



PO Box 3625
Grand Canyon, AZ 86023
928-638-3473 – Phone
928-638-2897 - Fax

Tusayan Fire Department

AGENDA

Tusayan Fire District Board of Directors Regular Meeting

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

May 14, 2020

TUSAYAN FIRE DISTRICT BUILDING

408 Highway 64, Tusayan Arizona

NOTICE: Please be advised, due to COVID-19, this Public Meeting will occur remotely per A.R.S. §38-4031.01(A), Arizona Executive Order #2020-18, and CDC recommendations on social distancing, the building is closed to the public and this meeting will be conducted electronically. Members of the public may call in to hear the live audio by dialing (669) 900-9128 Meeting ID: 891 727 2885 Password: 6383473 or join :

<https://us02web.zoom.us/j/8917272885?pwd=ejhCcDd3VjBaNUhhMnN2bnlpMk40UT09>

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 May 14, 2020 at 10:00 a.m.. If authorized by a majority vote of the TFD Board, an executive session may be held immediately after the vote and will not be open to the public. The Board may vote to go into executive session pursuant to A.R.S. §38-431.03A. to discuss personnel compensation, including those items set forth in the consent and regular agenda sections. 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**
***One or two Board Members may attend by telephone*
***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 April 9, 2020 regular scheduled Board Meeting Minutes**
3. **Treasurers Report**
4. **Fire Chiefs Update**
5. **Old Business**
 - a. **Discussion/Update of Letter for Town of Tusayan CIP Funding**
 - b. **Discussion/Update of FS housing #26 Lincoln Log Loop**
 - c. **Discussion/Update of Station generator**
 - d. **Discussion/Update on Policy Manual**
6. **New Business**
 - a. **Consideration/Discussion of FY2021 Budget**
7. **Executive Session**
 - a. **Consideration/Discussion of employee benefit related Budget discussion items.**
8. **Action Item(s)**
 - a. **Consideration/Discussion and possible action to approve Resolution 2020-01 A: Legal Representation**
 - b. **Consideration/Discussion and possible action to approve Resolution 2020-02: WC Risk Pool**
 - c. **Consideration/Discussion and possible action to approve Resolution 2020-03: Call of Election**
 - d. **Consideration/Discussion and possible action regarding two residential housing units**
9. **Board Member Reports**
10. **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 May, 2020 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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Tusayan Fire Department

MINUTES OF REGULAR SCHEDULED PUBLIC MEETING FOR THE TUSAYAN FIRE DISTRICT BOARD OF DIRECTORS

A PUBLIC MEETING OF THE TUSAYAN FIRE DISTRICT GOVERNING BOARD WAS CONVENED ON APRIL 9, 2020 AT THE TUSAYAN FIRE STATION, VIA PHONE CONFERENCE CALL, TUSAYAN AZ 86023.

CALL TO PUBLIC/CONFIRMATION OF QUORUM

Meeting was called to order at 10:03 a.m. Present on the phone were the following members of the Tusayan Fire District, Board Chair John Vail, Board Secretary Andrew Aldaz, Board Member Becky Shearer, and Board Member Chrystal Schoppmann. Others in attendance were Fire Chief Greg Brush, Business Administrator Kate Maragos. A quorum was confirmed and a call to the public was made.

Approval of Previous Meetings Minutes

John motioned to approve the regularly scheduled March 2020 minutes and February 2020 Executive Session Minutes, Chrystal seconded, and the motion passed unanimously.

Treasury Report

Treasurers Report was given verbally and in written form. (See form for details.) Andrew motioned to approve the Treasury Report, John seconded, and the motion passed unanimously.

Fire Chiefs Update

Chief's report given in verbal and written form. (See form for details.) Highlights I.S.O. rating increased to ____

Old Business

- a. **Discussion/Update of Letter for Town of Tusayan CIP Funding** – Town manager clarified the Town is not requesting ownership in any capital improvement item purchased, but if they do allocate resources they would request an IGA acting in the way we currently do. Board Directed Chief to move forward sending an updated letter with priority list and dollar amounts for each item requested.
- b. **Discussion/Update of FS housing #26 Lincoln Log Loop** – Board clarified it is up to Jack Hayes who he gives the next lease to. TFD has no control over that. Andrew was clear he does not support continuing TFD's lease.
- c. **Discussion/Update of Station generator** – Submitted to DEMA waiting to hear back.

New Business

- a. **Consideration/Discussion of COVID-19 impacts and implications including FFCRA** – Board agreed TFD's response is appropriate and adequate.
- b. **Consideration/Discussion of new Worker's Comp 7710 rates and possibility of AZ Fire District Risk Pool** – Board discussed and directed staff to move forward with going through the process to join the Risk Pool.

Action Items

- a. **Consideration/Discussion and possible action to approve requested CIP Plan** – Board Directed Chief to send letter with priority list and amounts.
- b. **Consideration/Discussion and possible action regarding two residential housing units** – Board directed Chief to look into the feasibility of TFD occupying the Forest Service house.
- c. **Consideration/Discussion and possible action to approve the Volunteer Stipend Policy** – Andrew motioned to approve Volunteer Stipend Policy as written. Chrystal seconded the motion and the motion passed unanimously.
- d. **Consideration/Discussion and possible action to approve the of Grievance Policy** - Chrystal motioned to approve Grievance Policy as written. Andrew seconded the motion and the motion passed unanimously.
- e. **Consideration/Discussion and possible action to approve the PTO Policy** - Chrystal motioned to approve revised PTO Policy as written. Becky seconded the motion and the motion passed unanimously

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.

- f. **Consideration/Discussion and possible action to approve the Purchasing and Procurement Policy** - Chrystal motioned to approve Purchasing and Procurement Policy as written. Andrew seconded the motion and the motion passed unanimously. Board directed staff to work on Policy Manual including a Statement of Reprimand.

Board Member Reports

- a. **Chrystal** – Congratulations on the new ISO rating. Great job for the entire staff. She also offered up her rental units for COVID housing if needed. Chrystal wants to ensure there is always an Officer on Duty at TFD even with the COVID schedule.
- b. **Andrew** – Recommended sending a letter to all businesses with new ISO rating instructing them to update their insurance companies with new rating. He also recommended including adding verbiage regarding how to prepare for the virus. Informed Board the Ref Feather also has a food pantry for their staff and donations can be made to that pantry also.
- c. **John** – Congratulated staff on the ISO rating. Board commended Chief for advanced preparation of COVID.

Adjourn – John made a motion to adjourn at 11:43 a.m.. Chrystal seconded, and the motion passed unanimously.

