



PO Box 3625
Grand Canyon, AZ 86023
928-638-3473 - Phone

Tusayan Fire District

AGENDA

Tusayan Fire District Board of Directors Regular Meeting

PURSUANT TO A.R.S. § 38-431.02 & § 38-431.03

March 21, 2024

TUSAYAN FIRE DISTRICT BUILDING

408 Highway 64, Tusayan Arizona

NOTICE: Members of the public may call in to hear the live audio by dialing (669) 444-9171 US Meeting ID: 8917272885 Password: 6383473. Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Board of Directors of the Tusayan Fire District and to the general public that the TFD Board will hold a meeting open to the public on March 21, 2024 at 10:00 a.m. The Board may vote to go into executive session pursuant to A.R.S. § 38-431.03(A)(3) to discuss or consult for legal advice with the attorney for the district. If authorized by a majority vote of the TFD Board, an executive session may be entered and held immediately following a successful vote to enter executive session and will not be open to the public. The Board may change, in its discussion, the order in which any agenda items are discussed during the course of the meeting. Persons with a disability may request a reasonable accommodation by contacting the TFD at (928) 638-3473 as soon as possible.

10:00 a.m.

1. Confirmation of quorum/Call to the Public
 - a. ***One or two Board Members may attend by telephone*
 - b. ***In accordance with A.R.S. §38-431.01(H), members of the public may address the board on items not on the printed agenda. The Board may not discuss, consider, or act upon any matter raised during public comment. Comments will be limited to three minutes per person.*
2. New Business
 - a. Fiscal Year 2023 Formal Audit Presentation
3. Discussion/Approval of February 15, 2024 Regular Meeting Minutes
4. Financial Report
5. Fire Chiefs Update
6. Old Business
 - a. Discussion, Update, and Possible Action Regarding Community Evacuation Plan
 - b. Discussion, Update, and Possible Action Regarding Town or Tusayan IGA
 - c. Discussion, Update, and Possible Action Regarding Fiscal Year 2025 Budget
7. Continuation of New Business
 - a. Discussion, Possible Action, and Approval Regarding Appointing Tusayan Fire Board Clerk
 - b. Discussion, Possible Action, and Approval Regarding Fire Board Election timeline
2. Board Member Reports
3. Adjourn

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the General Store, at the Tusayan Fire District and at the Tusayan Town Hall all located in Tusayan, Arizona on this _____ day of March, 2024 at _____ in accordance with the statement filed by the Tusayan Fire District.

**DEDICATING OUR EFFORTS TO PROVIDE FOR THE SAFETY AND WELFARE OF THE CITIZENS AND VISITORS OF TUSAYAN AND OUR COMMUNITY
THROUGH THE PRESERVATION OF LIFE, PROPERTY, AND THE ENVIRONMENT.**



HINTONBURDICK
CPAs & ADVISORS

Tusayan Fire District Fiscal Year 2023 Audit Presentation

Presented March 21, 2024

By HintonBurdick CPAs & Advisors

HintonBurdick.com



Audit Reports

- **Independent Auditors Report (pg 1-3)**
 - Unmodified or “clean opinion”
- **Report on Internal Control over Financial Reporting and on Compliance (pg 43-44)**
 - No material weaknesses noted.
 - No significant deficiencies noted.
- **Report on State Legal Compliance (pg 45)**
 - The District is in compliance.

Government Wide Financial Highlights

- Total net position (equity) was \$306,038 at June 30, 2023. pg 7.
- Over time, increases or decreases in net position are an indicator of whether the financial health of the District is improving or deteriorating.

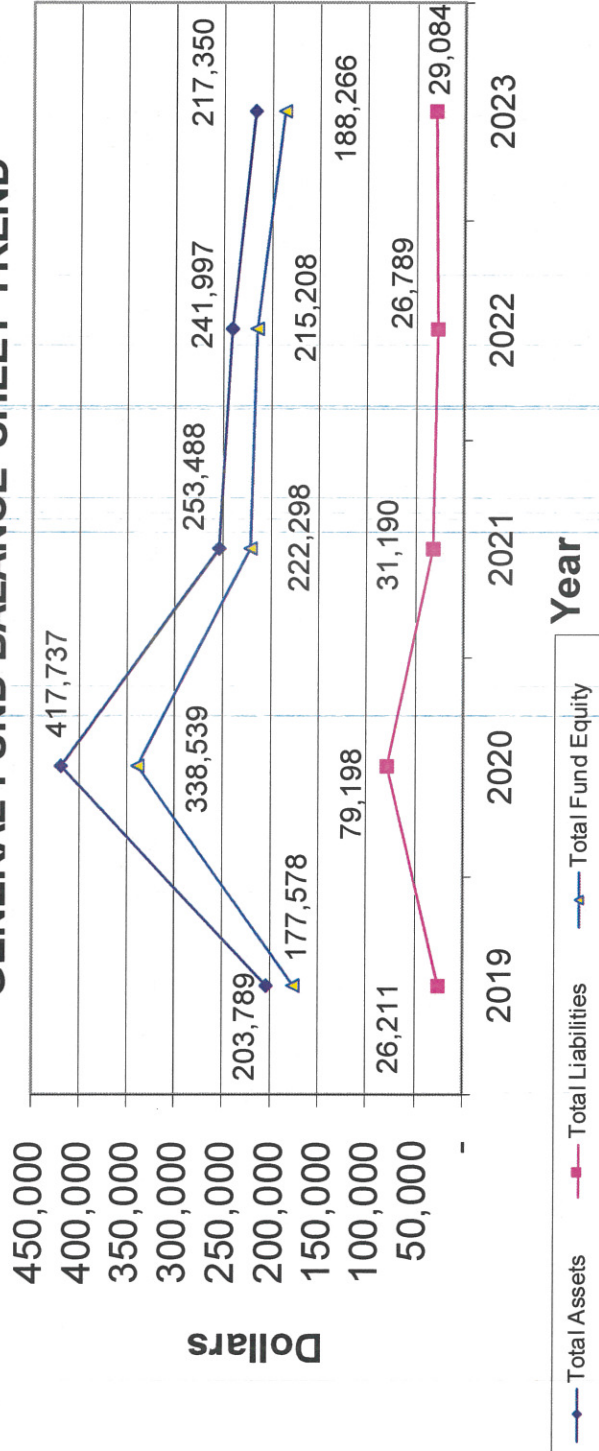
Government Wide Financial Highlights

- Net position decreased by \$4,973 during 2023. pg 8
- Governmental capital assets increased by \$31,366 net of depreciation of \$83,553. pg 26.

Government Wide Financial Highlights

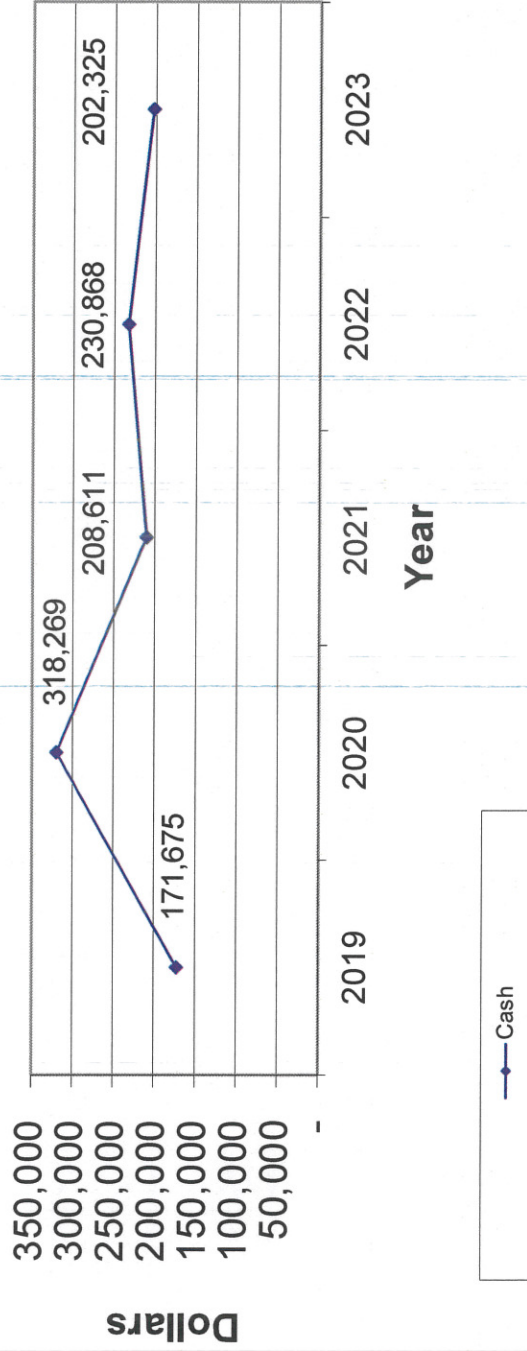
- Total Governmental long-term debt was \$938,849 at June 30, 2023. pg 27.
- \$55,545-Note payable
- \$132,628- Lease payable
- \$23,921 - Compensated Absences
- \$726,755- Net Pension Liability

