



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

Tusayan Fire District

AGENDA

Tusayan Fire District Board of Directors Regular Meeting

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

July 14, 2022

TUSAYAN FIRE DISTRICT BUILDING

408 Highway 64, Tusayan Arizona

NOTICE: Members of the public may call in to hear the live audio by dialing (253)-215-8782 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 July 14, 2022 at 1:00 p.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.

1:00 p.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 June 9, 2022 regular scheduled Board Meeting Minutes. Discussion/Approval of June 9, 2022 Executive Session Meeting Minutes.
3. Financial Report
4. Fire Chiefs Update
5. Public Hearing – Fiscal Year 2022-2023 Budget
6. Old Business
 - a. Discussion, Update, and Possible Action Regarding Possible Subscriptions for Out-of-District Properties
 - b. Discussion, Update, and Possible Action Regarding Community Evacuation Plan
 - c. Discussion, Update, and Possible Action Regarding Grant Opportunity Through Coconino County Community Wildland Protection Plan
7. New Business
 - a. Discussion and Possible Approval of Fiscal Year 2022-2023 Budget
 - b. Discussion and Possible Approval of Tusayan Fire District Fiscal Certification for Fiscal Year 2022-2023 Budget
 - c. Discussion and Possible Approval of Resolution 2022-05 Legal Representation for FY 2023
 - d. Discussion and Possible Approval of Policy 129 – Benefit Coverage
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 July, 2022 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 JUNE 9, 2022
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 10:05 a.m. The following members of the Tusayan Fire District were present in person were Board Chair John Vail, Board Clerk Andrew Aldaz, Board Member Mary Harris, and Board Member Elena Villanueva. Others in attendance were Fire Chief Greg Brush, Assistant Fire Chief Ray D'Albini, and Business Administrator Kate Johnson. A quorum was confirmed.

Discussion/Approval of May 11, 2022 regular scheduled Board Meeting Minutes

Vail motioned to approve the regularly scheduled May 11, 2022 minutes, Harris seconded, and the motion passed unanimously.

Financial Report

Financial Report was given verbally and in written form. (See form for details.) Vail motioned to approve the Financial Report, Aldaz seconded, and the motion passed unanimously

Fire Chiefs Update

Chief's report given in verbal and written form. (See form for details.) Billing break down was presented.

Old Business

Discussion/Update on possible subscriptions for out-of-district properties – Vail reported Patrice was on vacation. He talked to Patrice to schedule a meeting with Vail, Chief Brush, and the community Planning Committee. Vail stated the State Fire Marshall will inspect the property.

Discussion/Update Community Evacuation Plan – Chief Brush will schedule a tabletop with Town Manager, Mayor, CCSO, and TFD to work out logistics. CCSO is responsible for issuing evacuation orders. TFD will work in conjunction with CCSO and the park to evacuate the Town through mobilization of busses at the Airport or School. Vail asked Chief Brush to prepare written and online digital materials to distribute throughout the town explaining the evacuation plan and the county's Read, Set, Go system. Aldaz asked Chief Brush to work with the Town to encourage members to sign up for the 911 notification system and to figure out additional ways for TFD to educate the public regarding evacuation procedures. Vail recommended the materials include checklists of what to pack and how to get ready for evacuations, as well as, businesses registering a main point of contact to coordinate

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commercial facility evacuations. The Board advised to have the materials printed in both English and Spanish. The Board advised the Chief to go door-to-door with materials and send out another mass mailing to all community members. Chief expressed the best distribution method is through the Community Meeting held at the Town Hall. Harris expressed his desire to ensure TFD includes methods to inform guests and visitors about evacuations.

The Fire Board directed Chief Brush to work on a flier as soon as possible, before any more time passes during wildfire season, and to have the mailer/flier ready each year going forward prior to spring to be sent to the entire community.

Discussion/Update for Grant opportunity through Coconino County Community Wildland Protection Plan – Chief Brush stated he had a meeting with Lucinda last week regarding the June application. He informed the Board the June Applications were on hold, as the county was not there yet. The county explained there will be a 10% match. Brush stated the plan will be updated by the end of the year. Chief Brush explained, TFD needs to add projects around town including thinning, reducing risk, treatment areas, and Firewise type of work. Brush stated TFD is not there yet to apply for the grant. Harris directed Chief Brush to update the plan and identify corresponding projects to use the funding for. Harris asked if TFD can use the funding to purchase equipment to support/provide camp fire patrols such as a Razor or water tanks. Harris and Vail requested more information regarding what the funding can be used for. Chief Brush stated he has a meeting with Lucinda in the next two weeks to find out more information.

Executive Session

John motioned to enter into executive session at 10:51 a.m. per A.R.S. § 38-431.03(A)(5), to discuss employee compensation, Andrew seconded, and the motion passed unanimously.

Regular Session reconvened at 11:30 a.m.

New Business

Discussion of Fiscal Year 2023 Budget – Staff presented Draft Budget for Fiscal Year 2023 with various options regarding income and expenses. The Board directed staff to maintain existing health benefit levels for employees, while offering cash compensation for \$300 per month to employees who have additional health, dental, and vision coverage elsewhere. This compensation will be taxable and included with payroll over 26 pay periods. Employees will need to show proof of existing coverage and fil out appropriate documentation to be eligible. Board directed staff to include a 5% Cost of Living Adjustment in the FY 2023 Budget for all employees. Board directed staff to include \$10,000 annually towards an Administrative Assistant to be used as needed, but primarily during the wildland fire season.

Action Item(s)

Discussion and possible action to approve Fiscal Year 2023 Budget - Board directed staff to post the Budget Draft for public review prior to the Public Hearing on July 14, 2022 to formally adopt the budget. Vail motioned to approve Draft Fiscal Year 2023 Budget post modifications mentioned above. Harris seconded the motion and it passed unanimously.

Board Member Reports

None at this time

Adjourn –John made a motion to adjourn at 11:40 a.m., Andrew seconded, and the motion passed unanimously.

Minutes approved by Board on Date 7/14/22

By [Signature]

"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

FINANCIAL REPORT – June 2022

- Info current as of June 30, 2022
- Bank: \$167,220.93
- Reserve Funds Account: \$49,966.57
 - Grand total = \$217,187.50
- Accounts Payable
 - We have checks to sign
- FY 2022 FDAT Revenue (Actual year to date): \$94,958.07
 - (Both FDAT and Tax increase are already factored into budget)
- Rental Income Station: \$2,060.00
- District Billing Fees: \$4,448.98
- Wildland Fire Income
 - Wildland billing - Hermit Peak and Calf Canyon Gross Income \$22,525.59
 - Net Cash Income = \$4,107.48 (New net income for TFD)
 - **Net Financial Benefit for TFD \$8,572.38**
 - Net financial benefit is comprised of back fill overage, admin billing fees, normally budgeted Business Administrative payroll, worker's compensation, federal, social security, Medicare taxes, and retirement contributions.)
 - Wildland billing – Calf Canyon **Gross Income \$23,038.57**
 - Net Cash Income = \$4,273.56
 - **Net Financial Benefit for TFD \$8,718.65**
 - Net financial benefit is comprised of back fill overage, admin billing fees, normally budgeted Business Administrative payroll, worker's compensation, federal, social security, Medicare taxes, and retirement contributions.)
 - 2022 Calendar year to date total (2 fires):
 - Net Income = \$8,301.84
 - Net Financial Benefit = \$17,291.03
- Fiscal Year 2022 is closed. Pre-audited net profit is \$31,193.12

