



P.O. 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

August 22, 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 August 22, 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) and (1) to discuss or consult for legal advice with the attorney for the district or to discuss employment compensation. 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.

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. Discussion/Approval of July 11, 2024 Regular Meeting Minutes
3. Financial Report
4. Fire Chiefs Update
5. Old Business
  - a. Discussion, Update, and Possible Action Regarding Community Evacuation Plan
  - b. Discussion, Update, and Possible Action Regarding Town of Tusayan IGA
  - c. Discussion, Update, and Possible Action Regarding Agreement with the Forest Service to build an enclosed, heated parking bay structure
6. New Business
  - a. Discussion, Possible Action, and Approval Regarding Legal Representation for FY 2024-2025 Resolution 2024-04 Legal Representation
7. Board Member Reports
8. 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 August, 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.**



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## 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, July 11, 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 10:00 a.m. The following members of the Tusayan Fire District were present in person, Board Chair John Vail, Board Member Andrew Aldaz, Board Member Rob Gossard, Board Member, Elena Villanueva (Zoom). Others in attendance included Fire Chief Greg Brush, Chief of Administration Kate Johnson, Administrative Assistant Leattea McCarthy, quorum was confirmed.

### Public Hearing for Presentation, Discussion, and Possible Action of Approval of Fiscal Year 2025 Budget

Discussion from Board Members regarding Coconino County renting space at TFD.

- a. **Board Certification for Fiscal Year 2025 Budget-** Presented by Kate Johnson. First by Vail, seconded by Aldaz. Motion carries unanimously.

### Discussion/Approval of June 13, 2024 Regular Meeting Minutes

Motion to approve regularly scheduled June 13, 2024 Meeting Minutes. First by Vail and seconded by Aldaz. Motion carries unanimously.

### Financial Report

Presented by Johnson. Monthly Financial Report verbally and in written form. (See form for details). First by Vail and seconded by Aldaz. Motion carries unanimously.

### Fire Chiefs Update

Chief Brush presented report verbally and in written form. (See form for details). Currently preparing for 5-year ISO Audit. Discussion from Board regarding an opt-out option. TFD will research ISO requirements. Board Member inquired about vaccine availability for Flu/Covid. Fire Chief will reach out to Debbie from the County.

### Old Business

#### Discussion, Update, and Possible Action Regarding Community Evacuation Plan

Chief met with Charlie at Town Hall regarding Federal Grant opportunities and continues to meet ongoing twice per week. Chief discussed a new Emergency Alert/Siren to install for the community.

#### Discussion and Possible Action and Approval regarding Town or Tusayan IGA

Formal IGA signature pending.

*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.*

**Discussion, Update, and Possible Action Regarding Agreement with the Forest Service to build an enclosed, heated parking bay structure**

Presented by Kate Johnson. Johnson has a meeting with the Fire Service on 7/15/25. Currently in the negotiation process, expects process to be long but moving forward. Will be an open concept building.

**New Business**

None

**Board Member Reports**

Aldaz – The Town Awareness Meeting has been moved to August 6<sup>th</sup> at 1 pm at the Town Hall. Encourages attendance from the public.

Vail –Thanked Kate & Quentin Johnson for helping with the 4<sup>th</sup> Of July beer sales.

Gossard- None

Villanueva- None

**Adjourn**

Meeting adjourned at 10:52 a.m. First by Vail, seconded by Aldaz. 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 – June, 2024

- Info current as of August 20, 2024
- Bank: \$14,569.45
- Reserve Funds Account: \$52,038.16
  - Grand total = \$66,607.61
- Accounts Payable
  - We have checks to sign
- FY 2024 FDAT Revenue (Actual year to date): \$439.11
- Rental Income Station: \$2,242.73
- District Billing Fees: \$2,628.43
- Wildland Fire Income
  - Total YTD Net Cash Income: \$10,217.74
  - Total YTD Net Gain to TFD: \$17,452.07
- GCNP Mutual Aid contract renewal in progress
- Working with the Forest Service to enter into possible Agreement for use of Federal lands to build an enclosed, heated parking structure for TFD and Forest Service use.
- Exploring funding options through Coconino County for FY 2025 funding of Capital Investment for parking bay structure.

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AND OUR COMMUNITY THROUGH THE PRESERVATION OF LIFE, PROPERTY AND THE ENVIRONMENT.*

# Tusayan Fire District

## Profit and Loss

July 1 - August 21, 2024

	TOTAL
Income	
4000 Property Tax Revenues	8,695.39
4310 Other Revenue	
TFD Supporter Shirts	50.00
<b>Total 4310 Other Revenue</b>	<b>50.00</b>
Billable Expense Income	10,307.01
FDAT	439.11
Town of Tusayan - Contributions	109,250.00
<b>Total Income</b>	<b>\$128,741.51</b>
<b>GROSS PROFIT</b>	<b>\$128,741.51</b>
Expenses	
6000- PERSONNEL SERVICES	
6001- Fire Chief	14,746.63
6005-Firefighter/EMT	73,074.35
6016- Business Administrator	11,246.20
6075 Vacation Accrual	5,740.43
<b>Total 6000- PERSONNEL SERVICES</b>	<b>104,807.61</b>
6100- RETIREMENT CONTRIBUTIONS	
6101- Staff Pension	14,710.68
<b>Total 6100- RETIREMENT CONTRIBUTIONS</b>	<b>14,710.68</b>
6200- INSURANCE	
6203- Health	9,513.38
6204- Dental	-101.70
6206 VSP - Vistion	-27.46
<b>Total 6200- INSURANCE</b>	<b>9,384.22</b>
6300- EMPLOYEE BENEFITS	
6303 - State Compensation	8,998.00
<b>Total 6300- EMPLOYEE BENEFITS</b>	<b>8,998.00</b>
6400- FUEL, OIL, LUBRICANTS	
6401- Gasoline	108.58
<b>Total 6400- FUEL, OIL, LUBRICANTS</b>	<b>113.94</b>
6500- VEHICLE REPAIR & MAINT.	
6501- Vehicles & Apparatus	2,025.00
6509 - Vehicle Supplies	1,711.64
<b>Total 6500- VEHICLE REPAIR &amp; MAINT.</b>	<b>3,875.58</b>
6600- SMALL TOOLS & EQUIPMENT	
6609 - Station Equipment	37.40
6611 Housing Appliances	44.87
<b>Total 6600- SMALL TOOLS &amp; EQUIPMENT</b>	<b>1,504.51</b>
	<b>1,586.78</b>

