



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

March 19, 2020

TUSAYAN FIRE DISTRICT BUILDING
408 Highway 64, Tusayan Arizona

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Board of Directors of the Tusayan Fire District and to the general public that the TFD Board will hold a meeting open to the public on March 19, 2020 at 12:00 p.m. located at the TFD Building. 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.3 for legal advice concerning any matter on the agenda, 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.

Please be advised, due to COVID-19, this Public Meeting will occur remotely per A.R.S. §38-4031.01(A) Please call (702) 835-5018 using Pin# 62698 to have access to the open meeting. Due to social isolation suggestions from the CDC, the TFD Fire Station is closed to the public.

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 February 13, 2020 regular scheduled Board Meeting Minutes and February 24, 2020 Emergency Meeting Minutes**
3. **Treasurers Report**
4. **Fire Chiefs Update**
5. **Old Business**
 - a. **Discussion/Update of Station generator**
 - b. **Discussion/Update of letter for the Town of Tusayan**
6. **New Business**
 - a. **Consideration/Discussion – Housing possibility at Forest Service house #26**
7. **Action Item(s)**
 - a. **Consideration/Discussion and possible action to approve letter for the Town of Tusayan**
8. **Board Member Reports**
9. **Adjourn**

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the General Store, at the Tusayan Fire District and at the Tusayan Town Hall all located in Tusayan, Arizona on this _____ day of March 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 FEBRUARY
13, 2020 AT THE TUSAYAN FIRE STATION MEETING ROOM, TUSAYAN AZ 86023.

CALL TO PUBLIC/CONFIRMATION OF QUORUM

Meeting was called to order at 12:00 p.m. Present at the meeting were the following members of the Tusayan Fire District, Board Chair John Vail, Board Member Becky Shearer, Board Member Dan Contreras, on the phone Board Secretary Andrew Aldaz, Board Member Chrystal Schoppmann. Others in attendance were Fire Chief Greg Brush, Assistant Fire Chief Ray D'Albini, Administrative Assistant Kate Maragos, Cynthia Steelhammer, Veronica Cockrum, Fred Demis, CCSO Officer Coffey, and on the phone, Jennifer from Hinton and Burdick. A quorum was confirmed and a call to the public was made. Members of the Public Cynthia Steelhammer added comments regarding Tusayan Sales Tax, Corona virus and updates and town surveys. Fred Demis presented TFD with new grant funded Halmaltro extrication tools.

Approval of Previous Meetings Minutes

Dan motioned to approve the January 2020 minutes, Becky seconded, and the motion passed unanimously.

Presentation from Hinton and Burdick – Audited Financial Statement Presentation via phone. Completed financials provided in verbal and written form.

Treasury Report

Treasurers Report was given verbally and in written form. (See form for details.)

John motioned to approve the Treasury Report, Chrystal seconded, and the motion passed unanimously.

Fire Chiefs Update

Chief's report given in verbal and written form. (See form for details.)

Old Business

- a. **Discussion/Update of Station generator** - Quote received and forwarded to the County for payment and approval.

New Business

- a. **Consideration/Discussion Staff Grievance Policy** – Board directed staff to forward policy to our attorney for review. Board also directed staff to draft a Housing Policy, Stipend Policy, and PTO Policy for next meeting.
- b. **Consideration/Discussion Using overhead projector for future Board Meetings** – Starting next month, presentations will occur via overhead projector.
- c. **Consideration/Discussion – TFD Building Loan Payoff, Zions \$187,720 from Capital Improvement Project Plan proposal from Town of Tusayan**

Action Items

- a. **Consideration/Discussion and possible action to approve health benefit renewals for 2020-2021** – Becky motioned to approve renewal of health insurance. Chrystal seconded, and the motion passed unanimously.

Board Member Reports

- a. **Andrew** – How to tap into funds? How were surveys distributed?
- b. **John** – Encouraged group to speak to their councilmen regarding possible sales tax. Encouraged everyone to text “Tusayan” to 31996 to be included in emergency town notifications.

Adjourn – John made a motion to adjourn at 1:26 p.m., Dan seconded, and the motion passed unanimously.

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

Minutes approved by Board on Date 3/19/2020

By John Vail, via phone per COVID

"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."

***DEDICATING OUR EFFORTS TO PROVIDE FOR THE SAFETY AND WELFARE OF THE CITIZENS AND VISITORS OF TUSAYAN
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Tusayan Fire Department

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

AN EMERGENCY PUBLIC MEETING OF THE TUSAYAN FIRE DISTRICT GOVERNING BOARD WAS CONVENED ON FEBRUARY 24, 2020 AT THE TUSAYAN FIRE STATION MEETING ROOM, TUSAYAN AZ 86023.

CALL TO PUBLIC/CONFIRMATION OF QUORUM

Meeting was called to order at 10:00 a.m. Present at the meeting were the following members of the Tusayan Fire District, Board Chair John Vail, Board Secretary Andrew Aldaz, Board Member Dan Contreras, Board Member Chrystal Schoppmann, on the phone, Board Member Becky Shearer. Others in attendance were Fire Chief Greg Brush, Business Administrator Kate Maragos, and member of the public Clarinda Vail. A quorum was confirmed and a call to the public was made. Member of the Public Clarinda Vail added comments regarding Red Feather Properties as landowner and holder of the lease, reminding TFD that there is a legally binding lease in place with restrictions on paying-off the current loan.

Fire Chiefs Update

- a. Chief's report given in verbal form presenting email from Cynthia Steelhammer regarding capitol purchases.

