



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

Tusayan Fire District

AGENDA

Tusayan Fire District Board of Directors Regular Meeting

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

October 8th, 2026

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 October 8, 2026, at 10:00 a.m. The Board may vote to go into executive session pursuant to A.R.S. § 38-431.03. If authorized by a majority vote of the TFD Board, an executive session may be entered and held immediately following a successful vote to enter executive session and will not be open to the public. The Board may change, in its discussion, the order in which any agenda items are discussed during the course of the meeting. Persons with a disability may request a reasonable accommodation by contacting the TFD at (928) 638-3473 as soon as possible.

1. Confirmation of quorum/Call to the Public
 - a. ***One or two Board Members may attend by telephone*
 - b. ***In accordance with A.R.S. §38-431.01(I), members of the public may address the board on items not on the printed agenda. The Board may respond to criticism made by those who have addressed the public body, may ask staff to review a matter, or may ask that a matter be put on a future 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. Requests to speak must be submitted in writing prior to the beginning of the meeting.*
2. Discussion/Approval of September 17, 2026 Regular Meeting Minutes and September 17, 2026 Executive Session Meeting Minutes.
3. Financial Report
4. Fire Chiefs Update
5. Old Business
 - a. Discussion, Update, and Possible Action regarding out-of-district emergency response
 - b. Discussion, Update, and Possible Action regarding parking structure on Forest Service land.
 - c. Discussion, Update, and Possible Action regarding Community Wildland Protection Plan
 - d. Discussion, Update, and Possible Action regarding the Chief's contract.
 - i. The Board may enter executive session pursuant to A.R.S. § 38-431.03(A)(3) for discussion or consultation for legal advice with the attorney or attorneys of the public body.
 - e. Discussion, Update, and Possible Action regarding appointing/hiring a new Chief.
 - i. The Board may enter executive session pursuant to A.R.S. § 38-431.03(A)(1): Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee, or employee with written notice of the executive session as is appropriate, but not less than twenty-four hours for the officer, appointee, or employee to determine whether the discussion or consideration should occur at a public meeting.
6. New Business
 - a. Discussion, Update, and Possible Action regarding transfer of capital carryforward funds from FY 2026 into reserve account.
7. Board Member Reports
8. Adjourn

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the General Store, at the Tusayan Fire District and at the Tusayan Town Hall all located in Tusayan, Arizona on this ___ day of October, 2026 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 September 17, 2026, 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 Board of Directors were present in person, Board Chair John Vail, Board Member Ben Gomez, Board Member Rob Gossard and Board Member Bruce Baker. Others in attendance included Fire Chief Greg Brush, Chief of Administration Kate Johnson, Administrative Assistant Crystal Kanaley and members of the public include Captain Michael Wycoff, Firefighter Zealand Pes, Firefighter Gabe Romero, Firefighter Miguel Dimas, Firefighter Travis Moreno, Firefighter Anthony Diluzio, and Mayor Vail. Members of the public in attendance via Zoom include Captain Greg Lawrence, Captain Jeff Daniels, and Coconino County Attorney Nicholas Hodder

Moreno addressed the board verbally and in written form (See form for details). Captain Wycoff addressed the board verbally and in written form (See form for details). Mayor Vail addressed the board verbally expressing sentiments regarding Chief Greg Brush's retirement.

Discussion/Approval of July 16, 2026 Regular Meeting Minutes

Motion to approve regularly scheduled August 13, 2026 Meeting Minutes. First by Gomez. Seconded by Baker. Motion carries unanimously. Motion to approve August 20, 2026 Special Meeting Minutes. First by Gomez. Seconded by Vail. Motion Carries unanimously.

Financial Report

Monthly Financial Report presented by Johnson verbally and in written form. (See form for details). Direction given to staff to add discussion update, and possible action regarding transfer of capital carryforward funds from FY 2026 into reserve account to next regularly scheduled board meeting. Motion to approve the financial report. First by Vail. Seconded by Gossard. Motion carries unanimously.

Old Business

Discussion, Update, and Possible Action regarding the Chief's contract.

Motion to enter into executive session at 10:19 a.m. First by Vail. Seconded by Gomez. Motion carries unanimously. General session reconvened at 10:43am. Board discussed final consultation contract for Chief Brush. No resolution was established. Board also discussed process for hiring a new Fire Chief. Special meeting will be held next Wednesday September 23rd at 10am with attorney to finalize the details.

New Business

Discussion, Update, and Possible Action regarding appointing/hiring a new Chief.

Board offered the position of Fire Chief to Greg Lawrence. The offer was declined. Extensive discussions between the board and staff were had regarding the selection process. Board reassured staff that their concerns will be considered when hiring a new Chief and discussed the possibility of having a few members of staff on the hiring committee. No action was taken but board will start the hiring process for a new fire chief.

Fire Chiefs Update

Chief Brush presented report verbally and in written form. (See form for details). Water system in the canyon is coming along, still waiting to hear when they will be starting the temporary repairs. We had another flood yesterday but was not as impactful. The Food pantry has been canceled due to decline in interest. TFD had a tour of the Uranium mine.

Old Business

Discussion, Update, and Possible Action regarding out of district emergency response

No update.

Discussion, Update, and Possible Action regarding parking structure on Forest Service land.

No updates. Board gave staff direction to continue pursuing this.

Discussion, Update, and Possible Action regarding Community Wildland Protection Plan

Community Wildland Plan has been completed and signed by Chief Brush. Waiting on a few other agencies to sign. Once all signatures are obtained it will be uploaded to the website for public viewing.

Board Member Reports

John Vail – Wants to welcome firefighters to come to the board meetings so they can be heard.

Ben Gomez – Wants to thank the firefighters and appreciates all they do.

Rob Gossard – Nothing to report

Bruce Baker – Nothing to report

Adjourn

Meeting adjourned at 11:23 a.m. First by Vail, seconded by Gomez. Motion passes unanimously.

Minutes approved by Board on Date _____

By _____

"To ensure compliance with Open Meeting Law, recipients of this message should not forward it to other board members or anyone. Board members may reply to this message, but they should not send a copy of the reply to other members."



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Tusayan Fire District

MINUTES OF EXECUTIVE SESSION FOR THE TUSAYAN FIRE DISTRICT BOARD OF DIRECTORS MONTHLY PUBLIC MEETING ON September 17, 2026

A PUBLIC MEETING OF THE TUSAYAN FIRE DISTRICT GOVERNING BOARD WAS CONVENED ON SEPTEMBER 17, 2026 AT THE TUSAYAN FIRE STATION AND VIA ZOOM, TUSAYAN AZ 86023.

CONFIRMATION OF QUORUM/CALL TO ORDER –

Meeting was called to order at 10:19 a.m. The following members of the Tusayan Fire District Board of Directors were present in person, Board Chair John Vail, Board Member Ben Gomez, Board Member Rob Gossard and Board Member Bruce Baker. Others in attendance include Fire Chief Greg Brush and Coconino County Attorney Nicholas Hodder.

Old Business

Discussion, Update, and Possible Action regarding the Chief's contract.

Board discussed final consultation contract for Chief Brush. No resolution was established. Board also discussed process for hiring a new Fire Chief. Special meeting will be held next Wednesday September 23rd at 10am with attorney to finalize the details.

Adjourn – Vail made a motion to adjourn out of executive session at 10:43 a.m. Seconded by Gomez, and the motion passed unanimously.

Minutes approved by Board on Date _____

By _____

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.

