



PUBLIC NOTICE REGULAR BOARD MEETING AGENDA

Wednesday, August 20, 2025
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 August 20, 2025, 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 July 23, 2025
 - b. Approval of Reconciliations and Financial Reports for July 2025

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
 - o Chief Wilson
 - o 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. Motion to enter into Executive Session to consult with County Attorney Erin Anding on the hiring process for our new Fire Chief. (contract, etc.)
 - b. Reconvene to Open Meeting
 - c. Delegate Fire Chief Gaillard and Administrative Officer Fennema to pursue hiring the candidate chosen by the Board at a future date, and negotiate conditions of a hiring contract with the candidate.
 - d. Review, discuss, and possible action: Amendment to the Joint Hiring and Promotional Process IGA with the City of Flagstaff Fire Department, Highlands Fire District, and Pinewood to include the Airport Rescue Fire Fighting Services and Pinewood.
 - e. Review, discuss, and possible action on a new policy #150 PSPRS -Tier 1 Employer Contribution
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 August 19, 2025, 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, July 23, 2025

Station 32, 8905 Koch Field Road, Flagstaff AZ

- **CALL TO ORDER**

Board Chair Timney called the Regular Board Meeting to order at 6:02 pm.

- **ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM**

Members Present: Chair Timney, Board Members S. Walton and M. DiVittorio

Members Absent: R Parker, Robb Faus

Administration: FC Gaillard, DC Wilson, DC Fennell, BC Palm, V Fennema, T Schieffer, C Robinson

- **Pledge of Allegiance**

- **Badge Pinning for Captain Matt Gibbs, and Elliott Riggs.**

- **CALL TO THE PUBLIC -N/A**

- **CONSENT AGENDA**

- Discussion and Approval of the Regular Board Meeting Minutes of June 18, 2025

- Approval of Reconciliations and Financial Reports for June 2025.

Board Member Scott Walton motioned to approve the minutes from June 18 and the financial reports for June 2025. Mike DiVittorio seconded the motion.

Vote Conducted. MOTION PASSED unanimously.

AYES: Timney, Walton, DiVittorio

NAYES: None

- **Current Events Summaries, Reports, and/or Correspondence**

- a. Monthly Run Report: BC Palm reported:

- Run report for June 2025. Total of 114 incidents, with 76 being emergent calls. Call distribution is as follows: District 31 had 29 calls, District 32 had 37, and District 37 had 3.
- Avg response times: Sta# 31 at 7.14 min, #32 at 5.44 mins, and #37 at 6.38.
- Auto aid given by us: 17; Auto aid we received: 4, Mutual Aid received: 2, Mutual Aid given 1.
- Highlights for the month: Recruit Academy started on Monday 7/21, we have 4 in this academy.
- We had an Engine go out on an OWA assignment.
- We participated in the City and Doney Park 4th of July parades.
- BC Palm shared some pics of incidents we had this past month.

- b. Monthly Chief Updates:

FC Gaillard

- Several folks attended the AFCA/AFDA conference last week. LA County Fire Chief was there and spoke on the challenges they had with the Palisades Fire.
- Fire Insurance continues to be on the forefront of people's minds in fire districts all across Arizona.

DC Wilson

- While we were fortunate to go out on a wildland callout, we did have a warranty issue come up with the brand-new Type 3. It is in the process of being diagnosed and repaired.
- A lot of work being done on our Policies, trying to get those cleaned up and current.

DC Fennell

- Really enjoyed attending the AFDA conference in Phx, lots of good information presented.
- Dispatch is looking at a new CAD system.
- ESO is switching over from NFIRS reporting to NERIS which will improve data accuracy and reporting efficiency.

Labor 1505- C Robinson

- Held a BBQ for new recruits and their families to help welcome them to our organization.
- He has heard of at least 4 people who are interested in applying for the Fire Chief position.

- **NEW BUSINESS / ACTION ITEMS**

- a. Discussion on proposed Policy #150 DROP- Tier 1 Employer Contribution. Board requests to see a cost estimate of the program for the remaining Tier 1 Employees.

Motion was made by Mike DiVittorio to table item 8a, Policy #150 DROP-Tier 1 Employer Contributions, until the next board meeting. Motion was seconded by Scott Walton.

Vote conducted. MOTION CARRIED

AYES: Timney, Walton, DiVittorio

NAYES: None

- b. Final board approval on policy #335 Fire Chief Job Description.