# Tusayan Fire District

## Profit and Loss

July 1 - August 21, 2024

	TOTAL
6650- FIRE PROTECTION & EQUIP.	70.70
6651-Bunkers, Helmet, Boots	2,901.51
6655 Fire Hose	1,486.34
<b>Total 6650- FIRE PROTECTION &amp; EQUIP.</b>	<b>4,458.55</b>
6900- DISPOSABLE SPLS/EQUIP	
6901- Janitorial Supplies	191.23
6903- Fire Suppression Supplies	143.40
<b>Total 6900- DISPOSABLE SPLS/EQUIP</b>	<b>334.63</b>
7000- ADMINISTRATIVE COSTS	
7001- Office Supplies, Postage	181.07
7002- Telephone, FAX	99.14
7005- Fees/Subscrip/Publication	2,994.49
7013 Internet	163.10
7015 Printing Expense - Ink	39.01
7016 Station TV	92.99
<b>Total 7000- ADMINISTRATIVE COSTS</b>	<b>3,569.80</b>
7100- PROFESSIONAL SERVICES	
7111 SCBA Service	500.00
<b>Total 7100- PROFESSIONAL SERVICES</b>	<b>500.00</b>
7300- TRAINING	
7309-Training Supplies	31.15
7311 Training Props	40.56
<b>Total 7300- TRAINING</b>	<b>71.71</b>
7400- INSURANCE - LIABILITY	
7401- Vehicle, Bldg,Malpractice	4,139.00
<b>Total 7400- INSURANCE - LIABILITY</b>	<b>4,139.00</b>
7500- PUBLIC UTILITIES	
7501- Electricity	1,092.66
7504- Water	107.75
7506 - Utility Payment for Emp	433.59
<b>Total 7500- PUBLIC UTILITIES</b>	<b>1,634.00</b>
7600- LEASES & RENTALS	
7603 - Property Lease	5,950.90
7606- Monthly Apartment Rent	-984.65
<b>Total 7600- LEASES &amp; RENTALS</b>	<b>4,966.25</b>
7700- REPAIRS & MAINTENANCE	24.27
7850- GRANTS EXPENSE	
7851- Grants Expense	46.03
<b>Total 7850- GRANTS EXPENSE</b>	<b>46.03</b>

# Tusayan Fire District

## Profit and Loss

July 1 - August 21, 2024

	TOTAL
<b>7900- MISCELLANEOUS</b>	
7901- Banquet	231.20
7902- Social Events	158.16
7905- Beverages	352.57
7907- Department Shirts	363.03
7909 - Patches	114.79
7910 TFD Supporter Shirts Expense	69.68
<b>Total 7900- MISCELLANEOUS</b>	<b>1,289.43</b>
8100 Capital Expenses	
8107 Debt Service - Principal	12,936.72
8108 Debt Service - Interest	251.01
<b>Total 8100 Capital Expenses</b>	<b>13,187.73</b>
Payroll Expenses	
Company Contributions	
Health Insurance	18.00
<b>Total Company Contributions</b>	<b>18.00</b>
Taxes	9,891.99
<b>Total Payroll Expenses</b>	<b>9,909.99</b>
Unapplied Cash Bill Payment Expense	0.00
<b>Total Expenses</b>	<b>\$187,608.20</b>
<b>NET OPERATING INCOME</b>	<b>\$ -58,866.69</b>
Other Income	
4400- MISCELLANEOUS	
4404 - Donations	12,500.00
4407 Rental Income	4,042.75
<b>Total 4400- MISCELLANEOUS</b>	<b>16,542.75</b>
District Service Fees	2,628.43
<b>Total Other Income</b>	<b>\$19,171.18</b>
Other Expenses	
Wildland Expense	23,013.00
<b>Total Other Expenses</b>	<b>\$23,013.00</b>
<b>NET OTHER INCOME</b>	<b>\$ -3,841.82</b>
<b>NET INCOME</b>	<b>\$ -62,708.51</b>

