



**PUBLIC NOTICE**  
**REGULAR BOARD MEETING AGENDA**  
**Wednesday, April 17, 2024**  
**Station 32, 8905 Koch Field Road, Flagstaff AZ 6:00 pm**

**www.zoom.us / Meeting ID: 885 2281 1636 Passcode 432385**  
<https://us02web.zoom.us/j/88522811636?pwd=dIVDTzJzOHRRZWthaGdnU0gyTWtKQT09>

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. The Governing Board of Summit Fire & Medical District will meet in a **Regular Session on Wednesday April 16, 2024, at 6:00 p.m.** **The meeting will be held in person and remotely through technological means (see above).** The meeting room will be open to the public at 5:30pm. 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. ***All items are set for possible action.***

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. 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 three 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 Regular Board Meeting Minutes of March 20, 2024
  - b. Discussion and Approval of Budget Workshop Minutes of April 04, 2024.
  - c. Approval of Reconciliations and Financial Reports for March 2024.

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 Bills and Chief Fennell
  - c. Local 1505 Update – Union Representative
  - d. Coconino County Update
  
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 three minutes per individual and must pertain to the specific agenda item.
  - a. Review, discuss and possible action: Updates made during the Budget Workshop on 4/8/2024 to the Board Handbook and Board Policies 502 & 503.
  - b. Review, discuss and possible action: Purchase of 2<sup>nd</sup> set of turnouts totaling \$30,653.28, and a soft-mount extractor for station #31 totaling \$10,593.95.
  - c. Review, discuss and possible action: Clarification on our water usage/availability on the Westside of our district.
  - d. Review, discuss and possible action: Burn permits, Open Burning Enforcement and Safety Measures.
  
8. **FIRE BOARD COMMENTS-** Board Member comments are meant to inform and clarify. No action will be taken. Only Board Members can speak.

## **ADJOURNMENT**

Posted on or before 6:00pm, April 16, 2024, which is at least 24 hours prior to the Public Hearing. 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 20, 2024

Station 32, 8905 Koch Field Road, Flagstaff AZ

1. **CALL TO ORDER**

Board Chair Timney called the Regular Board Meeting to order at 6:01 pm.

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

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

Members via Zoom: Jim Duskocil

Administration: FC Gaillard, DC Fennell, BC Fisk, BC RTO Callander, and V Fennema

3. **Pledge of Allegiance**

4. **CALL TO THE PUBLIC – No requests.**

5. **CONSENT AGENDA**

a. Discussion and Approval of the Regular Board Meeting Minutes of February 21, 2024.

b. Approval of Reconciliations and Financial Reports for February 2024.

**Board Member Rick Parker motioned to approve the minutes from February 21, 2024 board meeting and the financial reports for February 2024. Motion was seconded by Robb Faus.**

**Vote Conducted. MOTION PASSED unanimously.**

**AYES: Faus, Walton, Timney, Duskocil, Parker**

**NAYES: None**

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

c. Monthly Run Report

BC Fisk reported:

- Run report for February 2024. Total of 92 calls, with 62 being emergent calls. Call distribution is as follows: District 31 had 25 calls, District 32 had 31, District 33 had 14, District 36 had 3, and District 37 had 6, and out of district was 13 calls.
- Avg response times: Sta# 31 at 6.12 min, #32 at 7.46 mins, #33 at 10.69, #36 at 8.66 mins. and #37 at 5.65, and Guardian at 11.52 min.
- Benchmark Goal (90% under 10 mins): We were at 82%; 41 of 50 calls.
- Automatic Aid: Given 8 incidents; Received 11 Incidents.

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

FC Gaillard:

- Number of meetings regarding the water supply issue on the west side of the district. Chief Bills met with Snowbowl management and was told we can use the reclaimed water from their hydrants whenever needed. He will be working with Operations to put out a guideline on how to utilize those hydrants and what the COF is requiring for

decontamination of equipment after the fact and to update hydrant maps.

- We will be working in conjunction with CCSO in order to have a more consistent presence in the neighborhood meetings that occur on the west side.
- Chief Bills worked his magic by securing a large grant for our Fire Officer Leadership Program (FOLP) training; to date we have put over 100 members of the GFR through the 40-hr leadership training. Hats off to BC Callander for coordinating all the regional training.
- District Admin has been working on the upcoming FY budget and will be presenting that information to the board for goal setting and funds allocation for this next year.
- Everyone has been working hard to compile all the necessary information that AP Triton will need for the JPA Feasibility Study.

DC Fennell:

- Our new Type III is here- check it out in the bay!
- Paramedic class starting in August; we will support 3.
- We are working on Wildland Refresher.

Local 1505: Nothing new to report.

## 7. NEW BUSINESS / ACTION ITEMS

- Training update was provided by BC Earl Callander, the Regional Training Officer for the GFR.
  - Next academy scheduled to start in July 2024. SFMD will have 2 positions open.
  - For 2023, SFMD had 5035 hours of documented training in ESO.
  - With so many younger firefighters in the region right now, a lot of the training is focused on basic operational tactics.
  - Regional partnership with CCC who has a driving simulator, driving pad and cascade system for training needs.
  - Goal for this year is to get more SFMD folks to some outside trainings.
- Open Meeting Law review:
  - Our county attorney, Erin, was present to address questions regarding open meeting law. Board did not ask to go into Executive Session for private legal advice as anticipated. Chief Gaillard: Question stemming from the Fort Valley meeting, the Board wanted to know what options there were for meetings with the public and the board and what guidelines would come into play.
  - Erin: this is considered Legal Advice- "If a quorum is present, open meeting laws apply". Statute doesn't provide for another type of meeting where those OML do not apply when quorum is present.
  - Timney: So, is it possible to have a meeting with questions and answers back and forth without the restraints of the OML if say only 2 board members are present?
  - Erin: is it possible, YES; are there other statutes that would apply, Yes. If it is a topic that is likely to get back to the board for some type of legal action or discussion, it would be advised against doing so.
  - If an item is properly noticed (placed on the agenda) then there can be back and forth discussion following a citizen's request to speak on the agenda item. The board can further engage that person in conversation regarding that specific agenda item.
  - Sta #37 is not permitted to hold board meetings at (cannot get a CUP); but we can hold a meeting at the Snowbowl lodge at the bottom of the hill.

- Supporting Local Businesses
  - Board member Walton requested this topic be added to the agenda. He would like to see SFMD using / supporting local businesses whenever possible for needs that we may have. (contractors, auditors, etc.) Specifically, our current auditor used to be here in Flagstaff but has since moved to the valley. (The last time we put out an RFP for an auditor there were not any local vendors that submitted a bid.)
  - Our local policy #203 spells out how we handle purchases for the district. I personally advised that I would use a local vendor over a corporate business whenever possible.

Board Comments:

- Thank you to everyone for attending and all the hard work. Thank you Erin and Earl for being here also.

**ADJOURNMENT:** Board Meeting adjourned at 7:20 pm

**Motion to adjourn by Board Member Parker, seconded by Board Member Walton.  
Vote Conducted. MOTION PAST ALL IN FAVOR  
AYES: Faus, Timney, Duskocil, Walton, Parker**

Respectfully submitted by:

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Robb Faus, Board Clerk



## BUDGET WORKSHOP MINUTES

Thursday, April 04, 2024

Station 32, 8905 Koch Field Road, Flagstaff AZ

1. **CALL TO ORDER**

Chair Timney called the Budget Workshop to order at 2:07 pm.

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

Members Present: Board members Robb Faus, Rick Parker & Scott Walton.

Members Absent: Jim Duskocil

Administration: Fire Chief Gaillard, Deputy Chief Mark Wilson, Deputy Chief Chris Fennell, Battalion Chief Chris Zambeck, Labor rep Casey Robinson, R Brooks, A Kester, V. Fennema, and T. Schieffer.

3. **Pledge of Allegiance**

4. Every year during the budget workshop the Board reviews the following policies for possible updates or changes: Policy #502, "Public Participation at Public Meetings, #503, "Compensation" and #504, Capital Planning and Budgeting", and #505 "PSPRS Pension Funding". On Policy 502, change the time that the public has to request an item be added to the agenda from ~~48 hours~~ to **one week** prior to the board meeting and Chair would like to have the verbiage from the handbook which states the allotted speaking time for individuals (3 min) or a group (10 min) added onto the policy. BC Zambeck suggested getting an LED timer so that the public can see how much time they have left to speak. (countdown) On Policy 503 change the amount for the "on-the-spot award" to \$100. No changes to Policy 504 and 505.

5. **DC Mark Wilson** reviewed the upcoming budget process timeline, last year's accomplishments for the department, Labor goals for this next year, and budgetary realities and expectations for the upcoming budget year. Board goals were reviewed.

- Board decided to delete goal #4 (Establish a sustainable and functional fire station in the Fort Valley/180 corridor of the district.)

6. Labor rep Casey Robinson reported that Labor's top priorities this upcoming year are:

- Maintain funding for current pay plan and benefit packages
- Continue to support 3 person / ALS units
- Looking at how the JPA impacts SFMD
- Market adjustments in FY25/26
- Work to identify state and county funding support options

7. DC Wilson reviewed the 2023-24 Strategic Plan, focusing on the Sustainability and Funding Goals portion.
8. DC Wilson covered all of our district achievements for the past FY. (See Powerpoint)
9. The next budget workshop is scheduled for May 8<sup>th</sup> where Chief Wilson will review 5-year projections, pay and benefits. The board will have the opportunity to review and possibly approve the Fire Chiefs Budget for 20-day posting at the May 15<sup>th</sup> board meeting. Final approval will be at the June 19<sup>th</sup> board meeting.
10. We looked at the current budget health, budgetary realities and expectations, upcoming Capital needs and future large capital needs, JPA impacts, and an overview of FY24-25 budget at current mil rate of 3.50%
11. One of the large capital needs that is pressing right now is adequate living space for the number of staff working out of Sta #32. After much discussion, the board would like to direct admin staff to look into the cost of adding BC quarters, bay for BC rig, a bathroom and workout room to Sta #32. There is funding available in the restricted account that the board can allocate to that expense.

**Board Priorities:**

- Laptops for the board members. Plan is to use the Surface Pros that are being replaced by the new Dells.