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Tusayan Fire District
Profit & Loss Budget vs. Actual
 July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
FDAT	94,958.07	105,534.00	-10,575.93	90.0%
Grant Income	9,775.20	25,000.00	-15,224.80	39.1%
Pooled Interest	1,035.90	1,200.00	-164.10	86.3%
Prior Year Capital Carry Fwd	0.00	15,600.00	-15,600.00	0.0%
Town of Tusayan - Contributions	249,999.99	250,000.00	-0.01	100.0%
4000 · Property Tax Revenues	528,987.80	527,670.00	1,317.80	100.2%
4310 · Other Revenue	2,813.78	2,000.00	813.78	140.7%
Total Income	887,570.74	927,004.00	-39,433.26	95.7%
Gross Profit	887,570.74	927,004.00	-39,433.26	95.7%
Expense				
6000- PERSONNEL SERVICES	542,237.45	568,307.02	-26,069.57	95.4%
6100- RETIREMENT CONTRIBUTIONS	63,828.11	68,789.50	-4,961.39	92.8%
6200- INSURANCE	53,962.75	66,848.00	-12,885.25	80.7%
6300- EMPLOYEE BENEFITS	22,302.78	29,980.00	-7,677.22	74.4%
6400- FUEL, OIL, LUBRICANTS	2,094.83	2,500.00	-405.17	83.8%
6500- VEHICLE REPAIR & MAINT.	25,478.08	25,500.00	-21.92	99.9%
6600- SMALL TOOLS & EQUIPMENT	9,225.92	8,575.00	650.92	107.6%
6650- FIRE PROTECTION & EQUIP.	14,041.43	11,600.00	2,441.43	121.0%
6700- COMMUNICATION & DISPATCH	944.87	850.00	94.87	111.2%
6900- DISPOSABLE SPLS/EQUIP	9,891.13	10,900.00	-1,008.87	90.7%
7000- ADMINISTRATIVE COSTS	18,620.40	22,043.00	-3,422.60	84.5%
7100- PROFESSIONAL SERVICES	11,425.93	11,600.00	-174.07	98.5%
7300- TRAINING	11,374.84	28,401.48	-17,026.64	40.1%
7400- INSURANCE - LIABILITY	15,892.00	15,700.00	192.00	101.2%
7500- PUBLIC UTILITIES	13,070.98	12,400.00	670.98	105.4%
7600- LEASES & RENTALS	95,834.40	95,820.00	14.40	100.0%
7700- REPAIRS & MAINTENANCE	10,798.96	10,150.00	648.96	106.4%
7850- GRANTS EXPENSE	1,047.27	25,000.00	-23,952.73	4.2%
7900- MISCELLANEOUS	6,362.16	4,900.00	1,462.16	129.8%
8000 - Town of Tusayan - IGA	0.00	0.00	0.00	0.0%
66900 · Reconciliation Discrepancies	0.54			
Total Expense	928,434.83	1,019,864.00	-91,429.17	91.0%
Net Ordinary Income	-40,864.09	-92,860.00	51,995.91	44.0%
Other Income/Expense				
Other Income				
4400- MISCELLANEOUS	43,830.09	69,860.00	-26,029.91	62.7%
4405 - Wildland Income	96,211.87	13,000.00	83,211.87	740.1%
District Service Fees	4,448.98	10,000.00	-5,551.02	44.5%
Total Other Income	144,490.94	92,860.00	51,630.94	155.6%
Other Expense				
4406 - Wildland Expense	72,433.73	0.00	72,433.73	100.0%
4506 - Station Fire Expense	0.00	0.00	0.00	0.0%
COVID-19 National Paid Leave	0.00	0.00	0.00	0.0%
Total Other Expense	72,433.73	0.00	72,433.73	100.0%
Net Other Income	72,057.21	92,860.00	-20,802.79	77.6%
Net Income	31,193.12	0.00	31,193.12	100.0%

Tusayan Fire District
Profit & Loss
 July 2021 through June 2022

	Jul '21 - Jun 22
Ordinary Income/Expense	
Income	
FDAT	94,958.07
Grant Income	9,775.20
Pooled Interest	1,035.90
Town of Tusayan - Contributions	249,999.99
4000 - Property Tax Revenues	528,987.80
4310 - Other Revenue	2,813.78
Total Income	887,570.74
Gross Profit	887,570.74
Expense	
6000- PERSONNEL SERVICES	542,237.45
6100- RETIREMENT CONTRIBUTIONS	63,828.11
6200- INSURANCE	53,962.75
6300- EMPLOYEE BENEFITS	22,302.78
6400- FUEL, OIL, LUBRICANTS	2,094.83
6500- VEHICLE REPAIR & MAINT.	25,478.08
6600- SMALL TOOLS & EQUIPMENT	9,225.92
6650- FIRE PROTECTION & EQUIP.	14,041.43
6700- COMMUNICATION & DISPATCH	944.87
6900- DISPOSABLE SPLS/EQUIP	9,891.13
7000- ADMINISTRATIVE COSTS	18,620.40
7100- PROFESSIONAL SERVICES	11,425.93
7300- TRAINING	11,374.84
7400- INSURANCE - LIABILITY	15,892.00
7500- PUBLIC UTILITIES	13,070.98
7600- LEASES & RENTALS	95,834.40
7700- REPAIRS & MAINTENANCE	10,798.96
7850- GRANTS EXPENSE	1,047.27
7900- MISCELLANEOUS	6,362.16
8000 - Town of Tusayan - IGA	0.00
66900 - Reconciliation Discrepancies	0.54
Total Expense	928,434.83
Net Ordinary Income	-40,864.09
Other Income/Expense	
Other Income	
4400- MISCELLANEOUS	43,830.09
4405 - Wildland Income	96,211.87
District Service Fees	4,448.98
Total Other Income	144,490.94
Other Expense	
4406 - Wildland Expense	72,433.73
COVID-19 National Paid Leave	0.00
Total Other Expense	72,433.73
Net Other Income	72,057.21
Net Income	31,193.12

