalf of the district for the fiscal year, 2024-2025.

This resolution is required of those districts authorized by Arizona Statute to issue its own warrants.

WHEREAS, it appears to be in the best interest of the district to authorize the below specified persons to sign warrants on behalf of the district for the fiscal year, 2024-2025;

BE IT RESOLVED that the Governing Board hereby authorizes the following persons to sign warrants on behalf of the district for the fiscal year, 2024-2025.

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

WHEREAS, the Pinal County Treasurer's Office shall be advised of any outside bank accounts maintained by the district we hereby give notice of the following account(s):

Bank Name Bank Location (City/St) Account Purpose

Bank Name Bank Location (City/St) Account Purpose

Bank Name Bank Location (City/St) Account Purpose

BY OUR SIGNATURES BELOW WE CERTIFY THAT THIS IS A TRUE AND CORRECT COPY OF THE RESOLUTION ADOPTED BY THE GOVERNING BOARD OF THE DISTRICT AND THAT THIS RESOLUTION HAS NOT BEEN AMENDED OR REVOKED BY THE BOARD.

Dated: _____

Approval for Fiscal Year 2024-2025

Name and Title: (Typed/Printed)

(Signature)

Name and Title: (Typed/Printed)

(Signature)

Name and Title: (Typed/Printed)

(Signature)

Name and Title: (Typed/Printed)

(Signature)

Name and Title: (Typed/Printed)

(Signature)

Appendix C

C. 2024 Gold Canyon Arts Festival: Medical Staffing Agreement

Submitted By

Assistant Chief Richard Mooney

Background/Discussion

The GC Arts Festival Medical Staffing Agreement is an annual contract between the SFMD and the GC Arts Festival Committee. The GC Arts Festival is scheduled for Saturday, January 25, 2025. SFMD plans on setting up a medical booth and using the UTV as our on-site response unit. Pinal County requires the GC Arts Festival Committee to submit permits and agreements 120 days prior to the event.

Financial Impact(s)/Budget Line Item

The contract provides for cost recovery for personnel costs while generating some revenue for the apparatus cost.

Enclosure(s)

2024 Gold Canyon Arts Festival: Medical Staffing Agreement



Superstition Fire & Medical District

Serving the Communities of Apache Junction and Gold Canyon since 1955

Phone | (480) 982-4440

Website | sfmd.az.gov

September 18, 2024

Carole Lindemann– Festival Chair
Gold Canyon Arts Festival
480-296-6502 (cell), 480-474-8201
carbill5@mchsi.com

2025 Gold Canyon Arts Festival; Medical Staffing Agreement

This Medical Staffing Agreement represents the cost associated with providing Emergency Medical Services (EMS) to staff a Medical Aid Station for the Gold Canyon Arts Festival on January 25, 2025. This joint agreement between the Gold Canyon Arts Council and the Superstition Fire & Medical District is only valid for the scheduled event scheduled for January 25, 2025. This agreement provides one EMT Basic provider and one Paramedic Advanced provider to serve as medical aid services as required by the Pinal County Special Event Permit.

The following obligations are agreed upon by both parties as per the execution of this agreement for services:

Fire District's Obligations:

1. Provide one (1) State Certified Paramedic, advanced level provider, and one (1) State Certified EMT, basic level provider, to staff a medical aid station at the special event located at 6640 S. Kings Ranch Road, Gold Canyon, AZ 85118 on Saturday, January 25, 2025, from the hours of 9:00 am until 4:00 pm.
2. Provide all necessary advanced life support equipment required for Paramedic level care.
3. Provide all necessary disposable medical supplies.
4. Provide communications equipment for contacting the Mesa Regional Dispatch Center to request additional resources for treating or transporting patients at the event.
5. Provide for the disposal of medical waste or other biohazard materials generated by treating patients at the event.