Minutes approved by Board on Date 5/14/20

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 Department

TREASURY REPORT – April 2020

- Info current as of April 7, 2020
- Bank: \$288,809.33
- Reserve Funds Account: \$49,189.61
 - Grand total = \$337,998.94
- Accounts Payable none at this time
- FY 2020 FDAT Revenue (Actual year to date): \$69,721.88
- FY 2020 Projected income from tax increase 3.25% to 3.5%=\$39,896.45
 - (Both FDAT and Tax increase are already factored into budget)
- NEW Fire District Worker's Compensation Risk Pool – \$14,450 down from \$16,700 with 7710!
- Rental Income: \$750.00
- Wagon Wheel: Have not received yet
 - YTD Wagon Wheel: \$8,173.32

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Cash Basis

Tusayan Fire District
Profit & Loss Budget vs. Actual
July 2019 through June 2020

	Jul '19 - Jun '20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
FDAT	69,721.98	83,099.54	-13,377.66	83.9%
Grant Income				
Ak-Chin	0.00	0.00	0.00	0.0%
Community Initiative Assistance	0.00	0.00	0.00	0.0%
Gila River Grant	0.00	0.00	0.00	0.0%
GOH Step Choicks	0.00	0.00	0.00	0.0%
Gov. Office of Highway Safety	25,990.29	0.00	25,990.29	100.0%
Grant Income - Other	750.00	50,000.00	-49,250.00	1.5%
Total Grant Income	26,740.29	50,000.00	-23,259.71	53.5%
Pooled Interest	4,184.78	0.00	4,184.78	100.0%
4000 - Property Tax Revenues	350,949.91	437,366.00	-86,416.09	80.2%
4310 - Other Revenue				
TFD Supporter Shirts	2,260.23	2,500.00	-239.77	90.4%
4310 - Other Revenue - Other	402,990.00	402,000.00	990.00	100.2%
Total 4310 - Other Revenue	405,250.23	404,500.00	750.23	100.2%
Total Income	856,947.09	974,965.54	-118,118.45	87.9%
Cost of Goods Sold	0.00	0.00	0.00	0.0%
50000 - Cost of Goods Sold	0.00	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.00	0.0%
Gross Profit	856,947.09	974,965.54	-118,118.45	87.9%
Expense				
6000- PERSONNEL SERVICES				
6001 - Fire Chief	56,540.70	70,465.98	-13,925.28	80.2%
6050 - Volunteer Stipends	7,071.26	14,000.00	-6,928.74	50.5%
6560 - Payroll Expenses				
Medicare Expense	5,098.28	0.00	5,098.28	100.0%
6561 - FICA Expense	21,270.45	0.00	21,270.45	100.0%
6560 - Payroll Expenses - Other	287,086.59	352,569.88	-65,483.29	81.4%
Total 6560 - Payroll Expenses	313,455.32	352,569.88	-39,114.56	88.9%
6000 - PERSONNEL SERVICES - Other	0.00	0.00	0.00	0.0%
Total 6000- PERSONNEL SERVICES	377,067.28	437,035.86	-59,968.58	86.3%
6100- RETIREMENT CONTRIBUTIONS				
6101 - Staff Pension	41,545.99	51,229.62	-9,683.63	81.1%
Total 6100- RETIREMENT CONTRIBUTIONS	41,545.99	51,229.62	-9,683.63	81.1%

Tusayan Fire District
Profit & Loss Budget vs. Actual
July 2019 through June 2020

	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
6200- INSURANCE				
6203- Health	41,907.34	60,288.00	-18,380.66	69.5%
6204- Dental	2,017.62	2,934.72	-917.10	68.8%
6205- Accident, Death, Disability	5,756.00	0.00	5,756.00	100.0%
6206 - VSP - Vision	802.23	1,013.76	-211.53	79.1%
6200- INSURANCE - Other	0.00	0.00	0.00	0.0%
Total 6200- INSURANCE	50,483.19	64,236.48	-13,753.29	78.6%
6300- EMPLOYEE BENEFITS				
6301- Uniform Allowance	2,149.90	3,600.00	-1,450.10	59.7%
6302- Medical Costs	250.00	2,500.00	-2,250.00	10.0%
6303 - State Compensation	12,750.00	23,152.89	-10,402.89	55.1%
6304 - Unemployment Tax	369.32	717.72	-348.40	51.5%
6300- EMPLOYEE BENEFITS - Other	475.00	0.00	475.00	100.0%
Total 6300- EMPLOYEE BENEFITS	15,994.22	29,970.61	-13,976.39	53.4%
6400- FUEL, OIL, LUBRICANTS				
6401- Gasoline	0.00	0.00	0.00	0.0%
6403- Mileage Reimbursement	361.68	0.00	3,145.82	100.0%
6404- Diesel	3,145.82	4,000.00	-4,074.51	-1.9%
6400- FUEL, OIL, LUBRICANTS - Other	-74.51	0.00	0.00	0.0%
Total 6400- FUEL, OIL, LUBRICANTS	3,432.99	4,000.00	-567.01	85.8%
6500- VEHICLE REPAIR & MAINT.				
6501- Vehicles & Apparatus	3,219.05	0.00	3,219.05	100.0%
6502- Pumps	1,981.39	0.00	1,981.39	100.0%
6503- Vehicle Repairs- Outside	12,709.08	0.00	12,709.08	100.0%
6504- Pump Repairs- Outside	429.04	0.00	429.04	100.0%
6505- Tire Repairs- Outside	5,122.45	0.00	5,122.45	100.0%
6506- Vehicle Maint. Supplies	1,083.35	0.00	1,083.35	100.0%
6507- Towing	0.00	0.00	0.00	0.0%
6508- Vehicle Repair Parts	2,338.43	0.00	2,338.43	100.0%
6509 - Vehicle Supplies	36.84	0.00	36.84	100.0%
6500- VEHICLE REPAIR & MAINT. - Other	182.26	16,000.00	-15,817.74	1.1%
Total 6500- VEHICLE REPAIR & MAINT.	27,101.89	16,000.00	11,101.89	169.4%
6600- SMALL TOOLS & EQUIPMENT				
6601- Maint. Tools	574.78	0.00	574.78	100.0%
6602- Fire Protection Equipment	1,205.64	0.00	1,205.64	100.0%
6604- Batteries - Vehicles	204.64	0.00	204.64	100.0%
6605- Personnel Safety Equipment	0.00	0.00	0.00	0.0%
6606- Computer Equipment	917.24	0.00	917.24	100.0%
6607 - EMS Small Tools	625.38	0.00	625.38	100.0%
6608 - Office Equipment	10.68	0.00	10.68	100.0%
6609 - Station Equipment	1,215.70	0.00	1,215.70	100.0%
6610 - Fire Protection & Equip.	1,062.89	0.00	1,062.89	100.0%
6611 - Housing Appliances	0.00	0.00	0.00	0.0%
6600- SMALL TOOLS & EQUIPMENT - Other	89.78	11,500.00	-11,410.22	0.8%
Total 6600- SMALL TOOLS & EQUIPMENT	5,906.73	11,500.00	-5,593.27	51.4%

Tusayan Fire District
Profit & Loss Budget vs. Actual
July 2019 through June 2020