Tusayan Fire District

7/7/2022 12:02 PM

Register: NorwestWarrant

From 06/01/2022 through 06/30/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/06/2022			4405 - Wildland Income	Deposit		X	22,525.59	196,944.17
06/10/2022			4000 · Property Tax Re...	Deposit		X	153.62	197,097.79
06/10/2022	ASRS06...	Arizona State Retire...	-split-	0990	6,022.52	X		191,075.27
06/10/2022	EFTPS06...	Tusayan Fire Depart...	-split-	86-0843550	6,427.86	X		184,647.41
06/10/2022	DD061022	Allana G. Briones	-split-		611.15	X		184,036.26
06/10/2022	DD061022	Bruce D. Baker	-split-		1,642.63	X		182,393.63
06/10/2022	DD061022	Emily A Woolley	-split-		1,079.97	X		181,313.66
06/10/2022	DD061022	Gregory Lawrence	-split-		1,214.36	X		180,099.30
06/10/2022	DD061022	Kathleen Johnson	-split-		3,887.37	X		176,211.93
06/10/2022	DD061022	Matthew Southwick	-split-		770.96	X		175,440.97
06/10/2022	DD061022	Robert T Powell	-split-		1,053.11	X		174,387.86
06/10/2022	DD061022	Stephanie T. Root	-split-		875.10	X		173,512.76
06/10/2022	DD061022	Wesley Schmidt	-split-		1,127.65	X		172,385.11
06/10/2022	DD061022	Gregory M Brush	-split-		2,181.40	X		170,203.71
06/10/2022	DD061022	Raymond F D'Albini	-split-		2,000.13	X		168,203.58
06/13/2022	832300331	Arizona Department ...	2100 · Payroll Liabilities	860843550	1,615.12			166,588.46
06/17/2022			-split-	Deposit #412		X	25,769.15	192,357.61
06/17/2022	832300332	Amerigas - 2554	2000 · Accounts Payable	608092580	36.00	X		192,321.61
06/17/2022	832300333	Century Link	2000 · Accounts Payable		115.35	X		192,206.26
06/17/2022	832300334	Diesel Support Grou...	2000 · Accounts Payable	E51 Fuel Filter	1,125.00	X		191,081.26
06/17/2022	832300335	Direct TV	2000 · Accounts Payable	Inv# 05895366...	182.96	X		190,898.30
06/17/2022	832300336	EF Recovery	2000 · Accounts Payable	Inv# 61572	13.75	X		190,884.55
06/17/2022	832300337	Flagtown Prints	2000 · Accounts Payable	Inv# 6617	519.43	X		190,365.12
06/17/2022	832300338	Hydro Resources	2000 · Accounts Payable	Inv# 4600	389.38	X		189,975.74
06/17/2022	832300339	John Graves Propane...	2000 · Accounts Payable	Inv# 213429	277.50	X		189,698.24
06/17/2022	832300340	Kaiser Foundation H...	2000 · Accounts Payable	Run# 21-52892	2,100.00			187,598.24
06/17/2022	832300341	Kate Johnson	2000 · Accounts Payable	Uniform Hats	465.00	X		187,133.24
06/17/2022	832300342	L&A HVAC	2000 · Accounts Payable	Inv# 18.23	1,662.00			185,471.24
06/17/2022	832300343	P.K. Distributing dba...	2000 · Accounts Payable	Inv# 110638	8.41	X		185,462.83
06/17/2022	832300344	Safeguard	2000 · Accounts Payable	Inv# 034989780	146.80	X		185,316.03
06/17/2022	832300345	TRIAD	2000 · Accounts Payable	Inv# 8706	74.95	X		185,241.08
06/17/2022	832300346	United Fire	2000 · Accounts Payable		53.84	X		185,187.24
06/20/2022			-split-	Deposit 413		X	1,621.44	186,808.68
06/21/2022	832300347	Arizona Public Service	2000 · Accounts Payable	Acct# 1519540...	581.38			186,227.30
06/21/2022	832300348	Chad Andrews	2000 · Accounts Payable	Stipend Jan - J...	225.00			186,002.30
06/21/2022	832300349	Connor Hughes	2000 · Accounts Payable	Stipend Jan - J...	275.00			185,727.30
06/21/2022	832300350	Grand Canyon Natio...	2000 · Accounts Payable	June Utilities	195.56	X		185,531.74
06/21/2022	832300351	Kate Johnson	2000 · Accounts Payable	Calf Canyon E...	6,764.09	X		178,767.65
06/21/2022	832300352	Miguel Dimas	2000 · Accounts Payable	Stipend Jan - J...	875.00	X		177,892.65
06/21/2022	832300353	Ray D'Albini	2000 · Accounts Payable	Boots	352.77	X		177,539.88

Tusayan Fire District

7/7/2022 12:02 PM

Register: NorwestWarrant

From 06/01/2022 through 06/30/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/21/2022	832300354	Sira Ponce	2000 · Accounts Payable	Stipend Jan - J...	200.00			177,339.88
06/21/2022	832300355	Williams-Grand Can...	2000 · Accounts Payable	Inv# 85178 Ac...	150.41			177,189.47
06/23/2022			-split-	Deposit 414		X	520.20	177,709.67
06/24/2022	ASRS06...	Arizona State Retire...	-split-	0990	5,965.22	X		171,744.45
06/24/2022	EFTPS06...	Tusayan Fire Depart...	-split-	86-0843550	6,253.18	X		165,491.27
06/24/2022	DD062422	Allana G. Briones	-split-		287.59	X		165,203.68
06/24/2022	DD062422	Bruce D. Baker	-split-		1,485.59	X		163,718.09
06/24/2022	DD062422	Emily A Woolley	-split-		1,136.84	X		162,581.25
06/24/2022	DD062422	Gregory Lawrence	-split-		1,267.53	X		161,313.72
06/24/2022	DD062422	Gregory M Brush	-split-		2,181.41	X		159,132.31
06/24/2022	DD062422	Kathleen Johnson	-split-		4,330.18	X		154,802.13
06/24/2022	DD062422	Matthew Southwick	-split-		695.68	X		154,106.45
06/24/2022	DD062422	Raymond F D'Albini	-split-		1,722.64	X		152,383.81
06/24/2022	DD062422	Robert T Powell	-split-		1,029.46	X		151,354.35
06/24/2022	DD062422	Wesley Schmidt	-split-		1,119.10	X		150,235.25
06/29/2022			4405 - Wildland Income	Deposit 4156 ...			23,038.57	173,273.82
06/29/2022			4000 · Property Tax Re...	Deposit		X	12.94	173,286.76
06/30/2022			4000 · Property Tax Re...	Deposit		X	36.53	173,323.29
06/30/2022			FDAT	Deposit		X	2.13	173,325.42
06/30/2022			FDAT	Deposit		X	1,400.32	174,725.74
06/30/2022			FDAT	Deposit		X	6.25	174,731.99
06/30/2022			Pooled Interest	Interest		X	271.50	175,003.49
06/30/2022	832300365	Boundtree Medical	2000 · Accounts Payable	Inv# 84569118	1,310.09			173,693.40
06/30/2022	832300367	Chase Card Services	2000 · Accounts Payable	Acct# 8236	5,192.40			168,501.00
06/30/2022	832300368	Century Link	2000 · Accounts Payable	Inv# 297302724	4.02			168,496.98
06/30/2022	832300369	EF Recovery	2000 · Accounts Payable	Inv# 0061742	30.50			168,466.48
06/30/2022	832300370	Emergency Medical ...	2000 · Accounts Payable	Inv# 2458350	67.80			168,398.68
06/30/2022	832300371	Kate Johnson	2000 · Accounts Payable	Mileage	91.85			168,306.83
06/30/2022	832300372	Linde Gas & Equipm...	2000 · Accounts Payable	Inv# 11134701	131.34			168,175.49
06/30/2022	832300373	P.K. Distributing dba...	2000 · Accounts Payable	Inv# 111587	95.88			168,079.61
06/30/2022	832300374	Valle Airpark, LLC	2000 · Accounts Payable	Inv# 3199	858.68			167,220.93

Tusayan Fire District
Deposit Detail
 June 2022

Type	Num	Date	Name	Account	Amount
Deposit		06/06/2022		NorwestWarrant	22,525.59
				4405 - Wildland Inco...	-22,525.59
TOTAL					-22,525.59
Deposit		06/10/2022		NorwestWarrant	153.62
				4000 · Property Tax ...	-153.62
TOTAL					-153.62
Deposit		06/17/2022		NorwestWarrant	25,769.15
				District Service Fees	-204.92
				District Service Fees	-3,150.00
				District Service Fees	-500.00
				District Service Fees	-20.00
				Town of Tusayan - ...	-20,833.33
				4403 - Station Rent	-1,060.90
TOTAL					-25,769.15
Deposit		06/20/2022		NorwestWarrant	1,621.44
				TFD Supporter Shirts	-575.00
				TFD Supporter Shirts	-135.00
				4404 - Donations	-15.00
				4407 · Rental Income	-750.00
				7506 - Utility Payme...	-146.44
TOTAL					-1,621.44
Deposit		06/23/2022		NorwestWarrant	520.20
				TFD Supporter Shirts	-300.00
				4404 - Donations	-27.00
				4404 - Donations	-193.20
TOTAL					-520.20
Deposit		06/29/2022		NorwestWarrant	23,038.57
				4405 - Wildland Inco...	-23,038.57
TOTAL					-23,038.57
Deposit		06/29/2022		NorwestWarrant	12.94
				4000 · Property Tax ...	-12.94
TOTAL					-12.94
Deposit		06/30/2022		NorwestWarrant	36.53
				4000 · Property Tax ...	-36.53
TOTAL					-36.53

