



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

Tusayan Fire District

AGENDA

Tusayan Fire District Board of Directors Special Meeting

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

May 25, 2023

TUSAYAN FIRE DISTRICT BUILDING

408 Highway 64, Tusayan Arizona

NOTICE: Members of the public may call in to hear the live audio by dialing (669) 444-9171 US Meeting ID: 8917272885 Password: 6383473. Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Board of Directors of the Tusayan Fire District and to the general public that the TFD Board will hold a meeting open to the public on May 25, 2023 at 10:00 a.m. The Board may vote to go into executive session pursuant to A.R.S. § 38-431.03(A)(3) to discuss or consult for legal advice with the attorney for the district. If authorized by a majority vote of the TFD Board, an executive session may be entered and held immediately following a successful vote to enter executive session and will not be open to the public. The Board may change, in its discussion, the order in which any agenda items are discussed during the course of the meeting. Persons with a disability may request a reasonable accommodation by contacting the TFD at (928) 638-3473 as soon as possible.

10:00 a.m.

1. Confirmation of quorum/Call to the Public
 - a. ***One or two Board Members may attend by telephone*
 - b. ***In accordance with A.R.S. §38-431.01(H), members of the public may address the board on items not on the printed agenda. The Board may not discuss, consider, or act upon any matter raised during public comment. Comments will be limited to three minutes per person.*
2. Discussion/Approval of May 18, 2023 regular scheduled Board Meeting Minutes
3. Old Business
 - a. Discussion, Update, and Possible Action Regarding Proof of Coverage Letter & Policy
 - b. Discussion, Update, and Possible Action Regarding Community Evacuation Plan
 - c. Discussion, Update, and Possible Action Regarding impact fees on new development
 - d. Discussion, Update, and Possible Action Regarding Fiscal Year 2024 budget
4. New Business
 - a. None at this time
5. Board Member Reports
6. 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, 2023 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 District

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

A public meeting of the Tusayan Fire District Governing Board was convened on May 18, 2023 at the Tusayan Fire Station and, via Zoom conference call, Tusayan AZ 86023.

Call to Public/Confirmation of Quorum

Meeting was called to order at 10:00 a.m. The following members of the Tusayan Fire District were present in person were Board Chair John Vail, Board Clerk Becky Shearer, Board Member Rob Gossard and on Zoom Board Member Andrew Aldaz, and Board Member Elena Villanueva. Others in attendance were Fire Chief Greg Brush, Business Administrator Kate Johnson and Assistant Chief Ray D'Albini. A quorum was confirmed.

D'Albini officially tenured his resignation with TFD effective with a last day of June 4, 2023. The Board congratulated him and wished him the best of luck in his future.

Discussion/Approval of April 13, 2023 Regularly Scheduled Board Meeting Minutes

Motion to approve regularly scheduled April 13, 2023 Meeting Minutes. First by Vail and seconded by Shearer. Motion carries unanimously.

Financial Report

Business Administrator Johnson presented the Monthly Financial Report verbally and in written form. (See form for details). First by Shearer and seconded by Gossard. Motion carries unanimously.

Fire Chiefs Update

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

Old Business

Discussion, Update, and Possible Action Regarding Proof of Coverage Letter & Policy

New representation met with Chief Brush and Vail. Representation suggested slight changes and correction to the policy and letter. Once TFD receives his final version it will be presented to the Board for approval.

Discussion, Update, and Possible Action Regarding Community Evacuation Plan

No update at this time.

Discussion, Update, and Possible Action Regarding impact fees on new development

Brush stated legal representation is going to look into this more.

New Business

Discussion and Possible Action and Approval of Fiscal Year 2024 budget

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.

Johnson presented line-by-line for each budget category. Board directed staff to make a few minor changes. Brush suggested having a special meeting to discuss employee compensation.

Executive Session

Board made a motion to enter into executive session per A.R.S. 38-431.03.A.1 to discuss employee compensation. First by Vail at 11:35 and seconded by Shearer. Motion carries unanimously. Vail motions to reconvene into regular meeting Shearer seconded. Motion carries unanimously.

Board Member Reports

Vail – Shared meeting with Warren Smith, the new GCNP Airport Manager. Vail reported Smith is allowing TFD to store A-5 and possibly one of the Rescues in climate controlled indoor parking at the airport, but outside the security gate. Vail shared his appreciation of Smith wanting to support the community.

