



PUBLIC NOTICE REGULAR BOARD MEETING AGENDA

Wednesday, April 19, 2023
Station 32, 8905 Koch Field Road, Flagstaff AZ 6:00 pm

www.zoom.us 859 5790 8211 / Passcode 192750

<https://us02web.zoom.us/j/85957908211?pwd=WW1oKzlxTFJaZkFmdG4zaUZCQTVRQT09>

Pursuant to A.R.S. 38-431.01, notice is hereby given to the Board of Directors and the public that the Summit Fire District will hold a Regular Meeting open to the public on **Wednesday April 19, 2023, at 6:00 p.m. The meeting will be held in person and remotely through technological means (see above).**

Members of the Governing Board will attend either in person or by technological means. The Board may vote to go into Executive Session on any agenda item, pursuant to ARS 38-431.03(A)(3) Discussion or consultation for legal advice with the county attorney or attorneys of the public body. The public zoom will be interrupted when the Governing Board convenes into Executive Session. Thereafter, the board will reconvene into the public session and members of public may call back to join the public session at that time.

1. CALL TO ORDER
2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM
3. PLEDGE OF ALLEGIANCE

4. **CALL TO THE PUBLIC**

The Chairman shall announce this portion of the District Board meeting as a Call to the Public which is for public input/comment, in accordance with A.R.S. §38-431.0(H). Those wishing to address the Board regarding an issue within the jurisdiction of this public body may do so by completing a Request to Comment Form and submitting it to the Staff in person prior to the start of the meeting. If attending via remote, comments are to be sent to Staff via chat options prior to the start of the meeting. Individuals addressing the Board are limited to two minutes for their comments but may submit written comments for the Board records. The Chairman will recognize each individual. **The Governing Board cannot discuss or take legal action on any issues raised during the Public Forum unless they are agendaized due to restrictions of the Open Meeting Laws.**

5. **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. Discussion and Approval of the Board Meeting Minutes of March 22, 2023, and the Budget Workshop of April 12, 2023.
 - b. Approval of Reconciliations and Financial Reports for March 2023.
6. **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
 - b. Monthly Chief Updates - Chief Gaillard, Chief Wilson, Chief Fennell
 - c. Local 1505 Update – Union Representative
 - d. Coconino County Updates
7. **NEW BUSINESS / ACTION ITEMS - Public Comment:** Public comment/input is welcomed after each agenda item of New Business/Action Items and Unfinished Business. Individual comments are limited to two minutes per individual and must pertain to the specific agenda item.
 - a. Review, discuss, and possible action: **Amend Policy # 162** as it pertains to carry-over of accrued vacation time.
 - b. Review, discuss, and possible action: **Acceptance of the Department of Homeland Security Assistance to Firefighters Grant (AFG) of \$62,725.66** which has been awarded to cover the purchase of Extrication Equipment for our district. (see attached award letter)
 - c. Review, discuss, and possible action: Presentation by DC Fennell on the March benchmarks for the **Eastside Pilot Project**.
 - d. Review, discuss, and possible action: Board selection of which station is to be retained as the operational location for SFMD east side district- Sta #32 or #33.
8. **BOARD COMMENTS**- Board Member comments are meant to inform and clarify. No actions will be taken. Only Board Members can speak.
9. **ADJOURNMENT**

Posted on or before April 18, 2023, which is at least 24 hours prior to the Regular Board Meeting. The complete packet of information from the Board meetings or portions thereof is available from the Administrative Office upon completion of a Public Records Request. The District Administrative Office is accessible to the handicapped. In compliance with the Americans with Disabilities Act (ADA), those with special needs, such as large-type face print or other reasonable accommodations may request those through the Summit Fire and Medical District Administrative Offices (928-526-9537) at least twenty-four hours before the meeting.



BOARD MEETING MINUTES

Wednesday, March 22, 2023

Station 32, 8905 Koch Field Road, Flagstaff AZ

1. **CALL TO ORDER**

Chairman Timney called the Regular Board Meeting to order at 6:00 pm.

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

Members Present: Chair Jim Timney, Board Members Rick Parker and Scott Walton

Members Zoom: Board Member Jim Daskocil

Members Absent: Robb Faus

Administration: Deputy Chiefs Mark Wilson, Chris Fennell, and Jerry Bills, Battalion Chief Chris Zambeck, Administrative Officer Vivian Fennema, and Administrative Assistant Tammy Schieffer, Eng. C. Robinson, Capt. R Gibbs, FF R. Brooks, Community Meeting Facilitator Dave Wessel.

3. **Pledge of Allegiance**

4. **CALL TO THE PUBLIC – no public present**

5. **CONSENT AGENDA**

- a. Discussion and Approval of the Regular Board Meeting Minutes of February 22, 2023, and the Budget Workshop of March 09, 2023
- b. Approval of Reconciliations and Financial Reports for February 2023.

Board Member Parker motioned that the Board Meeting Minutes from 2/22/23 and 3/9/23, and the Reconciliations and Financial Report for February, and the Regular Board Meeting Minutes of January 25, 2023 be approved. Motion was seconded by S. Walton.

Vote Conducted. MOTION PAST ALL IN FAVOR

AYES: Parker, Daskocil, Walton, Timney

NAYES: None

6. **Current Events Summaries, Reports, and/or Correspondence**

a. Monthly Run Report

BC Zambeck reported:

- Run report for February 2023. Total of 90 calls, with 62 being emergent calls. District 31 ran 12 calls, District 32 ran 30, District 33 ran 15, and District 37 ran 11.
- Avg response times: Sta# 31 at 4min, #32 at 8.11 mins, #33 at 6.13 (this station was manned), #37 at 9.1 and GMT at 12.57. Some of the extended response times are due to the snowstorms.
- No other significant events other than the structure fires in the district and City. Engine 37 pumped approx. 30k gallons at the structure fire on Suzette.

b. Monthly Chief Updates: Gaillard, Wilson, and Fennell

Chief Gaillard had to attend a P & Z meeting at the City so he was absent.

Chief Wilson:

- Lot of snow and ice to deal with lately. Sta #37 had some damage to the back deck railing from a ice that fell off the roof. Also, some interior leaks that we have a contractor looking at. Sta #31's new roof held up nicely, kudos to BM Daskocil for recommending the ice shield.
- Rescue 32 is being leased by the City for BC Oltrogge to use while waiting for his vehicle to arrive. They are paying \$500/month until May 2023.

Chief Bills:

- He put in for 3 grants: an AFG grant totaling \$50k to cover a full set of extrication equipment for the rescue. We are also partnering with the GFR for a grant to purchase 40 new MDC's for the whole region= totaling \$400k. The last one is for another grant to cover a "Flagstaff Officer Leadership Program 2.0."

Chief Fennell:

- In April we have our Engineers and Captains testing process so next meeting we should have some idea on who is promoting to the 3 engineers spot, and also a 2 year Promotional List for the position of Captain.
- With all the water flowing in the Rio, we have had roadways wash out. We have had to talk to some property owners to come up with alternative routes to get to some of the areas in the district. We had to use the alternate access the very next day following that pre-planning process.

c. Local 1505 Update:

- Casey reported that they have completed the new Mission, Vision, Values project and will be putting signage up in all the stations and the training station as well.

d. Coconino County Updates: no one present.

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

a. Deputy Chief Fennell presenting on the Eastside Restructure Pilot February Benchmarks:

During the month of February Sta #33 was staffed, Sta #32 was not. Emergent calls: 1 MVA and 14 EMS calls in D32 by D33. Average response time was 8.11 minutes (weather causing longer response times); FFD into D32 two (2) times, E31 into D32 8 times, E33 into D32 6 times.

c. Community Meeting - March 23, 2023, 6:00 pm, Cromer School.

DC Wilson: The plan is to walk through the presentation for the Community Meeting.

- Introduced our facilitator, Dave Wessel. Dave has been doing community planning for the past 26 years. Lives in our district.
- Pointed out this is not a Town Hall, informational only. Public comments will be allowed per board meeting rules. It was decided that we will allow people to turn in Public Comment cards until 7:00pm if they wish to speak. The second card will be handed out to everyone with the request that they fill it out and turn in after the staff report.
- Reviewed the presentation that will be used at the C.M. Poster boards will be on easels in front of the cafeteria, presentation will be projected onto screens, podium with mic for speakers to use. Zoom available for folks who cannot attend in person. CCSO will have a deputy there.
- BM Daskocil- It would have been nice to have the presentation earlier so they could digest the information and make intelligent comments on it. DC Wilson acknowledged his request.

Board Member Parker made the motion to limit the time allowed to submit “Public Comment” request until 7:00pm at the Community Meeting. Motion was seconded by S. Walton.

Vote Conducted. MOTION PAST ALL IN FAVOR

AYES: Timney, Parker, Daskocil, Walton

NAYES: None

BOARD COMMENTS

Walton: Thank you, we know the work that has gone into this presentation, it looks good.
Chair Timney: looking forward to it, it has been a long haul after this decision is behind us maybe we can stabilize the future for the community.

ADJOURNMENT

Motion to adjourn by Board Member Parker, seconded by Board Member Walton.

Vote Conducted. MOTION PAST ALL IN FAVOR

AYES: Timney, Parker, Daskocil, Walton

Regular Board Meeting Adjourned at 7:18 pm

Respectfully submitted by:

Robb Faus, Board Clerk



BUDGET WORKSHOP MINUTES

Wednesday, April 12, 2023

Station 32, 8905 Koch Field Road, Flagstaff AZ

1. **CALL TO ORDER**

Chair Timney called the Budget Workshop to order at 4:08 pm.

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

Members Present: Board members Jim Timney, Robb Faus, Rick Parker, and Jim Daskocil

Members Absent: Scott Walton

Administration: Deputy Chief Mark Wilson, Deputy Chief Chris Fennell, Battalion Chief Torsten Palm, Labor rep Casey Robinson, Administrative Officer Vivian Fennema, and Administrative Assistant Tammy Schieffer.

3. **Pledge of Allegiance**

4. **DC Mark Wilson**

- Went through the Budget slideshow presentation he prepared which reviewed **Labor and Admin goals**, (*Compensation Market Adjustment, Benefit coverage, CEP pay, and building fiscal capacity and contingency*) **future Capital needs** (*Type 3, 2nd set of turnouts, new east side station*), **expected base/ongoing costs** (*6% increase in hard costs, tuition reimbursement, Redemption Counseling services, CEP training 1/yr*), **New revenue + IGA/MOU** (*5% increase in A/V, Marijuana Tax, lease options for non-operational station*).
- Reviewed the Benefit options we will offer this year to employees and their families. This year we are going with just 2 options: PPO \$750, and HDHP \$2500 (SFMD will contribute \$165/mth into HSA acct for HDHP members).
- Mill Rate Options: DC Wilson showed spreadsheet with all the different options for budgeting current and future needs.
 - Currently approved for FY23/24 mill rate of 3.375
 - Moving to 3.50 for FY23/24 which would allow for meeting goals set by Labor
 - Future Capacity at 3.75 in FY24/25.

General Discussion (Comments will be listed by speakers initials Chair Jim Timney JT; Rick Parker RP; Robb Faus RF; Jim Daskocil JD; DC Mark Wilson MW; DC Chris Fennell CF; BC Torsten Palm TP, Labor Rep Casey Robinson CR)

CR: 90% of the guys here are extremely happy with the pay scale. It's not that we are unhappy, it's the "Why am I a 20-year Captain, and only a Step 6". It's not the pay scale they are unhappy with, it is where they are at on it.

JT: If they are not unhappy with the pay scale then why can't we bump them up to the correct step?

MW: At the 3.375 there is no room for changing the pay scale, the only way to possibly address the compaction issue is by increasing capacity via a 3.50 mill rate. The money would have to be pulled from the 50k increase allotted to the Emergency Fund.

CR: The board is doing a phenomenal job addressing compensation, they look down the road and they have a

bright future.

JD: The guys who have been here forever cannot focus on what step they are on. We are doing the best we can here. We have a pay plan in place now, where were you before, you had nothing. Why are we using Highlands as a comparison for wages? We can only pay what we can.

MW: Board direction 2 years ago was “Who do we want to use as a standard? Let’s focus on Highlands because they are our neighbor and a true competitor.”

JD: What is our market? Is it really Highlands? They have Forest Highlands out there and you cannot compare those homes to what we have in our district as far as A/V’s

MW: Right now, we are really close to Highlands and it would be nice in the future if we have a candidate from the GFR recruitment process not automatically chose Highlands because they pay more. That is why I am showing you a 5-year budget. It shows stability, capacity, growth, compensation.

RP: We need to figure out how to pay our guys more with the money we have coming in.

MW: There are a lot of options and different ways to go with the budget, I just need Board direction in order to come up with a proposed Chief’s Budget. What do you feel the taxpayers can support? If you feel they can support a 3.50, this is what it does for us from a sustainability standpoint.

JT: Wants to poll all board members to see what they are thinking regarding the mill rate increase. He said in his opinion 3.375 is out of the question.

RF: So you are saying that staying at the 3.375 is not sustainable and we should go up?

JT: I don’t think we should be in a position of marking time, we need to advance a little bit.

RF: It seems logical to me that we increase the mill rate and continue to do so to avoid further compression in the pay scale. I am definitely at the 3.50 at this point. It should help with retention and some of the station stuff we have to deal with. It’s not that much in the grand scheme of things.

RP: If a guy says he has to leave because he isn’t making enough money, then he just needs to leave. We pay what we can afford!

CR: My take on this, Rick, is “if you are not happy here, I will do everything I can to get you a job somewhere else cuz I don’t want you here.” We respect what the board is doing for us, and if someone doesn’t want to be here, then we don’t want them here, bringing our culture down with negativity or looking at your guys in a bad light, we got your back. The people we have been hiring lately, this place has an extremely bright future. So we are still doing a good job.

RF: We have guys looking at their benefits package and understanding the big picture; realizing that if you take into consideration they don’t pay for health premiums that is additional money to them. Maybe we can’t pay as much as Highlands, but our benefit package is way better than theirs.

RP: Have we looked into lease option for turnouts?

MW: By the time you paid them off you will have incurred an additional 25% cost, so we would rather pay for them outright. Is there a policy on how to rotate set 1 and set 2 of turnouts?

TP: Says there is nothing in policy but the practice is to rotate them. We have used a company who can do a complete inspection of the turnouts after their expiration date (10 years) and they can “certify” that they are still good to use. We have some of those as 2nd sets for the guys.

JT: If we exceed the 80k for revenue from the marijuana tax, can we put that towards salaries? He wants to see the pay scale increase as much as we can afford.

MW: It would be one-time money. We cannot do bonuses or anything like that with extra funds. It is illegal. Anytime we have extra ongoing money we will come to the board to see if there is a way to compensate our members using that ongoing revenue.

MW: What I need now is your perspective or a consensus.

JD: I was leaning more towards the 3.375, just because we hit the covered market adjustments, 3.50 isn't much of a jump tax wise. I don't see an end in sight. Doesn't matter what I think anyway (with the rest of the board voting 3.50).

RF: I'm 100% at 3.50. It has to do with our long term goals (more centralized location)

RP: 3.50, and the reason is if we stay at 3.375 and something comes up down the line it won't be such a big jump for people. We would be even farther behind next year.

JT: I'm at 3.50, it's been obvious throughout this whole time. 3.375 is life support- nothing more. We need to plan ahead and start putting some away. So the consensus is 3.50%

MW: So I just need some clarifiers. When we bring a budget to you, there is a 2 year Chief's Budget and a 5 year outlook budget. Do you want to see a progressive increase in rates over the 5 years? Or just a flat 3.50 over the 5 years.

Board would like to see both. If something goes south, we can always change it after the first year. Any adjustments the board wants to see can be changed.

RP: Looking at 6% market instead of 3%.

RF: I agree 6%

JT: I don't think we can retain our personnel at 3%. \$7000 for medic.

JD: We are getting direction, from what the chief has already put in, and then it's board here is your selection pick it. We've had this conversation before, back with other board members that we need the information flow is going towards more of expectations that we sign off on.

RP: That is not what I feel about it.

JD: I know that is my personal opinion on it. It is what it is, majority rules, that's why there are 5.

JT: Speaking on the board perspective Jim, I think your concern on that is absolutely valid. I can see historically, that is exactly what has happened, the board has been rubber stamped. I'm sure it should not be, I am not sure it is now.

JD: I hope not, but some of the things, the processes. I have been a board member for a long time, I have seen all the angles all the ins and outs.

JT: Its always in the back of my mind, but right now, it is far more professional that it was

RF: I don't have all the history that you all have, I just want to express that I think it is very important to speak your mind on this so that I have some frame of reference to what the past has been like here.

RP: My take on this- I read everything I listen to labor and admin, and if I don't agree I say so. I trust admin to do their due diligence. As far as raising mill rate, I hate to do that because I have to pay them and answer to my wife. I have faith in administration, and I am not a follower.

ADJOURNMENT

Motion to adjourn by Board Member Parker, seconded by Board Member Dorskocil.

Vote Conducted. MOTION PAST ALL IN FAVOR

AYES: Timney, Faus, Parker, Dorskocil

Budget Workshop Adjourned at 6:20 pm

Respectfully submitted by:

Robb Faus, Board Clerk

10:47 AM

04/12/23

**Summit Fire District
Reconciliation Summary
101 County Treasurer, Period Ending 03/31/2023**

	Mar 31, 23
Beginning Balance	2,458,059.72
Cleared Transactions	
Checks and Payments - 94 items	-346,158.31
Deposits and Credits - 119 items	163,151.80
Total Cleared Transactions	-183,006.51
Cleared Balance	2,275,053.21
Uncleared Transactions	
Checks and Payments - 16 items	-22,467.99
Total Uncleared Transactions	-22,467.99
Register Balance as of 03/31/2023	2,252,585.22
New Transactions	
Checks and Payments - 28 items	-211,947.45
Deposits and Credits - 1 item	1,058.00
Total New Transactions	-210,889.45
Ending Balance	2,041,695.77

Reconciled 4/12/2023
4

Deposit Summary

4/12/2023 10:34 AM

Summit Fire District

Summary of Deposits to 101 County Treasurer on 03/31/2023

Chk No.	PmtMethod	Rcd From	Memo	Amount
	E-Check		March 2023 Prop Tax	135,636.70
	E-Check		March Del Tax	0.64
	E-Check		March 2023 FDAT	12,357.48

Less Cash Back:

Deposit Total:

147,994.82

County Acct

10:47 AM

04/12/23

Summit Fire District Reconciliation Detail

101 County Treasurer, Period Ending 03/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						2,458,059.72
Cleared Transactions						
Checks and Payments - 94 items						
Transfer	08/05/2022			X	-1,300.00	-1,300.00
Bill Pmt -Check	12/15/2022	82300...	D & S Customer Co...	X	-1,420.00	-2,720.00
Liability Check	02/02/2023	82300...	United Summit Fire ...	X	-1,042.12	-3,762.12
Bill Pmt -Check	02/02/2023	82300...	Diamond Auto Glass	X	-256.66	-4,018.78
Check	02/02/2023	82300...	Scott Walton	X	-42.76	-4,061.54
Check	02/09/2023	82300...	National Bank of Ari...	X	-12,611.05	-16,672.59
Bill Pmt -Check	02/15/2023	82300...	Orion Energy Inc.	X	-1,206.42	-17,879.01
Bill Pmt -Check	02/15/2023	82300...	Niles Radio	X	-337.50	-18,216.51
Bill Pmt -Check	02/15/2023	82300...	Directv	X	-107.99	-18,324.50
Liability Check	02/16/2023	82300...	United Summit Fire ...	X	-1,010.12	-19,334.62
Liability Check	02/28/2023	82300...	Met-Life - Group Be...	X	-3,435.51	-22,770.13
Bill Pmt -Check	02/28/2023	82300...	Turbo & Electric, Inc.	X	-3,331.07	-26,101.20
Bill Pmt -Check	02/28/2023	82300...	UniSource Energy S...	X	-2,490.12	-28,591.32
Liability Check	02/28/2023	82300...	Nationwide Trust Co...	X	-2,364.39	-30,955.71
Liability Check	02/28/2023	82300...	AFLAC	X	-1,006.40	-31,962.11
Liability Check	02/28/2023	82300...	United Summit Fire ...	X	-978.12	-32,940.23
Bill Pmt -Check	02/28/2023	82300...	APS	X	-877.50	-33,817.73
Bill Pmt -Check	02/28/2023	82300...	Anderson General Ti...	X	-627.53	-34,445.26
Bill Pmt -Check	02/28/2023	82300...	Big D Drywall	X	-600.00	-35,045.26
Bill Pmt -Check	02/28/2023	82300...	Orion Energy Inc.	X	-587.61	-35,632.87
Bill Pmt -Check	02/28/2023	82300...	Economy Towing	X	-525.00	-36,157.87
Bill Pmt -Check	02/28/2023	82300...	Skyline Waste LLC	X	-420.00	-36,577.87
Bill Pmt -Check	02/28/2023	82300...	NAPA	X	-249.29	-36,827.16
Bill Pmt -Check	02/28/2023	82300...	Nuido Embroidery	X	-150.00	-36,977.16
Bill Pmt -Check	02/28/2023	82300...	Right Water Hauling...	X	-110.00	-37,087.16
Bill Pmt -Check	02/28/2023	82300...	Aramark	X	-102.54	-37,189.70
Bill Pmt -Check	02/28/2023	82300...	Linde Gas & Equipm...	X	-40.71	-37,230.41
Bill Pmt -Check	02/28/2023	82300...	DSB Distributing LLC	X	-15.98	-37,246.39
Liability Check	03/09/2023	82300...	KAIROS Health Ariz...	X	-21,784.00	-59,030.39
Bill Pmt -Check	03/09/2023	82300...	HUB International In...	X	-16,063.00	-75,093.39
Bill Pmt -Check	03/09/2023	82300...	J&L Doors and Gate...	X	-2,985.00	-78,078.39
Bill Pmt -Check	03/09/2023	82300...	Executech	X	-2,824.27	-80,902.66
Bill Pmt -Check	03/09/2023	82300...	Dallacqua Psychology	X	-1,250.00	-82,152.66
Bill Pmt -Check	03/09/2023	82300...	Life Assist, Inc	X	-1,078.02	-83,230.68
Bill Pmt -Check	03/09/2023	82300...	Orion Energy Inc.	X	-881.41	-84,112.09
Bill Pmt -Check	03/09/2023	82300...	US Bank	X	-850.00	-84,962.09
Bill Pmt -Check	03/09/2023	82300...	Benefit Commerce ...	X	-760.00	-85,722.09
Bill Pmt -Check	03/09/2023	82300...	Doney Park Water	X	-718.18	-86,440.27
Bill Pmt -Check	03/09/2023	82300...	Hughes Fire Equipm...	X	-517.28	-86,957.55
Bill Pmt -Check	03/09/2023	82300...	Crazy Country Boys ...	X	-448.45	-87,406.00
Bill Pmt -Check	03/09/2023	82300...	Right Water Hauling...	X	-354.73	-87,760.73
Bill Pmt -Check	03/09/2023	82300...	Optimum Business	X	-327.26	-88,087.99
Bill Pmt -Check	03/09/2023	82300...	ESO / Firehouse	X	-316.38	-88,404.37
Bill Pmt -Check	03/09/2023	82300...	Flagstaff Counseling...	X	-240.00	-88,644.37
Bill Pmt -Check	03/09/2023	82300...	Abode Counselling	X	-240.00	-88,884.37
Check	03/09/2023	82300...	Torsten Palm	X	-238.68	-89,123.05
Bill Pmt -Check	03/09/2023	82300...	Niles Radio	X	-225.00	-89,348.05
Bill Pmt -Check	03/09/2023	82300...	Rush Truck	X	-224.80	-89,572.85
Bill Pmt -Check	03/09/2023	82300...	Steve's High Countr...	X	-175.00	-89,747.85
Check	03/09/2023	82300...	Fred Flood	X	-136.00	-89,883.85
Bill Pmt -Check	03/09/2023	82300...	Aramark	X	-102.54	-89,986.39
Check	03/09/2023	82300...	Elliott Riggs	X	-102.00	-90,088.39
Bill Pmt -Check	03/09/2023	82300...	CenturyLink	X	-94.99	-90,183.38
Liability Check	03/09/2023	82300...	5 Star Life Insuranc...	X	-69.34	-90,252.72
Liability Check	03/15/2023		QuickBooks Payroll ...	X	-75,646.78	-165,899.50
Bill Pmt -Check	03/15/2023	82300...	APS	X	-1,661.13	-167,560.63
Bill Pmt -Check	03/15/2023	82300...	Verizon Wireless	X	-588.28	-168,148.91
Bill Pmt -Check	03/15/2023	82300...	AT&T Mobility	X	-370.97	-168,519.88
Bill Pmt -Check	03/15/2023	82300...	Optimum Business	X	-331.67	-168,851.55
Bill Pmt -Check	03/15/2023	82300...	Directv	X	-107.99	-168,959.54
Liability Check	03/16/2023	EFT	Public Safety Retire...	X	-17,902.77	-186,862.31
Liability Check	03/16/2023	EFT	United States Treas...	X	-10,599.28	-197,461.59
Liability Check	03/16/2023	EFT	Voya Financial	X	-3,999.56	-201,461.15
Liability Check	03/16/2023	EFT	Health Equity	X	-2,589.27	-204,050.42
Liability Check	03/16/2023	82300...	Nationwide Trust Co...	X	-2,197.91	-206,248.33

10:47 AM

04/12/23

Summit Fire District Reconciliation Detail

101 County Treasurer, Period Ending 03/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Liability Check	03/16/2023	EFT	Arizona Department ...	X	-2,086.71	-208,335.04
Liability Check	03/16/2023	EFT	Arizona State Retire...	X	-2,053.56	-210,388.60
Liability Check	03/16/2023	82300...	United Summit Fire ...	X	-978.12	-211,366.72
Liability Check	03/16/2023	EFT	Public Safety Retire...	X	-65.32	-211,432.04
Bill Pmt -Check	03/22/2023	82300...	Arizona Fire Chiefs ...	X	-5,000.00	-216,432.04
Bill Pmt -Check	03/22/2023	82300...	Turbo & Electric, Inc.	X	-2,280.04	-218,712.08
Bill Pmt -Check	03/22/2023	82300...	Municipal Emergenc...	X	-2,057.83	-220,769.91
Bill Pmt -Check	03/22/2023	82300...	Orion Energy Inc.	X	-1,824.60	-222,594.51
Bill Pmt -Check	03/22/2023	82300...	UniSource Energy S...	X	-1,100.64	-223,695.15
Bill Pmt -Check	03/22/2023	82300...	Nuido Embroderery	X	-1,058.50	-224,753.65
Bill Pmt -Check	03/22/2023	82300...	Peak Heart & Vascu...	X	-600.00	-225,353.65
Bill Pmt -Check	03/22/2023	82300...	FILMTEQ, LLC	X	-553.87	-225,907.52
Bill Pmt -Check	03/22/2023	82300...	Optimum Business	X	-320.04	-226,227.56
Bill Pmt -Check	03/22/2023	82300...	Right Water Hauling...	X	-304.03	-226,531.59
Bill Pmt -Check	03/22/2023	82300...	Arizona Department ...	X	-200.00	-226,731.59
Bill Pmt -Check	03/22/2023	82300...	Coconino Auto Supply	X	-195.00	-226,926.59
Bill Pmt -Check	03/22/2023	82300...	RWC International	X	-140.57	-227,067.16
Bill Pmt -Check	03/22/2023	82300...	Aramark	X	-102.54	-227,169.70
Bill Pmt -Check	03/22/2023	82300...	Velocity Truck Center	X	-21.06	-227,190.76
Check	03/23/2023	EFT	United States Treas...	X	-3,315.23	-230,505.99
Liability Check	03/23/2023	82300...	5 Star Life Insuranc...	X	-34.67	-230,540.66
Liability Check	03/29/2023		QuickBooks Payroll ...	X	-75,850.26	-306,390.92
Liability Check	03/30/2023	EFT	Public Safety Retire...	X	-17,997.02	-324,387.94
Liability Check	03/30/2023	EFT	United States Treas...	X	-10,721.06	-335,109.00
Liability Check	03/30/2023	EFT	Voya Financial	X	-4,311.93	-339,420.93
Liability Check	03/30/2023	EFT	Health Equity	X	-2,481.08	-341,902.01
Liability Check	03/30/2023	EFT	Arizona Department ...	X	-2,140.22	-344,042.23
Liability Check	03/30/2023	EFT	Arizona State Retire...	X	-2,053.56	-346,095.79
Liability Check	03/30/2023	EFT	Public Safety Retire...	X	-62.52	-346,158.31
Total Checks and Payments					-346,158.31	-346,158.31

Deposits and Credits - 119 items

Paycheck	03/02/2023	707061	Brooks, Robert W	X	0.00	0.00
Deposit	03/03/2023			X	3,854.24	3,854.24
Deposit	03/07/2023			X	1,058.00	4,912.24
Paycheck	03/16/2023	707096	Bain, Chuck A.	X	0.00	4,912.24
Paycheck	03/16/2023	707123	Robinson, Casey L.	X	0.00	4,912.24
Paycheck	03/16/2023	707127	Swatzell, Brandon	X	0.00	4,912.24
Paycheck	03/16/2023	707097	Black, William A	X	0.00	4,912.24
Paycheck	03/16/2023	707126	Slayton, Preston P	X	0.00	4,912.24
Paycheck	03/16/2023	707098	Brooks, Robert W	X	0.00	4,912.24
Paycheck	03/16/2023	707102	Davis, Warren K	X	0.00	4,912.24
Paycheck	03/16/2023	707124	Russo, David B.	X	0.00	4,912.24
Paycheck	03/16/2023	707099	Brown, Rhyan	X	0.00	4,912.24
Paycheck	03/16/2023	707113	Harper, Tyler	X	0.00	4,912.24
Paycheck	03/16/2023	707106	Fennema, Vivian L	X	0.00	4,912.24
Paycheck	03/16/2023	707100	Burns, Patrick D.	X	0.00	4,912.24
Paycheck	03/16/2023	707122	Riggs, Elliott A	X	0.00	4,912.24
Paycheck	03/16/2023	707125	Schieffer, Tammy S	X	0.00	4,912.24
Paycheck	03/16/2023	707101	Christian III, Nikolas J	X	0.00	4,912.24
Paycheck	03/16/2023	707121	Pickett, Michael E.	X	0.00	4,912.24
Paycheck	03/16/2023	707120	Palm, Torsten H.	X	0.00	4,912.24
Paycheck	03/16/2023	707103	DeGolier, James	X	0.00	4,912.24
Paycheck	03/16/2023	707104	Drennan, Steven	X	0.00	4,912.24
Paycheck	03/16/2023	707119	Modrell, Ian P.	X	0.00	4,912.24
Paycheck	03/16/2023	707095	Allen, Michael W.	X	0.00	4,912.24
Paycheck	03/16/2023	707105	Dunlap Jr., William W	X	0.00	4,912.24
Paycheck	03/16/2023	707117	Kester, Alan	X	0.00	4,912.24
Paycheck	03/16/2023	707118	Luna, Carlos L.	X	0.00	4,912.24
Paycheck	03/16/2023	707107	Fisk, Benjamin J.	X	0.00	4,912.24
Paycheck	03/16/2023	707116	Jamison Jr., Richard...	X	0.00	4,912.24
Paycheck	03/16/2023	707115	Hunt, Gannon	X	0.00	4,912.24
Paycheck	03/16/2023	707108	Flood, Frederick T	X	0.00	4,912.24
Paycheck	03/16/2023	707114	Hernandez, Fernand...	X	0.00	4,912.24
Paycheck	03/16/2023	707109	Gia, Brandon	X	0.00	4,912.24
Paycheck	03/16/2023	707112	Greenwalt, David E	X	0.00	4,912.24
Paycheck	03/16/2023	707110	Gibbs, Matthew L	X	0.00	4,912.24
Paycheck	03/16/2023	707111	Gibbs, Reuben L.	X	0.00	4,912.24

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04/12/23

Summit Fire District Reconciliation Detail

101 County Treasurer, Period Ending 03/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Paycheck	03/16/2023	707128	Unmacht III, James	X	0.00	4,912.24
Paycheck	03/16/2023	707129	Walsh, Brian M	X	0.00	4,912.24
Paycheck	03/16/2023	707130	Zambeck, Christoph...	X	0.00	4,912.24
Deposit	03/20/2023			X	1,238.00	6,150.24
Deposit	03/22/2023			X	1,107.38	7,257.62
Deposit	03/29/2023			X	700.00	7,957.62
Paycheck	03/30/2023	707143	Flood, Frederick T	X	0.00	7,957.62
Paycheck	03/30/2023	707139	DeGolier, James	X	0.00	7,957.62
Paycheck	03/30/2023	707164	Walsh, Brian M	X	0.00	7,957.62
Paycheck	03/30/2023	707144	Gia, Brandon	X	0.00	7,957.62
Paycheck	03/30/2023	707142	Fennema, Vivian L	X	0.00	7,957.62
Paycheck	03/30/2023	707163	Unmacht III, James	X	0.00	7,957.62
Paycheck	03/30/2023	707145	Gibbs, Matthew L	X	0.00	7,957.62
Paycheck	03/30/2023	707165	Zambeck, Christoph...	X	0.00	7,957.62
Paycheck	03/30/2023	707162	Swatzell, Brandon	X	0.00	7,957.62
Paycheck	03/30/2023	707146	Gibbs, Reuben L.	X	0.00	7,957.62
Paycheck	03/30/2023	707166	Fisk, Benjamin J.	X	0.00	7,957.62
Paycheck	03/30/2023	707161	Slayton, Preston P	X	0.00	7,957.62
Paycheck	03/30/2023	707147	Greenwalt, David E	X	0.00	7,957.62
Paycheck	03/30/2023	707160	Schieffer, Tammy S	X	0.00	7,957.62
Paycheck	03/30/2023	707141	Dunlap Jr., William W	X	0.00	7,957.62
Paycheck	03/30/2023	707148	Harper, Tyler	X	0.00	7,957.62
Paycheck	03/30/2023	707140	Drennan, Steven	X	0.00	7,957.62
Paycheck	03/30/2023	707149	Hernandez, Fernand...	X	0.00	7,957.62
Paycheck	03/30/2023	707137	Christian III, Nikolas J	X	0.00	7,957.62
Paycheck	03/30/2023	707131	Allen, Michael W.	X	0.00	7,957.62
Paycheck	03/30/2023	707150	Hunt, Gannon	X	0.00	7,957.62
Paycheck	03/30/2023	707136	Burns, Patrick D.	X	0.00	7,957.62
Paycheck	03/30/2023	707151	Jamison Jr., Richard...	X	0.00	7,957.62
Paycheck	03/30/2023	707135	Brown, Rhyan	X	0.00	7,957.62
Paycheck	03/30/2023	707158	Robinson, Casey L.	X	0.00	7,957.62
Paycheck	03/30/2023	707134	Brooks, Robert W	X	0.00	7,957.62
Paycheck	03/30/2023	707154	Modrell, Ian P.	X	0.00	7,957.62
Paycheck	03/30/2023	707133	Black, William A	X	0.00	7,957.62
Paycheck	03/30/2023	707159	Russo, David B.	X	0.00	7,957.62
Paycheck	03/30/2023	707155	Palm, Torsten H.	X	0.00	7,957.62
Paycheck	03/30/2023	707157	Riggs, Elliott A	X	0.00	7,957.62
Paycheck	03/30/2023	707156	Pickett, Michael E.	X	0.00	7,957.62
Paycheck	03/30/2023	707132	Bain, Chuck A.	X	0.00	7,957.62
Paycheck	03/30/2023	707138	Davis, Warren K	X	0.00	7,957.62
Paycheck	03/30/2023	707152	Kester, Alan	X	0.00	7,957.62
Paycheck	03/30/2023	707153	Luna, Carlos L.	X	0.00	7,957.62
Deposit	03/30/2023			X	107.00	8,064.62
Deposit	03/30/2023			X	1,300.00	9,364.62
Deposit	03/30/2023			X	1,437.50	10,802.12
Deposit	03/30/2023			X	4,354.86	15,156.98
Deposit	03/31/2023			X	147,994.82	163,151.80
Paycheck	04/13/2023	707196	Russo, David B.	X	0.00	163,151.80
Paycheck	04/13/2023	707198	Slayton, Preston P	X	0.00	163,151.80
Paycheck	04/13/2023	707195	Robinson, Casey L.	X	0.00	163,151.80
Paycheck	04/13/2023	707199	Swatzell, Brandon	X	0.00	163,151.80
Paycheck	04/13/2023	707194	Riggs, Elliott A	X	0.00	163,151.80
Paycheck	04/13/2023	707193	Pickett, Michael E.	X	0.00	163,151.80
Paycheck	04/13/2023	707191	Modrell, Ian P.	X	0.00	163,151.80
Paycheck	04/13/2023	707190	Luna, Carlos L.	X	0.00	163,151.80
Paycheck	04/13/2023	707188	Jamison Jr., Richard...	X	0.00	163,151.80
Paycheck	04/13/2023	707200	Unmacht III, James	X	0.00	163,151.80
Paycheck	04/13/2023	707187	Hunt, Gannon	X	0.00	163,151.80
Paycheck	04/13/2023	707186	Hernandez, Fernand...	X	0.00	163,151.80
Paycheck	04/13/2023	707185	Harper, Tyler	X	0.00	163,151.80
Paycheck	04/13/2023	707201	Walsh, Brian M	X	0.00	163,151.80
Paycheck	04/13/2023	707184	Greenwalt, David E	X	0.00	163,151.80
Paycheck	04/13/2023	707202	Zambeck, Christoph...	X	0.00	163,151.80
Paycheck	04/13/2023	707183	Gibbs, Reuben L.	X	0.00	163,151.80
Paycheck	04/13/2023	707182	Gibbs, Matthew L	X	0.00	163,151.80
Paycheck	04/13/2023	707181	Gia, Brandon	X	0.00	163,151.80
Paycheck	04/13/2023	707180	Flood, Frederick T	X	0.00	163,151.80
Paycheck	04/13/2023	707179	Fisk, Benjamin J.	X	0.00	163,151.80

Summit Fire District Reconciliation Detail

101 County Treasurer, Period Ending 03/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Paycheck	04/13/2023	707177	Dunlap Jr., William W	X	0.00	163,151.80
Paycheck	04/13/2023	707192	Palm, Torsten H.	X	0.00	163,151.80
Paycheck	04/13/2023	707174	Davis, Warren K	X	0.00	163,151.80
Paycheck	04/13/2023	707178	Fennema, Vivian L	X	0.00	163,151.80
Paycheck	04/13/2023	707197	Schieffer, Tammy S	X	0.00	163,151.80
Paycheck	04/13/2023	707176	Drennan, Steven	X	0.00	163,151.80
Paycheck	04/13/2023	707175	DeGoller, James	X	0.00	163,151.80
Paycheck	04/13/2023	707173	Christian III, Nikolas J	X	0.00	163,151.80
Paycheck	04/13/2023	707172	Burns, Patrick D.	X	0.00	163,151.80
Paycheck	04/13/2023	707171	Brown, Rhyann	X	0.00	163,151.80
Paycheck	04/13/2023	707170	Brooks, Robert W	X	0.00	163,151.80
Paycheck	04/13/2023	707169	Black, William A	X	0.00	163,151.80
Paycheck	04/13/2023	707168	Bain, Chuck A.	X	0.00	163,151.80
Paycheck	04/13/2023	707167	Allen, Michael W.	X	0.00	163,151.80
Paycheck	04/13/2023	707189	Kester, Alan	X	0.00	163,151.80
Total Deposits and Credits					163,151.80	163,151.80
Total Cleared Transactions					-183,006.51	-183,006.51
Cleared Balance					-183,006.51	2,275,053.21
Uncleared Transactions						
Checks and Payments - 16 items						
Check	02/16/2023	82300...	Highlands		-1,864.77	-1,864.77
Check	03/06/2023	EFT	Coconino County Tr...		-189.11	-2,053.88
Check	03/09/2023	82300...	Tammy Schieffer		-102.00	-2,155.88
Bill Pmt -Check	03/15/2023	82300...	Department of Publi...		-88.00	-2,243.88
Check	03/16/2023	82300...	Fred Flood		-71.71	-2,315.59
Bill Pmt -Check	03/22/2023	82300...	QC Office		-204.08	-2,519.67
Bill Pmt -Check	03/30/2023	82300...	Blue Card		-9,000.00	-11,519.67
Liability Check	03/30/2023	82300...	Met-Life - Group Be...		-3,435.51	-14,955.18
Liability Check	03/30/2023	82300...	Nationwide Trust Co...		-2,358.29	-17,313.47
Liability Check	03/30/2023	82300...	AFLAC		-1,430.22	-18,743.69
Liability Check	03/30/2023	82300...	United Summit Fire ...		-978.12	-19,721.81
Bill Pmt -Check	03/30/2023	82300...	Orion Energy Inc.		-974.40	-20,696.21
Bill Pmt -Check	03/30/2023	82300...	Rhinehart Oil Co., LLC		-895.90	-21,592.11
Bill Pmt -Check	03/30/2023	82300...	APS		-438.62	-22,030.73
Bill Pmt -Check	03/30/2023	82300...	Optimum Business		-327.26	-22,357.99
Bill Pmt -Check	03/30/2023	82300...	Right Water Hauling...		-110.00	-22,467.99
Total Checks and Payments					-22,467.99	-22,467.99
Total Uncleared Transactions					-22,467.99	-22,467.99
Register Balance as of 03/31/2023					-205,474.50	2,252,585.22
New Transactions						
Checks and Payments - 28 items						
Bill Pmt -Check	04/06/2023	82300...	City of Flagstaff		-34,536.59	-34,536.59
Check	04/06/2023	82300...	National Bank of Ari...		-14,152.08	-48,688.67
Bill Pmt -Check	04/06/2023	82300...	Knox		-6,499.35	-55,188.02
Bill Pmt -Check	04/06/2023	82300...	Executech		-2,828.72	-58,016.74
Bill Pmt -Check	04/06/2023	82300...	J&L Doors and Gate...		-2,801.50	-60,818.24
Bill Pmt -Check	04/06/2023	82300...	APS		-1,016.43	-61,834.67
Bill Pmt -Check	04/06/2023	82300...	Orion Energy Inc.		-913.53	-62,748.20
Bill Pmt -Check	04/06/2023	82300...	QC Office		-410.77	-63,158.97
Bill Pmt -Check	04/06/2023	82300...	AT&T Mobility		-370.97	-63,529.94
Bill Pmt -Check	04/06/2023	82300...	Right Water Hauling...		-220.00	-63,749.94
Bill Pmt -Check	04/06/2023	82300...	Mountain Mojo Grou...		-168.75	-63,918.69
Bill Pmt -Check	04/06/2023	82300...	Firetrucks Unlimited		-113.78	-64,032.47
Bill Pmt -Check	04/06/2023	82300...	CenturyLink		-94.99	-64,127.46
Bill Pmt -Check	04/06/2023	82300...	RWC International		-69.22	-64,196.68
Bill Pmt -Check	04/06/2023	82300...	Flagstaff Unified Sc...		-30.00	-64,226.68
Bill Pmt -Check	04/06/2023	82300...	Niles Radio		-18.18	-64,244.86
Liability Check	04/10/2023	EFT	Colonial Supplement...		-186.12	-64,430.98
Liability Check	04/12/2023		QuickBooks Payroll ...		-81,184.01	-145,614.99
Liability Check	04/13/2023	EFT	Public Safety Retire...		-19,682.14	-165,297.13
Liability Check	04/13/2023	To Print	KAIROS Health Ariz...		-19,428.00	-184,725.13
Liability Check	04/13/2023	EFT	United States Treas...		-12,021.32	-196,746.45