Board Member Walton made a motion to adopt Policy #335 Fire Chief Job Description as written. Motion was seconded by Board Member DiVittorio.

Vote conducted. MOTION Carried unanimously.

AYES: Parker, Timney, Walton, DiVittorio.

NAYES: none

- c. Update on the recruitment process for Summit's New Fire Chief. Chief Gaillard presented a flow chart showing the process we plan to follow for the interview process.

- The deadline for submittal is August 11, 2025.
 - A short list will be developed by Chief Gaillard, AO Fennema, and Union Rep Robinson.
 - Two (2) Processes will follow: The three (3) BCs and AO Fennema will interview candidates, then a panel consisting of our regional partners will do the same-ranking the candidates and evaluating their strengths and weaknesses. At that point we will identify which finalists we would like the board to see.
 - We are going to consult with the County Attorney on our process.
 - Board members will receive a packet prior to the September Board Meeting which will have the information for each finalist.
 - Plan is to have it on the Sept Board Agenda, where the Board will go into E-Session for the interviewing process of the finalists and hopefully come to a consensus on their pick.
 - NO ACTION TAKEN in E Session.
 - Board reconvenes back to regular board meeting and announces their selection. From there, the rest of the hiring process will be done by Summit Admin staff.

- **Fire Board Comments:**

- Great to see the turnout for the Badge Pinning of M Gibbs and E Riggs.
 - They appreciate all the hard work the chief and DCs have put into Summit over the last few years under the IGA.
 - Chair Timney stated he wishes we could have done this 20 years ago. (Work Collaboratively with FFD and other regional partners)

- **ADJOURNMENT:** Board Meeting adjourned at 7:29 pm

Motion to adjourn by Board Member Walton, seconded by Board Member DiVittorio

Vote Conducted. MOTION PAST ALL IN FAVOR

AYES: Timney, Walton, and DiVittorio

Respectfully submitted by:

Robb Faus, Board Clerk

Summit Fire & Medical District

Account Balances

Registered Balance	July 2024	Aug 2024	Sept 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	June 2025
Budget Stabilization	\$3,298,722.07											
OWA	\$321,509.29											
Petty Cash	\$1,475.18											
Capital	\$764,176.01											
Emergency	\$378,624.51											
Debt Services / GO	\$7,444.69											
Contingency / COP	\$1,777,204.90											
TOTAL	\$6,549,156.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
at end of month												

ACTUALS	YTD actuals	YTD Budgeted	Over / Under	% of Budget
Revenue	\$159,873.68	\$57,089.39	\$102,784.29	280%
Expenses	\$645,972.10	\$564,760.77	\$81,211.33	114%
Net Income	-\$486,098.42	-\$507,671.38	\$21,572.96	96%

Summit Fire District

Profit & Loss Budget vs. Actual

July 2025

	Jul 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
1100 TAX REVENUE				
1101 Property Tax	29,176.88	17,002.87	12,174.01	171.6%
1102 FDAT	2,734.06	1,591.10	1,142.96	171.84%
1103 Delinquent Property Tax	813.93	133.19	680.74	611.1%
Total 1100 TAX REVENUE	32,724.87	18,727.16	13,997.71	174.75%
1300 MISC INCOME				
1301 OWA Income	74,617.65	38,082.72	36,534.93	195.94%
1304 Contracts with Towers	2,420.42	3,384.89	-964.47	71.51%
1308 Service Subscriptions	4,604.11	0.00	4,604.11	100.0%
1310 Misc. Income	23,415.43	0.00	23,415.43	100.0%
1311 Maint Facility Income	21,741.20	14,771.78	6,969.42	147.18%
1312 Community Room Rental	350.00	350.00	0.00	100.0%
1314 Insurance Proceed Income	0.00	500.00	-500.00	0.0%
Total 1300 MISC INCOME	127,148.81	57,089.39	70,059.42	222.72%
Total Income	159,873.68	75,816.55	84,057.13	210.87%
Gross Profit	159,873.68	75,816.55	84,057.13	210.87%
Expense				
2000 PERSONNEL SALARIES				
2009 Acting Pay				
2009 .1 Acting Pay BC	0.00	192.00	-192.00	0.0%
2009. 2 Acting Captain	384.00	320.00	64.00	120.0%
2009.3 Acting Engineer	324.00	709.50	-385.50	45.67%
2009 Acting Pay - Other	80.00			
Total 2009 Acting Pay	788.00	1,221.50	-433.50	64.51%
2032 OWA Backfill	8,769.60	0.00	8,769.60	100.0%
2033 OWA OT	16,451.49	0.00	16,451.49	100.0%
2034 OWA Eng Boss	640.00	0.00	640.00	100.0%
2035 OWA Payroll	4,858.03	0.00	4,858.03	100.0%
2036 OWA Single Resource OT	0.00	194.88	-194.88	0.0%
2070 Battalion Chief	29,562.61	22,424.69	7,137.92	131.83%
2071 Administrative Officer	5,606.43	5,716.36	-109.93	98.08%
2072 Admin Assistant II	6,065.52	4,380.65	1,684.87	138.46%
2073 EVT Mechanic III	6,685.97	5,653.18	1,032.79	118.27%
2073.2 EVT Mechanic II	7,131.87	5,374.75	1,757.12	132.69%
2075 Captains	71,201.21	58,119.35	13,081.86	122.51%
2076 Engineer	55,450.46	47,942.18	7,508.28	115.66%
2077 Firefighters	59,847.65	64,629.68	-4,782.03	92.6%
2081 FLSA	6,989.40	4,750.00	2,239.40	147.15%
2082 Overtime	47,232.74	23,163.35	24,069.39	203.91%
2083 Vacation Leave	20,328.08	13,745.73	6,582.35	147.89%