TUSAYAN FIRE DISTRICT GENERAL FUND BALANCE SHEET TREND



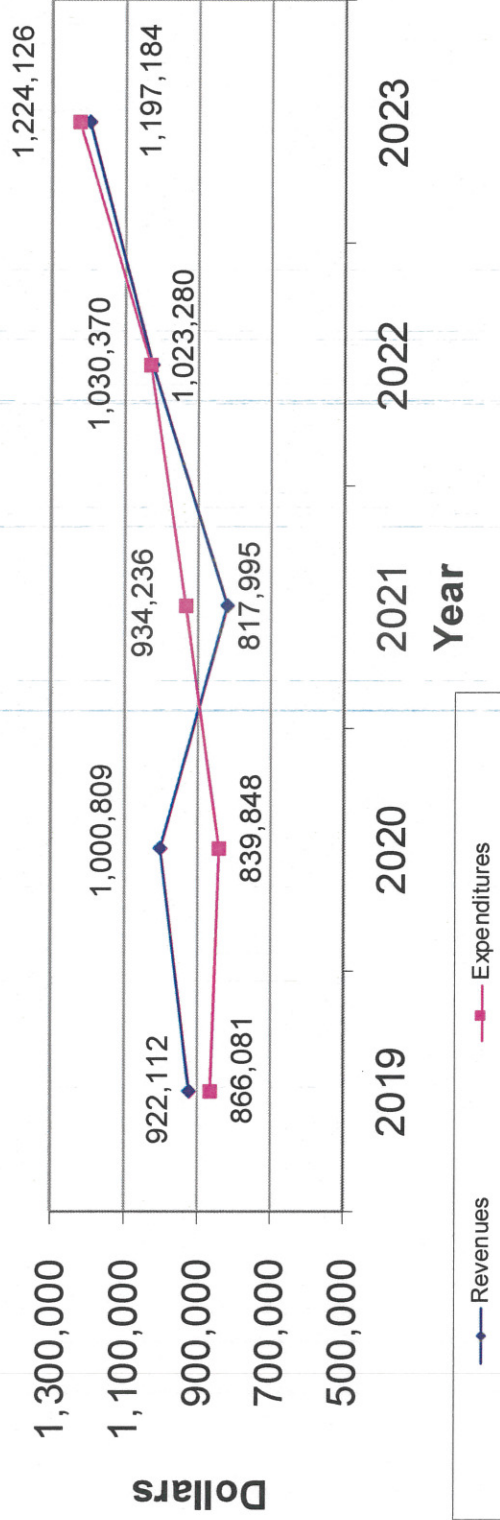
The General Fund's fund balance decreased by \$26,942 as a result of expenditures in excess of revenues.

TUSAYAN FIRE DISTRICT GENERAL FUND CASH TREND



There were no restricted cash balances.

TUSAYAN FIRE DISTRICT GENERAL FUND Revenue and Expenditure Trend



The General fund is expected to break even over time. Fluctuations between excess revenues and excess expenditures are normal for the General Fund. Fiscal year 2023 resulted in expenditures in excess of revenues of \$26,942.

Thank You!

- Thank you for the opportunity to work with the District and thanks to those who assisted with this year's audit.



Questions?

- Feel free to contact Jennifer Frank, CPA, CFE, CGFM
- Phone: 888-566-1277 ext. 424
- Email: jfrank@hintonburdick.com



HintonBurdick.com



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Tusayan Fire District

MINUTES OF MONTHLY PUBLIC MEETING FOR THE TUSAYAN FIRE DISTRICT BOARD OF DIRECTORS

A public meeting of the Tusayan Fire District Governing Board was convened on, February 15, 2024 at the Tusayan Fire Station and, via Zoom conference call, Tusayan AZ 86023.

Call to Public/Confirmation of Quorum

Meeting was called to order at 10:02 a.m. The following members of the Tusayan Fire District were present in person, Board Chair John Vail, Board Member Rob Gossard, and Ellena Villanueva. Board Member Andrew Aldaz was present via Zoom, and Board Member Pete Shearer via zoom. Others in attendance included Fire Chief Greg Brush, Business Administrator Kate Johnson. A quorum was confirmed.

Discussion/Approval of January 18, 2024 Regular Meeting Minutes

Motion to approve regularly scheduled January 18, 2024 Meeting Minutes. First by Gossard and seconded by Vail. Motion carries unanimously.

Financial Report

Presented by Kate Johnson. Monthly Financial Report verbally and in written form. (See form for details). Board Chair directs staff to keep pushing forward to grow/develop the Wildland Program. First by Vail and seconded by Gossard. Motion carries unanimously.

Fire Chiefs Update

Chief Brush presented report verbally and in written form. (See form for details).

Old Business

Discussion, Update, and Possible Action Regarding Community Evacuation Plan

No update at this time.

New Business

Discussion and Possible Action and Approval regarding Town or Tusayan IGA

Discussion regarding increasing IGA funding request to the town of Tusayan. (See form for details). Board directs staff to generate budget presentation for Chief to present to the town of Tusayan Manager. Chief will submit AFG grant proposal. Board discussed personnel and staffing changes and directed staff to hire a part time administrative assistant.

Discussion and Possible Action and Approval regarding Fiscal Year 2025 Budget

Budget prep is an ongoing process. More to come in future meetings. Staff generated survey for employee feedback. Results will be presented in the March meeting.

DEDICATING OUR EFFORTS TO PROVIDE FOR THE SAFETY AND WELFARE OF THE CITIZENS AND VISITORS OF TUSAYAN AND OUR COMMUNITY THROUGH THE PRESERVATION OF LIFE, PROPERTY, AND THE ENVIRONMENT.

Board Member Reports

Aldaz – Encouraged community to complete community master plan survey. Expressed strong support for increased funding for TFD from the IGA. Thanked staff for their work in the community.

Shearer – Shared House Bill 2751, on fire cooperative agreements.

Vail --Thanked Aldaz and his crew for help on the Valle units. Discussed Valle units and the need for cooling. Discussed HB 2418 Fire Department advisory board.

Adjourn

Meeting adjourned at 10:48 a.m. First by Vail, seconded by Gossard. Motion passes unanimously.

Minutes approved by Board on Date _____

By _____

"To ensure compliance with Open Meeting Law, recipients of this message should not forward it to other board members or anyone. Board members may reply to this message, but they should not send a copy of the reply to other members."