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

FINANCIAL REPORT – September, 2026

- Info current as of October 6, 2026
- Bank: \$392,884.78
- Reserve Funds Account: \$27,818.20
- Supporter Shirt Account: \$0
 - Grand total = \$420,702.98
- Accounts Payable - Checks to sign
- FY 2027 FDAT Revenue (Actual year-to-date): \$2,481.01
- Rental Income Station: \$1,500.00
- District Billing Fees: \$9,174.50
- 2026 Wildland Fire Season Income (8 Fire Assignments –3 in Fiscal Year 2026: Jones, Seven Cabin, Sycamore, and 5 in FY27 Pocket, RAC MOB, Bench, WA GACC Support, and Rowe Creek Complex):
 - Jones Fire - \$697.57
 - TFD net gain - \$250.92 (2 Admin hours, RAM, admin fee)
 - Seven Cabins Fire – \$14,227.89
 - TFD net gain - \$4,220.60 (54 Admin hours, RAM, admin fee)
 - Sycamore Fire Billed at \$23,596.06
 - TFD net profit - \$9,621.39 (AMBO, admin fee)
 - Pocket Fire - \$25,380.49
 - TFD net gain \$8,263.59 (116 Admin hours, RAM, admin fee)
 - RAC MOB Support - \$2,580.89 – bill pending
 - TFD net gain \$1,234.04 (20 Admin hours, admin fee)
 - Bench Fire - \$7,796.45 – bill pending
 - TFD net gain \$1,259.99 (20 Admin hours, admin fee)
 - WA GACC Support - \$2,081.08 – bill pending
 - TFD net gain \$987.31 (16 Admin hours, admin fee)
 - Rowe Creek Complex - \$29,368.99
 - 30,147.24 – bill pending
 - TFD net gain \$7,465.65 (120 Admin hours, admin fee)
 - Total Fiscal YTD Gross Income in 2026 Fire Season: **\$105,729.42**
 - Total Fiscal YTD Gross Income in Fiscal Year 2027: **\$90,803.96**
 - **TFD net gain in 2026 Fire Season \$33,303.49** (348 Admin hours)
 - **TFD net gain in FY2027 \$19,210.58** (295 Admin hours)
- Texaco donated fuel:
 - Fiscal YTD = \$3,440.36
 - Since initially started donating, over \$24,108
- Savings for RAM Pick-up Truck through 9/30/2026: \$16,053.41
- Ready to transfer capital carryover from FY2026 into the Reserve Account.

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Tusayan Fire District

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L

July 2026 - June 2027

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 Property Tax Revenues	20,007.16	605,118.00	-585,110.84	3.31 %
4300 District Service Fees	9,174.50	18,000.00	-8,825.50	50.97 %
4310 Other Revenue	1,060.00	3,600.00	-2,540.00	29.44 %
4500 Wildland Income	90,803.96	60,000.00	30,803.96	151.34 %
4600 Contingency		100,000.00	-100,000.00	
FDAT	2,481.01	121,024.00	-118,542.99	2.05 %
Grant Income		50,000.00	-50,000.00	
Pooled Interest	1,679.82	5,000.00	-3,320.18	33.60 %
Town of Tusayan - Contributions	330,000.00	660,000.00	-330,000.00	50.00 %
Total Income	\$455,206.45	\$1,622,742.00	\$ -1,167,535.55	28.05 %
GROSS PROFIT	\$455,206.45	\$1,622,742.00	\$ -1,167,535.55	28.05 %
Expenses				
6000 PERSONNEL SERVICES	267,646.19	906,282.40	-638,636.21	29.53 %
6100 RETIREMENT CONTRIBUTIONS	35,410.14	96,366.00	-60,955.86	36.75 %
6200 INSURANCE	24,631.58	96,019.00	-71,387.42	25.65 %
6300 EMPLOYEE BENEFITS	9,427.02	41,468.00	-32,040.98	22.73 %
6400 FUEL, OIL, LUBRICANTS		1,500.00	-1,500.00	
6500 VEHICLE REPAIR & MAINT.	2,890.92	31,250.00	-28,359.08	9.25 %
6600 SMALL TOOLS & EQUIPMENT	1,846.03	11,119.00	-9,272.97	16.60 %
6650 FIRE PROTECTION & EQUIP.	4,476.84	35,625.00	-31,148.16	12.57 %
6700 COMMUNICATION & DISPATCH	60.06	1,552.00	-1,491.94	3.87 %
6800 EMS	2,692.77	19,470.00	-16,777.23	13.83 %
6900 DISPOSABLE SPLS/EQUIP	1,150.03	9,306.00	-8,155.97	12.36 %
7000 ADMINISTRATIVE COSTS	5,148.41	25,138.00	-19,989.59	20.48 %
7100 PROFESSIONAL SERVICES	325.00	19,200.00	-18,875.00	1.69 %
7300 TRAINING	5,977.56	37,500.00	-31,522.44	15.94 %
7400 INSURANCE - LIABILITY	6,054.00	23,000.00	-16,946.00	26.32 %
7500 PUBLIC UTILITIES	2,681.02	17,680.00	-14,998.98	15.16 %
7600 LEASES & RENTALS	5,016.47	49,812.00	-44,795.53	10.07 %
7700 REPAIRS & MAINTENANCE	4,918.54	14,800.00	-9,881.46	33.23 %
7850 GRANTS EXPENSE	-2,221.70	50,000.00	-52,221.70	-4.44 %
7900 MISCELLANEOUS.	2,019.31	12,000.00	-9,980.69	16.83 %
8200 Contingency Expense		100,000.00	-100,000.00	
CAPITAL PURCH. CARRY FWD.		19,044.60	-19,044.60	
MACHINERY & EQUIPMENT	3,576.83	7,500.00	-3,923.17	47.69 %
Payroll Expenses	-0.01		-0.01	
Total Expenses	\$383,727.01	\$1,625,632.00	\$ -1,241,904.99	23.60 %
NET OPERATING INCOME	\$71,479.44	\$ -2,890.00	\$74,369.44	-2,473.34 %
Other Income				
4400 MISCELLANEOUS	9,712.37	51,890.00	-42,177.63	18.72 %
Total Other Income	\$9,712.37	\$51,890.00	\$ -42,177.63	18.72 %

Tusayan Fire District

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L

July 2026 - June 2027

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Other Expenses				
Wildland Expense	64,455.89	49,000.00	15,455.89	131.54 %
Total Other Expenses	\$64,455.89	\$49,000.00	\$15,455.89	131.54 %
NET OTHER INCOME	\$ -54,743.52	\$2,890.00	\$ -57,633.52	-1,894.24 %
NET INCOME	\$16,735.92	\$0.00	\$16,735.92	0.00%

Tusayan Fire District

Profit and Loss
July, 2026-June, 2027

	Total
Income	
4000 Property Tax Revenues	\$20,007.16
4300 District Service Fees	9,174.50
4310 Other Revenue	\$1,060.00
4500 Wildland Income	90,803.96
FDAT	2,481.01
Pooled Interest	1,679.82
Town of Tusayan - Contributions	330,000.00
Total for Income	\$455,206.45
Gross Profit	\$455,206.45
Expenses	
6000 PERSONNEL SERVICES	\$267,646.19
6100 RETIREMENT CONTRIBUTIONS	\$35,410.14
6200 INSURANCE	\$24,631.58
6300 EMPLOYEE BENEFITS	\$9,427.02
6500 VEHICLE REPAIR & MAINT.	\$2,890.92
6600 SMALL TOOLS & EQUIPMENT	\$1,846.03
6650 FIRE PROTECTION & EQUIP.	\$4,476.84
6700 COMMUNICATION & DISPATCH	60.06
6800 EMS	\$2,692.77
6900 DISPOSABLE SPLS/EQUIP	\$1,150.03
7000 ADMINISTRATIVE COSTS	\$5,148.41
7100 PROFESSIONAL SERVICES	\$325.00
7300 TRAINING	\$5,977.56
7400 INSURANCE - LIABILITY	\$6,054.00
7500 PUBLIC UTILITIES	\$2,681.02
7600 LEASES & RENTALS	\$7,331.72
7700 REPAIRS & MAINTENANCE	\$4,918.54
7850 GRANTS EXPENSE	-6,743.40
7900 MISCELLANEOUS.	\$2,019.31
MACHINERY & EQUIPMENT	3,576.83
Payroll Expenses	-\$0.01
Total for Expenses	\$381,520.56
Net Operating Income	\$73,685.89
Other Income	
4400 MISCELLANEOUS	\$9,807.37
Total for Other Income	\$9,807.37
Other Expenses	
Wildland Expense	64,455.89
Total for Other Expenses	\$64,455.89
Net Other Income	-\$54,648.52
Net Income	\$19,037.37