Old Business

None at this time

Adjourn – John made a motion to adjourn regular session and move into executive session pursuant to A.R.S. §38-431.03A.3 for legal advice concerning any matter on the agenda at 10:14 a.m. Andrew seconded, and the motion passed unanimously

Adjourn – John made a motion to adjourn out of executive session at 11:06 a.m. Chrystal seconded, and the motion passed unanimously.

Call to order – John motioned to reconvene regular meeting at 11:06 a.m. Chrystal seconded, and the motion passed unanimously.

New Business

- a. **Discussion of Capitol Purchase Request by the Town of Tusayan** – Board discussed the feasibility of the town using capitol purchases to assist the Fire District in paying off the Zion Bank loan and/or purchasing of a new apparatus. Board directed Fire Chief to draft a letter of response to the Town to be presented to the Board for consideration/discussion and possible action during the next month's normally scheduled meeting on March 19, 2020.

Action Items

- a. **Consideration/Discussion and possible action to approve Capitol Purchase Request for the Town of Tusayan** – Per discussion, Board directed Fire Chief to draft a letter of response to the Town.

Board Member Reports

None at this time

Adjourn – John made a motion to adjourn at 11:18 a.m., Dan seconded, and the motion passed unanimously.

Minutes approved by Board on Date 3/19/2020

By John Vail, via Phone due to COVID

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.

To ensure compliance with the Arizona Open Meeting Law, members of the Tusayan Fire District Board who have received this message may reply directly to the sender, but should not forward it or send a copy of their reply to other Board Members. Board Members may reply to an Operations member regarding this message, but they should not send a copy of the reply to other District Board members. This communication may contain confidential and/or proprietary information and may not be disclosed to anyone other than the intended addressee. Any other disclosure is strictly prohibited by law. If you are not the intended addressee, you have received this communication in error. Please notify the sender immediately and destroy the communication including all content and any attachments.

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TREASURY REPORT – March 2020

- Info current as of March 18, 2020
- Bank: \$295,618.82
- Reserve Funds Account: \$49,119.51
 - Grand total = \$345,068.33
- Accounts Payable none at this time
- FY 2020 FDAT Revenue (Actual year to date): \$53,048.01
- 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)
- **7710 Worker's Comp rate increase 274% - NEW Fire District Worker's Compensation Risk Pool**
- **New LAW: Families First Corona Response Act - Division F - 2 weeks paid sick time immediately - up to 12 weeks paid sick time if child's school has closed.**
 - <https://www.nytimes.com/2020/03/19/upshot/coronavirus-paid-leave-guide.html>
- **County Treasury Meeting Friday 10 am.** How to protect out liquid assets over the FDIC \$250,000.00
- Rental Income: \$1,550.00
- Wagon Wheel: Have not received yet
 - YTD Wagon Wheel: \$8,173.32

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Tusayan Fire District

3/18/2020 10:04 AM

Register: NorwestWarrant

From 02/01/2020 through 03/18/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/03/2020			-split-	Deposit		X	3,399.17	449,667.59
02/06/2020	830300243	Arizona Public Service	2000 · Accounts Payable		1,354.86	X		448,312.73
02/06/2020	830300244	Boundtree Medical	2000 · Accounts Payable	Inv# 83486605	30.32	X		448,282.41
02/06/2020	830300245	Century Link	2000 · Accounts Payable	Inv# 14847572...	0.55	X		448,281.86
02/06/2020	830300246	Chrystal Schoppmann	2000 · Accounts Payable	Mileage/Per Di...	573.08	X		447,708.78
02/06/2020	830300247	Delmar Mercolini	2000 · Accounts Payable	Mileage/Per Di...	256.90	X		447,451.88
02/06/2020	830300248	Flag T Factory	2000 · Accounts Payable		940.60	X		446,511.28
02/06/2020	830300249	Grand Canyon Natio...	2000 · Accounts Payable	Inv# GC20200...	59.41			446,451.87
02/06/2020	830300250	National Bank of Ari...	2000 · Accounts Payable	ACCT 116061...	22,542.91	X		423,908.96
02/06/2020	830300251	Praxair	2000 · Accounts Payable	Inv# 94396412	82.50	X		423,826.46
02/06/2020	830300252	South RIm Mobile H...	2000 · Accounts Payable	Inv# 01-2020-1...	1,211.46	X		422,615.00
02/06/2020	830300253	Titan Propane	2000 · Accounts Payable	Inv# 31015699...	366.06	X		422,248.94
02/06/2020	830300254	Valle Airpark, LLC	2000 · Accounts Payable	Inv# 2633	811.17	X		421,437.77
02/06/2020	830300255	Velocity	2000 · Accounts Payable	Inv# RA33000...	856.18	X		420,581.59
02/07/2020	ASRS02...	Arizona State Retire...	-split-	0990	3,497.06	X		417,084.53
02/07/2020	EFTPS02...	Tusayan Fire Depart...	-split-	86-0843550	3,160.08	X		413,924.45
02/07/2020	DD02072...	Bruce D. Baker	-split-		533.15	X		413,391.30
02/07/2020	DD02072...	Delmar J Mercolini	-split-		1,403.91	X		411,987.39
02/07/2020	DD02072...	Emily A Woolley	-split-		1,280.41	X		410,706.98
02/07/2020	DD02072...	Gregory Lawrence	-split-		1,585.57	X		409,121.41
02/07/2020	DD02072...	Gregory M Brush	-split-		1,838.38	X		407,283.03
02/07/2020	DD02072...	Kathleen Maragos	-split-		855.33	X		406,427.70
02/07/2020	DD02072...	Travis Moreno	-split-		927.11	X		405,500.59
02/07/2020	DD02072...	Raymond F D'Albini	-split-		1,807.86	X		403,692.73
02/10/2020	830300256	Arizona Department ...	2100 · Payroll Liabilities	860843550	889.05	X		402,803.68
02/12/2020	830300257	B & R Cooling & He...	2000 · Accounts Payable	Inv# 135	285.00	X		402,518.68
02/12/2020	830300258	Boundtree Medical	2000 · Accounts Payable	Inv# 83488371	692.87	X		401,825.81
02/12/2020	830300259	Century Link	2000 · Accounts Payable	Inv# 928-638-3...	166.69	X		401,659.12
02/12/2020	830300260	Chase Card Services	2000 · Accounts Payable	Acct# 8236	2,764.84	X		398,894.28
02/12/2020	830300261	Direct TV	2000 · Accounts Payable	Inv# 37139127...	125.66	X		398,768.62
02/12/2020	830300262	Wex Bank	2000 · Accounts Payable	Inv# 63752910	145.10	X		398,623.52
02/12/2020	830300263	Xerox Corporation	2000 · Accounts Payable	Inv# 099409657	243.26	X		398,380.26
02/13/2020	830300264	Extrication Concepts ...	2000 · Accounts Payable	Inv# ECI-3208	25,990.29	X		372,389.97
02/21/2020	ASRS02...	Arizona State Retire...	-split-	0990	3,555.72	X		368,834.25
02/21/2020	EFTPS02...	Tusayan Fire Depart...	-split-	86-0843550	3,171.18	X		365,663.07
02/21/2020	DD022120	Bruce D. Baker	-split-		834.55	X		364,828.52
02/21/2020	DD022120	Delmar J Mercolini	-split-		1,242.81	X		363,585.71
02/21/2020	DD022120	Emily A Woolley	-split-		1,196.52	X		362,389.19
02/21/2020	DD022120	Gregory Lawrence	-split-		1,332.39	X		361,056.80
02/21/2020	DD022120	Gregory M Brush	-split-		1,838.38	X		359,218.42