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04/12/23

Summit Fire District
Reconciliation Detail
101 County Treasurer, Period Ending 03/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Liability Check	04/13/2023	EFT	Voya Financial		-4,621.55	-201,368.00
Liability Check	04/13/2023	EFT	Health Equity		-2,586.98	-203,954.98
Liability Check	04/13/2023	82300...	Nationwide Trust Co...		-2,389.10	-206,344.08
Liability Check	04/13/2023	EFT	Arizona Department ...		-2,282.81	-208,626.89
Liability Check	04/13/2023	EFT	Arizona State Retire...		-2,053.56	-210,680.45
Liability Check	04/13/2023	82300...	United Summit Fire ...		-1,201.68	-211,882.13
Liability Check	04/13/2023	EFT	Public Safety Retire...		-65.32	-211,947.45
Total Checks and Payments					-211,947.45	-211,947.45
Deposits and Credits - 1 item						
Deposit	04/03/2023				1,058.00	1,058.00
Total Deposits and Credits					1,058.00	1,058.00
Total New Transactions					-210,889.45	-210,889.45
Ending Balance					-416,363.95	2,041,695.77

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04/06/23

**Summit GO Bond Account
Reconciliation Summary**
300315 Debt Services Account, Period Ending 03/31/2023

	Mar 31, 23
Beginning Balance	130,154.86
Cleared Transactions	
Deposits and Credits - 1 item	8,142.44
Total Cleared Transactions	8,142.44
Cleared Balance	<u>138,297.30</u>
Register Balance as of 03/31/2023	138,297.30
Ending Balance	138,297.30

Reconciled
4/6/2023
y

Go Bond

Deposit Summary

4/6/2023 4:44 PM

Summit GO Bond Account

Summary of Deposits to 300315 Debt Services Account on 03/15/2023

Chk No.	PmtMethod	Rcd From	Memo	Amount
	E-Check		March 2023 Property Tax	8,142.39
	E-Check		March 2023 Del Tax	0.05

Less Cash Back:

Summit Fire District
Reconciliation Summary
136 Westside Capital Fund, Period Ending 03/31/2023

	Mar 31, 23
Beginning Balance	423,440.60
Cleared Transactions	
Deposits and Credits - 1 item	634.05
Total Cleared Transactions	634.05
Cleared Balance	424,074.65
Register Balance as of 03/31/2023	424,074.65
Ending Balance	424,074.65

Reconciled
4/6/2023
Y

Westside

4:16 PM

04/06/23

Summit Fire District
Reconciliation Summary
150 Emergency Fund, Period Ending 03/31/2023

	<u>Mar 31, 23</u>
Beginning Balance	162,522.16
Cleared Transactions	
Deposits and Credits - 1 item	243.36
Total Cleared Transactions	<u>243.36</u>
Cleared Balance	<u>162,765.52</u>
Register Balance as of 03/31/2023	162,765.52
Ending Balance	162,765.52

reconciled 4/6/2023
Y

Emergency fund

4:12 PM

04/06/23

Summit Fire District
Reconciliation Summary
102 OWA Account, Period Ending 03/31/2023

	<u>Mar 31, 23</u>
Beginning Balance	175,353.38
Cleared Transactions	
Deposits and Credits - 1 item	<u>262.80</u>
Total Cleared Transactions	<u>262.80</u>
Cleared Balance	<u><u>175,616.18</u></u>
Register Balance as of 03/31/2023	175,616.18
Ending Balance	175,616.18

Reconciled 4/6/2023
vf

OWA

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04/06/23

Summit Fire District
Reconciliation Summary
120 Capital Fund, Period Ending 03/31/2023

	<u>Mar 31, 23</u>
Beginning Balance	256,497.17
Cleared Transactions	
Deposits and Credits - 1 item	<u>384.07</u>
Total Cleared Transactions	<u>384.07</u>
Cleared Balance	<u><u>256,881.24</u></u>
Register Balance as of 03/31/2023	256,881.24
Ending Balance	256,881.24

reconciled
4/6/2023

J

Capital

8:51 AM

03/30/23

Summit Fire District
Reconciliation Detail
105 Petty Cash, Period Ending 03/30/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						2,005.83
Cleared Transactions						
Checks and Payments - 2 items						
Check	03/21/2023	1223	US Postal Service	X	-8.13	-8.13
Check	03/28/2023	1224	UPS	X	-10.00	-18.13
Total Checks and Payments					-18.13	-18.13
Deposits and Credits - 2 items						
Deposit	03/22/2023			X	100.00	100.00
Deposit	03/22/2023			X	100.00	200.00
Total Deposits and Credits					200.00	200.00
Total Cleared Transactions					181.87	181.87
Cleared Balance					181.87	2,187.70
Register Balance as of 03/30/2023					181.87	2,187.70
Ending Balance					181.87	2,187.70

3/30/23



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Reconciled
 3/30/23
 Tammy

Board Approved

Date

4/12/23

Signature

4:36 PM

04/06/23

**SFMD Contingency Fund
Reconciliation Summary**
Coconino County Treasurer, Period Ending 03/31/2023

	<u>Mar 31, 23</u>
Beginning Balance	1,777,203.21
Cleared Balance	1,777,203.21
Register Balance as of 03/31/2023	1,777,203.21
Ending Balance	1,777,203.21

reconciled 4/6/2023
y

Contingency

Registered Balance	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023
Budget Stabilization	\$2,245,454.91	\$2,561,076.00	\$2,832,353.27	\$2,629,145.52	\$2,410,493.61	\$2,041,695.77
OWA	\$174,359.97	\$183,336.89	\$175,373.04	\$175,557.73	\$175,353.38	\$175,616.18
Petty Cash	\$1,481.62	\$1,731.62	\$2,031.62	\$1,651.33	\$2,005.83	\$2,187.70
Capital	\$207,334.22	\$207,426.59	\$256,030.40	\$256,268.03	\$256,497.17	\$256,881.24
Westside Capital	\$421,793.42	\$421,984.49	\$422,615.76	\$423,062.33	\$423,440.60	\$424,074.65
Emergency	\$161,889.94	\$161,963.28	\$162,205.57	\$162,376.97	\$162,522.16	\$162,765.52
Debt Services / GO	\$159,070.71	\$201,084.80	\$119,606.32	\$124,928.79	\$130,154.86	\$138,297.30
Contingency / COP	\$1,875,931.19	\$1,885,931.19	\$1,777,203.21	\$1,777,203.21	\$1,777,203.21	\$1,777,203.21
TOTAL	\$5,247,315.98	\$5,624,534.86	\$5,747,419.19	\$5,550,193.91	\$5,337,670.82	\$4,978,721.57

Summit Fire District

Profit & Loss Budget vs. Actual

March 2023

	Mar 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
1100 TAX REVENUE				
1101 Property Tax	135,636.70	157,537.17	-21,900.47	86.1%
1102 FDAT	12,357.48	11,837.30	520.18	104.39%
1103 Delinquent Property Tax	0.64	0.00	0.64	100.0%
Total 1100 TAX REVENUE	147,994.82	169,374.47	-21,379.65	87.38%
1200 GRANTS				
1210 Other Grants	0.00	45,833.34	-45,833.34	0.0%
1211 SAFER II	0.00	0.00	0.00	0.0%
Total 1200 GRANTS	0.00	45,833.34	-45,833.34	0.0%
1300 MISC INCOME				
1301 OWA Income	0.00	83,333.34	-83,333.34	0.0%
1302 Interest	5,378.52	0.00	5,378.52	100.0%
1303 Donations	0.00	0.00	0.00	0.0%
1304 Contracts with Towers	4,317.38	1,963.00	2,354.38	219.94%
1305 Out of District Calls	0.00	665.54	-665.54	0.0%
1308 Service Subscriptions	762.86			
1310 Misc. Income	-3,262.00	5,689.76	-8,951.76	-57.33%
1311 Maint Facility Income	1,637.50	6,500.00	-4,862.50	25.19%
1312 Community Room Rental	740.00	0.00	740.00	100.0%
1314 Insurance Proceed Income	0.00	0.00	0.00	0.0%
1315 SSFND-Smart & Safe AZ Fund	0.00	0.00	0.00	0.0%
Total 1300 MISC INCOME	9,574.26	98,151.64	-88,577.38	9.76%
Total Income	157,569.08	313,359.45	-155,790.37	50.28%
Gross Profit	157,569.08	313,359.45	-155,790.37	50.28%
Expense				
2000 PERSONNEL SALARIES				
2009 Acting Pay				
2009 .1 Acting Pay BC	15.00	0.00	15.00	100.0%
2009. 2 Acting Captain	60.00	0.00	60.00	100.0%
2009.3 Acting Engineer	87.00	0.00	87.00	100.0%
Total 2009 Acting Pay	162.00	0.00	162.00	100.0%
2032 OWA Backfill	0.00	0.00	0.00	0.0%
2033 OWA OT	0.00	0.00	0.00	0.0%
2034 OWA Eng Boss	0.00	0.00	0.00	0.0%
2035 OWA Payroll	0.00	14,748.84	-14,748.84	0.0%
2036 OWA Single Resource OT	0.00	0.00	0.00	0.0%
2037 OWA Holiday Pay	0.00	0.00	0.00	0.0%
2070 Battalion Chief	25,874.43	13,627.79	12,246.64	189.87%
2071 Administrative Officer	6,772.74	4,740.92	2,031.82	142.86%
2072 Admin Assistant II	5,269.95	3,493.32	1,776.63	150.86%
2073 EVT Mechanic III	6,806.40	4,486.62	2,319.78	151.7%
2073.1 EVT Mechanic 1	0.00	0.00	0.00	0.0%

Summit Fire District

Profit & Loss Budget vs. Actual

March 2023

	Mar 23	Budget	\$ Over Budget	% of Budget
2075 Captains	77,812.93	62,051.85	15,761.08	125.4%
2076 Engineer	49,688.80	56,908.38	-7,219.58	87.31%
2077 Firefighters	39,366.11	45,517.76	-6,151.65	86.49%
2082 Overtime				
2082.2 OT FireOfficer Recall	0.00	0.00	0.00	0.0%
2082 Overtime - Other	59,689.11	10,000.00	49,689.11	596.89%
Total 2082 Overtime	59,689.11	10,000.00	49,689.11	596.89%
2083 Vacation Leave	15,017.19	1,430.65	13,586.54	1,049.68%
2084 Sick Leave	13,303.29	8,138.89	5,164.40	163.45%
2088 Holiday Pay	2,916.96	0.00	2,916.96	100.0%
2099.1 Vacation Leave Payout	0.00	0.00	0.00	0.0%
2099.2 Sick Leave Payout	0.00	3,571.43	-3,571.43	0.0%
Total 2000 PERSONNEL SALARIES	302,679.91	228,716.45	73,963.46	132.34%
2200 PENSION				
2201 NationW Hybrid Tier 3 FD	2,436.42	1,726.61	709.81	141.11%
2202 NationW - Tier 2 FD	438.74	988.70	-549.96	44.38%
2203 NationW DC Only Tier 3FD	528.18	471.73	56.45	111.97%
2204 PSPRS - DROP	0.00	0.00	0.00	0.0%
2206 PSPRS - Tier 1 FD	21,555.90	27,613.88	-6,057.98	78.06%
2208 PSPRS - Tier 1A & 2 FD	1,437.97	4,634.40	-3,196.43	31.03%
2209 PSPRS DC Only Tier 3FD	11.15	0.00	11.15	100.0%
2209.1 PSPRS DC ONLY 3 FD Disab	97.42	65.00	32.42	149.88%
2210.2 PSPRS - DB Tier 3	8,226.98	5,317.03	2,909.95	154.73%
2215 ASRS	3,080.34	3,407.46	-327.12	90.4%
Total 2200 PENSION	37,813.10	44,224.81	-6,411.71	85.5%
2300 PAYROLL EXPENSES				
2301 Workmen's Comp.	0.00	0.00	0.00	0.0%
2303 Social Security	1,543.79	1,161.57	382.22	132.91%
2304 Medicare	4,394.26	9,164.53	-4,770.27	47.95%
2305 Direct Deposit	0.00	0.00	0.00	0.0%
Total 2300 PAYROLL EXPENSES	5,938.05	10,326.10	-4,388.05	57.51%
2400 PERSONNEL INSURANCE				
2401 Medical Insurance	25,915.09	24,920.54	994.55	103.99%
2402 Dental Insurance	1,967.76	2,844.59	-876.83	69.18%
2404 Life Insurance	415.80	346.04	69.76	120.16%
2405 Vision Insurance	409.32	510.00	-100.68	80.26%
Total 2400 PERSONNEL INSURANCE	28,707.97	28,621.17	86.80	100.3%
2500 CONTRACTUALS				
2502 Legal Expenses by SFMD	0.00	250.00	-250.00	0.0%
2503 Broker Fees Medical Ins	760.00	820.00	-60.00	92.68%
2503.1 Fit for Duty Expenses	0.00	0.00	0.00	0.0%
2504 Audit	0.00	0.00	0.00	0.0%
2510 FLAGIT Contract Services	2,090.00	3,062.88	-972.88	68.24%
2511 Software Contracts				

Summit Fire District

Profit & Loss Budget vs. Actual

March 2023

	Mar 23	Budget	\$ Over Budget	% of Budget
2511.2 Quickbooks Software	0.00	0.00	0.00	0.0%
2511.3 NEO GOV	0.00	0.00	0.00	0.0%
2511.4 Misc. Software	1,349.10	83.33	1,265.77	1,618.99%
2511.5 Avenza Maps for IPAD	0.00	0.00	0.00	0.0%
2511.6 PS Trax Eng, SCBA, PPE,	0.00	0.00	0.00	0.0%
2511.7 Upkeep	0.00	324.00	-324.00	0.0%
2511.8 EMC2 Software	0.00	0.00	0.00	0.0%
2511.9 ESO Software	316.38	0.00	316.38	100.0%
2511 Software Contracts - Other	319.55	0.00	319.55	100.0%
Total 2511 Software Contracts	1,985.03	407.33	1,577.70	487.33%
2514 Bld & Vehicle Insurance	16,063.00	0.00	16,063.00	100.0%
2515 IGA Services				
2515.1 Fire Chief	0.00	0.00	0.00	0.0%
2515.2 Dispatch	0.00	0.00	0.00	0.0%
2515.3 Training Coordinator	0.00	2,375.00	-2,375.00	0.0%
Total 2515 IGA Services	0.00	2,375.00	-2,375.00	0.0%
2519 Memberships & Subscription				
2519.1 AFDA	0.00	0.00	0.00	0.0%
2519.2 NFPA	0.00	0.00	0.00	0.0%
2519.3 AZ Fire Chiefs Assoc	0.00	0.00	0.00	0.0%
2519.4 PFAC	0.00	0.00	0.00	0.0%
2519.5 Other Services	0.00	225.00	-225.00	0.0%
2519.6 Sam's Club Membership	0.00	0.00	0.00	0.0%
Total 2519 Memberships & Subscription	0.00	225.00	-225.00	0.0%
2520 Computers, Printers	0.00	1,000.00	-1,000.00	0.0%
2530 New Hire NTN, Fingerprints	0.00	0.00	0.00	0.0%
Total 2500 CONTRACTUALS	20,898.03	8,140.21	12,757.82	256.73%
3000 FLEET SERVICES				
3005 Training-Certificates	0.00	0.00	0.00	0.0%
3010 Shop Uniforms	205.08	222.82	-17.74	92.04%
3020 Parts for SFMD Vehicles	3,820.50	10,000.00	-6,179.50	38.21%
3025 Shop Outside Customer Exp	2,509.64	625.00	1,884.64	401.54%
Total 3000 FLEET SERVICES	6,535.22	10,847.82	-4,312.60	60.25%
3100 EQUIPMENT				
3110 Apparatus Equipment				
3110.1 Holmatro Service	0.00	0.00	0.00	0.0%
3110.2 Ladder Testing	0.00	0.00	0.00	0.0%
3110.3 Foam	0.00	0.00	0.00	0.0%
3110.4 Bar Oil, Fuel Power Equi	0.00	0.00	0.00	0.0%
3110.5 Nozzles, Hoses etc	0.00	0.00	0.00	0.0%
3110 Apparatus Equipment - Other	0.00	0.00	0.00	0.0%
Total 3110 Apparatus Equipment	0.00	0.00	0.00	0.0%
3115 Communication-Radios	0.00	0.00	0.00	0.0%
3120 SCBA	2,057.83	900.00	1,157.83	228.65%

Summit Fire District

Profit & Loss Budget vs. Actual

March 2023

	Mar 23	Budget	\$ Over Budget	% of Budget
Total 3100 EQUIPMENT	2,057.83	900.00	1,157.83	228.65%
3200 SUPPLIES				
3210 EMS Program	1,448.46	1,900.00	-451.54	76.24%
3212 PPE Program	1,924.08	0.00	1,924.08	100.0%
3220 Office Supplies	773.62	666.68	106.94	116.04%
3225 BLD/Land Maint.	3,713.01	2,000.00	1,713.01	185.65%
3227 Procurement	871.35	750.00	121.35	116.18%
3235 PIO / Pub ED	551.24	600.00	-48.76	91.87%
3241 Honor Guard	0.00	800.00	-800.00	0.0%
Total 3200 SUPPLIES	9,281.76	6,716.68	2,565.08	138.19%
3300 UNIFORMS				
3310 Uniforms - SFMD	1,556.91	0.00	1,556.91	100.0%
3312 Class AB Uniform	0.00	0.00	0.00	0.0%
Total 3300 UNIFORMS	1,556.91	0.00	1,556.91	100.0%
3400 FITNESS-HEALTH & SAFETY				
3401 Fitness	0.00	900.00	-900.00	0.0%
3405 Health & Safety				
3405.1 Annual Physicals	0.00	1,726.67	-1,726.67	0.0%
3405.2 Staff Counseling	600.00	3,083.34	-2,483.34	19.46%
3405.3 Stress Test	600.00	616.67	-16.67	97.3%
3405.4 New Hire Physicals & Men	1,338.00	0.00	1,338.00	100.0%
3405.6 New Hire Mental Check	0.00	0.00	0.00	0.0%
3405.7 Family & Child Counsel	0.00	1,651.67	-1,651.67	0.0%
Total 3405 Health & Safety	2,538.00	7,078.35	-4,540.35	35.86%
Total 3400 FITNESS-HEALTH & SAFETY	2,538.00	7,978.35	-5,440.35	31.81%
4000 UTILITIES				
4005 Fuel for Apparatus	2,496.19	2,333.33	162.86	106.98%
4010 Electric	2,099.75	2,333.33	-233.58	89.99%
4015 Gas / Propane	4,781.05	2,166.67	2,614.38	220.66%
4020 Water	1,486.94	1,333.33	153.61	111.52%
4025 Phones / Internet / TV	2,883.18	2,916.67	-33.49	98.85%
4030 Trash Pickup	0.00	420.00	-420.00	0.0%
4050 Radio Site Rental Elden	225.00	286.48	-61.48	78.54%
Total 4000 UTILITIES	13,972.11	11,789.81	2,182.30	118.51%
4100 Training and Travel				
4105 Training Registration	9,000.00	2,500.00	6,500.00	360.0%
4110 Lodging	1,385.00	0.00	1,385.00	100.0%
4115 Food	367.65	0.00	367.65	100.0%
4120 Supplies/Vent	0.00	0.00	0.00	0.0%
4125 Travel Fuel Rentals Air	572.34	0.00	572.34	100.0%
4130 Tuition Reimbursement	0.00	0.00	0.00	0.0%
Total 4100 Training and Travel	11,324.99	2,500.00	8,824.99	453.0%
4200 OWA Expenses				
4230 OWA Exp.	0.00	0.00	0.00	0.0%

