



Public Hearing Minutes for Wednesday May 18, 2022

1. **CALL TO ORDER**

Board Chairman Jim Timney called the Public Hearing to order on Wednesday May 18, 2022, 3:02 p.m. at Station 32, 895 N Koch Field Road, Flagstaff, Arizona.

2. **ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM**

Members Present: Board Chairman Jim Timney, Board Clerk Robb Faus, and Board Member Mike Milich

Members Present via Zoom: Board Member Jim Duskocil

Members Absent: Board Member Rick Parker

Administration: Deputy Chief Mark Wilson, Deputy Chief Pat Staskey, Administrative Officer Deanna Reed, Administrative Assistant II Tammy Schieffer, and Battalion Chief Fennell.

Public: Marilyn Ruggles, Sam Whitted, Brenda Whitted, and Robert Braatz

Public Via Zoom: Torsten Palm, and Earl Callander

3. **PLEDGE OF ALLEGIANCE**-Recited

4. **PUBLIC HEARING** - Proposed Fiscal Year 2022/2023 Budget, GO Bond Budget and GO Bond Repayment Budget

- a. Chief Wilson gave an overview of Proposed Fiscal Year 2022/2023 Budget. Highlights were Contractual increased \$300,000 due to certificate of participation payment and inflationary increases in fuel, hoses, and foam etc. Materials have increased \$180,000. Explained the drop in grant funds as we are not requesting an Engine and how we will apply for grants not to exceed the budgeted amount of \$525,000. The mil levy remained the same this year, however, possible increase to 3.375 in the 2023-2024 fiscal year. The 5 year projections with just the 3.25 mil levy remaining the same showed our budget stabilization going the wrong way. We need \$1.2M to sustain the department until our property tax collections are received November.

- b. Administrative Office Reed gave an overview of Proposed Fiscal Year 2022/2023 GO Bond Budget Repayment Budget where the assessed value amount for the bond will decrease to .1951.

- c. Public Hearing/Comments

Bob Braatz, 4855 E Crestview ST: The increase to the 3.375 how firm is this, and do we have to vote on it?

Chief Wilson: Nothing is fixed yet, this is a proposed budget, it would be fixed today if the board approves for posting at 3.25. The proposal for increase is for the following fiscal year if we do not see an increase in revenues. In order to sustain our current process, we would need to increase the mil rate.

Bob Braatz: Is there a statutory limit on how high we could go?

Chief Wilson: Yes, there is, this next fiscal year is 3.375 and the following year is 3.5 per the Arizona State Statutory Limits. We are not the limit; we do not feel we need to tax the community at the max in order to meet the needs and goals of the department.



Bob Braatz: The grant money, who submits the grants and how likely are we to receive these funds?

Chief Wilson: We as a District oversee all grants submitted, however nothing is firm, this is a very competitive process as some grants you may have 15 people submitting and other have thousands of people competing for the grant funds. When we submit grants, we do know we can not submit what is over the budget grant amount as we could not accept it.

Bob Braatz: When will you have the budget to staff the 3 persons manned at all three stations?

Board Chairman Timney: This has been our goal all along, our biggest problem is trying to finance it because when we get someone certified through the ALS program, we often lose them to another department. One of the things we are working on cutting back on is our attrition loss. Our limitations is in the funding for this program, we have to pay for back fill while they are in class, how much is the class Chief Fennell?

BC Fennell: The class is a full year at \$10,000 for the class.

Board Chairman Timney: The goal is to keep the people we have. This has been our goal for a long time.

Chief Wilson: Currently we are in an eastside restructure pilot that allows us right now to have a 3 person ALS engine 24/7 at three stations. We cannot afford a four station staffing with 3 persons.

Marilyn Ruggles, 1173 N Copeland Lane: The county is assuming assessed values will increase, however with the Tunnel Fire will they go down, we lost a lot of properties? We went down during the Schultz fire and there were no homes taken by the Schultz fire/

Chief Wilson: It will 100% have an impact. Instead of the proposal they give a projected assessed valuation for the following year, taxes are about two years behind. We anticipate in approximately two years a dip in the assessed valuations, all the more reason we proposed not this year but the following year a higher mil rate to sustain what we are providing today in the eastside restructure configuration for the next four years.

Robert Braatz: There were no houses loss in the Schutz fire, it (Tunnel)came within 400 ft of our house and the concern is a lack of response. If we had two men at station 32 and 33, could we have saved a house? Who knows, it didn't happen. Hope for the best, plan for the worst, we didn't. In my opinion we did not plan for the worst situation that could happen. A lawsuit is on the way to the forest service I understand as they did not put out the fire, reported numerous times, one time my friend from the VFW reported it. They (Forest Service) knew the winds were coming up on Tuesday, which was a big mistake on their part. There were million dollar homes that were destroyed, plus more that were down the road. Could we have saved anything having one more engine with a two man crew? I don't know the Forest Service is in it too with their lack of response.

Chief Wilson: All I can speak to now, while we are in an open session is on the current proposed budget, I am not in any way shutting your conversation down, what I do know that we have a law from the state, that if we have an issue, we place it on the agenda to discuss. One big item later in the meeting, Chief Fennell is going to talk about our response and how effective we were in our response and why the current configuration had some strategic benefits on how we responded as a whole and the region. The topic we are on, not to discount is that we need to stay budget focused.

Sam Whitted, 7701 Hummingbird Lane: I have a question regarding the legislative funding and have you taken this into consideration as far as the budget is concerned.

Board Chairman Timney: Yes, we have. We don't know if that will pass, there are two movements to get this passed. One was a petition to get it on the ballot and the other is going through the legislation itself. The two avenues of this bill being approached, and we really won't know the effect of this bill is until the election in November. Yes, we did look at that in account and the reason we kept the mil rate at 3.25. If it passes it will be a boom to us and a



great funding and maybe able to run three stations, I don't. I do know it is supplemental income for Districts only.

Sam Whitted: Because it is so unknown at this time, it couldn't be configured into the revenue generated. It is an unknown

Board Chairman Timney: That is correct, it is an unknown until November.

Sam Whitted: The question I have is that you have the grants on the budget in case you get awarded, is there some mechanism for this potential legislation boom to income, do you have to proposed budget in order to utilize that?

Board Chairman Timney: Even if it passes in November by petition or legislation, we won't know the impact until the following budget year. And by the time they figure out how to disperse the funds it will be in the budget workshop next spring.

Marilyn Ruggles: If you increase the mill rate this year, would it be enough to open the fourth station with three person staffing?

Board Chairman Timney: I don't think it would cover it. There would be other costs involved, we would have to hire additional people and then again, we are looking at \$10,000 per paramedic class, so to get two or three covered. It is not a matter of keeping a station open it a matter of funding support that goes into the station, there is additional equipment, additional utilities, there are more people we have to add . With more people there is more vacation time that has to be covered, so all that was figured in and we did not get the desire effect we have now. Since most of our calls are medical, we felt that this was a critical thing to support that top level of service.

Marilyn Ruggles: If you went to 3.375 this year and 3.5 next year, would next year bring on full medics for the fourth station?

Board Chairman Timney: There are still many unknowns in that, and we still have the same problems. It will just increase your taxes and not have the desire effect in the long run.

Bob Braatz: Regarding the EMT training as you said most of your calls are medical, what you are forgetting is the other player, Guardian Ambulance. They will be there every time with 3 paramedics for this whole area so why do you folks need to train firefighters first , we don't need the paramedics if Guardian is going to haul people out of there.

Board Chairman Timney: There is a 12-15 minute lag time from the time we arrive at the scene, and they arrive on the scene and that time variance is why we do it.

Bob Braatz: I beg to disagree with you on their time.

Board Clerk Faus: 17 minutes and 15 seconds is their average response time for Guardian's arrival to your door.

Bob Braatz: We are manning all these paramedics that we don't need.

Brenda Whitted, 7701 Hummingbird Lane: Is it all available on the web?

Chief Wilson: All of this will be available on the web, after this meeting, we post everything, the board approves.

Sam Whitted: You use the term GO and that is what?

Board Chairman Timney: General Obligation Bond.

Sam Whitted: This is the bond we voted on in 2016 and dispersed funds in 2017? The amount shown here is our annual payment we pay on this bond.

Chief Wilson: Correct, in February we went over with the entire public on how the GO Bond was expensed.

##### 5. Adjourn Public Hearing

Board Member Milich motioned to approve to adjourn the Public Hearing. Board Clerk Faus seconded the motion.

Vote conducted. MOTION CARRIED unanimously by those in attendance.

AYES: Timney, Milich, Faus, , Daskocil via zoom  
NAYES: None

Public Hearing Adjourn at 3:44 p.m.

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## Regular Board Meeting Minutes for May 18, 2022

### 1. CALL TO ORDER

Board Chairman Jim Timney called the Public Hearing to order on Wednesday May 18, 2022, 3:44 p.m. at Station 32, 895 N Koch Field Road, Flagstaff, Arizona.

### 2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Members Present: Board Chairman Jim Timney, Board Clerk Robb Faus, and Board Member Mike Milich

Members Present via Zoom: Board Member Jim Daskocil

Members Absent: Board Member Rick Parker

Administration: Deputy Chief Mark Wilson, Deputy Chief Pat Staskey, Administrative Officer Deanna Reed, Administrative Assistant II Tammy Schieffer, and Battalion Chief Fennell.

Public: Marilyn Ruggles, Sam Whitted, Brenda Whitted, and Robert Braatz

Public Via Zoom: Torsten Palm, and Earl Callander

### 3. CALL TO THE PUBLIC - NONE

### 4. CONSENT AGENDA – Items on the consent agenda are of a routine nature or have been previously studied by the Governing Board. Items on the Consent agenda are intended to be acted upon in one motion unless the Board wishes to hear any of the items separately.

- a. Approval of Reconciliations and Financial Reports for April 2022
- b. Discussion and Approval of the Regular Board Meeting Minutes of April 27, 2022  
Administrative Officer gave the financial report to include the increase in overtime due to the Tunnel Fire. The shortfall in expected property revenue.

Board Member Milich motioned to approve the Regular Board Meeting Minutes of April 27, 2022 as written, and the April financial report as presented. Board Clerk Faus seconded the motion.

Vote conducted. MOTION CARRIED unanimously by those in attendance.