Summit Fire District

Profit & Loss Budget vs. Actual

July 2025

	Jul 25	Budget	\$ Over Budget	% of Budget
2084 Sick Leave	4,928.34	10,452.54	-5,524.20	47.15%
2088 Holiday Pay	5,578.56	3,548.82	2,029.74	157.2%
2099.1 Vacation Leave Payout	7,533.74	0.00	7,533.74	100.0%
2099.2 Sick Leave Payout	14,382.26	-5,929.48	20,311.74	-242.56%
Total 2000 PERSONNEL SALARIES	380,031.96	265,388.18	114,643.78	143.2%
2200 PENSION				
2201 NationW Hybrid Tier 3 FD	3,875.61	0.00	3,875.61	100.0%
2202 NationW - Tier 2 FD	435.72	0.00	435.72	100.0%
2206 PSPRS - Tier 1 FD	13,529.15	0.00	13,529.15	100.0%
2208 PSPRS - Tier 1A & 2 FD	2,172.20	0.00	2,172.20	100.0%
2210.2 PSPRS - DB Tier 3	13,243.88	0.00	13,243.88	100.0%
2215 ASRS	3,546.00	2,837.08	708.92	124.99%
2200 PENSION - Other	0.00	40,751.67	-40,751.67	0.0%
Total 2200 PENSION	36,802.56	43,588.75	-6,786.19	84.43%
2300 PAYROLL EXPENSES				
2301 Workmen's Comp.	46,202.50	18,750.00	27,452.50	246.41%
2303 Social Security	1,780.79	586.15	1,194.64	303.81%
2304 Medicare	5,352.92	4,280.32	1,072.60	125.06%
2305 Direct Deposit	-255.00	0.00	-255.00	100.0%
Total 2300 PAYROLL EXPENSES	53,081.21	23,616.47	29,464.74	224.76%
2400 PERSONNEL INSURANCE				
2401 Medical Insurance	33,532.29	31,088.00	2,444.29	107.86%
2402 Dental Insurance	1,679.04	1,208.22	470.82	138.97%
2404 Life Insurance	145.44	315.12	-169.68	46.15%
2405 Vision Insurance	635.30	202.80	432.50	313.26%
Total 2400 PERSONNEL INSURANCE	35,992.07	32,814.14	3,177.93	109.69%
2500 CONTRACTUALS				
2503 Broker Fees Medical Ins				
2503.1 East Flag Medical-Croft	900.00	1,800.00	-900.00	50.0%
2503 Broker Fees Medical Ins - Ot	0.00	780.00	-780.00	0.0%
Total 2503 Broker Fees Medical Ins	900.00	2,580.00	-1,680.00	34.88%
2510 FLAGIT Contract Services	2,118.15	0.00	2,118.15	100.0%
2511 Software Contracts				
2511.10 Fire Manager Software	0.00	4,117.00	-4,117.00	0.0%
2511.4 Misc. Software	0.00	-143.91	143.91	0.0%
2511 Software Contracts - Other	1,773.80	0.00	1,773.80	100.0%
Total 2511 Software Contracts	1,773.80	3,973.09	-2,199.29	44.65%
2514 Bld & Vehicle Insurance	0.00	22,027.00	-22,027.00	0.0%
2515 IGA Services				
2515.1 Fire Chief	71,250.00	0.00	71,250.00	100.0%
2515.2 Dispatch	14,220.00	78,426.75	-64,206.75	18.13%
Total 2515 IGA Services	85,470.00	78,426.75	7,043.25	108.98%