**ADJOURNMENT**

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

**Vote Conducted. MOTION PAST ALL IN FAVOR**

AYES: Timney, Faus, Parker, Daskocil, Walton

Budget Workshop Adjourned at 4:45 pm

Respectfully submitted by:

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Robb Faus, Board Clerk

12:30 PM

04/09/24

**Summit Fire District**  
**Reconciliation Summary**  
 101 County Treasurer, Period Ending 03/31/2024

	Mar 31, 24
<b>Beginning Balance</b>	2,995,307.53
<b>Cleared Transactions</b>	
Checks and Payments - 71 items	-357,752.83
Deposits and Credits - 128 items	257,792.95
<b>Total Cleared Transactions</b>	-99,959.88
<b>Cleared Balance</b>	2,895,347.65
<b>Uncleared Transactions</b>	
Checks and Payments - 29 items	-38,944.17
Deposits and Credits - 129 items	15,347.43
<b>Total Uncleared Transactions</b>	-23,596.74
<b>Register Balance as of 03/31/2024</b>	2,871,750.91
<b>New Transactions</b>	
Checks and Payments - 21 items	-98,854.74
Deposits and Credits - 1 item	0.00
<b>Total New Transactions</b>	-98,854.74
<b>Ending Balance</b>	2,772,896.17

*County Asst  
 Reconciled 4/9/2024*

Board Approved

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

Signature: \_\_\_\_\_



12:50 PM

04/09/24

**Summit Fire District**  
**Reconciliation Summary**  
102 OWA Account, Period Ending 03/31/2024

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	<u>Mar 31, 24</u>
Beginning Balance	183,569.66
Cleared Transactions	
Deposits and Credits - 3 items	1,968.84
Total Cleared Transactions	<u>1,968.84</u>
Cleared Balance	<u><u>185,538.50</u></u>
Uncleared Transactions	
Checks and Payments - 1 item	-343.20
Deposits and Credits - 3 items	343.20
Total Uncleared Transactions	<u>0.00</u>
Register Balance as of 03/31/2024	<u><u>185,538.50</u></u>
Ending Balance	185,538.50

*DWA acct*

*Reconciled 4/9/2024*

Board Approved

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

Signature: \_\_\_\_\_

8:46 AM

04/02/24

**Summit Fire District**  
**Reconciliation Summary**  
 105 Petty Cash, Period Ending 04/02/2024

	Apr 2, 24
Beginning Balance	1,196.75
Cleared Transactions	
Deposits and Credits - 2 items	100.00
Total Cleared Transactions	100.00
Cleared Balance	1,296.75
Uncleared Transactions	
Checks and Payments - 1 item	-100.00
Deposits and Credits - 1 item	100.00
Total Uncleared Transactions	0.00
Register Balance as of 04/02/2024	1,296.75
Ending Balance	1,296.75

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 1296.75

Reconciled  
 4/2/24  
 Tammy  
 ✓

Board Approved  
 Date: \_\_\_\_\_  
 Signature: \_\_\_\_\_

12:47 PM

04/09/24

**Summit Fire District**  
**Reconciliation Summary**  
120 Capital Fund, Period Ending 03/31/2024

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	<u>Mar 31, 24</u>
Beginning Balance	119,269.49
Cleared Transactions	
Deposits and Credits - 1 item	<u>176.92</u>
Total Cleared Transactions	<u>176.92</u>
Cleared Balance	<u><u>119,446.41</u></u>
Uncleared Transactions	
Checks and Payments - 1 item	-1,300.00
Deposits and Credits - 1 item	<u>1,300.00</u>
Total Uncleared Transactions	<u>0.00</u>
Register Balance as of 03/31/2024	<u><u>119,446.41</u></u>
Ending Balance	119,446.41

*Capital Fund Acct*  
*reconciled 4/9/2024*

Board Approved

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

Signature: \_\_\_\_\_

12:48 PM

04/09/24

**Summit Fire District**  
**Reconciliation Summary**  
136 Westside Capital Fund, Period Ending 03/31/2024

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	<u>Mar 31, 24</u>
Beginning Balance	433,753.78
Cleared Transactions	
Deposits and Credits - 1 item	<u>643.43</u>
Total Cleared Transactions	<u>643.43</u>
Cleared Balance	<u><b>434,397.21</b></u>
Register Balance as of 03/31/2024	434,397.21
Ending Balance	434,397.21

Board Approved

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

Signature: \_\_\_\_\_

12:49 PM

04/09/24

**Summit Fire District**  
**Reconciliation Summary**  
**150 Emergency Fund, Period Ending 03/31/2024**

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	<u>Mar 31, 24</u>
Beginning Balance	216,545.83
Cleared Transactions	
Deposits and Credits - 1 item	<u>321.22</u>
Total Cleared Transactions	<u>321.22</u>
Cleared Balance	<u><u>216,867.05</u></u>
Register Balance as of 03/31/2024	216,867.05
Ending Balance	216,867.05

Board Approved

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

Signature: \_\_\_\_\_

1:26 PM

04/09/24

**Summit GO Bond Account  
Reconciliation Summary  
300315 Debt Services Account, Period Ending 03/31/2024**

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	<u>Mar 31, 24</u>
Beginning Balance	130,446.51
Cleared Transactions	
Deposits and Credits - 2 items	<u>5,899.64</u>
Total Cleared Transactions	<u>5,899.64</u>
Cleared Balance	<u><u>136,346.15</u></u>
Uncleared Transactions	
Deposits and Credits - 1 item	<u>0.00</u>
Total Uncleared Transactions	<u>0.00</u>
Register Balance as of 03/31/2024	<u><u>136,346.15</u></u>
Ending Balance	136,346.15

*GO Bond Acct*

*Reconciled 4/9/2024 Y*

Board Approved

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

Signature: \_\_\_\_\_

12:52 PM

04/09/24

**SFMD Contingency Fund  
Reconciliation Summary**  
Coconino County Treasurer, Period Ending 03/31/2024

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	<u>Mar 31, 24</u>
Beginning Balance	1,777,204.90
Cleared Balance	1,777,204.90
Register Balance as of 03/31/2024	1,777,204.90
Ending Balance	1,777,204.90

*Contingency Fund Acct  
reconciled 4/9/2024*

Board Approved

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

Signature: \_\_\_\_\_

## Summit Fire & Medical District Account Balances

Registered Balance	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	June 2024
Budget Stabilization	\$1,504,518.40	\$1,343,304.84	\$1,093,179.91	\$2,064,592.75	\$3,437,995.96	\$3,326,290.56	\$3,141,868.59	\$2,807,693.16	\$2,772,896.17			
OWA	\$178,007.29	\$178,218.30	\$173,366.57	\$185,876.61	\$231,543.02	\$182,902.85	\$183,301.76	\$183,569.66	\$185,538.50			
Petty Cash	\$2,775.22	\$2,767.84	\$3,153.15	\$3,383.15	\$3,813.15	\$4,184.95	\$946.75	\$1,196.75	\$1,296.75			
Capital	\$688,883.48	\$689,100.33	\$691,094.80	\$692,089.21	\$694,345.79	\$695,968.50	\$119,041.35	\$119,269.49	\$119,446.41			
Westside Capital	\$427,614.04	\$427,860.49	\$429,172.53	\$429,790.03	\$431,191.38	\$432,199.09	\$433,120.76	\$433,753.78	\$434,397.21			
Emergency	\$164,123.99	\$114,218.58	\$164,643.02	\$264,807.93	\$215,266.45	\$215,769.67	\$216,229.80	\$216,545.83	\$216,867.05			
Debt Services / GO	\$39,290.83	\$39,815.20	\$42,428.94	\$98,043.27	\$159,009.85	\$121,316.02	\$125,141.24	\$130,446.51	\$136,346.15			
Contingency / COP	\$1,884,932.27	\$1,884,932.27	\$1,884,932.27	\$1,884,932.27	\$1,884,932.27	\$1,777,204.90	\$1,777,204.90	\$1,777,204.90	\$1,777,204.90			
<b>TOTAL</b>	\$4,890,145.52	\$4,680,217.85	\$4,481,971.19	\$5,623,515.22	\$7,058,097.87	\$6,755,836.54	\$5,996,855.15	\$5,669,680.08	\$5,643,993.14	\$0.00	\$0.00	\$0.00

ACTUALS	YTD actuals	YTD Budgeted	Over / Under	% of Budget
Revenue	\$4,665,254.91	\$5,402,668.04	-\$737,413.13	86%
Expenses	\$3,635,303.47	\$4,550,545.61	-\$915,242.14	80%
Net Income	\$1,029,951.44	\$852,122.43	\$177,829.01	121%

\*\* July: County did not process transfers from Budget Stabilization Acct to Emergency(50k) and Capital(80k)

\*\* August: County transferrred the Capital (80k), but did the other transfer backwards. Took (50k) from Emergency and put in Budget Stabilization.

Budget Stabilization s/b \$1,243,304.84

Emergency s/b \$214,123.99

\*\* September: County still has not transferred the money correct from the Budget Stab. acct to Emergency Acct.

County also created an acct discrepancy of \$270 in OWA acct which is to be fixed in October.

\*\* October: Transfer has been corrected by County. Totals in accounts are as they should be.

\*\* December FDAT was not credited to our acct by County



## Summit Fire District Profit & Loss Budget vs. Actual March 2024

	<u>Mar 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>1100 TAX REVENUE</b>				
1101 Property Tax	152,756.88	157,537.17	-4,780.29	96.97%
1102 FDAT	11,359.41	11,837.30	-477.89	95.96%
1103 Delinquent Property Tax	341.33			
<b>Total 1100 TAX REVENUE</b>	<u>164,457.62</u>	<u>169,374.47</u>	<u>-4,916.85</u>	<u>97.1%</u>
<b>1200 GRANTS</b>				
1210 Other Grants	0.00	45,833.33	-45,833.33	0.0%
<b>Total 1200 GRANTS</b>	<u>0.00</u>	<u>45,833.33</u>	<u>-45,833.33</u>	<u>0.0%</u>
<b>1300 MISC INCOME</b>				
1301 OWA Income	1,696.53	83,333.33	-81,636.80	2.04%
1302 Interest	6,038.70	0.00	6,038.70	100.0%
1304 Contracts with Towers	3,328.40	1,963.00	1,365.40	169.56%
1305 Out of District Calls	0.00	665.54	-665.54	0.0%
1310 Misc. Income	2,671.54	5,689.76	-3,018.22	46.95%
1311 Maint Facility Income	24,516.14	6,500.00	18,016.14	377.17%
1312 Community Room Rental	100.00			
<b>Total 1300 MISC INCOME</b>	<u>38,351.31</u>	<u>98,151.63</u>	<u>-59,800.32</u>	<u>39.07%</u>
<b>Total Income</b>	<u>202,808.93</u>	<u>313,359.43</u>	<u>-110,550.50</u>	<u>64.72%</u>
<b>Gross Profit</b>	202,808.93	313,359.43	-110,550.50	64.72%
<b>Expense</b>				
<b>2000 PERSONNEL SALARIES</b>				
<b>2009 Acting Pay</b>				
2009 .1 Acting Pay BC	0.00	0.00	0.00	0.0%
2009. 2 Acting Captain	90.00	0.00	90.00	100.0%
2009.3 Acting Engineer	277.50	0.00	277.50	100.0%
<b>Total 2009 Acting Pay</b>	<u>367.50</u>	<u>0.00</u>	<u>367.50</u>	<u>100.0%</u>
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	16,776.78	14,476.00	2,300.78	115.89%
2071 Administrative Officer	5,025.38	4,891.42	133.96	102.74%
2072 Admin Assistant II	2,841.69	3,806.10	-964.41	74.66%
2073 EVT Mechanic III	4,993.60	4,486.62	506.98	111.3%
2073.2 EVT Mechanic II	4,747.66	4,007.70	739.96	118.46%
2075 Captains	54,157.70	55,123.23	-965.53	98.25%
2076 Engineer	35,708.46	56,908.38	-21,199.92	62.75%
2077 Firefighters	47,767.05	52,983.60	-5,216.55	90.15%