Aldaz – Shared a report roughly three weeks of gun shots in an area near Tusayan. He reported tools being stolen from a maintenance vehicle at the Red Feather Lodge; however, the cameras were not in view. Aldaz encouraged all to use the CCSO toll free number 1-800-338-7888 to report any suspicious activity.

Special Meeting Scheduled for Thursday May 25, 2023 at 10:00 am

Public Hearing to Approve Fiscal Year 2024 Budget will be on June 22, 2023 at 10:00 am.

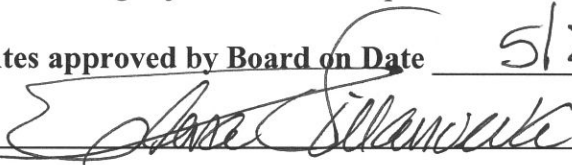
Adjourn

Meeting adjourned at 12:28 p.m.

Minutes approved by Board on Date

5/25/23

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."

Tusayan Fire District
Budget Fiscal Year 2024

DRAFT



Assessed Valuation \$ 15,463,266

Revenues

Property Tax Revenue	\$	552,884		
Fire District Assistance Tax	\$	110,577		
Other Revenues	\$	22,100		
Grants	\$	-		
Rental Income	\$	35,313		
Wildland Income	\$	45,000		
Use of Fund Balance and Reserves	\$	-		
Town of Tusayan IGA	\$	437,000		
Total Revenues	\$	1,202,874	\$	1,202,874

Payroll Expenditures

Salaries & Wages	\$	624,636		
Retirement Contributions	\$	76,768		
Volunteer Stipends	\$	14,000		
Health Insurance	\$	58,494		
Employment Expenses	\$	101,146		
Total Expenditures	\$	875,043	\$	875,043

Operations

Fuel, Oil, Lubricants	\$	250		
Vehicle Maintenance	\$	26,300		
Small Tools & Minor Equipment	\$	10,100		
Fire Protection & Equipment	\$	15,750		
Communications & Dispatch	\$	360		
Disposable Supplies & Equipment	\$	6,634		
Total Operations	\$	59,394	\$	59,394

Other Services & Charges

Administration Costs	\$	26,176		
Professional Services	\$	26,300		
Training	\$	23,015		
Insurance - Liability	\$	17,200		
Public Utilities	\$	22,640		
Leases & Rentals	\$	51,823		
Repairs & Maintenance	\$	11,322		
Grants Expense	\$	-		
Wildland	\$	15,000		
Miscellaneous	\$	8,700		
Total Other Services & Charges	\$	202,176	\$	202,176

Capital

Buildings	\$	45,086		
Machinery & Equipment (Cap Improvem	\$	6,500		
Capital Purchases Carry-forward	\$	14,675		
	\$	66,261	\$	66,261

Total Expenditures \$ 1,202,874

Net Income (Loss) \$ (0)

John Vail, Board Chair

Rebecca Shearer, Board Clerk

Andrew Aldaz, Board Member

Elena Villanueva, Board Member

Rob Gossard, Board Member

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

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

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the General Store, at the Tusayan Fire District and at the Tusayan Town hall all located in Tusayan, Arizona on the _____ day of May 2023 in accordance with the statement filed by TFD.

REVENUES 23-24	
Wildland Program	
\$	45,000
Property Tax Revenue	
\$	552,884
Fire District Assistance Tax	
\$	110,577
Other Revenues	
\$	22,100
Grants	
\$	-
Rental Income	
\$	35,313
Town of Tusayan IGA	
\$	437,000
Transfer From Savings	
\$	-
TOTAL REVENUES	\$ 1,202,874

Other Revenue	
Billing	\$ 10,000
Shirts	\$ 1,500
CPR Classes	\$ 1,000
Interest	\$ 1,500
Fundraisers	\$ 5,000
AED Subscription	\$ 1,600
Donations	\$ 1,500
	\$ 22,100

Rental Income	
Guardian	\$ 13,800
Properties	\$ 8,400
Titan	\$ 13,113
	\$ 35,313

OPERATIONS 23-24	
Fuel, Oil, Lubricants Oil Changes 6400	
\$	250
Vehicle Maintenance 6500	
\$	26,300
Small Tools & Minor Equipment 6600	
\$	10,100
Fire Protection & Equipment 6650	
\$	15,750
Communications & Dispatch 6700	
\$	360
Disposable Supplies & Equipment 6900	
\$	6,634
TOTAL OPERATIONS	\$ 59,394