Summit Fire District

Profit & Loss Budget vs. Actual

March 2023

	Mar 23	Budget	\$ Over Budget	% of Budget
Total 4200 OWA Expenses	0.00	0.00	0.00	0.0%
4300 INTERST / FEES				
4315 Interest / Fees	3,515.23	0.00	3,515.23	100.0%
Total 4300 INTERST / FEES	3,515.23	0.00	3,515.23	100.0%
4500 Grant Expenses				
4510 Other Grants	0.00	0.00	0.00	0.0%
Total 4500 Grant Expenses	0.00	0.00	0.00	0.0%
Payroll Expenses	0.00	0.00	0.00	0.0%
Reconciliation Discrepancies	-1,300.00	0.00	-1,300.00	100.0%
Total Expense	445,519.11	360,761.40	84,757.71	123.49%
Net Ordinary Income	-287,950.03	-47,401.95	-240,548.08	607.47%
Net Income	-287,950.03	-47,401.95	-240,548.08	607.47%

Summit Fire District

Profit & Loss Budget vs. Actual

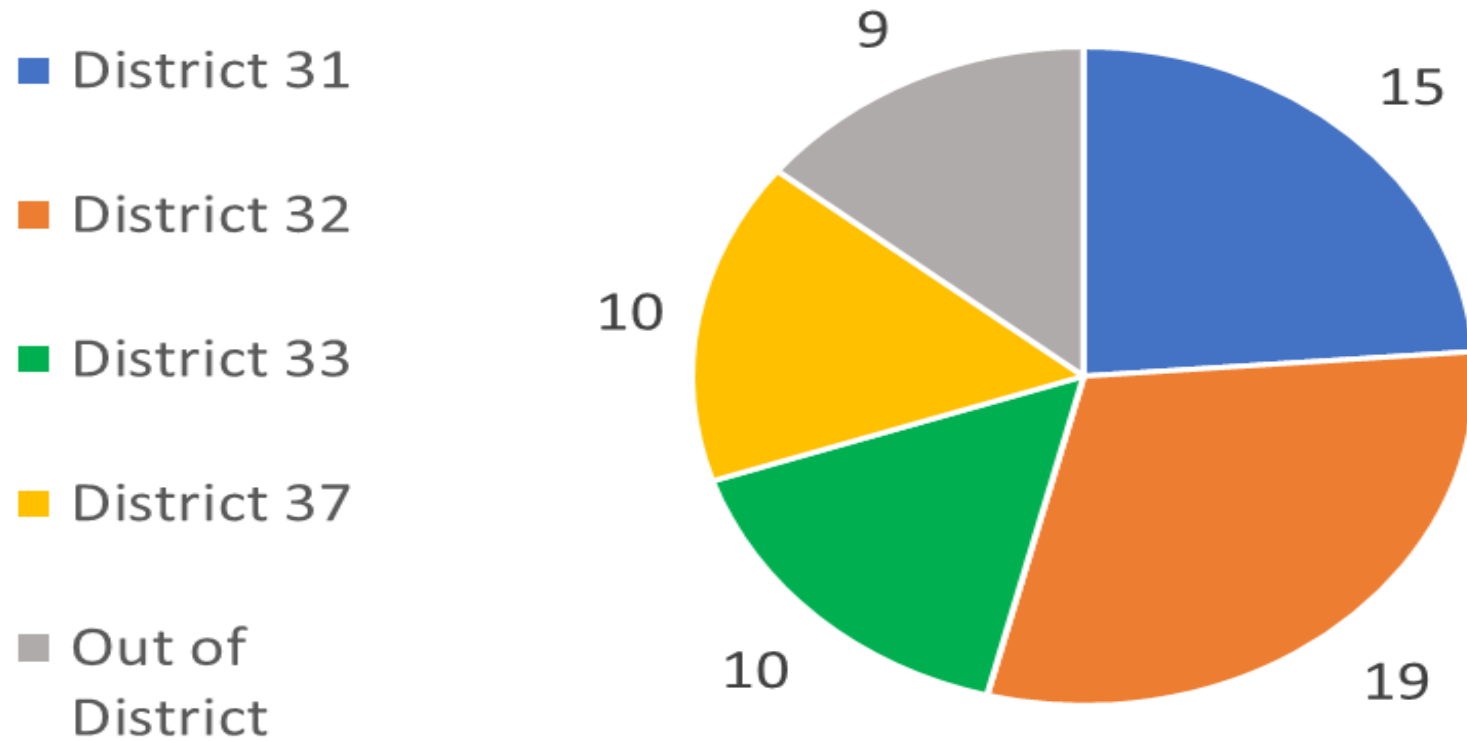
July 2022 through March 2023

	<u>Jul '22 - Ma...</u>	<u>Budget</u>	<u>\$ Over Bu...</u>	<u>% of Bud...</u>
Ordinary Income/Expense				
Income				
1100 TAX REVENUE	3,629,165.51	3,648,915.01	-19,749.50	99.5%
1200 GRANTS	2,775.00	412,499.98	-409,724.98	0.7%
1300 MISC INCOME	394,337.05	868,045.08	-473,708.03	45.4%
Total Income	4,026,277.56	4,929,460.07	-903,182.51	81.7%
Gross Profit	4,026,277.56	4,929,460.07	-903,182.51	81.7%
Expense				
2000 PERSONNEL SALARIES	2,118,744.23	2,527,722.62	-408,978.39	83.8%
2200 PENSION	233,945.11	307,648.26	-73,703.15	76.0%
2300 PAYROLL EXPENSES	124,893.07	204,214.36	-79,321.29	61.2%
2400 PERSONNEL INSURANCE	201,740.26	257,590.53	-55,850.27	78.3%
2500 CONTRACTUALS	253,576.10	322,055.32	-68,479.22	78.7%
3000 FLEET SERVICES	63,823.97	60,697.12	3,126.85	105.2%
3100 EQUIPMENT	13,171.23	6,885.00	6,286.23	191.3%
3200 SUPPLIES	96,216.55	115,110.15	-18,893.60	83.6%
3300 UNIFORMS	13,521.35	26,500.00	-12,978.65	51.0%
3400 FITNESS-HEALTH & SAF...	57,314.21	69,744.97	-12,430.76	82.2%
3500 Wildland SFMD	0.00	0.00	0.00	0.0%
4000 UTILITIES	115,883.60	106,108.31	9,775.29	109.2%
4100 Training and Travel	25,563.57	28,500.00	-2,936.43	89.7%
4200 OWA Expenses	59,185.52	76,666.67	-17,481.15	77.2%
4300 INTERST / FEES	4,316.31	0.00	4,316.31	100.0%
4500 Grant Expenses	0.00	0.00	0.00	0.0%
Payroll Expenses	-6,786.14	0.00	-6,786.14	100.0%
Reconciliation Discrepancies	-24,840.44	0.00	-24,840.44	100.0%
Total Expense	3,350,268.50	4,109,443.31	-759,174.81	81.5%
Net Ordinary Income	676,009.06	820,016.76	-144,007.70	82.4%
Net Income	<u>676,009.06</u>	<u>820,016.76</u>	<u>-144,007.70</u>	<u>82.4%</u>

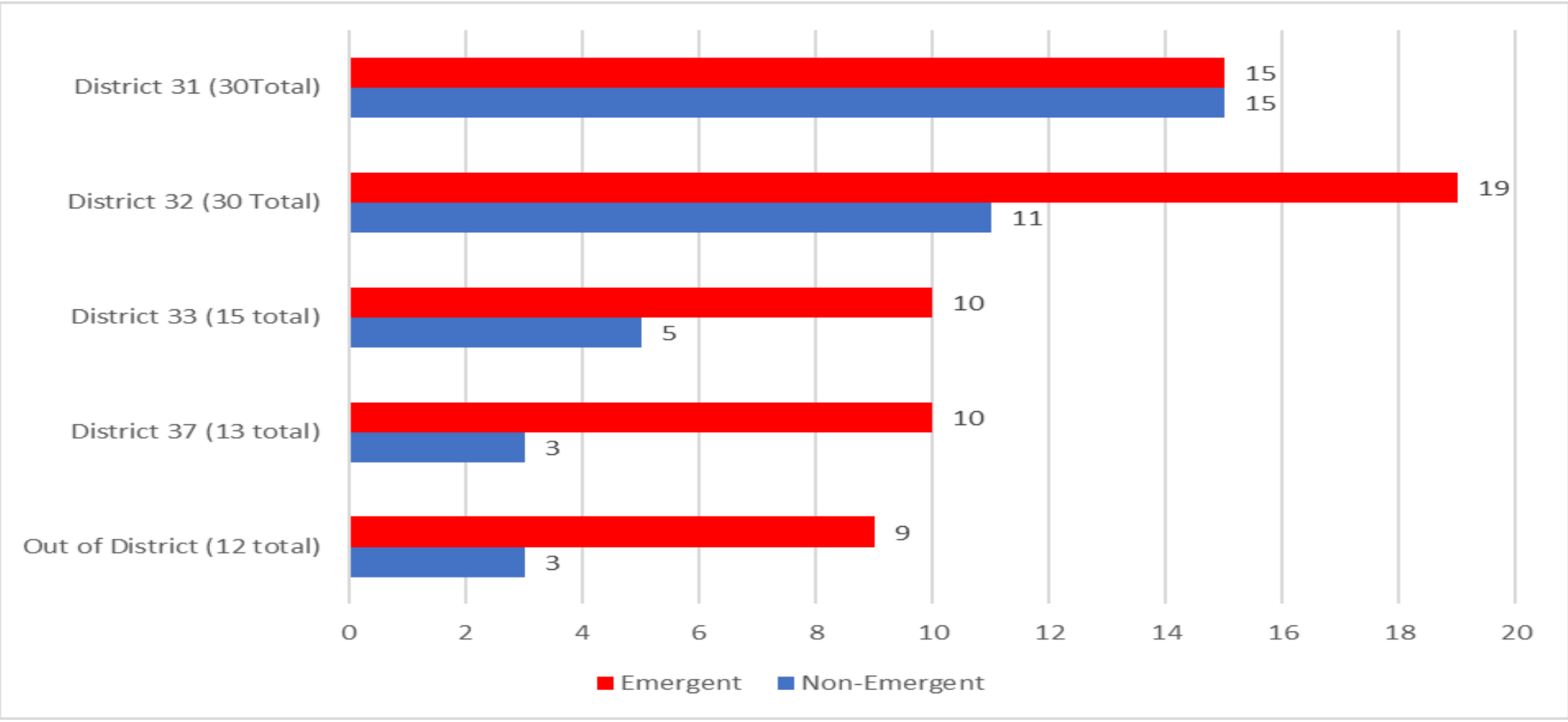
SFMD BC Run Report

March 2023 Statistics

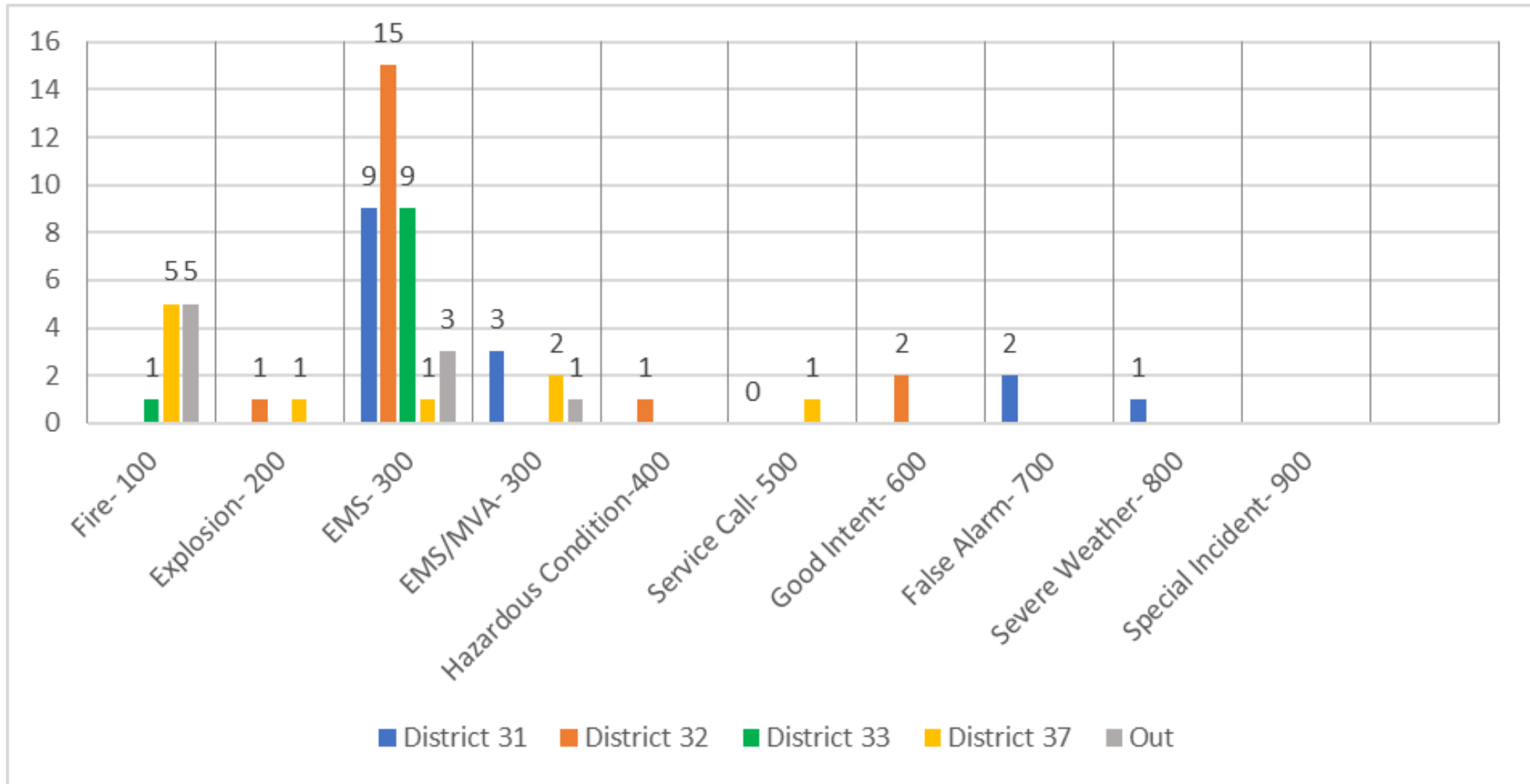
Emergent Calls- 63 Total



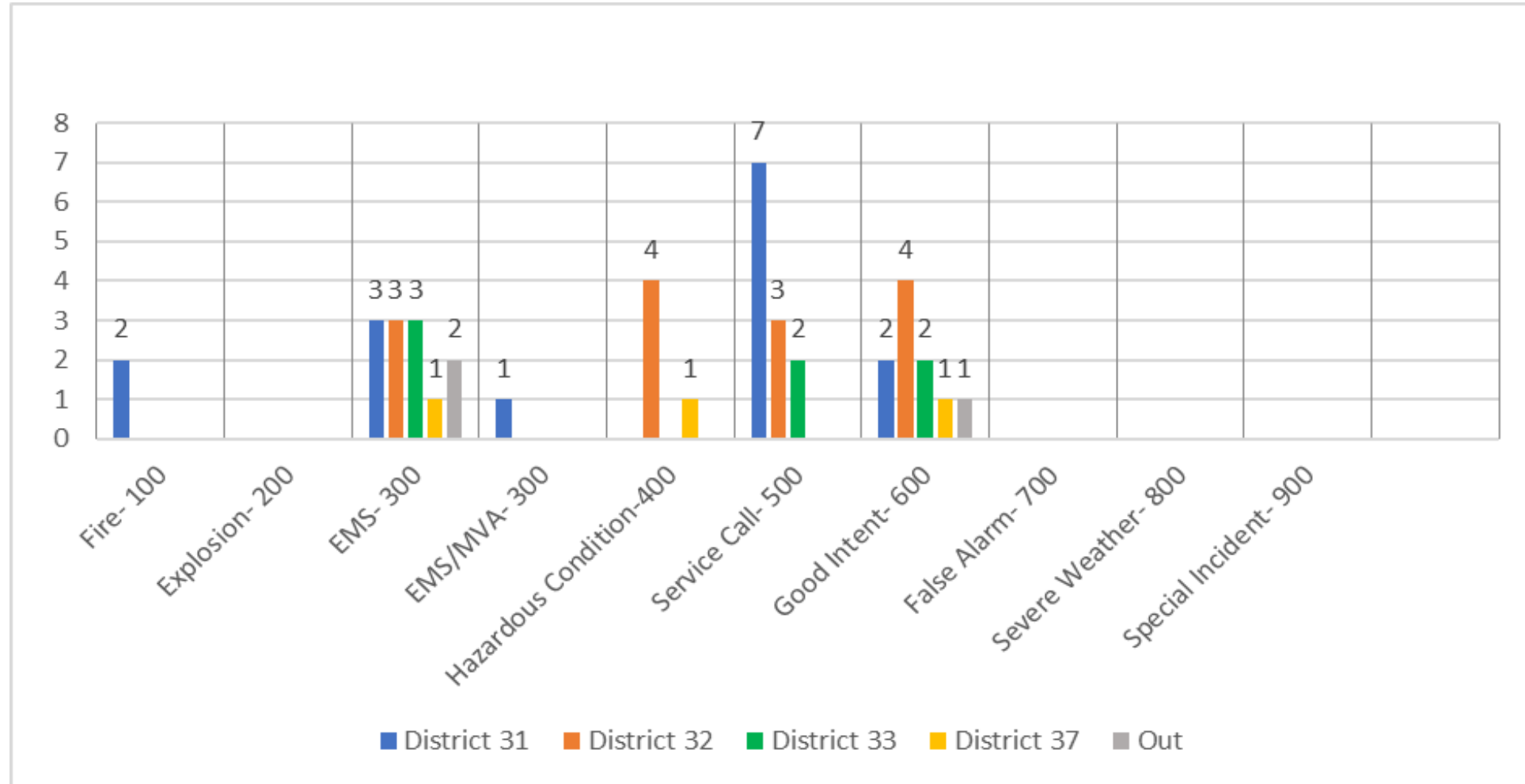
Total Incidents- (100)



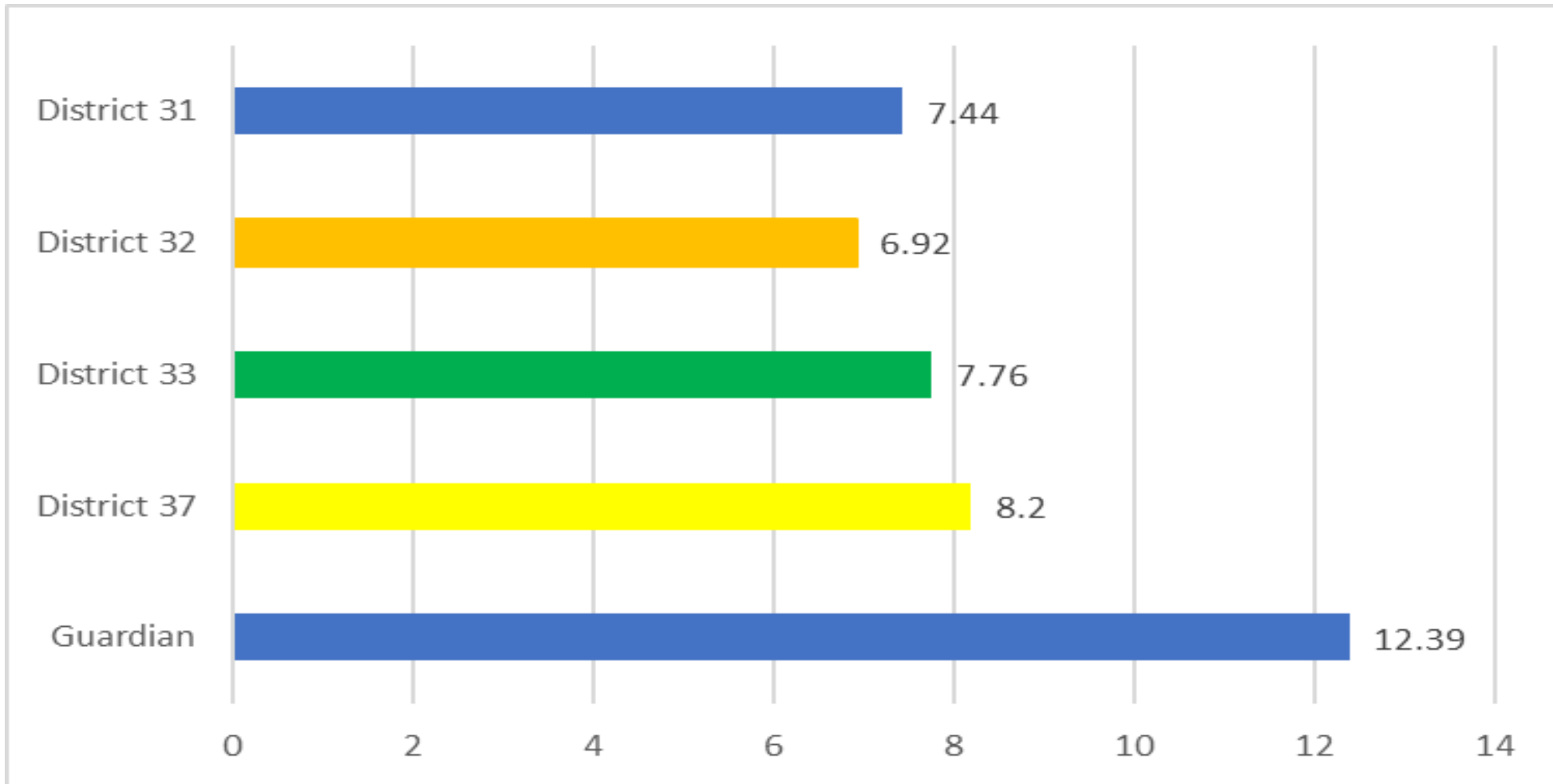
Emergent Call Breakdown



Non-Emergent Call Breakdown



Average Response Times



Action 7a

To: SFMD Fire Board
From: SFMD Administration
Date: April 19, 2023

Title: Review, discuss, and possible action: **Amend Policy # 162** as it pertains to carry-over of accrued vacation time.