	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
6650 - FIRE PROTECTION & EQUIP.				
6651 - Bunkers, Helmet, Boots	4,729.77	0.00	4,729.77	100.0%
6653 - SCBA Tanks	8,093.60	16,500.00	-16,028.15	2.9%
6650 - FIRE PROTECTION & EQUIP. - Other	471.85			
Total 6650 - FIRE PROTECTION & EQUIP.	13,295.22	16,500.00	-3,204.78	80.6%
6700 - COMMUNICATION & DISPATCH				
6701 - Remote Dispatch	0.00	0.00	0.00	0.0%
6702 - Radio/Pager Batteries	0.00	0.00	0.00	0.0%
6700 - COMMUNICATION & DISPATCH - Other	370.16	1,500.00	-1,129.84	24.7%
Total 6700 - COMMUNICATION & DISPATCH	370.16	1,500.00	-1,129.84	24.7%
6900 - DISPOSABLE SPLS/EQUIP				
6901 - Janitorial Supplies	963.71	0.00	963.71	100.0%
6902 - Electrical Supplies	24.57	0.00	24.57	100.0%
6903 - Fire Suppression Supplies	1,217.39	0.00	1,217.39	100.0%
6904 - Medical Supplies	2,158.09	0.00	2,158.09	100.0%
6905 - Misc. Supplies	31.74	0.00	31.74	100.0%
6906 - Batteries - Equipment	2.98	0.00	2.98	100.0%
6907 - COVID Supplies	5,565.80			
6900 - DISPOSABLE SPLS/EQUIP - Other	0.00	4,500.00	-4,500.00	0.0%
Total 6900 - DISPOSABLE SPLS/EQUIP	9,964.28	4,500.00	5,464.28	221.4%
7000 - ADMINISTRATIVE COSTS				
7001 - Office Supplies, Postage	770.00	0.00	770.00	100.0%
7002 - Telephone, FAX	1,892.26	0.00	1,892.26	100.0%
7003 - Edu, Trn, Prevent Matris	570.58	0.00	570.58	100.0%
7004 - Publishing/ Printing	355.99	0.00	355.99	100.0%
7005 - Fees/Subscrip/Publication	4,441.88	0.00	4,441.88	100.0%
7006 - Business Meetings/Dinners	148.15	0.00	148.15	100.0%
7008 - Interest Expense	0.00	0.00	0.00	0.0%
7009 - Mileage Reimbursement	227.70	0.00	227.70	100.0%
7010 - Software/Support	240.46	0.00	240.46	100.0%
7012 - Copier Lease	3,025.79	0.00	3,025.79	100.0%
7013 - Internet	824.45	0.00	824.45	100.0%
7014 - Station Security System	632.62			
7015 - Printing Expense - Ink	407.53			
7000 - ADMINISTRATIVE COSTS - Other	97.95	15,000.00	-14,902.05	0.7%
Total 7000 - ADMINISTRATIVE COSTS	13,635.36	15,000.00	-1,364.64	90.9%
7100 - PROFESSIONAL SERVICES				
7101 - Legal	0.00	0.00	0.00	0.0%
7102 - Medical	0.00	0.00	0.00	0.0%
7104 - Election Official/Fee	0.00	0.00	0.00	0.0%
7106 - Auditor/Accountant	8,400.00	0.00	8,400.00	100.0%
7109 - Other	0.00	0.00	0.00	0.0%
7110 - Carpet Cleaning	491.60			
7100 - PROFESSIONAL SERVICES - Other	0.00	9,500.00	-9,500.00	0.0%
Total 7100 - PROFESSIONAL SERVICES	8,891.60	9,500.00	-608.40	93.6%

Tusayan Fire District
Profit & Loss Budget vs. Actual
July 2019 through June 2020

	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
7300- TRAINING				
7301- Tuition/Fees	788.00	0.00	788.00	100.0%
7302- Per Diem/Meals & Lodging	3,008.49	0.00	3,008.49	100.0%
7303- Textbooks	275.50	0.00	275.50	100.0%
7304- Mileage Reimbursement	1,425.44	0.00	1,425.44	100.0%
7305- Commercial Travel	0.00	0.00	0.00	0.0%
7306- Audio & Video Tapes	0.00	0.00	0.00	0.0%
7307- Computer Software	101.54	0.00	165.63	100.0%
7309- Training Supplies	165.63	0.00	-10,764.91	-7.6%
7300- TRAINING - Other	-764.91	10,000.00		
Total 7300- TRAINING	4,999.69	10,000.00	-5,000.31	50.0%
7400- INSURANCE - LIABILITY				
7401- Vehicle, Bldg, Malpractice	15,617.00	0.00	15,617.00	100.0%
7400- INSURANCE - LIABILITY - Other	0.00	15,000.00	-15,000.00	0.0%
Total 7400- INSURANCE - LIABILITY	15,617.00	15,000.00	617.00	104.1%
7500- PUBLIC UTILITIES				
7501- Electricity	6,657.78	0.00	6,657.78	100.0%
7502- Natural Gas	30.11	0.00	1,912.00	100.0%
7504- Water	1,912.00	0.00	2,807.21	100.0%
7506 - Utility Payment for Emp	2,807.21	0.00	-20,018.38	4.7%
7500- PUBLIC UTILITIES - Other	981.62	21,000.00		
Total 7500- PUBLIC UTILITIES	12,188.72	21,000.00	-8,811.28	58.0%
7600- LEASES & RENTALS				
7601- Equipment Rental	1,486.42	0.00	1,486.42	100.0%
7603 - Property Lease	32,467.75	47,012.10	-14,544.35	69.1%
7606- Monthly Apartment Rent	15,841.33	0.00	15,641.33	100.0%
7607 - Property Taxes	1,736.56	0.00	1,736.56	100.0%
7600- LEASES & RENTALS - Other	45,085.82	64,311.00	-19,225.18	70.1%
Total 7600- LEASES & RENTALS	96,417.88	111,323.10	-14,905.22	86.6%
7700- REPAIRS & MAINTENANCE				
7701- Office & Station Equip.	252.90	0.00	252.90	100.0%
7702- Communications/Telephone	17.09	0.00	17.09	100.0%
7704- Buildings	530.07	15,000.00	-14,469.93	3.5%
7706- SCBA/Compressor	2,536.89	0.00	2,536.89	100.0%
7707- Nozzles & Hose	0.00	0.00	0.00	0.0%
7710- Extrication Equipment	40.86	0.00	40.86	100.0%
7711- Station Equipment	474.87	0.00	474.87	100.0%
7714 - Employee Housing	1,568.17	0.00	1,568.17	100.0%
7700- REPAIRS & MAINTENANCE - Other	0.00	15,000.00	-15,000.00	0.0%
Total 7700- REPAIRS & MAINTENANCE	5,420.85	30,000.00	-24,579.15	18.1%
7800- INTEREST EXPENSE				
7801- Interest Expense	0.00	0.00	0.00	0.0%
Total 7800- INTEREST EXPENSE	0.00	0.00	0.00	0.0%

Tusayan Fire District Profit & Loss Budget vs. Actual July 2019 through June 2020

	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
7850- GRANTS EXPENSE				
7851- Grants Expense	0.00	0.00	0.00	0.0%
7852 - Gila River Grant	25,997.64	0.00	25,997.64	100.0%
7853 - Gov. Office of Highway Safety	0.00	0.00	0.00	0.0%
7854 - Ak-Chin Grant	0.00	0.00	0.00	0.0%
7855 - Volunteer Fire Fighter Assist	4,000.00	0.00	0.00	0.0%
7856 - Grant Income Community Initiat				
Total 7851- Grants Expense	29,997.64	0.00	29,997.64	100.0%
7850- GRANTS EXPENSE - Other	0.00	50,000.00	-50,000.00	0.0%
Total 7850- GRANTS EXPENSE	29,997.64	50,000.00	-20,002.36	60.0%
7900- MISCELLANEOUS				
7905- Beverages	1,679.73	0.00	1,679.73	100.0%
7906- Misc.	481.26	0.00	481.26	100.0%
7907 - Department Shirts	0.00	0.00	0.00	0.0%
7908 - Department Uniform Coats	187.11	0.00	187.11	100.0%
7909 - Patches	1,234.14	0.00	1,234.14	100.0%
7910 - TFD Supporter Shirts Expense	2,157.65	0.00	2,157.65	100.0%
7911 - Misc. Shirt Expense	29.70	0.00	29.70	100.0%
7900- MISCELLANEOUS - Other	100.57	7,500.00	-7,399.43	1.3%
Total 7900- MISCELLANEOUS	5,870.16	7,500.00	-1,629.84	78.3%
8000 - Town of Tusayan - IGA				
8001 - Payroll IGA	0.00	0.00	0.00	0.0%
8000 - Town of Tusayan - IGA - Other	0.00	0.00	0.00	0.0%
Total 8000 - Town of Tusayan - IGA	0.00	0.00	0.00	0.0%
Total Expense	738,200.85	905,795.87	-167,594.82	81.5%
Net Ordinary Income	118,646.24	69,169.87	49,476.37	171.5%
Other Income/Expense				
Other Income				
4400- MISCELLANEOUS				
4401- Interest Earned	497.45	0.00	497.45	100.0%
4403 - Station Rent	15,950.00	12,600.00	3,350.00	126.6%
4404 - Donations	4,785.96	2,500.00	2,285.96	191.4%
4406 - Fundraiser Events	12,066.35			
4407 - Rental Income	10,948.50			
Total 4400- MISCELLANEOUS	44,248.26	15,100.00	29,148.26	293.0%
District Service Fees	4,285.13	10,000.00	-5,714.87	42.9%
Total Other Income	48,533.39	25,100.00	23,433.39	193.4%