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Tusayan Fire District

FINANCIAL REPORT – February, 2024

- Info current as of March 19, 2024
- Bank: \$168,923.34
- Reserve Funds Account: \$51,449.15
 - Grand total = \$220,372.49
- Accounts Payable
 - No checks to sign
- FY 2024 FDAT Revenue (Actual year to date): \$68,977.21
- Rental Income Station: \$2,242.73
- District Billing Fees: \$11,677.77
- Wildland Fire Income
 - Total YTD Net Cash Income: \$6,999.01
 - Total YTD Net Gain to TFD: \$14,277.13
- Kate Johnson and Zealand Pes are “available nationally” as single resources for Wildland Fire Assignments.
- Rescue 52 and Rescue 1 are listed on new contract – due for final state signature on 4/1/2024.
- Fiscal Year 2024 Audit is completed.
- Part Time Administrative Assistant – Leattea McCarthy started 3/5/24
- Johnson’s new title is Chief of Administration

Tusayan Fire District
Profit & Loss Budget vs. Actual
July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
FDAT	68,977.21	110,577.00	-41,599.79	62.4%
Grant Income	120,686.72	45,986.00	74,700.72	262.4%
Pooled Interest	3,167.85	1,500.00	1,667.85	211.2%
Prior Year Capital Carry Fwd	0.00	0.00	0.00	0.0%
Town of Tusayan - Contributions	327,750.00	437,000.00	-109,250.00	75.0%
4000 · Property Tax Revenues	441,850.13	552,884.00	-111,033.87	79.9%
4310 · Other Revenue	1,360.00	3,100.00	-1,740.00	43.9%
Total Income	963,791.91	1,151,047.00	-187,255.09	83.7%
Gross Profit	963,791.91	1,151,047.00	-187,255.09	83.7%
Expense				
6000- PERSONNEL SERVICES	472,825.63	686,421.00	-213,595.37	68.9%
6100- RETIREMENT CONTRIBUTIONS	52,760.04	76,768.00	-24,007.96	68.7%
6200- INSURANCE	40,448.38	64,133.00	-23,684.62	63.1%
6300- EMPLOYEE BENEFITS	33,338.96	51,722.00	-18,383.04	64.5%
6400- FUEL, OIL, LUBRICANTS	547.89	250.00	297.89	219.2%
6500- VEHICLE REPAIR & MAINT.	19,855.02	26,300.00	-6,444.98	75.5%
6600- SMALL TOOLS & EQUIPMENT	2,727.33	10,100.00	-7,372.67	27.0%
6650- FIRE PROTECTION & EQUIP.	4,504.61	15,750.00	-11,245.39	28.6%
6700- COMMUNICATION & DISPATCH	240.16	360.00	-119.84	66.7%
6900- DISPOSABLE SPLS/EQUIP	4,723.74	6,634.00	-1,910.26	71.2%
7000- ADMINISTRATIVE COSTS	10,697.33	28,176.00	-17,478.67	38.0%
7100- PROFESSIONAL SERVICES	14,036.53	26,300.00	-12,263.47	53.4%
7300- TRAINING	11,416.14	26,790.00	-15,373.86	42.6%
7400- INSURANCE - LIABILITY	19,330.00	17,200.00	2,130.00	112.4%
7500- PUBLIC UTILITIES	10,377.75	22,640.00	-12,262.25	45.8%
7600- LEASES & RENTALS	43,067.27	51,822.00	-8,754.73	83.1%
7700- REPAIRS & MAINTENANCE	53,028.03	11,322.00	41,706.03	468.4%
7850- GRANTS EXPENSE	130,762.41	22,542.00	108,220.41	580.1%
7900- MISCELLANEOUS	4,922.49	4,700.00	222.49	104.7%
8000 - Town of Tusayan - IGA	0.00	0.00	0.00	0.0%
CAPITAL PURCH. CARRY FWD.	0.00	32,344.00	-32,344.00	0.0%
6690 · Reconciliation Discrepancies	3.94	0.00	3.94	100.0%
8100 · Capital Expenses	45,085.82	51,586.00	-6,500.18	87.4%
Total Expense	974,699.47	1,233,860.00	-259,160.53	79.0%
Net Ordinary Income	-10,907.56	-82,813.00	71,905.44	13.2%
Other Income/Expense				
Other Income				
4400- MISCELLANEOUS	36,360.08	42,813.00	-6,452.92	84.9%
4405 - Wildland Income	36,672.70	45,000.00	-8,327.30	81.5%
District Service Fees	11,677.77	10,000.00	1,677.77	116.8%
Total Other Income	84,710.55	97,813.00	-13,102.45	86.6%

Tusayan Fire District
Profit & Loss
 July 2023 through June 2024

	Jul '23 - Jun 24
Ordinary Income/Expense	
Income	
FDAT	68,977.21
Grant Income	120,686.72
Pooled Interest	3,167.85
Town of Tusayan - Contributions	327,750.00
4000 · Property Tax Revenues	441,850.13
4310 · Other Revenue	1,360.00
Total Income	963,791.91
Gross Profit	963,791.91
Expense	
6000- PERSONNEL SERVICES	472,825.63
6100- RETIREMENT CONTRIBUTIONS	52,760.04
6200- INSURANCE	40,448.38
6300- EMPLOYEE BENEFITS	33,338.96
6400- FUEL, OIL, LUBRICANTS	547.89
6500- VEHICLE REPAIR & MAINT.	19,855.02
6600- SMALL TOOLS & EQUIPMENT	2,727.33
6650- FIRE PROTECTION & EQUIP.	4,504.61
6700- COMMUNICATION & DISPATCH	240.16
6900- DISPOSABLE SPLS/EQUIP	4,723.74
7000- ADMINISTRATIVE COSTS	10,697.33
7100- PROFESSIONAL SERVICES	14,036.53
7300- TRAINING	11,416.14
7400- INSURANCE - LIABILITY	19,330.00
7500- PUBLIC UTILITIES	10,377.75
7600- LEASES & RENTALS	43,067.27
7700- REPAIRS & MAINTENANCE	53,028.03
7850- GRANTS EXPENSE	130,762.41
7900- MISCELLANEOUS	4,922.49
6690 · Reconciliation Discrepancies	3.94
8100 · Capital Expenses	45,085.82
Total Expense	974,699.47
Net Ordinary Income	-10,907.56
Other Income/Expense	
Other Income	
4400- MISCELLANEOUS	36,360.08
4405 - Wildland Income	36,672.70
District Service Fees	11,677.77
Total Other Income	84,710.55
Other Expense	
Wildland Expense	29,673.69