Recommended Action: Approve

Action Summary: Vacation accruals over the maximum (240 hrs for line personnel) would be forfeited unless admin allowed an employee to carry-over excess vacation hours, and that was only allowed one time every 2 years. Revised policy states hours can be carried over on an emergency basis at the Fire Chief's discretion.

Financial Impacts: None

Relation to Goals: Employee Moral, Staffing concerns.

Suggested Motion Motion to approve policy #162 as show.

Summit Fire and Medical District Policies and Procedures	
Section: Human Resources	Number: 162
Draft: August 11, 2016	Fire Chief Adopted: September 8, 2016
Subject: Leave- Vacation, Sick, Emergency, Department Approved and Wildland, Bereavement, Light Duty, Shift Trades	ORIGINATOR: Administration Officer /Labor Current revision: 04/19/2023
Consolidates 162 Vacation, 163 Sick Leave, 173 Bereavement, 174 Emergency Leave, 159 Absence with Relief –Shift Trades	7 pages

PURPOSE

To consolidate multiple leave types into a single document to facilitate referencing various leave types provided by the fire district, leave accrual rates, maximum leave amounts, how to request leave and who can approve leave.

POLICY

It is the policy of Summit Fire and Medical District to provide vacation and sick accrual on a bi-weekly basis according to the guidelines set forth below by classification. Accrual begins on the employee's date of part time or full-time employment.

Definition

Administration refers to Fire Chief, Deputy Chief, Battalion Chief, Acting Battalion Chiefs, and Administrative Officer. When referring to Battalion Chief, this also includes Acting Battalion Chief who has assumed the Battalion Chief role for the shift.

PROCEDURE: Vacation Leave, Comp Time, and Emergency Vacation

To provide a paid time off benefit for restful break from the work routine and applies to all employees. Vacation hours shall be counted as "hours worked" for purposes of the calculation of overtime.

Accrual: Full-time personnel shall accrue vacation hours on a bi-weekly basis as follows:

Months of continuous service for fifty-six-hour employees.

<u>0 to 59 months</u>	<u>5.77 hours per pay period</u>
<u>60 to 155 months</u>	<u>7.15 hours per pay period</u>
<u>156 months and over</u>	<u>9.23 hours per pay period</u>

Months of continuous service for forty-hour employees.

<u>0 to 59 months</u>	<u>4.12 hours per pay period</u>
<u>60 to 155 months</u>	<u>5.11 hours per pay period</u>
<u>156 months and over</u>	<u>6.60 hours per pay period</u>

Part-time administrative employees regularly scheduled to work more than 20 hours per week shall be granted vacation leave on a pro-rated basis, calculated as a percentage of full-time hours. (Example: If an employee normally works 32 hours per week, he is working 80% of a full-time schedule. Thus, he would be entitled to 80% of the full-time vacation accrual, or 2.46 hours per bi-weekly period during years 0 - 5)

Summit Fire and Medical District Policies and Procedures	
Section: Human Resources	Number: 162
Draft: August 11, 2016	Fire Chief Adopted: September 8, 2016
Subject: Leave- Vacation, Sick, Emergency, Department Approved and Wildland, Bereavement, Light Duty, Shift Trades	ORIGINATOR: Administration Officer /Labor Current revision: 04/19/2023
Consolidates 162 Vacation, 163 Sick Leave, 173 Bereavement, 174 Emergency Leave, 159 Absence with Relief –Shift Trades	7 pages

Comp Time is earned through doing extra department related duties while off duty. The employee has the choice to earn comp time or be paid out in overtime. Comp is earned at 1.5 times the amount of time worked. See Policy 152 Overtime-Comp Premiums.

Emergency Leave Emergency leave will be deducted from vacation time. Employee requesting emergency leave should be prepared to answer questions on the issue you are having and can be requested for proof of the need for Emergency Leave. Emergency leave is not to be used to fill any other type of leave.

Operations personnel: shall be allowed a maximum of four circumstances with combined hours not to exceed 48 hours per calendar year.

Administrative personnel shall be allowed a maximum of four circumstances with combined hours not to exceed 30 hours per calendar year.

Scheduled PTO: The District will allow a maximum of two shift employees off using scheduled PTO such as Vacation Leave, Comp Time, or Holiday Comp Time except for on approved district holidays. This does not include unplanned leave such as Sick Leave, Bereavement Leave or Leave without Pay, etc. It also does not include Department Approved Leave of any kind. A maximum of one Administrative staff member will be allowed to be on scheduled vacation at any given time excluding the Fire Chief, Deputy Chief and Battalion Chief. Leave cannot be submitted more than 1 calendar year in advance at 0800 of the date in question.

PTO on Approved Holidays: The District will allow one shift employee off using PTO such as Vacation Leave, Comp Time, or Holiday Comp Time on all holidays. Leave will be granted on a first come, first served basis regardless of seniority. Shift Trades will be permitted on holidays and must be like for like.

Maximum accrual of vacation as of June 30 of each calendar year shall be:

- 160 hours for administrative or non-shift suppression personnel
- 240 hours for shift suppression personnel.

Any accrued hours more than the maximum may be forfeit unless the Administration (Administrative Officer or Deputy Chief) allows an employee to carry-over excess vacation hours. The employee shall notify Administration in writing and request their leave be

Summit Fire and Medical District Policies and Procedures	
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carried for and additional year. This must take place before June 30th. Carry-over exceptions shall only be granted on an emergency basis at the Fire Chief's discretion..

The Battalion Chief shall arrange for vacation leave based upon availability of coverage to meet minimum staffing for operations, the Administrative Officer will approve leave for administrative personnel.

Employees who have not yet completed the first 12 months of employment are not eligible to use PTO even though it is being accrued. Exception may be granted by a member of Administration.

Any accrued, unused vacation hours equal to or less than 240 hours will be paid out upon termination of employment if the employee has completed his initial six months of employment.

PROCEDURE: Sick Leave

To provide employees with income continuation in the event of illness, injury, or a need for medical attention that prevents them from attending work.

Sick leave shall be counted as "hours worked" for the purposes of calculation of overtime.

Accrual: Full-time personnel shall accrue sick leave hours on a bi-weekly basis as follows:

Operations employees
5.77 hours per pay period

Administrative employees.
4.12 hours per pay period

Part-time administrative employees regularly scheduled to work more than 20 hours per week shall be granted sick leave on a pro-rated basis, calculated as a percentage of full-time hours. (Example: If an employee normally works 32 hours per week, he is working 80% of a full-time schedule. Thus, he would be entitled to 80% of the full-time sick leave accrual, or 2.46 hours per bi-weekly period)

Sick Leave maximum hours and payout: The maximum accrual of sick leave for Administrative employees is 720 hours. Hours accrued above those will be paid out on

Summit Fire and Medical District Policies and Procedures	
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December 1 of each calendar year. The rate for this payment is at 50% of their current pay rate. See Policy 111 for payout at time of termination.

The maximum accrual of sick leave hours for shift employees is 1000 hours. Hours accrued above those will be paid out on December 1 of each calendar year. The rate for this payment is at 50% of their current pay rate. See Policy 111 for payout at time of termination.

Shift employees may also be required to undergo a *Return-to-Work Evaluation* or a *Fitness for Duty Examination* through the Department Physician after a prolonged period of time off. The intent of this evaluation is to ensure that your injury has healed, and your fitness/health levels are at NFPA 1582 standards. Any shift employee that sustains an injury or illness that keeps an employee from being able to perform their job must be released by the Department Physician (per NFPA 1582). The Department Physician will determine if the employee is required to complete a GFR PAT prior to the employee returning to work. Any musculoskeletal surgery will require GFR PAT to be completed prior to returning to duty.

Unacceptable patterns of sick leave use, misuse, or misrepresentation of sick leave usage shall be grounds for disciplinary action, up to and including dismissal.

Sick leave may be used when the employee is medically unable to work, when the employee needs a medical or dental examination or treatment, or to care for an immediate family member in need of medical care. (Refer to policy 171 Family and Medical Leave Act for long term sick leave use)

PROCEDURE: Department Approved. Wildland Department Approved

Department Approved leave is required for anyone attending meetings or training out of the SFMD District, while on their regularly scheduled shift.

Work related injuries will utilize DA from the time the individual is injured until they return to full or light duty, whichever occurs first.

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Members who are out of district on Wildland assignments will be given OWA-DA for their normal shifts while gone. When they return home and are on R&R, they will be given DA according to policy 230 Wildland Rest and Recuperation.

Employees who have not completed 12 months of employment are not eligible for OWA assignments unless they meet the following exceptions:

- Captain and Battalion Chief Approval
- Unfilled vacancy in OWA assignment

PROCEDURE: Bereavement

Bereavement leave is to provide time off in the instances of a death to a family member or co-worker.

In the event of a death of a member of operations employee's immediate family, he may be granted up to two 24-hour shifts of paid leave. In the event of a death of a member of administrative employee's immediate family, he may be granted up to 3 days if the death occurred within Arizona, or up to 40 hours if the death occurred out of state. The leave time must begin within a week of the actual death.

For purposes of this policy, "immediate family" member shall include spouse or significant other, child, sibling, parent, grandparent, grandchild, stepparent, stepsibling, stepchild, mother-in-law, or father-in-law. Administration has the discretion to grant bereavement leave to an employee with an atypical family relationship.

Bereavement Leave shall not be charged against accrued vacation or sick leave.

In the event of a death of a co-worker, bereavement leave time may be granted to allow co-workers to attend the memorial/funeral services.

PROCEDURE: Shift Trades

Shift Trades are agreed upon mutually between members of the fire department and approved in a manner to provide minimum staffing qualifications.

This policy applies to full-time suppression personnel who have completed 12 months of employment and have greater than 24 hours vacation leave when requesting the trade. Probationary Fire Fighters may work a shift trade for another Fire Fighter on a 3-person staffed station provided there is not already another probationary firefighter at that station.

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Probationary Fire Fighters may not give away hours using Shift Trade Procedures without administration approval.

Shift trades require prior Battalion Chief approval and shall not affect the operational effectiveness of the District, nor shall they create a financial burden on the District.

Failure to work the trade: If an employee fails to report to duty for a scheduled trade, the absent hours shall be deducted from his/her vacation leave accrual and he/she shall be subject to disciplinary action. If an employee calls in sick on a trade the absent hours will be deducted from their sick leave. Employees going on a wildland assignment while scheduled for a shift trade are required to find their own coverage prior to leaving on assignment, failure to do so will result in a decrease of vacation time and possible disciplinary action.

If an employee filling a shift trade is needed to fill an Acting Captain role, he shall receive the additional hourly compensation as normally paid.

Employees shall not work more than 96 consecutive **scheduled** hours unless special circumstances require it. Employees must have a minimum of 12 hours off before working additional hours. This situation will require Battalion Chief approval.

Appropriate staffing levels must be maintained with shift trades. It is the responsibility of the individual initiating the trade to ensure adequate EMS levels are met (minimum of 3 Medics and 1 rated Captain) at the time the trade is submitted. All efforts will be made to find “like for like” before looking for an alternative Rank/EMS certification.

- FFs can trade with FFs.
- Engineers can trade with Engineers and Acting Engineers.
- Captains can trade with Captains and Acting Captains.
- Battalion Chiefs can trade with Battalion Chiefs and Acting Battalion Chiefs.

Procedure for Scheduling

This procedure applies to all scheduled PTO including Vacation Leave, Comp Time, Emergency Vacation, Sick Leave, Department Approved, OWA-DA, and Shift Trades. It is the responsibility of the employee to ensure that he has adequate leave hours accrued when requesting time off. The employee shall be subject to disciplinary action for taking unauthorized leave without pay in the event they do not have their time covered.

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Requests shall be granted on a first come, first served basis. Fire Manager logs the order in which leave requests are made. If leave has been requested and a member wishes to change the request, editing or otherwise resubmitting will drop that request to the bottom of the queue. If a member wishes to modify a leave request, they must email their BC and FM representative PRIOR to changing the request to reference in the event of a discrepancy.

All requests for time off should be submitted by the employee requesting the leave through Fire Manager with enough notice to facilitate approval. All possible time codes are listed in the scheduling program. There is no paperwork needed to submit time off.

All efforts should be made to schedule vacation, DA, trades, etc., a minimum of 6 days prior.

Any leave request between 1 and 6 days is considered short notice and should be followed up with a phone call to the respective Battalion Chief for approval- **this is not guaranteed approval.**

An emergency can be described as needing time off less than 24 hours in advance i.e.- calling in sick, taking emergency leave, bereavement etc. **Any emergency must have a phone call to the on-duty Battalion Chief.** Confirm with the Battalion Chief taking the call that they will enter the time off in the time management program for you. Comp time can be used in lieu of vacation time in Emergency Leave situations.

Battalion Chief will check the time management program throughout their shift to approve time off and trades for their respective shift. Short notice or emergency time off may require approval of a shift other than your normal shift.

Each shift day the Battalion Chief will coordinate with the time management program reps to provide proper documentation of personnel and hours worked while under their watch. This documentation will have the signature of the Battalion Chief responsible for each 24-hour time period (0800-0800).

Action 7b

To: SFMD Fire Board

From: SFMD Administration

Date: April 19, 2023

Title: Review, discuss, and possible action: **Acceptance of the Department of Homeland Security Assistance to Firefighters Grant (AFG) of \$62,725.66 .**

Recommended Action: Approve

Action Summary: **Acceptance of the Department of Homeland Security Assistance to Firefighters Grant (AFG) of \$62,725.66** which has been awarded to cover the purchase of Extrication Equipment for our district. The District's commitment amount towards receipt of this grant is \$3,136.29. (5%) See attached award letter.

Financial Impacts: Help to provide necessary safety equipment for our front-line apparatus.

Relation to Goals: Community Safety, customer service, fiscal saving

Suggested Motion: Motion to acceptance of the AFG grant of \$62,725.66

Award Letter

U.S. Department of Homeland Security
Washington, D.C. 20472

Effective date: 03/20/2023



Gerald Bills
SUMMITT FIRE DISTRICT
8905 N KOCH FIELD RD
FLAGSTAFF, AZ 86004

EMW-2021-FG-09864

Dear Gerald Bills,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year (FY) 2021 Assistance to Firefighters Grant (AFG) Grant funding opportunity has been approved in the amount of \$62,725.66 in Federal funding. As a condition of this grant, you are required to contribute non-Federal funds equal to or greater than 5.00% of the Federal funds awarded, or \$3,136.29 for a total approved budget of \$65,861.95. Please see the FY 2021 AFG Notice of Funding Opportunity for information on how to meet this cost share requirement.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- 2021 AFG Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

A handwritten signature in blue ink that reads "P. Williams".

PAMELA WILLIAMS
Assistant Administrator, Grant Programs

Summary Award Memo

Program: Fiscal Year 2021 Assistance to Firefighters Grant

Recipient: SUMMITT FIRE DISTRICT

UEI-EFT: M5CSHHG1L6H9

DUNS number: 144562188

Award number: EMW-2021-FG-09864

Summary description of award

The purpose of the Assistance to Firefighters Grant program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards. After careful consideration, FEMA has determined that the recipient's project or projects submitted as part of the recipient's application and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the Assistance to Firefighters Grant Program's purpose and was worthy of award.

Except as otherwise approved as noted in this award, the information you provided in your application for Fiscal Year (FY) 2021 Assistance to Firefighters Grants funding is incorporated into the terms and conditions of this award. This includes any documents submitted as part of the application.

Amount awarded table

The amount of the award is detailed in the attached Obligating Document for Award.

The following are the budgeted estimates for object classes for this award (including Federal share plus your cost share, if applicable):

Object Class	Total
Personnel	\$0.00
Fringe benefits	\$0.00
Travel	\$0.00
Equipment	\$58,601.78
Supplies	\$0.00
Contractual	\$0.00
Construction	\$0.00
Other	\$7,260.17
Indirect charges	\$0.00
Federal	\$62,725.66
Non-federal	\$3,136.29
Total	\$65,861.95
Program Income	\$0.00

Approved scope of work

After review of your application, FEMA has approved the below scope of work. Justifications are provided for any differences between the scope of work in the original application and the approved scope of work under this award. You must submit scope or budget revision requests for FEMA's prior approval, via an amendment request, as appropriate per 2 C.F.R. § 200.308 and the FY2021 AFG NOFO.

Approved request details:

Equipment

Cutter/Spreader

DESCRIPTION

Surcharge Pentheon Tool

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$270.75	\$270.75	Other

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Pulling Attachment Set SP5240/50

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$1,348.05	\$1,348.05	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Penttheon On-Tool Charging Cord

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	4	\$101.65	\$406.60	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Horizontal Bracket for Holmatro PTR50 Ram

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$299.37	\$299.37	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Pentheon Daisy Chain

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	2	\$12.35	\$24.70	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Pentheon PTR40 Telescopic Ram

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$9,974.05	\$9,974.05	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Cutter/Spreader

DESCRIPTION

heavy electric hydraulic style extrication equipment consisting of Large Spreaders, Cutters, large and small ram set. Power cords and charging setup. Also, we are asking for a chain set and associated jamb tools to match up with the equipment brand.

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	0	\$61,105.44	\$0.00	Equipment

CHANGE FROM APPLICATION

Quantity from 1 to 0

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Pulling Chains Set 3/8"

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$381.90	\$381.90	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

HRS22 NCT Ram Support

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$677.35	\$677.35	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Incoming Shipping Charges

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$741.00	\$741.00	Other

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Pentheon Surcharge Tool

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$270.75	\$270.75	Other

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Pentheon TRE05 Extension Pipe

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$979.45	\$979.45	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Pentheon PBPA287 Battery

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	8	\$722.00	\$5,776.00	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Zephyr Pentheon Cutter Mount

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$279.70	\$279.70	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Pentheon Battery Charger

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	4	\$572.85	\$2,291.40	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Horizontal/Vertical Bracket for Holmatro PTR50 Pentheon Ram Extension

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$168.13	\$168.13	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Pentheon PTR50 Ram

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$10,221.05	\$10,221.05	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Surcharge Batteries

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	8	\$23.75	\$190.00	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Surcharge Pentheon Tool

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$270.75	\$270.75	Other

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Zephyr Pentheon Spreader Mount

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$316.33	\$316.33	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Cutter/Spreader

DESCRIPTION

Surcharge Pentheon Tool

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$270.75	\$270.75	Other

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Zephyr Pentheon Ram Mount

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$267.30	\$267.30	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Cutter/Spreader

DESCRIPTION

Penttheon PCU50 Cutter

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$12,271.15	\$12,271.15	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Vehicle Extrication Equipment

DESCRIPTION

Tax @ 8.93%

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$5,436.17	\$5,436.17	Other

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item.

Cutter/Spreader

DESCRIPTION

Penttheon PSP50 Spreader

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	\$12,729.25	\$12,729.25	Equipment

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

The award reflects a change from the amount requested in the application. Items were originally grouped together in one-line item. Each item requested is now listed as a separate line item. Additionally, this reduction is because the cost you requested for the Spreader exceeds the average price range calculated from market research and prior awards for the same item.

Obligating document

1. Agreement No. EMW-2021-FG-09864	2. Amendment No. N/A	3. Recipient No. 861028584	4. Type of Action AWARD	5. Control No. WX00794N2023T		
6. Recipient Name and Address SUMMITT FIRE DISTRICT 8905 N KOCH FIELD RD FLAGSTAFF, AZ 86004		7. Issuing FEMA Office and Address Grant Programs Directorate 500 C Street, S.W. Washington DC, 20528-7000 1-866-927-5646		8. Payment Office and Address FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20742		
9. Name of Recipient Project Officer Gerald Bills		9a. Phone No. 9282132500	10. Name of FEMA Project Coordinator Assistance to Firefighters Grant Program		10a. Phone No. 1-866-274-0960	
11. Effective Date of This Action 03/20/2023	12. Method of Payment OTHER - FEMA GO	13. Assistance Arrangement COST SHARING		14. Performance Period 03/27/2023 to 03/26/2025 Budget Period 03/27/2023 to 03/26/2025		
15. Description of Action a. (Indicate funding data for awards or financial changes)						
Program Name Abbreviation	Assistance Listings No.	Accounting Data (ACCS Code)	Prior Total Award	Amount Awarded This Action + or (-)	Current Total Award	Cumulative Non-Federal Commitment
AFG	97.044	2023-FD-GB01 - P410-xxxx-4101-D	\$0.00	\$62,725.66	\$62,725.66	\$3,136.29
Totals			\$0.00	\$62,725.66	\$62,725.66	\$3,136.29
b. To describe changes other than funding data or financial changes, attach schedule and check here: N/A						
16. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address) This field is not applicable for digitally signed grant agreements						

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)	DATE
18. FEMA SIGNATORY OFFICIAL (Name and Title)	DATE
PAMELA WILLIAMS, Assistant Administrator, Grant Programs	03/20/2023

Action 7c

To: SFMD Fire Board

From: SFMD Administration

Date: April 19, 2023

Title: Review, and discuss, and possible action: Presentation of March 2023 benchmarks for the **Eastside Pilot Project**

Recommended Action: Approve

Action Summary: Review of the district trends for the month of March as part of the Eastside Pilot Project. Get an overall idea of the impact on call responses with one less station open.