Tusayan Fire District
Profit & Loss Budget vs. Actual
July 2019 through June 2020

	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
Other Expense				
4406 - Wildland Expense	109,94	0.00	109.94	100.0%
COVID-19 National Paid Leave	1,061.96			
Total Other Expense	1,171.90	0.00	1,171.90	100.0%
Net Other Income	47,361.49	25,100.00	22,261.49	188.7%
Net Income	166,007.73	94,269.87	71,737.86	176.1%

Tusayan Fire District
A/R Aging Summary
As of May 12, 2020

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Guardian Medical Transport	0.00	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL	0.00	1,000.00	0.00	0.00	0.00	1,000.00

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Tusayan Fire District
A/P Aging Summary
As of May 12, 2020

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Audit Adjustment	0.00	0.00	0.00	0.00	-1,779.56	-1,779.56
Blue Cross/Blue Shield of Arizona	0.00	0.00	0.00	0.00	-0.20	-0.20
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-1,779.76</u>	<u>-1,779.76</u>

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Cash Basis

Tusayan Fire District
Profit & Loss
July 2019 through June 2020

	<u>Jul '19 - Jun 20</u>
Ordinary Income/Expense	
Income	
FDAT	69,721.88
Grant Income	
Gov. Office of Highway Safety	25,990.29
Grant Income - Other	750.00
Total Grant Income	26,740.29
Pooled Interest	4,184.78
4000 · Property Tax Revenues	350,949.91
4310 · Other Revenue	
TFD Supporter Shirts	2,260.23
4310 · Other Revenue - Other	402,990.00
Total 4310 · Other Revenue	405,250.23
Total Income	856,847.09
Gross Profit	856,847.09
Expense	
6000- PERSONNEL SERVICES	
6001- Fire Chief	53,830.47
6050- Volunteer Stipends	7,071.26
6560 · Payroll Expenses	
Medicare Expense	4,909.74
6561 · FICA Expense	20,464.28
6560 · Payroll Expenses - Other	277,091.71
Total 6560 · Payroll Expenses	302,465.73
Total 6000- PERSONNEL SERVICES	363,367.46
6100- RETIREMENT CONTRIBUTIONS	
6101- Staff Pension	40,043.68
Total 6100- RETIREMENT CONTRIBUTIONS	40,043.68
6200- INSURANCE	
6203- Health	41,907.34
6204- Dental	2,017.62
6205- Accident, Death, Disabili	5,756.00
6206 · VSP - Vistion	802.23
Total 6200- INSURANCE	50,483.19
6300- EMPLOYEE BENEFITS	
6301- Uniform Allowance	2,149.90
6302- Medical Costs	250.00
6303 - State Compensation	12,750.00
6304 - Unemployment Tax	369.32
6300- EMPLOYEE BENEFITS - Other	475.00
Total 6300- EMPLOYEE BENEFITS	15,994.22
6400- FUEL, OIL, LUBRICANTS	
6403- Milage Reimbursement	361.68
6404- Diesel	3,145.82
6400- FUEL, OIL, LUBRICANTS - Other	-74.51
Total 6400- FUEL, OIL, LUBRICANTS	3,432.99

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Cash Basis

Tusayan Fire District
Profit & Loss
July 2019 through June 2020

	Jul '19 - Jun 20
6500- VEHICLE REPAIR & MAINT.	
6501- Vehicles & Apparatus	3,219.05
6502- Pumps	1,981.39
6503- Vehicle Repairs- Outside	12,709.08
6504- Pump Repairs- Outside	429.04
6505- Tire Repairs- Outside	5,122.45
6506- Vehicle Maint. Supplies	1,083.35
6508- Vehicle Repair Parts	2,338.43
6509 - Vehicle Supplies	36.84
6500- VEHICLE REPAIR & MAINT. - Other	182.26
Total 6500- VEHICLE REPAIR & MAINT.	27,101.89
6600- SMALL TOOLS & EQUIPMENT	
6601- Maint. Tools	574.78
6602- Fire Protection Equipment	1,205.64
6604- Batteries - Vehicles	204.64
6606-Computer Equipment	917.24
6607 - EMS Small Tools	625.38
6608 - Office Equipment	10.68
6609 - Station Equipment	1,215.70
6610 - Fire Protection & Equip.	1,062.89
6600- SMALL TOOLS & EQUIPMENT - Other	89.78
Total 6600- SMALL TOOLS & EQUIPMENT	5,906.73
6650- FIRE PROTECTION & EQUIP.	
6651-Bunkers, Helmet, Boots	4,729.77
6653 - SCBA Tanks	8,093.60
6650- FIRE PROTECTION & EQUIP. - Other	471.85
Total 6650- FIRE PROTECTION & EQUIP.	13,295.22
6700- COMMUNICATION & DISPATCH	370.16
6900- DISPOSABLE SPLS/EQUIP	
6901- Janitorial Supplies	963.71
6902- Electrical Supplies	24.57
6903- Fire Suppression Supplies	1,217.39
6904- Medical Supplies	2,158.09
6905- Misc. Supplies	31.74
6906- Batteries - Equipment	2.98
6907 - COVID Supplies	5,565.80
Total 6900- DISPOSABLE SPLS/EQUIP	9,964.28
7000- ADMINISTRATIVE COSTS	
7001- Office Supplies, Postage	770.00
7002- Telephone, FAX	1,892.26
7003- Edu., Trn, Prevent Matr's	570.58
7004- Publishing/ Printing	355.99
7005- Fees/Subscrip/Publication	4,441.88
7006- Business Meetings/Dinners	148.15
7009- Mileage Reimbursement	227.70
7010- Software/Support	240.46
7012 - Copier Lease	3,025.79
7013 - Internet	824.45
7014 - Station Security System	632.62
7015 - Printing Expense - Ink	407.53
7000- ADMINISTRATIVE COSTS - Other	97.95
Total 7000- ADMINISTRATIVE COSTS	13,635.36
7100- PROFESSIONAL SERVICES	
7106- Auditor/Accountant	8,400.00
7110 - Carpet Cleaning	491.60
Total 7100- PROFESSIONAL SERVICES	8,891.60