AYES: Timney, Milich, Faus, , Daskocil via zoom

NAYES: None

### 5. Current Events Summaries, Reports, and/or Correspondence– In accordance with A.R.S. 38-431.02(K), the Board shall not propose, discuss, deliberate, or take legal action on any matter in the following summaries:

- a. Monthly Run Report – On Duty Battalion Chief Fennell gave a tunnel fire update with the attached maps and timelines. He presented a short video of the fire. We had 10 resources on the fire during the initial response and 13 total including command staff who were instantly here to help due to auto aid with Flagstaff and Highland. The State team complimented us with how well all the resources worked together. They stated that this fire could have been 100 times worst. There were hundreds of homes that were impacted. It burned 5,000 acres in the first 12 hours. It burned 9,000 acres in 24 hours. At the end of the fire, there were 31 houses, 25 outbuildings lost, and 109 parcels that were impacted by it.  
Marilyn Ruggles: I attended the neighborhood watch meeting and BC Palm did an excellent job in presenting the information regarding the Tunnel Fire. We met for two hours, and he did a



great job. During this meeting they explained this fire was in the roots and how other fires started from the underground and they would tend to it until the next fire started somewhere else in the root system.

Chief Wilson: That night there were 6 regional engines (Summit, Flagstaff) as well as all our stations were staffed. As the winds continued at 50-60 mph, the number of houses lost during the night was zero. The wind continue to the blow onto porches, it was the success of these crews who kept an additional 15-20 house from burning during the night. Our team as a whole went above and beyond the capacities of any of our regional fire departments who were their instantly and did a phenomenal job on that Tunnel Fire. It was a wind driven fire of significant magnitude that you can not manage as it comes through, what they could manage they did exceptionally well.

BC Fennell: We had 104 calls last month which is online with the average compared with prior years. Times were slightly higher than average for Station 31 and 32. Fred Flood placed a grant for new bags and received \$3,000. We received our air bags this month which was prior approved in our February 2022 meeting.

- b. Monthly Chief Updates – Chief Wilson: Chief Gaillard is not in attendance as he is at the Baggers Conference which is National Chief’s Conference in Phoenix. He will be on vacation in Florida, in his absence we are thankful to the board for allowing Chief Staskey and myself to present. One of the things last month was the signs at the fire stations, addition to the signs that say call 911, because we want the community to use the 911 system as it activates a lot of other entities other than the knock at the door. We are going to add another sign that states if this is not an emergency, please call our administrative office with the number or you can visit us at the address for station 32. The public will have all three options, very clear there. It doesn’t matter if it’s an open station or a closed station, if they are not there, they are not there, they could be out on a call or for various other reasons like training. We want this message to be consistent among all our stations. We are going to have a professional cleaner come in and clean Station 33 due to the forestry teams occupying station 33 during the tunnel fire. We will using funds received from the state for this project. This is the first time we have been able to work within our budget, stay within our budget and allow for Tier 2 budget items, not a priority need that we need to do our job today, but will help us whether it be a creature comfort like replacing pots and pans that are old. We were able to fund some Tier 2’s and were able to work with all the program leads to identify the top 4-5 items and we are getting them funded.
- c. 1505 Update – Union Representative-none
- d. Coconino County Supervisor Judy Begay District 4 Update-not in attendance.
- e. Coconino County Supervisor Jeronimo Vasquez District 2 Update Areina Contreras stated that Mr. Vasquez was at a conference this afternoon. Clean up efforts continue for the Tunnel Fire . Please contact the United Way. There is a community meeting coming up regarding flooding in the next couple of weeks. The county has done assessments regarding areas that could be affected by flooding, residents have been contacted, if you have any questions, please contact our office.

**6. NEW BUSINESS / ACTION ITEMS - Public Comment:**

- a. Review, and discuss Eastside Restructure Pilot Project  
Brenda Whitted: I just want to mention on this item as a reminder, in the February meeting most comments were for not closing station 33. I still think we still need to have community involvement. We need to be given the opportunity to discuss our concerns, ideas, or comments. Because at that meeting I don’t think there was anyone was for the closing of a station. I know it was brought up about a committee if it was passed over or decided that we were not going to do that. I think we were going to wait to see what happens during the November election. I’m from 32, however, I know that no one was for closing station 33.  
Board Clerk Faus: I personally to do not want to see 33 closes.  
Board Chairman Timney: I will make some comments during the board comments if you can hang around until the end of the meeting.  
Chief Staskey: Our monthly report on the eastside restructure, we have been on this project for 8 months now, we move from station to station. We stay at station 32 for a 2 month block and that would be March and April and then we moved to Station 33 for a one month block, and we are at station 33 right now. Rational for that was about 45% of our calls were at 32. February is



up on the screen (see attached report) as that was the last time crews were at 33. There was a dip in call volume in April in our emergent response from Station 32 into Station 33 area of response. We only had 3 emergent calls, we look at the type of calls, we looked at all emergent EMS calls and Structure fires and other operational calls we refer to as Good Intent. The three calls station 32 responded to were EMS calls and the average response time was 7:55. Next month we will update it and give you the numbers for May as to the emergent calls Station 33 responded into station 32 area of response. The second category is a benchmarking as compared to other departments as well as other departments nationwide. How to we stack up compared to the National and other Fire Stations. You see the Urban response is 4 minutes, this does not fit the Summit category, as Urban is above 30,000 people. In a rural response which is what Summit Fire falls into is population that is 10,000 and 1,000 people per square mile. Average National response time are on the right, we are looking as to how are we stacking up. We looked at 12 calls at station 31 for the month of April 6:57 average response time, we are meeting this 91% of the time, one of these calls were outside that 10 minute boundary. Station 32 we hit it at 100% of the time with our average response time of 4:02. The City of Flagstaff where their average response time is 8:31. Benchmarking with CAFMA which is Prescott/Chino Valley their response times are 8:37 and Buckeye Valley is looking at 9:05. Trying to get Highland's information for this report.

Board Chairman Timney: I image station 31 calls were probably over due to I-40 call.

Chief Staskey: I try to keep the calls within our District.

Board Chairman Timney: We are tracking responses within our area of operations?

Chief Staskey: Yes sir. I would like to address the board with one more thought. We would like to do kudos to Torsten Palm, and Chief Fennel, both of these guys when you look at your goals for tuition reimbursement, both of these guys busted their butts for the last year and just recently received their bachelors' degree from Columbia Southern. Thank you to the Board for the tuition reimbursement, it certainly address to the professionalism of the Fire Department. Congratulations to both of theses guys for getting your bachelor's degree it is awesome.

Administrative Officer Reed reviewed the charts regarding the payroll and expenses for the eastside restructure. Highlighted for the expenses were that we are saving in the expenses even though the chart is higher as we did not have to call for a spending freeze starting April 1 like we have been doing for the past several years. We were able to fund the Tier 2 expenses.

- b. Review, discuss, and possible action on Summit Fire and Medical District Regular Board Meeting Times.

Board Chairman Timney: Marilyn brought this up at the last board meeting and I told her we would address it.

Marilyn Ruggles: I am very appreciated that you put it on the agenda. I think that probably the attendance at this meeting is greater than it was last month as I was the only one here. I think it would really help if you could have evening meetings, I can't guarantee people would be here, but I would like to think that getting the word out. There is so much information here that people need to know that holding meetings in the evening would help get that information to them.

Board Clerk Faus: Thank you so much. I am for changing the time of the meeting to evenings. I think it is important that the community is able to attend to voice their concerns.

Board Member Milich: I'm on the fence, in my prior life I went to a lot of night meetings, and I stopped counting when I got to 3,000. I just don't have it in me to come to a night meeting on a regular basis, it is a personal reason and I totally understand your perspective and point of view. I would be happy to have more public participation.

Brenda Whitted: I had written a letter to the board in February about having the meetings. I think they should be at a times other than 3:00 in the afternoon as people work. People are not allowed to take off during the week, if we had them in the evening, we would have better participation. It's just one day a month unless it's a special meeting. How about what we use to do when we went to a different station and rotated between station 31, 32 and 37, so these



people felt they could participate other than always driving here. If we truly do want the community involvement, I don't know how else to do this. People need another option to say what their issues or comments.

Board Member Daskocil: I understand by having an evening meeting for more people to attend who work. I feel it would be confusing to them if we alternate stations.

Board Chairman Timney: I too have had my share of night meetings that have lasted until 3am. I have it where law enforcement had been called in to keep the peace literally. If we want public opinion, then we need to move to the evenings. As far as where to have the meetings, we moved here exclusively due to COVID as this station has the capabilities for virtual meetings. Station 37 has never been approved for Public Meetings, is this correct Chief Wilson.

Chief Wilson: That is correct. That is part of the problem and the bandwidth at that station is unstable.

Board Chairman Timney: What times would we be looking at to start in the evening?

Board Member Daskocil: The earlier the better, 6:30 and we could be out by 8:00.

Board Clerk Faus: 6:00 will give people enough time to get here from work to participate and hopefully we could get out at a reasonable hour. 6:00 sounds like a reasonable time for me and I don't think we need to change the location of the meetings.

Board Clerk Faus made a motion to change the meeting time to 6:00 p.m. and keep the location at 8905 Koch Field Road. Board Chairman Timney seconded.

Discussion: Board Member Daskocil: If we still get nobody to attend the meetings, we can always change it back.

Board Chairman Timney: This is the time to do it if we are going to do it, if we don't receive more public response, we can change it back.

Vote conducted. MOTION CARRIED by Majority by those in attendance.

AYES: Timney, Faus, , Daskocil via zoom

NAYES: Milich

- c. Review, discuss, and possible action on fiscal year 2022-2023 Chief's Proposed Budget for 20 day postings for public comment.

Chief Wilson: This is the budget we went over in the public hearing, it is identical to what you have seen a couple of times, so our recommendations is that you would move to propose to adopt the 2022-2023 Chief's proposed budget for the 20 days posting for public comment.

Board Member Milich made a motion to adopt the 2022-2023 Chief's proposed budget for the 20 days posting for public comment and Board Clerk Faus seconded.

Discussion: None

Vote conducted. MOTION CARRIED unanimously by those in attendance.

AYES: Timney, Milich, Faus, , Daskocil via zoom

NAYES: None

- d. Review, discuss, and possible action on fiscal year 2022-2023 GO Bond Repayment Budget for 20 day postings for public comment.