Tusayan Fire District

Transaction List by Date
September 2026

Date	Transaction type	Num	Posting (Y/N)	Name	Memo	Account full name	Split	Amount
09/01/2026	Tax Payment		Yes	Intuit QuickBooks Workforce	Tax withdrawal	NorwestWarrant	QuickBooks Tax Holding Account	-856.63
09/01/2026	Bill		Yes	Red Feather Properties	August 2024 Lease Payment	2000 Accounts Payable	7600 LEASES & RENTALS:7603 Property Lease	2,315.25
09/01/2026	Bill	INV 9/3/2026	Yes	Mr. Travis Moreno	INV 9/3/2026 Boot Allowance Reimbursement	2000 Accounts Payable	7900 MISCELLANEOUS.:7912 Boot Allowance	194.55
09/01/2026	Deposit		Yes			Supporter Shirts	4400 MISCELLANEOUS:4404 Donations	5.00
09/02/2026	Tax Payment		Yes	AZ Department of Revenue	Tax Payment for Period: 08/12/2026-08/14/2026	NorwestWarrant	2100 Payroll Liabilities:AZ Income Tax	-1,022.02
09/02/2026	Tax Payment		Yes	AZ Department of Revenue	Tax Payment for Period: 08/26/2026-08/28/2026	QuickBooks Tax Holding Account	2100 Payroll Liabilities:AZ Income Tax	-841.37
09/02/2026	Vendor Credit	Inv# HMETYPE6	Yes	Redsky Emergency Vehicles		2000 Accounts Payable	7850 GRANTS EXPENSE	-3,371.70
09/02/2026	Journal Entry	JE#19	Yes		To correctly record the voided check and JE from Audit Adjustment Entry.			
09/02/2026	Check	HSA082026	Yes	Health Equity	HSAAugust2026	NorwestWarrant		-2,865.00
09/04/2026	Bill Payment (Check)	836300264	Yes	Municipal Emergency Services		NorwestWarrant	2000 Accounts Payable	-325.00
09/04/2026	Bill Payment (Check)	836300265	Yes	Red Feather Properties		NorwestWarrant	2000 Accounts Payable	-2,315.25
09/04/2026	Bill Payment (Check)	836300266	Yes	Chase Card Services		NorwestWarrant	2000 Accounts Payable	-6,578.72
09/04/2026	Bill Payment (Check)	836300267	Yes	NAPA		NorwestWarrant	2000 Accounts Payable	-276.98
09/04/2026	Bill Payment (Check)	836300268	Yes	Mr. Travis Moreno		NorwestWarrant	2000 Accounts Payable	-194.55
09/04/2026	Transfer		Yes		On Friday, 8/28/2026, I made the following four cash deposits at the PNC Flagstaff branch location. All four deposits were into TFD's account ending in 7992. Dep# 574 \$516.00 Dep# 578 \$215.00 Dep# 581 \$3,273.00 Dep# 591 \$152.00 Total Amount = \$4,156.00	Supporter Shirts	NorwestWarrant	-4,156.00

Tusayan Fire District

Transaction List by Date
September 2026

Date	Transaction type	Num	Posting (Y/N)	Name	Memo	Account full name	Split	Amount
09/04/2026	Deposit		Yes			NorwestWarrant	4000 Property Tax Revenues:4001 Property Tax Delinquent	306.67
09/06/2026	Deposit		Yes			Supporter Shirts	4310 Other Revenue:4312 TFD Supporter Shirts	45.00
09/06/2026	Deposit		Yes			Supporter Shirts	4310 Other Revenue:4312 TFD Supporter Shirts	45.00
09/06/2026	Deposit		Yes			Supporter Shirts	4310 Other Revenue:4312 TFD Supporter Shirts	70.00
09/09/2026	Deposit		Yes			Supporter Shirts	4400 MISCELLANEOUS:4404 Donations	5.00
09/10/2026	Deposit		Yes			NorwestWarrant	4000 Property Tax Revenues	226.70
09/11/2026	Payroll Check		Yes	Mr. Michael Wycoff	Pay Period: 08/24/2026-09/06/2026	NorwestWarrant		-1,921.48
09/11/2026	Payroll Check		Yes	Travis Moreno	Pay Period: 08/24/2026-09/06/2026	NorwestWarrant		-1,598.79
09/11/2026	Payroll Check		Yes	Anthony S. Diluzio	Pay Period: 08/24/2026-09/06/2026	NorwestWarrant		-1,044.02
09/11/2026	Payroll Check		Yes	Jeffrey Daniels	Pay Period: 08/24/2026-09/06/2026	NorwestWarrant		-1,817.41
09/11/2026	Payroll Check		Yes	Gregory Lawrence	Pay Period: 08/24/2026-09/06/2026	NorwestWarrant		-2,333.36
09/11/2026	Payroll Check		Yes	Miguel Ibarra Dimas	Pay Period: 08/24/2026-09/06/2026	NorwestWarrant		-1,750.80
09/11/2026	Payroll Check		Yes	Kathleen Johnson	Pay Period: 08/24/2026-09/06/2026	NorwestWarrant		-2,199.16
09/11/2026	Payroll Check		Yes	Zealand Pes	Pay Period: 08/24/2026-09/06/2026	NorwestWarrant		-2,414.34
09/11/2026	Payroll Check		Yes	Crystal Kanaley	Pay Period: 08/24/2026-09/06/2026	NorwestWarrant		-645.41
09/11/2026	Payroll Check		Yes	Gregory M. Brush	Pay Period: 08/24/2026-09/06/2026	NorwestWarrant		-2,637.05
09/11/2026	Payroll Check		Yes	Gabriel Romero.	Pay Period: 08/24/2026-09/06/2026	NorwestWarrant		-1,691.68
09/11/2026	Payroll Check		Yes	Cody J Miller	Pay Period: 08/24/2026-09/06/2026	NorwestWarrant		-820.91
09/11/2026	Check	ASRS09112026	Yes	Arizona State Retirement System	ASRS09112026	NorwestWarrant		-7,521.74
09/11/2026	Tax Payment		Yes	Intuit QuickBooks Workforce	Tax withdrawal	NorwestWarrant	QuickBooks Tax Holding Account	-8,317.21

Tusayan Fire District

Transaction List by Date
September 2026

Date	Transaction type	Num	Posting (Y/N)	Name	Memo	Account full name	Split	Amount
09/11/2026	Deposit		Yes			Supporter Shirts	4310 Other Revenue:4312 TFD Supporter Shirts	25.00
09/11/2026	Deposit		Yes			Supporter Shirts	4400 MISCELLANEOUS:4404 Donations	5.00
09/13/2026	Bill	INV# ESO-233986	Yes	ESO Solutions, Inc.	INV# ESO-233986	2000 Accounts Payable	7000 ADMINISTRATIVE COSTS:7005 Fees/Subscrip/Publication	3,797.30
09/15/2026	Bill	INV# 9/16/2026	Yes	Arizona Public Service	Acct # *****0000 INV# 9/16/2026	2000 Accounts Payable	7500 PUBLIC UTILITIES:7501 Electricity	734.38
09/16/2026	Tax Payment		Yes	IRS	Tax Payment for Period: 09/09/2026-09/11/2026	QuickBooks Tax Holding Account	2100 Payroll Liabilities:Federal Taxes (941/943/944)	-7,678.65
09/16/2026	Tax Payment		Yes	AZ Department of Revenue	Tax Payment for Period: 09/09/2026-09/11/2026	QuickBooks Tax Holding Account	2100 Payroll Liabilities:AZ Income Tax	-638.56
09/16/2026	Bill	INV# 9/16/2026	Yes	Greg Lawrence	INV# 9/16/2026 AZ Fire School	2000 Accounts Payable		256.48
09/16/2026	Bill	INV# 9/16/2026	Yes	Mr. Travis Moreno	INV# 9/16/2026 AZ Fire School	2000 Accounts Payable	7300 TRAINING:7313 AZ Fire School	532.20
09/16/2026	Bill	INV # 9/16/2026	Yes	Jeff Daniels	INV # 9/16/2026 AZ Fire School	2000 Accounts Payable	7300 TRAINING:7313 AZ Fire School	313.20
09/16/2026	Bill	INV # 9/16/2026	Yes	Jeff Daniels	INV # 9/16/2026 AZ Fire School	2000 Accounts Payable	7300 TRAINING:7313 AZ Fire School	108.78
09/16/2026	Bill	INV# 9/16/2026	Yes	Kate Johnson	INV# 9/16/2026 Wildland Expenses - Rowe Creek, WA-CWC GACC, Bench Fire, RAC MOB FY 2027	2000 Accounts Payable		5,252.58
09/16/2026	Bill	INV # 9/16/2026	Yes	Anthony Diluzio	Anthony Diluzio Final Reimbursement for cover pants	2000 Accounts Payable	7900 MISCELLANEOUS.:7902 Uniform Allowance	156.25
09/16/2026	Transfer		Yes		Dep# 371 FEMA Grant	Supporter Shirts	NorwestWarrant	-3,570.56
09/16/2026	Deposit		Yes		Dep# 594	NorwestWarrant		2,000.00
09/16/2026	Deposit		Yes			Supporter Shirts	4310 Other Revenue:4312 TFD Supporter Shirts	25.00
09/17/2026	Bill Payment (Check)	836300269	Yes	Arizona Public Service		NorwestWarrant	2000 Accounts Payable	-734.38
09/17/2026	Bill Payment (Check)	836300270	Yes	Century Link		NorwestWarrant	2000 Accounts Payable	-48.94
09/17/2026	Bill Payment (Check)	836300271	Yes	Anthony Diluzio		NorwestWarrant	2000 Accounts Payable	-156.25
09/17/2026	Bill Payment (Check)	836300272	Yes	Greg Lawrence		NorwestWarrant	2000 Accounts Payable	-256.48
09/17/2026	Bill Payment (Check)	836300273	Yes	Jeff Daniels		NorwestWarrant	2000 Accounts Payable	-421.98