Summit Fire District

Profit & Loss Budget vs. Actual

July 2025

	Jul 25	Budget	\$ Over Budget	% of Budget
2519 Memberships & Subscription				
2519.5 Other (Feasibility Study)	0.00	2,818.48	-2,818.48	0.0%
Total 2519 Memberships & Subscriptio	0.00	2,818.48	-2,818.48	0.0%
2520 Computers, Printers	3,813.26			
Total 2500 CONTRACTUALS	94,075.21	109,825.32	-15,750.11	85.66%
3000 FLEET SERVICES				
3010 Shop Uniforms	525.06	604.22	-79.16	86.9%
3020 Parts for SFMD Vehicles	3,812.05	3,123.64	688.41	122.04%
3025 Shop Outside Customer Exp	2,851.39	1,603.44	1,247.95	177.83%
3030 EVT Tool Allowance	0.00	249.99	-249.99	0.0%
Total 3000 FLEET SERVICES	7,188.50	5,581.29	1,607.21	128.8%
3100 EQUIPMENT				
3120 SCBA	25.72	0.00	25.72	100.0%
Total 3100 EQUIPMENT	25.72	0.00	25.72	100.0%
3200 SUPPLIES				
3210 EMS Program	6,184.99	-2,505.24	8,690.23	-246.88%
3212 PPE Program	1,267.91	11,743.45	-10,475.54	10.8%
3220 Office Supplies	1,544.73	501.00	1,043.73	308.33%
3225 BLD/Land Maint.	4,563.65	5,053.88	-490.23	90.3%
3227 Procurement	973.66	849.81	123.85	114.57%
3235 PIO / Pub ED	141.42	2,015.94	-1,874.52	7.02%
Total 3200 SUPPLIES	14,676.36	17,658.84	-2,982.48	83.11%
3300 UNIFORMS				
3310 Uniforms - SFMD	1,919.58	1,573.03	346.55	122.03%
3325 PPE	0.00	767.24	-767.24	0.0%
3330 - Boots	1,087.67	364.00	723.67	298.81%
3350 New Hire Expenses	108.97	0.00	108.97	100.0%
Total 3300 UNIFORMS	3,116.22	2,704.27	411.95	115.23%
3400 FITNESS-HEALTH & SAFETY				
3401 Fitness	0.00	9,960.00	-9,960.00	0.0%
3405 Health & Safety				
3405.1 Annual Physicals	0.00	-379.30	379.30	0.0%
3405.2 Staff Counseling	480.00	360.00	120.00	133.33%
3405.4 New Hire Physicals & Men	826.61	1,094.00	-267.39	75.56%
Total 3405 Health & Safety	1,306.61	1,074.70	231.91	121.58%
Total 3400 FITNESS-HEALTH & SAFETY	1,306.61	11,034.70	-9,728.09	11.84%
3500 Wildland SFMD				
3501 New Equipment-Uniforms	1,295.03	0.00	1,295.03	100.0%
Total 3500 Wildland SFMD	1,295.03	0.00	1,295.03	100.0%
4000 UTILITIES				
4005 Fuel for Apparatus	1,314.94	1,700.84	-385.90	77.31%
4010 Electric	2,367.96	1,937.50	430.46	122.22%