Administrative Reed: This is the same budget that has been presented in the Public Hearing, no changes have been made and our recommendation is to motion to adopt the 2022-2023 GO Bond Repayment Budget for 20 days postings.

Board Member Milich made a motion to adopt the 2022-2023 Chief's proposed budget for the 20 days posting for public comment and Board Clerk Faus seconded.

Discussion: None

Vote conducted. MOTION CARRIED unanimously by those in attendance.

AYES: Timney, Milich, Faus, , Daskocil via zoom

NAYES: None

- e. Review, discuss, and possible action on Resolution 2021-11 Call of Election.

Board Chairman Timney: This to remain in compliance with elections laws for the State of Arizona regarding an election of board members.

Administrative Reed: You are correct Mr. Chairman; we have three vacancies in November, and



this is so we are compliant with Arizona State Revised Statute 16-100 to 16-1021 we need to sign a resolution stating that we are having an election and it will be filed with the County Elections and also in your packet for review is the Public Notice for the Arizona Sun per these elections' laws.

Board Member Milich made a motion to adopt Resolution 2021-11 Call of Election and Board Clerk Faus seconded .

Discussion: None

Vote conducted. MOTION CARRIED unanimously by those in attendance.

AYES: Timney, Milich, Faus, , Daskocil via zoom

NAYES: None

f. Review, discuss, and possible action on Administrative and Operations Policies.

Chief Wilson: This is something we have been talking about for 2 years, it was postponed due to COVID. This is through a regional national software company called Lexipol. They develop policies for public safety to review for legal and factual information. It is updated every month, quarter, biannual and annual to make sure there are no new items that have been brought up. This is also part of our strategic plan to standardize all operational policies and procedures for the Greater Flagstaff Region. You have received the first 10 of the policies, policies are legal driven. The beginning stages will be policy driven. In the past it was the responsibility of the command staff to ensure their staff read and understood all the policies and procedures. This software makes it an individual responsibility. Once the policies are approved the member logs into the software, acknowledge, signs and dates that they understood the policy. This way they can't say they never heard of this policy. Chief Wilson gave a brief summary of the first 10 policies. These are at the board discretion. If you adopt it today, you do have the ability to pull up any policy for staff to review it again. We hope to get 10 policies to you every quarter.

Board Member Milich: Is this when completed will be the equivalent of a duty and conduct manual?

Chief Wilson: It will include that in association with it, it will be an encompassing policy from operational policies all the way down to administrative policies. We will then begin a procedure manual which will tell us how to follow the policies.

Board Chairman Timney: This is something I would not want to blanket approve; I would want to hold to have time to read it and fully understand it.

Chief Wilson: Shall we table it until next meeting.

Board Member Faus, Milich and Daskocil mentioned it would be a good idea to table it until the next meeting.

Board Clerk Faus made a motion to table the Administrative and Operations Policies until next month and Board Member Milich seconded.

Discussion: none

Vote conducted. MOTION CARRIED unanimously by those in attendance.

AYES: Timney, Milich, Faus, , Daskocil via zoom

NAYES: None

7. FIRE BOARD COMMENTS- Board Member comments are meant to inform and clarify. No actions will be taken. Only Board Members can speak.

Board Member Milich: I would like to thank the staff on the budget, it was well done.

Board Clerk Faus: Thank you to Chief Fennel for his presentation on the tunnel fire.

**ADJOURNMENT**

Board Member Milich made a motion to adjourn the board meeting, Board Chairman Timney seconded.


Discussion: none

Vote conducted. MOTION CARRIED unanimously by those in attendance.

AYES: Timney, Milich, Faus, , Daskocil via zoom

NAYES: None

Meeting adjourned at 5:13 p.m.

  
Board Clerk

6/15/2022  
Date

APPROVED





# Summit Fire and Medical District

*May 18, 2022 Public Hearing*

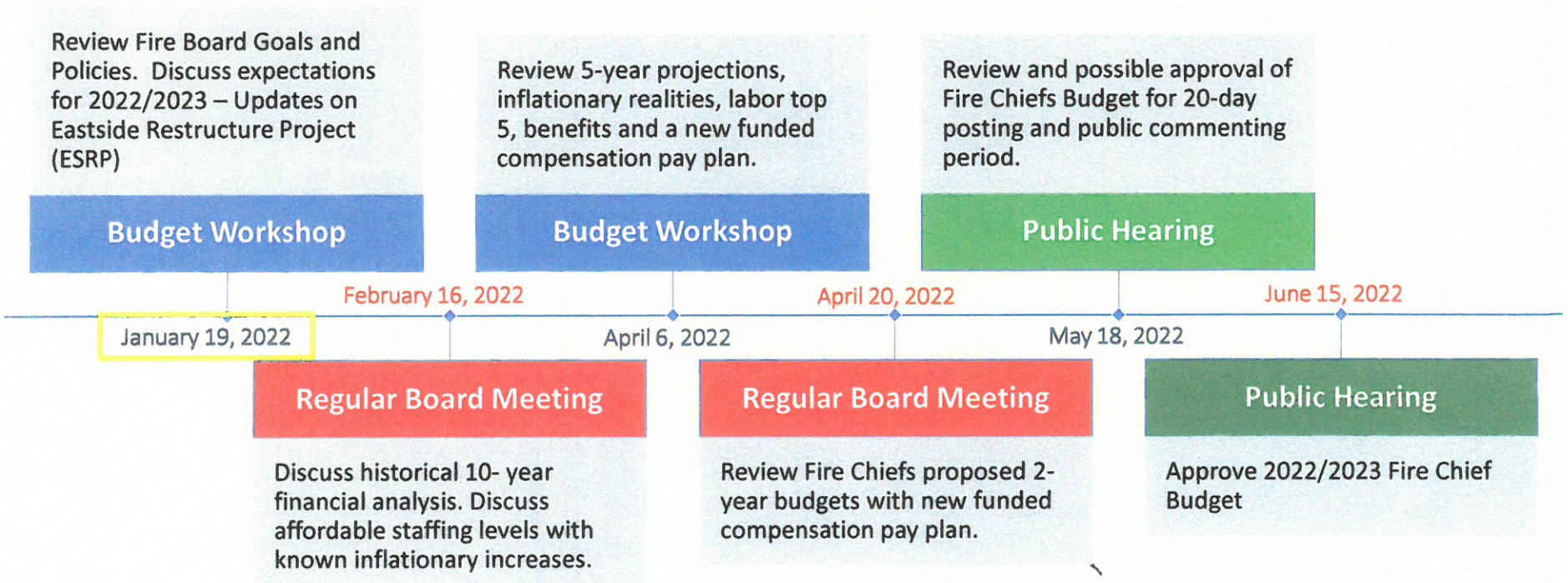
*Fiscal Year 2022-2023*

*Chief's Proposed Budget*

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# Summit Fire and Medical District Budget Process





## General Board Goals

1. Diversify and improve revenue streams.
2. Create efficiencies that improve and sustain the capabilities of the District
3. Improve the resources of the District both human and capital.
4. Establish a sustainable and functional fire station in the Fort Valley / 180 corridor of the District.



## Strategic Board Goals

1. Staying mission focused - ensure exceptional customer service.
2. Be fiscally sustainable without raising mil levy (taxes)
  - a) Decrease operational costs*
  - b) Fund capital replacement plan*
  - c) Offer competitive employee compensation plan and benefit package*
3. Staff all stations with 3-person ALS engines
4. Reduce Attrition Levels



## Labor Goals - MOU

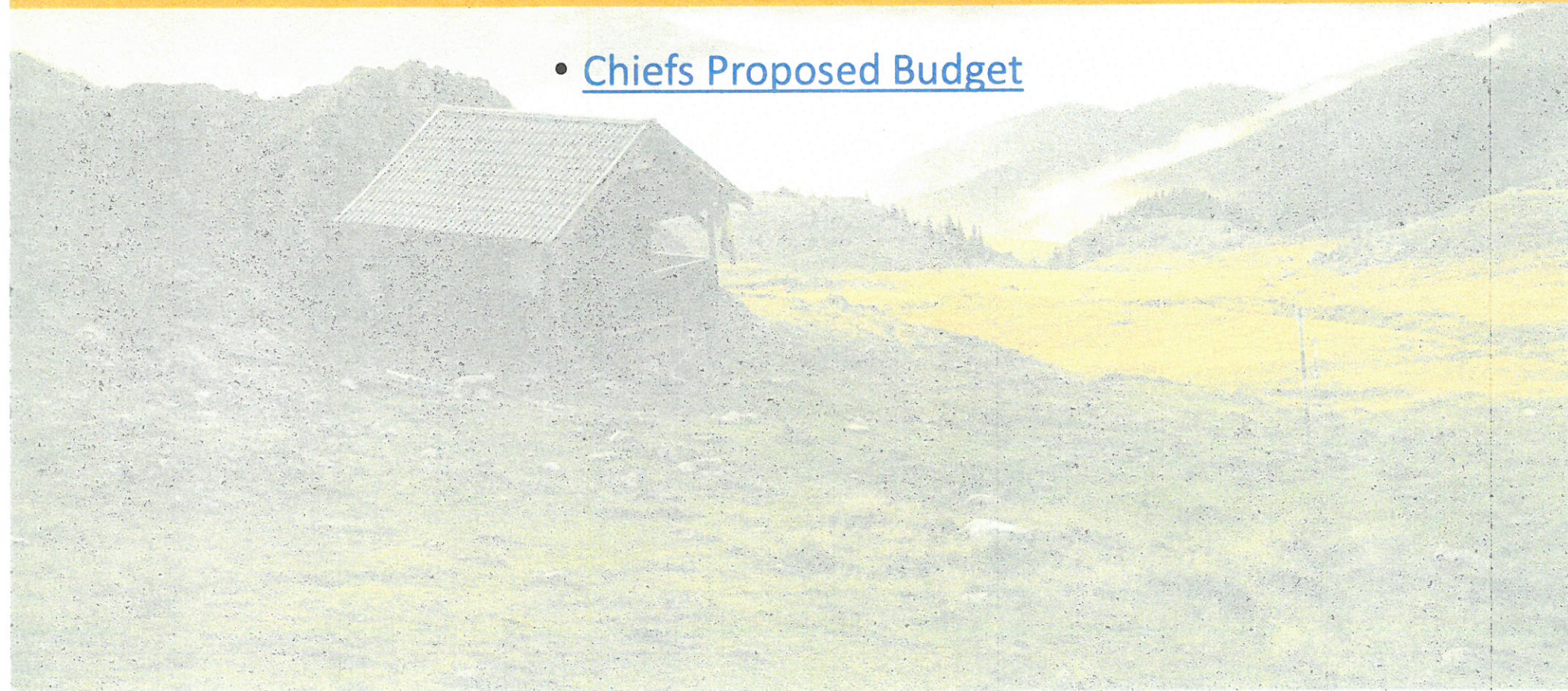
### Labor Goals Achieved by Proposed Budget