## Summit Fire District Profit & Loss Budget vs. Actual March 2024

	<u>Mar 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
2081 FLSA	3,429.80	3,367.00	62.80	101.87%
<b>2082 Overtime</b>				
2082.1 OT FireOfficer 1	2,441.38			
2082.2 OT FireOfficer Recall	0.00	10,000.00	-10,000.00	0.0%
2082 Overtime - Other	39,674.65			
<b>Total 2082 Overtime</b>	42,116.03	10,000.00	32,116.03	421.16%
2083 Vacation Leave	13,510.76	1,430.65	12,080.11	944.38%
2084 Sick Leave	3,894.04	8,138.89	-4,244.85	47.85%
2088 Holiday Pay	188.88			
2099.1 Vacation Leave Payout	0.00	0.00	0.00	0.0%
2099.2 Sick Leave Payout	0.00	0.00	0.00	0.0%
<b>Total 2000 PERSONNEL SALARIES</b>	235,525.33	234,368.43	1,156.90	100.49%
2080 PSPRS	0.00	34,013.00	-34,013.00	0.0%
<b>2200 PENSION</b>				
2201 NationW Hybrid Tier 3 FD	2,531.17	2,056.30	474.87	123.09%
2202 NationW - Tier 2 FD	264.64	399.42	-134.78	66.26%
2203 NationW DC Only Tier 3FD	0.00	618.00	-618.00	0.0%
2204 PSPRS - DROP	0.00			
2206 PSPRS - Tier 1 FD	13,195.90	18,409.25	-5,213.35	71.68%
2207 PSPRS - Hybrid Tier 3FD	-134.45			
2208 PSPRS - Tier 1A & 2 FD	1,306.46	4,634.40	-3,327.94	28.19%
2209.1 PSPRS DC ONLY 3 FD Disab	0.00	65.00	-65.00	0.0%
2210.2 PSPRS - DB Tier 3	8,968.58	5,317.03	3,651.55	168.68%
2215 ASRS	2,290.38	2,261.00	29.38	101.3%
<b>Total 2200 PENSION</b>	28,422.68	33,760.40	-5,337.72	84.19%
<b>2300 PAYROLL EXPENSES</b>				
2301 Workmen's Comp.	0.00	0.00	0.00	0.0%
2303 Social Security	1,129.82	1,881.00	-751.18	60.07%
2304 Medicare	3,437.41	3,373.97	63.44	101.88%
2305 Direct Deposit	-330.00	0.00	-330.00	100.0%
<b>Total 2300 PAYROLL EXPENSES</b>	4,237.23	5,254.97	-1,017.74	80.63%
<b>2400 PERSONNEL INSURANCE</b>				
2401 Medical Insurance	21,584.00	27,127.60	-5,543.60	79.57%
2402 Dental Insurance	1,164.00	1,750.00	-586.00	66.51%
2404 Life Insurance	323.20	445.00	-121.80	72.63%
2405 Vision Insurance	208.00	320.00	-112.00	65.0%
<b>Total 2400 PERSONNEL INSURANCE</b>	23,279.20	29,642.60	-6,363.40	78.53%
<b>2500 CONTRACTUALS</b>				
2501 COP Payment	0.00	0.00	0.00	0.0%
2502 Legal Expenses by SFMD	0.00	400.00	-400.00	0.0%
2503 Broker Fees Medical Ins				
2503.1 East Flag Medical-Croft	0.00	0.00	0.00	0.0%

## Summit Fire District Profit & Loss Budget vs. Actual March 2024

	<u>Mar 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
2503.2 Cancer Screening	1,247.82			
2503 Broker Fees Medical Ins - Other	800.00	780.00	20.00	102.56%
<b>Total 2503 Broker Fees Medical Ins</b>	<b>2,047.82</b>	<b>780.00</b>	<b>1,267.82</b>	<b>262.54%</b>
2503.1 Fit for Duty Expenses	0.00	0.00	0.00	0.0%
2510 FLAGIT Contract Services	2,163.15	3,000.00	-836.85	72.11%
<b>2511 Software Contracts</b>				
2511.10 Fire Manager Software	0.00	0.00	0.00	0.0%
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	1,439.10	83.33	1,355.77	1,726.99%
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	0.00	0.00	0.0%
2511.8 EMC2 Software	0.00	0.00	0.00	0.0%
2511.9 ESO Software	0.00	0.00	0.00	0.0%
2511 Software Contracts - Other	743.66	0.00	743.66	100.0%
<b>Total 2511 Software Contracts</b>	<b>2,182.76</b>	<b>83.33</b>	<b>2,099.43</b>	<b>2,619.42%</b>
2514 Bld & Vehicle Insurance	0.00	0.00	0.00	0.0%
<b>2515 IGA Services</b>				
2515.1 Fire Chief	0.00	71,250.00	-71,250.00	0.0%
2515.2 Dispatch	0.00	0.00	0.00	0.0%
2515.3 Training Coordinator	0.00	0.00	0.00	0.0%
<b>Total 2515 IGA Services</b>	<b>0.00</b>	<b>71,250.00</b>	<b>-71,250.00</b>	<b>0.0%</b>
<b>2519 Memberships &amp; Subscription</b>				
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 (Feasability Study	0.00	0.00	0.00	0.0%
2519.6 Sam's Club Membership	0.00	0.00	0.00	0.0%
<b>Total 2519 Memberships &amp; Subscription</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
2520 Computers, Printers	0.00	0.00	0.00	0.0%
2530 New Hire NTN, Fingerprints	0.00	0.00	0.00	0.0%
<b>Total 2500 CONTRACTUALS</b>	<b>6,393.73</b>	<b>75,513.33</b>	<b>-69,119.60</b>	<b>8.47%</b>
<b>3000 FLEET SERVICES</b>				
3005 Training-Certificates	0.00	0.00	0.00	0.0%
3010 Shop Uniforms	161.05	222.82	-61.77	72.28%
3015 Outside Repairs for SFMD	0.00	0.00	0.00	0.0%
3020 Parts for SFMD Vehicles	4,588.67	10,000.00	-5,411.33	45.89%
3025 Shop Outside Customer Exp	7,317.14	625.00	6,692.14	1,170.74%
3030 EVT Tool Allowance	0.00	0.00	0.00	0.0%
<b>Total 3000 FLEET SERVICES</b>	<b>12,066.86</b>	<b>10,847.82</b>	<b>1,219.04</b>	<b>111.24%</b>

## Summit Fire District Profit & Loss Budget vs. Actual March 2024

	<u>Mar 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>3100 EQUIPMENT</b>				
<b>3110 Apparatus Equipment</b>				
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	336.20	0.00	336.20	100.0%
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%
<b>Total 3110 Apparatus Equipment</b>	336.20	0.00	336.20	100.0%
3115 Communication-Radios	3,994.96	0.00	3,994.96	100.0%
3120 SCBA	0.00	900.00	-900.00	0.0%
<b>Total 3100 EQUIPMENT</b>	4,331.16	900.00	3,431.16	481.24%
<b>3200 SUPPLIES</b>				
3210 EMS Program	488.13	1,900.00	-1,411.87	25.69%
3212 PPE Program	0.00	0.00	0.00	0.0%
3220 Office Supplies	25.00	666.67	-641.67	3.75%
3225 BLD/Land Maint.	2,899.87	2,000.00	899.87	144.99%
3227 Procurement	37.96	750.00	-712.04	5.06%
3235 PIO / Pub ED	0.00	0.00	0.00	0.0%
3241 Honor Guard	313.86	800.00	-486.14	39.23%
<b>Total 3200 SUPPLIES</b>	3,764.82	6,116.67	-2,351.85	61.55%
<b>3300 UNIFORMS</b>				
3310 Uniforms - SFMD	1,243.13	0.00	1,243.13	100.0%
3312 Class AB Uniform	0.00	0.00	0.00	0.0%
<b>Total 3300 UNIFORMS</b>	1,243.13	0.00	1,243.13	100.0%
<b>3400 FITNESS-HEALTH &amp; SAFETY</b>				
3401 Fitness	1,352.46	900.00	452.46	150.27%
<b>3405 Health &amp; Safety</b>				
3405.1 Annual Physicals	900.00	0.00	900.00	100.0%
3405.2 Staff Counseling	0.00	3,083.34	-3,083.34	0.0%
3405.3 Stress Test	0.00	616.67	-616.67	0.0%
3405.4 New Hire Physicals & Men	0.00	0.00	0.00	0.0%
3405.6 New Hire Mental Check	0.00	1,651.67	-1,651.67	0.0%
3405.7 Family & Child Counsel	0.00	600.00	-600.00	0.0%
<b>Total 3405 Health &amp; Safety</b>	900.00	5,951.68	-5,051.68	15.12%
<b>Total 3400 FITNESS-HEALTH &amp; SAFETY</b>	2,252.46	6,851.68	-4,599.22	32.88%
<b>4000 UTILITIES</b>				
4005 Fuel for Apparatus	2,223.31	2,333.34	-110.03	95.28%
4010 Electric	1,686.90	2,333.34	-646.44	72.3%
4015 Gas / Propane	2,389.32	2,166.67	222.65	110.28%
4020 Water	1,054.68	1,333.33	-278.65	79.1%
4025 Phones / Internet / TV	2,573.35	2,916.67	-343.32	88.23%

## Summit Fire District Profit & Loss Budget vs. Actual March 2024

	<u>Mar 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
4030 Trash Pickup	57.26	420.00	-362.74	13.63%
4050 Radio Site Rental Elden	350.00	286.48	63.52	122.17%
<b>Total 4000 UTILITIES</b>	<u>10,334.82</u>	<u>11,789.83</u>	<u>-1,455.01</u>	<u>87.66%</u>
<b>4100 Training and Travel</b>				
4105 Training Registration	0.00	0.00	0.00	0.0%
4110 Lodging	974.60	0.00	974.60	100.0%
4115 Food	102.00	0.00	102.00	100.0%
4120 Supplies/Vent	0.00	0.00	0.00	0.0%
4125 Travel Fuel Rentals Air	41.82	0.00	41.82	100.0%
4130 Tuition Reimbursement	0.00	0.00	0.00	0.0%
<b>Total 4100 Training and Travel</b>	<u>1,118.42</u>	<u>0.00</u>	<u>1,118.42</u>	<u>100.0%</u>
<b>4200 OWA Expenses</b>				
4230 OWA Exp.	0.00	0.00	0.00	0.0%
<b>Total 4200 OWA Expenses</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>4500 Grant Expenses</b>				
4510 Other Grants	0.00	0.00	0.00	0.0%
<b>Total 4500 Grant Expenses</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>5000 CAPITAL</b>				
5010 Vehicle/Equip Payments	-60,691.31			
<b>Total 5000 CAPITAL</b>	<u>-60,691.31</u>			
<b>Payroll Expenses</b>	4,869.17			
<b>Reconciliation Discrepancies</b>	330.70			
<b>Total Expense</b>	<u>277,478.40</u>	<u>449,058.73</u>	<u>-171,580.33</u>	<u>61.79%</u>
<b>Net Ordinary Income</b>	<u>-74,669.47</u>	<u>-135,699.30</u>	<u>61,029.83</u>	<u>55.03%</u>
<b>Net Income</b>	<u><u>-74,669.47</u></u>	<u><u>-135,699.30</u></u>	<u><u>61,029.83</u></u>	<u><u>55.03%</u></u>