# Tusayan Fire District

## A/R Aging Summary

As of August 21, 2024

	CURRENT	1 - 180	181 - 360	361 - 540	541 AND OVER	TOTAL
TOTAL						\$0.00



# Tusayan Fire District

## A/P Aging Summary

As of August 21, 2024

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
TOTAL						\$0.00

# Tusayan Fire District

## Budget vs. Actuals: FY\_2024\_2025 - FY25 P&L

July 2024 - June 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
4000 Property Tax Revenues	8,695.39	557,421.00	-548,725.61	1.56 %
4310 Other Revenue	50.00	3,600.00	-3,550.00	1.39 %
Billable Expense Income	10,307.01		10,307.01	
FDAT	439.11	111,484.00	-111,044.89	0.39 %
Grant Income		60,000.00	-60,000.00	
Pooled Interest		4,000.00	-4,000.00	
Prior Year Capital Carry Fwd		129,392.00	-129,392.00	
Town of Tusayan - Contributions	109,250.00	600,000.00	-490,750.00	18.21 %
<b>Total Income</b>	<b>\$128,741.51</b>	<b>\$1,465,897.00</b>	<b>\$ -1,337,155.49</b>	<b>8.78 %</b>
<b>GROSS PROFIT</b>	<b>\$128,741.51</b>	<b>\$1,465,897.00</b>	<b>\$ -1,337,155.49</b>	<b>8.78 %</b>
<b>Expenses</b>				
6000- PERSONNEL SERVICES	104,807.61	738,857.00	-634,049.39	14.19 %
6100- RETIREMENT CONTRIBUTIONS	14,710.68	86,486.00	-71,775.32	17.01 %
6200- INSURANCE	9,384.22	0.00	9,384.22	
6300- EMPLOYEE BENEFITS	8,998.00		8,998.00	
6400- FUEL, OIL, LUBRICANTS	113.94	0.00	113.94	
6500- VEHICLE REPAIR & MAINT.	3,875.58	0.00	3,875.58	
6600- SMALL TOOLS & EQUIPMENT	1,586.78	0.00	1,586.78	
6650- FIRE PROTECTION & EQUIP.	4,458.55	0.00	4,458.55	
6690 Reconciliation Discrepancies		0.00	0.00	
6900- DISPOSABLE SPLS/EQUIP	334.63	0.00	334.63	
7000- ADMINISTRATIVE COSTS	3,569.80		3,569.80	
7100- PROFESSIONAL SERVICES	500.00	0.00	500.00	
7300- TRAINING	71.71	0.00	71.71	
7400- INSURANCE - LIABILITY	4,139.00		4,139.00	
7500- PUBLIC UTILITIES	1,634.00	0.00	1,634.00	
7600- LEASES & RENTALS	4,966.25		4,966.25	
7700- REPAIRS & MAINTENANCE	24.27	0.00	24.27	
7850- GRANTS EXPENSE	46.03	0.00	46.03	
7900- MISCELLANEOUS	1,289.43	0.00	1,289.43	
8000 - Town of Tusayan - IGA		0.00	0.00	
8100 Capital Expenses	13,187.73	0.00	13,187.73	
Payroll Expenses	9,909.99		9,909.99	
Unapplied Cash Bill Payment Expense	0.00		0.00	
<b>Total Expenses</b>	<b>\$187,608.20</b>	<b>\$825,343.00</b>	<b>\$ -637,734.80</b>	<b>22.73 %</b>
<b>NET OPERATING INCOME</b>	<b>\$ -58,866.69</b>	<b>\$640,554.00</b>	<b>\$ -699,420.69</b>	<b>-9.19 %</b>
<b>Other Income</b>				
4400- MISCELLANEOUS	16,542.75	51,556.00	-35,013.25	32.09 %
4405 - Wildland Income		45,000.00	-45,000.00	
District Service Fees	2,628.43	12,000.00	-9,371.57	21.90 %
<b>Total Other Income</b>	<b>\$19,171.18</b>	<b>\$108,556.00</b>	<b>\$ -89,384.82</b>	<b>17.66 %</b>

# Tusayan Fire District

## Budget vs. Actuals: FY\_2024\_2025 - FY25 P&L

July 2024 - June 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Other Expenses				
Wildland Expense	23,013.00		23,013.00	
<b>Total Other Expenses</b>	<b>\$23,013.00</b>	<b>\$0.00</b>	<b>\$23,013.00</b>	<b>0.00%</b>
NET OTHER INCOME	\$ -3,841.82	\$108,556.00	\$ -112,397.82	-3.54 %
NET INCOME	\$ -62,708.51	\$749,110.00	\$ -811,818.51	-8.37 %

Date	Ref No.	Payee Account	Memo	Payment	Deposit	Stat Auto	Balance
		Paycheck	-Split-				
08/02/2024	ASRS08022024	Arizona State Retirement System	ASRS080224	\$8,361.86			\$98,391.31
		Check	-Split-				
08/01/2024	835300024	Chase Card Services		\$5,030.70			\$106,753.17
		Bill Payment	2000 Accounts Payable				
08/01/2024	835300023	Choice Wireless		\$163.10			\$111,783.87
		Bill Payment	2000 Accounts Payable				
08/01/2024			Deposit # 473		\$13,625.51		\$111,946.97
		Deposit	-Split-				
07/31/2024					\$430.07	R	\$98,321.46
		Deposit	FDAT				
07/31/2024					\$2.34	R	\$97,891.39
		Deposit	FDAT				
07/31/2024					\$0.01	R	\$97,889.05
		Deposit	FDAT				
07/31/2024					\$6.69	R	\$97,889.04
		Deposit	FDAT				
07/31/2024					\$8,691.93	R	\$97,882.35
		Deposit	4000 Property Tax Revenues				
07/29/2024					\$0.66	R	\$89,190.42
		Deposit	4000 Property Tax Revenues				
07/24/2024	835300022	Linde Gas & Equipment Inc.		\$143.40		R	\$89,189.76
		Bill Payment	2000 Accounts Payable				
07/24/2024	835300021	DSB Distributing, LLC		\$175.82		R	\$89,333.16
		Bill Payment	2000 Accounts Payable				
07/24/2024	835300020	United States Treasury		\$18.00			\$89,508.98
		Bill Payment	2000 Accounts Payable				
07/24/2024	835300019	Valle Airpark (John Richardson)		\$811.54			\$89,526.98
		Bill Payment	2000 Accounts Payable				
07/24/2024	835300018	Michael Wycoff		\$24.83			\$90,338.52
		Bill Payment	2000 Accounts Payable				
07/24/2024	835300017	EMI Health		\$8,334.92			\$90,363.35
		Bill Payment	2000 Accounts Payable				
07/24/2024	835300016	Anthony Diluzio		\$60.08			\$98,698.27
		Bill Payment	2000 Accounts Payable				
07/24/2024	835300015	Arizona Public Service		\$1,092.66		R	\$98,758.35
		Bill Payment	2000 Accounts Payable				
07/24/2024	835300014	Arizona Department of Revenue		\$175.00		R	\$99,851.01
		Bill Payment	2000 Accounts Payable				
07/24/2024	835300013	Red Feather Properties		\$2,315.25			\$100,026.01
		Bill Payment	2000 Accounts Payable				