Fuel, Oil...6400	
gas	\$ 250
Total	\$ 250

Vehicle Maintenance 6500	
Vehicle & Apparatus	\$ 4,000
Pumps	\$ 1,000
Vehicle Repairs - Outside/Oil	\$ 10,000
Pump Repairs - Outside	\$ 500
Tire Repairs - Outside	\$ 1,800
Towing	\$ -
Vehicle Repair Parts	\$ 7,000
Vehicle Maint. Supplies 6506	\$ 1,500
Other	\$ 500
Total	\$ 26,300

Fire Protection & Equipment 6650	
Fire Extinguishers & Training	\$ 250
TIC - L51	\$ 3,500
Fire Hose	\$ 1,000
Bunker Gear	\$ 10,000
FP manuals	\$ -
Other	\$ 1,000
Total	\$ 15,750

Communications & Dispatch 6700	
372 Ipad	\$ 360
Total	\$ 360

Small Tools & Minor Equipment 6600	
Maint Tools	\$ 500
Fire Protection Equip	\$ 1,200
Batteries - Vehicles	\$ 1,250
Personnel Safety Equip	\$ 150
Computer Equip	\$ 500
EMS Small Tools	\$ 200
Office Equipment	\$ 4,000
Station Equipment	\$ 1,000
Housing Appliances	\$ 800
Other & CPR Training	\$ 500
Total	\$ 10,100

Disposable supplies & equip. 6900	
Cleaning	\$ 1,500
Electrical	\$ 100
Fire suppression O2	\$ 1,884
supplies	\$ 2,500
Medical	\$ -
Misc.	\$ 150
Batteries	\$ 500
Total	\$ 6,634

OTHER SERVICES AND CHARGES 23-24	
Administration Costs 7000	
	\$ 26,176
Professional Services 7100	
	\$ 26,300
Training 7300	
	\$ 23,015
Insurance - Liability 7400	
	\$ 17,200
Public Utilities 7500	
	\$ 22,640
Leases & Rentals 7600	
	\$ 51,823
Repairs & Maintenance 7700	
	\$ 11,322
Grants Expense 7850	
	\$ -
Wildland Expense	
	\$ 15,000
Miscellaneous 7900	
	\$ 8,700
TOTAL OTHER SERVICES & CHARGES	\$ 202,176

Admin 7000	
Postage	\$ 2,000
Phone	\$ 2,100
Pub Ed	\$ 500
printing	\$ 1,500
fees/subscription	\$ 11,832
business meeting	\$ 500
interest expense	\$ -
mileage	\$ 1,500
software support	\$ 250
internet	\$ 2,460
station security	\$ 100
Ink	\$ 700
Direct TV	\$ 1,284
Admin Costs Misc	\$ 50
Board Expense	\$ 1,400
Total	\$ 26,176

Professional Services 7100	
Ladder Inspection	\$ 1,200
Medical - Cancer screening	\$ 10,200
SCBA Service	\$ 2,200
Audit	\$ 9,200
Electrician	\$ 3,000
Permits	\$ 500
Total	\$ 26,300

Training 7300	
Tuition	\$ 3,000
per diem	\$ 3,000
books	\$ 1,000
Mileage	\$ 1,000
commercial travel	\$ 500
Audio Video Tapes	
Training supplies	\$ 1,500
refreshers	\$ 225
Training Props	\$ 1,500
AFDA Conference	\$ 990
EMS courses	\$ 3,500
AZ Fire School	\$ 2,000
AZ Wildland	\$ 1,800
FF Cadet/Academy	\$ 3,000
Total	\$ 23,015

Public Utilities 7500	
Station Electric	\$ 13,200
Station water	\$ 1,440
Station Propane	\$ 6,000
Utilities - Chief	\$ 2,000
Total	\$ 22,640

Leases/Rentals 7600	
GB	\$ 4,200
Valle	\$ 4,200
Valle	\$ 4,200
Ray's House	\$ 7,950
Station Lease	\$ 27,783
Taxes Station	\$ 1,800
Taxes 19 Lincoln	\$ 1,000
Taxes 221 Enstrom	\$ 350
Taxes 409 Beech	\$ 340
Total	\$ 51,823