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Cash Basis

Tusayan Fire District
Profit & Loss
July 2019 through June 2020

	<u>Jul '19 - Jun 20</u>
7300- TRAINING	
7301- Tuition/Fees	788.00
7302- Per Diem/Meals & Lodging	3,008.49
7303- Textbooks	275.50
7304- Mileage Reimbursement	1,425.44
7307- Computer Software	101.54
7309-Training Supplies	165.63
7300- TRAINING - Other	-764.91
Total 7300- TRAINING	<u>4,999.69</u>
7400- INSURANCE - LIABILITY	
7401- Vehicle, Bldg, Malpractice	15,617.00
Total 7400- INSURANCE - LIABILITY	<u>15,617.00</u>
7500- PUBLIC UTILITIES	
7501- Electricity	6,657.78
7502- Natural Gas	30.11
7504- Water	1,912.00
7506 - Utility Payment for Emp	2,607.21
7500- PUBLIC UTILITIES - Other	981.62
Total 7500- PUBLIC UTILITIES	<u>12,188.72</u>
7600- LEASES & RENTALS	
7601- Equipment Rental	1,486.42
7603 - Property Lease	32,467.75
7606- Monthly Apartment Rent	15,641.33
7607 - Property Taxes	1,736.56
Total 7600- LEASES & RENTALS	<u>51,332.06</u>
7700- REPAIRS & MAINTENANCE	
7701- Office & Station Equip.	252.90
7702- Communications/Telephone	17.09
7704- Buildings	530.07
7706- SCBA/Compressor	2,536.89
7710- Extrication Equipment	40.86
7711- Station Equipment	474.87
7714 - Employee Housing	1,568.17
Total 7700- REPAIRS & MAINTENANCE	<u>5,420.85</u>
7850- GRANTS EXPENSE	
7851- Grants Expense	
7853 - Gov. Office of Highway Safety	25,997.64
7856 - Grant Income Community Initiat	4,000.00
Total 7851- Grants Expense	<u>29,997.64</u>
Total 7850- GRANTS EXPENSE	<u>29,997.64</u>
7900- MISCELLANEOUS	
7905- Beverages	1,679.73
7906- Misc.	481.26
7908 - Department Uniform Coats	187.11
7909 - Patches	1,234.14
7910 - TFD Supporter Shirts Expense	2,157.65
7911 - Misc. Shirt Expense	29.70
7900- MISCELLANEOUS - Other	100.57
Total 7900- MISCELLANEOUS	<u>5,870.16</u>
Total Expense	<u>677,912.90</u>
Net Ordinary Income	<u>178,934.19</u>

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Cash Basis

Tusayan Fire District
Profit & Loss
July 2019 through June 2020

Jul '19 - Jun 20

Other Income/Expense	
Other Income	
4400- MISCELLANEOUS	
4401- Interest Earned	497.45
4403 - Station Rent	15,950.00
4404 - Donations	4,785.96
4406 · Fundraiser Events	12,066.35
4407 · Rental Income	10,948.50
	<hr/>
Total 4400- MISCELLANEOUS	44,248.26
District Service Fees	4,285.13
	<hr/>
Total Other Income	48,533.39
Other Expense	
4406 - Wildland Expense	109.94
COVID-19 National Paid Leave	764.30
	<hr/>
Total Other Expense	874.24
	<hr/>
Net Other Income	47,659.15
	<hr/>
Net Income	226,593.34

Tusayan Fire District

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Register: NorwestWarrant

From 04/01/2020 through 04/30/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/03/2020	ASRS04...	Arizona State Retire...	-split-	0990	3,829.50	X		290,213.39
04/03/2020	EFTPS04...	Tusayan Fire Depart...	-split-	86-0843550	3,454.16	X		286,759.23
04/03/2020	DD04032...	Bruce D. Baker	-split-		1,377.71	X		285,381.52
04/03/2020	DD04032...	Delmar J Mercolini	-split-		1,409.38	X		283,972.14
04/03/2020	DD04032...	Emily A Woolley	-split-		1,171.26	X		282,800.88
04/03/2020	DD04032...	Gregory Lawrence	-split-		1,333.29	X		281,467.59
04/03/2020	DD04032...	Kathleen Maragos	-split-		1,347.04	X		280,120.55
04/03/2020	DD04032...	Travis Moreno	-split-		907.66	X		279,212.89
04/03/2020	DD04032...	Gregory M Brush	-split-		1,838.38	X		277,374.51
04/03/2020	DD04032...	Raymond F D'Albini	-split-		1,807.86	X		275,566.65
04/06/2020	830300307	Arizona Public Service	2000 · Accounts Payable		101.70	X		275,464.95
04/06/2020	830300308	Boundtree Medical	2000 · Accounts Payable	Inv# 83565087	117.55	X		275,347.40
04/06/2020	830300309	Century Link	2000 · Accounts Payable	Inv# 14884694...	11.43	X		275,335.97
04/06/2020	830300310	Chase Card Services	2000 · Accounts Payable	Acct# 8236	3,709.12	X		271,626.85
04/06/2020	830300311	Grand Canyon Natio...	2000 · Accounts Payable	March Utilities	32.19	X		271,594.66
04/06/2020	830300312	Greg Brush	2000 · Accounts Payable	Cat litter, tyvex...	168.12	X		271,426.54
04/06/2020	830300313	Kate Maragos	2000 · Accounts Payable	Mileage for Au...	85.75	X		271,340.79
04/06/2020	830300314	L.N. Curtis & Sons	2000 · Accounts Payable	Inv# Inv 376601	595.39	X		270,745.40
04/06/2020	830300315	P.K. Distributing dba...	2000 · Accounts Payable	Inv# 95885	95.88	X		270,649.52
04/06/2020	830300316	Praxair	2000 · Accounts Payable	Inv# 95644676	77.18	X		270,572.34
04/06/2020	830300317	TRIAD	2000 · Accounts Payable	Inv# 2758	74.95	X		270,497.39
04/06/2020	830300318	Valle Airpark, LLC	2000 · Accounts Payable	Inv# 2669	834.93	X		269,662.46
04/06/2020	830300319	Velocity	2000 · Accounts Payable	VOID: Inv# R...		X		269,662.46
04/06/2020	830300320	Xerox Corporation	2000 · Accounts Payable	Inv# 099944578	256.54	X		269,405.92
04/06/2020	830300321	Velocity	2000 · Accounts Payable	VOID:		X		269,405.92
04/07/2020	830300322	Arizona Department ...	2100 · Payroll Liabilities	860843550	882.47	X		268,523.45
04/08/2020	830300323	Wex Bank	2000 · Accounts Payable	Inv# 64827686	177.88	X		268,345.57
04/08/2020	830300324	Velocity	2000 · Accounts Payable	Inv# RA33000...	981.00	X		267,364.57
04/17/2020	EFTPS04...	Tusayan Fire Depart...	-split-		2,945.42	X		264,419.15
04/17/2020	ASRS04...	Arizona State Retire...	-split-	0990	3,400.30	X		261,018.85
04/17/2020	DD04172...	Bruce D. Baker	-split-		1,584.47	X		259,434.38
04/17/2020	DD04172...	Emily A Woolley	-split-		1,075.73	X		258,358.65
04/17/2020	DD04172...	Gregory Lawrence	-split-		1,451.43	X		256,907.22
04/17/2020	DD04172...	Kathleen Maragos	-split-		1,390.39	X		255,516.83
04/17/2020	DD04172...	Travis Moreno	-split-		910.37	X		254,606.46
04/17/2020	DD04172...	Gregory M Brush	-split-		1,838.38	X		252,768.08
04/17/2020	DD04172...	Raymond F D'Albini	-split-		1,807.85	X		250,960.23
04/20/2020	830300325	B & R Cooling & He...	2000 · Accounts Payable	Inv# 150	246.79	X		250,713.44
04/20/2020	830300326	Blue Cross/Blue Shie...	2000 · Accounts Payable	Health Insuran...	3,599.34	X		247,114.10
04/20/2020	830300327	Boundtree Medical	2000 · Accounts Payable		221.26	X		246,892.84