Gold Canyon Arts Council Obligations:

1. Agree to payment for services of one (1) State Certified Paramedic provider and one (1) State Certified EMT provider to staff a medical aid station at the special event located at 6640 S. Kings Ranch Road, Gold Canyon, AZ 85118 on Saturday, January 25, 2025, from the hours of 8:00 am until 4:30 pm (9 hours total per provider) per Schedule 'A' (attached).
2. Provide a secure and centralized location for staging an Emergency Vehicle. This location shall have direct access in and out of the festival grounds to avoid any delays in the transportation of patients or response of additional emergency vehicles.
3. Signage to identify the medical aid service's location.
4. Provide radio equipment to facilitate communications between the medical aid station staff, the event security staff, and the event coordinators throughout the duration of the event.
5. Always provide unobstructed access for emergency vehicle traffic into the event.
6. The hand washing station is equipped with water and hand soap/sanitizer and is located within the medical aid station.

Miscellaneous Provisions:

1. Indemnification: To the fullest extent permitted by law, Gold Canyon Arts Council shall defend, indemnify, and hold harmless the Fire District, its agents, representatives, officers, directors, officials, and employees from and against all claims, damages, losses, and expenses, including, but not limited to, attorney fees, court costs, expert witness fees, and the cost of appellate proceedings, relating to, arising out of, or alleged to have resulted from the negligent acts, errors, omissions, mistakes or malfeasance relating to the performance of this Agreement by the Gold Canyon Arts Council, as well as any person or entity for whose acts, errors, omissions, mistakes or malfeasance the Gold Canyon Arts Council may be legally liable. Nothing herein shall be construed to modify the gross negligence standard in A.R.S. § 48-818.
2. Non-appropriation: This Agreement shall be subject to available funding for the Fire District, and nothing in this Agreement shall bind the Fire District to expenditures more than funds appropriated and allotted for the purposes outlined in this Agreement.

If all conditions and obligations are agreed upon by parties, the Fire District and Gold Canyon Arts Council, this document and its representative(s) signature(s) shall be considered and accepted as a binding agreement. Affixed signatures and payment receipts must be received in advance of the scheduled event date at our administration office, located at 565 N. Idaho Rd, Apache Junction, AZ, 85119, for this agreement to remain valid.

The Gold Canyon Arts Festival must carry a Certificate of Liability Insurance and provide a copy to the Superstition Fire & Medical District.

Pursuant to A.R.S. Section 38-511, the Fire District may terminate this Agreement.

Superstition Fire and Medical District

Gold Canyon Arts Festival

Board Chair: _____

Agent: _____

Printed: _____

Printed: _____

Board Clerk: _____

Co-Agent: _____

Printed: _____

Printed: _____



Superstition Fire & Medical District

Serving the Communities of Apache Junction and Gold Canyon since 1955

Phone | (480) 982-4440

Website | sfmd.az.gov

SCHEDULE 'A'

Cost based on two personnel for a total of 9 hours each (8:00 am through 4:30 pm) [1.5 hours for travel, and pre- and post-event for set-up and take-down]

<u>Personnel costs for each position who may work the event:</u>	<u>Cost for 8.5 hours</u>	
• Certified Paramedic	\$85.00/hour	\$722.50
• Certified EMT	\$75.00/hour	\$637.5
Apparatus Cost (0800-1600) 8 hours		
• UTV Cost per Hour	\$50.00/hour	\$425
Total Cost: (Personnel cost/hour plus apparatus cost/hour)		\$1785

Upon provision of services, the Superstition Fire & Medical District will Invoice the total cost based on the contracted rates for the event, as displayed above. If the crew is held longer than the scheduled time for the event, SFMD will invoice the Gold Canyon Arts Festival for the extra time at the above-stated pay rates for personnel and apparatus. The Invoice is payable within 30 days of receipt.

Appendix D

D. Engine Overhaul for the 2012 Pierce International 7400 Max Force (Type 3)

Submitted By

Assistant Chief Richard Mooney

Background/Discussion

While on a wildland assignment (Bishop, CA), Type 3 experienced a low-pressure fuel pump failure, which caused a lean condition. The lean condition damaged cylinders #1 and #5. The AC evaporator also exploded and has been added to the repair. The vehicle was towed to Las Vegas to Mc Candless International repair facility. Mc Candless is a licensed dealer for our apparatus. The engine requires a complete overhaul. The overhaul items are stated in the quote.