## Summit Fire District

# Profit & Loss Budget vs. Actual

### July 2023 through March 2024

	Jul '23 - Mar 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>1100 TAX REVENUE</b>				
1101 Property Tax	3,790,595.31	3,865,531.97	-74,936.66	98.06%
1102 FDAT	261,344.07	263,504.98	-2,160.91	99.18%
1103 Delinquent Property Tax	43,417.45	0.00	43,417.45	100.0%
<b>Total 1100 TAX REVENUE</b>	<b>4,095,356.83</b>	<b>4,129,036.95</b>	<b>-33,680.12</b>	<b>99.18%</b>
<b>1200 GRANTS</b>				
1210 Other Grants	240,381.00	412,500.00	-172,119.00	58.27%
1211 SAFER II	0.00	0.00	0.00	0.0%
<b>Total 1200 GRANTS</b>	<b>240,381.00</b>	<b>412,500.00</b>	<b>-172,119.00</b>	<b>58.27%</b>
<b>1300 MISC INCOME</b>				
1301 OWA Income	149,318.71	750,000.00	-600,681.29	19.91%
1302 Interest	59,905.63	0.00	59,905.63	100.0%
1303 Donations	0.00	0.00	0.00	0.0%
1304 Contracts with Towers	28,864.38	18,587.82	10,276.56	155.29%
1305 Out of District Calls	1,794.00	5,561.35	-3,767.35	32.26%
1308 Service Subscriptions	1,121.49			
1310 Misc. Income	2,680.06	39,828.32	-37,148.26	6.73%
1311 Maint Facility Income	45,263.51	47,153.60	-1,890.09	95.99%
1312 Community Room Rental	2,590.20	0.00	2,590.20	100.0%
1314 Insurance Proceed Income	0.00	0.00	0.00	0.0%
1315 SSFND-Smart & Safe AZ Fund	34,379.10	0.00	34,379.10	100.0%
1300 MISC INCOME - Other	3,600.00			
<b>Total 1300 MISC INCOME</b>	<b>329,517.08</b>	<b>861,131.09</b>	<b>-531,614.01</b>	<b>38.27%</b>
<b>Total Income</b>	<b>4,665,254.91</b>	<b>5,402,668.04</b>	<b>-737,413.13</b>	<b>86.35%</b>
<b>Gross Profit</b>	<b>4,665,254.91</b>	<b>5,402,668.04</b>	<b>-737,413.13</b>	<b>86.35%</b>
<b>Expense</b>				
<b>2000 PERSONNEL SALARIES</b>				
<b>2009 Acting Pay</b>				
2009 .1 Acting Pay BC	301.50	1,782.00	-1,480.50	16.92%
2009. 2 Acting Captain	1,543.00	6,077.00	-4,534.00	25.39%
2009.3 Acting Engineer	1,431.75	4,686.00	-3,254.25	30.55%
<b>Total 2009 Acting Pay</b>	<b>3,276.25</b>	<b>12,545.00</b>	<b>-9,268.75</b>	<b>26.12%</b>
2032 OWA Backfill	0.00	20,681.45	-20,681.45	0.0%
2033 OWA OT	5,698.62	27,295.93	-21,597.31	20.88%
2034 OWA Eng Boss	0.00	400.00	-400.00	0.0%
2035 OWA Payroll	6,316.66	143,049.29	-136,732.63	4.42%
2036 OWA Single Resource OT	92,382.46	230,704.25	-138,321.79	40.04%
2037 OWA Holiday Pay	0.00	426.77	-426.77	0.0%
2070 Battalion Chief	167,472.54	130,284.00	37,188.54	128.54%
2071 Administrative Officer	44,407.19	44,022.78	384.41	100.87%

## Summit Fire District Profit & Loss Budget vs. Actual July 2023 through March 2024

	Jul '23 - Mar 24	Budget	\$ Over Budget	% of Budget
2072 Admin Assistant II	31,311.14	34,254.90	-2,943.76	91.41%
2073 EVT Mechanic III	46,719.70	41,747.25	4,972.45	111.91%
2073.1 EVT Mechanic 1	0.00	0.00	0.00	0.0%
2073.2 EVT Mechanic II	42,309.51	40,469.20	1,840.31	104.55%
2075 Captains	488,059.45	496,109.07	-8,049.62	98.38%
2076 Engineer	394,285.41	507,557.23	-113,271.82	77.68%
2077 Firefighters	411,037.05	421,731.60	-10,694.55	97.46%
2081 FLSA	35,577.70	30,303.00	5,274.70	117.41%
<b>2082 Overtime</b>				
2082.1 OT FireOfficer 1	2,441.38			
2082.2 OT FireOfficer Recall	0.00	125,849.62	-125,849.62	0.0%
2082 Overtime - Other	329,271.62	0.00	329,271.62	100.0%
<b>Total 2082 Overtime</b>	<b>331,713.00</b>	<b>125,849.62</b>	<b>205,863.38</b>	<b>263.58%</b>
2083 Vacation Leave	111,456.21	114,230.55	-2,774.34	97.57%
2084 Sick Leave	72,317.48	65,959.89	6,357.59	109.64%
2088 Holiday Pay	23,350.98	0.00	23,350.98	100.0%
2089 One Time Bonus	0.00	0.00	0.00	0.0%
2099.1 Vacation Leave Payout	12,431.83	5,108.00	7,323.83	243.38%
2099.2 Sick Leave Payout	24,186.21	1,954.23	22,231.98	1,237.63%
<b>Total 2000 PERSONNEL SALARIES</b>	<b>2,344,309.39</b>	<b>2,494,684.01</b>	<b>-150,374.62</b>	<b>93.97%</b>
2080 PSPRS	0.00	328,730.50	-328,730.50	0.0%
<b>2200 PENSION</b>				
2201 NationW Hybrid Tier 3 FD	19,900.56	18,506.70	1,393.86	107.53%
2202 NationW - Tier 2 FD	1,972.25	3,594.78	-1,622.53	54.86%
2203 NationW DC Only Tier 3FD	0.00	4,937.76	-4,937.76	0.0%
2204 PSPRS - DROP	0.00	0.00	0.00	0.0%
2206 PSPRS - Tier 1 FD	117,853.37	184,092.50	-66,239.13	64.02%
2207 PSPRS - Hybrid Tier 3FD	-1,270.40			
2208 PSPRS - Tier 1A & 2 FD	9,736.29	41,822.62	-32,086.33	23.28%
2209 PSPRS DC Only Tier 3FD	0.00	0.00	0.00	0.0%
2209.1 PSPRS DC ONLY 3 FD Disab	0.00	430.00	-430.00	0.0%
2210.2 PSPRS - DB Tier 3	70,513.97	35,624.06	34,889.91	197.94%
2215 ASRS	22,559.63	20,349.00	2,210.63	110.86%
2200 PENSION - Other	1,600.00			
<b>Total 2200 PENSION</b>	<b>242,865.67</b>	<b>309,357.42</b>	<b>-66,491.75</b>	<b>78.51%</b>
<b>2300 PAYROLL EXPENSES</b>				
2301 Workmen's Comp.	62,170.00	93,255.00	-31,085.00	66.67%
2303 Social Security	17,139.50	16,929.00	210.50	101.24%
2304 Medicare	32,922.95	30,365.73	2,557.22	108.42%
2305 Direct Deposit	-330.00	0.00	-330.00	100.0%
<b>Total 2300 PAYROLL EXPENSES</b>	<b>111,902.45</b>	<b>140,549.73</b>	<b>-28,647.28</b>	<b>79.62%</b>
<b>2400 PERSONNEL INSURANCE</b>				

## Summit Fire District Profit & Loss Budget vs. Actual July 2023 through March 2024

	Jul '23 - Mar 24	Budget	\$ Over Budget	% of Budget
2401 Medical Insurance	209,807.42	244,148.40	-34,340.98	85.93%
2402 Dental Insurance	11,106.97	15,750.00	-4,643.03	70.52%
2404 Life Insurance	3,134.85	3,615.36	-480.51	86.71%
2405 Vision Insurance	2,018.79	2,528.40	-509.61	79.85%
<b>Total 2400 PERSONNEL INSURANCE</b>	<b>226,068.03</b>	<b>266,042.16</b>	<b>-39,974.13</b>	<b>84.98%</b>
<b>2500 CONTRACTUALS</b>				
2501 COP Payment	0.00	107,729.00	-107,729.00	0.0%
2502 Legal Expenses by SFMD	0.00	44,250.00	-44,250.00	0.0%
<b>2503 Broker Fees Medical Ins</b>				
2503.1 East Flag Medical-Croft	1,800.00	2,700.00	-900.00	66.67%
2503.2 Cancer Screening	1,247.82			
2503 Broker Fees Medical Ins - Othe	7,080.00	7,020.00	60.00	100.86%
<b>Total 2503 Broker Fees Medical Ins</b>	<b>10,127.82</b>	<b>9,720.00</b>	<b>407.82</b>	<b>104.2%</b>
2503.1 Fit for Duty Expenses	0.00	2,700.00	-2,700.00	0.0%
2504 Audit	17,730.00	17,500.00	230.00	101.31%
2509 Admin Service Contracts	850.00	0.00	850.00	100.0%
2510 FLAGIT Contract Services	18,883.15	27,000.00	-8,116.85	69.94%
<b>2511 Software Contracts</b>				
2511.10 Fire Manager Software	0.00	0.00	0.00	0.0%
2511.11 Flagit Additional Svc	10,118.50	10,119.00	-0.50	100.0%
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	2,591.65	749.97	1,841.68	345.57%
2511.5 Avenza Maps for IPAD	0.00	0.00	0.00	0.0%
2511.6 PS Trax Eng, SCBA, PPE,	288.00	0.00	288.00	100.0%
2511.7 Upkeep	0.00	0.00	0.00	0.0%
2511.8 EMC2 Software	0.00	18,180.00	-18,180.00	0.0%
2511.9 ESO Software	7,864.55	6,745.00	1,119.55	116.6%
2511 Software Contracts - Other	7,275.28	0.00	7,275.28	100.0%
<b>Total 2511 Software Contracts</b>	<b>28,137.98</b>	<b>35,793.97</b>	<b>-7,655.99</b>	<b>78.61%</b>
2514 Bld & Vehicle Insurance	56,341.00	56,355.00	-14.00	99.98%
<b>2515 IGA Services</b>				
2515.1 Fire Chief	71,250.00	142,500.00	-71,250.00	50.0%
2515.2 Dispatch	27,436.58	51,000.00	-23,563.42	53.8%
2515.3 Training Coordinator	22,161.55	22,162.00	-0.45	100.0%
<b>Total 2515 IGA Services</b>	<b>120,848.13</b>	<b>215,662.00</b>	<b>-94,813.87</b>	<b>56.04%</b>
2517 EMS Fees & Maint Agreement	1,400.00			
<b>2519 Memberships &amp; Subscription</b>				
2519.1 AFDA	0.00	1,050.00	-1,050.00	0.0%
2519.2 NFPA	0.00	210.00	-210.00	0.0%
2519.3 AZ Fire Chiefs Assoc	250.00	500.00	-250.00	50.0%
2519.4 PFAC	0.00	200.00	-200.00	0.0%