Tusayan Fire District

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Register: NorwestWarrant

From 04/01/2020 through 04/30/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/20/2020	830300328	Century Link	2000 · Accounts Payable	Acct# 928 638-...	166.69	X		246,726.15
04/20/2020	830300329	Direct TV	2000 · Accounts Payable	Inv# 37316985...	148.98	X		246,577.17
04/20/2020	830300330	Grand Canyon Natio...	2000 · Accounts Payable	May Rent 2020	350.00	X		246,227.17
04/20/2020	830300331	Hydro Resources	2000 · Accounts Payable	Inv# 3376	76.55	X		246,150.62
04/20/2020	830300332	P.K. Distributing dba...	2000 · Accounts Payable	Inv# 96266	71.91	X		246,078.71
04/20/2020	830300333	PLIC	2000 · Accounts Payable	Dental Acct# 1...	152.85	X		245,925.86
04/20/2020	830300334	Red Feather Properties	2000 · Accounts Payable	May 2020 Leas...	2,315.25	X		243,610.61
04/20/2020	830300335	VFIS	2000 · Accounts Payable	Inv# 67190	3,915.00	X		239,695.61
04/20/2020	830300336	VSP	2000 · Accounts Payable	Vision Acct# 3...	54.35	X		239,641.26
04/30/2020			-split-	Deposit		X	2,937.00	242,578.26
04/30/2020			-split-	Deposit		X	28,850.92	271,429.18
04/30/2020			-split-	Deposit		X	27,601.62	299,030.80
04/30/2020			-split-	Deposit		X	14,499.49	313,530.29
04/30/2020			-split-	Deposit			1,136.07	314,666.36
04/30/2020			-split-	Deposit			2,000.00	316,666.36
04/30/2020			Pooled Interest	Interest		X	182.66	316,849.02
04/30/2020	830300337	7710 Insurance	2000 · Accounts Payable	Policy# 03180...	1,317.00			315,532.02
04/30/2020	830300338	Arizona Public Service	2000 · Accounts Payable		862.70			314,669.32
04/30/2020	830300339	Century Link	2000 · Accounts Payable	Inv# 14902984...	7.37			314,661.95
04/30/2020	830300340	Greg Brush	2000 · Accounts Payable	COVID Masks	1,012.24			313,649.71
04/30/2020	830300341	Mr. Travis Moreno	2000 · Accounts Payable	Paper Towles a...	47.05			313,602.66
04/30/2020	830300342	Praxair	2000 · Accounts Payable		165.00			313,437.66
04/30/2020	830300343	South RIm Mobile H...	2000 · Accounts Payable	Inv# 04-2020-4...	1,200.00			312,237.66
04/30/2020	830300344	Titan Propane	2000 · Accounts Payable	Inv# 31053969...	262.11			311,975.55
04/30/2020	830300345	TRIAD	2000 · Accounts Payable	Inv# 2936	74.95			311,900.60
04/30/2020	830300346	Valle Airpark, LLC	2000 · Accounts Payable	Inv# 2687	774.12			311,126.48

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Tusayan Fire District
Deposit Detail
April 2020

Type	Num	Date	Name	Account	Amount
Deposit		04/30/2020		NorwestWarrant	2,937.00
			James Goliver 7710 Insurance	4404 - Donations 6303 - State Compe...	-1,200.00 -1,737.00
TOTAL					-2,937.00
Deposit		04/30/2020		NorwestWarrant	28,850.92
			State of Arizona Northern Arizona He... AmeriGas Fire Recovery	Gov. Office of High... 4403 - Station Rent 4407 - Rental Income District Service Fees	-25,990.29 -1,000.00 -1,000.00 -860.63
TOTAL					-28,850.92
Deposit		04/30/2020		NorwestWarrant	27,601.62
				4000 - Property Tax ... 4000 - Property Tax ... 4000 - Property Tax ... 4000 - Property Tax ... 4000 - Property Tax ... 4000 - Property Tax ...	-9,158.96 -9,160.00 -4,425.74 -1,064.63 -1,910.19 -1,882.10
TOTAL					-27,601.62
Deposit		04/30/2020		NorwestWarrant	14,499.49
				FDAT FDAT FDAT	-3.09 -14,495.60 -0.80
TOTAL					-14,499.49
Deposit		04/30/2020		NorwestWarrant	1,136.07
				4404 - Donations 6304 - Unemployme...	-1,000.00 -136.07
TOTAL					-1,136.07
Deposit		04/30/2020		NorwestWarrant	2,000.00
Payment	2229461	04/30/2020	AmeriGas Guardian Medical Tr...	4403 - Station Rent 1499 - Undeposited ...	-1,000.00 -1,000.00
TOTAL					-2,000.00
Deposit		04/30/2020		NorwestWarrant	182.66
				Pooled Interest	-182.66
TOTAL					-182.66
Deposit		04/30/2020		Reserve Funds	28.16
				4401- Interest Earned	-28.16
TOTAL					-28.16

April 17, 2020

**Tusayan Fire District
Arizona Fire District Workers' Compensation Pool
Proposal Acceptance Form**

Effective Dates of Coverage: 7/1/2020 – 6/30/2021

Class Code	Classification	Payroll	Rate per \$100	Contribution
7710	Firefighters, Inc. FF/EMT and FF/paramedics	\$370,157	\$3.84	\$14,199
8411	Volunteers	\$14,000	\$1.40	\$196
8810	Clerical Office Employees	\$41,000	\$0.13	\$54
Annual Estimated Contribution (subject to payroll audit)				\$14,450

Workers' Compensation Limit: Statutory

Employer Liability Limit* Bodily Injury by Accident: \$1,000,000 each accident
 Bodily Injury by Disease: \$1,000,000 each employee
 Bodily Injury by Disease: \$1,000,000 coverage or policy limit

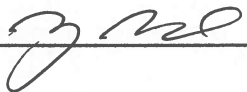
*Higher limits available upon request.

Deductible: None

The Terrorism Risk Insurance Act, DTEC surcharges, and adjustments are included. Contribution is subject to annual payroll audit.

I, the undersigned, as the District Authorized Representative, do hereby accept, on behalf of the above-named District, the coverages and pricing indicated above, pending final board approval if necessary. I understand that my District will be bound by the terms and conditions of the Participation Agreement. I represent and confirm that, to the best of my knowledge, all information provided above is accurate and complete.

Authorized representative for **Tusayan Fire District**

Name: GREG BRUSH 
Title: CHIEF
Date: 4/30/20

April 17, 2020

**Tusayan Fire District
Arizona Fire District Workers' Compensation Pool
Pool Capitalization Agreement**

Proper capitalization is essential to the success of the Arizona Fire District Workers' Compensation Pool. The Participation Agreement outlines the terms and conditions of pool membership, including capitalization features. I understand and agree to the following:

Total capitalization \$ 8,670

This capitalization will be paid in four equal annual installments of \$ 2,167 over a four year period, unless the fire district chooses to prepay in full.