Summit Fire District

Profit & Loss Budget vs. Actual

July 2025

	Jul 25	Budget	\$ Over Budget	% of Budget
4015 Gas / Propane	749.76	1,416.21	-666.45	52.94%
4020 Water	1,322.64	1,302.23	20.41	101.57%
4025 Phones / Internet / TV	3,208.18	1,917.06	1,291.12	167.35%
4030 Trash Pickup	853.33	729.97	123.36	116.9%
4050 Radio Site Rental Elden	374.15	350.00	24.15	106.9%
Total 4000 UTILITIES	10,190.96	9,353.81	837.15	108.95%
4100 Training and Travel				
4105 Training Registration	355.05	0.00	355.05	100.0%
4110 Lodging	1,360.91	410.77	950.14	331.31%
4115 Food	108.00	0.00	108.00	100.0%
4125 Travel Fuel Rentals Air	13.53	56.28	-42.75	24.04%
Total 4100 Training and Travel	1,837.49	467.05	1,370.44	393.43%
4200 OWA Expenses				
4230 OWA Exp.	2,703.40	1,971.38	732.02	137.13%
Total 4200 OWA Expenses	2,703.40	1,971.38	732.02	137.13%
4300 INTERST / FEES				
4315 Interest / Fees	0.00	25.00	-25.00	0.0%
Total 4300 INTERST / FEES	0.00	25.00	-25.00	0.0%
5000 CAPITAL				
5010 Vehicle/Equip Payments	0.00	40,731.57	-40,731.57	0.0%
Total 5000 CAPITAL	0.00	40,731.57	-40,731.57	0.0%
Payroll Expenses	3,648.80	0.00	3,648.80	100.0%
Total Expense	645,972.10	564,760.77	81,211.33	114.38%
Net Ordinary Income	-486,098.42	-488,944.22	2,845.80	99.42%
	-486,098.42	-488,944.22	2,845.80	99.42%

10:17 AM

08/05/25

Summit Fire District
Reconciliation Summary
101 County Treasurer, Period Ending 07/31/2025

	Jul 31, 25
Beginning Balance	3,946,498.70
Cleared Transactions	
Checks and Payments - 102 items	-685,367.05
Deposits and Credits - 79 items	84,906.03
Total Cleared Transactions	-600,461.02
Cleared Balance	3,346,037.68
Uncleared Transactions	
Checks and Payments - 20 items	-47,315.61
Deposits and Credits - 1 item	0.00
Total Uncleared Transactions	-47,315.61
Register Balance as of 07/31/2025	3,298,722.07
New Transactions	
Checks and Payments - 2 items	-2,531.86
Total New Transactions	-2,531.86
Ending Balance	3,296,190.21

Budget Stabilization

Reconciled 8/5/25

Deposit Summary

8/5/2025 9:23 AM

Summit Fire District

Summary of Deposits to 101 County Treasurer on 07/31/2025

Chk No.	PmtMethod	Rcd From	Memo	Amount
	E-Check		June 2025 Prop Tax collected	29,176.88
	E-Check		June 2025 Del Tax collected	813.93
	E-Check		June 2025 FDAT disbursement	2,734.06
Less Cash Back:				
Deposit Total:				32,724.87