Tusayan Fire District

3/18/2020 10:04 AM

Register: NorwestWarrant

From 02/01/2020 through 03/18/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/21/2020	DD022120	Kathleen Maragos	-split-		1,238.91	X		357,979.51
02/21/2020	DD022120	Travis Moreno	-split-		946.97	X		357,032.54
02/21/2020	DD022120	Raymond F D'Albini	-split-		1,807.86	X		355,224.68
02/24/2020	830300265	7710 Insurance	2000 · Accounts Payable	Inv# 77119091...	1,317.00			353,907.68
02/24/2020	830300266	Arizona Public Service	2000 · Accounts Payable	Acct# 9556260...	16.44	X		353,891.24
02/24/2020	830300267	Blue Cross/Blue Shie...	2000 · Accounts Payable	Health Insuran...	4,396.00			349,495.24
02/24/2020	830300268	Greg Brush	2000 · Accounts Payable	AFDA	260.74			349,234.50
02/24/2020	830300269	P.K. Distributing dba...	2000 · Accounts Payable	Inv# 94034	111.86			349,122.64
02/24/2020	830300270	PLIC	2000 · Accounts Payable	Dental Acct# 1...	213.99	X		348,908.65
02/24/2020	830300271	Velocity	2000 · Accounts Payable		1,946.83	X		346,961.82
02/24/2020	830300272	VSP	2000 · Accounts Payable	Vision Acct# 3...	76.09			346,885.73
02/24/2020	830300273	Grand Canyon Natio...	2000 · Accounts Payable	March 2020 Rent	350.00	X		346,535.73
02/24/2020	830300274	Red Feather Properties	2000 · Accounts Payable	Macrh 2020 Le...	2,315.25			344,220.48
02/26/2020			-split-	Deposit			0.00	344,220.48
02/28/2020			4000 · Property Tax Re...	Deposit		X	0.59	344,221.07
02/29/2020			-split-	Deposit			1,890.59	346,111.66
02/29/2020			4000 · Property Tax Re...	Deposit		X	0.82	346,112.48
02/29/2020			FDAT	Deposit		X	279.73	346,392.21
02/29/2020			FDAT	Deposit		X	1,382.06	347,774.27
02/29/2020			FDAT	Deposit		X	5.09	347,779.36
02/29/2020			-split-	Deposit			823.87	348,603.23
02/29/2020			Pooled Interest	Interest		X	940.44	349,543.67
03/02/2020	Audit Adj	Audit Adjustment	2000 · Accounts Payable	Reclass prior y...	1,887.20			347,656.47
03/02/2020	830300275	Arizona Department ...	2100 · Payroll Liabilities	860843550	819.52			346,836.95
03/02/2020	830300276	Arizona Public Service	2000 · Accounts Payable	Acct# 1519540...	981.62			345,855.33
03/02/2020	830300277	Century Link	2000 · Accounts Payable	Inv# 14866245...	3.39			345,851.94
03/02/2020	830300278	Coconino County Tr...	2000 · Accounts Payable		1,736.56			344,115.38
03/02/2020	830300279	Hinton Burdick	2000 · Accounts Payable	Inv# 216592	8,400.00			335,715.38
03/02/2020	830300280	South RIm Mobile H...	2000 · Accounts Payable	Inv# 02-2020-2...	1,200.00			334,515.38
03/02/2020	830300281	TRIAD	2000 · Accounts Payable	Inv# 2579	74.95			334,440.43
03/02/2020	830300282	Valle Airpark, LLC	2000 · Accounts Payable	Inv# 2651	836.36			333,604.07
03/03/2020			-split-	Deposit			2,000.00	335,604.07
03/04/2020	830300283	Arizona Public Service	2000 · Accounts Payable	Acct# 4681271...	43.91			335,560.16
03/04/2020	830300284	Grand Canyon Natio...	2000 · Accounts Payable	Feb. Utilities	47.03			335,513.13
03/04/2020	830300285	Velocity	2000 · Accounts Payable	Inv# RA33004...	639.02			334,874.11
03/06/2020	ASRS03...	Arizona State Retire...	-split-	0990	3,759.58			331,114.53
03/06/2020	EFTPS03...	Tusayan Fire Depart...	-split-	86-0843550	3,398.96			327,715.57
03/06/2020	DD030620	Bruce D. Baker	-split-		1,093.37			326,622.20
03/06/2020	DD030620	Delmar J Mercolini	-split-		1,689.62			324,932.58
03/06/2020	DD030620	Emily A Woolley	-split-		1,178.85			323,753.73