Tusayan Fire District

Transaction List by Date
September 2026

Date	Transaction type	Num	Posting (Y/N)	Name	Memo	Account full name	Split	Amount
09/17/2026	Bill Payment (Check)	836300274	Yes	Kate Johnson		NorwestWarrant	2000 Accounts Payable	-5,252.58
09/17/2026	Bill Payment (Check)	836300275	Yes	Mr. Travis Moreno		NorwestWarrant	2000 Accounts Payable	-532.20
09/17/2026	Bill Payment (Check)	836300276	Yes	ESO Solutions, Inc.		NorwestWarrant	2000 Accounts Payable	-3,797.30
09/17/2026	Check	836300277	Yes	Wild West Restaurants. LLC		NorwestWarrant	7900 MISCELLANEOUS.:7901 Banquet	-359.50
09/17/2026	Deposit		Yes			NorwestWarrant	4000 Property Tax Revenues:4001 Property Tax Delinquent	124.65
09/18/2026	Bill	INV# 9/24/2026	Yes	Cactus State UOC LLC	INV# 9/24/2026 Acct 255755-0 CID 997449	2000 Accounts Payable	7500 PUBLIC UTILITIES:7504 Water	87.15
09/18/2026	Deposit		Yes		Dep# 593	NorwestWarrant		41,827.41
09/21/2026	Bill	INV# 59171295	Yes	Linde Gas & Equipment Inc.	INV# 59171295	2000 Accounts Payable	6900 DISPOSABLE SPLS/EQUIP:6903 Fire Suppression Oxygen	170.49
09/22/2026	Bill	INV# COMM306820261001	Yes	EMI Health	Group# 3068 September 2026 INV# COMM306820261001	2000 Accounts Payable	6200 INSURANCE:6203 Health, Dental, Vision	6,712.84
09/25/2026	Payroll Check		Yes	Zealand Pes	Pay Period: 09/07/2026-09/20/2026	NorwestWarrant		-1,930.59
09/25/2026	Payroll Check		Yes	Gregory Lawrence	Pay Period: 09/07/2026-09/20/2026	NorwestWarrant		-2,735.64
09/25/2026	Payroll Check		Yes	Gregory M. Brush	Pay Period: 09/07/2026-09/20/2026	NorwestWarrant		-2,637.05
09/25/2026	Payroll Check		Yes	Miguel Ibarra Dimas	Pay Period: 09/07/2026-09/20/2026	NorwestWarrant		-3,154.22
09/25/2026	Payroll Check		Yes	Kathleen Johnson	Pay Period: 09/07/2026-09/20/2026	NorwestWarrant		-2,199.16
09/25/2026	Payroll Check		Yes	Cody J Miller	Pay Period: 09/07/2026-09/20/2026	NorwestWarrant		-1,059.87
09/25/2026	Payroll Check		Yes	Crystal Kanaley	Pay Period: 09/07/2026-09/20/2026	NorwestWarrant		-785.20
09/25/2026	Payroll Check		Yes	Anthony S. Diluzio	Pay Period: 09/07/2026-09/20/2026	NorwestWarrant		-1,677.01
09/25/2026	Payroll Check		Yes	Jeffrey Daniels	Pay Period: 09/07/2026-09/20/2026	NorwestWarrant		-2,057.07
09/25/2026	Payroll Check		Yes	Mr. Michael Wycoff	Pay Period: 09/07/2026-09/20/2026	NorwestWarrant		-1,882.98
09/25/2026	Payroll Check		Yes	Travis Moreno	Pay Period: 09/07/2026-09/20/2026	NorwestWarrant		-2,039.52
09/25/2026	Payroll Check		Yes	Gabriel Romero.	Pay Period: 09/07/2026-09/20/2026	NorwestWarrant		-931.99

Tusayan Fire District

Transaction List by Date
September 2026

Date	Transaction type	Num	Posting (Y/N)	Name	Memo	Account full name	Split	Amount
09/25/2026	Tax Payment		Yes	Intuit QuickBooks Workforce	Tax withdrawal	NorwestWarrant	QuickBooks Tax Holding Account	-9,360.78
09/25/2026	Bill Payment (Check)	836300278	Yes	Cactus State UOC LLC		NorwestWarrant	2000 Accounts Payable	-87.15
09/25/2026	Bill Payment (Check)	836300279	Yes	EMI Health		NorwestWarrant	2000 Accounts Payable	-6,712.84
09/25/2026	Bill Payment (Check)	836300280	Yes	Linde Gas & Equipment Inc.		NorwestWarrant	2000 Accounts Payable	-170.49
09/25/2026	Bill	INV# 4332	Yes	Valle Airpark (John Richardson)	INV# 4309	2000 Accounts Payable		1,014.57
09/25/2026	Check	ASRS09252026	Yes	Arizona State Retirement System	ASRS09252026	NorwestWarrant		-8,273.66
09/27/2026	Bill	INV# Sept 2026	Yes	Chase Card Services	INV# Sept 2026	2000 Accounts Payable		9,031.66
09/28/2026	Bill	INV# 9.28.26	Yes	Michael Wycoff	Shielding gas reimbursement for vol fire academy	2000 Accounts Payable	7300 TRAINING:7315 FF Cadet/Academy	72.38
09/29/2026	Invoice	CPR Class 09/2026	Yes	Grand Canyon National Park Airport		Patients Invoiced	4400 MISCELLANEOUS:4408 CPR Classes	95.00
09/29/2026	Deposit		Yes			NorwestWarrant	4000 Property Tax Revenues	4,886.29
09/29/2026	Deposit		Yes			Supporter Shirts	4400 MISCELLANEOUS:4404 Donations	10.00
09/30/2026	Payroll Adjustment		Yes		Tax Payment for Period: 07/01/2026-09/30/2026			
09/30/2026	Deposit		Yes		Dep# 592	NorwestWarrant	Town of Tusayan - Contributions	165,000.00
09/30/2026	Tax Payment		Yes	IRS	Tax Payment for Period: 09/23/2026-09/25/2026	QuickBooks Tax Holding Account	2100 Payroll Liabilities:Federal Taxes (941/943/944)	-8,633.41
09/30/2026	Tax Payment		Yes	AZ Department of Revenue	Tax Payment for Period: 09/23/2026-09/25/2026	QuickBooks Tax Holding Account	2100 Payroll Liabilities:AZ Income Tax	-727.37
09/30/2026	Bill Payment (Check)	836300282	Yes	Valle Airpark (John Richardson)		NorwestWarrant	2000 Accounts Payable	-1,014.57
09/30/2026	Bill Payment (Check)	836300283	Yes	Chase Card Services		NorwestWarrant	2000 Accounts Payable	-9,031.66
09/30/2026	Bill Payment (Check)	836300284	Yes	Michael Wycoff		NorwestWarrant	2000 Accounts Payable	-72.38
09/30/2026	Deposit	INTEREST	Yes		Interest Earned	NorwestWarrant	Pooled Interest	1,039.77

Tusayan Fire District

Transaction List by Date
September 2026

Date	Transaction type	Num	Posting (Y/N)	Name	Memo	Account full name	Split	Amount
09/30/2026	Deposit		Yes			NorwestWarrant	FDAT	107.79
09/30/2026	Deposit		Yes			NorwestWarrant	FDAT	1,510.46
09/30/2026	Deposit	INTEREST	Yes		Interest Earned	Reserve Funds	Pooled Interest	75.86
09/30/2026	Transfer		Yes		Dep# 596	Supporter Shirts	NorwestWarrant	-260.00
TOTAL								\$97,787.09