Tusayan Fire District

3/19/2024 4:48 PM

Register: NorwestWarrant

From 02/01/2024 through 02/29/2024

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/02/2024			4000 · Property Tax Re...	Deposit		X	0.31	363,349.74
02/02/2024	ASRS02...	Arizona State Retire...	-split-	0990	5,116.70	X		358,233.04
02/02/2024	EFTPS02...	Tusayan Fire Depart...	-split-	86-0843550	5,232.82	X		353,000.22
02/02/2024	DD020224	Anthony S Diluzio	-split-		1,047.91	X		351,952.31
02/02/2024	DD020224	Bruce D. Baker	-split-		1,939.57	X		350,012.74
02/02/2024	DD020224	Edward C O'Bannon	-split-		718.68	X		349,294.06
02/02/2024	DD020224	Galen P McCarthy	-split-		1,427.76	X		347,866.30
02/02/2024	DD020224	Gregory Lawrence	-split-		1,791.15	X		346,075.15
02/02/2024	DD020224	Kathleen Johnson	-split-		2,081.74	X		343,993.41
02/02/2024	DD020224	Luke Barnes	-split-		437.37	X		343,556.04
02/02/2024	DD020224	Miguel Ibarra Dimas	-split-		1,376.00	X		342,180.04
02/02/2024	DD020224	Travis Moreno	-split-		1,425.57	X		340,754.47
02/02/2024	DD020224	Zealand Pes	-split-		1,414.85	X		339,339.62
02/02/2024	DD020224	Gregory M Brush	-split-		2,446.01	X		336,893.61
02/06/2024	HSA0124	Health Equity	2000 · Accounts Payable		1,212.82	X		335,680.79
02/06/2024	834300205	Arizona Public Service	2000 · Accounts Payable	Acct# 4949096...	9.94	X		335,670.85
02/06/2024	834300206	Art of Doors, LLC	2000 · Accounts Payable	Inv# C24023	1,377.00	X		334,293.85
02/06/2024	834300207	Century Link	2000 · Accounts Payable	Inv# 86554109	49.70	X		334,244.15
02/06/2024	834300208	Chase Card Services	2000 · Accounts Payable	Acct# 8236	4,262.43	X		329,981.72
02/06/2024	834300209	Dallacqua Psychology	2000 · Accounts Payable	Inv# TFD012024	180.00			329,801.72
02/06/2024	834300210	Flagtown Prints	2000 · Accounts Payable	Inv# 7766	300.77	X		329,500.95
02/06/2024	834300211	Grand Canyon Natio...	2000 · Accounts Payable	Inv# GCN2024...	461.55	X		329,039.40
02/06/2024	834300212	Greg Brush	2000 · Accounts Payable		327.50	X		328,711.90
02/06/2024	834300213	Greg Lawrence	2000 · Accounts Payable	Mileage for Ya...	131.00	X		328,580.90
02/06/2024	834300214	L.N. Curtis & Sons	2000 · Accounts Payable	Inv# INV787007	951.75	X		327,629.15
02/06/2024	834300215	National Bank of Ari...	2000 · Accounts Payable	ACCT 116061...	22,542.91	X		305,086.24
02/06/2024	834300216	Pinnacle Heights	2000 · Accounts Payable	Inv# 1007	14,000.00	X		291,086.24
02/06/2024	834300217	Red Feather Lodge	2000 · Accounts Payable	Inv# 4569	72.08	X		291,014.16
02/06/2024	834300218	USDA Forest Service	2000 · Accounts Payable	Quarters 00040...	4,963.20			286,050.96
02/06/2024	834300219	Valle Airpark (John ...	2000 · Accounts Payable	Inv# 3583	732.75	X		285,318.21
02/06/2024	834300220	VFIS	2000 · Accounts Payable	EVOC Training	62.50	X		285,255.71
02/07/2024	834300221	Arizona Department ...	2100 · Payroll Liabilities	860843550	1,162.07	X		284,093.64
02/16/2024	ASRS02...	Arizona State Retire...	-split-	0990	4,909.22	X		279,184.42
02/16/2024	EFTPS02...	Tusayan Fire Depart...	-split-	86-0843550	5,471.30	X		273,713.12
02/16/2024	DD021624	Anthony S Diluzio	-split-		1,004.73	X		272,708.39
02/16/2024	DD021624	Bruce D. Baker	-split-		1,766.17	X		270,942.22
02/16/2024	DD021624	Edward C O'Bannon	-split-		939.21	X		270,003.01
02/16/2024	DD021624	Galen P McCarthy	-split-		1,008.39	X		268,994.62
02/16/2024	DD021624	Gregory Lawrence	-split-		1,717.85	X		267,276.77
02/16/2024	DD021624	Gregory M Brush	-split-		2,252.81	X		265,023.96

Tusayan Fire District

3/19/2024 4:48 PM

Register: NorwestWarrant

From 02/01/2024 through 02/29/2024

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/16/2024	DD021624	Kathleen Johnson	-split-		1,952.39	X		263,071.57
02/16/2024	DD021624	Miguel Ibarra Dimas	-split-		1,553.27	X		261,518.30
02/16/2024	DD021624	Travis Moreno	-split-		2,111.25	X		259,407.05
02/16/2024	DD021624	Zealand Pes	-split-		1,468.32	X		257,938.73
02/28/2024			FDAT	Deposit		X	363.08	258,301.81
02/29/2024			4000 · Property Tax Re...	Deposit		X	38.22	258,340.03
02/29/2024			FDAT	Deposit		X	1,599.91	259,939.94
02/29/2024			FDAT	Deposit		X	4.38	259,944.32
02/29/2024			Pooled Interest	Interest		X	450.37	260,394.69
02/29/2024		Audit Adjustment	2000 · Accounts Payable	QuickBooks ge...				260,394.69
02/29/2024		Audit Adjustment	2000 · Accounts Payable	QuickBooks ge...				260,394.69
02/29/2024	834300223	DSB Distributing, LLC	2000 · Accounts Payable	Inv# 1159106	128.37			260,266.32
02/29/2024	834300224	Ed Obannon	2000 · Accounts Payable	Mileage for W...	99.29			260,167.03
02/29/2024	834300225	EMI Health	2000 · Accounts Payable	Group# 3068 ...	3,270.65			256,896.38
02/29/2024	834300226	Galen McCarthy	2000 · Accounts Payable	AFG Cancer Sc...	187.60	X		256,708.78
02/29/2024	834300227	John Graves Propane...	2000 · Accounts Payable	01/31/2024 stat...	883.25			255,825.53
02/29/2024	834300228	Kate Johnson	2000 · Accounts Payable	Mileage, expen...	504.78			255,320.75
02/29/2024	834300229	L.N. Curtis & Sons	2000 · Accounts Payable	Inv# INV775617	13,992.00			241,328.75
02/29/2024	834300230	Linde Gas & Equipm...	2000 · Accounts Payable	Inv# 41266009	147.82			241,180.93
02/29/2024	834300231	Red Feather Properties	2000 · Accounts Payable	March 2024 Le...	2,315.25			238,865.68
02/29/2024	834300232	United Fire	2000 · Accounts Payable	Inv# 805689	187.49			238,678.19
02/29/2024	834300233	USDA Forest Service	2000 · Accounts Payable	FMMI Bill # 1...	452.90			238,225.29
02/29/2024	834300235	Valle Airpark (John ...	2000 · Accounts Payable	Inv# 3603	727.70			237,497.59
02/29/2024	834300241	Diesel Support Grou...	2000 · Accounts Payable	Old E51 repair...	750.00			236,747.59
02/29/2024	834300242	Choice Wireless	2000 · Accounts Payable	Inv# 004461647	163.10			236,584.49
02/29/2024	834300243	Chase Card Services	2000 · Accounts Payable	Acct# 8236	6,520.32			230,064.17
02/29/2024	834300244	Century Link	2000 · Accounts Payable		6.65			230,057.52
02/29/2024	834300245	Arizona Public Service	2000 · Accounts Payable	Acct# 1519540...	1,203.48			228,854.04
02/29/2024	834300246	Bruce Baker	2000 · Accounts Payable	Weight Rack	200.00			228,654.04

Tusayan Fire District
Deposit Detail
 February 2024

Type	Num	Date	Name	Account	Amount
Deposit		02/02/2024		NorwestWarrant	0.31
				4000 · Property Tax ...	-0.31
TOTAL					-0.31
Deposit		02/28/2024		NorwestWarrant	363.08
				FDAT	-363.08
TOTAL					-363.08
Bill Pmt -Check		02/29/2024	Audit Adjustment	NorwestWarrant	0.00
General Journal	JE #2.1	06/30/2023	Audit Adjustment	2000 · Accounts Pa...	-101.19
TOTAL					-101.19
Bill Pmt -Check		02/29/2024	Audit Adjustment	NorwestWarrant	0.00
General Journal	JE #6	06/30/2023	Audit Adjustment	2000 · Accounts Pa...	-1,105.73
TOTAL					-1,105.73
Deposit		02/29/2024		NorwestWarrant	38.22
				4001 · Property Tax ...	-38.22
TOTAL					-38.22
Deposit		02/29/2024		NorwestWarrant	1,599.91
				FDAT	-1,599.91
TOTAL					-1,599.91
Deposit		02/29/2024		NorwestWarrant	4.38
				FDAT	-4.38
TOTAL					-4.38
Deposit		02/29/2024		NorwestWarrant	450.37
				Pooled Interest	-450.37
TOTAL					-450.37
Deposit		02/29/2024		Reserve Funds	75.08
				Pooled Interest	-75.08
TOTAL					-75.08