Repairs & Maint 7700	
Office Equip	\$ 1,000
comms/phone	\$ 372
building	\$ 4,000
SCBA	\$ 100
Fire Extinguisher	\$ 250
extrication equip	\$ 200
station equip	\$ 4,100
employee housing	\$ 1,000
other	\$ 300
Total	\$ 11,322

Miscellaneous 7900	
Beverages/Food	\$ 2,000
Awards	\$ 400
Misc. Events	\$ 1,000
Uniform Allow.	\$ 4,000
Coats	\$ 600
Patches	\$ -
Supporter Shirts	\$ 500
Shirt taxes	\$ 200
Total	\$ 8,700

Tusayan Fire District
Budget Fiscal Year 2024

DRAFT



Assessed Valuation \$ 15,463,266

Revenues

Property Tax Revenue	\$	552,884	
Fire District Assistance Tax	\$	110,577	
Other Revenues	\$	22,100	
Grants	\$	-	
Rental Income	\$	35,313	
Wildland Income	\$	45,000	
Use of Fund Balance and Reserves	\$	-	
Town of Tusayan IGA	\$	250,000	
Total Revenues	\$	1,015,874	\$ 1,015,874

Payroll Expenditures

Salaries & Wages	\$	542,512	
Retirement Contributions	\$	66,675	
Volunteer Stipends	\$	14,000	
Health Insurance	\$	51,145	
Employment Expenses	\$	89,208	
Total Expenditures	\$	763,540	\$ 763,540

John Vail, Board Chair

Operations

Fuel, Oil, Lubricants	\$	250	
Vehicle Maintenance	\$	24,500	
Small Tools & Minor Equipment	\$	5,178	
Fire Protection & Equipment	\$	1,250	
Communications & Dispatch	\$	360	
Disposable Supplies & Equipment	\$	5,134	
Total Operations	\$	36,672	\$ 36,672

Rebecca Shearer, Board Clerk

Andrew Aldaz, Board Member

Other Services & Charges

Administration Costs	\$	26,176	
Professional Services	\$	16,100	
Training	\$	9,715	
Insurance - Liability	\$	17,200	
Public Utilities	\$	22,640	
Leases & Rentals	\$	51,823	
Repairs & Maintenance	\$	3,222	
Grants Expense	\$	-	
Wildland	\$	15,000	
Miscellaneous	\$	8,700	
Total Other Services & Charges	\$	170,576	\$ 170,576

Elena Villanueva, Board Member

Rob Gossard, Board Member

Capital

Buildings	\$	45,086	
Machinery & Equipment (Cap Improvements)			
Capital Purchases Carry-forward			
	\$	45,086	\$ 45,086

Total Expenditures \$ 1,015,874

Net Income (Loss) \$ (0)

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

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

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Wildland Program	
\$	45,000
Property Tax Revenue	
\$	552,884
Fire District Assistance Tax	
\$	110,577
Other Revenues	
\$	22,100
Grants	
\$	-
Rental Income	
\$	35,313
Town of Tusayan IGA	
\$	250,000
Transfer From Savings	
\$	-
TOTAL REVENUES	\$ 1,015,874

Other Revenue	
Billing	\$ 10,000
Shirts	\$ 1,500
CPR Classes	\$ 1,000
Interest	\$ 1,500
Fundraisers	\$ 5,000
AED Subscription	\$ 1,600
Donations	\$ 1,500
	\$ 22,100

Rental Income	
Guardian	\$ 13,800
Properties	\$ 8,400
Titan	\$ 13,113
	\$ 35,313

OPERATIONS 23-24	
Fuel, Oil, Lubricants Oil Changes 6400	
\$	250
Vehicle Maintenance 6500	
\$	24,500
Small Tools & Minor Equipment 6600	
\$	5,178
Fire Protection & Equipment 6650	
\$	1,250
Communications & Dispatch 6700	
\$	360
Disposable Supplies & Equipment 6900	
\$	5,134
TOTAL OPERATIONS	\$ 36,672