## Summit Fire District Profit & Loss Budget vs. Actual July 2023 through March 2024

	Jul '23 - Mar 24	Budget	\$ Over Budget	% of Budget
2519.5 Other (Feasibility Study)	2,013.20	200.00	1,813.20	1,006.6%
2519.6 Sam's Club Membership	0.00	45.00	-45.00	0.0%
2519 Memberships & Subscription - I	128.25			
<b>Total 2519 Memberships &amp; Subscription</b>	<b>2,391.45</b>	<b>2,205.00</b>	<b>186.45</b>	<b>108.46%</b>
2520 Computers, Printers	410.34	6,500.00	-6,089.66	6.31%
2530 New Hire NTN, Fingerprints	0.00	1,000.00	-1,000.00	0.0%
<b>Total 2500 CONTRACTUALS</b>	<b>257,119.87</b>	<b>526,414.97</b>	<b>-269,295.10</b>	<b>48.84%</b>
<b>3000 FLEET SERVICES</b>				
3005 Training-Certificates	0.00	1,125.00	-1,125.00	0.0%
3010 Shop Uniforms	3,156.16	1,947.12	1,209.04	162.09%
3015 Outside Repairs for SFMD	3,985.10	0.00	3,985.10	100.0%
3020 Parts for SFMD Vehicles	48,172.53	52,000.00	-3,827.47	92.64%
3025 Shop Outside Customer Exp	14,628.53	5,625.00	9,003.53	260.06%
3030 EVT Tool Allowance	98.80	0.00	98.80	100.0%
<b>Total 3000 FLEET SERVICES</b>	<b>70,041.12</b>	<b>60,697.12</b>	<b>9,344.00</b>	<b>115.39%</b>
<b>3100 EQUIPMENT</b>				
<b>3110 Apparatus Equipment</b>				
3110.1 Holmatro Service	0.00	2,085.00	-2,085.00	0.0%
3110.2 Ladder Testing	599.98	1,200.00	-600.02	50.0%
3110.3 Foam	0.00	0.00	0.00	0.0%
3110.4 Bar Oil, Fuel Power Equi	336.20	400.00	-63.80	84.05%
3110.5 Nozzles, Hoses etc	0.00	0.00	0.00	0.0%
3110 Apparatus Equipment - Other	5,681.63	0.00	5,681.63	100.0%
<b>Total 3110 Apparatus Equipment</b>	<b>6,617.81</b>	<b>3,685.00</b>	<b>2,932.81</b>	<b>179.59%</b>
3115 Communication-Radios	12,078.97	0.00	12,078.97	100.0%
3120 SCBA	3,922.30	3,200.00	722.30	122.57%
3130 Computers, Printers ETC.	3,133.75			
<b>Total 3100 EQUIPMENT</b>	<b>25,752.83</b>	<b>6,885.00</b>	<b>18,867.83</b>	<b>374.04%</b>
<b>3200 SUPPLIES</b>				
3210 EMS Program	16,353.60	31,503.00	-15,149.40	51.91%
3212 PPE Program	47,655.13	42,761.75	4,893.38	111.44%
3215 Training Supplies	5,569.54			
3220 Office Supplies	4,489.79	5,999.99	-1,510.20	74.83%
3225 BLD/Land Maint.	18,833.84	18,000.00	833.84	104.63%
3227 Procurement	7,918.42	6,750.00	1,168.42	117.31%
3235 PIO / Pub ED	354.64	6,650.00	-6,295.36	5.33%
3241 Honor Guard	816.51	2,200.00	-1,383.49	37.11%
<b>Total 3200 SUPPLIES</b>	<b>101,991.47</b>	<b>113,864.74</b>	<b>-11,873.27</b>	<b>89.57%</b>
<b>3300 UNIFORMS</b>				
3310 Uniforms - SFMD	19,071.31	26,500.00	-7,428.69	71.97%
3312 Class AB Uniform	0.00	0.00	0.00	0.0%
3350 New Hire Expenses	1,200.00			

## Summit Fire District Profit & Loss Budget vs. Actual July 2023 through March 2024

	Jul '23 - Mar 24	Budget	\$ Over Budget	% of Budget
<b>Total 3300 UNIFORMS</b>	20,271.31	26,500.00	-6,228.69	76.5%
<b>3400 FITNESS-HEALTH &amp; SAFETY</b>				
<b>3401 Fitness</b>	14,354.21	14,100.00	254.21	101.8%
<b>3405 Health &amp; Safety</b>				
<b>3405.1 Annual Physicals</b>	1,170.56	5,180.00	-4,009.44	22.6%
<b>3405.2 Staff Counseling</b>	50,033.50	27,749.99	22,283.51	180.3%
<b>3405.3 Stress Test</b>	595.00	1,850.00	-1,255.00	32.16%
<b>3405.4 New Hire Physicals &amp; Men</b>	3,662.00	6,000.00	-2,338.00	61.03%
<b>3405.6 New Hire Mental Check</b>	0.00	14,864.99	-14,864.99	0.0%
<b>3405.7 Family &amp; Child Counsel</b>	0.00	1,800.00	-1,800.00	0.0%
<b>3405 Health &amp; Safety - Other</b>	175.00			
<b>Total 3405 Health &amp; Safety</b>	55,636.06	57,444.98	-1,808.92	96.85%
<b>345.8 Counseling Training</b>	0.00	0.00	0.00	0.0%
<b>Total 3400 FITNESS-HEALTH &amp; SAFETY</b>	69,990.27	71,544.98	-1,554.71	97.83%
<b>3500 Wildland SFMD</b>	6,225.66			
<b>4000 UTILITIES</b>				
<b>4005 Fuel for Apparatus</b>	29,273.18	20,999.98	8,273.20	139.4%
<b>4010 Electric</b>	16,579.63	20,999.98	-4,420.35	78.95%
<b>4015 Gas / Propane</b>	13,326.87	19,500.03	-6,173.16	68.34%
<b>4020 Water</b>	11,100.10	11,999.97	-899.87	92.5%
<b>4025 Phones / Internet / TV</b>	26,041.86	26,250.03	-208.17	99.21%
<b>4030 Trash Pickup</b>	4,844.81	3,780.00	1,064.81	128.17%
<b>4050 Radio Site Rental Elden</b>	3,025.00	2,578.32	446.68	117.32%
<b>Total 4000 UTILITIES</b>	104,191.45	106,108.31	-1,916.86	98.19%
<b>4100 Training and Travel</b>				
<b>4105 Training Registration</b>	2,848.00	12,400.00	-9,552.00	22.97%
<b>4110 Lodging</b>	3,730.41	2,800.00	930.41	133.23%
<b>4115 Food</b>	1,384.06	1,300.00	84.06	106.47%
<b>4120 Supplies/Vent</b>	0.00	1,000.00	-1,000.00	0.0%
<b>4125 Travel Fuel Rentals Air</b>	307.73	1,000.00	-692.27	30.77%
<b>4130 Tuition Reimbursement</b>	6,747.00	10,000.00	-3,253.00	67.47%
<b>Total 4100 Training and Travel</b>	15,017.20	28,500.00	-13,482.80	52.69%
<b>4200 OWA Expenses</b>				
<b>4230 OWA Exp.</b>	34,107.58	70,666.67	-36,559.09	48.27%
<b>Total 4200 OWA Expenses</b>	34,107.58	70,666.67	-36,559.09	48.27%
<b>4300 INTERST / FEES</b>				
<b>4315 Interest / Fees</b>	250.00	0.00	250.00	100.0%
<b>Total 4300 INTERST / FEES</b>	250.00	0.00	250.00	100.0%
<b>4500 Grant Expenses</b>				
<b>4510 Other Grants</b>	0.00	0.00	0.00	0.0%
<b>4515 Homeland Security Grant</b>	0.00	0.00	0.00	0.0%
<b>Total 4500 Grant Expenses</b>	0.00	0.00	0.00	0.0%

## Summit Fire District Profit & Loss Budget vs. Actual July 2023 through March 2024

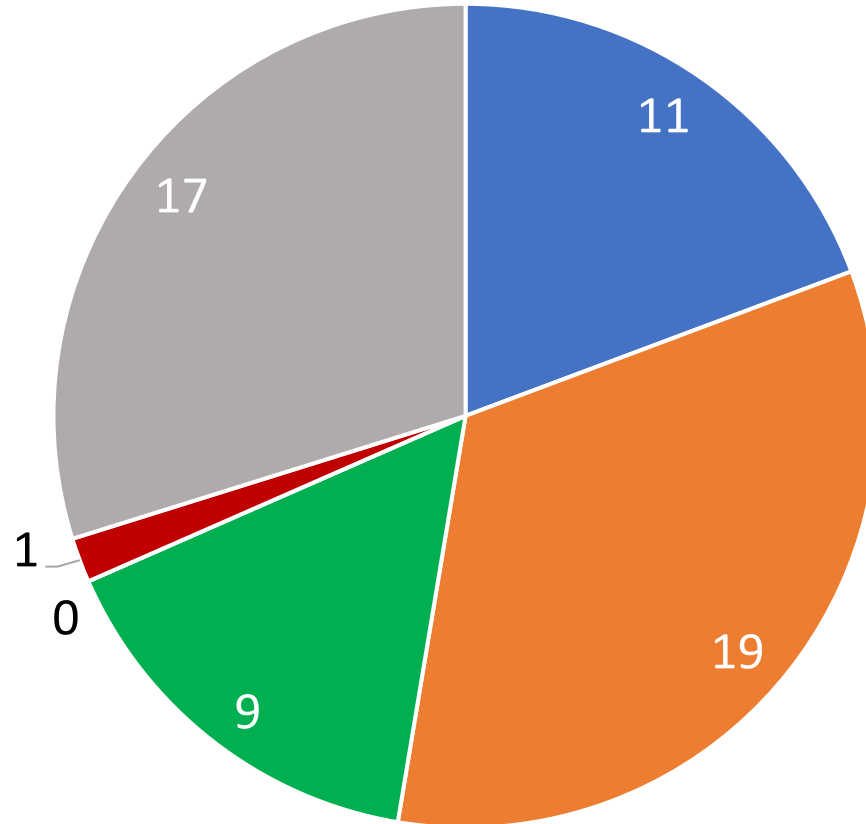
	<u>Jul '23 - Mar 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>5000 CAPITAL</b>				
<b>5010 Vehicle/Equip Payments</b>	516,909.30	0.00	516,909.30	100.0%
<b>5025 Refurbishing Apparatus</b>	0.00	0.00	0.00	0.0%
<b>Total 5000 CAPITAL</b>	<u>516,909.30</u>	<u>0.00</u>	<u>516,909.30</u>	<u>100.0%</u>
<b>Payroll Expenses</b>	4,869.17	0.00	4,869.17	100.0%
<b>Reconciliation Discrepancies</b>	330.00	0.00	330.00	100.0%
<b>Total Expense</b>	<u>4,152,212.77</u>	<u>4,550,545.61</u>	<u>-398,332.84</u>	<u>91.25%</u>
<b>Net Ordinary Income</b>	<u>513,042.14</u>	<u>852,122.43</u>	<u>-339,080.29</u>	<u>60.21%</u>
	<u><b>513,042.14</b></u>	<u><b>852,122.43</b></u>	<u><b>-339,080.29</b></u>	<u><b>60.21%</b></u>