Tusayan Fire District
Deposit Detail
 June 2022

Type	Num	Date	Name	Account	Amount
Deposit		06/30/2022		NorwestWarrant	2.13
				FDAT	-2.13
TOTAL					-2.13
Deposit		06/30/2022		NorwestWarrant	1,400.32
				FDAT	-1,400.32
TOTAL					-1,400.32
Deposit		06/30/2022		NorwestWarrant	6.25
				FDAT	-6.25
TOTAL					-6.25
Deposit		06/30/2022		Reserve Funds	71.28
				Pooled Interest	-71.28
TOTAL					-71.28
Deposit		06/30/2022		NorwestWarrant	271.50
				Pooled Interest	-271.50
TOTAL					-271.50

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07/07/22

Tusayan Fire District
A/R Aging Summary
As of July 7, 2022

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

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07/07/22

Tusayan Fire District
A/P Aging Summary
As of July 7, 2022

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Arizona Department of Economic Security	81.07	0.00	0.00	0.00	0.00	81.07
Greg Lawrence	0.00	0.00	0.00	0.00	-101.19	-101.19
TOTAL	<u>81.07</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-101.19</u>	<u>-20.12</u>

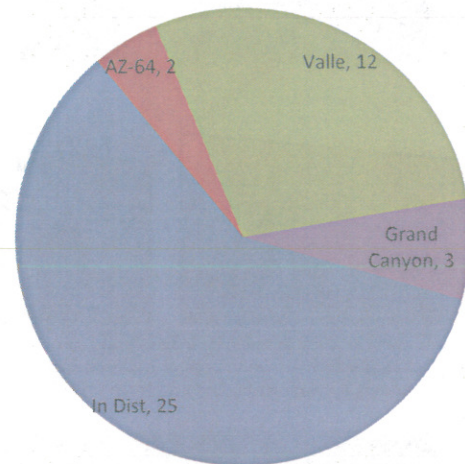
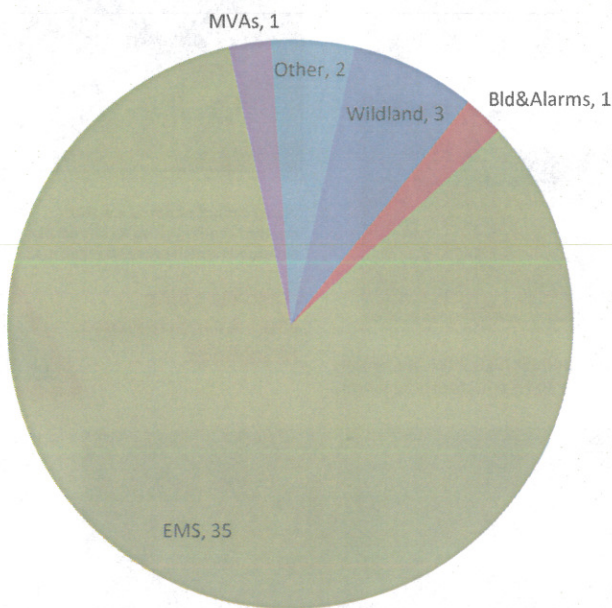
TFD Update 7/1/22

Jun Stats

Calls for prior month (indicated in upper right):	42
Calls for same month in 2021:	36
Total calls to date for 2022:	134



Jun	Ratio ----->	<u>Wildland</u> 3	<u>Bld&Alarms</u> 1	<u>EMS</u> 35	<u>MVAs</u> 1	<u>Other</u> 2	42 <-Total
Jun	Locations --->	<u>In Dist</u> 25	<u>AZ-64</u> 2	<u>Valle</u> 12	<u>Grand Canyon</u> 3		42 <-Total



Call Types for Jun

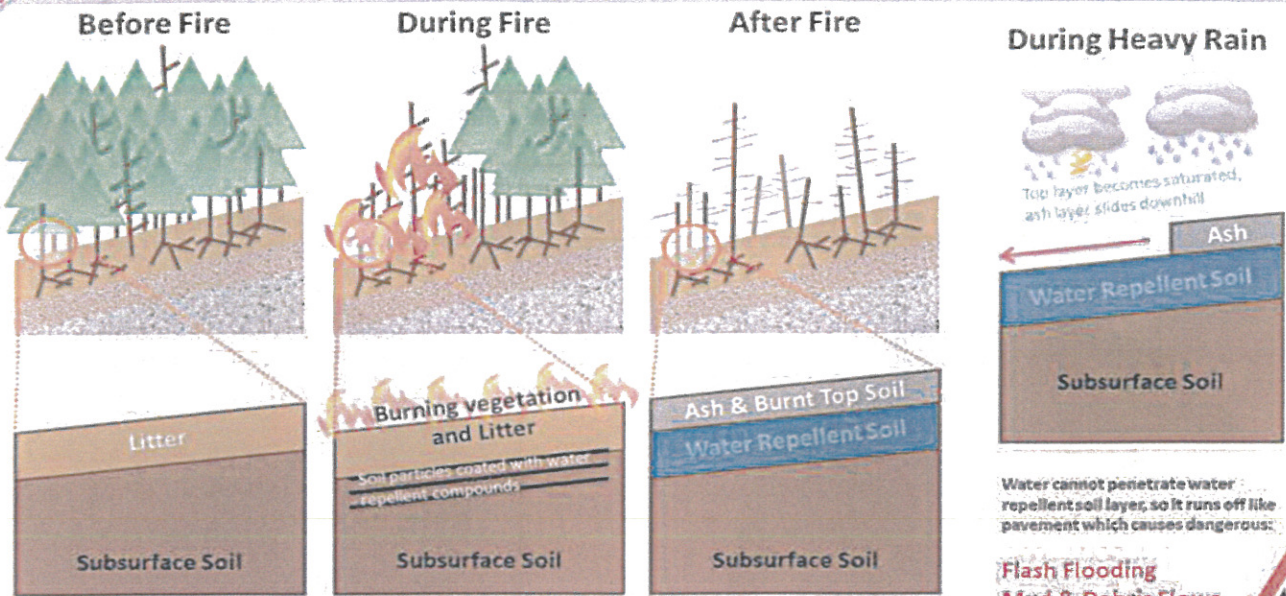
Call Locations for Jun

Updates:

- **Kaibab NF/Tusayan fire restrictions were lifted on 6/28/22.**
- Thanks to the Town of Tusayan, TFD has free COVID-19 tests for residents, just stop during business hours.
- Next Vaccination Event to be announced, last conversation with County was on 6/30/22. Tentatively, we're hoping for a date at the end of July or early August, with potentially new (non-COVID19) vaccinations.
- The monthly APS bills have already appeared to be lower after the LCD light swapout. The latest bill spanned the pre/post replacement; stay tuned for more precise numbers. Current bill was ~\$250 lower than normal(!).
- First Lady Dr. Jill Biden stayed in Tusayan on June 6th & 7th. Tusayan Fire worked with CCSO, Flagstaff PD, Secret Service, etc. for the visit logistics.
- NPS has two (out of three) ambulances temporarily down, TFD & Guardian have been assisting with calls in the Grand Canyon National Park.
- *Fun Calls* : Local dog Pele was reunited with owner; TFD's pet chip scanner was used to contact the owner.
- TFD Participated in the Community Garden Event on June 10th, Ladder 51 was available for residents to see.
- TFD completed an Assistance to Firefighters Grant [AFG] audit, no negative findings.
- Ast Chief D'Albini submitted a \$25,000 radio grant to the Leary Foundation.
- E-51's annual (fire) pump test failed in June, repairs in progress; this is apparatus that the Town of Tusayan has generously provided a replacement for. The new apparatus will arrive in May 2023. Repairs are still a priority for the current apparatus as to not impact ISO scores.
- Pending Repair\$: E-51 rear differential, dash light (scanning will not indicate cause), etc.
- Repairs completed on E-51 Turbo, E-51 fuel tank & assembly/filters were disassembled and overhauled.
- TFD CPR Classes : for more information or to sign up, please contact Instructor Molly:
Molly is on duty Wednesdays and Thursdays [call 638-3473], or email Molly at tusayanFDCPR@gmail.com
- ***Please visit the Tusayan Fire Department Facebook page for: updates, local news, training, weather, burning operations, community events, safety tips, etc. [give us a like!]***



Wildfire Burn Scars are a Flood Risk



Litter: organic material such as needles, leaves, grass, brush, bark.