Unexpected repairs can occur while overhauling the engine. When the work starts, the facility may find other issues that also need to be repaired. The cap for unforeseen repairs is \$5,000.

Financial Impact(s)/Budget Line Item

The current cost of repair is \$43,823.32. The maximum cost for the total repairs is \$48,823.32.

Enclosure(s)

Repair Quote



Repair Management
BY NAVISTAR

MCCANDLESS TRUCK CENTER
3780 LOSEE RD. - NORTH LAS VEGAS, NV 890303300
Phone: (1) 702-6428789 - Fax: (1) 702-6422472
Estimate Number: 4502548 - RO Number: 213507
Service Writer: Albert Juarez - Date: 8/30/2024 9:20 AM (C)
Currency: USD

Unit No: SUPERSTITION FIRE & MEDICAL

VIN: 1HTWEAZRXCJ564047
Model: 7400 SFA 4X4
Engine: MAXXFORCE 9 330HP/2200 GOV
Make: International
Delivered: 6/12/2012
In Service: 12 Years 2 Months
Mileage: 83063 Eng Hrs: 0

Recall/AFC: No
Contact Name: VAUGHN CROSHAW
Position: service-primary
Phone: (480) 797-7392
E-Mail: vaughn.croshaw@sfmd.gov
PO Number:

Operation (Un-Sectioned)	Labor Cost	Parts Cost	Core Charge	Total Cost
ENGINE DIAGNOSTICS	\$497.50	\$0.00	\$0.00	\$497.50
ENGINE OVERHAUL (MAXFORCE) [Customer declined repair]	\$7,960.00	\$9,874.79	\$0.00	\$0.00
(1) ENGINE OVERHAUL KIT, I-334, DT570, 300HP AND ABOVE (1) SEALS KIT, HP OIL RAIL (1) INJECTOR, FUEL, I334, 570, REMAN (1) PUMP ASSY, FUEL, BRUSHLESS, ELECT (1) FUEL FILTER KIT (1) REGULATOR KIT, FUEL PRESSURE, NON-ILLUSTRATED (4) O-RING (4) SHELL ROTELLA ANTIFREEZE, PREDILUTED 50/50, 6 - 1 GALLON JUGS (12) BRAKE CLEANER (1) SEAL, COOLANT PORT (1) THERMOSTAT (1) GASKETS (12) BOLT, CONNECTING ROD, ENGINE (1) REPLACEMENT KIT, FULL BREATHER				
INSTALL RUNNING ENGINE AND TRANSFER PARTS	\$6,766.00	\$31,366.22	\$0.00	\$38,132.22
(1) RUNNING ENGINE (1) GASKETS (6) SHELL ROTELLA ANTIFREEZE, PREDILUTED 50/50, 6 - 1 GALLON JUGS (1) REPLACEMENT KIT, FULL BREATHER (1) FUEL FILTER KIT (12) BRAKE CLEANER				
Air Conditioning System Inspection/Performance Diagnostics	\$298.50	\$0.00	\$0.00	\$298.50
Evaporator Core Housing, Replace	\$497.50	\$441.30	\$0.00	\$938.80
(1) EVAPORATOR AIR CONDITIONER ASSEMBLY				
Air Conditioning System Recover, Evacuation And Recharge	\$159.20	\$114.00	\$0.00	\$273.20
(3) FREON				

Notes: [8/30/2024 9:20 AM] - Dealer: TRUCK WAS TOWED IN FOR ENGINE KNOCK AND PER CUSTOMER THE EVAPORATOR BLEW UP

[8/30/2024 10:19 AM] - Dealer: CHECKED FOR ENGINE KNOCK, HOOKED

Summary

Parts: \$31,921.52
Core: \$0.00

UP LAPTOP AND PRINTED CODES HAS ACTIVE CODE FOR INJECTOR # Labor:
1 OPEN COIL, ACTIVE CODE FOR FUEL PRESSURE BELOW NORMAL
OPERATING RANGE, RAN CPA TEST AND CYLINDERS ONE AND FIVE
ARE BAD QUOTED WORKS KIT IT IS CHEAPER THAN DOING POWER
PACKS, NEEDS OVERHAUL, NUMBER ONE INJECTOR, FUEL PUMP
AND FUEL PRESSURE REGULATOR