Tusayan Fire District

3/18/2020 10:04 AM

Register: NorwestWarrant

From 02/01/2020 through 03/18/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
03/06/2020	DD030620	Gregory Lawrence	-split-		1,281.73		322,472.00
03/06/2020	DD030620	Gregory M Brush	-split-		1,838.38		320,633.62
03/06/2020	DD030620	Kathleen Maragos	-split-		1,170.89		319,462.73
03/06/2020	DD030620	Raymond F D'Albini	-split-		1,807.86		317,654.87
03/06/2020	DD030620	Travis Moreno	-split-		924.64		316,730.23
03/11/2020	830300287	Arizona Public Service	2000 · Accounts Payable	Acct# 7486312...	36.13		316,694.10
03/11/2020	830300288	Century Link	2000 · Accounts Payable	Inv# 928-638-3...	166.69		316,527.41
03/11/2020	830300289	Chase Card Services	2000 · Accounts Payable	Acct# 8236	1,621.95		314,905.46
03/11/2020	830300290	Direct TV	2000 · Accounts Payable	Inv# 37226320...	148.98		314,756.48
03/11/2020	830300291	Hydro Resources	2000 · Accounts Payable	Inv# 3333	46.36		314,710.12
03/11/2020	830300292	North Country Com...	2000 · Accounts Payable	Ref# 2195691	95.00		314,615.12
03/11/2020	830300293	P.K. Distributing dba...	2000 · Accounts Payable	Inv# 85489	79.90		314,535.22
03/11/2020	830300294	Titan Propane	2000 · Accounts Payable		775.34		313,759.88
03/11/2020	830300295	Velocity	2000 · Accounts Payable	Inv# RA33000...	835.04		312,924.84
03/11/2020	830300296	Wex Bank	2000 · Accounts Payable	Inv# 64326986	102.36		312,822.48
03/11/2020	830300297	Xerox Corporation	2000 · Accounts Payable	Inv# 099672621	252.50		312,569.98

10:03 AM

03/18/20

**Tusayan Fire District
A/P Aging Summary
As of March 18, 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>

Tusayan Fire District
A/R Aging Summary
As of March 18, 2020

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Federal Aviation Administration GC Tower	0.00	0.00	0.00	0.00	1,500.00	1,500.00
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>1,500.00</u>

10:00 AM

03/18/20

Tusayan Fire District
Deposit Detail
 February 1 through March 18, 2020

Type	Num	Date	Name	Account	Amount
Deposit		02/03/2020		NorwestWarrant	3,399.17
			Kim Nichol	4407 · Rental Income	-37.50
			Christina Rhodes	4407 · Rental Income	-425.00
			Christina Rhodes	7506 - Utility Payme...	-55.77
			Christina Rhodes	7506 - Utility Payme...	-36.11
			Kim Nichol	7506 - Utility Payme...	-89.38
			Kim Nichol	7506 - Utility Payme...	-55.41
			Christina Rhodes	4407 · Rental Income	-350.00
			Kim Nichol	4407 · Rental Income	-350.00
Payment	2226246	02/03/2020	Guardian Medical Tr...	1499 · Undeposited ...	-1,000.00
Payment	4096149	02/03/2020	AmeriGas	1499 · Undeposited ...	-1,000.00
TOTAL					-3,399.17
Deposit		02/26/2020		NorwestWarrant	0.00
General Journal	JE#8	06/30/2019	Shirt Customer	1499 · Undeposited ...	172.30
General Journal	JE#8R	07/01/2019	Shirt Customer	1499 · Undeposited ...	-172.30
TOTAL					0.00
Deposit		02/28/2020		NorwestWarrant	0.59
				4000 · Property Tax ...	-0.59
TOTAL					-0.59
Deposit		02/29/2020		NorwestWarrant	1,890.59
			the Guidance Center	4407 · Rental Income	-1,000.00
			Express Mini Mart	6400- FUEL, OIL, L...	-10.59
			Kaibab Learning Ce...	7300- TRAINING	-100.00
			Fire Recovery	District Service Fees	-630.00
Payment	5052	02/29/2020	Town of Tusayan	1499 · Undeposited ...	-150.00
TOTAL					-1,890.59
Deposit		02/29/2020		NorwestWarrant	0.82
				4000 · Property Tax ...	-0.82
TOTAL					-0.82
Deposit		02/29/2020		NorwestWarrant	279.73
				FDAT	-279.73
TOTAL					-279.73
Deposit		02/29/2020		NorwestWarrant	1,382.06
				FDAT	-1,382.06
TOTAL					-1,382.06
Deposit		02/29/2020		NorwestWarrant	5.09
				FDAT	-5.09
TOTAL					-5.09