Date	Ref No. Type	Payee Account	Memo	Payment	Deposit	Stat	Balance Auto
07/19/2024		IRS	Tax Payment for Period: 07/17/2024-07/19/2024 DD07192024	\$7,975.28		R	\$102,341.26
	Tax Payment	Payroll Liabilities:Federal Taxes (941/943/944)					
07/19/2024		Edward C. OBannon	Pay Period: 07/01/2024- 07/14/2024	\$1,633.65		R	\$110,316.54
	Paycheck	-Split-					
07/19/2024		Michael (1) Wycoff	Pay Period: 07/01/2024- 07/14/2024	\$1,976.61		R	\$111,950.19
	Paycheck	-Split-					
07/19/2024		Leattea McCarthy	Pay Period: 07/01/2024- 07/14/2024	\$363.08		R	\$113,926.80
	Paycheck	-Split-					
07/19/2024		Kathleen Johnson	Pay Period: 07/01/2024- 07/14/2024	\$5,756.11		R	\$114,289.88
	Paycheck	-Split-					
07/19/2024		Miguel Ibarra Dimas	Pay Period: 07/01/2024- 07/14/2024	\$2,018.97		R	\$120,045.99
	Paycheck	-Split-					
07/19/2024		Anthony S. Diluzio	Pay Period: 07/01/2024- 07/14/2024	\$1,773.62		R	\$122,064.96
	Paycheck	-Split-					
07/19/2024		Gregory M. Brush	Pay Period: 07/01/2024- 07/14/2024	\$2,488.60		R	\$123,838.58
	Paycheck	-Split-					
07/19/2024		Galen P. McCarthy	Pay Period: 07/01/2024- 07/14/2024	\$21.19		R	\$126,327.18
	Paycheck	-Split-					
07/19/2024		Gregory Lawrence	Pay Period: 07/01/2024- 07/14/2024	\$2,671.63		R	\$126,348.37
	Paycheck	-Split-					
07/19/2024		Zealand Pes	Pay Period: 07/01/2024- 07/14/2024	\$1,565.89		R	\$129,020.00
	Paycheck	-Split-					
07/19/2024	ASRS07192027	Arizona State Retirement System	ASRS081624	\$6,898.18		R	\$130,585.89
	Check	-Split-					
07/18/2024	835300012	Municipal Emergency Services		\$1,486.34		R	\$137,484.07
	Bill Payment	2000 Accounts Payable					
07/18/2024	835300011	Diesel Support Group, LLC		\$2,550.00		R	\$138,970.41
	Bill Payment	2000 Accounts Payable					
07/18/2024	835300010	NAPA		\$138.94		R	\$141,520.41
	Bill Payment	2000 Accounts Payable					
07/11/2024			Deposit # 472		\$11,664.70	R	\$141,659.35
	Deposit	-Split-					
07/11/2024			Deposit # 471		\$113,437.98	R	\$129,994.65
	Deposit	-Split-					

Date	Ref No. Type	Payee Account	Memo	Payment	Deposit	Stat Auto	Balance
07/10/2024	ASRS070536 Bill Payment	Health Equity 2000 Accounts Payable		\$1,039.12		R	\$16,556.67
07/10/2024	ASRS070535 Bill Payment	Health Equity 2000 Accounts Payable		\$25.00		R	\$17,595.79
07/08/2024	835300009 Bill Payment	VFIS 2000 Accounts Payable		\$4,139.00		R	\$17,620.79
07/08/2024	835300008 Bill Payment	ESO Solutions, Inc. 2000 Accounts Payable		\$2,395.64		R	\$21,759.79
07/08/2024	835300007 Bill Payment	Century Link 2000 Accounts Payable		\$49.72		R	\$24,155.43
07/08/2024	835300006 Bill Payment	Personnel Safety Enterprises-Zee Medical 2000 Accounts Payable		\$500.00		R	\$24,205.15
07/08/2024	835300005 Bill Payment	USDA Forest Service 2000 Accounts Payable		\$620.40		R	\$24,705.15
07/08/2024	835300004 Bill Payment	Safeguard 2000 Accounts Payable		\$175.72		R	\$25,325.55
07/05/2024		IRS	Tax Payment for Period: 07/03/2024-07/05/2024 DD07052024	\$6,091.07		R	\$25,501.27
	Tax Payment	Payroll Liabilities:Federal Taxes (941/943/944)					
07/05/2024	ASRS070524 Check	Arizona State Retirement System -Split-	ASRS060724	\$5,473.98		R	\$31,592.34
07/05/2024	7052024 Paycheck	Zealand Pes -Split-	Pay Period: 06/17/2024- 06/30/2024	\$1,420.96		R	\$37,066.32
07/05/2024	7052024 Paycheck	Bruce D. Baker -Split-	Pay Period: 06/17/2024- 06/30/2024	\$2,610.95		R	\$38,487.28
07/05/2024	7052024 Paycheck	Miguel Ibarra Dimas -Split-	Pay Period: 06/17/2024- 06/30/2024	\$1,229.74		R	\$41,098.23
07/05/2024	7052024 Paycheck	Gregory M. Brush -Split-	Pay Period: 06/17/2024- 06/30/2024	\$2,377.40		R	\$42,327.97
07/05/2024	7052024 Paycheck	Leattea McCarthy -Split-	Pay Period: 06/17/2024- 06/30/2024	\$453.66		R	\$44,705.37
07/05/2024	7052024 Paycheck	Michael Wycoff I -Split-	Pay Period: 06/17/2024- 06/30/2024	\$963.82		R	\$45,159.03
07/05/2024	7052024 Paycheck	Kathleen Johnson -Split-	Pay Period: 06/17/2024- 06/30/2024	\$2,376.59		R	\$46,122.85
07/05/2024	7052024 Paycheck	Edward C. O'Bannon -Split-	Pay Period: 06/17/2024- 06/30/2024	\$1,365.75		R	\$48,499.44