Tusayan Fire District

A/P Aging Summary Report
As of Oct 7, 2026

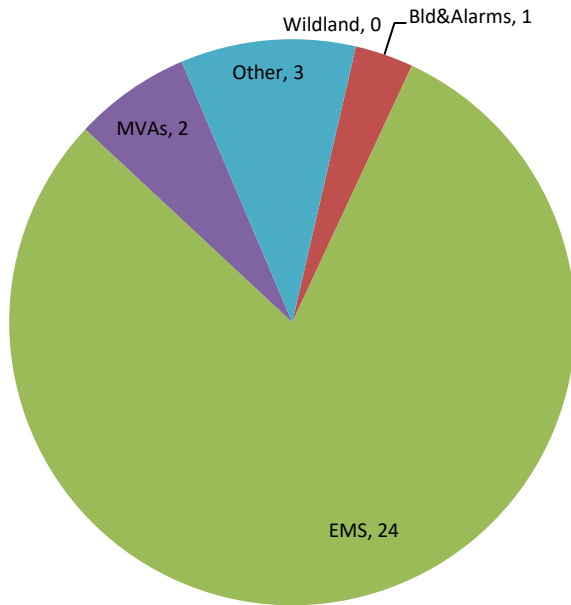
	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	Total
Coconino County Treasurer	400.26					400.26
Diesel Support Group, LLC					1,350.00	1,350.00
Red Feather Properties	2,315.25					2,315.25
Securis Insurance Pool, Inc					530.00	530.00
TOTAL	2,715.51				1,880.00	\$4,595.51

Tusayan Fire District
A/R Aging Summary Report
As of Oct 7, 2026

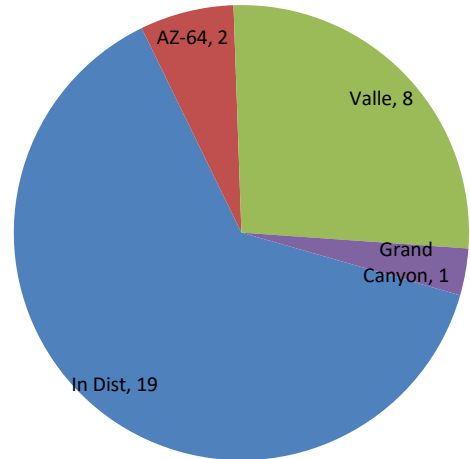
	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	Total
Grand Canyon National Park Airport	95.00					95.00
TOTAL	95.00					\$95.00

Calls for prior month:	Sep	30
Calls for same month in 2025:		42
Total calls to date for all of 2026:		337

Sep	Ratio ----->	<u>Wildland</u> 0	<u>Bld&Alarms</u> 1	<u>EMS</u> 24	<u>MVAs</u> 2	<u>Other</u> 3	30 <-Total
Sep	Locations --->	<u>In Dist</u> 19	<u>AZ-64</u> 2	<u>Valle</u> 8	<u>Grand Canyon</u> 1		30 <-Total



Call Types for Sep



Call Locations for Sep

Call Log [medical calls omitted to maintain privacy]:

- On 9/8/26 at 1240, TFD was dispatched to a single vehicle rollover on Highway 64. A single occupant was trapped inside the vehicle. By using extrication tools, the TFD crew was able to successfully remove the patient.
- On 9/14/26 at 1358, TFD was requested to stage for a Law Enforcement situation in Valle. While TFD was en route, TFD was cancelled.
- On 9/23/26 at 0242, TFD was dispatched to a single building fire in Valle. Upon arrival, smoke was visible. The structure was adjacent to other buildings. Fortunately the TFD crew was able to protect the adjacent structures and extinguish the main fire. There were no injuries, unfortunately the structure was a total loss.
- On 9/28/26 at 0330, TFD was called for a single vehicle rollover on Highway 180. DPS advised that they were responding from Flagstaff during the response. Upon arrival, TFD found the vehicle had rolled and landed on its wheels. The patient self-extricated and declined any medical treatment.

Community Training & Events:

- Tusayan Fire District's Annual Volunteer Academy is coming up!!! [A big Thank You to Captain Greg Lawrence for creating this program and presenting it for the 6th year in 2026!!!] TFD has several fulltime career hires from previous academies.**

Please see flyer below. Deadline for registration is October 9th.

- The annual Tusayan Marathon is coming up on Saturday, October 24th!! Tusayan Fire District will be doing its usual "Firehouse Pancake Breakfast & Beer Garden Fundraiser" for the 8th year!! See flyer below.
- TFD would like to thank the Affordable Veterinary Clinic for a very successful run this year! We hope that they will be back for the Spring.
- The 2nd Annual Tusayan Indigenous Peoples' Day will be Monday, 10/12/26. Native American dancers, food, and crafts will be part of the lineup. There will be a drone show after sunset!! 4:30pm, Tusayan Sports Complex.
- Trunk or Treat will be held on Halloween night, in the parking lot East of Tusayan Fire District [the usual spot]. Get your Halloween theme going, plenty of space available [1st come, 1st served for space]. 5-7, 10/31/26.



TFD Pancake Breakfast: 10/24/26!

Scan to register by October 9th

TUSAYAN FIRE DISTRICT 2026 ANNUAL VOLUNTEER ACADEMY

ANSWER THE CALL - SERVE YOUR COMMUNITY

Saturdays
October 17th through November 14th, 9AM-6PM

- Must be 18 years or older
- Training Provided - No Experience Needed

DEADLINE: October 9th

CONTACT:
Captain Greg Lawrence | Greg.tfdgc@outlook.com
408 Highway 64, Tusayan, AZ 86023 • tusayanfire.org

JOIN TODAY

Be part of our volunteer family — Make a difference. Protect our community.

6th Annual Volunteer Academy! Time is running out.

Sign up by October 9th!

<We're proud of Firefighter/EMT-B Gabe! He's completed his probationary period!
Great job & Congratulations Gabe!!



Au revoir! It's been an honor!



Tusayan Fire District & Guardian Medical Transport



Tusayan Fire District

Invites your application for

Fire Chief

OUR DISTRICT

The Tusayan Fire District is located in Coconino County, northern Arizona, and serves as a gateway to Grand Canyon National Park. We are a small, proud organization formed in 1996 at the request of the Grand Canyon National Park, which could no longer provide the necessary services continuously outside the park boundaries.

In 1999, Tusayan Fire District hired our first full-time paid Fire Chief and one full-time EMT/Firefighter, providing Fire Protection and Emergency Medical Services to the district residents. As of 2026, we are a combination district and have 25 members, including a full-time Fire Chief, Chief of Administration, two Paramedic/Captains, one EMT/Captain, one Paramedic/Firefighter, five EMT/Firefighters, a volunteer roster of 13, and a part-time Administrative Assistant.

Like any good fire department, we are multifaceted. Services we provide to our citizens, residents, and visitors alike include:

- Fire Protection: Structural, Wildland, and Wildland-Urban Interface
- Provide mutual aid to National Park Structural and Wildland Fire, National Park Airport, Arizona Department of Forestry and Fire Management, United States Forest Service, Department of Public Safety, and Coconino County Sheriff's Office
- Emergency Medical Services
- Fire Prevention, Hydrant Inspections and Testing
- Public Education Including CPR Courses

The Tusayan Fire District proudly protects 600 permanent residents who live in our 5-square-mile district boundary. Being a gateway to the Grand Canyon National Park, roughly 4.5 million visitors come through our area annually, thus increasing our small town to the size of a small city daily. We operate out of 1 station that protects primarily commercial and small

residential areas in a heavily wooded forest known as the Kaibab National Forest. Our district is public, and its members are on a combination of paid and volunteer status. The areas we protect, in addition to our district, are two non-taxable agencies with Special Use Permits through the United States Forest Service. The agencies are the Grand Canyon National Park Airport, which consists of 658 acres of commercial property that includes 3 heliport operators, three fixed-wing operators, along with the associated aircraft fueling facilities and maintenance hangars. This airport is one of the busiest airports in Arizona, with one of the largest tour heliport operations in the United States. The airport also includes 23 private single-family residences and 4 separate terminal facilities. The second agency is the Kaibab National Forest Service housing area, which is 60-plus acres with 35 single-family residences on site.