10:00 AM
03/18/20

Tusayan Fire District
Deposit Detail
February 1 through March 18, 2020

Type	Num	Date	Name	Account	Amount
Deposit		02/29/2020		Reserve Funds	103.30
				4401- Interest Earned	-103.30
TOTAL					-103.30
Deposit		02/29/2020		NorwestWarrant	823.87
				4404 - Donations	-4.01
				4404 - Donations	-7.40
				4404 - Donations	-1.16
				4404 - Donations	-17.00
				4404 - Donations	-23.95
				4404 - Donations	-6.23
				4404 - Donations	-8.16
				4406 · Fundraier Ev...	-10.00
				4406 · Fundraier Ev...	-31.70
				4407 · Rental Income	-200.00
				TFD Supporter Shirts	-175.00
				7909 - Patches	-25.00
				4404 - Donations	-72.26
Payment		02/29/2020	CPR Class	1499 · Undeposited ...	-220.00
Payment		02/29/2020	Soda Machine	1499 · Undeposited ...	-22.00
TOTAL					-823.87
Deposit		02/29/2020		NorwestWarrant	940.44
				Pooled Interest	-940.44
TOTAL					-940.44
Deposit		03/03/2020		NorwestWarrant	2,000.00
Payment	2227329	03/01/2020	AmeriGas	4403 - Station Rent	-1,000.00
			Guardian Medical Tr...	1499 · Undeposited ...	-1,000.00
TOTAL					-2,000.00

10:00 AM
03/18/20
Cash Basis

Tusayan Fire District
Profit & Loss
July 2019 through June 2020

	Jul '19 - Jun 20
Ordinary Income/Expense	
Income	
FDAT	53,048.01
Grant Income	750.00
Pooled Interest	3,659.79
4000 · Property Tax Revenues	318,981.56
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	781,689.59
Gross Profit	781,689.59
Expense	
6000- PERSONNEL SERVICES	
6001- Fire Chief	45,699.78
6050- Volunteer Stipends	7,071.26
6560 · Payroll Expenses	
Medicare Expense	4,285.01
6561 · FICA Expense	17,793.14
6560 · Payroll Expenses - Other	242,903.71
Total 6560 · Payroll Expenses	264,981.86
Total 6000- PERSONNEL SERVICES	317,752.90
6100- RETIREMENT CONTRIBUTIONS	
6101- Staff Pension	34,949.89
Total 6100- RETIREMENT CONTRIBUTIONS	34,949.89
6200- INSURANCE	
6203- Health	33,912.00
6204- Dental	1,650.78
6206 · VSP - Vistion	671.79
Total 6200- INSURANCE	36,234.57
6300- EMPLOYEE BENEFITS	
6301- Uniform Allowance	2,055.44
6302- Medical Costs	250.00
6303 - State Compensation	11,853.00
6304 - Unemployment Tax	303.79
6300- EMPLOYEE BENEFITS - Other	475.00
Total 6300- EMPLOYEE BENEFITS	14,937.23
6400- FUEL, OIL, LUBRICANTS	
6403- Milage Reimbursement	361.68
6404- Diesel	2,725.58
6400- FUEL, OIL, LUBRICANTS - Other	-73.93
Total 6400- FUEL, OIL, LUBRICANTS	3,013.33

10:00 AM

03/18/20

Cash Basis

Tusayan Fire District
Profit & Loss
July 2019 through June 2020

Jul '19 - Jun 20

Table with 2 columns: Description and Amount. Rows include categories like 6500- VEHICLE REPAIR & MAINT., 6600- SMALL TOOLS & EQUIPMENT, 6650- FIRE PROTECTION & EQUIP., 6700- COMMUNICATION & DISPATCH, 6900- DISPOSABLE SPLS/EQUIP, 7000- ADMINISTRATIVE COSTS, and 7100- PROFESSIONAL SERVICES.

10:00 AM
03/18/20
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	427.35
4403 - Station Rent	12,950.00
4404 - Donations	2,585.96
4406 - Fundraiser Events	12,066.35
4407 - Rental Income	9,198.50
	<hr/>
Total 4400- MISCELLANEOUS	37,228.16
District Service Fees	2,029.50
	<hr/>
Total Other Income	39,257.66
Other Expense	
4406 - Wildland Expense	109.94
	<hr/>
Total Other Expense	109.94
	<hr/>
Net Other Income	39,147.72
	<hr/>
Net Income	233,603.51