# SFMD BC Run Report

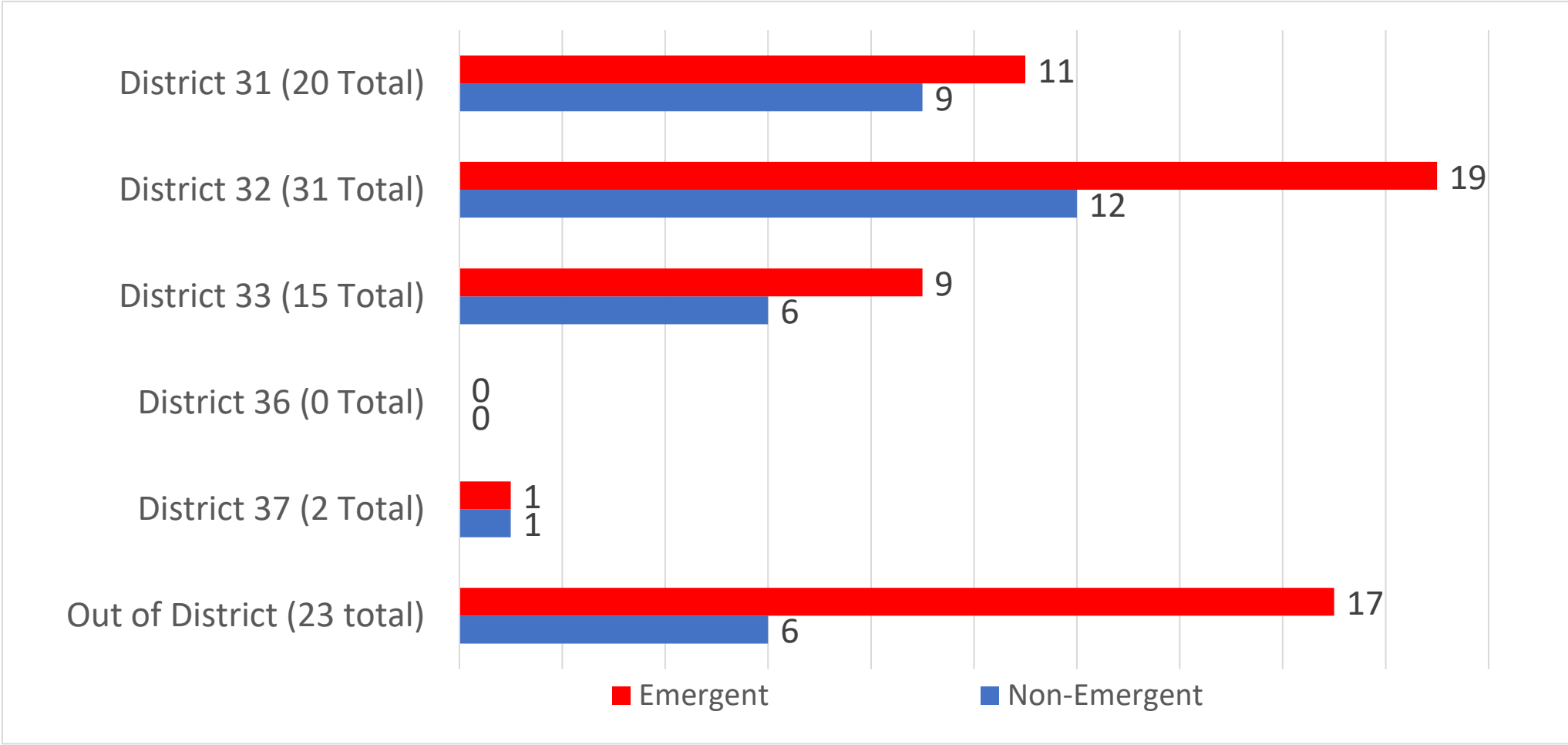
March 2024 Statistics

# Emergent Calls- 57 Total

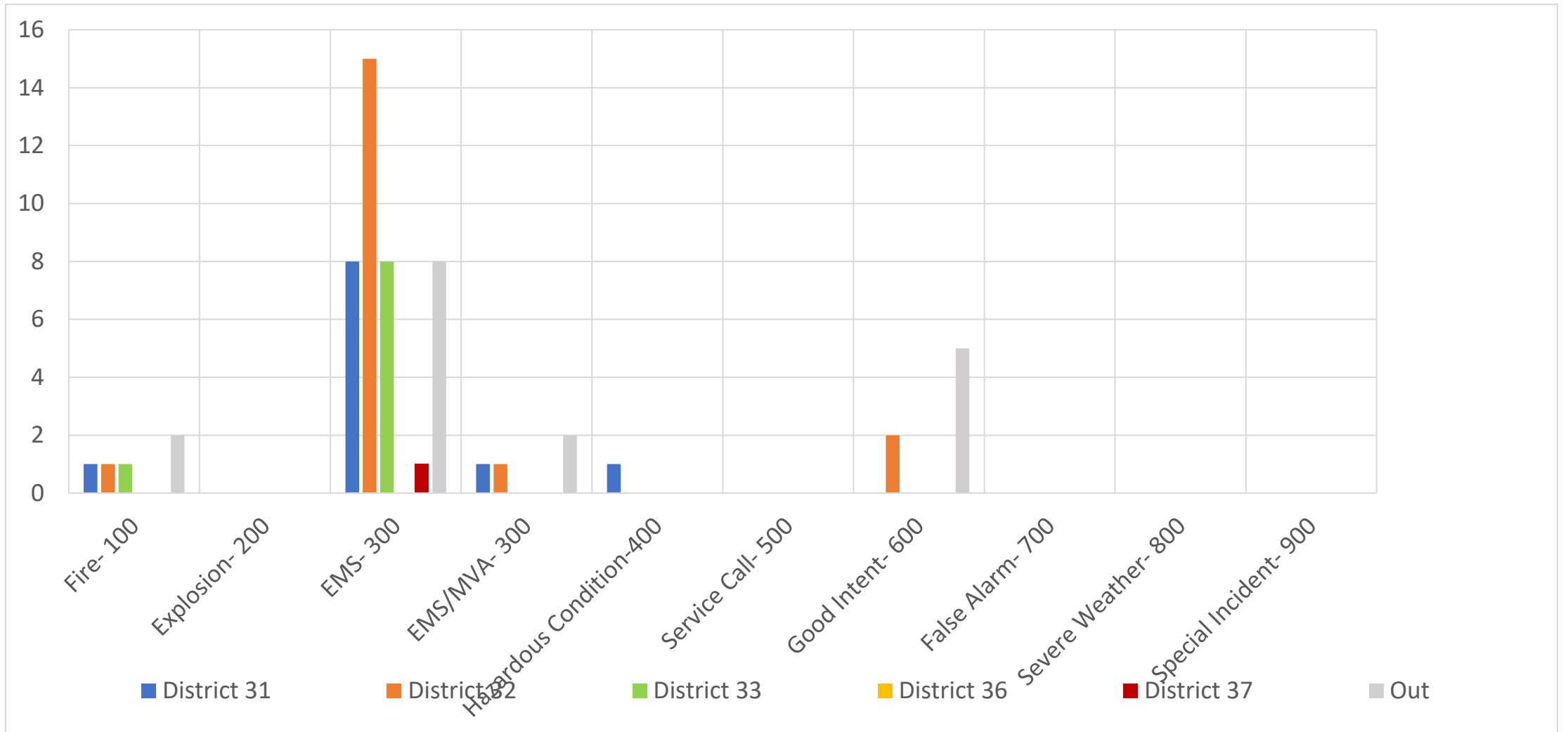
- District 31
- District 32
- District 33
- District 36
- District 37
- Out of District



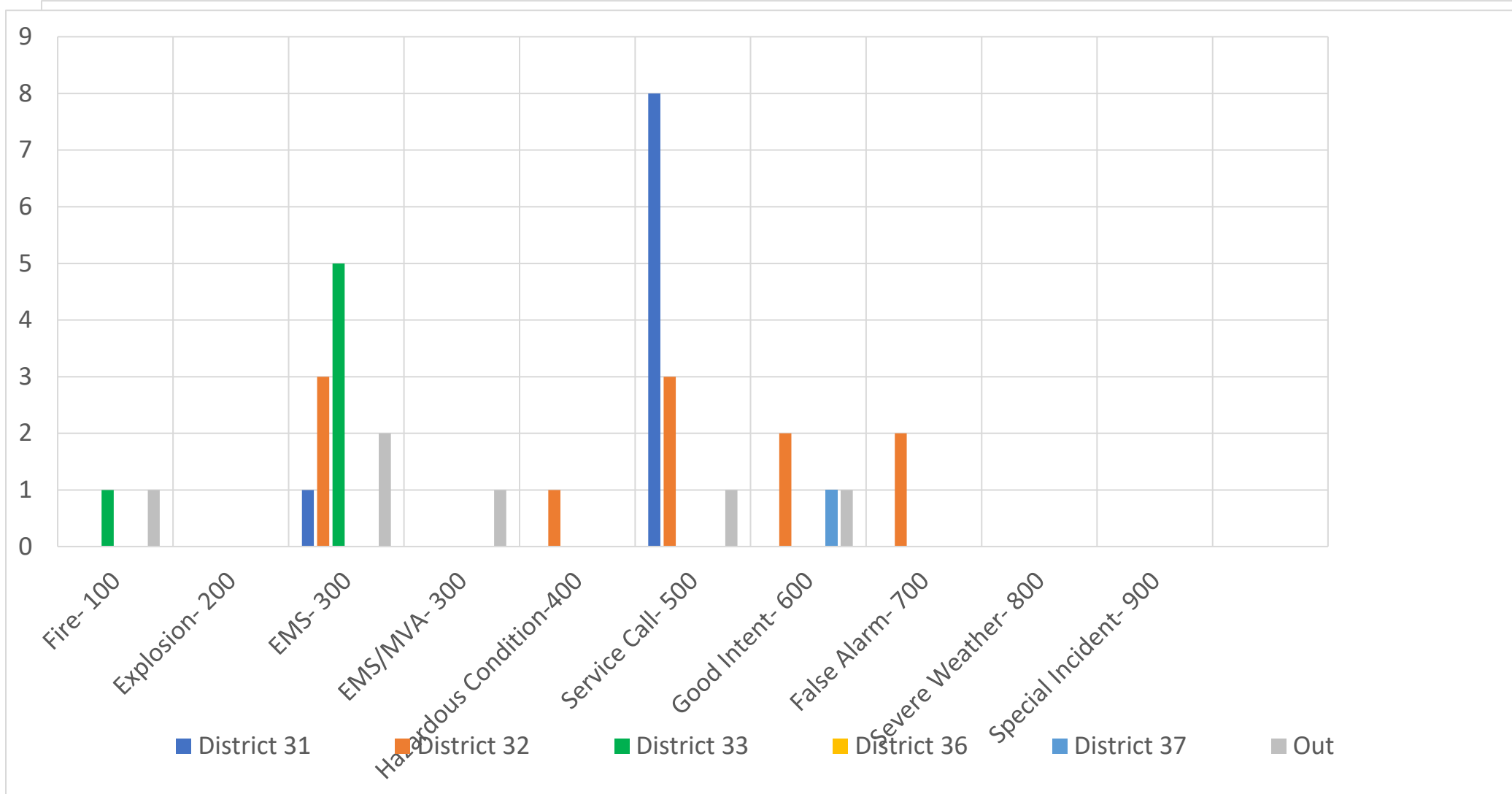
# Total Incidents- (91)