1. Comprehensive Pay Plan
2. Tuition Reimbursement
3. No increases to dependent healthcare coverage



## Chief's 5 - Year Proposed Budgets

- [Chiefs Proposed Budget](#)





Proposed 5 Year Projections								
	Adopted Budget 2021-2022	Estimated Expenditures 2021-2022	Proposed Budget 2022-2023	Budget-Budget Variance	Proposed Budget 2023-2024	Proposed Budget 2024-2025	Proposed Budget 2025-2026	Proposed Budget 2026-2027
Expenditures by Category:								
Personnel Services	\$4,366,000	\$3,924,042	\$3,913,098	-\$452,902	\$4,057,595	\$4,236,595	\$4,321,103	\$4,583,724 *Includes new step pay plan
Contractuals	\$814,514	\$1,199,027	\$1,117,288	\$302,774	\$1,229,277	\$1,336,543	\$1,408,637	\$1,466,474 **Includes COP payments
Materials, Supplies, Programs	\$1,210,138	\$940,172	\$1,318,198	\$108,060	\$1,318,198	\$1,318,198	\$1,318,198	\$1,318,198
Grants	\$525,000	\$0	\$575,000	\$50,000	\$575,000	\$575,000	\$575,000	\$575,000
Capital						\$63,239	\$335,327	\$320,446
Totals	\$6,915,652	\$6,063,241	\$6,923,584	\$7,932	\$7,180,070	\$7,529,575	\$7,958,265	\$8,263,842
Expenditures by Programs								*** Includes Apparatus, Communications, SCBA, EMS, Procurement, Office Supplies, PIO, Honor Guard, Uniforms, PPE, Health & Safety
Operational Costs	\$167,300	\$141,495	\$278,198	\$278,198	\$278,198	\$278,198	\$278,198	\$278,198
Training	\$40,740	\$40,116	\$31,500	\$31,500	\$31,500	\$31,500	\$31,500	\$31,500
Wildland	\$10,498	\$10,708	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Wildland Callout	\$900,000	\$677,157	\$900,000	\$900,000	\$900,000	\$900,000	\$900,000	\$900,000
Fleet	\$91,600	\$70,697	\$93,500	\$93,500	\$93,500	\$93,500	\$93,500	\$93,500
Totals	\$1,210,138	\$940,172	\$1,318,198	\$1,318,198	\$1,318,198	\$1,318,198	\$1,318,198	\$1,318,198
Sources of Funding								
Mil Rate	3.25		3.25		3.375	3.375	3.375	3.375
Property Taxes	\$4,969,206		\$5,231,914		\$5,675,860	\$5,945,110	\$6,227,675	\$6,524,223
Misc. Income	\$100,000		\$156,000		\$163,800	\$171,990	\$180,590	\$189,619
Grant Funding	\$785,000		\$550,000		\$550,000	\$550,000	\$550,000	\$550,000
Wildland Callout	\$1,000,000		\$1,000,000		\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Budget Stabilization Fund	\$1,100,000		\$838,554		\$852,885	\$1,062,475	\$1,200,000	\$1,200,000
Total Revenue	\$7,954,206		\$7,776,468		\$8,242,545	\$8,729,575	\$9,158,265	\$9,463,842
Total Expenses	\$6,915,652	\$6,063,241	\$6,923,584	\$7,932	\$7,180,070	\$7,529,575	\$7,958,265	\$8,263,842
Budget Stabilization Fund	\$1,038,554		\$852,884		\$1,062,475	\$1,200,000	\$1,200,000	\$1,200,000

# Proposed Debt Services Budget

2021/2022		
Assessed Values \$	141,821,719.00	
Bond Rate \$	0.2080	
Total \$	294,989.18	
Owed \$	293,602.68	

2022/2023		
Assessed Values \$	149,905,060.00	
Bond Rate \$	0.1951	
Total \$	292,464.77	
Owed \$	292,336.34	



## Board or Public Questions-Comments





Summit Fire District  
Profit & Loss Budget vs. Actual  
April 2022

	Apr 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense	82.20% of the Fiscal Year Completed			
Income				
1100 TAX REVENUE	448,538.65	1,336,359.75	-887,821.10	33.56%
1200 GRANTS	39,981.47	0.00	39,981.47	100.0%
1300 MISC INCOME	9,717.13	87,635.64	-77,918.51	11.09%
Total Income	498,237.25	1,423,995.39	-925,758.14	34.99%
Gross Profit	498,237.25	1,423,995.39	-925,758.14	34.99%
Expense				
2000 PERSONNEL SALARIES	201,089.03	469,067.66	-267,978.63	42.87%
2200 PENSION	22,066.57	93,960.03	-71,893.46	23.49%
2300 PAYROLL EXPENSES	3,822.15	22,351.99	-18,529.84	17.1%
2400 PERSONNEL INSURANCE	20,653.97	23,940.91	-3,286.94	86.27%
2500 CONTRACTUALS	97,058.93	67,328.51	29,730.42	144.16%
3000 VEHICLES	4,702.69	6,031.67	-1,328.98	77.97%
3100 EQUIPMENT	1,731.33	10,913.55	-9,182.22	15.86%
3200 SUPPLIES	11,861.25	9,750.00	2,111.25	121.65%
3300 UNIFORMS	3,761.56	2,845.84	915.72	132.18%
3400 FITNESS-HEALTH & SAFETY	2,320.26	1,800.00	520.26	128.9%
3500 Wildland SFMD	0.00	0.00	0.00	0.0%
4000 UTILITIES	10,998.12	14,389.18	-3,391.06	76.43%
4100 Training and Travel	881.61	5,278.33	-4,396.72	16.7%
4200 OWA Expenses	1,941.27	1,943.13	-1.86	99.9%
4300 INTERST / FEES	5.50	0.00	5.50	100.0%
4500 Grant Expenses	0.00	66,422.18	-66,422.18	0.0%
Payroll Expenses	0.00	0.00	0.00	0.0%
Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
Total Expense	382,894.24	796,022.98	-413,128.74	48.1%
Net Ordinary Income	115,343.01	627,972.41	-512,629.40	18.4%
Net Income	115,343.01	627,972.41	-512,629.40	18.4%

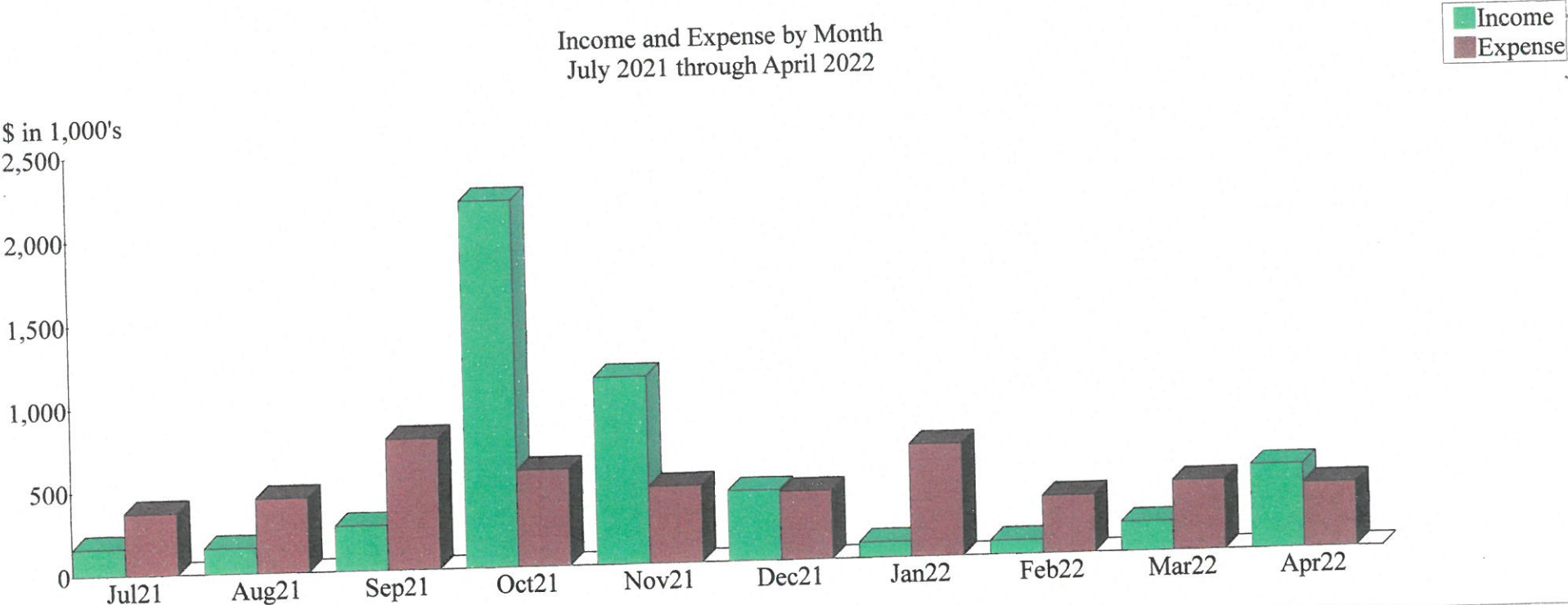
Budget Stabilization	\$1,245,182.38
OWA	\$255,244.88
Petty Cash	\$399.25
National Bank	\$24,509.73
Capital	\$138,733.40
Westside Capital	\$420,590.94
Emergency	\$161,428.41
Debt Services	\$211,216.58
Contingency /COP	\$2,137,473.30