10:17 AM

08/05/25

Summit Fire District Reconciliation Detail 101 County Treasurer, Period Ending 07/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						3,946,498.70
Cleared Transactions						
Checks and Payments - 102 items						
Bill Pmt -Check	06/18/2025	82500...	City of Flagstaff	X	-1,386.84	-1,386.84
Check	06/19/2025	82500...	National Bank of Ari...	X	-25,884.10	-27,270.94
Liability Check	06/19/2025	82500...	United Summit Fire ...	X	-1,328.73	-28,599.67
Check	06/19/2025	82500...	Adam Stalvey-	X	-57.06	-28,656.73
Bill Pmt -Check	06/26/2025	82500...	United Fire Equipment	X	-12,985.30	-41,642.03
Bill Pmt -Check	06/26/2025	82500...	Pinewood Fire District	X	-10,349.50	-51,991.53
Bill Pmt -Check	06/26/2025	82500...	Rogue Fitness	X	-8,350.36	-60,341.89
Bill Pmt -Check	06/26/2025	82500...	Aladtec, Inc Fire Ma...	X	-4,323.18	-64,665.07
Bill Pmt -Check	06/26/2025	82500...	Hughes Fire Equipm...	X	-3,897.38	-68,562.45
Bill Pmt -Check	06/26/2025	82500...	RWC International	X	-2,644.83	-71,207.28
Bill Pmt -Check	06/26/2025	82500...	Crazy Country Boys ...	X	-2,558.95	-73,766.23
Bill Pmt -Check	06/26/2025	82500...	PS Trax	X	-2,250.00	-76,016.23
Bill Pmt -Check	06/26/2025	82500...	AZ Total Comfort Se...	X	-2,200.00	-78,216.23
Bill Pmt -Check	06/26/2025	82500...	Rush Truck	X	-1,639.69	-79,855.92
Bill Pmt -Check	06/26/2025	82500...	LN Curtis & Sons	X	-1,267.91	-81,123.83
Liability Check	06/26/2025	82500...	AFLAC	X	-806.48	-81,930.31
Bill Pmt -Check	06/26/2025	82500...	Optimum Business	X	-734.81	-82,665.12
Bill Pmt -Check	06/26/2025	82500...	APS	X	-578.22	-83,243.34
Bill Pmt -Check	06/26/2025	82500...	Matt Gibbs	X	-426.59	-83,669.93
Bill Pmt -Check	06/26/2025	82500...	Prudential Overall S...	X	-363.35	-84,033.28
Bill Pmt -Check	06/26/2025	82500...	Right Water Hauling...	X	-220.00	-84,253.28
Bill Pmt -Check	06/26/2025	82500...	UniSource Energy S...	X	-62.27	-84,315.55
Bill Pmt -Check	06/26/2025	82500...	Linde Gas & Equipm...	X	-57.82	-84,373.37
Liability Check	06/26/2025	82500...	5 Star Life Insuranc...	X	-34.67	-84,408.04
Liability Check	07/02/2025		QuickBooks Payroll ...	X	-86,684.74	-171,092.78
Bill Pmt -Check	07/03/2025	82500...	Securis	X	-46,202.50	-217,295.28
Liability Check	07/03/2025	EFT	Public Safety Retire...	X	-16,245.23	-233,540.51
Bill Pmt -Check	07/03/2025	82500...	City of Flagstaff	X	-14,220.00	-247,760.51
Liability Check	07/03/2025	EFT	United States Treas...	X	-14,022.60	-261,783.11
Liability Check	07/03/2025	EFT	Voya Financial	X	-3,972.69	-265,755.80
Liability Check	07/03/2025	82500...	Nationwide Trust Co...	X	-3,200.91	-268,956.71
Liability Check	07/03/2025	EFT	Arizona Department ...	X	-2,564.09	-271,520.80
Liability Check	07/03/2025	EFT	Arizona State Retire...	X	-2,402.44	-273,923.24
Bill Pmt -Check	07/03/2025	82500...	APS	X	-1,406.02	-275,329.26
Liability Check	07/03/2025	82500...	United Summit Fire ...	X	-1,328.73	-276,657.99
Bill Pmt -Check	07/03/2025	82500...	Orion Energy Inc.	X	-618.20	-277,276.19
Bill Pmt -Check	07/03/2025	82500...	Rush Truck	X	-539.14	-277,815.33
Bill Pmt -Check	07/03/2025	82500...	Flagstaff Counseling...	X	-480.00	-278,295.33
Bill Pmt -Check	07/03/2025	82500...	AT&T Mobility	X	-431.78	-278,727.11
Bill Pmt -Check	07/03/2025	82500...	Right Water Hauling...	X	-110.00	-278,837.11
Bill Pmt -Check	07/03/2025	82500...	Prudential Overall S...	X	-72.67	-278,909.78
Check	07/09/2025	82500...	Community Room	X	-50.00	-278,959.78
Paycheck	07/10/2025	82500...	Slayton, Preston P	X	-16,305.06	-295,264.84
Paycheck	07/10/2025	82500...	Robinson, Casey L.	X	-5,929.95	-301,194.79
Paycheck	07/10/2025	82500...	Hunt, Gannon	X	-5,211.98	-306,406.77
Bill Pmt -Check	07/10/2025	82500...	Executech	X	-3,813.26	-310,220.03
Bill Pmt -Check	07/10/2025	82500...	Teleflex	X	-1,977.65	-312,197.68
Bill Pmt -Check	07/10/2025	82500...	Rhinehart Oil Co., LLC	X	-1,359.57	-313,557.25
Bill Pmt -Check	07/10/2025	82500...	LN Curtis & Sons	X	-1,267.91	-314,825.16
Bill Pmt -Check	07/10/2025	82500...	Coconino Auto Supply	X	-1,163.13	-315,988.29
Bill Pmt -Check	07/10/2025	82500...	Doney Park Water	X	-763.64	-316,751.93
Bill Pmt -Check	07/10/2025	82500...	Brandon Colaiacono-	X	-487.67	-317,239.60
Bill Pmt -Check	07/10/2025	82500...	NAPA	X	-255.42	-317,495.02
Bill Pmt -Check	07/10/2025	82500...	Prudential Overall S...	X	-218.01	-317,713.03
Check	07/10/2025	82500...	Torsten Palm	X	-108.00	-317,821.03
Paycheck	07/15/2025	82500...	Pickett, Michael E.	X	-3,301.05	-321,122.08
Liability Check	07/16/2025		QuickBooks Payroll ...	X	-79,467.67	-400,589.75
Liability Check	07/16/2025	EFT	United States Treas...	X	-6,617.84	-407,207.59
Liability Check	07/16/2025	EFT	Arizona Department ...	X	-583.64	-407,791.23
Bill Pmt -Check	07/17/2025	82500...	City of Flagstaff	X	-71,250.00	-479,041.23
Liability Check	07/17/2025	82500...	MotivHealth	X	-24,936.41	-503,977.64
Liability Check	07/17/2025	EFT	Public Safety Retire...	X	-21,315.95	-525,293.59
Liability Check	07/17/2025	EFT	United States Treas...	X	-11,892.40	-537,185.99
Liability Check	07/17/2025	EFT	Voya Financial	X	-4,325.73	-541,511.72
Liability Check	07/17/2025	82500...	MotivHealth	X	-3,614.77	-545,126.49