# Emergent Call Breakdown

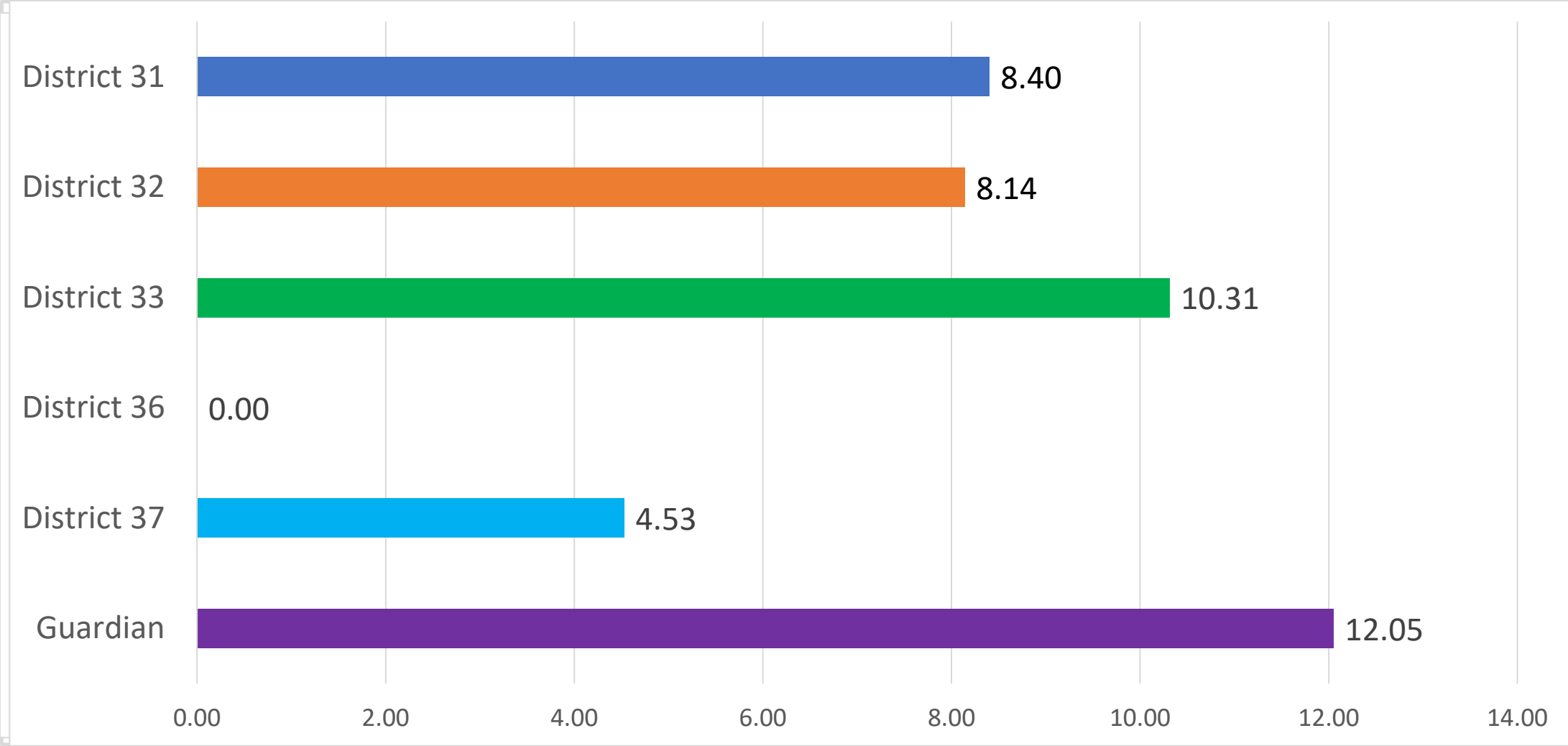


# Non-Emergent Call Breakdown

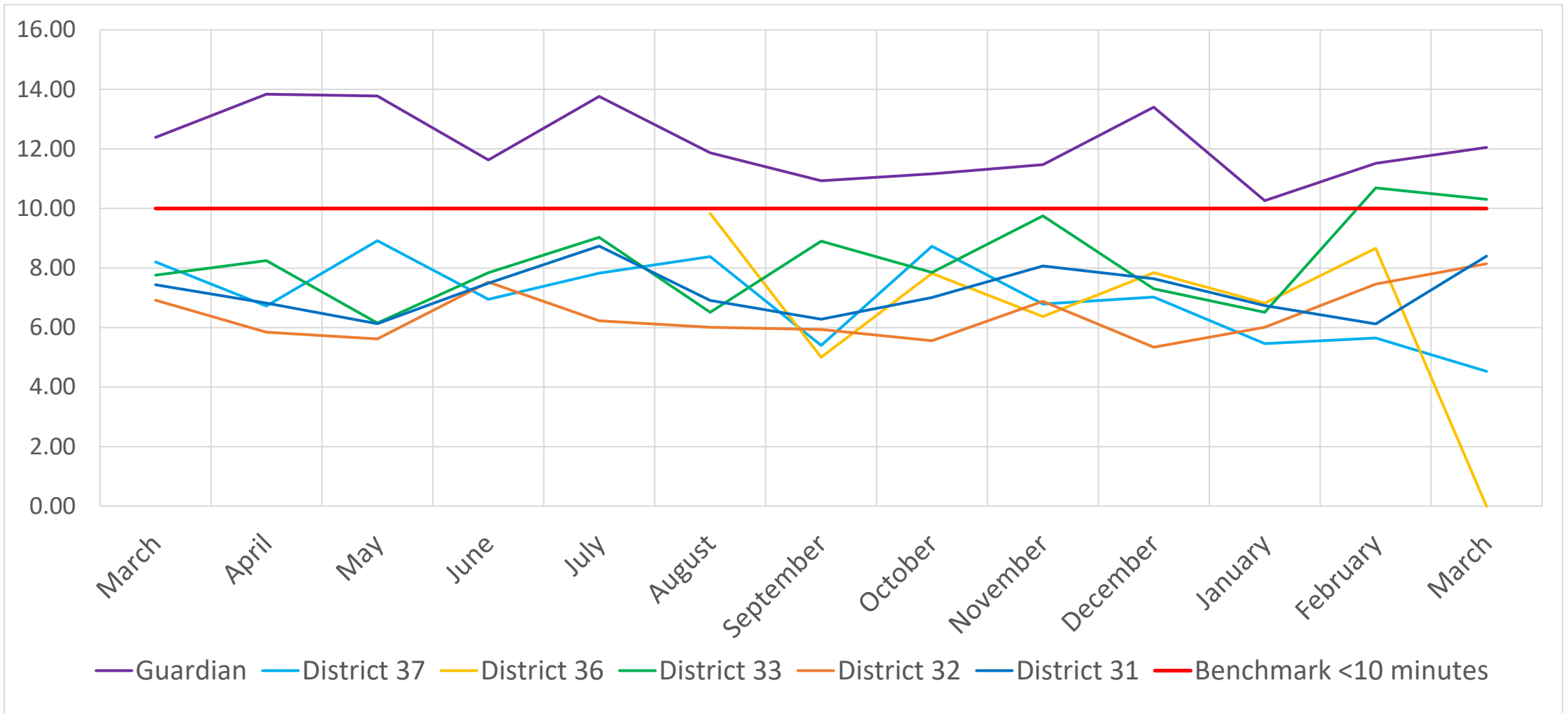




# Average Response Times



# Response Time Trend



# Benchmark Goal: Rural area <10-minute Response, 90% of the time

- District 31- 82% (9 of 11 incidents)
- District 32- 84% (16 of 19 incidents)
- District 33- 55% (5 of 9 incidents)
  - District 36- (no incidents)
- District 37- 100% (1 of 1 incidents)
  
- Overall- (78% 41 of 50 incidents)

# Automatic Aid for SFMD

- Automatic Aid Given: 7 incidents
  - 5 Medicals
  - 1 Assist invalid
  - 1 Good intent
- Automatic Aid Received: 4 incidents
  - 1 Fire
  - 1 CO detector activation
  - 1 Good intent
  - 1 Cancelled

## Summit Fire and Medical District Fire Board Meeting

# Action 7a

**To:** SFMD Fire Board  
**From:** SFMD Administration  
**Date:** April 17, 2024  
**Title:** Updates to Fire Board Handbook and Board Policies 502 & 503.

**Recommended Action:** No Action needed.

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Action Summary: Annual review of Board Handbook and Board Policies.

Financial Impacts: N/A

Relation to Goals: Create efficiencies that improve and sustain the capabilities of the District and Improve the resources of the District both human and capital.

Key Considerations: In order to continue being a useful reference source, the Board Handbook and Board Policies must be constantly reviewed and updated to reflect changes in service delivery needs, laws and regulations, and District operations.

Attachments: Board Policies 502 & 503

Suggested Motion: Motion to approve the revisions to the Fire Board Handbook and Board Policies 502 & 503 as written.

<b>Summit Fire and Medical District</b>	<b>Number: 502</b>
<b>Section: Fire Board</b>	<b>Fire Board Adopted: 12/17/2013</b>
<b>Subject: Public Participation at Public Meetings</b>	Page 1 of 1

**Scope:** This policy applies to public participation at public meetings held by the Summit Fire District.

**Purpose:** This policy defines how the public may participate at public meetings while at the same time giving board members the time and dialogue; they need to conduct the business of their meeting. The Call to the Public allows the Fire Board the opportunity to hear the public speak on items not on the agenda. This statute is located in the Arizona Revised Statutes. The Public may address the Fire Board on agenda items when they become open for discussion as the Fire Board moves through the agenda.

**Statement of Policy, Procedure or Guideline to be followed:**

The Call to the Public enables the public to address the Board about items that **are not** on the agenda.

Anyone wishing to comment on an item that is on the agenda is requested to fill out a **Public Comment** card and submit it to the Board Chairperson. The Board Chairperson will call on those who have filled out cards when it is at the appropriate time to do so on the agenda.

Each time the public addresses the Fire Board, there may be a limit on the time allowed for each speaker. This will allow several individuals to address the same topic. **The Fire Board approved an increase in allotted speaking time per individual to three (3) minutes per agenda item; OR if representing a Group of 3 or more individuals the designated speaker is allotted 10 minutes.** All parties of the Group must be present at the meeting. This also **ensures** there will be time for the Fire Board to address the matters amongst themselves. The Board Chairperson has discretion in the allocation of more time to the Public if he thinks it is pertinent to the discussion.

If the public has handouts, copies should be made in advance for all Fire Board members and the Administration. This will become a matter of public record.

If the public would like to be on the agenda for a presentation or to have the Fire Board discuss a specific topic, they must make the request to the Fire Board Chairman and/or the Fire Chief a minimum of **one week** prior to the Fire Board meeting.

**Responsibility:** It is the responsibility of the Chairperson of the Board to ensure this policy is followed.

<b>Summit Fire and Medical District</b>	<b>Number: 503</b>
<b>Section: Fire Board</b>	<b>Fire Board Adopted: 04/18/2024</b> <b>Rescinds: 02/15/2023</b>
<b>Subject: Compensation</b>	Page 1 of 2

**PURPOSE:**

Summit Fire and Medical District (SFMD) Fire Board salary range structure policy is designed to increase the competitiveness, appropriateness, integrity, and consistency in SFMD salary plan.