Authorized representative for Tusayan Fire District

Name: GREG BRUSH # *GB*
Title: CHIEF
Date: 4/30/20

Tusayan Fire District
Proposed budget for 20/21

Draft



Accessed Valuation

Revenues

Property Tax Revenue	\$ 478,723.00	
Fire District Assistance Tax	\$ 90,957.37	
Other Revenues	\$ 43,600.00	
Grants	\$ 25,000.00	
Rental Income	\$ 39,000.00	
Transfer from savings/reserve account	\$ 163,301.78	
Total Revenues	\$ 840,582.15	\$ 840,582.15

Payroll Expenditures

Salaries & Wages	\$ 437,004.43	
Retirement Contributions	\$ 52,921.24	
Volunteer Stipends	\$ 14,000.00	
Health Insurance	\$ 61,548.48	
Employment Benefits	\$ 27,197.00	
Total Expenditures	\$ 592,671.15	\$592,671.15

John Vail, Board Chair

Operations

Fuel, Oil, Lubricants	\$ 4,000.00	
Vehicle Maintenance	\$ 16,000.00	
Small Tools & Minor Equipment	\$ 9,500.00	
Fire Protection & Equipment	\$ 6,000.00	
Communications & Dispatch	\$ 500.00	
Disposable Supplies & Equipment	\$ 4,000.00	
Total Operations	\$ 40,000.00	\$ 40,000.00

Andrew Aldaz, Board Clerk

Rebecca Shearer, Board Member

Other Services & Charges

Administration Costs	\$ 15,000.00	
Professional Services	\$ 10,500.00	
Training	\$ 10,000.00	
Insurance - Liability	\$ 15,000.00	
Public Utilities	\$ 19,000.00	
Leases & Rentals	\$ 49,911.00	
Repairs & Maintenance	\$ 10,000.00	
Grants Expense	\$ 25,000.00	
Miscellaneous	\$ 7,500.00	
Total Other Services & Charges	\$ 161,911.00	\$ 161,911.00

Dan Contreras, Board Member

Chrystal Schoppmann, Board Member

Capital

Buildings	\$ 46,000.00	
Machinery & Equipment	\$ -	
Capital Purchases Carry-forward	\$ -	
		\$ 46,000.00

Total Expenditures \$ 840,582.15

Net Income (Loss) \$ (0.00)

Tax rate is based on \$3.50 per assessed valuation

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

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, 2020 in accordance with the statement filed by TFD.



Nonpartisan Candidate Filing Checklist

General Election – November 3, 2020

Nomination documents are subject to change without notice. Candidates and/or any representatives are responsible for researching and following accurate nomination information and procedures. The information provided herein may not be construed as legal advice on behalf of the Coconino County Elections Office. Revision 08/20/2019

What do I file to run for a nonpartisan seat on a Special District Board?

The filing period for all original nomination documents begins **June 8, 2020 at 8:00 a.m.** and ends **July 6, 2020 at 5:00 p.m.** You or your representative must present BOTH nomination documents listed below at the same time. The Elections Office staff processes all nominating documents presented before 5:00 p.m. the same day they are submitted. Please be prepared, if necessary, to wait into the evening. We encourage setting an appointment for your convenience. You can avoid waiting by filing early in the candidate-filing period.

Important: Starting with the 2020 election cycle, **you must file a Statement of Interest** with the Elections Office. If you begin circulating nomination petitions before August 27, 2019, then you have until January 2, 2020 to file a Statement of Interest. If you start circulating nomination petitions after August 27, 2019, you must first file a Statement of Interest. Any signatures you collect prior to filing your Statement of Interest can be challenged.

1. Nonpartisan Nomination Petition Forms must be on 8 1/2" x 11" sheets of white paper with 10 signature lines on the front and circulator information on the back.

Petitions can be received by submitting a Candidate Packet Request Form. Our office will email all requisite documents for your use.

[Each circulator is responsible for witnessing ALL of the signatures on their petitions (A.R.S. § 16-321)]

- You must file at least the minimum number of signatures required for the office sought and no more than the maximum number. If there are too few, the Elections Office cannot accept your nomination papers.
- The top of each petition must be correctly filled out with the election date, name of the district, office sought, and expiration of term (if applicable).
- The minimum and maximum numbers should be available from the Elections Office in mid-January 2020.
- Each and every petition page must be double sided.
- Check to see that the circulator portion on the back of each petition is complete:
 - Did the circulator print his or her name, residence address, city or town, and county on the back of each petition?
 - Did the circulator sign the back of each petition?
 - Check to see that the signature portion of each petition is complete:
 - Is there a date for each signature?
 - Is there an actual residence address including city or town, a description of the residence location, or post office box including city or town, for each signature?
- Optional paperwork: Non-Resident Petition Circulator Registration Form to be filed with the AZ Secretary of State.

Nonpartisan Nomination Petition

Put
optional
photo
here

I, the undersigned, a qualified elector of the county of _____, state of Arizona, and of _____
 (here name political division or district from which the nomination is sought) hereby nominate _____
 who resides at _____ in the county of _____ for the office of _____
 to be voted at the _____ election to be held _____, and I hereby declare that I am qualified to vote for this office and that I have
 not signed, and will not sign, any nomination petitions for more persons than the number of candidates necessary to fill such office at the next ensuing election. I further
 declare that if I choose to use a post office box address on this petition, my residence address has not changed since I last reported it to the county recorder for purposes
 of updating my voter registration file.

	Signature	Printed name	Actual residence address, description of place of residence or Arizona post office box address, city or town	Date of signing
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Nonpartisan Nomination Petition

I, the undersigned, a qualified elector of the county of , state of Arizona, and of hereby nominate who resides at to be voted at the election to be held in the county of for the office of , and hereby declare that I am qualified to vote for this office and that I have not signed and will not sign any nomination petitions for more persons than the number of candidates necessary to fill such office at the next ensuing election. I further declare that if I choose to use a post office box address on this petition, my residence address has not changed since I last reported it to the county recorder for purposes of updating my voter registration file.

Put optional
photo here

Signature	Printed name	Actual residence address, description of place of residence or Arizona post office box address, city or town	Date of signing
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

EXPIRES



STATE OF ARIZONA
Nonpartisan
NOMINATION PAPER
DECLARATION OF QUALIFICATION
A.R.S. § 16-311(B)

FOR OFFICE USE ONLY

You are hereby notified that I, the undersigned, a qualified elector, am a candidate for the office of _____ at the election to be held on the _____ day of _____, 20____.

I will have been a citizen of the United States for _____ years before my election, will have been a citizen of Arizona for _____ years before my election, and I will be at least _____ years of age upon taking said office. I have resided in _____ County for _____ years and in precinct _____ for _____ years before my election.

Actual residence address _____ City or Town _____ Zip _____
or description of place of residence (required)

Post office address (if applicable) _____ City or town _____ Zip _____

Print or type your name on the following line in the exact manner you wish it to appear on the ballot, last name first.

LAST NAME

FIRST NAME

I declare, under penalty of perjury, that the information in this Nomination Paper and Declaration of Qualification is true and correct, and that at the time of filing I am a resident of the county, district or precinct which I propose to represent, that I have no final, outstanding judgments against me of an aggregate of \$1,000 or more that arose from failure to comply with or enforcement of campaign finance law, and as to all other qualifications, I will be qualified at the time of election to hold the office that I seek.