9:58 AM

03/18/20

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	53,048.01	83,099.54	-30,051.53	63.8%
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 Stop Chocks	0.00	0.00	0.00	0.0%
Gov. Office of Highway Safety	0.00	0.00	0.00	0.0%
Grant Income - Other	750.00	50,000.00	-49,250.00	1.5%
Total Grant Income	750.00	50,000.00	-49,250.00	1.5%
Pooled Interest	3,659.79	0.00	3,659.79	100.0%
4000 - Property Tax Revenues	318,981.56	437,366.00	-118,384.44	72.9%
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	781,689.59	974,965.54	-193,275.95	80.2%
Cost of Goods Sold				
60000 - Cost of Goods Sold	0.00	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.00	0.0%
Gross Profit	781,689.59	974,965.54	-193,275.95	80.2%
Expense				
6000- PERSONNEL SERVICES				
6001- Fire Chief	45,699.78	70,485.98	-24,786.20	64.9%
6050- Volunteer Stipends	7,071.26	14,000.00	-6,928.74	50.5%
6060 - Payroll Expenses				
Medicare Expense	4,285.01	0.00	4,285.01	100.0%
6561 - FICA Expense	17,793.14	0.00	17,793.14	100.0%
6560 - Payroll Expenses - Other	242,903.71	352,569.88	-109,666.17	68.9%
Total 6060 - Payroll Expenses	264,981.86	352,569.88	-87,588.02	75.2%
6000- PERSONNEL SERVICES - Other	0.00	0.00	0.00	0.0%
Total 6000- PERSONNEL SERVICES	317,752.90	437,035.86	-119,282.96	72.7%
6100- RETIREMENT CONTRIBUTIONS				
6101- Staff Pension	34,949.89	51,229.62	-16,279.73	68.2%
Total 6100- RETIREMENT CONTRIBUTIONS	34,949.89	51,229.62	-16,279.73	68.2%
6200- INSURANCE				
6203- Health	33,912.00	60,288.00	-26,376.00	56.3%
6204- Dental	1,650.78	2,934.72	-1,283.94	56.3%
6205- Accident, Death, Disability	0.00	0.00	0.00	0.0%
6206 - VSP - Vision	671.79	1,013.76	-341.97	66.3%
6200- INSURANCE - Other	0.00	0.00	0.00	0.0%
Total 6200- INSURANCE	36,234.57	64,236.48	-28,001.91	56.4%
6300- EMPLOYEE BENEFITS				
6301- Uniform Allowance	2,055.44	3,600.00	-1,544.56	57.1%
6302- Medical Costs	250.00	2,500.00	-2,250.00	10.0%
6303 - State Compensation	11,853.00	23,152.89	-11,299.89	51.2%
6304 - Unemployment Tax	303.79	717.72	-413.93	42.3%
6300- EMPLOYEE BENEFITS - Other	475.00	0.00	475.00	100.0%
Total 6300- EMPLOYEE BENEFITS	14,937.23	29,970.61	-15,033.38	49.8%
6400- FUEL, OIL, LUBRICANTS				
6401- Gasoline	0.00	0.00	0.00	0.0%
6403- Mileage Reimbursement	361.68	0.00	361.68	0.0%
6404- Diesel	2,725.58	0.00	2,725.58	100.0%
6400- FUEL, OIL, LUBRICANTS - Other	-73.93	4,000.00	-4,073.93	-1.8%
Total 6400- FUEL, OIL, LUBRICANTS	3,013.33	4,000.00	-986.67	75.3%
6500- VEHICLE REPAIR & MAINT.				
6501- Vehicles & Apparatus	3,219.05	0.00	3,219.05	100.0%
6502- Pumps	1,761.16	0.00	1,761.16	100.0%
6503- Vehicle Repairs- Outside	10,865.58	0.00	10,865.58	100.0%
6504- Pump Repairs- Outside	429.04	0.00	429.04	0.0%
6505- Tire Repairs- Outside	5,122.45	0.00	5,122.45	100.0%
6506- Vehicle Maint. Supplies	628.26	0.00	628.26	100.0%
6507- Towing	0.00	0.00	0.00	0.0%
6508- Vehicle Repair Parts	1,094.56	0.00	1,094.56	100.0%
6509 - Vehicle Supplies	26.08	0.00	26.08	100.0%
6500- VEHICLE REPAIR & MAINT. - Other	182.26	16,000.00	-15,817.74	1.1%
Total 6500- VEHICLE REPAIR & MAINT.	23,328.44	16,000.00	7,328.44	145.8%
6600- SMALL TOOLS & EQUIPMENT				
6601- Maint. Tools	389.62	0.00	389.62	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 Equipmen	0.00	0.00	0.00	0.0%
6606- Computer Equipment	537.09	0.00	537.09	100.0%
6607 - EMS Small Tools	625.38	0.00	625.38	100.0%
6608 - Office Equipment	0.00	0.00	0.00	0.0%
6609 - Station Equipment	1,161.20	0.00	1,161.20	100.0%
6610 - Fire Protection & Equip.	463.90	0.00	463.90	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	4,677.25	11,500.00	-6,822.75	40.7%
6650- FIRE PROTECTION & EQUIP.				
6651- Bunkers, Helmet, Boots	4,268.28	0.00	4,268.28	100.0%
6653 - SCBA Tanks	8,093.60	0.00	8,093.60	0.0%
6650- FIRE PROTECTION & EQUIP. - Other	471.85	16,500.00	-16,028.15	2.9%
Total 6650- FIRE PROTECTION & EQUIP.	12,833.73	16,500.00	-3,666.27	77.8%

From:
Benatar, Sarah
Sent:

Need help? Go to <http://help.webex.com>

Wednesday, March 18, 2020 1:18 PM

To: Benatar, Sarah <sbenatar@coconino.az.gov>

Cc: Morales, Terri <TMorales@coconino.az.gov>; Wimmer, Kaya <kwimmer@coconino.az.gov>; Waniolek, Allan <awaniolek@coconino.az.gov>

Subject: Coconino County Treasurer Update and Webinar Information

Importance: High

Good Afternoon Everyone,

As a reminder our office will be partnering with PFM to have a webinar on **Friday, March 20th, at 10am**. In addition to PFM providing an economic outlook, I will provide an update from our office which will include an update on our investments, cash flows, and staffing and operations. There will be at least one representative from JP Morgan Chase on the call as well to be available for questions as well. Please also note that, due to compliance purposes, **this presentation is by invitation only**. If there is someone you would like us to invite but they have not received this email, please let me know and I will make sure they are included in the webinar invitation.