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03/19/24

Tusayan Fire District
A/P Aging Summary
As of March 19, 2024

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

4:51 PM
03/19/24

Tusayan Fire District
A/R Aging Summary
As of March 19, 2024

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

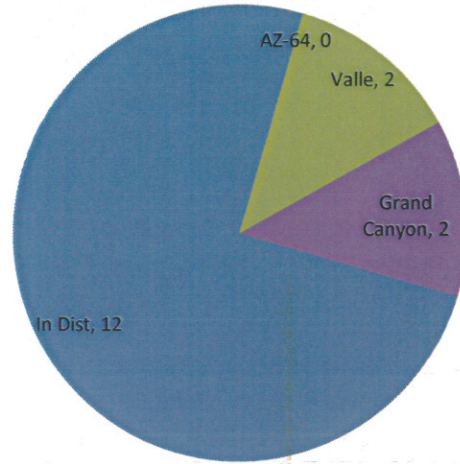
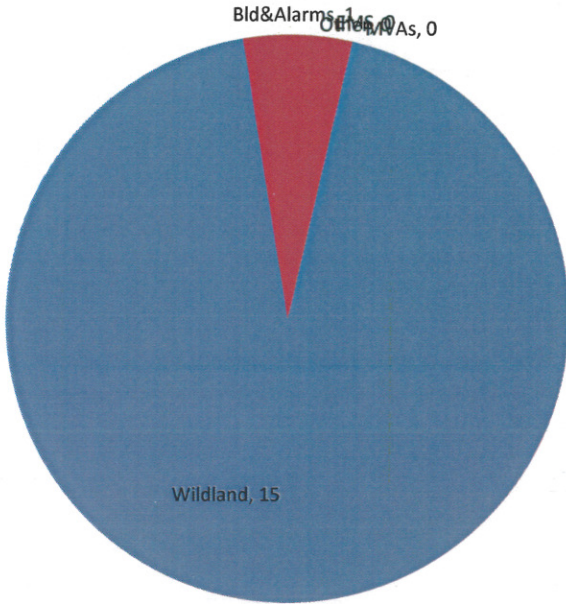
TFD Update 3/1/24

Feb Stats

Calls for prior month (indicated in upper right):	16
Calls for same month in 2022:	23
Total calls for all of 2024:	33



Feb	Ratio	----->	<table border="1" style="font-size: small; border-collapse: collapse;"> <tr> <th style="padding: 2px;">Wildland</th> <th style="padding: 2px;">Bld&Alarms</th> <th style="padding: 2px;">EMS</th> <th style="padding: 2px;">MVAs</th> <th style="padding: 2px;">Other</th> </tr> <tr> <td style="text-align: center; padding: 2px;">15</td> <td style="text-align: center; padding: 2px;">1</td> <td style="text-align: center; padding: 2px;">0</td> <td style="text-align: center; padding: 2px;">0</td> <td style="text-align: center; padding: 2px;">0</td> </tr> </table>	Wildland	Bld&Alarms	EMS	MVAs	Other	15	1	0	0	0		
Wildland	Bld&Alarms	EMS	MVAs	Other											
15	1	0	0	0											
Feb	Locations	--->	<table border="1" style="font-size: small; border-collapse: collapse;"> <tr> <th style="padding: 2px;">In Dist</th> <th style="padding: 2px;">AZ-64</th> <th style="padding: 2px;">Valle</th> <th style="padding: 2px;">Grand Canyon</th> </tr> <tr> <td style="text-align: center; padding: 2px;">12</td> <td style="text-align: center; padding: 2px;">0</td> <td style="text-align: center; padding: 2px;">2</td> <td style="text-align: center; padding: 2px;">2</td> </tr> </table>	In Dist	AZ-64	Valle	Grand Canyon	12	0	2	2	16 <-Total	16 <-Total		
In Dist	AZ-64	Valle	Grand Canyon												
12	0	2	2												



Call Types for Feb

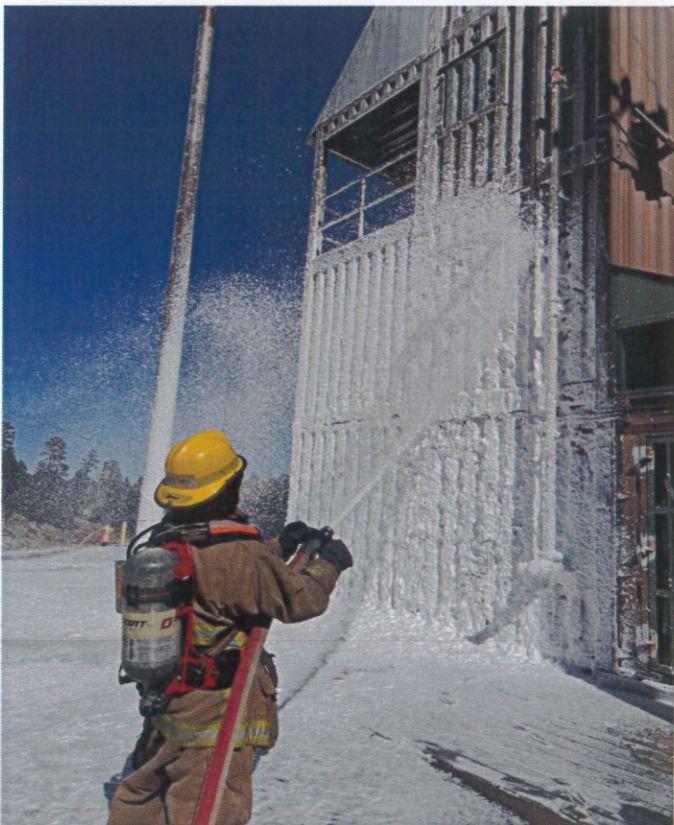
Call Locations for Feb

Updates:

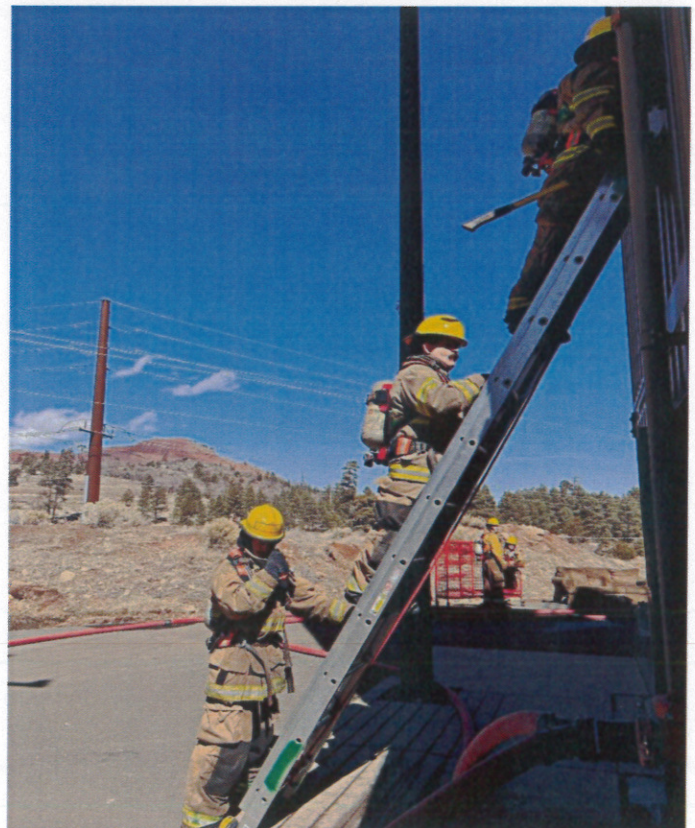
- Captain Greg L. attended an Emergency Vehicle Driver Training & EMS Vehicle Operation Instructor Class; he will use it as Training Officer to implement additional training for TFD.
- A starter had to be replaced on the (now replaced) 2002 E-51; it is still posted for sale online.
- Various repairs were completed on the two houses in Valle, new roofs were installed. Repairs were conducted on a sink, a toilet, drywall, stairs, stove, etc. The two units are manufactured homes that the TFD Firefighter/ EMT-Bs reside in.
- Modifications are scheduled for the TFD station HVAC units.
- Magnetic boots were all replaced on the Magnegrip exhaust evacuation system.
- Firefighter/EMT-B Michael W. was hired in February [welcome Michael!].
- Repairs were completed on the double-doors at the main TFD entrance.
- TFD assisted with the GC Food Pantry on 2/21/24.
- TFD CPR instructor Zealand conducted CPR classes.
- A revamp of the PT/Workout room was completed, thanks Ed & everybody who helped!
- The application for the FEMA Assistance to Firefighters Grant has been an ongoing project through the month, a request to replace the 2000 wildland fire engine is being submitted.
- 2 roof ladders and one 24' ladder were received in February, these were the last items purchased through the Town of Tusayan monies allocated for the Fire Engine replacement and related equipment. The ladders were backordered from June and actually arrived earlier than expected. This is a continuing effect of manufacturing shortages. Thank you to the Town of Tusayan for their continued support of Tusayan Fire!!!
- FF/EMT-B Anthony created a comprehensive fire/extrication response notebook for hybrid vehicles.
- Fire Extinguisher Classes are being offered at TFD, or at your business location if requested with enough notice. Please contact TFD at 638.3473.
- *Please visit the [Tusayan Fire Department Facebook page](#) for: updates, local news, training, weather, burning operations, community events, safety tips, etc. [give us a like!]*