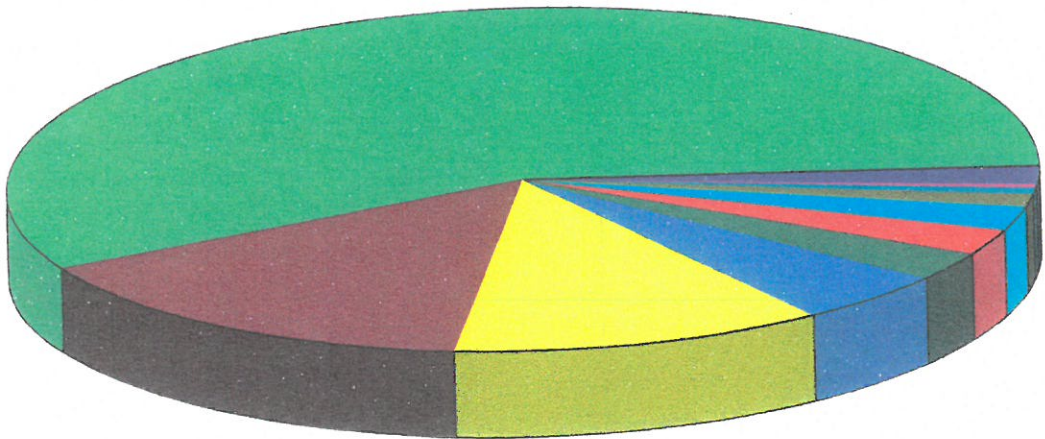
Summit Fire District  
Profit & Loss Budget vs. Actual  
July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
1100 TAX REVENUE				
1101 Property Tax	3,559,951.76	4,609,206.00	-1,049,254.24	77.2%
1102 FDAT	302,567.73	360,000.00	-57,432.27	84.0%
1103 Delinquent Property Tax	42,312.66	0.00	42,312.66	100.0%
Total 1100 TAX REVENUE	3,904,832.15	4,969,206.00	-1,064,373.85	78.6%
1200 GRANTS				
1203 Gov Hwy Safety Grant	0.00	0.00	0.00	0.0%
1210 Other Grants	5,000.00	684,634.05	-679,634.05	0.7%
1211 SAFER II	61,115.24	100,365.95	-39,250.71	60.9%
Total 1200 GRANTS	66,115.24	785,000.00	-718,884.76	8.4%
1300 MISC INCOME				
1301 OWA Income	860,783.96	1,000,000.00	-139,216.04	86.1%
1302 Interest	6,598.01	14,805.00	-8,206.99	44.6%
1303 Donations	0.00	100.00	-100.00	0.0%
1304 Contracts with Towers	21,667.99	23,556.00	-1,888.01	92.0%
1305 Out of District Calls	7,897.24	9,294.44	-1,397.20	85.0%
1308 Service Subscriptions	5,146.71	5,146.71	0.00	100.0%
1310 Misc. Income	63,492.70	33,583.49	29,909.21	189.1%
1311 Maint Facility Income	9,359.61	13,514.36	-4,154.75	69.3%
1312 Community Room Rental	220.00	0.00	220.00	100.0%
1314 Insurance Proceed Income	143,385.24			
1315 SSFND-Smart & Safe AZ Fund	70,229.27	0.00	70,229.27	100.0%
1300 MISC INCOME - Other	1,800.00			
Total 1300 MISC INCOME	1,190,580.73	1,100,000.00	90,580.73	108.2%
Total Income	5,161,528.12	6,854,206.00	-1,692,677.88	75.3%
Gross Profit	5,161,528.12	6,854,206.00	-1,692,677.88	75.3%
Expense				
2000 PERSONNEL SALARIES	2,784,971.91	3,558,327.00	-773,355.09	78.3%
2200 PENSION	566,237.70	1,108,908.00	-542,670.30	51.1%
2300 PAYROLL EXPENSES	125,742.04	191,301.00	-65,558.96	65.7%
2400 PERSONNEL INSURANCE	233,889.03	306,464.00	-72,574.97	76.3%
2500 CONTRACTUALS	756,297.41	405,535.80	350,761.61	186.5%
3000 VEHICLES	38,254.04	76,000.00	-37,745.96	50.3%
3100 EQUIPMENT	5,843.02	32,000.00	-26,156.98	18.3%
3200 SUPPLIES	55,631.26	93,916.00	-38,284.74	59.2%
3300 UNIFORMS	14,098.62	31,750.00	-17,651.38	44.4%
3400 FITNESS-HEALTH & SAFETY	16,467.15	27,000.00	-10,532.85	61.0%
3500 Wildland SFMD	8,091.00	10,498.00	-2,407.00	77.1%
4000 UTILITIES	117,515.66	143,963.00	-26,447.34	81.6%
4100 Training and Travel	20,939.56	40,740.00	-19,800.44	51.4%
4200 OWA Expenses	118,273.53	100,000.00	18,273.53	118.3%
4300 INTERST / FEES	469.10	0.00	469.10	100.0%
4500 Grant Expenses	0.00	725,000.00	-725,000.00	0.0%

Income and Expense by Month  
July 2021 through April 2022



Expense Summary  
July 2021 through April 2022

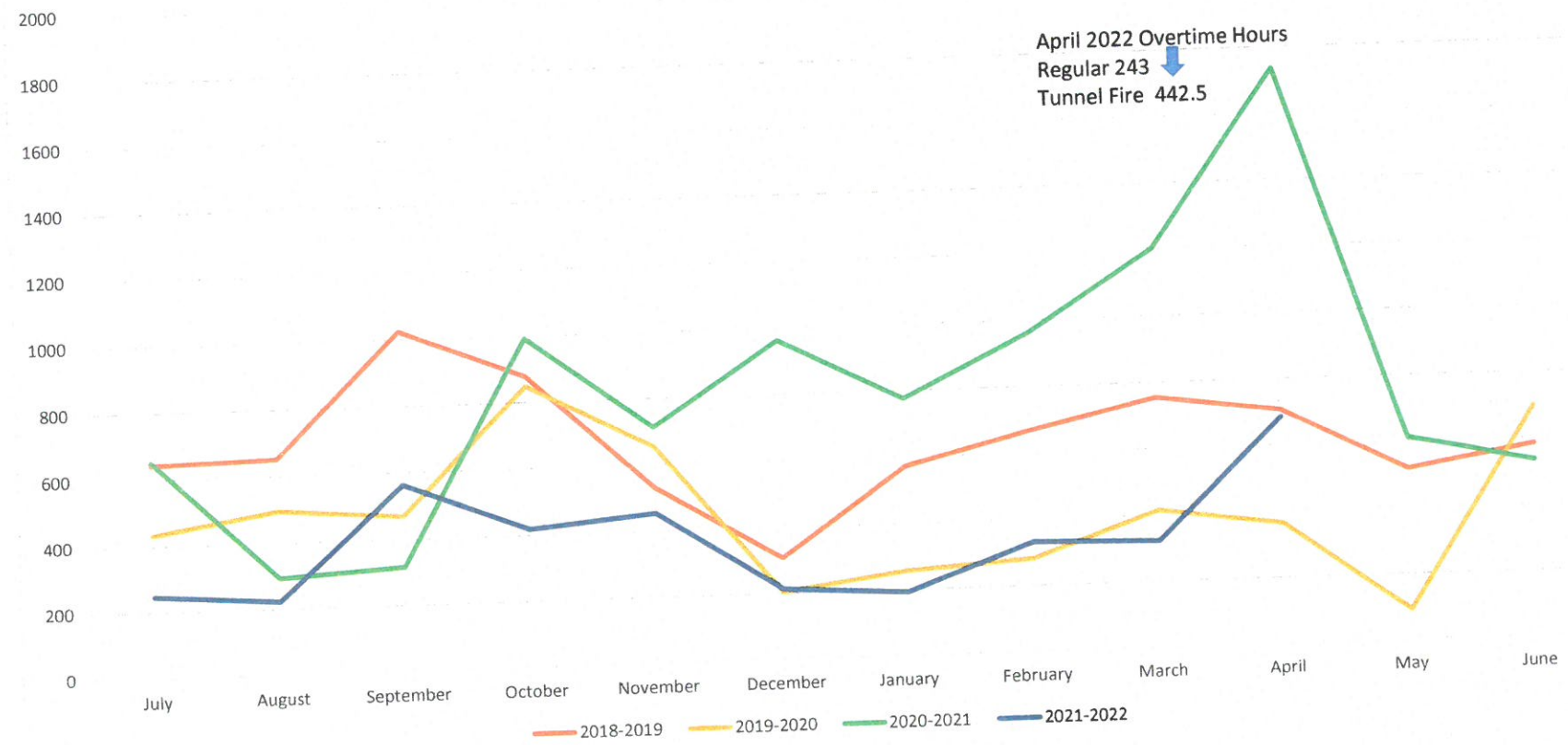


2000 PERSONNEL SALARIES	57.34%
2500 CONTRACTUALS	15.53
2200 PENSION	11.66
2400 PERSONNEL INSURANCE	4.82
2300 PAYROLL EXPENSES	2.59
4200 OWA Expenses	2.44
4000 UTILITIES	2.37
3200 SUPPLIES	1.14
3000 VEHICLES	0.77
4100 Training and Travel	0.43
Other	0.93
Total	\$4,856,074.30