Additionally, we are requesting **all districts** to complete the survey at the link below. If you could complete this ASAP I would greatly appreciate it. The survey will assist in evaluating staffing needs in the office and remotely.
<http://www.123formbuilder.com/form-5345114/form>

Any questions please do not hesitate to reach out to me directly.

Thank you,

Sarah



Sarah Benatar
Coconino County Treasurer
110 E. Cherry Ave.
Flagstaff, AZ 86001
Ph: (928) 679-8188
Fx: (928) 213-9243



MARK BRNOVICH
ATTORNEY GENERAL

OFFICE OF THE ATTORNEY GENERAL
STATE OF ARIZONA

March 13, 2020

Re: Concerns Relating To Arizona's Open Meeting Law and COVID-19

The Office has received multiple inquiries concerning the impact of COVID-19 in light of public bodies' responsibilities under Arizona's Open Meeting Law (the "OML"), including whether public bodies may conduct public meetings remotely through technological means. This informal opinion addresses these concerns.

The OML permits a public body to hold a remote meeting through technological means. *See generally Arizona Agency Handbook* § 7.10 (Ariz. Att'y Gen. 2018);¹ Ariz. Att'y Gen. Op. I08-008 ("after providing proper notice and an agenda in accordance with the Open Meeting Law and implementing procedures designed to safeguard the public's access to the meeting, a public body can conduct an online meeting to allow deliberation and discussion about matters within the public body's jurisdiction").

Providing the public as much notice in advance is key. "Notice enables members of the public to attend public meetings by informing them of when and where to go, and how to get information regarding the matters under consideration." *Arizona Agency Handbook* § 7.6.1. At a minimum, a public body must provide its notice and agenda at least 24 hours in advance, absent an emergency. *See* A.R.S. § 38-431.02(C), (G). If a public body chooses to hold a remote meeting, then the public body should follow best practices and provide as much advance notice

as is reasonably practicable. For example, a public body could:

- Post a statement on its website informing the public that a meeting will be held remotely through technological means;
- Provide a website location for a video conference and post directions on how to access a meeting;
- Provide a conference call number for telephonic meetings; or
- Provide technical support for questions, concerns, or difficulty accessing a meeting.

The Open Meeting Law also establishes a right for the public to attend and listen to a public body's deliberations and proceedings. A.R.S. § 38-431.01(A). This requires the public body to ensure that both the public and any members attending by technological means can hear any discussion from the public body and/or other persons making statements to the body. *Arizona Agency Handbook* § 7.10.3. Depending on how a public body chooses to conduct a remote meeting (i.e. the public body members attend the meeting at their normal meeting place and no members of the public are present, or if the individual members and staff also remotely attend a meeting), a public body should review the guidelines listed in § 7.10.3 of the *Arizona Agency Handbook*.

Public bodies that conduct remote meetings should consider implementing procedures to minimize any difficulties arising from remote conferencing. For example, a public body could:

- Ask members of the public body, staff, presenters, and members of the public to identify themselves each time they begin speaking;
- Include copies of any presentations, documents, etc. that will be discussed at a meeting with the agenda, and post any information relevant to the public meeting on the public body's website;
- Ask all participants to ensure microphones/phones are muted when not speaking;
- Record the meeting; or

¹ The Office's 2018 edition of the Arizona Agency Handbook is available at <https://www.azag.gov/outreach/publications/agency-handbook> (last visited on March 13, 2020).

- Take any additional steps the public body deems necessary to ensure that its meetings are conducted publicly and openly.

The OML permits, but does not require, a public body to include a call to the public on its agenda. A.R.S. § 38-431.01(H). (There may be other statutes not analyzed in this opinion that require public participation and comment.) If the public body holds a remote meeting, the public body may still choose to conduct a call to the public. The OML does not prohibit members of the public from addressing a public body through technological means. *See* A.R.S. § 38-431(4). But if the public body does agendize a call to the public, the public body should consider the above guidelines.

* * *

In sum, the OML generally permits public bodies to conduct remote meetings through technological means. Nonetheless, the public body must conduct such meetings in a way that satisfies the above notice and access requirements, which are designed to further the OML's underlying purpose. *See* A.R.S. § 38-431.09 ("It is the public policy of this state that meetings of public bodies be conducted openly ... any person or entity charged with the interpretations of [the OML] shall construe this article in favor of open and public meetings."). Transparency is the core of legality. Throughout any circumstance, the government must remain accountable to the people.



Mark Brnovich
Attorney General



**PO Box 3625
Tusayan, AZ 86023
928-638-3473 - Phone
928-638-2897 - Fax**

TUSAYAN FIRE DISTRICT

Tusayan Town Hall
PO Box 709
845 Mustang Drive
Grand Canyon, AZ 86023

March 19th, 2020

Dear Mrs. Seelhammer;

The Tusayan Fire District greatly appreciates the Town of Tusayan exploring options for continuing fire district funding, as well as the previous funding provided; these efforts have made our current daily operations possible. The recent Capital Improvement Project (CIP) discussion regarding a potential fire engine and/or fire station loan payoff are an exciting possibility.