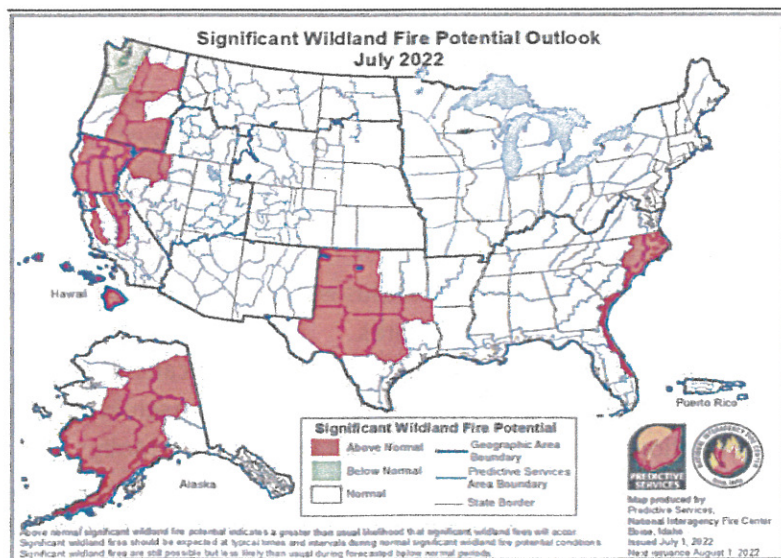
Water Repellent Soils: formed when organic material such as trees, scrubs, plants and litter burn at high intensity, water repellent compounds are vaporized, and condense on cooler soil layers below, which prevents soil from absorbing water.

Water cannot penetrate water repellent soil layer, so it runs off like pavement which causes dangerous:

**Flash Flooding
Mud & Debris Flows
Mudslides**



Community Garden Event, 6/10/22



Tusayan Fire District
Budget Fiscal Year 2023



Assessed Valuation \$ 15,463,266.00

Revenues

Property Tax Revenue	\$ 541,214.00		
Fire District Assistance Tax	\$ 108,242.80		
Other Revenues	\$ 24,000.00		
Grants	\$ 25,000.00		
Rental Income	\$ 33,130.80		
Wildland Income	\$ 65,000.00		
Use of Fund Balance and Reserves	\$ -		
Town of Tusayan IGA	\$ 380,000.00		
Total Revenues	\$ 1,176,587.60	\$	1,176,587.60

Payroll Expenditures

Salaries & Wages	\$ 594,437.40		
Retirement Contributions	\$ 71,126.03		
Volunteer Stipends	\$ 14,000.00		
Health Insurance	\$ 64,152.00		
Employment Expenses	\$ 68,800.55		
Total Expenditures	\$ 812,515.98	\$	812,515.98

Operations

Fuel, Oil, Lubricants	\$ 500.00		
Vehicle Maintenance	\$ 32,125.00		
Small Tools & Minor Equipment	\$ 6,400.00		
Fire Protection & Equipment	\$ 20,250.00		
Communications & Dispatch	\$ 851.62		
Disposable Supplies & Equipment	\$ 8,770.00		
Total Operations	\$ 68,896.62	\$	68,896.62

Other Services & Charges


Administration Costs	\$ 23,629.00		
Professional Services	\$ 13,700.00		
Training	\$ 30,700.00		
Insurance - Liability	\$ 16,200.00		
Public Utilities	\$ 15,800.00		
Leases & Rentals	\$ 55,160.00		
Repairs & Maintenance	\$ 7,500.00		
Grants Expense	\$ 25,000.00		
Wildland	\$ 40,000.00		
Miscellaneous	\$ 9,900.00		
Total Other Services & Charges	\$ 237,589.00	\$	237,589.00

Capital

Buildings	\$ 45,086.00		
Machinery & Equipment (Cap Improvem	\$ 12,500.00		
Capital Purchases Carry-forward	\$ -		
	\$ 57,586.00	\$	57,586.00

Total Expenditures \$ 1,176,587.60

Net Income (Loss) \$ (0.00)



John Vail, Board Chair



Andrew Aldaz, Board Clerk



Rebecca Shearer, Board Member



Marty Harris, Board Member

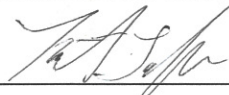


Elena Villanueva, Board Member

** 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 July 2022 in accordance with the statement filed by TFD.



BOARD CERTIFICATION

On July 14, 2022, The Tusayan Fire District Board held a public hearing to receive public comments on the Fiscal Year 2023 proposed budget for the Fire District. Notice for the public hearing and copies of the proposed budget were posted and available to the public on June 9, 2022

Following the public hearing, the Board, adopted by motion, the attached Budget for FY 2023, commencing July 1, 2022. The Board Chairman and the Clerk further certify that:

- (a) In accordance with ARS §48-805.02.D-1 (a), the District has not incurred any debt or liability in excess of taxes levied and to be collected and the money actually available and unencumbered at that time in the District General Fund, except for those liabilities as prescribed in ARS Section §48-805, subsection B, paragraph 2 and Sections §48-806 and §48-807.
- (b) In accordance with ARS §48-805.02.D-1 (b), the District complies fully with subsection F of this section.
- (c) The District has not violated the registered warrants requirement.

Dated this 14 day of July, 2022.

Director

Title

(Sign here) _____
(Print your name here) John Vail

Chairman

(Sign here) _____
(Print your name here) Andrew Aldaz

Clerk

(Sign here) _____
(Print your name here) Rebecca Shearer

Board member

(Sign here) _____
(Print your name here) Elena Villanueva

Board member

(Sign here) _____
(Print your name here) Marty Harris

Board member

Attested:
CERTIFIED TRUE COPY

(Sign here) _____
Clerk, (Print your name here) Andrew Aldaz

1. Enter fire district name
2. Select the county of the fire district
3. Select the budget year

Tusayan Fire District

Coconino

2023



We, the undersigned, hereby certify that the Fire 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 this time in the district general fund, except for those liabilities as prescribed in A.R.S. §§48-805(B)(2) and (3), 48-806, and 48-807. Additionally, we hereby certify that the Fire District has complied with A.R.S. §48-805.02(F).

4. District chairperson: [Signature] SIGNED

District clerk: [Signature] SIGNED

Date: 7/18/22

A. Calculation of the tax year 2022 secondary property tax rate for fiscal year 2023 operations:

Adjustment to secondary property tax levy for territory annexed during the tax year 2021 (A.R.S. §48-807[I])

A.1	Net assessed value of annexed property in tax year 2021	\$	-	
A.2	Actual tax year 2021 secondary property tax rate	\$	3.5000	per \$100 AV
A.3	Annexed property tax limit adjustment in tax year 2022	\$	-	

Check box if newly merged or consolidated:

Tax year 2022 secondary property tax information (A.R.S. §48-807[K])

A.4	Tax year 2022 Assessed Value (AV) in the Fire District	\$	15,463,266
A.5	Actual tax year 2021 secondary property tax levy	\$	527,670
A.6	Maximum allowed tax year 2021 secondary property tax levy	\$	901,254

Calculation of the allowable tax year 2022 secondary property tax levy (A.R.S. §48-807[F])