Date	Ref No. Type	Payee Account	Memo	Payment	Deposit	Stat Auto	Balance
07/05/2024	7052024	Anthony S. Diluzio	Pay Period: 06/17/2024- 06/30/2024	\$946.29		R	\$49,865.19
	Paycheck	-Split-					
07/05/2024	7052024	Gregory Lawrence	Pay Period: 06/17/2024- 06/30/2024	\$2,646.41		R	\$50,811.48
	Paycheck	-Split-					
07/03/2024					\$2.80	R	\$53,457.89
	Deposit	4000 Property Tax Revenues					
07/01/2024	835300003	NAEMS		\$50.00		R	\$53,455.09
	Bill Payment	2000 Accounts Payable					
07/01/2024	835300002	National Bank of Arizona	CL116000114441749001	\$13,187.73		R	\$53,505.09
	Bill Payment	2000 Accounts Payable					
07/01/2024	835300001	Grand Canyon National Park Airport.		\$436.59		R	\$66,692.82
	Bill Payment	2000 Accounts Payable					
07/01/2024	834300356	Securis Insurance Pool, Inc		\$8,998.00		R	\$67,129.41
	Bill Payment	2000 Accounts Payable					
06/30/2024		IRS	Tax Payment for Period: 06/29/2024-06/30/2024 Volunteer Stipends	\$1,342.84		R	\$76,127.41
	Tax Payment	Payroll Liabilities:Federal Taxes (941/943/944)					
06/30/2024			Deposit # 469		\$450.00	R	\$77,470.25
	Transfer	Supporter Shirts					
06/30/2024	Deposit # 468	grand Canyon Rotary Club.			\$675.00	R	\$77,020.25
	Payment	Patients Invoiced					
06/30/2024	835300004	AZ Department of Revenue	Tax Payment for Period: 06/01/2024-06/30/2024	\$1,154.90		R	\$76,345.25
	Tax Payment	Payroll Liabilities:AZ Income Tax					
06/30/2024	834300374	Internal Revenue Service	86-0843550 2Q2024 941	\$13.32		R	\$77,500.15
	Check	2101 Payroll Liabilities:Federal Withholding					
06/30/2024	834300373	AZ DES-Unemployment Tax	Tax Payment for Period: 04/01/2024-06/30/2024 2Q 2024 Ui Tax Wages	\$96.28		R	\$77,513.47
	Tax Payment	-Split-					
06/30/2024	834300370	United Fire		\$8,559.04		R	\$77,609.75
	Bill Payment	2000 Accounts Payable					
06/30/2024	834300369	Choice Wireless		\$163.10			\$86,168.79
	Bill Payment	2000 Accounts Payable					
06/30/2024	834300368	Red Feather Properties		\$2,315.25		R	\$86,331.89
	Bill Payment	2000 Accounts Payable					
06/30/2024	834300367	Chase Card Services		\$2,680.72		R	\$88,647.14
	Bill Payment	2000 Accounts Payable					

# Tusayan Fire District

## Deposit Detail

July 1 - August 21, 2024

DATE	TRANSACTION TYPE	NUM	CUSTOMER	VENDOR	MEMO/DESCRIPTION	CLR	AMOUNT
NorwestWarrant							
07/03/2024	Deposit					R	2.80
							2.80
07/11/2024	Deposit				Deposit # 471	R	113,437.98
					1st Fiscal Quarter Payment		109,250.00
					Response Recovery Funds		2,628.43
					Rent		1,125.51
					Employee Benefits		434.04
07/11/2024	Deposit				Deposit # 472	R	11,664.70
					Response Recovery Funds		8,457.97
					Response Recovery Funds		1,849.04
					Rent-Employee		207.69
					Rent-Guardian		1,150.00
07/29/2024	Deposit					R	0.66
							0.66
07/31/2024	Deposit					R	8,691.93
							8,691.93
07/31/2024	Deposit					R	6.69
							6.69
07/31/2024	Deposit					R	0.01
							0.01
07/31/2024	Deposit					R	2.34
							2.34
07/31/2024	Deposit					R	430.07
							430.07
08/01/2024	Deposit				Deposit # 473		13,625.51
					August Rent		1,125.51
					Sale of Old Engine 51		12,500.00
Supporter Shirts							
08/01/2024	Deposit				Deposit 474		55.00
					Shirts		50.00
					Patch		-5.00