**POLICY**

This policy addresses the method of revising the pay structure and managing employeemovement through the range to maintain a structure that is internally equitable and externally competitive. This policy will be revisited annually, by the Fire Board.

**PROCEDURE**

During the preparation of the new fiscal year, the SFMD Fire Board will consider the following:

- **Market adjustments** to the salary schedule. A market adjustment increases the market rates of the pay plan and thus moves the entire pay structure's minimum, market, and maximum rates. SFMD Fire Board and Administration will evaluate the need for a market adjustment to the pay structure annually to ensure it remains competitive in the market area. The market range represents the general average of what other departments are paying for similar jobs in the Coconino County area. Market adjustments are not connect to job performance; employees whose existing pay rate has not advanced beyond the new minimum will get an automatic pay raise.
- **Merit adjustments (Tied to Steps)** for those employees who are consistently meeting and/or exceeding job standards and expectations or for special cases where employees provided specific extra performance during the past year while continuing to meet overall expectation. The Merit system encourages good performance and behaviors by rewarding it. While length of service often results in increased job knowledge and capability, SFMD will focus on four components: strong supervisors; clear job performance standards; fair appraisal of employee performance and behavior; and planning and budget to support the merit program. The pay for performance philosophy provides an opportunity for every employee to receive increases based on individual performance. Increase amounts (steps) will be determined based on the approved compensation pay plan along with allocated and budgeted funds for performance increases. Probationary employees (any rank) are not eligible for November merit increases.
- **Cost of Living** increases are an across-the-board increase for all employees. This increase is not based on market adjustments or merit adjustments. Cost of living allowances are based upon the National Consumer Price Index (CPI). It is an adjustment that can be given at the Fire Boards discretion and is not connected to job performance.
- **Equity Adjustment** is a salary change outside of normal salary programs (promotions, reclassifications, merits, etc.) to remedy salary issues such as internal salary compression and/or retention consideration. Equity adjustments are not granted to reward performance.

### **Promotions and Temporary Assignments - Promotional Compensation Road Map**

A promotion is typically defined as movement from one level in the organization to the next. The promotional road map provides clear direction on “if this, then that,” which allows members at any rank or step to identify what step they would move to within a new rank.

Temporary Assignments, as described in Policy 106, will recognize the same promotional compensation road map increase to their salary. Once the temporary promotion is discontinued the promotional pay adjustment will be removed. (See Policy 106)

### **Alternative Awards**

The purpose of an alternative reward program differs from the goals and objectives of other aspects of total compensation. Salary is payment for doing the job; benefits are designed to protect the employee’s wellbeing, and alternative rewards or incentives can direct, motivate, and reward the achievement of specific performance goals. Alternative rewards do not need to be expensive or provide any cost liability to SFMD. When monetary recognition is awarded, it is offered as a one-time check.

- **Spot Awards** – This program is designed for those employees who have gone “above and beyond the call of duty.” It is used to recognize one-time achievement, rather than sustained performance over a period of time. A common award for this type of program is an “on-the-spot” reward of **\$100**. Spot Awards must be requested by a department head to the Fire Chief. The Fire Board will approve a set amount that can be used at the Fire Chief discretion.
- **Noteworthy Performance Awards** – This program focuses on exemplary or noteworthy performance which is more than “above and beyond the call of duty.” Job performance qualifying for this award must be documented and reviewed by the Fire Board. The performance to be recognized will vary but should be performance beyond the employee’s usual job description and/or extraordinary effort on their own initiative. Noteworthy Performances must be requested by a department head to the Fire Chief and submitted to SFMD’s Fire Board for approval. Noteworthy Performance Awards will be awarded at a Fire Board Meeting by the Fire Board.



## Summit Fire and Medical District Fire Board Meeting

# Action 7b

**To:** SFMD Fire Board  
**From:** SFMD Administration  
**Date:** April 17, 2024  
**Title:** Capital Purchases: 2<sup>nd</sup> set of Turnouts and Extractor for Station #37.

**Recommended Action:** Approve the purchase of new turnouts and a soft mount extractor.

---

**Action Summary:** After reviewing our current program budget expenses, there were funds available to allocate to a couple of higher priced Tier 2 capital needs that we have here at Summit. Part of the cancer initiative is to provide our line personnel with a 2<sup>nd</sup> set of turnouts. Along those same lines is the need to be able to thoroughly clean the turnouts after they have been contaminated during an incident.

**Financial Impacts:** \$41,247.23

**Relation to Goals:** Create efficiencies that improve and sustain the capabilities of the District and Improve the resources of the District both human and capital.

**Key Considerations:** By allocating funds to purchase 8 new sets of turnouts each year, we will be able to replace ones that are outdated as well as providing a backup set for our staff. Having an extractor on the other side of the district makes it easier for the staff to clean their gear without having to travel to this side of the district to use the machine here at Sta #32.

**Attachments:** Invoices from Arizona PPE, and PO requests for turnouts.

**Suggested Motion:** Motion to approve the purchase of 8 sets of turnouts at the cost of \$30,653.28 and a soft-mount extractor for Sta #37 at the cost of \$10,593.95.

Ph: 602-453-3911  
 TF: 877-453-3911  
 Fax: 602-453-3910  
[azsales@lncurtis.com](mailto:azsales@lncurtis.com)  
 UEI#: DDLSADSWN7U7



Southwest Division  
 4647 South 33rd Street  
 Phoenix, AZ 85040  
[www.LNCurtis.com](http://www.LNCurtis.com)  
 Quotation No. 276650

# Quotation

**CUSTOMER:**  
 Summit Fire District  
 8905 Kochfield Road  
 Flagstaff AZ 86004

**SHIP TO:**  
 Summit Fire District  
 8905 Kochfield Road  
 Flagstaff AZ 86004

QUOTATION NO.	ISSUED DATE	EXPIRATION DATE
276650	09/28/2023	10/28/2023

SALESPERSON	CUSTOMER SERVICE REP
Gary Norton <a href="mailto:gnorton@lncurtis.com">gnorton@lncurtis.com</a> 480-296-5202	Stephanie Meyers <a href="mailto:smeyers@lncurtis.com">smeyers@lncurtis.com</a> 602-453-3911

REQUISITION NO.	REQUESTING PARTY	CUSTOMER NO.	TERMS	OFFER CLASS
	Rich Jamison	C34600	Net 30	FR

F.O.B.	SHIP VIA	DELIVERY REQ. BY
DEST	Standard Shipping	

### NOTES & DISCLAIMERS

Thank you for this opportunity to quote. We are pleased to offer requested items below. If you have any questions, need additional information, or would like to place an order, please contact your Customer Service Rep as noted above.

**Safety Warning Notice:** Products offered, sold, or invoiced herewith may have an applicable Safety Data Sheet (SDS) as prepared by the manufacturer of the product. Any handlers or users of product should refer to applicable SDS prior to handling or utilizing the product. Applicable SDS are included with shipment of products. For other important product notices and warnings, or to request an SDS, please contact Curtis or visit <https://www.lncurtis.com/product-notices-warnings>

Transportation is included in below pricing.

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	PL	UNIT PRICE	TOTAL PRICE
1	8	EA	G-XTREME 3.0 JACKET - GLOBE CUSTOM	As follows:  WARNING: This Product Contains PFAS to achieve liquid repellency and/or meet current applicable NFPA performance standards.  *Per Summit FD Custom Specification		\$2,041.36	\$16,330.88
2	8	PR	GPS GLOBE CUSTOM	As below:  WARNING: This product contains PFAS to achieve liquid repellency and/or meet current applicable NFPA performance standards  *Per Summit FD Custom Specification		\$1,542.98	\$12,343.84

Ph: 602-453-3911  
TF: 877-453-3911  
Fax: 602-453-3910  
azsales@lncurtis.com  
UEI#: DDLSADSWN7U7



Southwest Division  
4647 South 33rd Street  
Phoenix, AZ 85040  
www.LNCurtis.com  
Quotation No. 276650

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	PL	UNIT PRICE	TOTAL PRICE
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Small Business  
CAGE Code: 5E720  
SIC Code: 5099  
Federal Tax ID: 94-1214350  
UEI #DDLSADSWN7U7

This pricing remains firm until 10/28/2023. Contact us for updated pricing after this date.

Due to market volatility and supply shortages, we recommend contacting your local L.N. Curtis and sons office prior to placing your order to confirm pricing and availability. This excludes our GSA Contract and other Fixed Price Contracts which are governed by contract-specific prices, terms, and conditions.

<b>Subtotal</b>	\$28,674.72
<b>Estimated Tax Total</b>	\$1,978.56
<b>Transportation</b>	\$0.00
<b>Total</b>	\$30,653.28

[View Terms of Sale and Return Policy](#)

Arizona PPE Recon, Inc.  
520 S 52nd St Ste 202  
Tempe, AZ 85281 US  
deanna@arizonappe.com  
www.arizonappe.com

# Estimate 1116



ADDRESS	DATE	TOTAL
Summit Fire & Medical Dept 8905 Koch Field Rd Flagstaff, AZ 86004	03/22/2024	<b>\$10,593.95</b>

ACTIVITY	QTY	RATE	AMOUNT
<b>CACSM-35</b> Circul-Air Soft Mount 35# Extractor	1	7,950.00	7,950.00
<b>INSTALL</b> Installation of Extractor	1	2,000.00	2,000.00
<b>SHIPPING</b> Shipping will be quoted at time of order	1	0.00	0.00
SUBTOTAL			9,950.00
TAX			643.95
<b>TOTAL</b>			<b>\$10,593.95</b>

THANK YOU.

Accepted By

Accepted Date

## Summit Fire and Medical District Fire Board Meeting

# Action 7c

**To:** SFMD Fire Board

**From:** SFMD Administration

**Date:** April 17, 2024

**Title:** Discussion on the use of water / hydrants on the West Side of our District.

**Recommended Action:** No Action needed.

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**Action Summary:** Fire Board Chair has requested clarification on what the current agreement is for our usage of privately owned hydrants on the west side of our district, specifically Arizona Snowbowl.

**Financial Impacts:** N/A

**Relation to Goals:** Create efficiencies that improve and sustain the capabilities of the District and Improve the resources of the District both human and capital.

**Key Considerations:** The Fire Board would like to have a clear picture of what hydrants or water sources are available for our use out on the west side of town.

**Attachments:**  
**Suggested Motion:** None

## Summit Fire and Medical District Fire Board Meeting

# Action 7d

**To:** SFMD Fire Board  
**From:** SFMD Administration  
**Date:** April 17, 2024  
**Title:** Discussion of Burn Permits, Open Burning Enforcement and Safety Measures in the district

**Recommended Action:** No Action needed.

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**Action Summary:** The Fire Board would like to discuss how we handle requests from citizens who want to have Open Burning on their property. What kind of enforcement is there when they don't follow the suggested rules set by ADEQ and SFMD, and any safety measures to follow.

**Financial Impacts:** N/A

**Relation to Goals:** Create efficiencies that improve and sustain the capabilities of the District and Improve the resources of the District both human and capital.

**Key Considerations:** What can homeowners do to protect their property from out of control burning by careless neighbors.

**Attachments:**

**Suggested Motion** None