CANDIDATE SIGNATURE

DATE

Tusayan Fire District 2020 Election Timeline

Resolution Calling Election (at least 150 days before election) <i>16-226.A</i> Deadline: 6-6-20	Meeting Date:	05-14-20
Notify the Board of Supervisors that an election has been called	Email:	05-14-20
Publish Notice of Call of Election (1x a week for 2 wks within 6wks preceding 90 days before the election) <i>ARS 16-227.A</i> Between June 22 and August 3	Publish Dates:	TBD
	To paper by:	TBD
Call County to find out candidates who have filed, if = to number of seats After write-in deadline	Call on:	08-20-20
Publish Notice of Election (Notice 1x a week in 6wks preceding 20 days before election) <i>ARS 16-228.A, B and C</i> , Between September 2 and October 13 (Different deadline if mail ballot election)	Publish Dates:	TBD
	To paper by:	TBD
Send Affidavit of Compliance to Board of Supervisors signed by Clerk of the Board (no later than 5 days before election), <i>ARS 16-229</i> Deadline October 29.	Send Date	10-27-20
Election Day		11-03-20
Obtain Certificates of Election from Clerk of Board of Supervisors Before December 1	No later than:	12-01-20
Resolution Canvassing Election (Within 6 and 20 days following election) <i>ARS 16-642.A</i> . Include length of terms. Between November 9 and November 23	Meeting Date:	11-12-20
Administer Oath of Office Must be done before taking office December 1	Meeting Date	11-12-20
Certified copy of canvass sent to Board of Supervisors, <i>ARS 16-642.B</i> 1st meeting after election	Send Date:	11-18-20
Elected board members take office		12-01-20
Chairman and Clerk selected First meeting in December	Meeting Date	12-10-20

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.

First day candidates may file:	06-08-20 (150 days prior to election, ARS 16-311)
Deadline for candidates to file, 5pm on:	07-06-20 (120 days prior to election, ARS 16-311)
Last day to register to vote:	10-05-20
Early voting begins:	10-07-20
Last day to vote early in person:	10-30-20
General Election:	11-3-20

Minimum # of signatures: 5
 Maximum # of signature: 250

Campaign Finance: Candidates who raise or spend, in aggregate, more than \$1,200 [A.R.S. §§ 16-905(B) and 16-931] must form a candidate committee.

VIEW DOCUMENT

The Arizona Revised Statutes have been updated to include the revised sections from the 54th Legislature, 1st Regular Session. Please note that the next update of this compilation will not take place until after the conclusion of the 54th Legislature, 2nd Regular Session, which convenes in January 2020.

DISCLAIMER

This online version of the Arizona Revised Statutes is primarily maintained for legislative drafting purposes and reflects the version of law that is effective on January 1st of the year following the most recent legislative session. The official version of the Arizona Revised Statutes is published by Thomson Reuters.

48-805.02. Fire district annual budget; levy; requirements

A. A fire district shall prepare an annual budget that contains detailed estimated expenditures for each fiscal year and that clearly shows salaries payable to employees of the district. The budget summary shall be posted in three public places and a complete copy of the budget shall be published on the district's official website for at least twenty days before a public hearing at a meeting called by the board to adopt the budget. Copies of the budget shall also be available to members of the public on written request to the district. Following the public hearing, the district board shall adopt a budget. A complete copy of the adopted budget shall be posted in a prominent location on the district's official website within seven business days after final adoption and shall be retained on the website for at least sixty months. For any fire district that does not maintain an official website, the fire district may comply with this subsection by posting on a website of an association of fire districts in this state.

B. Not more than ten days after the organization of a fire district and not later than August 1 of each year after the organization, the chairman of the district board shall submit to the county board of supervisors a budget estimate that contains certifications by item and that specifies the amount of money required for the maintenance and operation of the district for the ensuing year.

C. Based on the budget submitted by the district, the board of supervisors shall levy the tax as prescribed in section 48-807, subsection F.

D. Every budget adopted by a fire district shall include the following:

1. A certification by the chairman and clerk of the district board as to both of the following:

(b) That the district complies with subsection F of this section.

2. For each of the items listed in the budget summary approved pursuant to subsection A of this section, the district shall estimate the revenue or expense for the next two fiscal years. Estimates shall be based on the average increase or decrease of the item for the previous two fiscal years unless more certain information is available to the district. Estimates shall include any applicable levy or rate limitations.

3. If a district's total estimate of expenses exceeds its total estimate of revenues for any fiscal year, the district shall undertake a study of merger, consolidation or joint operating alternatives. The study required by this paragraph shall be presented to the fire district board in a special public meeting called for the sole purpose of evaluating the study. The study shall include an identification of districts available for merger, consolidation or joint operations, an analysis of the level of service and cost of service that may be provided to the residents of a merged, consolidated or jointly operated district as compared to the level and cost of service to the residents of the districts without any merger, consolidation or joint operations.

E. For any district that amends its budget after its initial adoption, the district board shall hold a public hearing on the proposed revision of the budget. The proposed revised budget must be considered and adopted during a public meeting immediately following the public hearing on the proposal. The public hearing on the proposed revised budget may be held at a regularly scheduled public meeting of the board of directors of the district. A fire district that proposes to amend its budget after its initial adoption shall comply with the posting, publishing and hearing notice requirements prescribed in subsection A of this section. This subsection does not apply to a district organized pursuant to article 3 of this chapter.

F. When a fire district has adopted a budget and the board of supervisors has levied a fire district tax as provided in subsection C of this section and the district has insufficient monies in its general fund with the county treasurer to operate the district, the chairman of the fire district board of directors, on or after August 1 of each year, may draw warrants, substitute checks or electronic funds transfers for the purposes prescribed in section 48-805 on the county treasurer, payable on November 1 of that year or on April 1 of the succeeding year. The aggregate amounts of the warrants, substitute checks or electronic funds transfers may not exceed ninety percent of the taxes levied by the county for the district's current fiscal year. If the treasurer cannot pay a warrant, substitute check or electronic funds transfer for lack of monies in the fire district general fund, the warrant or substitute check shall be endorsed and registered, or the electronic funds transfer shall be recorded, and the warrant, substitute check or electronic funds transfer shall bear interest and be redeemed as provided by law for county warrants, substitute checks or electronic funds transfers, except that the warrants, substitute checks or electronic funds transfers are payable only from the fire district general fund.

normal action at the public meeting to review and receive the audit, report or review. The audit, report or review shall include an attestation by the auditor of the district as to all of the following:

1. That the district has not incurred any debt or liability in excess of taxes levied and to be collected and the monies actually available and unencumbered at that time in the district general fund except for those liabilities as prescribed in section 48-805, subsection B, paragraph 2 and sections 48-806 and 48-807.
2. That the district complies with subsection F of this section.
3. Whether the audit, report or review disclosed any information contrary to the certification made as prescribed by subsection D, paragraph 1 of this section.

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48-252. District budgets

A. Each district organized under this title and not exempted by subsection D shall submit the annual budget most recently adopted by the district to the county board of supervisors and the county treasurer. The district budget shall be prepared consistent with the annual financial statements required by this article. The board of supervisors may supply forms for use by districts in preparing their annual budget.

B. Budgets required to be submitted pursuant to this section shall be submitted to the county treasurer and the board of supervisors no later than July 10 of each year. If the district fails to submit a budget as required by this section, any taxpayer residing in the district, the board of supervisors or the county treasurer may petition the superior court in a county where the district is organized to show cause why the budget has not been submitted. On a failure to show cause, the court shall order the district to submit the budget within ten days after judgment is entered.

C. If the court enters judgment against the district under this section, the court may award the taxpayer, board of supervisors or county treasurer reasonable attorney fees and costs associated with bringing the action.

D. Districts organized under chapters 4, 5, 6, 17, 22, 27 and 28 of this title are exempt from the requirements of this section.