10:17 AM

08/05/25

Summit Fire District Reconciliation Detail

101 County Treasurer, Period Ending 07/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
Liability Check	07/17/2025	82500...	Nationwide Trust Co...	X	-3,077.66	-548,204.15
Liability Check	07/17/2025	EFT	Arizona Department ...	X	-2,356.40	-550,560.55
Liability Check	07/17/2025	EFT	Arizona State Retire...	X	-2,339.98	-552,900.53
Bill Pmt -Check	07/17/2025	82500...	QC Office	X	-1,504.44	-554,404.97
Liability Check	07/17/2025	82500...	United Summit Fire ...	X	-1,284.69	-555,689.66
Bill Pmt -Check	07/17/2025	82500...	East Flagstaff Famil...	X	-900.00	-556,589.66
Bill Pmt -Check	07/17/2025	82500...	Verizon Wireless	X	-546.95	-557,136.61
Bill Pmt -Check	07/17/2025	82500...	APS	X	-378.89	-557,515.50
Bill Pmt -Check	07/17/2025	82500...	Optimum Business	X	-375.99	-557,891.49
Bill Pmt -Check	07/17/2025	82500...	Niles Radio	X	-374.15	-558,265.64
Bill Pmt -Check	07/17/2025	82500...	Directv	X	-112.99	-558,378.63
Bill Pmt -Check	07/17/2025	82500...	Right Water Hauling...	X	-110.00	-558,488.63
Bill Pmt -Check	07/17/2025	82500...	UniSource Energy S...	X	-70.77	-558,559.40
Bill Pmt -Check	07/23/2025	82500...	Mountain Ts	X	-2,395.62	-560,955.02
Bill Pmt -Check	07/23/2025	82500...	Fire Truck Solutions	X	-1,322.68	-562,277.70
Bill Pmt -Check	07/23/2025	82500...	Rush Truck	X	-586.97	-562,864.67
Bill Pmt -Check	07/23/2025	82500...	APS	X	-583.05	-563,447.72
Bill Pmt -Check	07/23/2025	82500...	Spry Doors and Gates	X	-464.00	-563,911.72
Bill Pmt -Check	07/23/2025	82500...	Optimum Business	X	-380.03	-564,291.75
Bill Pmt -Check	07/23/2025	82500...	Sonora Quest	X	-361.95	-564,653.70
Bill Pmt -Check	07/23/2025	82500...	Right Water Hauling...	X	-229.00	-564,882.70
Bill Pmt -Check	07/23/2025	82500...	Prudential Overall S...	X	-150.70	-565,033.40
Bill Pmt -Check	07/23/2025	82500...	UniSource Energy S...	X	-60.79	-565,094.19
Bill Pmt -Check	07/23/2025	82500...	Linde Gas & Equipm...	X	-57.04	-565,151.23
Bill Pmt -Check	07/23/2025	82500...	East Flagstaff Famil...	X	-14.66	-565,165.89
Liability Check	07/24/2025	82500...	Principal Life Insura...	X	-1,937.62	-567,103.51
Liability Check	07/24/2025	82500...	AFLAC	X	-747.56	-567,851.07
Check	07/24/2025	82500...	Stone Crooks-	X	-600.00	-568,451.07
Check	07/24/2025	82500...	VSP Insurance Co. (...)	X	-337.65	-568,788.72
Liability Check	07/24/2025	82500...	5 Star Life Insuranc...	X	-34.67	-568,823.39
Liability Check	07/25/2025	EFT	Health Equity	X	-3,690.93	-572,514.32
Liability Check	07/30/2025		QuickBooks Payroll ...	X	-78,057.89	-650,572.21
Liability Check	07/31/2025	EFT	Public Safety Retire...	X	-15,611.45	-666,183.66
Liability Check	07/31/2025	EFT	United States Treas...	X	-10,974.58	-677,158.24
Liability Check	07/31/2025	EFT	Voya Financial	X	-3,530.81	-680,689.05
Liability Check	07/31/2025	EFT	Arizona State Retire...	X	-2,349.58	-683,038.63
Liability Check	07/31/2025	EFT	Arizona Department ...	X	-2,328.42	-685,367.05