Tusayan Fire District also responds to mutual aid requests from the Department of Public Safety and the Coconino County Sheriff's Department for medical, fire, and rescue extrication calls, as there are no other emergency service agencies for the next 45 miles south of the Grand Canyon and Tusayan area.

Deploying a minimum daily staffing of 3-5 personnel, the District responds to approximately 450 calls per year on federal, state, and private lands.

The district's fleet includes one first-line engine, two brush trucks, one ladder truck, two rescue units, and a utility pickup truck. Ambulance services are provided by Guardian Medical Transport, which is based out of the Tusayan Fire District's building. This ambulance provides the majority of all ground transportation to Flagstaff for both TFD and Grand Canyon National Park.

A combination district, TFD employs highly qualified and dedicated individuals, including civilian support staff. In addition to our career staff, the District benefits from the services of 13-20 volunteers. Tusayan Fire District feels that our personnel are our most important asset.

OUR STRUCTURE

The District is financed by property taxes assessed within the District, various grants that may be received yearly, various service fees, and financial assistance from the Town of Tusayan.

Recognized by the State of Arizona as a special taxing district, TFD is governed by a 5-person Board of Directors elected by the public. The Fire Chief reports directly to the Board. The Fire Chief directs and supervises all district personnel.

OUR MISSION

The Tusayan Fire District dedicates 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.

QUALIFICATIONS

Qualified candidates will be experienced fire service professionals with a proven track record in Fire/EMS management. Minimum qualifications include:

- *Bachelor's Degree from an accredited university or college in Public Administration, Business Administration, Fire Service Administration, Fire Science, Political Science, or other related field; an equivalent combination of experience and education will be considered*
- *Ideally have a minimum of ten (10) years of progressively responsible Fire/EMS experience, including at least five (5) years in Fire/EMS operational management, preferably at the Chief*

Officer level; experience in fire district/ambulance service setting preferred

- *Wildland Urban Interface experience*
- *Wildland Fire Certification(s)*
- *Incident Command Certification*
- *Present Paramedic Certification or EMT Certification under National Registry or Arizona equivalent*
- *Haz-Mat Incident Certification*
- *Demonstrated ability and effectiveness in labor/management relations*
- *Demonstrated experience in managing civilian staff members in addition to sworn members*
- *The Fire Chief must reside within the local area throughout their time of employment*
- *Have satisfactory results on a background check, drug screening, fingerprints, and driving record with possession of a valid Arizona Driver's license by hire date*
- *Must pass pre-employment physical*
- *Be a minimum of 21 years of age by hire date*
 - *Pursuant to § 48-803.i, must complete six hours of training to meet state statute within one year of hire*

COMPENSATION

Tusayan Fire District is committed to providing a competitive wage and benefit package to the ideal candidate.

Salary Range: Open for discussion.

Benefits include:

- Arizona State Retirement System
- Health, dental, and vision insurance
- AD&D insurance
- Paid vacation, Sick, and Holidays
- Tuition reimbursement opportunities
- Housing reimbursement

APPLICATION PROCESS

If you are a progressive, results-oriented fire professional interested in continuing the vision and leadership of the Tusayan Fire District, we invite your application.

Qualified candidates must submit an application packet to include the following:

- Cover Letter
- Resume that contains information related to required qualifications, knowledge, and abilities
- Completed, signed application form
- Responses to the supplemental questionnaire

Completed applications shall be mailed or emailed to:

Tusayan Fire District
P.O. Box 3625
Grand Canyon, AZ 86023
Attn: ADMIN
admin@tusayanfire.org

Application Deadline: November 12, 2026

All applications will be reviewed based upon the qualifications and criteria outlined in the job description. Those candidates whom the District determines to be best suited will be invited to interview. The Fire Board anticipates making a final selection by **June 30th, 2015**. *(TFD will not reimburse or pay for travel costs)*

The successful candidate will be required to undergo a pre-employment physical examination, drug screen, fingerprinting, and a criminal and motor vehicle background review.

Questions may be directed to:

Kate Johnson, Chief of Administration
(928) 638-3473 or kate.tfdgc@outlook.com



TUSAYAN FIRE DISTRICT
FIRE CHIEF APPLICATION SUPPLEMENTAL QUESTIONNAIRE

Please supplement your application packet with responses to the following questions. Your responses should not exceed a total of five typed pages.

1. Please give an overview of the demographics of the agencies in which you have been employed (i.e., population served, annual budget, number of personnel, number of stations, annual call volume, governing body, etc.)
2. Please describe your job responsibilities in your various positions as a Chief Officer, along with the dates you were promoted. Please include information regarding your administrative experience within these positions (budgeting, human resource management, labor relations, grant writing, etc.)
3. Please explain your reasons for applying for this position at this time in your career and what your professional goals are as you contemplate serving the District and the community.
4. Please describe your leadership style, experience, and philosophy on how you lead/motivate people, develop/mentor employees, mitigate conflict in the workplace, and inspire a team atmosphere.
5. Please describe your training and experience in budget management, including the size of budgets you have managed and your specific role.
6. Please describe your philosophy on succession planning, along with examples of your involvement in developing/mentoring for career growth and development.
7. Please give an overview of your personal involvement in professional and community service organizations.
8. Based on your knowledge of Tusayan Fire District, what would you identify as two key issues currently facing the organization, and how would you approach these issues if you were selected as the Fire Chief?

Tusayan Fire District

Job Description

Position Title: Fire Chief
Reports to: Fire District Board
Location: Tusayan, AZ
FLSA: Exempt

POSITION SUMMARY

The Fire Chief serves as the chief executive and operational officer of the Tusayan Fire District and is responsible for directing and managing all firefighting, fire prevention, emergency response, and fire service activities of the District. The Fire Chief is responsible for protecting life and property through effective planning, administration, personnel management, emergency operations, training, budgeting, and management of District resources.

The Fire Chief develops recommendations for the protection of life and property through study, evaluation, and consultation with the Board of Directors. The Fire Chief is responsible for recruitment and supervision of personnel, assignment of personnel and equipment, purchasing, expenditure control, budget preparation, operational readiness, and implementation of Board-approved policies and directives.

The Board of Directors establishes District policy, budget, and overall direction. Within those policies and directives, the Fire Chief exercises independent professional judgment and authority in managing the District's day-to-day administrative, technical, and emergency operations and is accountable to the Board for the effective operation of the Fire District.

ESSENTIAL FUNCTIONS

Leadership and Administration

- Directs and oversees the activities and operations of the Fire District.
- Plans, implements, and evaluates short- and long-range district goals and objectives.
- Develops administrative procedures and operational guidelines consistent with Board-approved policies.
- Establishes operational standards and maintains effective delivery of fire and emergency services.
- Provides professional recommendations to the Board.
- Represents the District with other agencies, partner organizations, businesses, residents, visitors, and the public.

Emergency Operations

- Directs fire suppression, emergency medical, rescue, hazardous materials, wildland fire, and other emergency services and operations.
- Responds to alarms and assumes Incident Command or other appropriate command responsibilities at significant incidents, as needed.
- Determines the appropriate deployment of personnel, apparatus, and resources.
- Requests and coordinates mutual aid and other resources when necessary.
- Maintains operational readiness and evaluates operations to improve safety and effectiveness.

Personnel and Training

- Directs personnel administration, including recruitment, selection, hiring, assignment, supervision, performance evaluation, discipline, and termination of District employees, consistent with applicable law and Board-approved policies.
- Establishes staffing schedules and operational assignments.
- Promotes employee accountability, professional and leadership development, and succession planning.
- Establishes and maintains training programs and ensures personnel maintain required certifications, qualifications, and competencies.
- Promotes a professional workplace based on safety, teamwork, respect, accountability, and integrity.

Budget, Equipment, and Facilities

- Prepares annual budget recommendations and administers the approved budget.
- Controls expenditures within authorized limits and monitors the District's financial condition.
- Evaluates needs and makes recommendations regarding capital improvements.
- Develops long-range apparatus, equipment, and facility replacement plans.
- Oversees purchasing and ensures resources are maintained and utilized effectively.
- Identifies and administers grant opportunities consistent with District needs and Board direction.