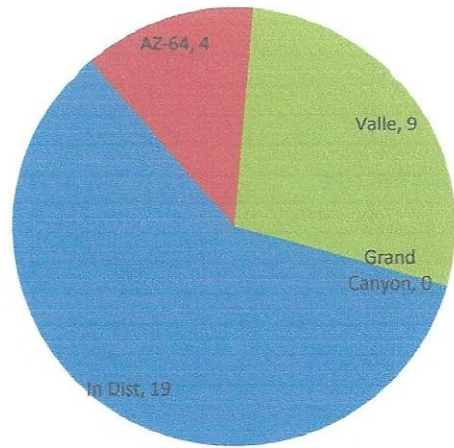
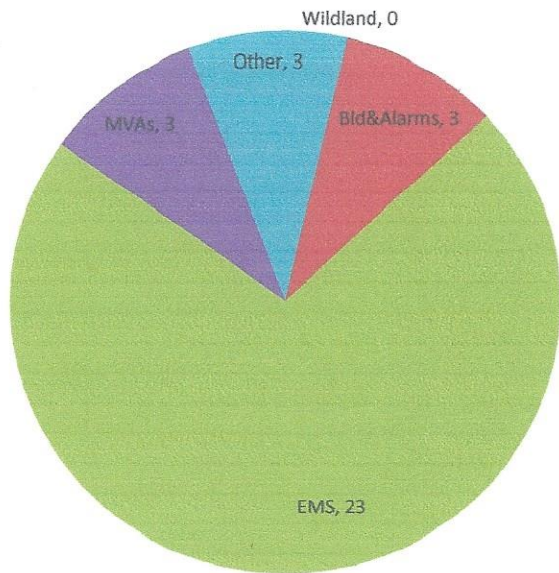
# TFD Update 8/1/24

July Stats

Calls for prior month (indicated in upper right):	32
Calls for same month in 2023:	42
Total calls for all of 2024:	183



July	Ratio	----->	<u>Wildland</u> 0	<u>Bld&amp;Alarms</u> 3	<u>EMS</u> 23	<u>MVAs</u> 3	<u>Other</u> 3	32 <-Total
July	Locations	---->	<u>In Dist</u> 19	<u>AZ-64</u> 4	<u>Valle</u> 9	<u>Grand Canyon</u> 0		32 <-Total



Call Locations for July

Call Types for July

## Updates:

- The older E-51 F550 Midpumper was sold in July. This apparatus was replaced by the new Pierce Responder, which was purchased by the residents and Town of Tusayan. The 2001 F550 now resides at Rocky Point Fire Department in Tennessee.
- Rescue 5 is now back in service, the turbo and hoses have been repaired.
- Ladder 51's broken flow gauges have been replaced, all is working normally.
- TFD assisted with the GC Food Pantry on July 17th.
- The next Food Pantry will be on August 21st at Town Hall (3rd Wed of the month).
- 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!]***



7/17/24, Tusayan Fire was requested by GC Airport for an airplane incident; the plane had a potential hydraulic failure and landing gear integrity was compromised. Landed without incident.



A structure was lost in a fire in Valle on 7/31/24. The fire spread to approximately 1/2 acre.



7/22/24, Firefighters conducted an aerial ladder training at Grand Canyon Plaza.

[Photo by Zealand Pes]

FIRST AMENDMENT  
TO  
INTERGOVERNMENTAL AGREEMENT  
BETWEEN  
TOWN OF TUSAYAN  
AND  
TUSAYAN FIRE DISTRICT

THIS FIRST AMENDMENT TO INTERGOVERNMENTAL AGREEMENT BETWEEN TOWN OF TUSAYAN AND TUSAYAN FIRE DISTRICT (this "Amendment") is made as of \_\_\_\_\_ between the Town of Tusayan (the "Town"), an Arizona municipal corporation, and the Tusayan Fire District (the "District"), a political subdivision of the State of Arizona. The Town and the District may hereinafter be referred to each as a "Party," or collectively, as the "Parties."

**RECITALS**

A. The Parties entered into an Intergovernmental Agreement (the "Agreement") on July 14, 2022.

B. The Parties desire to amend the Agreement to further clarify the Parties' respective rights and obligations thereunder and pursuant to Town Resolution No. 2024-15.

NOW, THEREFORE, pursuant to A.R.S. § 11-952, and in consideration of the mutual covenants contained herein, the parties hereby agree to amend the Agreement and enter this Amendment as follows:

**AGREEMENT**

**Section 3(a)** of the Agreement is amended as follows (additions in **BOLD CAPS**; deletions in ~~strikethrough~~):

3. Compensation.

- (a) Annual Compensation. The DISTRICT will be solely responsible for hiring and supervising the SUPPLEMENTAL STAFF. The TOWN agrees to provide funding of at least ~~\$200,000~~ **600,000** and up to ~~\$450,000~~ **750,000** ("Town Funds") to the DISTRICT for the fiscal year, beginning July 1, 2021. Any funds exceeding the ~~\$450,000~~ **750,000** could be considered donations, to be used for required DISTRICT expenses, including but not limited to fire engine/apparatus, maintenance and supplies.

In all other respects, the Agreement is affirmed and ratified and, except as expressly modified herein, all terms and conditions of the Agreement shall remain in full force and effect.

[SIGNATURES APPEAR ON FOLLOWING PAGES]

Town of Tusayan

Grand Canyon Unified School District No. 4

\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Chairperson

Attest:

Attest:

\_\_\_\_\_  
TOWN Manager

 BRUSH  
\_\_\_\_\_  
DISTRICT Chief

Attorney's Approval:  
Approved, pursuant to A.R.S. § 11-952(D),  
as being in proper form and with the powers  
and with the powers and authority granted  
under the laws of this State.