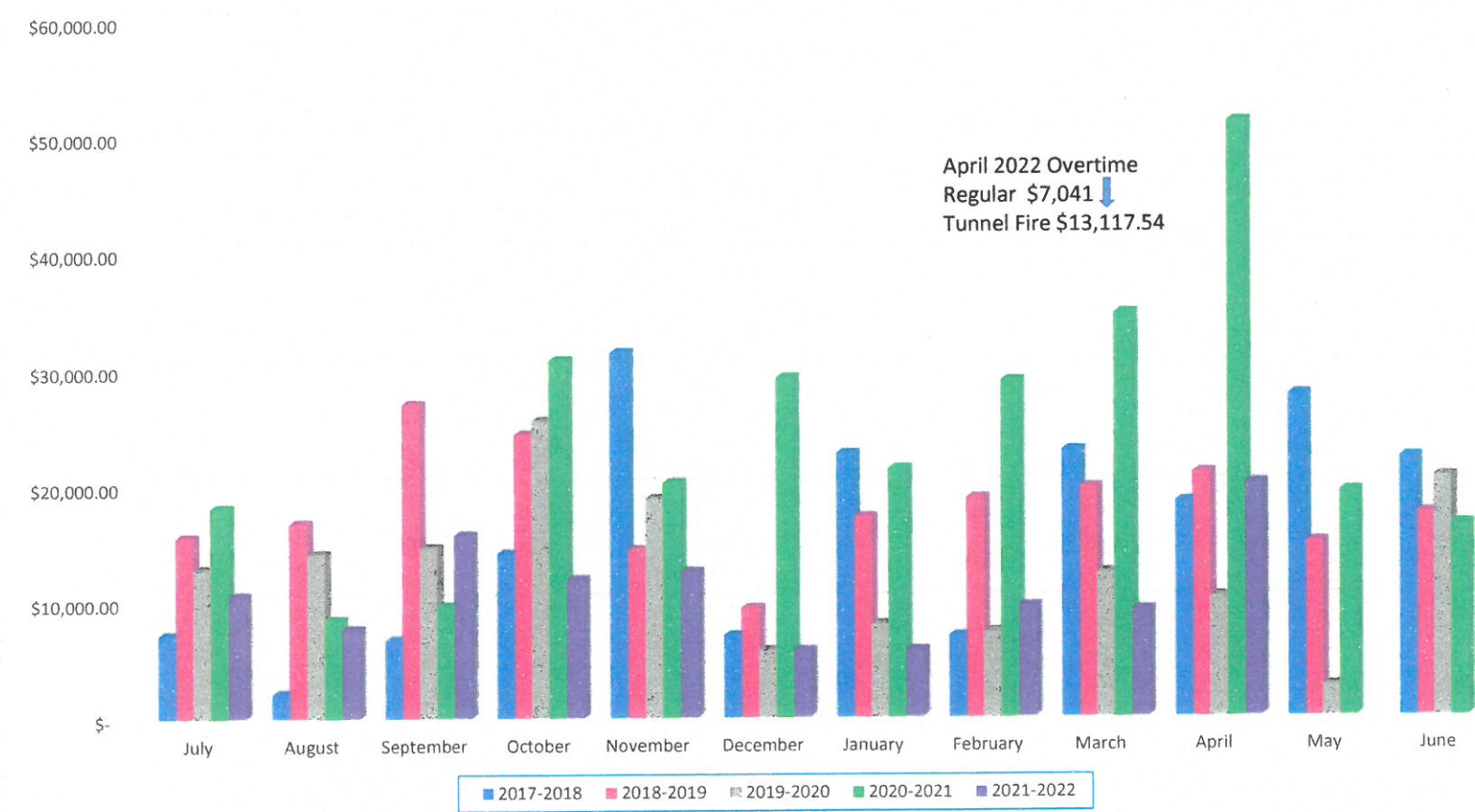
By Account



Trending Hourly Overtime July 2018 through April 2022



Trending Overtime July 2017 through April 2022





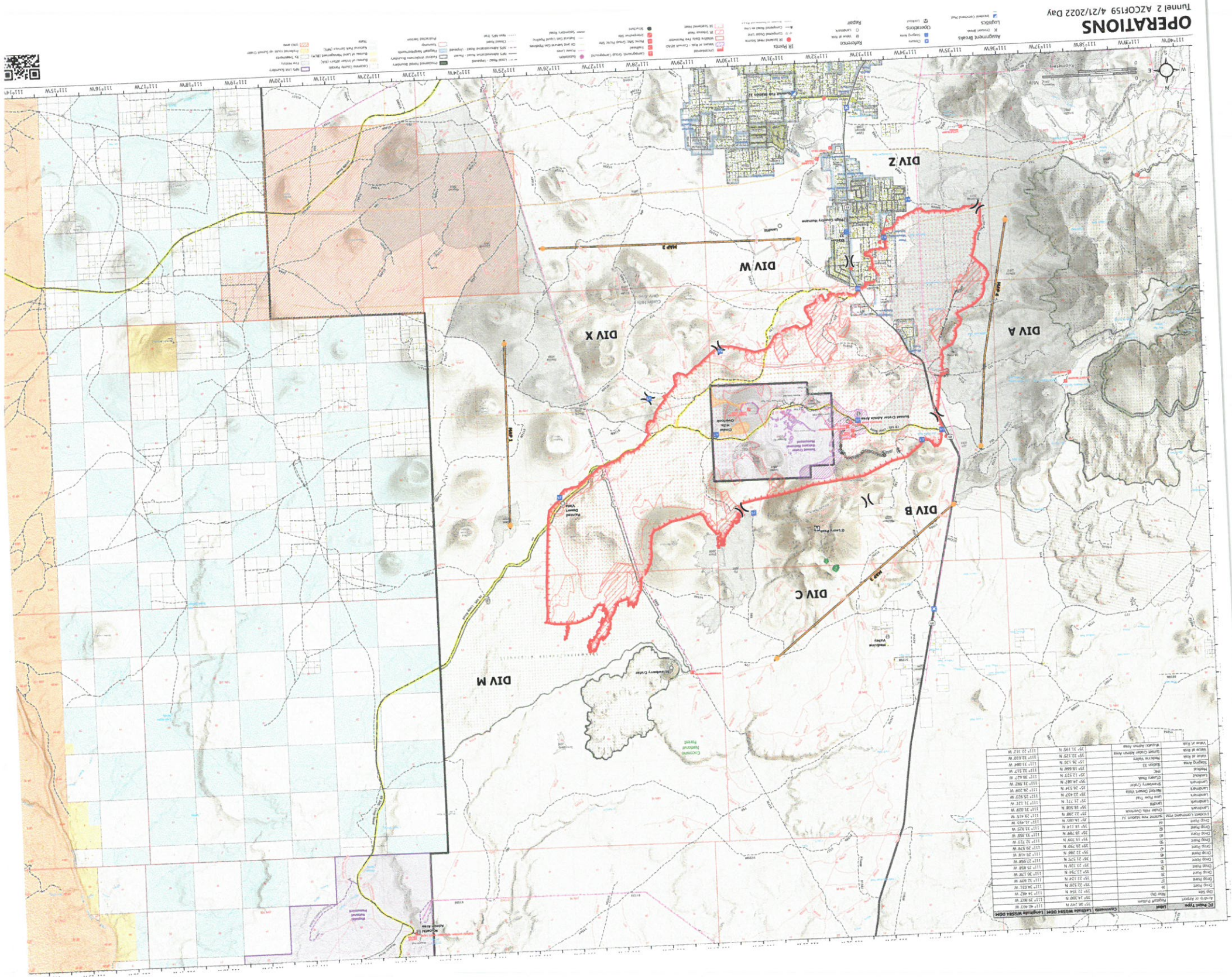
Engine 31 Insurance Funds Distribution

Date		Check Number	Deposit	Expense	Balance
5/10/2022	VFIS		\$242,500.00		
5/12/2022	Fire Trucks Unlimited	822000584		\$166,500.00	\$76,000.00





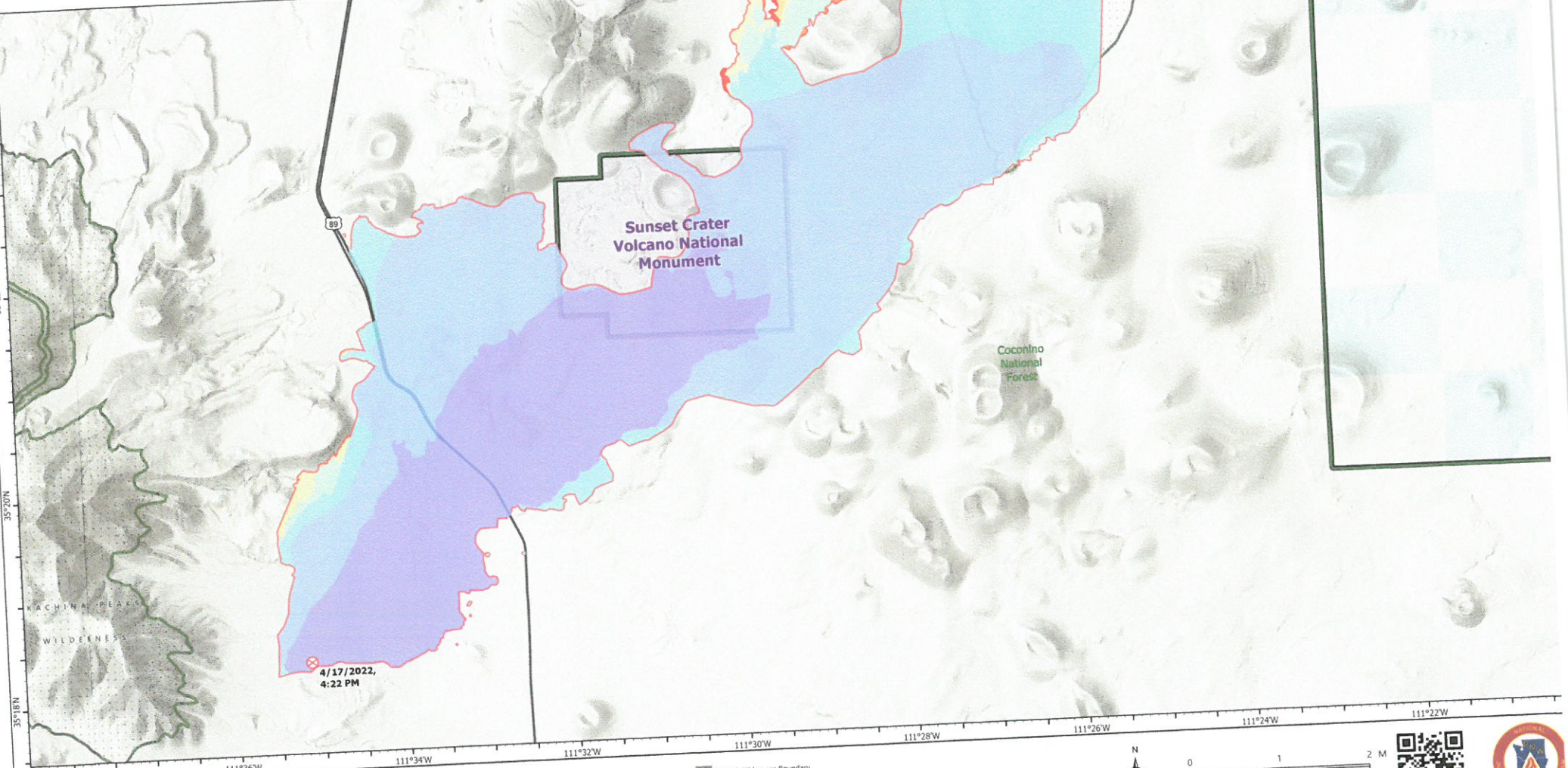






20220419 @ 1830	5,551ac	+5,551ac
20220420 @ 0500	14,538ac	+8,987ac
20220421 @ 1401	17,937ac	+3,399ac
20220422 @ 0100	18,681ac	+744ac
20220423 @ 0000	18,982ac	+301ac
20220423 @ 2145	19,033ac	+51ac
20220425 @ 0100	19,052ac	+19ac
20220426 @ 1600	19,075ac	+23ac

Fire progression acreage may not reflect reported ICS-209 acres due to more accurate fire perimeter mapping established later during the incident.