Labor:	\$8,218.70
Shop:	\$328.75
Tax:	\$2,700.96
Haz. Waste:	\$653.39
TOTAL:	\$43,823.32

[9/6/2024 11:56 AM] - Dealer: ADDED A/C DIAGNOSTICS AND
EVAPORATOR, EVAC AND RECHARGE, A/C SYSTEM MAY NEED
OTHER REPAIRS AFTER REPLACEMENT OF EVAPORATOR

*****THIS IS AN ESTIMATE ONLY, NOT AN INVOICE, DO NOT PAY FROM THIS ESTIMATE*****
This estimate is subject to teardown and inspection and is valid for 30 days from date above. I, the undersigned, authorize you to perform the repairs and furnish the necessary materials. I understand any costs verbally quoted are an estimate only and not binding. Your employees may operate vehicle for inspecting, testing and delivery at my risk. You will not be responsible for loss or damage to vehicle or articles left in it. Because of limited parking space we cannot store vehicles for lengthy periods of time. PLEASE NOTE that effective on the 6th day following completion of repairs or after submitting estimate, a \$50.00 per day STORAGE will be assessed until unit is removed.

AUTHORIZED BY: _____

DATE: __/__/__



Please send completed application to:
 16704 East 32nd Avenue, Aurora, CO 80011
 or Fax: 303-739-2559
 or E-mail: ar@mctrux.com

APPLICATION FOR COMMERCIAL CREDIT

General Information

Company Name: _____ DBA Name (if different): _____
 Physical Address: _____ City: _____ State: _____ Zip: _____ County: _____
 Billing Address: _____ City: _____ State: _____ Zip: _____ County: _____
 Business Phone #: _____ Mobile/Pager #: _____ Fax #: _____
 Contact Name: _____ Title: _____ E-mail: _____
 Description of Business: _____ Business Start Date: _____ Time as Current Owner: _____
 Type of Business: Sole Proprietorship Corporation General Partnership L.L.C. Other _____
 Has the business or any principal ever declared bankruptcy? Yes No Are there any outstanding liens or judgements? Yes No
 If yes, date filed: _____ # of Employees: _____
 Federal ID #: _____ Sales Tax Exempt? Yes No If yes, please attach copy of exemption certificate
 Insurance Company: _____ Contact Name: _____ Phone #: _____
 Monthly Credit Limit Requested: _____ Parts and Service Rental P.O. Required: Yes No

Bank References

Name: _____ Acct #: _____ Contact: _____ Phone #: _____ Balance: _____
 Type of Account: Business Checking Savings Personal

Trade References

Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone #: _____
 Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone #: _____
 Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone #: _____

Personal Information on Owner/Principal/Guarantors *attach additional sheets, if necessary*

Name/Title: _____ Birth date: _____ SS #: _____
 Home Address & Phone #: _____ % Ownership: _____
 Name/Title: _____ Birth date: _____ SS #: _____
 Home Address & Phone #: _____ % Ownership: _____

(Please complete both sides - Signatures Required)

Terms & Conditions of Sales:

Parts/Service

Net due the 10th of the month following purchase.