Financial Impacts: Undetermined

Relation to Goals: How can we best serve the citizens in our district while still being fiscally viable.

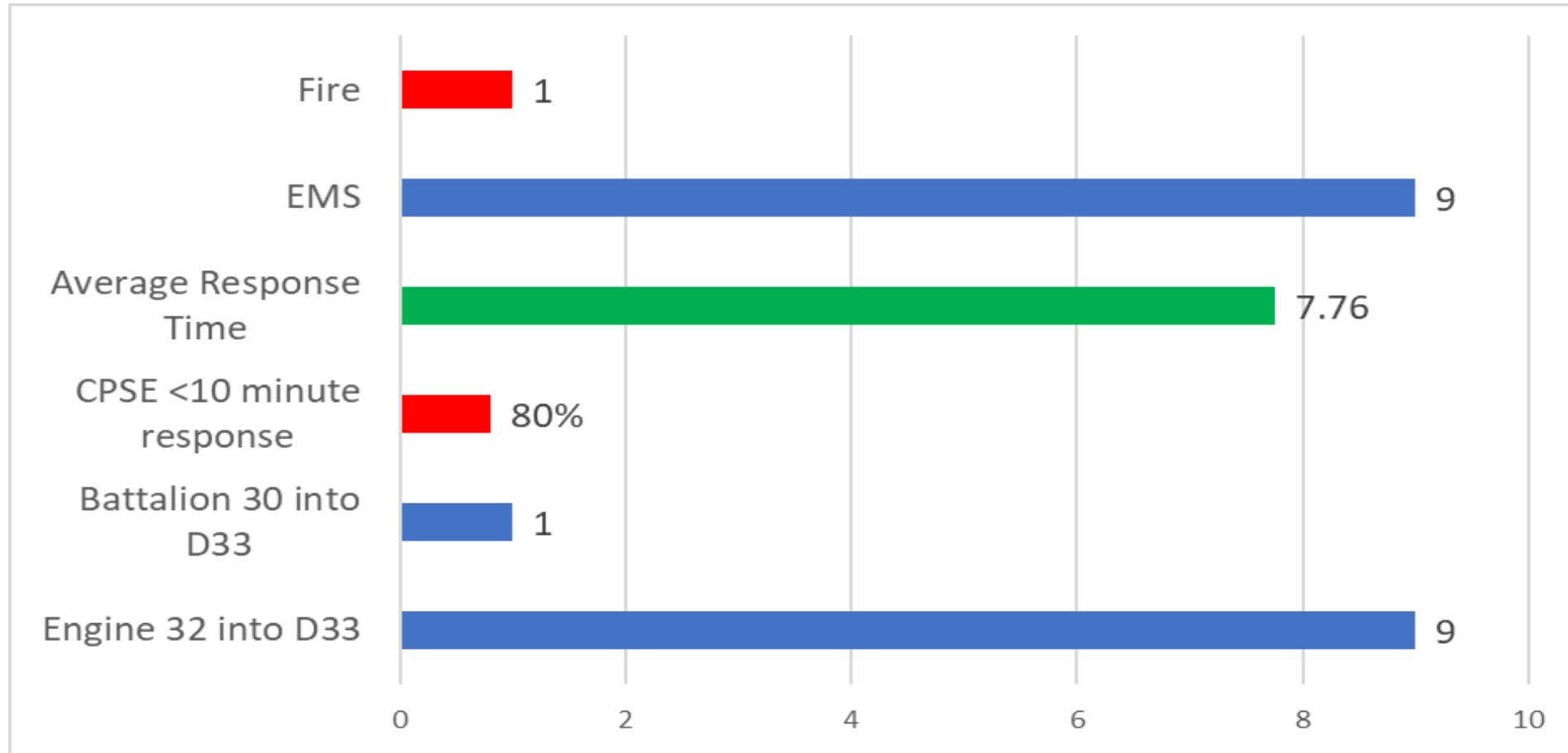
Suggested Motion: No action.

SFMD Restructure Report

March 2023

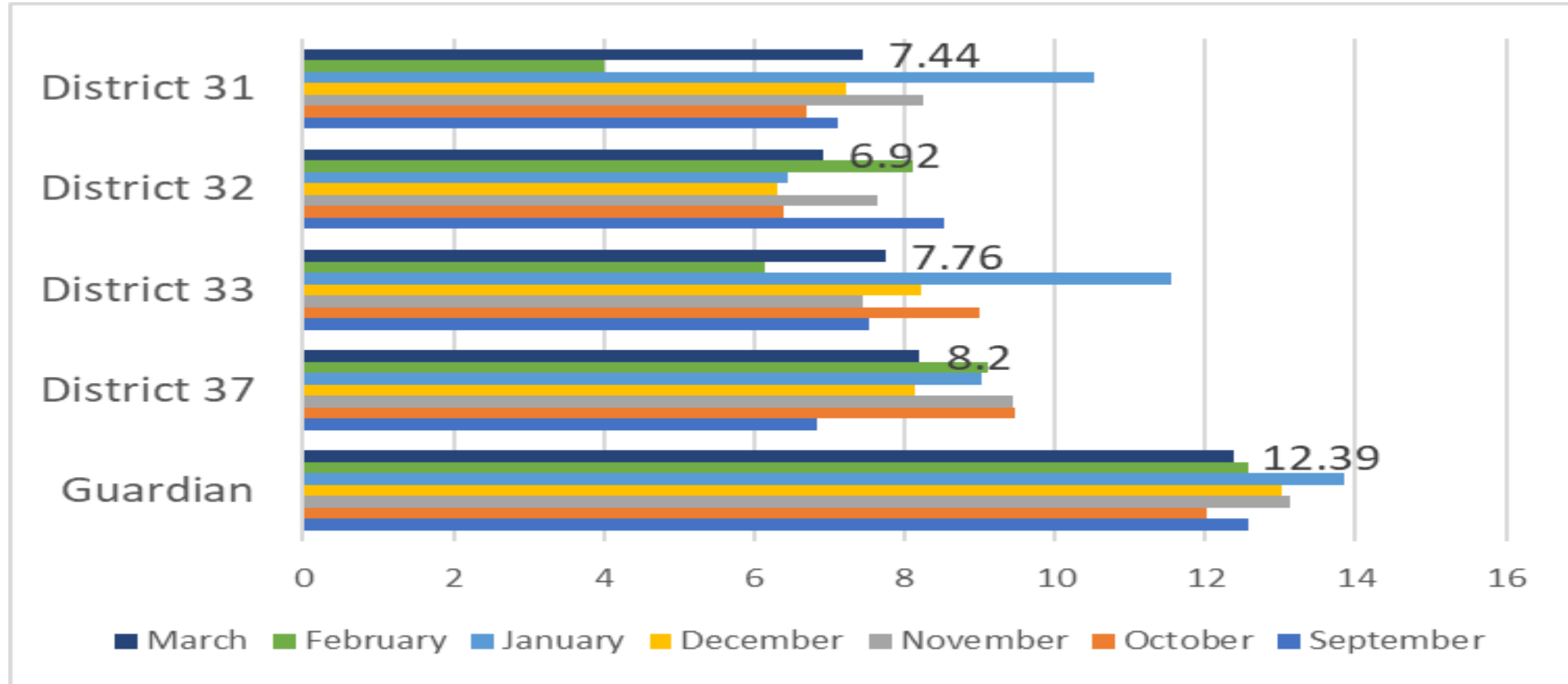
March Restructure Data

Emergent Response into D33, Station 32 Staffed



March Restructure Data

Emergent Response into D33, Station 32 Staffed



Action 7d

To: SFMD Fire Board

From: SFMD Administration

Date: April 19, 2023

Title: Review, and discuss, and possible action: **Board selection of which station is to be retained as the operational location for SFMD east side district- Sta #32 or #33.**

Recommended Action: None

Action Summary: Fire Board will make their decision on which fire station to retain as the operational location on SFMD's east side. (Sta #32 at 8905 Koch Field Road. or Sta #33 6050 E Firehouse Lane)

Financial
Impacts:

Relation to Goals: Cost saving must occur for us to keep the District fiscally viable, while still providing exceptional customer service to the citizens of our community.

Suggested
Motion No action.



April 19, 2023

Eastside Restructure Review:

Based on information and slides
provided on March 23, 2023 at the
Public Meeting



RESTRUCTURE OUTLINE

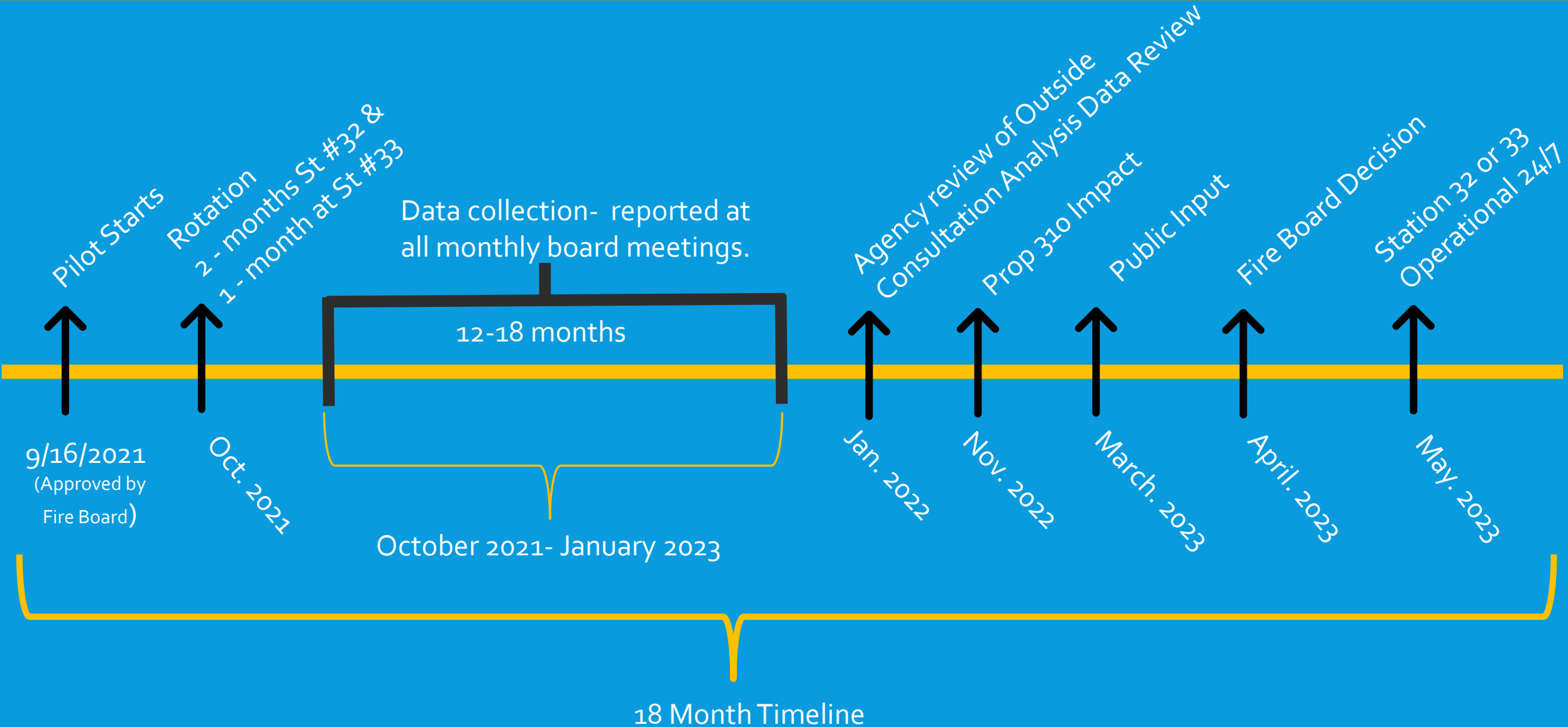
Board Goals:

- Work towards fiscal stability
- 3 person engine companies with a paramedic
- Provide Exceptional Customer Service within our means

Monthly Report Metrics/Process

- Station 32 and Station 33 combined crews-one station staffed
- Call volume determined 2:1 ratio of Station 32 open to Station 33 open
- Call volume/response time metrics
- National standard for rural response: 10 minutes or less 90% of the time
- Emergent vs Non-Emergent

RESTRUCTURE TIMELINE



OTHER CRITICAL FACTORS

- Response Times
- Call Density
- Facility Design and Function
- Risks – Population, Target Hazards
- Outside consultant analysis
- Community Input

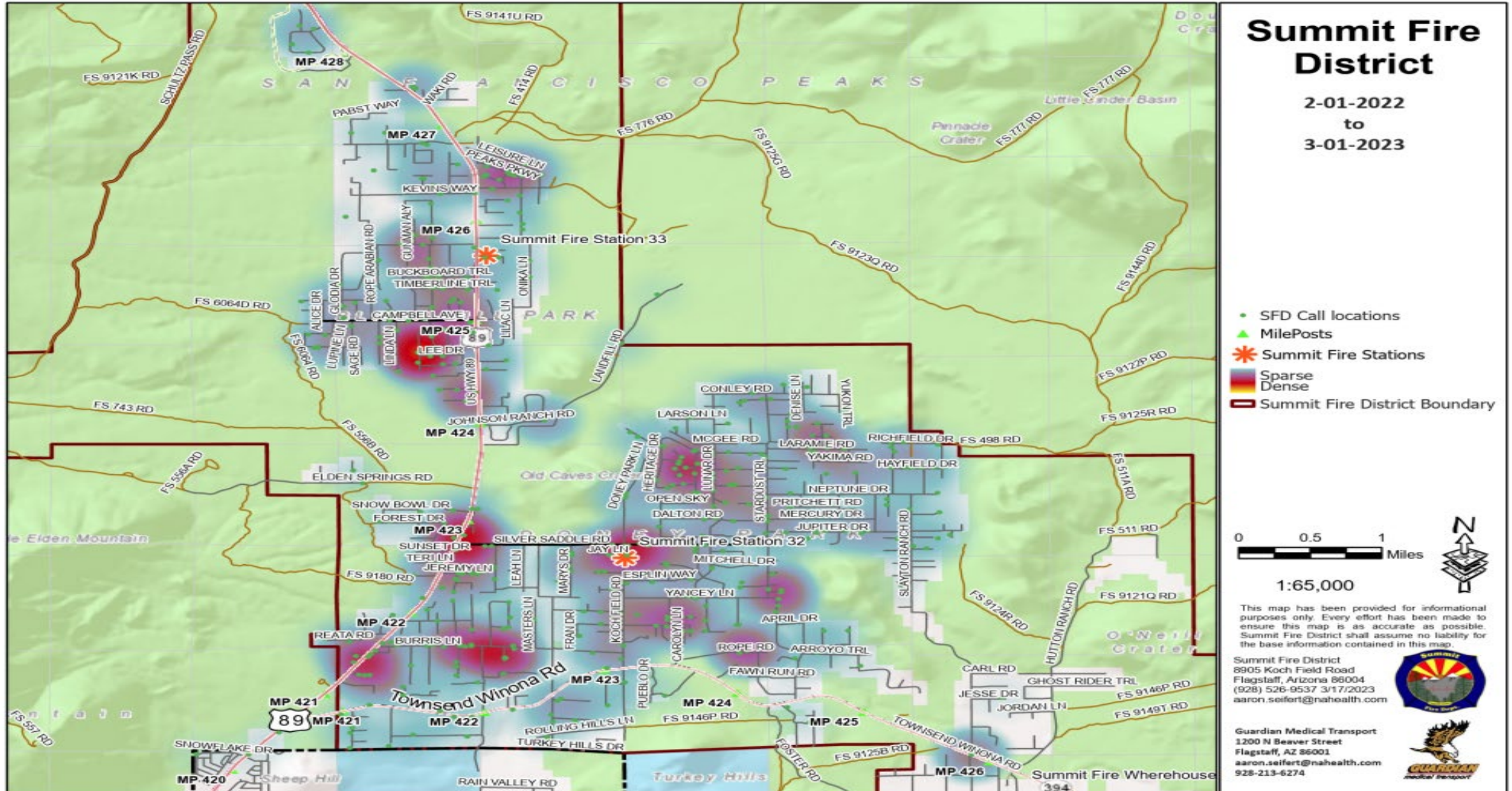


RESPONSE TIMES



- ❑ Reported to Board monthly (including pilot)
- ❑ Rural National Standard is 10 minutes
- ❑ Average Response time into District #33 when unstaffed = 7:45 Avg – in 18 months
- ❑ Average Response time into District #32 when unstaffed = 6:59 Avg – in 18 months
- ❑ GMT average response time = Avg 12-13 minutes

CALL DENSITY



FACILITY DESIGN AND FUNCTION

Station 32

- Pros
 - Newer Facility
 - New Kitchen
 - More Bay space
- Cons
 - Too Central
 - No workout room



Station 33

- Pros
 - Quick Access to Hwy 89
 - Good workout room
- Cons
 - Older Facility with settling issues
 - Less bay space
 - Not Central

RISKS – POPULATION, TARGET HAZARDS

▪ Station / District 32 –

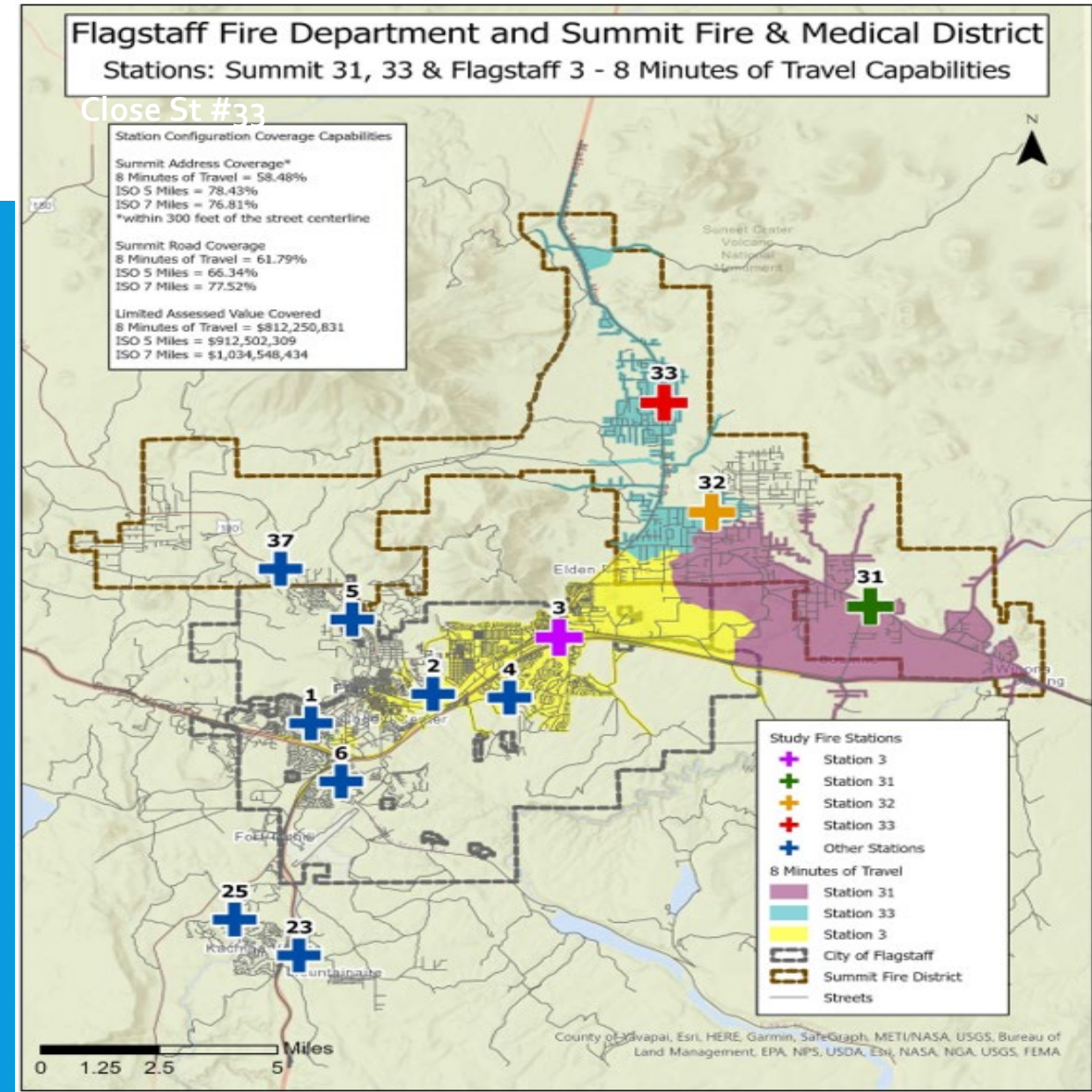
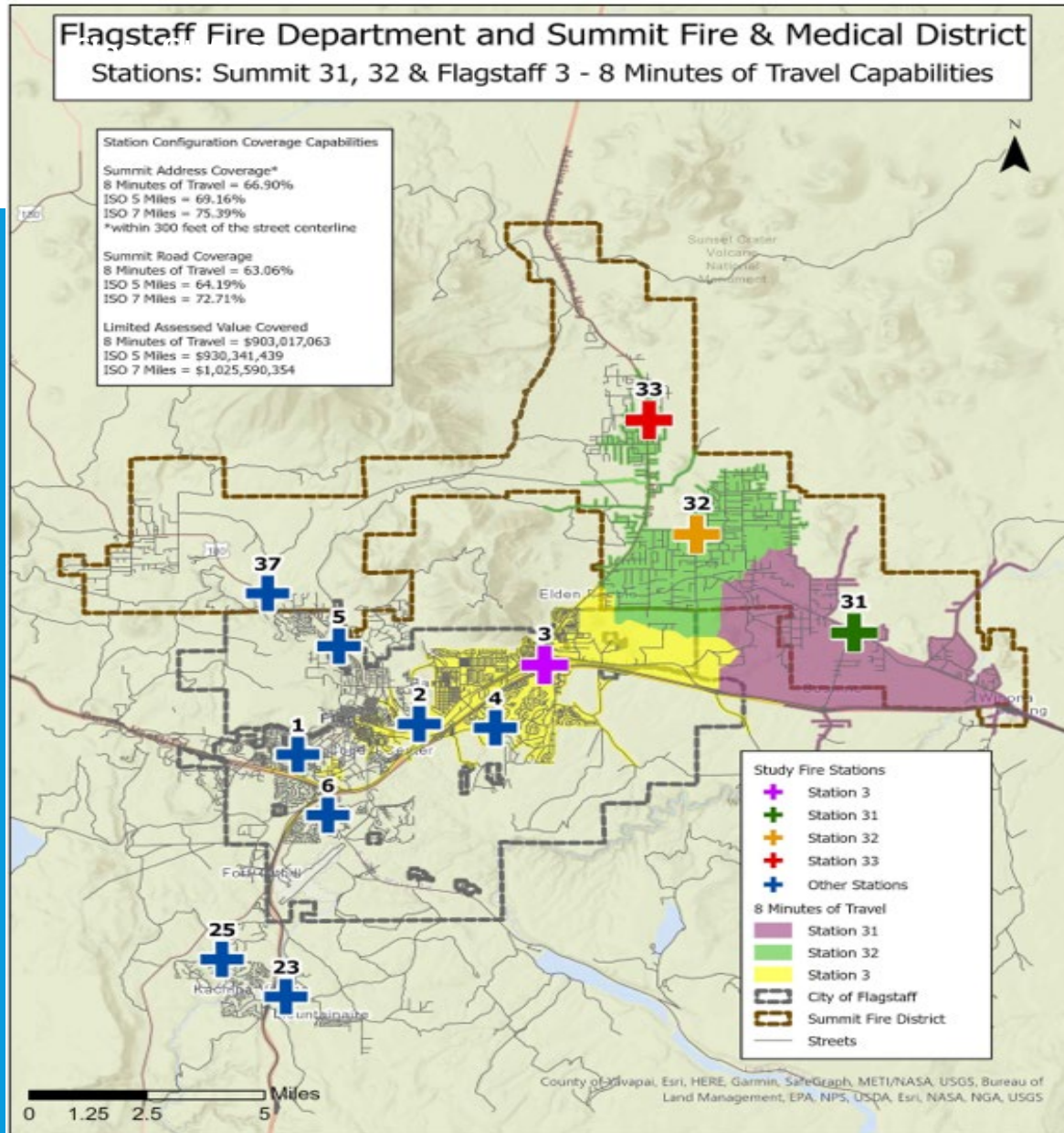
- Cromer School (Largest Target Hazard in the District)
- Highest Density population based served
- Highest Call Volume Density for any Summit District