75' Ladder Training [photo by Anthony Diluzio]



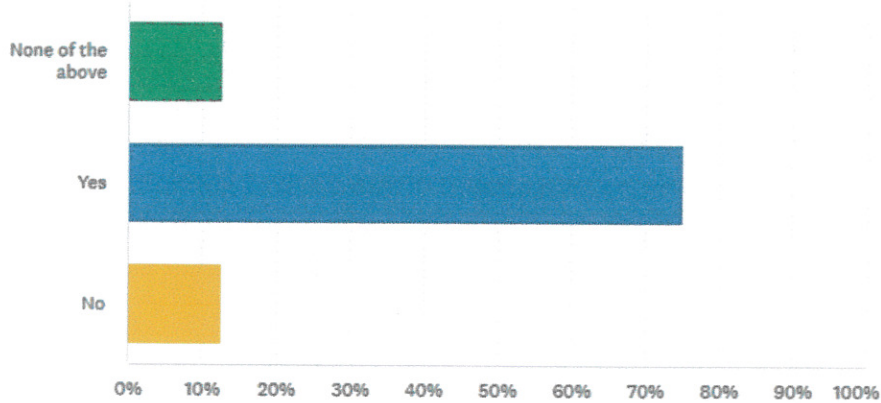
Flagstaff Fire Academy, foam application
[photo by Anthony Diluzio]



Flagstaff Fire Academy, ladder drills
[TFD member Anthony D., photo by C. Greenwald]

Do you personally want to switch to a 48/96 schedule? (More hours = more income) This would consist of an A, B, and C schedule.

Answered: 8 Skipped: 0



ANSWER CHOICES	RESPONSES
None of the above	12.50% 1
Yes	75.00% 6
No	12.50% 1
TOTAL	8

Comments (2)

[RESPONSES \(2\)](#)
[WORD CLOUD](#)
[TAGS \(0\)](#)
Sentiments: OFF

[RESPONSES \(2\)](#)
[WORD CLOUD](#)
[TAGS \(0\)](#)
Sentiments: OFF

Filter: by tag

Showing 2 responses

I think a rotating schedule, consisting of one CO, one Engr, and one FF would suit the areas needs, improve morale/camaraderie, and solve consistency issues regarding training/chores/checks etc. It also enables each crew to get more comfortable assisting the Guardian crew they're "assigned" alongside, if it were to work in unison. It also allows crews shared time with/without admin, and on/off weekends for family.

2/17/2024 11:04 AM

[View respondent's answers](#)

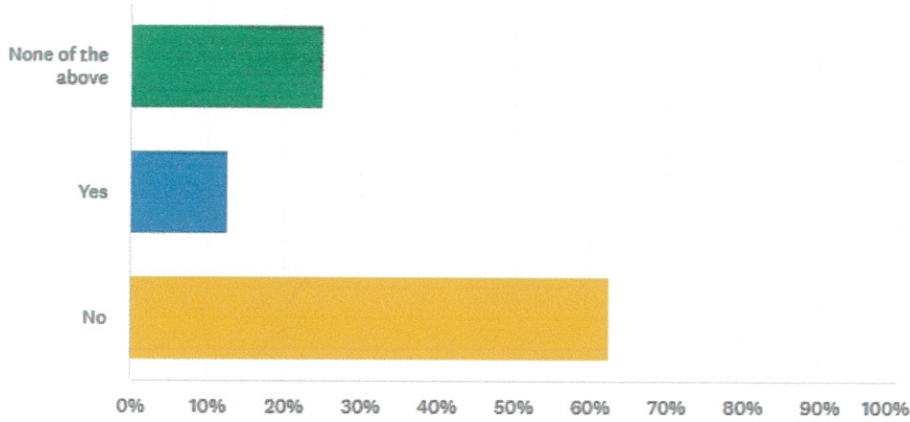
I would agree to this provided that my 48 stays on the same days, and I would keep my crew members the same.

2/14/2024 10:28 AM

[View respondent's answers](#)

Do you want to stay with a 2 on 5 off schedule?

Answered: 8 Skipped: 0



ANSWER CHOICES

RESPONSES

None of the above	25.00%	2
Yes	12.50%	1
No	62.50%	5

Total Respondents: 8

Per my previous statement above, I do like the current schedule, but my concern is why do we have to change a schedule in order to get more pay?

2/14/2024 10:28 AM

[View respondent's answers](#)

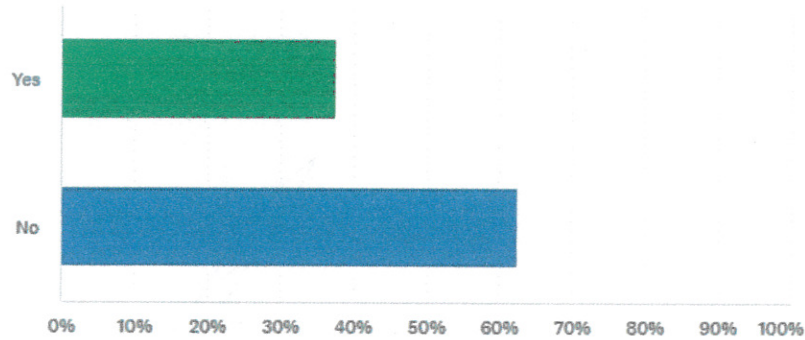
I don't mind staying on the current schedule but would prefer to make more money. I don't mind even rotating shifts on our current schedule but understand that it would be a logistical nightmare to rotate people in and out as (I think) we need more people on Fri/Sat/Sun since the Mon-Thu coverage includes Chief and Kate. The current schedule is more beneficial for a second job but my priority is TFD. I'm definitely on board with the 48/96 so my co-workers don't have to work every weekend as well. I wouldn't want to work every weekend either but would like to share the load.

2/14/2024 09:29 AM

[View respondent's answers](#)

Do you have any schedule recommendations that might help?

Answered: 8 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	37.50%	3
No	62.50%	5
TOTAL		8

Comments (4)

Search Responses

Filter: by tag

Showing 4 responses

Having 3 guys on, company officer, driver, and fire fighter excluding admin.

2/17/2024 03:18 PM

[View respondent's answers](#)

I've been a huge proponent of the 48/96 since starting at TFD, and until very recently, I saw no upside to any other schedule. I think it is the right move for the district. Having said that, just recently I've decided to enroll in a paramedic program in 2025 (I'll share more outside this survey, but I thought you might want this info with the rest of the survey results.). I think it's the right step forward in my career and something I've wanted for some time. But my greatest fear is finally being able to work a 48/96 and being the person who can only work certain days. If it's something that any other Captain would be willing to work with me on, I'd be happy making it work via swaps.

2/17/2024 11:04 AM

[View respondent's answers](#)

No recommendations, just wondering if this would mean all shifts will have a three man shift all in the same rotation?