Attorney's Approval:  
Approved, pursuant to A.R.S. § 11-952(D),  
as being in proper form and with the powers  
and with the powers and authority granted  
under the laws of this State.

\_\_\_\_\_  
Attorney for TOWN

\_\_\_\_\_  
Attorney for DISTRICT



**COCONINO COUNTY** ARIZONA  
**OFFICE OF THE COUNTY ATTORNEY**

**William P. Ring**  
County Attorney

**Ammon Barker**  
Chief Deputy County  
Attorney

July 18, 2024

Tusayan Fire District  
Attn: Chief Greg Brush  
PO Box 3625  
Grand Canyon, AZ 86023

**Re: Legal Representation for FY 2024-2025, ending June 30, 2025.**

Dear Chief Greg Brush,

In order for the Coconino County Attorney's Office to best represent your district, we need the most up to date information as possible for the upcoming year. Please fill out and return this document with the information requested below. If more convenient, you may send this document electronically to our Civil Legal Assistant, Maise El-Ters (mel-ters@coconino.az.gov).

1. Board Members (in no particular order):

NAME	EMAIL ADDRESS
John Vail, Board Chair	John.TFDGC@outlook.com
Andrew Aldaz	Andrew.TFDGC@outlook.com
Elena Villanueva	Elena.TFDGC@outlook.com
Chalmer (Pete) Shearer	Pshearer.TFDGC@outlook.com
Robert Gossard, Board Clerk	RGossard.TFDGC@outlook.com

2. Have you designated anyone else to speak on your behalf to the Coconino County Attorney's Office?

a. If yes, please provide their name(s) and email address below:

NAME	EMAIL ADDRESS
Greg Brush, Fire Chief	GBrush.TFDGC@outlook.com
Kate Johnson, Admin	Kate.TFDGC@outlook.com



**COCONINO COUNTY** ARIZONA  
OFFICE OF THE COUNTY ATTORNEY

**William P. Ring**  
County Attorney

**Ammon Barker**  
Chief Deputy County  
Attorney

July 18, 2024

Tusayan Fire District  
Attn: Chief Greg Brush  
PO Box 3625  
Grand Canyon, AZ 86023

**Re: Legal Representation for FY 2024-2025, ending June 30, 2025.**

Dear Chief Greg Brush,

Arizona Law provides that the County Attorney may advise and represent a fire district if, in the County Attorney's judgment, the advice and representation are appropriate and not in conflict with the County Attorney's duties under A.R.S. § 11-532. A fire district is also authorized to retain private legal counsel. A.R.S. § 48-805. Our annual review of the Tusayan Fire District file indicates that there is an existing attorney-client relationship with Tusayan Fire District.

The purpose for this letter is to establish the terms and conditions of County Attorney representation of the District. These conditions establish the attorney-client relationship and reflect the ethical obligations that any attorney representing the District owes to the District as a government organization. Please note that this Agreement is intended to establish a limited representation only, and not a general representation for all legal matters. The District must carefully review and consider the various ways in which the County Attorney's representation will be limited, as described in the terms of this letter. The conditions also establish the terms of disengagement and termination of the attorney client relationship if circumstances arise that reasonably require our withdrawal from representation.

It is important to note from the outset that the Fire District Governing Board may employ the attorney of its choice to represent the District, either with or without the consent of the County Attorney. Employment of outside counsel with the County Attorney's prior consent can demonstrate good business judgment by the District so that the continuum of District legal services can be coordinated. Prior consent also avoids the resulting appearance of "piecemeal" representation or instances in which there is uncertainty whether the District is represented or not by legal counsel. If employment is without the consent of the County Attorney, then the County Attorney is not obligated to represent the District with regard to any matter for which other counsel was employed. The County Attorney is not responsible for outside counsel's exercise of professional judgment. Outside counsel's legal fees and costs are a District expense. This letter confirms the conditions of the attorney client relationship.

- You understand that the legal services we provide to you may be limited due to attorney time constraints and the prioritization of statutorily mandated duties, in accordance with A.R.S. §§ 48-805(G) and 48-853(C).
- You understand that the legal services we provide are discretionary and we may decline to provide you legal services on any given matter if we cannot provide competent representation in a timely manner consistent with our ethical obligations. If we cannot provide you legal services on a matter, we will inform you via email after evaluation of the request for legal services. It is the District's responsibility to provide the County Attorney with a current email address, where these declinations may be received in a timely manner.
- The County Attorney shall not provide legal services regarding changes to District boundaries pursuant to A.R.S. § 48-262 due to potential conflicts of interest with the County Board of Supervisors. The District must hire outside counsel for legal representation regarding any potential boundary changes.
- We shall respond to your request for service with reasonable diligence and promptness.
- We shall consider requests for service from your Governing Board when acting as the District Board, or from your chief administrator only. If the governing board intends to empower other individuals within the organization to request our services, then the District Board must first pass a resolution to that effect, provide us with the resolution, and inform us of the person(s) authorized to make such requests for legal services on behalf of the District.
- Our client is the District itself, acting by and through the District Board. We do not and will not represent individual Board members when acting in their personal or individually elected capacities, and we do not render advice that is unrelated to the legal business of the District. Further, we do not and will not represent any other entity, partnership, auxiliary, organization, committee, or other association that is not directly created by, and constitutes a part of, the District itself, even if such other entity may be affiliated with, and/or even overseen by, the District.
- We shall keep all communications with the District confidential. Our communications are limited to those individual(s) the District Board specifically designates in advance as the point of contact for the Organization.
- We shall abide by the District Board's decisions concerning the objectives of representation and we shall consult with you regarding the means by which the objectives are pursued. Our representation does not constitute an endorsement of the District Board's political, economic, social or moral views and activities. However, we also reserve the right to withdraw from representation if the objectives of representation are contrary to law or, in our view, good policy.
- In the event we become informed of the potential for a conflict of interest, we shall bring the matter to your attention. The circumstance may require our withdrawal from representation. Specifically, our representation of the County Board of Supervisors and the elected County Officers must take priority over our representation of the District. If presented with an inquiry that presents such a conflict, we shall decline representation for that matter and the District must seek outside counsel.
- We will not be able to represent the District in any protracted litigation.
- You shall cooperate with the Coconino County Attorney's Office in the coordination of services provided by the representation. This includes, but is not limited to, providing all