### PROGRESSION

Tunnel AZCOF159 4/29/2022

19,075 acres at 4/28/2022 0045 hrs

1:48,000 - prw3 - 4/28/2022 1923 - Acres from IR - North American 1983 Datum - LatLong Grid

Secondary Road

Fire Origin

Wildfire Daily Fire Perimeter

Proclaimed Forest Boundary

Federal Wilderness Boundary

NPS Unit Boundary

0 1 2 M



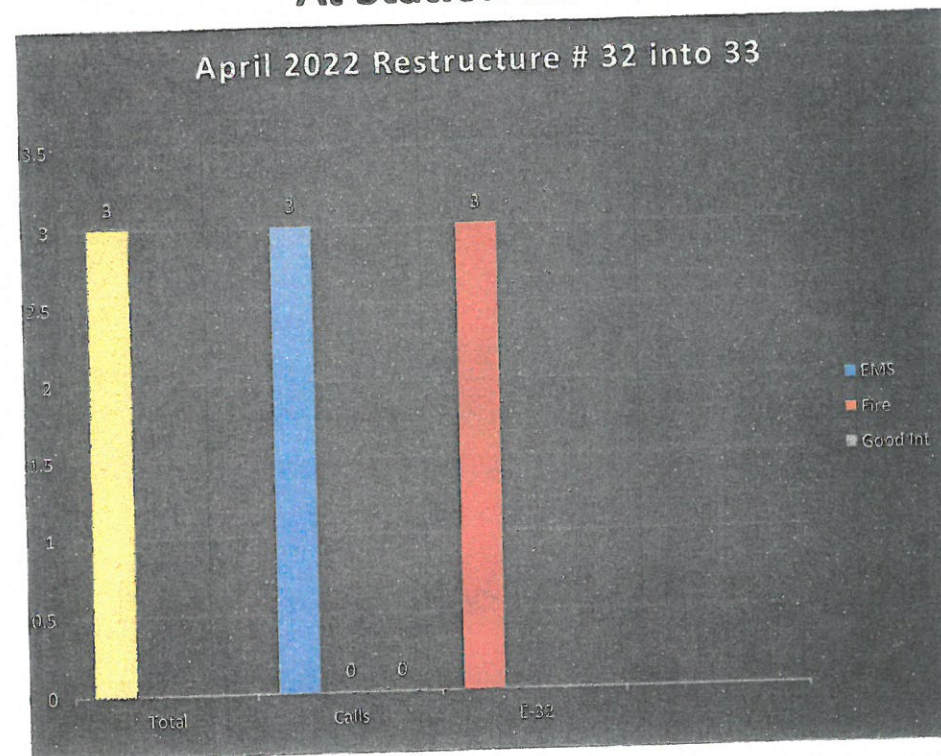
SFMD March Run Numbers  
Emergent and Non-Emergent



2018	87	90	105	115	108	114	142	129	108	103	113	100
2019	75	114	97	90	124	136	125	142	99	105	121	104
2020	103	104	93	84	106	137	121	124	122	115	115	99
2021	114	86	99	103	128	113	129	135	121	116	108	137
2022	101	81	98	104								
5 Yr Avg	95	102	101	103	113	125	134	136	104	104	117	102

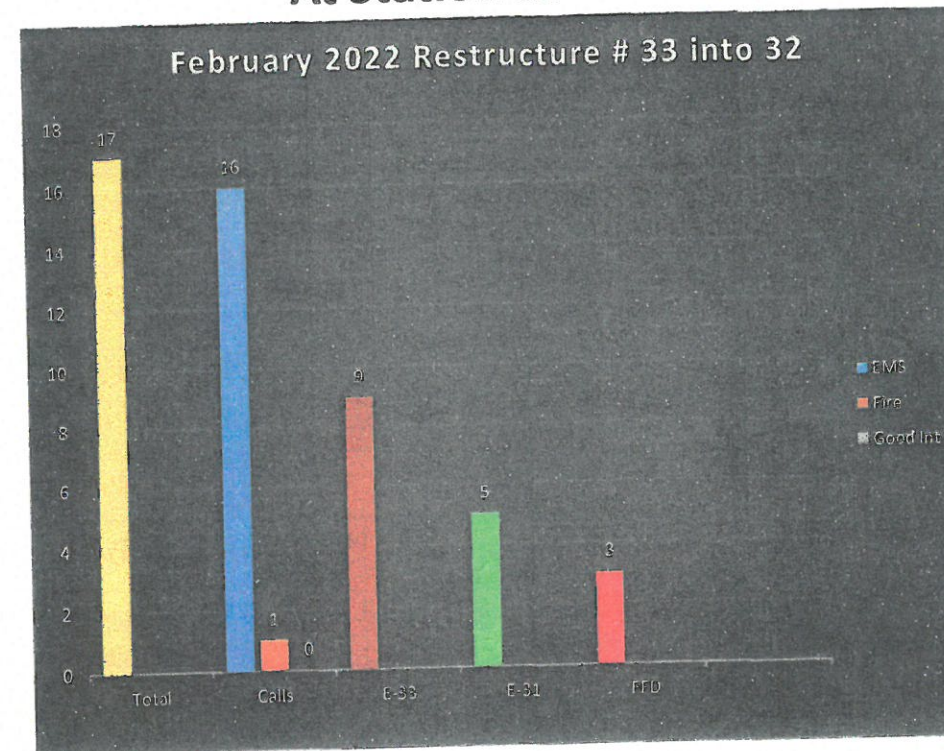
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## At Station 32



Average Response Times E-32 7:55

## At Station 33



Average Response Times E-33 6:06

Average Response Times E-31 9:25







Response Time Performance-1st on Scene

Emergency (Code 3) Responses that Meet the Defined Standard/All Emergency Responses in the Defined Area

Reference Center for Public Service Excellence (CPSE)\*

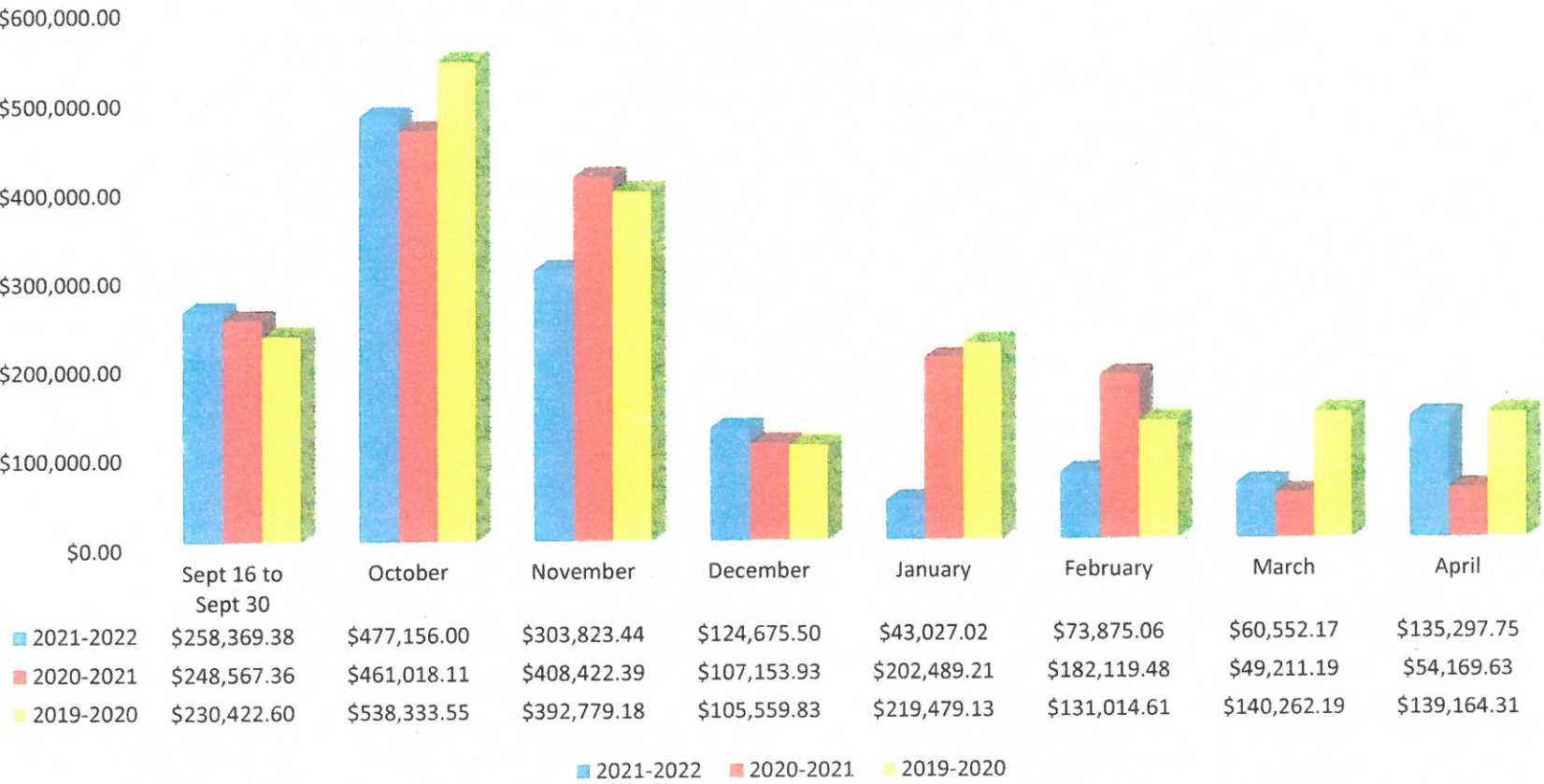
The Goal is to be Above 90%

 CPSE Times	 Call Process Time      Turnout Time		Response Time  URBAN	Response Time  RURAL	Average 911- to On Scene Time
	Dispatch Time NFPA 1710 - 1 Min	Dispatch Time NFPA 1710 - 1 Min	4 Minutes	10 Minutes*	SFMD/FFD Response Times
Dispatch Times	Flag Dispatch AVG 1:20 1:20	Majority Code 3 EMS 1:00			
4//2022			%   Calls	%   Calls	
Station 31			%   Calls	91.66%   12	6:57
Station 32			%   Calls	100%   18	4:02
Station 37			%   Calls	100%   3	2:55
City of Flagstaff					8:21
CAFMA Buckeye Valley			December 2021 8:37 Rural 2021- Average -Eng. 9:05		