Applicant, its guarantors, agents and sureties (hereinafter collectively referred to as "APPLICANT") acknowledge that in the event this Application for Business Credit is accepted and approved by McCANDLESS TRUCK CENTER, LLC and affiliates (hereinafter collectively referred to as MTC), a credit account will be opened in the name of Applicant. APPLICANT agrees to each and every term and condition set forth below in consideration of the opening of a credit account by MTC. Applicant and each other person signing this application warrants and represents that the information given on this application is complete and accurate, and is provided for the purpose of obtaining credit in an amount set by our credit policies and procedures. Applicant authorizes McCANDLESS TRUCK CENTERS, LLC (MTC), to obtain from banks, credit bureaus, trade references and other creditors and requests each of the aforementioned to advise us of its credit experience with, and to express an opinion as to the credit record of Applicant or other such person as such party may deem appropriate and release any credit information, including but not limited to Applicant's balance sheet, cash flow statement, and income statement to us. Further, Applicant and each other person signing below on behalf of Applicant and / or as Guarantor (defined below), agrees that we may obtain personal and/or business credit reports with respect to Applicant and each such person, in assisting in making a credit decision, in connection with the continuation of the credit provided herein, or pursuant to a subsequent application or request, reviewing applicant's account, or assisting in taking collection activity. Applicant understands that any decision to grant or deny credit by MTC will be made by MTC. The fact that this application contains reference to "amount of credit applied for" shall not be deemed a limitation of liability by Applicant or Guarantor, if applicable.

OPEN ACCOUNT PAYMENT TERMS: Applicant agrees to pay for goods, services, and other items charged to its open account upon receipt of invoice. If no invoice is issued or received, Applicant agrees to pay upon receipt of the monthly statement or within thirty days of delivery of goods, rendering of services or on the payment due date, whichever occurs first. All amounts charged to the open account are Applicant's responsibility. In the event a credit account is not approved or credit terms have been rescinded, all goods and services must be paid for at the time of delivery or order. A late charge of 1.5% will be assessed on the past due balance until it is paid in full. Applicant is required to advise MTC of any disputed transactions or statements within 10 days of receipt. Failure to notify MTC of any dispute with respect to defective goods or billing shall constitute a waiver of all such disputes.

OTHER AGREEMENTS: Applicant agrees to be bound by the terms and conditions of each underlying sale, lease or other written agreement with MTC, which is intended to be incorporated herein by this reference and construed in conjunction herewith. Neither this agreement nor any other may be modified except in writing, signed by both parties.

DEFAULT: Payment shall be made when due. Failure to make a timely payment shall result in a default under the open account agreement and under the underlying agreement with MTC. In the event of a default under any of the terms of this or the underlying agreement, Applicant agrees to reimburse and pay MTC for all expenses, costs, collection agency costs, and attorney's fees incurred or expended by MTC in enforcing its rights, whether or not suit is commenced. Applicant agrees that the laws of the State of Colorado shall govern all transactions and agreements between MTC and Applicant and any enforcement or lawsuit relating to said transactions and agreements shall be in the state or federal courts of Colorado. Applicant expressly waives sovereign immunity and its venue rights and consents to the enforcement of this and any other agreement with MTC in Arapahoe County, Colorado. If Applicant becomes insolvent during the period covered by MTC or if Applicant breaches any term or condition herein, or in any invoice or other writing between MTC and Applicant, or if for any reason MTC deems itself insecure, MTC may terminate the agreement and close the credit account immediately.

MISCELLANEOUS: Applicant must notify MTC in writing of any change of ownership, the name of the business or structure of the business under which credit is established. MTC reserves the right to cancel its agreement to extend credit and to reevaluate the credit worthiness of the Applicant under its new name, ownership or structure.

The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit Applicants on the basis of race, color, religion, national origin, sex marital status, age (provided the Applicant had the capacity to enter into a binding contract); because all or part of the Applicant's income derives from any public assistance program; or because the Applicant has in good faith exercised any right under the Consumer Credit Protection Act. The federal agency that administers our compliance with this law is the FTC Regional Office for the region in which we operate or the Federal Trade Commission, Equal Credit Opportunity, Washington, DC 20580.

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

In consideration of advances and/or extensions of business credit for goods and services obtained by the above designated Applicant, and as an inducement to make advances and/or extensions of credit, the undersigned jointly, severally, irrevocably and unconditionally agree to (1) the terms and conditions set forth on the Application for commercial credit which are fully incorporated herein by reference; and to (2) guarantee the payment of any and all indebtedness, including advances, debts, obligations and liabilities now existing or hereafter made or incurred, together with such costs and expenses, including reasonable attorney fees, as may be incurred by McCandless Truck Center, LLC in the enforcement of this guaranty, whether or not suit is commenced. The undersigned expressly authorize McCandless Truck Center, LLC to renew, compromise, extend, accelerate or otherwise modify the terms of the credit agreement or any underlying agreement on which credit was extended or advances made without notice or demand to the undersigned and without affecting the undersigned's liability hereunder.