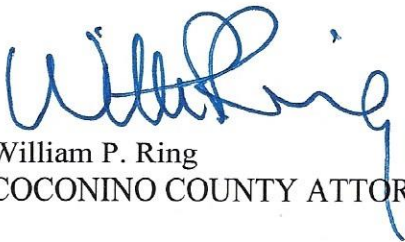
relevant information in a timely manner that relates to the matter or issue at hand, and promptness in responding to communications from our Office.

- The District is obligated to pay the County for provision of legal services whenever the District is billed for the same. The attorney providing legal services will advise the District in writing before beginning work when the District will be billed for particular legal services. Where you have been advised that the District will be billed for a particular legal service and/or representation on a matter, billing for services shall occur quarterly, and payment shall be due forty-five (45) days after the date the invoice was produced.
- We reserve the right to terminate and withdraw from representation in all situations where allowed by law. Such circumstances include, but are not limited to, your failure to pay invoices within forty-five (45) days of the due date; your failure to substantially fulfill an obligation to one of our attorneys regarding the attorneys' services after being given reasonable warning that the attorney will withdraw unless your obligation is fulfilled; the District's desire to pursue an objective that, in our view, is neither good law nor good policy; or other circumstances that arise and that, in our sole discretion, constitute sufficient grounds for termination.

These revised terms and conditions of engagement are effective upon passage of a Board Resolution approving this representation and your authorized agent's signature below. This engagement expires June 30, 2025. The terms and conditions of re-engagement shall be annually re-evaluated prior to the expiration date. We shall disengage services on June 30, 2025, unless we consent to continuing representation and a Board Resolution re-engaging services is approved by your Board of Directors and delivered to our Office with a signed original re-engagement letter.

If the District agrees to representation by the Coconino County Attorney's Office, the authorized agent should sign below, attach a Board Resolution approving this representation, and return the letter to me.

Sincerely,



William P. Ring  
COCONINO COUNTY ATTORNEY





**COCONINO COUNTY ARIZONA**  
**OFFICE OF THE COUNTY ATTORNEY**

**William P. Ring**  
County Attorney

**Ammon Barker**  
Chief Deputy County  
Attorney

The Board of Directors for the Tusayan Fire District has reviewed the terms and conditions as set forth in the FY 2023-2024 letter of engagement and has resolved that:

The District agrees to representation by the Coconino County Attorney's Office for FY 2024-2025, under the terms and conditions set forth in the letter of engagement and is **providing a copy of the Board Resolution.**

The District is declining representation by the Coconino County Attorney's Office for FY 2024-2025, as affirmed by the authorized signature below. (Please provide a **copy of the corresponding Board action.** If applicable, it would also be helpful for you to provide us with the name of your chosen law firm/attorney by writing it in the space below.)

DATED this 22 day of August, 2024.

\_\_\_\_\_  
Tusayan Fire District

By: John W. Vahl  
(printed name)

Position: Board Chair  
(Fire Chief, Board Chair, etc.)

**Please Attach Board Resolution**



P.O. Box 3625  
Grand Canyon, AZ 86023  
928-638-3473 - Phone

# Tusayan Fire District

**RESOLUTION # 2024-04**

**Legal Representation for Fiscal Year 2025**

The Tusayan Fire District adopts the following Resolution for the purpose of assigning legal representation with the Coconino County of Arizona County Attorney's Office. This resolution shall also include all terms, conditions and fees of engagement. (Please see Coconino County Fire Districts/Special Districts Billing Rates adopted by the Arizona Board of Supervisors pursuant to A.R.S. 11-251.06 and A.R.S. 48.819.)

WHEREAS A.R.S. 48-805 (F) states the county attorney may advise and represent the district if in the county attorney's judgment, the advice and representations are appropriate and not in conflict with the country attorney's duties under A.R.S. section 11-532. If the county attorney is unable to advise and represent the district due to a conflict of interest, the district may retain private legal counsel or may request the attorney general to represent it, or both.

NOW THEREFORE, the Tusayan Fire District resolves as follows:

Authorizing agreement for services with the Coconino County Attorney's Office and all terms, conditions and fess of engagement.

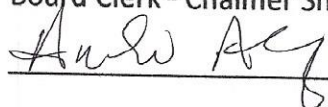
That this Resolution is passed, adopted and approved by the Tusayan Fire District on this 22<sup>nd</sup> day of August, 2024.

  
\_\_\_\_\_  
Board Chairperson – John Vail

\_\_\_\_\_  
Board Clerk – Rob Gossard

\_\_\_\_\_  
Board Clerk– Chalmer Shearer

\_\_\_\_\_  
Board Member – Elena Villanueva

  
\_\_\_\_\_  
Board Member –Andrew Aldaz

*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.*