2/16/2024 05:03 PM

[View respondent's answers](#)

See above

Best Case \$634,000 (197k more)	
Adding a new Firefighter EMT position (9 FF, Not counting Chief & Admin)	\$130,000
Having minimum 3-person round the clock coverage	
Coverage for Tusayan and Valle	
Switch to 48/96 shifts - Employee retention	
Adding Admin assistant (3/4 time employee)	\$30,000
Life Safety - personal TIC for on duty crews	\$4,000
Training Grounds - Connex box for drills	\$5,000
Improved training programs & gear	\$15,000
Increased Public Education	\$4,500
Backlog of deferred maintenance	\$8,500
Current assistance from ToT to maintain current levels	\$437,000
Enhance current levels of service to Town Residents	
Maintain \$3.5 tax rate	
Total requested Town assistance	\$634,000

Mid Range \$592,000 (155k more)	
Maintain current FF staffing levels (8 FF, Not counting Chief & Admin)	
Variable levels of round the clock coverage	
Switch to 48/96 shifts - Employee retention	\$90,000
Adding Admin assistant (3/4 time employee)	\$30,000
Life Safety - personal TIC for on duty crews	\$2,000
Training Grounds - Connex box for drills	\$5,000
Improved training programs	\$15,000
Increased Public Education	\$4,500
Backlog of deferred maintenance	\$8,500
Current assistance from ToT to maintain current levels	\$437,000
Maintain current levels of service to Town Residents	
Maintain \$3.5 tax rate	
	\$592,000

Current assistance from ToT	
Reduce current FF staffing levels (7 FF - Not counting Chief & Admin)	
Decreased round the clock coverage	
Keep current 2-5 schedule	\$13,000
Adding Admin assistant (3/4 time employee)	\$30,000
Life Safety - Only 1 TIC for the Officer	
No training grounds	
Decrease current training programs	
No additional PubEd programs	
Increased Backlog of deferred maintenance	
Current assistance from ToT to maintain current levels	\$437,000
Maintain current levels of service to Town Residents	
Increase tax to \$3.75	(\$39,817)
	\$440,183

Tusayan Fire District
Budget Fiscal Year 2024

Draft



Assessed Valuation \$ 15,926,307

Revenues

Property Tax Revenue	\$	552,420	
Fire District Assistance Tax	\$	110,484	
Other Revenues	\$	27,700	
Grants	\$	-	
Rental Income	\$	42,306	
Wildland Income	\$	40,000	
Use of Fund Balance and Reserves	\$	-	
Town of Tusayan IGA	\$	634,000	
Total Revenues	\$	1,406,910	\$ 1,406,910

Payroll Expenditures

Salaries & Wages	\$	772,465	
Retirement Contributions	\$	91,346	
Volunteer Stipends	\$	10,000	
Health Insurance	\$	76,860	
Employment Expenses	\$	120,373	
Total Expenditures	\$	1,071,043	\$ 1,071,043

Operations

Fuel, Oil, Lubricants	\$	500	
Vehicle Maintenance	\$	24,490	
Small Tools & Minor Equipment	\$	14,400	
Fire Protection & Equipment	\$	27,250	
Communications & Dispatch	\$	384	
Disposable Supplies & Equipment	\$	10,384	
Total Operations	\$	77,408	\$ 77,408

Other Services & Charges

Administration Costs	\$	28,488	
Professional Services	\$	28,600	
Training	\$	42,200	
Insurance - Liability	\$	21,000	
Public Utilities	\$	19,040	
Leases & Rentals	\$	47,518	
Repairs & Maintenance	\$	20,520	
Grants Expense	\$	-	
Wildland	\$	15,000	
Miscellaneous	\$	8,550	
Total Other Services & Charges	\$	230,916	\$ 230,916

Capital

Buildings	\$	22,543	
Machinery & Equipment (Cap Improvem	\$	5,000	
Capital Purchases Carry-forward			
	\$	27,543	\$ 27,543

Total Expenditures \$ 1,406,910

Net Income (Loss) \$ (0)

John Vail, Board Chair

Andrew Aldaz, Board Member

Elena Villanueva, Board Member

Rob Gossard, Board Member

Pete Shearer, Board Member

** Tax rate is based on \$3.50 per assessed valuation

Tusayan Fire District's budget meets the requirements of ARS 48-805.02

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the General Store, at the Tusayan Fire District and at the Tusayan Town hall all located in Tusayan, Arizona on the _____ day of May 2024 in accordance with the statement filed by TFD.

REVENUES 23-24	
Wildland Program	
\$	40,000
Property Tax Revenue	
\$	552,420
Fire District Assistance Tax	
\$	110,484
Other Revenues	
\$	27,700
Grants	
Rental Income	
\$	42,306
Town of Tusayan IGA	
\$	634,000
Transfer From Savings	
\$	-
TOTAL REVENUES	\$ 1,406,910

Other Revenue	
Billing	\$ 12,000
Shirts	\$ 2,000
CPR Classes	\$ 1,500
Interest	\$ 3,600
Fundraisers	\$ 5,000
AED Subscription	\$ 1,600
Donations	\$ 2,000
	\$ 27,700

Rental Income	
Guardian	\$ 13,800
Properties	\$ 15,000
Titan	\$ 13,506
	\$ 42,306

OPERATIONS 23-24	
Fuel, Oil, Lubricants Oil Changes 6400	
\$	500
Vehicle Maintenance 6500	
\$	24,490
Small Tools & Minor Equipment 6600	
\$	14,400
Fire Protection & Equipment 6650	
\$	27,250
Communications & Dispatch 6700	
\$	384
Disposable Supplies & Equipment 6900	
\$	10,384
TOTAL OPERATIONS	\$ 77,408

Fuel, Oil...6400	
gas/DEF	\$ 500
Total	\$ 500

Vehicle Maintenance 6500	
Vehicle & Apparatus	\$ 4,000
Pumps	\$ 1,000
Vehicle Repairs - Outside/Oil	\$ 9,000
Pump Repairs - Outside	\$ 500
Tire Repairs - Outside	\$ 2,750
Towing	\$ -
Vehicle Repair Parts	\$ 5,000
Vehicle Maint. Supplies 6506	\$ 1,740
Other	\$ 500
Total	\$ 24,490

Fire Protection & Equipment 6650	
Fire Extinguishers & Training	\$ 250
Tools	\$ 4,000
Fire Hose	\$ 1,000
Bunker Gear	\$ 10,000
SCBA Masks	\$ 1,500
FP manuals	\$ -
TIC	\$ 4,000
Foam	\$ 3,000
Other	\$ 3,500
Total	\$ 27,250

Communications & Dispatch 6700	
372 Ipad	\$ 384
Total	\$ 384

Small Tools & Minor Equipment 6600	
Maint Tools	\$ 1,300
Fire Protection Equip	\$ 3,150
Batteries - Vehicles	\$ 2,000
Personnel Safety Equip	\$ 150
Computer Equip	\$ 2,500
EMS Small Tools	\$ 500
Office Equipment	\$ 1,000
Station Equipment	\$ 3,000
Station Appliances	
Other & CPR Training	\$ 800
Total	\$ 14,400

Disposable supplies & equip. 6900	
Cleaning	\$ 1,500
Electrical	\$ 1,000
Fire suppression O2	\$ 1,884
supplies	\$ 2,500
Medical	\$ 2,000
Misc.	\$ 1,000
Batteries	\$ 500
Total	\$ 10,384

OTHER SERVICES AND CHARGES 23-24	
Administration Costs 7000	
	\$ 28,488
Professional Services 7100	
	\$ 28,600
Training 7300	
	\$ 42,200
Insurance - Liability 7400	
	\$ 21,000
Public Utilities 7500	
	\$ 19,040
Leases & Rentals 7600	
	\$ 47,518
Repairs & Maintenance 7700	
	\$ 20,520
Grants Expense 7850	
Wildland Expense	
	\$ 15,000
Miscellaneous 7900	
	\$ 8,550
TOTAL OTHER SERVICES & CHARGES	\$ 230,916

Admin 7000	
Postage	\$ 2,000
Phone	\$ 612
Pub Ed	\$ 4,500
printing	\$ 1,500
fees/subscription	\$ 11,832
business meeting	\$ 500
interest expense	\$ -
mileage	\$ 1,500
software support	\$ 250
internet	\$ 2,100
station security	\$ 100
Ink	\$ 350
Direct TV	\$ 744
Admin Costs Misc	\$ 1,500
Board Expense	\$ 1,000
Total	\$ 28,488

Professional Services 7100	
Ladder Inspection	\$ 1,200
Medical - Cancer screening	\$ 10,200
SCBA Service	\$ 2,200
Audit	\$ 10,500
Electrician	\$ 3,000
Election	\$ 1,000
Permits	\$ 500
Total	\$ 28,600