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

SS #: _____

SS #: _____

Date: _____

Date: _____

Office Use Only:		
Letter Sent: _____	Approved _____	Date _____
Customer #: _____	Credit Limit: _____	
MTC Referral: _____		

RENEWED MAXXFORCE DT 9, 10 (2010-2018)

Introduction

This chapter answers most questions about RENEWED replacement parts and engines for model year 2010-2014 MAXXFORCE DT, 9 & 10 series diesel engines. To assist with your selection we included on this page instructions of how to find the answer you need.

Has the engine been confirmed to be a model year 2010-2014 MAXXFORCE DT, 9 or 10 series inline six cylinder diesel engine?

Answer found within the lineset feature code:
See the Feature Code Matrix in this chapter
Or with engine engineering family #: 6440

Or with visual inspection:

Engine serial numbers starting with 3300000-3499999 are model year 2010-2012.

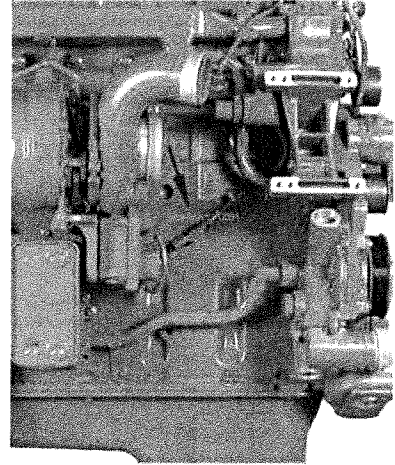
Engine serial numbers starting with 3500000-3539999 are model year 2013-2014 MAXXFORCE DT 9, 10. (Located on the right hand side of the crankcase, in front of the turbocharger.)

Identify if engine has compression brake. If yes, swap.

Emissions label indicating engine family MAXXFORCE DT, 9 or 10 and model year 2010-2017 (located on the valve cover).

These engines also come equipped with:

- Both turbochargers (LP and HP).
- Engine-mounted lube-oil cooler (for non-front steer drive axle).
- SAE #2 Bus flywheel housing.
- Valve cover with baffle to accommodate open crankcase breather. No open breather provided.
- High pressure oil rail without engine brake.
- Forced lubrication rocker arms and tappets.
- Air compressor block off plate.
- Engine valve cover injector harness.
- Sensor harness will not be included.
- Most trimmed engines will come with correct oil pan, swap as necessary.
- Long block DT466 & DT570 series will include front sump oil pan only, exchange if different.
- EGR Cooler inlet and return water hoses may be different, swap as necessary.



RENEWED MAXXFORCE DT 9, 10 (2010-2018)

Bill of Material



Component	Long Block RENEWED	Trimmed Engine RENEWED
Camshaft	X	X
Connecting Rod	X	X
Crankcase	X	X
Crankcase Cover	X	X
Crankshaft	X	X
Cylinder Head	X	X
Flywheel Housing SAE #2	X	X
Idler Gear	X	X
Lifters/Tappets	X	X
Lifting Eyes	X	X
Lube Oil Pan	X	X
Oil Level Guage	X	X
Oil Pump	X	X
Pistons	X	X
Rear Oil Seal	X	X
Rocker Arm	X	X
Valve Cover	X	X
Air Compressor-Block Off		X
EGR System		X
EGR Tubes		X
Exhaust System		X
Front Engine Mount		X
Fuel Filter-No Heater		X
High Pressure Fuel System (Less Engine Brake)		X
Injector		X
Intake Manifold		X
Oil Cooler		X
Oil Filter		X
Sensors		X
Thermostat		X
Tubes and Hoses		X
Turbo Oil Lines		X
Turbocharger		X
Vibration Damper		X
Water Pump		X