Fire Prevention and Community Risk Reduction

- Directs fire prevention, inspection, public education, and community risk-reduction activities.
- Develops recommendations and programs for the protection of life and property within the Fire District.
- Promotes wildfire preparedness, fire safety, emergency preparedness, and community resilience.
- Identifies community hazards and recommends appropriate mitigation measures.

Emergency Preparedness and Interagency Coordination

- Develops and maintains emergency response, disaster preparedness, and continuity-of-operations plans.
- Coordinates emergency planning and response with neighboring fire agencies, Coconino County, Grand Canyon National Park, state and federal agencies, law enforcement, EMS providers, and others as appropriate.
- Maintains effective mutual-aid relationships and participates in emergency planning and training.
- Prepares the District to respond to wildfires, severe weather, hazardous materials incidents, mass-casualty events, infrastructure failures, and other emergencies.

Board Relations, Communication, and Continuous Improvement

- Consults with the Board of Directors, District administrative staff, and command personnel regarding firefighting, emergency medical services, and other District operations.
- Attends Board meetings and provides timely reports, recommendations, and information necessary for Board decision-making.
- Implements lawful decisions and directives of the Board.
- Communicates professionally with employees, residents, businesses, visitors, and partner agencies.
- Continuously evaluates District operations to improve efficiency, streamline processes, utilize resources effectively, and provide high-quality, responsive service to the community.
- Attends appropriate conferences, seminars, and professional development opportunities to remain current with developments in fire administration and emergency services.

Safety, Compliance, and Records

- Ensures District operations comply with applicable laws, regulations, standards, and Board policies.
- Promotes a strong organizational culture of firefighter, employee, and public safety.
- Ensures appropriate operational, training, personnel, financial, and administrative records are maintained.
- Investigates or oversees significant accidents, injuries, and safety incidents and implements appropriate corrective measures.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Principles, practices, methods, and equipment employed in modern firefighting.
- Fire hazards, fire prevention, and community risk-reduction practices.
- Emergency medical services, rescue, hazardous materials response, and wildland fire operations
- Incident Command System principles and emergency management practices.
- Fire records, reporting systems for fire prevention, fire protection, and administrative management.
- Personnel administration, supervision, training, and employee development.
- Public-sector budgeting, purchasing, financial management, and grant administration.
- Fire apparatus, equipment, facilities, and communications systems.
- Occupational safety, risk management, and firefighter safety practices.

- Rules, regulations, policies, laws, and standards applicable to the Fire District and its operations.
- Mutual-aid agreements and multi-agency emergency response operations.

Ability to:

- Direct and coordinate a multidisciplinary staff in firefighting, fire prevention, emergency medical services, and related fire service activities.
- Maintain appropriate employee discipline, accountability, and professional conduct.
- Lead and command effectively during emergencies and make sound, timely decisions under pressure.
- Plan, organize, coordinate, and evaluate District programs, services, and operations.
- Recruit, supervise, develop, and evaluate personnel.
- Prepare and administer budgets, control expenditures, and effectively manage District resources.
- Observe, monitor, and evaluate information and data to determine compliance with operating standards.
- Review the work of others for accuracy, quality, and conformance with established standards.
- Develop and implement procedures, operational guidelines, and programs consistent with Board-approved policies and directives.
- Establish and maintain effective working relationships.
- Communicate clearly and effectively, both orally and in writing, in individual and group settings.
- Comprehend, interpret, and draw appropriate conclusions from written materials and information.
- Prepare clear, organized, and grammatically correct reports, correspondence, and written documents.
- Analyze organizational and community needs and develop practical solutions.
- Work independently, exercise sound professional judgment, and remain accountable to the Board.
- Maintain composure, professionalism, and effectiveness during emergencies and stressful situations.
- Maintain confidentiality of sensitive personnel, medical, operational, and administrative information.
- Represent the Tusayan Fire District professionally and positively.
- Perform assigned duties safely and in a manner that does not create an unreasonable risk to self, coworkers, or the public.

ACCEPTABLE EXPERIENCE AND TRAINING

Qualified candidates shall be experienced Fire/EMS professionals with demonstrated leadership, management, and operational experience.

- Bachelor's degree from an accredited college or university in Fire Science, Fire Service Administration, Public Administration, Business Administration, Political Science, or a related field; an equivalent combination of education and experience may be considered.
- Minimum of fifteen (15) years of progressively responsible Fire/EMS experience, including at least five (5) years of operational management experience, preferably at the Chief Officer level. Fire District or ambulance service experience is preferred.
- Demonstrated experience in Wildland Urban Interface operations, personnel management, labor/management relations, and management of both sworn and civilian employees.
- Current certifications appropriate to the position, including Structure Fire, Fire Officer, Wildland Fire, Incident Command, Hazardous Materials, and Paramedic or EMT through NREMT or an Arizona equivalent.
- Must be at least twenty-one (21) years of age and possess a valid Arizona driver's license.
- Must successfully complete required background, fingerprinting, drug screening, driving record review, and pre-employment physical.
- Must complete required SB1387 training within one year of hire, or as otherwise required by law.

ADDITIONAL REQUIREMENTS

- This position requires the use of personal or Fire District vehicles on Fire District business. Must

possess a valid Arizona driver's license, maintain an acceptable driving record, and be physically capable of safely operating Fire District vehicles and apparatus as required.

- Performs other related duties as assigned.
- **The Fire Chief must reside within the boundaries of Tusayan Fire District.**

PHYSICAL DEMANDS

The physical demands described below are representative of those that must be met by the Fire Chief to successfully perform the essential functions of the position. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of the position.

While performing the duties of this position, the Fire Chief may be required to:

- Frequently stand, sit, walk, talk, and hear.
- Use hands to handle or operate objects, tools, controls, communications equipment, and other devices.
- Reach with hands and arms.
- Climb, balance, stoop, kneel, crouch, and crawl as required.
- Use the senses of sight, hearing, and smell to identify hazards and conditions.
- Frequently lift and/or move equipment and materials weighing up to 50 pounds as needed.
- Operate emergency vehicles and apparatus as authorized.
- Wear required personal protective equipment, including respiratory protection when required.
- Respond to emergency scenes and work in physically demanding environments.
- Work in smoke, heat, cold, dust, darkness, noise, uneven terrain, and other hazardous conditions.
- Remain on their feet and perform physical activities for extended periods during emergency incidents.
- Perform emergency response and command functions during stressful or rapidly changing incidents.
- Demonstrate sufficient physical and mental capacity to safely perform assigned duties.
- Possess the visual abilities necessary to perform assigned duties, including close, distance, color, and peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described below are representative of those the Fire Chief may encounter while performing the essential functions of the position. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

The Fire Chief may work in:

- Office, fire station, vehicle, outdoor, field, and emergency-response settings.
- Emergency scenes, incident command locations, and other operational environments.
- Structure or wildland fires, vehicle accidents, rescue incidents, medical or mass-casualty incidents.
- All weather conditions and other environmental conditions.
- Areas with high levels of noise, including sirens, emergency apparatus, firefighting and EMS activities.
- Environments involving smoke, noxious odors, fumes, and other hazardous substances.
- Environments involving infectious substances and other occupational health hazards.
- Areas near moving mechanical equipment and vehicles.
- Elevated, confined, wet, humid, slippery, or otherwise precarious locations.
- Environments with potential exposure to toxic or caustic chemicals, electrical hazards, radiation, vibration, and other emergency-response hazards.
- Physically demanding and stressful conditions for extended periods during emergency incidents.

The position may require:

- Work outside normal business hours, including nights, weekends, and holidays during major incidents.
- Responding to significant emergencies, incidents, issues, and matters requiring executive-level attention.
- Maintaining availability and responding to emergencies outside normal working hours as needed.

DISCLAIMER

This job description describes the general nature and level of work performed by the Fire Chief and is not intended to be an exhaustive list of all duties, responsibilities, qualifications, or working conditions associated with the position.

The Tusayan Fire District reserves the right to modify this job description subject to applicable law and Board approval where required.

Nothing in this job description supersedes applicable law, Board-adopted policy, employment agreements, or other legally binding District documents.

Presented to captains by firefighters (9/2/2026)

Opening Remarks:

- We, the firefighters of Tusayan Fire District, are deeply invested in our organization. This is not a job that we simply show up to, without preparation or sacrifice. TFD has been in the growth stage for many years, and Chief Brush has been a fundamental part in getting us to where we are now. His years of service speak volumes to his dedication; adding more full-time positions, competitive pay, and creating a culture where firefighters and captains are allowed ownership of newly implemented programs. We believe it is paramount that our future chief take the existing foundation and build on it; with vision, guidance, and the leadership qualities necessary to carry us forward.
- Being such a small district, we face some unique challenges that we wish to bring to the board's attention as we enter this transition period. Our goal is to impact the decision of who our next chief will be.