▪ Station / District 33 –

- At the edge, has the furthest reach for response times
- Higher flood risks due to proximity of largest fires
- APS solar field/sub station



OUTSIDE CONSULTANT ANALYSIS



OUTSIDE CONSULTANT ANALYSIS FINDINGS

Question 1. Evaluate the coverage provided by Station 32 and 33 and make recommendations on the most suitable location to deploy a single fire company. Essentially, which station would remain, and which one would be closed.

- Based on the GIS analysis alone, the differences in coverage on any metric are too close to call. The 31/32/3 scenario has some strengths in GIS metrics and the 31/33/3 scenario has some strengths. The general physical condition of station 32 and station 33, the capacity of the stations to house emergency equipment, the livability of the fire stations, and other non-GIS factors need to be taken into account as the decision to staff one station over the other is made.

Evaluate the East Side and recommend locations of facilities if able to start from scratch. Which three locations would be optimum?

- Based on computerized GIS analysis, the best location for two fire stations on the east side of the district are a station in the area of the 5800 block of Silver Saddle Road and a station near 6425 Cosnino Road. However, the performance, in GIS terms of these two new fire station locations, is not significantly different than leaving fire station 31 at its present location and placing a station to replace fire station 32 and fire station 33 at the Silver Saddle Road location.



Summit Fire & Medical District
Eastside Restructure Project
Comment Card

Name:	Barbara Bartell		
Address:	5300 Tanager Dr.	<input type="checkbox"/> Renter	<input checked="" type="checkbox"/> Owner
Email:	barbbartell@live.com		

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☐ Sta #32 (Koch Field) ☒ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

3 Facility Design & Function

2 Response Times

4 Call Density

1 Risk - Population, Target Hazards

Further Comments:



Summit Fire & Medical District
Eastside Restructure Project
Comment Card

Name:	Jennifer Johnson		
Address:	12620 N. Copeland	<input type="checkbox"/> Renter	<input checked="" type="checkbox"/> Owner
Email:	sisu/hc@gmail.com		

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☐ Sta #32 (Koch Field) ☒ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

3 Facility Design & Function

1 Response Times

4 Call Density

1 Risk - Population, Target Hazards

Further Comments:

FIRE
FLOODS
MEDICAL
HWY ACCIDENTS



**Summit Fire & Medical District
Eastside Restructure Project
Comment Card**

Name:	Bob BRAATZ
Address:	4855 E. CRESTVIEW ST <input type="checkbox"/> Renter <input checked="" type="checkbox"/> Owner
Email:	bkbrazatz@aol.com

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer

BOTH to remain **OPEN:** ☒ Sta #32 (Koch Field) ☒ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

<input type="checkbox"/> Facility Design & Function	<input checked="" type="checkbox"/> Response Times
<input type="checkbox"/> Call Density	<input type="checkbox"/> Risk - Population, Target Hazards

Further Comments:

SHOULD MAINTAIN THE STATIONS WITH
2, NOT 3 PER ENGINE. FIRE IS MY
MAIN RISK, NOT VEHICLE ACCIDENTS



Summit Fire & Medical District Eastside Restructure Project

Comment Card

Name:	Linda L. Bradley
Address:	11270 N. Zady Lane
Email:	linda/bradley@gmail.com
<input type="checkbox"/> Renter <input checked="" type="checkbox"/> Owner	

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**:

☒ Sta #32 (Koch Field)

☒ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

___ Facility Design & Function
___ Call Density

1 Response Times
___ Risk - Population, Target Hazards

Further Comments:

Considering dead areas not covered, all the more reason to keep both stations open. Huge population in this whole area. Raise taxes to keep basic services operational. Change laws if necessary (over)

to maintain - need higher firefighters need higher pay for us to keep them from moving elsewhere. Train citizens to be volunteer firefighters.

would like volunteer fire dept. to supplement existing department.



Summit Fire & Medical District Eastside Restructure Project

+ Roy Comment Card

Name:	Bernice Carver
Address:	7550 Derryberry <input type="checkbox"/> Renter <input checked="" type="checkbox"/> Owner
Email:	bernice.carver@msn.com

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☒ Sta #32 (Koch Field) ☐ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

<input type="checkbox"/> Facility Design & Function	<input type="checkbox"/> Response Times
<input type="checkbox"/> Call Density	<input checked="" type="checkbox"/> Risk - Population, Target Hazards

Further Comments:

Would prefer to keep both open.
more people in district 32. more calls.
School is vulnerable population. Closer to
railroad in case of emergency or back up to I40.

Put exercise equipment in
station 32.



Summit Fire & Medical District Eastside Restructure Project

Comment Card

Name:	Patrick Burns
Address:	7945 Gemini <input type="checkbox"/> Renter <input checked="" type="checkbox"/> Owner
Email:	pburns86004@gmail.com

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☒ Sta #32 (Koch Field) ☐ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

<input type="checkbox"/> Facility Design & Function	<input type="checkbox"/> Response Times
<input type="checkbox"/> Call Density	<input checked="" type="checkbox"/> Risk - Population, Target Hazards

Further Comments:



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	BARBARA GREENLEES	
Address:	6830 WILLOPETE DR	<input type="checkbox"/> Renter <input checked="" type="checkbox"/> Owner
Email:	bj_ellner@att.net	

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain OPEN: ☒ Sta #32 (Koch Field) ☐ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

4 Facility Design & Function 2 Response Times
3 Call Density 1 Risk - Population, Target Hazards

Further Comments:

32 has the newest facility and space - workout space can be created. 32 is closer to area suggested for the better location for a new station. 33 is in higher flood risk that could compromise facilities.



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	Tina Vreeland	
Address:	8275 Wolf Creek Drive	<input type="checkbox"/> Renter <input checked="" type="checkbox"/> Owner
Email:	tinamvreeland@gmail.com	

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain OPEN: ☒ Sta #32 (Koch Field) ☐ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

3 Facility Design & Function 1 Response Times
4 Call Density 2 Risk - Population, Target Hazards

Further Comments:

In my opinion, The lack of workout space is the biggest "con" for Sta #32. Hopefully they can keep this station and come up with a solution for that... perhaps somehow using the one at Sta #33. We are in an area that would suffer greatly if Sta #32 closes (per your analysis map).

Notice of this type of meeting should get out to the residents better.



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	Daniela + Matthew Harrison		
Address:	12540 N Leisure Ln	<input type="checkbox"/> Renter	<input checked="" type="checkbox"/> Owner
Email:	danielapharrison@gmail.com		

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☐ Sta #32 (Koch Field) ☒ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

- | | |
|-------------------------------------|--|
| <u>4</u> Facility Design & Function | <u>2</u> Response Times |
| <u>3</u> Call Density | <u>1</u> Risk - Population, Target Hazards |

Further Comments:

Forest closure redirect people + traffic to Cinder Hills, Hospital relocation further away, flooding cuts off Timberline / Fernwood / Wapiti, High density tourist traffic to Wapiti + Sunset Crater



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	Keith Klassen		
Address:	12280 N Parks Pkwy	<input type="checkbox"/> Renter	<input checked="" type="checkbox"/> Owner
Email:	Klassen@infomagic.net		

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☐ Sta #32 (Koch Field) ☒ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

- | | |
|-------------------------------------|--|
| <u>4</u> Facility Design & Function | <u>1</u> Response Times |
| <u>3</u> Call Density | <u>2</u> Risk - Population, Target Hazards |

Further Comments:



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	Porfidio Holguin		
Address:		<input type="checkbox"/> Renter	<input checked="" type="checkbox"/> Owner
Email:	p.holguin@earthlink.net		

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☒ Sta #32 (Koch Field) ☒ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

3 Facility Design & Function 4 Response Times
2 Call Density 1 Risk - Population, Target Hazards

Further Comments:

Keep both stations open because they are paying for
or close both, sell properties & open one on Silver
Saddle. Cut pensions to pay for needed funds



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	LEON GOMEZ		
Address:	8951 Stardust Trl.	<input type="checkbox"/> Renter	<input checked="" type="checkbox"/> Owner
Email:	go.leon.8951@gmail.com		

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☐ Sta #32 (Koch Field) ☐ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

 Facility Design & Function Response Times
 Call Density Risk - Population, Target Hazards

Further Comments:

Unfortunately that Revenue has not kept up with
growth in the area and inflation. It would
be best to find a way to keep all 3 stations
active!



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	Maggie Lakert		
Address:	12270 Denzel Way	<input type="checkbox"/> Renter	<input checked="" type="checkbox"/> Owner
Email:	huggysbear860004@hotmail.com		

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain OPEN: ☐ Sta #32 (Koch Field) ☒ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

___ Facility Design & Function

___ Response Times

___ Call Density

___ Risk - Population, Target Hazards

Further Comments:

Population will continue to grow up Hwy 89

Station #31 to cover more area

Build a more centralized station around Hwy 89 &

R.I. ...

Call density higher for #32 - So if they are out on calls - as #'s indicated - all the areas for #33 will be longer.

Hwy 89 will have more closures R/T the flooding that will be happening for years to come.

Fund raisers - Federal Grants ?



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	JAY LINCOLN
Address:	6360 E. BURRIS LN <input type="checkbox"/> Renter <input checked="" type="checkbox"/> Owner
Email:	lincolnjay@aol.com

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☒ Sta #32 (Koch Field) ☐ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

 Facility Design & Function 1 Response Times
2 Call Density Risk - Population, Target Hazards

Further Comments:

TRAINING CITIZEN VOLUNTEERS



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	REUBEN GIBBS
Address:	12545 N. LEISURE LN <input type="checkbox"/> Renter <input checked="" type="checkbox"/> Owner
Email:	rgibbs11@hotmail.com

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☒ Sta #32 (Koch Field) ☐ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

4 Facility Design & Function 2 Response Times
1 Call Density 3 Risk - Population, Target Hazards

Further Comments:

I trust the boards decision. Thank you.



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	Jeanne Lincoln		
Address:	6360 E Bunn Lane	<input type="checkbox"/> Renter	<input checked="" type="checkbox"/> Owner
Email:	jklouise@yahoo.com		

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☐ Sta #32 (Koch Field) ☒ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

4 Facility Design & Function 1 Response Times
3 Call Density 2 Risk - Population, Target Hazards

Further Comments:

Excellent presentation, excellent handling of a growing problem. Long term → Doney is GROWING → I'm worried. Thank you for your selfless, conscientious decision & hard work. I'm blown away → happily. Not happy w/ the \$ circumstances. Do what the stats say: keep 31 → move 32/33 to the recommended area. Excellent meeting Long Term -



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	FERNANDO HERNANDEZ		
Address:	8135 FRAN DR FLAGSTAFF AZ, 86004	<input type="checkbox"/> Renter	<input checked="" type="checkbox"/> Owner
Email:			

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☒ Sta #32 (Koch Field) ☐ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

4 Facility Design & Function 1 Response Times
3 Call Density 2 Risk - Population, Target Hazards

Further Comments:

Can you sell 32 & 33 and build a more central station on silver saddle & 89? run out of 32 until a new station is built...
(Sorry this was from trina, and you answered the question) Thank you!

Vivian Fennema

From: info@summitfiredepartment.org
Sent: Thursday, March 23, 2023 8:36 PM
To: Vivian Fennema; sydney@mountainmojogroup.com
Subject: New submission from Restructure Project Comment Card

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

Name:

Kara Adams

Home Address:

7457 Patriot Dr
Flagstaff, Az 86004
[Map It](#)

My preference is to keep this station OPEN:

Sta #32 (Koch Field)

Design and Function

4

Call Density

3

Response Times

2

Risk-Population/Target Hazards

1

Vivian Fennema

From: info@summitfiredepartment.org
Sent: Thursday, March 23, 2023 8:31 PM
To: Vivian Fennema; sydney@mountainmojogroup.com
Subject: New submission from Restructure Project Comment Card

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

Name:

jeff whitacre

Cell Phone #:

9288560480

Home Address:

7380 cave view road
Flagstaff, Arizona 86004
[Map It](#)

Email:

51chevygasser@gmail.com

My preference is to keep this station OPEN:

Sta #32 (Koch Field)

Design and Function

4

Call Density

1

Response Times

2

Risk-Population/Target Hazards



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	Melissa Parent		
Address:	960 E. Stetson Dr.	<input type="checkbox"/> Renter	<input checked="" type="checkbox"/> Owner
Email:	meliwarr@yahoo.com		

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain OPEN: ☒ Sta #32 (Koch Field) ☐ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

4 Facility Design & Function 2 Response Times
3 Call Density 1 Risk - Population, Target Hazards

Further Comments:

I hate for any to close, would there be a way to consolidate and build near Silver Saddle/89? then liquidate the old ones to help recover? do not want this to lead to the city trying to make a grab for County



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	Trina Hernandez		
Address:	8135 Fran Dr	<input type="checkbox"/> Renter	<input checked="" type="checkbox"/> Owner
Email:	Flagstaff, AZ 86004		

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain OPEN: ☒ Sta #32 (Koch Field) ☐ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

4 Facility Design & Function 1 Response Times
3 Call Density 2 Risk - Population, Target Hazards

Further Comments:

Raises for all the guys!



Summit Fire & Medical District
Eastside Restructure Project
Comment Card

Name:	Petra Robert + Tom Huxel		
Address:	6245 E Leisure Ln	<input type="checkbox"/> Renter	<input checked="" type="checkbox"/> Owner
Email:			

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☐ Sta #32 (Koch Field) ☒ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

4 Facility Design & Function 2 Response Times
3 Call Density 1 Risk - Population, Target Hazards

Further Comments:



Summit Fire & Medical District
Eastside Restructure Project
Comment Card

Name:	John Ruggles		
Address:	11731 N Copeland Ln	<input type="checkbox"/> Renter	<input checked="" type="checkbox"/> Owner
Email:	rugglesandcats@gmail.com		

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☐ Sta #32 (Koch Field) ☒ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

3 Facility Design & Function 1 Response Times
2 Call Density 1 Risk - Population, Target Hazards

Further Comments:

My comments are the same as, and in support of, Marilyn Ruggles. Also please consider Rob Wilson's comment in favor



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	Marilyn Ruggles
Address:	11731 N. Copeland Lane <input type="checkbox"/> Renter <input checked="" type="checkbox"/> Owner
Email:	rgglsandcats@gmail.com

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☐ Sta #32 (Koch Field) ☒ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

4 Facility Design & Function
3 Call Density

2 Response Times
1 Risk - Population, Target Hazards

Further Comments:



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	Elmain Mc Auley
Address:	12565 N. Copeland Ln <input type="checkbox"/> Renter <input checked="" type="checkbox"/> Owner
Email:	

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☐ Sta #32 (Koch Field) ☒ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

4 Facility Design & Function
3 Call Density

1 Response Times
2 Risk - Population, Target Hazards

Further Comments:

Will be providing comments online



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	Sheila Walsh
Address:	7752 Saturn Dr. <input type="checkbox"/> Renter <input checked="" type="checkbox"/> Owner
Email:	Tondi 393@msn.com

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☒ Sta #32 (Koch Field) ☐ Sta #33 (Hwy 89)

newer

older

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

4 Facility Design & Function

2 Response Times

1 Call Density

3 Risk - Population, Target Hazards

Further Comments:

I chose station 32 to stay open, but encourage #33 be used for workouts. Thank you for the opportunity to comment. I trust your final decision.



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	WANDA HALL
Address:	5590 Buckboard Trl <input checked="" type="checkbox"/> Renter <input type="checkbox"/> Owner
Email:	hallwanda49@gmail.com

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☒ Sta #32 (Koch Field) ☐ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

4 Facility Design & Function

1 Response Times

3 Call Density

2 Risk - Population, Target Hazards

Further Comments:

Population in Timberline Area Growing
Actual Need for Both Stations to be Available WH



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	Rob Wilson		
Address:	11920 GLODA	<input type="checkbox"/> Renter	<input checked="" type="checkbox"/> Owner
Email:	rob@timberlinefirearms.us		

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☐ Sta #32 (Koch Field) ☒ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

4 Facility Design & Function

1 Response Times

2 Call Density

3 Risk - Population, Target Hazards

Further Comments:



Summit Fire & Medical District Eastside Restructure Project Comment Card

Name:	Ed Peacock		
Address:	8140 Jupiter Dr	<input type="checkbox"/> Renter	<input checked="" type="checkbox"/> Owner
Email:	eupeacock@gmail.com		

Due to fiscal realities, Summit Fire is faced with a station closure. As a result, we are looking for public input and would like to know which station you would prefer to remain **OPEN**: ☐ Sta #32 (Koch Field) ☒ Sta #33 (Hwy 89)

Please rank the following criteria as to its importance in making your choice: (1 highest, 4 lowest)

 Facility Design & Function

 Response Times

 Call Density

X Risk - Population, Target Hazards

Further Comments:

It seems there is a high likelihood that 89 can
be closed due to fire, flood etc; cutting off or delaying
emergency response to Campbell, Wupatki Trails area.

Thank - you for protecting our community!



Online
Summit Fire & Medical District
Public Comment

Two (2) minutes max

I wish to SPEAK on: Eastside Restructure Project	
Name:	Rob Garner
Address:	11740 N. Copeland Lane 86004

Notes _____



Summit Fire & Medical District
Public Comment

Two (2) minutes max

I wish to SPEAK on: Eastside Restructure Project	
Name:	Marilyn Ruggles
Address:	11731 N. Copeland Lane, Flagstaff 86004

Notes _____



Summit Fire & Medical District
Public Comment

Two (2) minutes max

I wish to SPEAK on: Eastside Restructure Project	
Name:	Bernice Carver
Address:	7550 Perryberry

Notes _____



Summit Fire & Medical District Public Comment

Two (2) minutes max

I wish to SPEAK on: Eastside Restructure Project	
Name:	Keith Klassen
Address:	12280 N. Peaks Pkwy
Notes	



Summit Fire & Medical District Public Comment

Two (2) minutes max

I wish to SPEAK on: Eastside Restructure Project	
Name:	Daniela Harrison
Address:	12540 N Leisure Ln, 86004

Notes Keep station #33. Reasons: Forest Fire closure redirect people + traffic to Cinder Hills, Hospital relocation further away, flooding cuts off Timberline/Fernwood/Wupatki etc., High density tourist traffic to Wupatki + Sunset Crater



Summit Fire & Medical District Public Comment

Two (2) minutes max

I wish to SPEAK on: Eastside Restructure Project	
Name:	Barbara Bartell
Address:	5300 Tanager Dr.