A.7	Line A.6 multiplied by 1.08 (A.R.S. §48-807[F])	\$	973,354	
A.8	Maximum allowable tax year 2022 levy limit (A.7 + A.3)	\$	973,354	
A.9	Allowable tax year 2022 secondary tax rate	\$	6.2946	per \$100 AV
A.10	Maximum allowable tax year 2022 secondary tax rate (lessor of A.9 or \$3.375)	\$	3.5000	per \$100 AV
A.11	Maximum allowable tax year 2022 secondary tax levy	\$	541,214	
A.12	Tax year 2021 excess levy or collections: (A.R.S. §48-807[J])	\$	-	
A.13	Tax year 2022 maximum allowable levy limit (A.11 - A.12)	\$	541,214	

Calculation of the proposed tax year 2022 secondary property tax rate for fiscal year 2023 operations

A.14	Total budgeted expenses in fiscal year 2023 (Budget tab, line 51)	\$	1,176,588	
A.15	Less—Unrestricted unencumbered carryforward (Budget tab, line 1)	\$	231,928	
A.16	Less—Revenues from sources other than direct property tax	\$	635,374	
A.17	Less—Interest and principal expense for Bonds (Budget tab, lines 38 & 39)	\$	45,086	
A.18	Tax year 2022 tax levy needed for operations (A.14 - (A.15 + A.16 + A.17))	\$	264,200	
A.19	Tax year 2022 tax rate needed for operations:	\$	1.7086	per \$100 AV
A.20	Tax year 2022 maximum allowable levy rate (A.13/(A.4/100)):	\$	3.5000	per \$100 AV
A.22	Proposed tax year 2022 secondary property tax rate for fiscal year 2023 operations	\$	1.7086	per \$100 AV

Calculation of the proposed 2022 secondary property tax rate for the repayment of bonds (A.R.S. §48-806)

A.23	Tax year 2022 secondary property tax levy needed for the repayment of bonds	\$	-	
A.24	Tax year 2022 secondary property tax rate needed for the repayment of bonds	\$	-	per \$100 AV

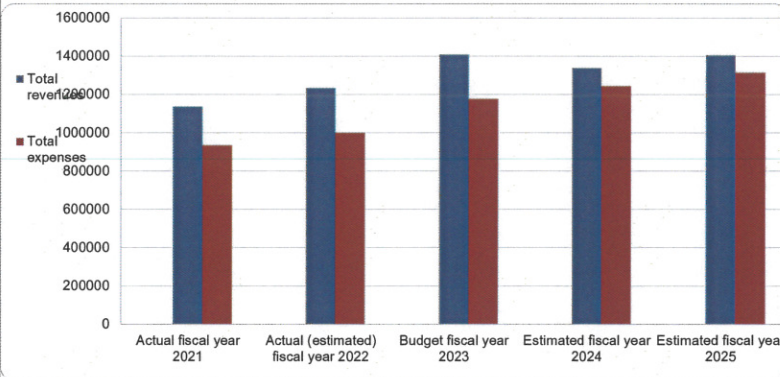
Summary for fiscal years 2021 through 2025:

Special study

No study of merger, consolidation, or joint operating alternative is required

If the district's total estimate of expenses exceeds its total estimate of revenues for any fiscal year, A.R.S. §48-805.02(D)(15) requires the district include a study of merger, consolidation, or joint operating alternative. The Fire District is not required to include a study as their estimated expenses are not greater than budgeted revenue for any fiscal year.

Revenue and expense chart will populate automatically based on the Budget tab



Year	Total revenues	Total expenses
Actual fiscal year 2021	\$ 1,135,788	\$ 934,236
Actual (estimated) fiscal year 2022	\$ 1,232,797	\$ 1,000,168
Budget fiscal year 2023	\$ 1,408,516	\$ 1,176,588
Estimated fiscal year 2024	\$ 1,337,314	\$ 1,243,177
Estimated fiscal year 2025	\$ 1,405,523	\$ 1,315,006

Budget

		Actual fiscal year 2021	Actual (estimated) fiscal year 2022	Budget fiscal year 2023	Estimated fiscal year 2024	Estimated fiscal year 2025
Financial resources available at July 1						
1.	Beginning fund balance/(deficit)—unrestricted unencumbered	\$ 317,793	\$ 200,735	\$ 231,928	207,233.32	212,302.09
2.	Beginning fund balance—restricted				-	-
Revenues						
3.	Secondary property tax revenue	555,849.00	528,987.80	\$ 541,214	534,391.40	537,198.65
4.	Fire district assistance tax	\$ 89,084	\$ 94,958	\$ 108,243	119,383.46	133,878.04
5.	Wildland	\$ 9,231	\$ 96,212	\$ 65,000	85,000.00	90,000.00
6.	Operating revenues	\$ 6,708	\$ 4,449	\$ 10,000	14,554.67	26,949.16
7.	Grants	\$ 108,947	\$ 9,775	\$ 25,000	33,090.21	64,213.22
8.	Bonds	\$ -	\$ -		-	-
9.	Interest	\$ 2,292	\$ 1,036	\$ 550	270.30	138.18
10.	Donations		\$ 2,814	\$ 3,000	2,500.00	2,500.00
11.	Miscellaneous	\$ 5,094	\$ 5,324	\$ 10,450	11,000.00	12,000.00
12.	Other (specify) Rental Income	\$ 40,790	\$ 38,505	\$ 33,131	29,891.05	26,343.47
	Other (specify) IGA Town of Tusayan		\$ 250,000	\$ 380,000	300,000.00	300,000.00
	Other (specify) _____				-	-
	Other (specify) _____				-	-
	Other (specify) _____				-	-
13.	Total financial resources available	\$ 1,135,788	\$ 1,232,797	\$ 1,408,516	\$ 1,337,314	\$ 1,405,523
Expenses						
14.	Personnel:					
15.	Estimated number of full-time employees (FTE) in 2023:			10		
16.	Salaries & wages	\$ 471,132	\$ 542,237	\$ 594,437	623,437.00	654,637.00
17.	Health insurance	\$ 50,597	\$ 53,963	\$ 64,152	68,000.00	72,000.00
18.	Pension & other retirement benefits	\$ 53,700	\$ 63,828	\$ 71,126	81,899.53	92,784.29
19.	Other (specify) Uniform, WC, Misc Benefits	\$ 17,520	\$ 22,303	\$ 82,801	83,000.00	84,000.00
	Other (specify) _____				-	-
	Other (specify) _____				-	-
20.	Total personnel expenses	592,949.00	682,331.09	812,516.00	856,336.53	903,421.29
Operating:						
21.	Fuel	\$ 2,304	\$ 2,095	\$ 500	286.97	116.60
22.	Tools & minor equipment	\$ 2,068	\$ 9,226	\$ 6,400	6,500.00	7,000.00
23.	Contracted services				-	-
24.	Supplies	\$ 7,247	\$ 9,891	\$ 8,770	9,872.88	9,934.13
25.	Vehicle repair	\$ 23,870	\$ 25,478	\$ 32,125	37,397.61	15,000.00
26.	Training & prevention	\$ 6,305	\$ 11,375	\$ 30,700	30,000.00	30,000.00
27.	Maintenance & repair—operating	\$ 2,647	\$ 10,799	\$ 7,500	10,000.00	15,000.00
28.	Communications		\$ 945	\$ 852	-	-
29.	Contingencies & emergencies				-	-
30.	Other (specify) Fire protection and equipment	\$ 29,770	\$ 14,041	\$ 20,250	19,377.47	23,243.99
	Other (specify) _____				-	-
	Other (specify) _____				-	-
31.	Total operating expenses	74,211.00	83,850.06	107,097.00	113,434.94	100,294.72
Capital:						
32.	Land, building, & construction				-	-
33.	Vehicles				-	-
34.	Lease payments	\$ 14,067	\$ 50,049	\$ 55,160	55,000.00	57,000.00
35.	Machinery & equipment			\$ 12,500	-	-
36.	Maintenance & repair—capital				-	-
37.	Reserve for future years—carryforward				-	-
38.	Debt service—principal	\$ 58,197	\$ 37,205	\$ 39,908	34,160.47	32,941.69
39.	Debt service—interest	\$ 14,672	\$ 7,881	\$ 5,178	3,091.38	1,938.33
40.	Other (specify) Capital outlay	\$ 103,017			-	-
	Other (specify) _____				-	-
	Other (specify) _____				-	-
41.	Total capital expenses	189,953.00	95,134.40	112,745.81	92,251.84	91,880.02
Administrative:						
42.	Administrative equipment	\$ 14,916	\$ 6,362	\$ 9,900	9,813.91	12,499.87
44.	Insurance	\$ 15,657	\$ 15,892	\$ 16,200	16,478.56	16,779.92
45.	Utilities	\$ 12,449	\$ 13,071	\$ 15,800	17,844.10	20,861.16
46.	Professional services	\$ 11,865	\$ 11,426	\$ 13,700	14,809.85	16,883.51
47.	Subscriptions, dues, fees				-	-
48.	General administrative expenses	\$ 12,779	\$ 18,620	\$ 23,629	32,207.39	42,385.84
49.	Other (specify) Grant related expenses	\$ 6,324	\$ 1,047	\$ 25,000	30,000.00	40,000.00
	Other (specify) Wildland	\$ 1,311	\$ 72,434	\$ 40,000	60,000.00	70,000.00
	Other (specify) Property taxes	\$ 1,822			-	-
50.	Total administrative expenses	77,123.00	138,852.07	144,229.00	181,153.81	219,410.30
51.	Total expenses	\$ 934,236	\$ 1,000,168	\$ 1,176,588	\$ 1,243,177	\$ 1,315,006