Training 7300	
Tuition	\$ 3,200
per diem	\$ 3,000
books	\$ 500
Mileage	\$ 1,000
commercial travel	\$ 500
Audio Video Tapes	
Training supplies	\$ 1,500
refreshers	\$ 500
Training Props	\$ 2,000
AFDA Conference	\$ 2,000
EMS courses	\$ 10,400
AZ Fire School	\$ 4,000
AZ Wildland	\$ 2,100
FF Cadet/Academy	\$ 6,500
In-House Training	\$ 5,000
Total	\$ 42,200

Public Utilities 7500	
Station Electric	\$ 11,280
Station water	\$ 1,260
Station Propane	\$ 4,500
Utilities - Chief	\$ 2,000
Total	\$ 19,040

Leases/Rentals 7600	
GB	\$ 4,200
Valle	\$ 4,200
Valle	\$ 4,200
Ray's House	\$ 3,285
Station Lease	\$ 27,783
Taxes Station	\$ 2,000
Taxes 19 Lincoln	\$ 1,100
Taxes 221 Enstrom	\$ 380
Taxes 409 Beech	\$ 370
Total	\$ 47,518

Repairs & Maint 7700	
Office Equip	\$ 1,000
comms/phone	\$ 420
building	\$ 6,300
SCBA	\$ 1,800
Fire Extinguisher	\$ 1,450
extrication equip	\$ 500
station equip	\$ 5,000
employee housing	\$ 3,750
other	\$ 300
Total	\$ 20,520

Miscellaneous 7900	
Beverages/Food	\$ 2,200
Awards	\$ 400
Misc. Events	\$ 1,000
Uniform Allow.	\$ 4,000
Coats	\$ 500
Patches	\$ -
Supporter Shirts	\$ 250
Shirt taxes	\$ 200
Total	\$ 8,550

EXPENDITURES FY 23-24

Salaries/Wages	23-24 Salary	Annual Increase	24-25 Salary	Grand Total		Acct#
Chief 2080				Wages	\$ 772,465	
Johnson 2080				SS Tax/Medicare Tax	\$ 59,094	
New Captain				Retirement	\$ 91,346	6101
Lawrence				Stipends	\$ 10,000	6050
McCarthy				Health Dental Vision	\$ 76,860	6200
Pes				Worker's Comp	\$ 51,061	6303
Diluzio				D&D Policy	\$ 5,639	6205
Dimas				Unemployment	\$ 3,780	6304
Wycoff				FF Physicals	\$ 800	6302
Open (Moreno)				Total	\$ 1,071,043	
Open (New Position)						
Admin Assist						
OT Coverage (24 per month)						
Holiday Pay						
Total	\$ 618,782	\$ 136,864	\$ 772,464.61			

Retirement (12.12% & .15%) 12.27%	Workers Comp Risk Pool	Insurance Health, Dental, Vision	
Chief	Firefighters (7710) \$ 7.39	Chief	\$ 7,740 \$ 612
Kate	Admin (8810) \$ 0.09	Johnson	\$ 3,600 \$ 27
New Captain	Volunteers (8411) \$ 1.13	New Captain	\$ 7,740 \$ 6
Lawrence	WC Fee \$ 48,893	Lawrence	\$ 7,740
McCarthy	Annual Capitalization \$ 2,168	McCarthy	\$ 7,740 \$ 645
Pes	Assessment Fee Cancer Law	Pes	\$ 3,600
Diluzio	Totals Risk Pool \$ 51,061	Diluzio	\$ 7,740
Dimas	D&D Policy VFIS \$ 5,639	Dimas	\$ 7,740
Wycoff	Unemployment Tax \$ 3,780	Wycoff	\$ 7,740
Open		Open	\$ 7,740
Open	Volunteer Stipends	Open	\$ 7,740
OT Coverage/Holiday Pay	Various Volunteers \$ 10,000	Total	\$ 76,860
Total	\$ 91,346		\$ 10,000

Tusayan Fire District 2024 Election Timeline

Notice by Coconino County (210 days) Coconino County sends an email to the district 4/9/2024		
Resolution Calling of Election (at least 180 days before election) 16-226.A Deadline: 5/9/2024	Meeting Date:	4/11/2024
Notify the Board of Supervisors that an election has been called Deadline (they will send new IGA once the election has been called.):	Mail by:	4/25/2024
Mail Calling of Election Resolution to county. (at least 180 days before election) 16-226(A) Must be received by Mail with Resolution by 5/9/2024	Mail by:	4/25/2024
Publish Notice of <i>Call of Election</i> (2x not less than 1 week apart 6 wks preceding 150 days before the election) ARS 16-227.A Between April 26 – June 11 <ol style="list-style-type: none"> 1. The purpose of the election. 2. The date of holding the election. 3. The last date and place for filing nomination petitions, if applicable. 4. The last date to register to vote in the election. 5. The name of the election district conducting the election. 6. The proposed boundaries of the election district, if for establishment or annexation. 7. If the election is a special district mail ballot election as described in chapter 4, article 8.1 of this title, the date the mail ballots will be mailed to qualified electors of the district. 	Publish Dates:	
	To paper by:	
Call County to find out candidates who have filed, election will be cancelled if there are only enough candidates to fill the vacancies. The remaining steps would not be required and the Board Members shall be sworn in before the 1st of December and begin their role as a Board Member – Ensure the Open Meeting Law training has been completed. July 8, 2024 last day to file	Call on:	
Publish <i>Notice of Election</i> (2x not less than 1 week apart during the 6 wks preceding 20 days before the election) ARS 16-228.A, B and C, Between September 1 and October 12 (Different deadline if mail ballot election) <ol style="list-style-type: none"> 1. The date of the election. 2. The location of the polls. 3. The hours the polls will be open. 4. The purpose of the election. 5. The election district conducting the election. 	Publish Dates:	
	To paper by:	
Send <i>Affidavit of Compliance</i> to Board of Supervisors signed by Clerk of the Board (no later than 5 days before election), ARS 16-229 Deadline October 30, 2024	Meeting Date	10/10/24
	Send Date	10/10/24
Election Day November 5, 2024		
Obtain Certificates of Election from Clerk of Board of Supervisors Before December 1	No later than:	11/29/2024
Resolution to <i>Canvass the Election</i> (Within 6 and 20 days following election) ARS 16-642.A. Include length of terms. Between November 11 and November 25 ARS 16-646 When the result of the canvass is determined, a statement, known and designated as the official canvass, shall be entered on the official record of the election district that shall show: <ol style="list-style-type: none"> 1. The number of ballots cast in each precinct and in the county. 2. The number of ballots rejected in each precinct and in the county. 3. The titles of the offices voted for and the names of the persons, together with the party designation, if any, of each person voted for to fill the offices. 4. The number of votes by precincts and county received by each candidate. 5. For each candidate race in each political subdivision prescribed by section 16-204.01, the number of ballots cast and the number of active registered voters in each political subdivision and portion of a political subdivision for which a candidate may be elected. 6. The numbers and a brief title of each proposed constitutional amendment and each initiated or referred measure voted on. 7. The number of votes by precincts and county for and against such proposed amendment or measure. 	Meeting Date:	11/14/2024
Administer Oath of Office ARS 38-231 Must be done before taking office	Meeting Date	11/14/2024
Certified copy of canvass sent to Board of Supervisors, ARS 16-642.B 1st meeting after election	Send Date:	11/14/2024
Elected board members take office		
Chairman and Clerk selected First meeting in December	Meeting Date	12/12/2024

The election will be for two seats John Vail, and Andrew Aldaz. The term of office is 4 years. Persons on the permanent early voting list will automatically receive a ballot by mail approximately 26 days prior to the election. Early ballots must be received by the county no later than Election Day.

Candidate packets available	April 1, 2024
First day candidates may file:	June 11, 2024 (150 days prior to election, ARS 16-311)
Deadline for candidates to file, p.m. on:	July 8, 2024 (120 days prior to election, ARS 16-311)
Last day for Write-in	August 21, 2024 (76 days prior to election)
General Election:	11-5-2024

Per ARS §16-322(A) (12):
Minimum # of signatures for TFD: 5
Maximum # of signatures for TFD: 250

Campaign Finance: Candidates who raise or spend, in aggregate, more than \$1,000 [A.R.S. §§ 16-905(B) and 16-931] must form a candidate committee.