Notes Keep Station 33 open - Alternate weeks between 32 + 33 would be most fair to both populations; Hwy 89 needs F.D. emergency response to save lives
Station 33 has the most forest exposure.



Summit Fire & Medical District

Public Comment

Two (2) minutes max

I wish to SPEAK on: Eastside Restructure Project	
Name:	Bob BRAATZ
Address:	4855 E. CRESTVIEW ST
Notes	LIKE TO SPEAK FOR 3 MIN MAX



Summit Fire & Medical District

Public Comment

Two (2) minutes max

I wish to SPEAK on: Eastside Restructure Project	
Name:	ROB WILSON
Address:	11920 GLORIA
Notes	

Vivian Fennema

From: info@summitfiredepartment.org
Sent: Tuesday, March 28, 2023 7:04 PM
To: Vivian Fennema; sydney@mountainmojogroup.com
Subject: New submission from Restructure Project Comment Card

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Name:

Ann Garrambone

Home Address:

11895 N Copeland Ln
Flagstaff, AZ 86005
[Map It](#)

My preference is to keep this station OPEN:

Sta #33 (Hwy 89)

Design and Function

2

Call Density

2

Response Times

4

Risk-Population/Target Hazards

4

Further Comments:

With the very real threat of continued flooding and road closures, I feel it's imperative that Station 33 stay open.

Vivian Fennema

From: info@summitfiredepartment.org
Sent: Tuesday, March 28, 2023 8:33 AM
To: Vivian Fennema; sydney@mountainmojogroup.com
Subject: New submission from Restructure Project Comment Card

Follow Up Flag: Follow up
Flag Status: Flagged

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Name:
JENNIFER Bugenski

Cell Phone #:
928-856-2844

Home Address:
5875 e Burris lane lot 49
Flagstaff, Az 86004
[Map It](#)

Email:
bugenskijennifer@gmail.com

My preference is to keep this station OPEN:
Sta #33 (Hwy 89)

Design and Function
1

Call Density
1

Response Times
1

Risk-Population/Target Hazards
1

Further Comments:
Why do citizens that live out here have to make a choice these are people's homes and properties with fire season coming again this is scary if this is the case the forests need to be shut down and manned to make sure no one enters them look at the 2 last year that jumped hwy 89 and put us under ready, set and go's

Vivian Fennema

From: info@summitfiredepartment.org
Sent: Tuesday, March 28, 2023 10:33 AM
To: Vivian Fennema; sydney@mountainmojogroup.com
Subject: New submission from Restructure Project Comment Card

Follow Up Flag: Follow up
Flag Status: Flagged

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Name:

Carynn Meyers

Cell Phone #:

9286060568

Home Address:

2806 North Elk Run Street
Flagstaff, Arizona 86004
[Map It](#)

lives in town now

Email:

carynn.m.m@gmail.com

My preference is to keep this station OPEN:

Sta #33 (Hwy 89)

Design and Function

3

Call Density

4

Response Times

2

Risk-Population/Target Hazards

1

Further Comments:

I used to live in a house on Brandis Way that was completely burned down. From my experience, it seems the Peaks are the main source of fire and flood risk in the area. So I think the station on 89 is the most important strategically, since it's the closest to the homes that have been in the most danger over the last several years. Plus, since 89 is always well plowed, it might be a more accessible location.

Vivian Fennema

From: info@summitfiredepartment.org
Sent: Saturday, March 25, 2023 12:31 PM
To: Vivian Fennema; sydney@mountainmojogroup.com
Subject: New submission from Restructure Project Comment Card

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Name:

Elmain McAuley

Home Address:

12565 N Copeland Ln
Flagstaff, AZ 86004
[Map It](#)

My preference is to keep this station OPEN:

Sta #33 (Hwy 89)

Design and Function

4

Call Density

3

Response Times

2

Risk-Population/Target Hazards

1

Further Comments:

Thank you for calling a public briefing on March 23rd regarding the closure of fire station 32 or 33. Also, I'm grateful that you aim to keep response times under the national average of 10 minutes for rural area emergency response.

I have 3 major points I'd like to make:

1) The presentation regarding which fire station to close listed 4 assessment criteria. (1). One stands out above the rest: "risk to population and target hazards". Because saving and protecting lives/infrastructure is paramount, this criterion must be weighed above all others in the final decision.

Another criterion that was presented, Response Time, is also important but related to the safety and protection of lives/infrastructure. Effective emergency response to lives/infrastructure requires tight response times.

2) The following risks, which were not discussed, should be considered with respect to lives/infrastructure emergency response:

- How will the relocation of the hospital affect survive-ability of the injured in this area (e.g. accidents on Hwy 89) and what additional expectations will be made of the Fire Department's EMT given longer transportation time?
- Low response time is essential to saving lives in medical emergencies. Of all calls in the last 18 months, what percentage were EMT? If the calls are predominantly EMT, then closing station 33 will increase response times to the northern area and thus risk more lives.

- Does the forecasted population growth for this area (3/5/10 years) jeopardize staying below the national average emergency response time for rural areas (10 minutes)?

Since stations 32 and 33 are fully functional, and the closed station will not be sold, I see no reason to consider station differences in this decision. Saving and protecting lives/infrastructure must be given greater weight than 32's kitchen remodel and 33's gym.

3) My recommendation is for stations 32 and 33 to split the area covered by station 32, thus closing 32. This ensures timely response in northern/eastern areas while also servicing those in-between. In other words, this solution serves the needs of everyone compared to other solutions that were presented.

Footnotes:

(1) Assessment criteria: call density, response time, risk: population and target hazards, facility design and function

Vivian Fennema

From: info@summitfiredepartment.org
Sent: Friday, March 24, 2023 10:03 PM
To: Vivian Fennema; sydney@mountainmojogroup.com
Subject: New submission from Restructure Project Comment Card

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Name:

Jennifer Johnson

Cell Phone #:

9282080322

Home Address:

12620 N. Copeland Lane
Flagstaff, AZ 86004
[Map It](#)

Email:

Sisulhc@gmail.com

My preference is to keep this station OPEN:

Sta #33 (Hwy 89)

Design and Function

3

Call Density

4

Response Times

1

Risk-Population/Target Hazards

2

Further Comments:

Thank you for this opportunity to provide input. I attended the meeting last night (3/23) and submitted a comment card; however, I did not express my specific concerns at that time. I'm hoping you'll consider the following as you finalize the East Side Restructure Project:

1. Our main goal should be for the department to service our entire district to the best of its ability. With that in mind, closing Station 33 would leave a significant part of our district's population vulnerable to longer response times, critically increasing their risk. I propose that closing Station 32 would allow for everyone in the district to have reliable, efficient service through the cooperation of Stations 31 and 33 responding to that area's calls. The area currently serviced by 32 would have not one, but two stations addressing their needs...and from both the east and north sides. Thus, by closing Station 32 and keeping 33 open, the main goal is achieved.

2. It seems logical to keep emergency personnel nearest areas of hazards. Forgive me for stating the obvious, but the area serviced by Station 33 has experienced multiple fires and floods over the last ten years. Furthermore, frequent accidents on highway 89 require timely responses. Closing the station closest to these hazards seems counter-productive.

I appreciate the effort you've all been putting toward this decision. Thanks again.

Vivian Fennema

From: info@summitfiredepartment.org
Sent: Tuesday, March 28, 2023 8:45 PM
To: Vivian Fennema; sydney@mountainmojogroup.com
Subject: New submission from Restructure Project Comment Card

Follow Up Flag: Follow up
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Name:

Christopher Wannie

Cell Phone #:

9286078565

Home Address:

11770 Rope Arabian Rd
Flagstaff, AZ 86004
[Map It](#)

Email:

cwan53@yahoo.com

My preference is to keep this station OPEN:

Sta #33 (Hwy 89)

Design and Function

1

Call Density

2

Response Times

1

Risk-Population/Target Hazards

1

Further Comments:

I would like to first thank all the board members for their dedication to this community. I understand that this must be a very difficult decision to have to make.

I would like to see station 33 remain open. Not just because I live near it, but because I believe that it makes far more sense to have station 33 remain open than to have two stations closer together and a large part of the district without immediate emergency response for the following reasons:

1. If station 32 is closed, then you would still have two stations that can respond to the central part of the district.
2. If station 33 is closed, then you have two stations that are relatively close together with overlapping coverage and a large portion of the district with reduced coverage. In the event of Station 32 being tied up responding to a call in Doney Park, we would be relying on help responding from Station 31. With the current and future threat of catastrophic wildfire and post wildfire flooding on top of the always increasing traffic and tourism along hwy 89, it seems unrealistic to consider closing Station 33. I

feel that the likelihood of us waiting for a prolonged amount of time for help outweighs whatever circumstances might occur with Station 32 being closed and 31 and 33 covering the middle. There is no perfect solution, but I think two ends covering the middle provides the best coverage.

3. Hwy89 is the main north/south artery through northern Arizona. Providing emergency services is critical not just for the folks passing through, but for us as well. It is our only safe passage linking our community to Flagstaff or to points north. It is under constant threat from flooding and could be closed with very little warning. Should Station 33 be closed, we would be cut off from receiving help when emergencies occur. There is also the very real threat of traffic accidents closing the hwy.

4. The Cinder Hills recreation area is a huge draw for people to use off road vehicles, camp, party etc. Station 33 is best suited for responding to emergencies there.

Once again, thank you for your continued support of our community.

Respectfully, Christopher Wannie

Vivian Fennema

From: info@summitfiredepartment.org
Sent: Wednesday, March 29, 2023 8:11 AM
To: Vivian Fennema; sydney@mountainmojogroup.com
Subject: New submission from Restructure Project Comment Card

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Name:

len garrabone

Cell Phone #:

9288534603

Home Address:

11895 north copeland lane
flagstaff, arizona 86004
[Map It](#)

Email:

azlgbone@gmail.com

My preference is to keep this station OPEN:

Sta #33 (Hwy 89)

Design and Function

3

Call Density

2

Response Times

1

Risk-Population/Target Hazards

1

Further Comments:

I am most concerned that the fire station has the resources available to protect and save homes in event of a fire and to be able to put small fires out when they are reported.
This was not the case with the Tunnel Fire. Our entire lot was on fire from this fire and no resources were available to save it.
Two of our neighbors saved our house-one with previous firefighter experience. Without them it would have burnt to the ground.

Vivian Fennema

From: info@summitfiredepartment.org
Sent: Friday, April 7, 2023 9:23 PM
To: Vivian Fennema; sydney@mountainmojogroup.com
Subject: New submission from Restructure Project Comment Card

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Name:

GARY S MCCALED

Cell Phone #:

4802500932

Home Address:

11990 GLODIA DR
FLAGSTAFF, AZ 86004
[Map It](#)

Email:

mccgsm@gmail.com

My preference is to keep this station OPEN:

Sta #33 (Hwy 89)

Design and Function

4

Call Density

3

Response Times

2

Risk-Population/Target Hazards

1

Further Comments:

There is no doubt that the Board faces tough decisions: despite the 2016 bond being passed to answer projected needs for a 20-year planning horizon, barely six years later we're confronted with increasing mill rate while reducing geographic coverage. And I empathize with the Board and department personnel: in the late 1980s I served as an assistant chief on an Oregon Rural Fire District which relied on military surplus vehicles and a \$10K state stipend to cover a similar geographic area. Heck, we raided dumpsters for turnouts and designated someone to swipe fuses from the deputies at accident scenes. In the early 1990s, I served on a BLS volunteer ambulance service in lovely and utterly remote Catron County, New Mexico, where the nearest doctor-staffed hospital was 105 miles from the ambulance shed. So three-person, ALS-staffed engines sounds darn good to me. And with over a decade with BLM and USFS as a firefighter/EMT, qualified and experienced as a crew boss, dozer boss, MUL, and a few jobs I've forgotten, having a 3-person engine would be very helpful—especially as I witnessed a two-person engine almost lose my neighbor's house on the Tunnel Fire, when those two folks discovered that you can't drag a charged line 100 yards to the flames beating against the house: they made it only when a resident jumped in to help.

But the not-so-good aspect to this proposal is to close a station—either 33, which is better located to serve the North 89 corridor, the Cinder Hills OHV area, the extreme-risk "wildfire tunnel" created by Schultz Pass, and the hundreds of residents at the north

end of the District, or 32, which is in a slightly higher concentration of residents and closer to Townsend-Winona/I-40 with the higher risk of major/commercial vehicle accidents. Despite the repeated claims that average response time remains the same within the District, that blinks reality for all residents in our District's north end and Highway 89 to the north of us--at a dead minimum, every response out here will increase by at least 8 minutes. Moreover, closing station 33 leaves the north end of the district vulnerable to being isolated from emergency services when--not if, but when--89 is again closed with post-fire flooding. The lovely wet winter we've enjoyed does not end the wildfire risk to the north end, as the entire 50K+ acre burn scar will be well-populated with dead weeds in a few months, and there remain heavy fuels and green forest in the Elden Springs road which could easily support a "Tunnel 2" fire and consequent impacts. All it takes is another idiot with a spark on a Red Flag day. And despite the best efforts of the county, much of the essential mitigation measures will not be constructed for 2-3 years (or longer, if intransigent landowners force the county to use condemnation proceedings for mitigation work). For that matter, we're fortunate that we dodged a heavy rain-on-snow event, or we would have seen the retention basin at Copeland/89 overtopped again and closing 89, as its outlet remains plugged by last year's flood debris, despite the months of County work to clean out the basin itself.

Candidly, the better solution is to bite the bullet and raise the mill rate to cover 3 person engines without closing stations: medical and fire protection is one of the few things I will readily pay for. Heck, we really ought to be adding an engine to the east side: The Tunnel Fire was a come-as-you-are-right-now fire, and when it picked up and crowned to the east down the south side of Glodia (burning three of about ten homes), there were no structure protection resources aside from two small engines occupied with a fully involved structure, and no agency resources available to protect homes that were defensible and directly threatened by the flaming front--that job was done by neighbors and the fortunate happenstance that one neighbor deployed his construction water truck as a fire engine. But paying the same (and increasing) rates for increased response time and no additional resources, while potentially being cut off from any response...no.

Perhaps most to the point, if this is so good for the residents then we should have heard this at the very beginning: "We will be able to save more lives and suppress more fire, faster and more effectively., and here is how." Instead, from the outset this has been about meeting industry standards" and "meeting board goals" and the obvious statement that 3 person units with paramedics is a good idea--without anyone closing the loop and providing evidence that those changes will actually save more lives and protect more property in the context of OUR district. Too often I got a message that this is about the Department, not the people for whom the Department exists to serve and protect.

Much of this seems tacitly driven by a desire to be a better mutual aid resource for Flagstaff FD, which is an understandable desire; mutual aid takes on added importance in resource-limited small cities and rural areas. Yet this is also sold as a firefighter safety measure, and I've yet to see anyone address the risks to Summit firefighters when exposed to risks and hazards common to Flagstaff city, yet essentially absent in our district: major industrial plants such as Purina; ginormous warehouses posing unique risks from their construction and contents; the railroad and its rolling stock, infrastructure, and untold quantities of hazardous materials and high-energy fuels. We're fortunate that Arizona hasn't seen another Kingman BLEVE, but that's not to say we can ignore the risk of an East Palestine derailment. Then there are the host of high-rise, high-occupancy buildings that now cram into the once high-rise averse Flagstaff downtown, not to mention the NAU and NAH hospital campuses. I rather doubt our firefighters are currently trained on this array of risks, much less regularly trained to deal with the unique challenges those structures bring--as well as the host of older 1800s/1900s structures which pose their own risks--unconventional construction, grandfathered code violations, and all the constraints of the antiquated narrow roads and jumbled buildings downtown.

One of my hard-learned (and re-learned) rules of thumb is to not put rusty folks in harm's way: that is a short road to a bad outcome. If we are to serve as an expanded mutual aid resource for the City, then it must come with intentional, regular, realistic, useful training on all of the risks that Summit personnel will confront if thrust into the types of fire ground which simply does not exist in our district. If anything is a matter of firefighter safety, this is--yet I'm not seeing budget commitments to support that kind of broad, extensive training. Nor do I think it the answer to say that our mutual aid responders will only backfill stations after the city staff has deployed to a major incident--nothing rules out a second high-risk incident in the midst of another, nor can we rule out a large scale disaster which requires all available resources to be committed. Summit firefighters must be fully and appropriately trained for the extensive and unfamiliar risks they would face inside the city.

This also raises a collateral concern for me: on one hand, having a shared city/Summit chief officer has several benefits--it is easier to attract a very highly qualified chief to the job; it should minimize the inevitable "silos" that hamper cooperation and communication between and within agencies; and it allows overhead cost to be shared. Yet I've not seen how the Board ensures that the flip side of this--conflict of interest between two departments led by a single soul--is mitigated and contained. This situation seems to pose that risk: what is best for Summit may not be best for the City, and it would help if the Board would explain the guidance and standards applied to the Chief to ensure that he fulfills his fiduciary responsibility to our Summit team.

Lastly--at least for now--I am impressed that the Board and staff have pursued this question with a reasoned approach and prudent data collection. But this plan arose when inflation was closer to 2 percent, not the 6.5% or so it now runs, nor the real rate of inflation which is closer to 10%, as the Consumer Price Index which provides the lower estimate conveniently omits costs for fuel and food. So as long as you don't eat and walk everywhere, you can "enjoy" 6% or so inflation. But if you care to have three squares and a car on the road (or a horse for that matter), you better bet on 10%. Either way, the proposed increases in staff remuneration very likely will fall short of improving our hiring capability. Proceeding without a realistic reset on current costs means that we will be chasing the tail of a faster horse for years to come. And yes, if we do take into account the devaluing of the dollar through inflation, it will make for a stiffer bill to accomplish the same plan. But better to do it right now, than be in the

same crisis, round two, in 3 or 4 years.

For those on the Board and in Summit leadership, I pray you forgive me speaking directly without a lot of word-mincing. I respect and deeply appreciate your service, and realize that under current financial constraints, we're going to wind up with a split baby and that is always an unpleasant reality. Nor do I take the firefighter safety issue lightly: I never expected to glance in a mirror and see my brass USFS badge encircled with a black band of mourning, nor to join friends and colleagues in lowering the coffin of one of our own Gila NF firefighters into the rusty red New Mexican earth--and Sean Gutierrez was only one of the 38 our wildland community lost in one bitter, brutal summer. I'd never want to see that happen to our Summit folks or their City brothers. Twenty-nine years later, that hurt is unhealed.

In all candor, I fear that forces beyond our control have rendered the current proposal to be too little, too late to make Summit an employer-of-choice and procure the needed ALS staff, etc. On the plus side, we have gained significant data as to call volume, demographics, and locales, which is certainly useful. But we need a reset to deal with current economic realities, and not the nearly inflation-free world we enjoyed when this began. At a minimum, we should look to increasing revenue--yes, the T, tax word. The twenty-year planning horizon for the bond didn't remain valid even halfway through that period, and this plan seems to be behind the power curve before it is even implemented.

Vivian Fennema

rec'd 3/30

From: info@summitfiredepartment.org
Sent: Wednesday, March 29, 2023 10:29 PM
To: Vivian Fennema; sydney@mountainmojogroup.com
Subject: New submission from Restructure Project Comment Card

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Name:

Anne McGuffey

Cell Phone #:

19286075588

Home Address:

9908 Legacy Lane
Flagstaff, AZ 86004
[Map It](#)

Email:

annemcguffey@gmail.com

My preference is to keep this station OPEN:

Sta #32 (Koch Field)

Design and Function

1

Call Density

2

Response Times

3

Risk-Population/Target Hazards

4

Further Comments:

Station 32 is the newer facility of the two stations. It lacks a workout room, although a workout room could possibly be constructed at that location.

Vivian Fennema

From: info@summitfiredepartment.org
Sent: Thursday, March 30, 2023 6:32 PM
To: Vivian Fennema; sydney@mountainmojogroup.com
Subject: New submission from Restructure Project Comment Card

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Name:

Tom Scheel

Cell Phone #:

9283806294

Home Address:

5585 Western Star Rd
Flagstaff, AZ 86004
[Map It](#)

Email:

Tom_Scheel@yahoo.com

My preference is to keep this station OPEN:

Sta #33 (Hwy 89)

Design and Function

1

Call Density

4

Response Times

1

Risk-Population/Target Hazards

3

Further Comments:

Station 33 is simply vital for wildfire suppression and rapid response. The fires start on the N (or West) side of 89, and blow across. As a resident who will go from having fire/medical moments away to one who will see a very long delay if station 33 closes, this really does strike close to home.

Preferred, of course, is to keep both open. Way back under Chief Howard, the 3 firehouses were designed to ensure acceptable response times for Doney Park. We have only added more traffic, more people, more fires, more homes since then - losing either means we are not getting the service we pay for. But if you have to, make it 32 that closes, and keep 33.