REVENUES 22-23	
Wildland Program	\$65,000.00
Property Tax Revenue	541,214.00
\$	
Fire District Assistance Tax	\$108,242.80
Other Revenues	\$24,000.00
Grants	\$25,000.00
Rental Income	\$33,130.80
Town of Tusayan IGA	\$380,000.00
Transfer From Savings	
TOTAL REVENUES	\$1,176,587.60

Other Revenue	
Billing	10000
Shirts	3000
CPR Classes	450
Interest	550
Fundraisers	7000
Sell E51	
Donations	3000
	\$24,000.00

Rental Income	
Guardian	12000
Properties	8400
Titan	12730.8
	\$33,130.80

EXPENDITURES FY 22-23

Salaries/Wages	21-22 Salary	Annual Increase 5%	22-23 Salary	Hourly Increase	New Hourly Rate	Insurance Health, Dental, Vision
						Chief \$ 8,292.00 \$642.00
						Ray \$ 8,292.00 \$11.00
						Johnson \$ 3,600.00 \$38.00
						Lawrence \$ 8,292.00
						Woolley \$ 8,292.00 \$691.00
						Powell \$ 8,292.00
						Schmidt \$ 3,600.00
						Briones \$ 8,292.00
						Bruce \$ 3,600.00
						New \$ 3,600.00
Admin Asst. PT			\$ 10,000.00			Totals \$ 64,152.00
Add. Coverage	\$ 10,000.00	\$ 500.00	\$ 10,500.00			
Holiday Pay	\$ 10,000.00	\$ 500.00	\$ 10,500.00			
AS IS TOTALS	\$ 556,607.05	\$ 27,830.35	\$ 594,437.40			

Retirement (12.03% & .14%) 12.17%	Workers Comp Risk Pool	Volunteer Stipends	Wages	Acct#
\$ 10,931.52	Firefighters (7710) \$ 8.41	Various Volunteers \$ 14,000.00	\$ 594,437.40	6101
\$ 9,738.08	Admin (8810) \$ 0.14	\$ 14,000.00	\$ 71,126.03	6050
\$ 8,306.03	Volunteers (8411) \$ 1.47		\$ 14,000.00	6200
\$ 7,348.58	WC Fee \$43,781.05		\$ 64,152.00	6303
\$ 5,915.35	Annual Capitalization \$2,167.50		\$ 56,320.55	6205
\$ 6,089.62	Assessment Fee Canc \$10,372.00		\$ 3,780.00	6304
\$ 5,060.29	Totals Risk Pool \$ 56,320.55		\$ 3,000.00	6302
\$ 5,060.29	D&D Policy VFIS \$ 5,700.00		\$ 812,515.98	
\$ 5,060.29	Unemployment Tax \$ 3,780.00			
\$ 5,060.29				
\$ 1,277.85				
\$ 1,277.85				
\$ 71,126.03				

New Open	\$ 5,060.29			
Add Coverage	\$ 1,277.85			
Holiday Pay	\$ 1,277.85			

OPERATIONS 22-23	
Fuel, Oil, Lubricants Oil Changes 6400	\$500.00
Vehicle Maintenance 6500	
	\$32,125.00
Small Tools & Minor Equipment 6600	
	\$6,400.00
Fire Protection & Equipment 6650	
	\$20,250.00
Communications & Dispatch 6700	
	\$851.62
Disposable Supplies & Equipment 6900	
	\$8,770.00
TOTAL OPERATIONS	\$68,896.62

Fuel, Oil... 6400	
gas	500
Total	\$500.00
Vehicle Maintenance 6500	
Vehicle & Apparatus	14625
Pumps	1000
Vehicle Repairs - Outside	1000
Pump Repairs - Outside	500
Tire Repairs - Outside	2000
Vehicle Maint Supplies/Oil Ch	2000
Towing	500
Vehicle Repair Parts	8000
Vehicle Supplies	2000
Other	500
Total	\$32,125.00

Fire Protection & Equipment 6650	
Fire Extinguishers & Training	250
TIC - L51	3500
Fire Hose	9000
Bunker Gear	5000
FP manuals	1000
Other	1500
Total	\$20,250.00

Communications & Dispatch 6700	
372 IPad	66.62
Chief Cell Phone	785
Total	851.62
Small Tools & Minor Equipment 6600	
Maint Tools	500
Fire Protection Equip	1000
Batteries - Vehicles	200
Personnel Safety Equip	150
Computer Equip	500
EMS Small Tools	200
Office Equipment	1000
Station Equipment	1500
Fire Protection Equip	600
Housing Appliances	250
Other & CPR Training	500
Total	\$6,400.00

Disposable supplies & equip. 6900	
Cleaning	1300
Electrical	100
Fire suppression O2 supplies	1320
Medical	2000
Life pack	0
AED	3000
Misc.	150
COVID Supplies	600
Batteries	300
Total	\$8,770.00

OTHER SERVICES AND CHARGES 22-23	
Administration Costs 7000	\$23,629.00
Professional Services 7100	\$13,700.00
Training 7300	\$30,700.00
Insurance - Liability 7400	\$16,200.00
Public Utilities 7500	\$15,800.00
Leases & Rentals 7600	\$55,160.00
Repairs & Maintenance 7700	\$7,500.00
Grants Expense 7850	\$25,000
Wildland Expense	\$40,000.00
Miscellaneous 7900	\$9,900.00
TOTAL OTHER SERVICES & CHARGES	\$237,589.00

Admin 7000	
Postage	2000
Phone	2100
Pub Ed	700
printing	1000
fees/subscription	8629
business meeting	500
interest expense	0
mileage	1250
software support	2500
internet	900
station security	100
Ink	1000
Direct TV	1900
Admin Costs Misc	50
Board Expense	1000
Total	\$23,629.00

Professional Services 7100	
Ladder Inspection	1200
Election	1200
SCBA Service	1800
Audit	9500
Total	\$13,700.00

Training 7300	
Tuition	3000
per diem	2000
books	2000
commercial travel	1500
supplies	1500
refreshers	2000
Training Props	2000
AFDA	1700
EMS courses	3500
AZ Fire School	2000
AZ Wildland	1000
Cancer Screening	4200
Online Training	1300
FF Cadet/Academy	3000
Total	\$30,700.00

Public Utilities 7500	
Station Electric	12000
Station water	1800
Utilities - Chief	2000
Total	\$15,800.00

Leases/Rentals 7600	
GB	4200
Valle	4200
Valle	4200
Ray's House	7750
Station Lease	29160
Taxes Station	3600
Taxes 19 Lincoln	1050
Taxes 221 Enstrom	500
Taxes 409 Beech	500
Total	\$55,160.00

Repairs & Maint 7700	
Office Equip	2000
comms/phone	150
building	2500
SCBA	100
Fire Extinguisher	250
extrication equip	200
station equip	1000
employee housing	1000
other	300
Total	\$7,500.00

Miscellaneous 7900	
Beverages/Food	2000
Awards	400
Misc. Events	1000
Uniform Allow.	4000
Shirts	1200
Coats	600
Patches	0
Supporter Shirts	500
Shirt taxes	200
Total	\$9,900.00



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

Tusayan Fire District

RESOLUTION # 2022-05

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

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

NOW THEREFORE, the Tusayan Fire District resolves as follows:

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

That this Resolution is passed, adopted and approved by the Tusayan Fire District on this 14th day of July, 2022.