The Fire Board has met twice to explore these possibilities and sought legal guidance. For a variety of reasons (e.g. facility lease,) it was determined that the offer to fund either (engine/loan-payoff) with an ownership stake from the Town could not be accepted.

It's unfortunate this solution could not come to fruition; your efforts and support are *greatly* appreciated.

Sincerely,

Greg Brush
Chief
Tusayan Fire District

/O=FIRST ORGANIZATION/OU=EXCHANGE ADMINISTRATIVE GROUP(FYDIBOHF23SPDLT)/CN=

From: Greg Brush <gbrush.tfdgc@outlook.com>
Sent: Thursday, March 12, 2020 4:08 PM
To: Kate Maragos
Subject: FW: Residence 26, Forest Svc Compound

If we could please add this to the Board meeting this coming Thursday? Just as a discussion item?

Thanks,
Greg

From: Cynthia Seelhammer [<mailto:tusayantownmanager@tusayan-az.gov>]
Sent: Wednesday, March 11, 2020 1:34 PM
To: gbrush.tfdgc@outlook.com
Subject: Re: Residence 26, Forest Svc Compound

Thank you, Greg - I will add that to the mix as the Council continues talking about options.

Is there any chance that we might be able to trade it for something? Like maybe use of the housing in Camper Village for a few years?

Cynthia Seelhammer
Interim Town Manager
Town of Tusayan, Arizona
928-638-9909 office
928-637-4297 cell



From: Greg Brush <gbrush.tfdgc@outlook.com>
Sent: Wednesday, March 11, 2020 12:18 PM
To: Cynthia Seelhammer <tusayantownmanager@tusayan-az.gov>
Subject: Residence 26, Forest Svc Compound

Hi Cynthia-

If there is any chance of us working out a donation to TFD for the Town's manufactured home, we would be *very* interested. I believe the official street address is 26, Bob Blasi's previous residence. Please let me know if there is anything I can do on my end.

Thanks,
Greg

Greg Brush

Chief
Tusayan Fire District
PO Box 3625
Grand Canyon, AZ 86023
gbrush.tfdgc@outlook.com
www.tusayanfire.org
Phone: 928.638.3473
Fax: 928.638.2897



To ensure compliance with the Arizona Open Meeting Law, members of the Tusayan Fire District Board who have received this message may reply directly to the sender, but should not forward it or send a copy of their reply to other Board Members. Board Members may reply to an Operations member regarding this message, but they should not send a copy of the reply to other District Board members. This communication may contain confidential and/or proprietary information and may not be disclosed to anyone other than the intended addressee. Any other disclosure is strictly prohibited by law. If you are not the intended addressee, you have received this communication in error. Please notify the sender immediately and destroy the communication including all content and any attachments.

/O=FIRST ORGANIZATION/OU=EXCHANGE ADMINISTRATIVE GROUP(FYDIBOHF23SPDLT)/CN=

From: Dirch Foreman <dforeman@highlandfire.org>
Sent: Thursday, March 19, 2020 9:22 AM
To: Andrew Aldaz; Becky Shearer; bfuruya@coconino.az.gov; Bob Barlow; Bruce Speirs; David Rodriguez (drodriguez@flfdaz.com); Deborah Cargill; Dee McLaughlin; Dyer; Eric True; Erin Hudman; Greg Brush; Jason Gunn; Jerry Bills; John Vail; John Welsch; jtope@pinewoodfire.org; JW Dyer; JW Dyer; Kate Maragos; Kent Ofstie; Kevin Schulte; Kris Kazian; lee.antonides@ponderosafire.org; LSchulte@flagstafffranch.com; Mark Gaillard; Philip Paine; Rachel Semprun; Robert Trotter; TJ Vine; Todd Miller; Wayne Marx; Yvonne Trujillo
Subject: FW: Legislative Update: URGENT - ACTION REQUESTED

Importance: High

Help if you can.

From: John Flynn [<mailto:johnflynn@azfireadvisor.com>]
Sent: Thursday, March 19, 2020 8:58 AM
To: AFDA Admin <admin@azfiredistricts.org>
Subject: Legislative Update: URGENT - ACTION REQUESTED
Importance: High

Caution! This message was sent from outside your organization.

Arizona Fire Service Leaders,
Today beginning at 10 a.m. the Senate and the House will consider the adoption of the budget bills (BRBs'). The majority is seeking to adopt a bare bones budget. The Arizona Fire Service is seeking to add a floor amendment to the budget "feed bills" (H2909 and S1692) for funding Firefighter Worker's Comp Risk Pools. In this regard we need emails and phone calls to your respective Senate and House members to support the floor amendments.

Even if you have reached out to Senate and House members on this item yesterday or previously, please do so again today as it is imperative to continue to push to protect the 7,500 plus firefighters serving municipal fire departments and fire districts throughout Arizona.

Talking points and issue background for the floor amendments are included below for your use in contacting your respective Senate and House members.

Talking Points for Floor Amendment

Provides additional funding to:

- 1. Create a new workers compensation risk pool for fire districts**
 - 2. Help cities with increases to firefighter cancer coverage costs**
 - 3. Mitigate cancer among Arizona firefighters with equipment and research**
- Insurance carriers that provide workers compensation coverage for Arizona fire districts have announced plans to either leave the market or to substantially increase rates. This will have a devastating impact to fire districts and will result in longer response times when our taxpayers call 911 for emergency assistance.