\* SFMD/FFD average response time include Call Processing time, Turnout Time and Travel Time

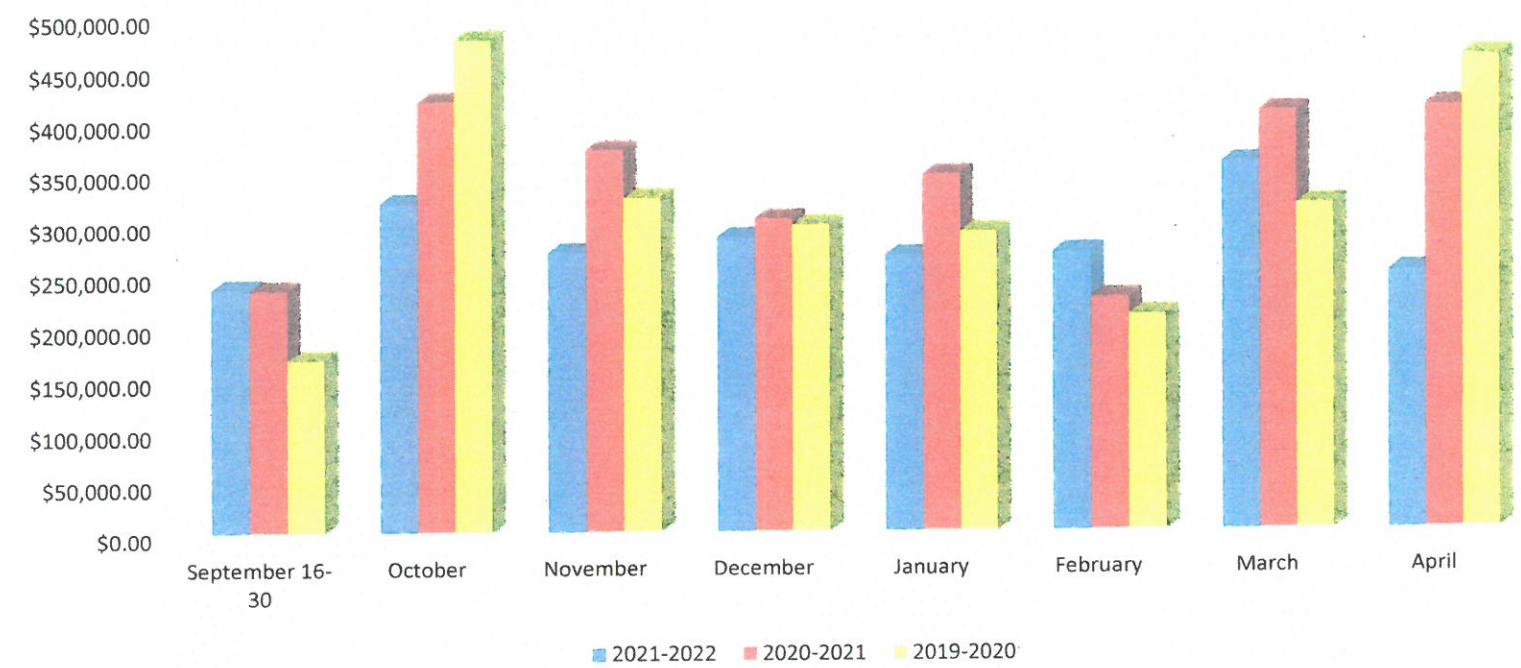


Three Years Expenditures- Payroll Not Included





Payroll







Fiscal Year 2022/2023 Budget for Posting Summary  
Summit Fire and Medical District Annual Budget and Operational Plan

Chief's Proposed Budget

	2022/2023	2023/2024
Expenditures by Category		
Payroll	\$ 2,846,216	\$ 2,936,859
Pensions	\$ 401,549	\$ 413,595
Payroll Expenses	\$ 321,880	\$ 343,079
Personnel insurance	\$ 343,454	\$ 364,061
Total Personnel Services	\$ 3,913,098	\$ 4,057,595
COP Payment	\$ 467,458	\$ 540,458
Contractual	\$ 649,829	\$ 688,819
Programs	\$1,318,198	\$ 1,318,198
Capital/Grants	\$575,000	\$ 575,000
Total Expense	\$ 6,923,584	\$ 7,180,070
Expenditures by Program		
Suppression/EMS	\$ 278,198	\$ 278,198
Training	\$ 31,500	\$ 31,500
Wildland	\$ 15,000	\$ 15,000
Wildland Call Out	\$ 900,000	\$ 900,000
Fleet/Facilities	\$ 93,500	\$ 93,500
	\$ 1,318,198	\$ 1,318,198
Source Funding		
Budget Stabilization Fund	\$ 1,100,000	\$ 1,100,000
West Side Capital Fund	\$ 422,224	\$ 426,446
Emergency Fund	\$ 161,347	\$ 162,960
Capital Fund	\$ 100,000	\$ 150,000
Mill Rate	3.250	3.375
	\$ 149,905,060	\$ 157,400,313
Tax Revenues	\$ 4,871,914	\$ 5,312,261
FDAT	\$ 360,000	\$ 363,600
Misc. Income	\$ 156,000	\$ 163,800
Grant Funding	\$ 550,000	\$ 550,000
Wildfire Income	\$ 1,000,000	\$ 1,000,000
Total Revenue	\$ 6,937,914	\$ 7,389,661
Budget Stabilization Fund	\$ 838,554	\$ 852,884
Total Income	\$ 7,776,468	\$ 8,242,545
Total Expenses	\$ 6,923,584	\$ 7,180,070
Budget Stabilization	\$ 852,884	\$ 1,062,475





**Fire Board Chairman**

### Fire Board Clerk





Debt Services Account for GO Bond Repayment Budget for Adoption

Summit Fire and Medical District

Fiscal Year 2022-2023 GO Bond Repayment Budget

Fiscal Year 2018-2019 Summit Fire and Medical District has expended all the GO Bond Funds.

Repayment of Bond will be levied at \$0.1951 per \$100 of assessed value for Fiscal Year 2022-2023

Assessed Values	\$149,905,060
Assessed Value/\$100	\$ 1,499,051
Bond Rate	\$ <u>0.1951</u>
Total to be collected for FY 22-23	\$ 292,464.77

Copies of the budget are available upon request through SFMD’s Administrative Office or by visiting the District website at [www.summitfiredepartment.org](http://www.summitfiredepartment.org), or calling 928-526-9537. The proposed budget was adopted for posting on Wednesday, May 18, 2022, during a Regular Board Meeting. In accordance with the A.R.S. §48-805(A)2, the 20-day posting period began on Thursday May 19, 2022, ended Wednesday June 15, 2022. The Public Budget Hearing and final adoption will be held on Wednesday, June 15, 2022, at 3:00 p.m. at Summit Fire District, Station 32; 8905 Koch Field Road, Flagstaff, AZ 86004.

\_\_\_\_\_  
Fire Board Chair Jim Timney

\_\_\_\_\_  
Clerk of Fire Board Robb Faus



**Summit Fire and Medical District  
Resolution 2021-11**

**Call of Election**

WHEREAS, A.R.S. 16-100 through 16-1021 prescribes election law requirements pertinent to the filling of vacancies on Fire Boards of Fire Districts and:

WHEREAS, three (3) vacancies on the Fire Board of the Summit Fire and Medial District will occur in 2022 and; WHEREAS, it is the responsibility of said fire district to perform all acts and duties to comply with the aforementioned A.R.S.;

Be it resolved the Clerk of this Board is empowered to take such actions as are necessary to assure compliance with said A.R.S. as pertains to elections for fire districts.

Chairman of the Board: \_\_\_\_\_  
Jim Timney

Date: \_\_\_\_\_

Clerk of the Board: \_\_\_\_\_  
Robb Faus

Date: \_\_\_\_\_





May 16, 2022

AZ Daily Sun  
1751 S. Thompson  
Flagstaff AZ 86001

Subject: Election Notice

Please place the following information in your newspaper on May 27 & June 5, 2022:

**NOTICE OF CALL OF ELECTION**

THE SUMMIT FIRE AND MEDICAL FIRE DISTRICT HEREBY NOTIFIES THE REGISTERED VOTERS OF ALL PRECINCTS WITHIN THE SUMMIT FIRE AND MEDICAL DISTRICT THAT Three (3) VACANCIES WILL OCCUR ON THE SUMMIT FIRE AND MEDICAL BOARD AT THE GENERAL ELECTION ON NOVEMBER 8, 2022

THE LAST DATE FOR CANDIDATES TO FILE PETITIONS FOR THESE POSITIONS IS JULY 11 AT 5:00 P.M. AT THE COCONINO COUNTY ELECTIONS DEPARTMENT 110 EAST CHERRY AVE, FLAGSTAFF AZ 86001

THIS ELECTION IS NON PARTISAN. THE LAST DAY TO REGISTER TO VOTE IS OCTOBER 11, 2022 11:59 PM.

CONTACT THE COCONINO COUNTY ELECTIONS DEPARTMENT FOR ANY PARTICULARS CONCERNING THIS ELECTION.

FOR THE BOARD:

\_\_\_\_\_  
Clerk of the Board Robb Faus