Purpose: Why do you want to have a voice, why are you here?

- TFD has historically been a revolving door where new hires spent less than a year working before they moved on to bigger, more established departments. For the first time, we have an entire staff of full-time personnel that have served the district for longer than two years (volunteer included). We want to remain on this trajectory of retention. In this document, we will explain what we, as firefighters, see as necessary to accomplish that goal.

Main Points:

- We want someone with well rounded experience: busy system, rural system, came up through the ranks
- Qualified for the position
- Strong leadership qualities
- Seeking more experience for personnel (growth)
- Training as a priority
- Someone with a vision to call on for guidance

The following are statements (paraphrased as needed) made by individual firefighters via email thread and in-person meeting.

- **Firefighter 1 Remarks:** Someone with well-rounded experience, leadership to grow the district for firefighters to gain more experience.

I'd like a chief who stands up for us and advocates for the department. I'd also want someone who understands how the different roles work and has worked their way up over the years, from firefighter to a leadership role. Having experience in a busy system, while also understanding the rural side, would be really useful for us. From our conversations, it sounds like many of us want the department to grow, take on more calls, improve training, and offer more opportunities to gain experience. I think there's a lot of potential for us to grow, and I'd like a chief who would support us and help us work toward expanding.

- **Firefighter 2 Remarks:** Seeking a leader interested in matching compensation to value (qualifications, project management, etc) as incentive. Also, one who prioritizes the creation of formal growth avenues for current staff (engineers, acting officers, etc).

I believe we all want the same things. They all seem like very simple asks and things that should be expected when looking for a fire chief. TFD has potential to be something great. We need leadership and guidance; someone who knows the ins and outs of admin and operations.

- **Firefighter 3 Remarks:** Someone with experience who understands rural departments. New Chief should also be training-forward.

I'm in full agreement minus the requirement for a four year degree.

I think it's best to hire someone from outside the town; focused on departmental needs that may not always align with political agenda.

As for training, I personally need a lot of repetitions to get something down, so not having access to a dedicated training space hinders my growth.

We need to ask that they put requests out for applicants; which it sounds like we're all in agreement on.

- **Firefighter 4 Remarks:** Someone who's qualified, willing to grow and effects change.

I think I've got 3 major things.

1. Qualified.

2. Willingness to grow. Personnel would benefit from higher call volume, where possible. (Extension of district or response area)

3. Non-complacent.

- **Firefighter 5 Remarks:** Qualified and experienced and has strong leadership qualities to advocate for firefighters and grow the department.

Currently, firefighters and captains play a major role in TFDs operational growth; heading up personal projects that impact the district, fire and EMS training plans, academies, equipment maintenance, record keeping, and, ultimately, culture.

Would like to have a forward-thinking chief that holds the working conditions of line personnel (captains, firefighters, and volunteers) at a high priority.

Leadership and direction with a 5-10 year district plan

Specific qualifications: 4-years degree in a relevant field, 10 years of experience in fire/EMS system with at least 5 years of experience in an administrative roll

Experience in public relations

Experience with federal, state, and local law pertaining to the fire service

Excellent interpersonal skills

These are general industry standards (small to large departments) Of course, board can determine exact requirements.

- **Firefighter 6 Remarks**

-Comparable / See above

CONSULTATION AGREEMENT (hereinafter the "Agreement") made this 8th day of September^{36.}, 2026,
October

BETWEEN

GREG BRUSH, an individual (hereinafter "Consultant" or "Chief Brush"), DBA "BrushFire Consulting LLC"

AND

TUSAYAN FIRE DISTRICT, a political subdivision of the State of Arizona (hereinafter the "District");

WHEREAS:

- A. Chief Brush served as Fire Chief for the District full-time for the previous 11 years, and served as a volunteer for 10 years before that; and
- B. Chief Brush is retiring as Fire Chief effective October 11, 2026; and
- C. As a result of his service, Chief Brush possesses invaluable institutional knowledge and expertise; and
- D. The District wants Chief Brush to work as a consultant after his retirement so it can utilize his immense institutional knowledge and expertise as it transitions to a new Fire Chief; and
- E. The District has not yet found a successor, so there is an abundance of anticipated consultation work; and
- F. After his successor is hired, Chief Brush will also be involved in onboarding and training that successor; and
- G. Chief Brush is ready, able and willing to work as a consultant; and
- H. The parties wish to contract with each other according to the following terms and conditions.

THEREFORE, in consideration of their mutual promises set out herein, the Consultant and the District agree as follows:

I. Scope of Work

Chief Brush will be available for any questions regarding the Chief position including, (but not limited to,) station and equipment maintenance, vendor contacts and scope, grant information, radio gear, Information Technology [IT], budget, interagency relations, etc.

The parties understand the Chief Brush will be living elsewhere, and will make every attempt to answer any questions by telephone as promptly as possible. If Chief Brush will be unavailable for a period of time (over a week) due to travel, he will notify the

District before leaving. There is also the possibility of doing an online video conference call, depending on the needs.

II. Compensation

Greg Brush shall receive a signing bonus of \$10,000 as valuable consideration, and shall be paid \$250 per hour after. His total compensation shall not exceed \$105,000 amount. (one year salary plus the balance of unused vacation and sick hours).

III. Term of Agreement

The term of this agreement shall be from October 11, 2026 through October 11, 2027.

IV. Confidentiality

Chief Brush will maintain confidentiality of advice and station operations.

V. Consultant's Status

Chief Brush will operate as an employee of the District.

VI. Force Majeure

Chief Brush will not be liable for any unforeseen acts or events that prevent it from performing its obligations under this Agreement, if beyond the control of the party despite exercise of due diligence, including, but not limited to, delays caused by fire, flood, earthquake, landslide, washouts, storm damage, acts of war or terrorism, unavailability of materials or supplies, epidemics, labor strikes, civil disturbances, insurrections, riots, explosions, and acts of God.

VII. Amendment and Entirety of Contract

This document constitutes the entire agreement between the parties with respect to the subject matter hereto and supersedes all previous proposals, both oral and written, negotiations, representation, commitments, writings, agreements and other communications between the parties. It may not be changed or modified except by an instrument in writing signed by a duly authorized representative of each party.

VIII. Approval by the District

Before this Agreement can become effective and binding upon the District, it must be approved by the Tusayan Fire Board. In the event that the Tusayan Fire Board fails or refuses to approve this Agreement, it will be null and void and of no effect whatsoever.

IX. Waiver

The failure of either party at any time to require performance by the other party of any provisions hereof will in no way affect the party's subsequent rights and obligations

under that provision. Waiver by either party of the breach of any provision hereof will not be taken or held to be a waiver of any succeeding breach of such provision or as waiver of such provision itself.

X. Non-assignment

This Agreement is non-assignable. Any attempt to assign any of the rights, duties or obligations of this Agreement is void.

XI. Cancellation of Agreement

This Agreement may be cancelled by the District pursuant to A.R.S. § 38-511.

XII. Choice of Law

Any dispute under this Agreement or related to this Agreement will be decided in accordance with the laws of the State of Arizona.

XIII. Severability

If any part of this Agreement is held to be unenforceable, the rest of the Agreement will nevertheless remain in full force and effect.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the date hereinbefore indicated.

CONSULTANT

By


Greg Brush

TUSAYAN FIRE DISTRICT

By


XXXX, Chair
Tusayan Fire Board

ATTEST:


Clerk of Tusayan Fire Board

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34
OCTOBER 26

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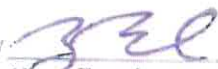
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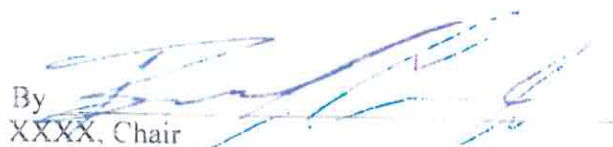
CONSULTANT

TUSAYAN FIRE DISTRICT

By


Greg Brush

By


XXXX, Chair
Tusayan Fire Board

ATTEST:


Clerk of Tusayan Fire Board