Fuel, Oil...6400	
gas	\$ 250
Total	\$ 250

Vehicle Maintenance 6500	
Vehicle & Apparatus	\$ 4,000
Pumps	\$ 1,000
Vehicle Repairs - Outside/Oil	\$ 10,000
Pump Repairs - Outside	\$ 500
Tire Repairs - Outside	\$ -
Towing	\$ -
Vehicle Repair Parts	\$ 7,000
Vehicle Maint. Supplies 6506	\$ 1,500
Other	\$ 500
Total	\$ 24,500

Fire Protection & Equipment 6650	
Fire Extinguishers & Training	\$ 250
TIC - L51	\$ -
Fire Hose	\$ -
Bunker Gear	\$ -
FP manuals	\$ -
Other	\$ 1,000
Total	\$ 1,250

Communications & Dispatch 6700	
372 Ipad	\$ 360
Total	\$ 360

Small Tools & Minor Equipment 6600	
Maint Tools	\$ 500
Fire Protection Equip	\$ 1,200
Batteries - Vehicles	\$ 828
Personnel Safety Equip	\$ 150
Computer Equip	\$ -
EMS Small Tools	\$ 200
Office Equipment	\$ -
Station Equipment	\$ 1,000
Housing Appliances	\$ 800
Other & CPR Training	\$ 500
Total	\$ 5,178

Disposable supplies & equip. 6900	
Cleaning	\$ 1,500
Electrical	\$ 100
Fire suppression O2 supplies	\$ 1,884
Medical	\$ -
Misc.	\$ 150
Batteries	\$ 500
Total	\$ 5,134

OTHER SERVICES AND CHARGES 23-24	
Administration Costs 7000	
	\$ 26,176
Professional Services 7100	
	\$ 16,100
Training 7300	
	\$ 9,715
Insurance - Liability 7400	
	\$ 17,200
Public Utilities 7500	
	\$ 22,640
Leases & Rentals 7600	
	\$ 51,823
Repairs & Maintenance 7700	
	\$ 3,222
Grants Expense 7850	
	\$ -
Wildland Expense	
	\$ 15,000
Miscellaneous 7900	
	\$ 8,700
TOTAL OTHER SERVICES & CHARGES	\$ 170,576

Admin 7000	
Postage	\$ 2,000
Phone	\$ 2,100
Pub Ed	\$ 500
printing	\$ 1,500
fees/subscription	\$ 11,832
business meeting	\$ 500
interest expense	\$ -
mileage	\$ 1,500
software support	\$ 250
internet	\$ 2,460
station security	\$ 100
Ink	\$ 700
Direct TV	\$ 1,284
Admin Costs Misc	\$ 50
Board Expense	\$ 1,400
Total	\$ 26,176

Professional Services 7100	
Ladder Inspection	\$ 1,200
Medical - Cancer screening	
SCBA Service	\$ 2,200
Audit	\$ 9,200
Electrician	\$ 3,000
Permits	\$ 500
Total	\$ 16,100

Training 7300	
Tuition	
per diem	\$ 3,000
books	\$ 1,000
Mileage	\$ 1,000
commercial travel	\$ 500
Audio Video Tapes	
Training supplies	\$ 1,500
refreshers	\$ 225
Training Props	\$ 1,500
AFDA Conference	\$ 990
EMS courses	
AZ Fire School	
AZ Wildland	
FF Cadet/Academy	
Total	\$ 9,715

Public Utilities 7500	
Station Electric	\$ 13,200
Station water	\$ 1,440
Station Propane	\$ 6,000
Utilities - Chief	\$ 2,000
Total	\$ 22,640

Leases/Rentals 7600	
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Ray's House	\$ 7,950
Station Lease	\$ 27,783
Taxes Station	\$ 1,800
Taxes 19 Lincoln	\$ 1,000
Taxes 221 Enstrom	\$ 350
Taxes 409 Beech	\$ 340
Total	\$ 51,823

Repairs & Maint 7700	
Office Equip	\$ 1,000
comms/phone	\$ 372
building	
SCBA	\$ 100
Fire Extinguisher	\$ 250
extrication equip	\$ 200
station equip	
employee housing	\$ 1,000
other	\$ 300
Total	\$ 3,222

Miscellaneous 7900	
Beverages/Food	\$ 2,000
Awards	\$ 400
Misc. Events	\$ 1,000
Uniform Allow.	\$ 4,000
Coats	\$ 600
Patches	\$ -
Supporter Shirts	\$ 500
Shirt taxes	\$ 200
Total	\$ 8,700