Board Chairperson – John Vail

Board Clerk – Andrew Aldaz

Board Member – Becky Shearer

Board Member – Marty Harris

Absent

Board Member – Elena Villanueva



COCONINO COUNTY ARIZONA
OFFICE OF THE COUNTY ATTORNEY

William P. Ring
County Attorney

Ammon Barker
Chief Deputy County
Attorney

June 29, 2022

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

Re: Legal Representation for FY , ending June 30, 2023.

Dear Chief Greg Brush,

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

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

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

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

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

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

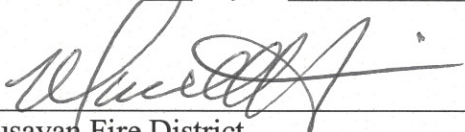
These revised terms and conditions of engagement are effective upon passage of a Board Resolution approving this representation and your authorized agent's signature below. This engagement expires June 30, 2022. The terms and conditions of re-engagement shall be annually re-evaluated prior to the expiration date. We shall disengage services on June 30, 2022 unless we consent to continuing representation and a Board Resolution re-engaging services is approved by your Board of Directors and delivered to our Office with a signed original re-engagement letter.

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

Sincerely,
William P. Ring
COCONINO COUNTY ATTORNEY



DATED this 30 day of June, 2022.



Tusayan Fire District

Please Attach Board Resolution

I. PURPOSE

To assist employees and their family in providing protection in the event of a need for medical, dental, or vision attention.

II. SCOPE

This policy applies to all full time career District employees who meet the eligibility guidelines below.

III. POLICY

It is the policy of TFD to provide health, dental, and vision insurance benefits to full time career employees at a cost covered by the District after completion of their probationary reserve period.

IV. GUIDELINES

- A. Coverage becomes effective on the first day of the month following the date of full-time career employment.
- A. The District shall pay the entire premium for health, dental, and vision insurance for the employee only. Any dependent coverage is at the sole financial responsibility of the employee.
- B. If a full-time career employee has other health, dental, and vision insurance coverage and elects not to utilize TFD's coverage, they shall be entitled to cash compensation in lieu of the District paying for the health, dental, and vision insurance. The compensation will be included in the employee's paycheck as taxable income. The amount of such compensation shall be determined by the Fire Board on an annual basis.
- C. Employees who have other insurance and elect the cash compensation must show proof of additional coverage annually to be eligible. Employees must elect this option when completing full time career benefit paperwork.
- D. Each year, during open enrollment, employees must show proof of additional coverage to continue utilizing cash compensation.
- E. Coverage under the health, dental, and vision insurance plans will end on the last day of the month in which employment terminates, or at the time one no longer meets eligibility requirements.

- F. Detailed information regarding the available plans is provided in the plan description materials available in the Administration office. Employees are encouraged to obtain this information in order to become fully informed of the benefit provisions.

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

From: Kasprzyk-Roberts, Wendy <wkasprzyk@coconino.az.gov>
Sent: Thursday, July 14, 2022 9:35 AM
To: kate.TFDGC@outlook.com
Subject: Candidates for Fire Board

Importance: High

Good Morning!

You have received four candidates for three board positions which means currently, you will be having this go on the ballot for the general election. I can provide you an estimate of what this will cost the Town of Tusayan at a later date.

Tusayan Fire District (3 Board Positions)	Becky Shearer	07/01/22
Tusayan Fire District	Robert Gossard	07/07/22
Tusayan Fire District	Marty Harris	07/11/22
Tusayan Fire District	Elena Villanueva	07/11/22

Wendy Kasprzyk-Roberts, MA
Elections Administrator
Coconino County Elections
219 E Cherry Avenue
Flagstaff, AZ 86001
(928) 679-7883
wkasprzyk@coconino.az.gov



DRAFT

Tusayan Wildfire Evacuation Checklist:

Sign Up Now:

- Ready, Set, Go: ein.az.gov/ready-set-go
- Coconino Emergency Alerts: coconino.az.gov/ready
- Bookmark the Coconino Situational Awareness Viewer, link also at coconino.az.gov/ready

Prepare a Go Bag:

- Important documents (birth certificates, insurance, bank, vaccination, maps, passwords, etc.).
- ATM cards, credit cards, cash.
- Medications, prescription list (for you and pets).
- Cell phone, emergency apps, battery pack, charger.
- Food, water, sleeping bag, flashlights, batteries.
- First aid kit, masks, portable radio, etc.
- Photos of home interior/exterior (and belongings).
- Important family photographs.
- Important phone numbers, out of town contacts, etc. The local internet & cell towers may go down in an emergency.

Pets:

- Microchip your pet now. Have current tags, collar, toys, bowls, and leash.
- Have a plan for who will pick them up and transport them. Have extra food, water, medications.

Keep Vehicle Ready:

- Keep vehicle fueled up and road ready.
- Place essential items like clothes, sleeping bags, first aid kit, food, water, inside vehicle.

If you don't have a vehicle:

- Find a friend that can provide transportation for you, your pet(s), etc.. Exchange phone numbers. Do they have access (e.g. a key)?
- Ask at your workplace, if you have no other transportation, would they provide rides for employees (is there a sign-up sheet)?

Firewise:

- Clear a perimeter around your residence, remove flammable items. This includes pine needles, wood stacked against your home, leaves, etc..

Actual Evacuation:

If an emergency progresses, Coconino County Sherriff's Office (CCSO) may declare an evacuation. The notification to evacuate would be relayed through numerous potential methods:

- Ready Set Go notifications (cellphone, websites)
 - Understand the Ready, Set, Go, levels before an emergency occurs.
- Coconino emergency alerts (cellphone).
- PA notification on law enforcement vehicles.
- Phone calls.
- Radio stations (weather, local FM, etc.).
- A 5 minute siren in the Grand Canyon Village.
- etc.

Hotel Evacuations:

The fire department may have already responded to the actual fire. For hotels to successfully evacuate the guests and employees, it may be necessary for the hotel departments with radios (Engineering, Housekeeping, Maintenance) to go room to room and inform people of the evacuation order. This applies for employee housing as well as guest rooms. Plan ahead, train, determine your hotel's policy, and *practice!*

All Businesses:

Consider your business evacuation procedures.

- Can you provide transportation for employees?
- Do you have a meeting spot for pre-evacuation?
- How do you coordinate with you employees?
- Do you practice what would occur?
- Do you have procedures for securing monies, assets, etc.?

Supplemental Transportation:

It is possibly that local school buses and tour buses might be used to help with transportation, it's best not to rely on this. Plan ahead for all contingencies!

Destination:

Depending on the situation, the recommended evacuation collection site will be announced (airport, GC Junction, East Rim, etc)