Total Checks and Payments

-685,367.05

-685,367.05

Deposits and Credits - 79 items

Deposit	07/01/2025			X	23,415.43	23,415.43
Paycheck	07/17/2025	709541	Schmidt, Wesley	X	0.00	23,415.43
Paycheck	07/17/2025	709539	Russo, David B.	X	0.00	23,415.43
Paycheck	07/17/2025	709538	Robinson, Casey L.	X	0.00	23,415.43
Paycheck	07/17/2025	709528	Hodges, McNeil	X	0.00	23,415.43
Paycheck	07/17/2025	709536	Pickett, Michael E.	X	0.00	23,415.43
Paycheck	07/17/2025	709540	Schieffer, Tammy S	X	0.00	23,415.43
Paycheck	07/17/2025	709535	Palm, Torsten H.	X	0.00	23,415.43
Paycheck	07/17/2025	709543	Stalvey, Adam	X	0.00	23,415.43
Paycheck	07/17/2025	709534	Morse, Zachary	X	0.00	23,415.43
Paycheck	07/17/2025	709533	Modrell, Ian P.	X	0.00	23,415.43
Paycheck	07/17/2025	709532	Luna, Carlos L.	X	0.00	23,415.43
Paycheck	07/17/2025	709531	Kester, Alan	X	0.00	23,415.43
Paycheck	07/17/2025	709530	Jokkel, Kyle	X	0.00	23,415.43
Paycheck	07/17/2025	709529	Hunt, Gannon	X	0.00	23,415.43
Paycheck	07/17/2025	709527	Hernandez, Fernand...	X	0.00	23,415.43
Paycheck	07/17/2025	709526	Harrison, Maguire	X	0.00	23,415.43
Paycheck	07/17/2025	709525	Harper, Tyler	X	0.00	23,415.43
Paycheck	07/17/2025	709524	Gibbs, Reuben L.	X	0.00	23,415.43
Paycheck	07/17/2025	709523	Gibbs, Matthew L.	X	0.00	23,415.43
Paycheck	07/17/2025	709544	Swatzell, Brandon	X	0.00	23,415.43
Paycheck	07/17/2025	709522	Gia, Brandon	X	0.00	23,415.43
Paycheck	07/17/2025	709521	Fisk, Benjamin J.	X	0.00	23,415.43
Paycheck	07/17/2025	709520	Fennema, Vivian L.	X	0.00	23,415.43
Paycheck	07/17/2025	709519	Drennan, Steven	X	0.00	23,415.43
Paycheck	07/17/2025	709517	Christian III, Nikolas J	X	0.00	23,415.43
Paycheck	07/17/2025	709513	Allen, Michael W.	X	0.00	23,415.43
Paycheck	07/17/2025	709516	Brooks, Robert W	X	0.00	23,415.43

10:17 AM

08/05/25

Summit Fire District Reconciliation Detail

101 County Treasurer, Period Ending 07/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
Paycheck	07/17/2025	709518	Davis, Warren K	X	0.00	23,415.43
Paycheck	07/17/2025	709514	Bain, Chuck A.	X	0.00	23,415.43
Paycheck	07/17/2025	709515	Black, William A	X	0.00	23,415.43
Paycheck	07/17/2025	709537	Riggs, Elliott A	X	0.00	23,415.43
Paycheck	07/17/2025	709547	Zambeck, Christoph...	X	0.00	23,415.43
Paycheck	07/17/2025	709546	Walsh, Brian M	X	0.00	23,415.43
Paycheck	07/17/2025	709545	Unmacht III, James	X	0.00	23,415.43
Paycheck	07/17/2025	709542	Snively, Nanea	X	0.00	23,415.43
Deposit	07/21/2025			X	1,174.82	24,590.25
Deposit	07/24/2025			X	27,590.91	52,181.16
Paycheck	07/31/2025	709567	Hodges, McNeil	X	0.00	52,181.16
Paycheck	07/31/2025	709566	Hernandez, Fernand...	X	0.00	52,181.16
Paycheck	07/31/2025	709564	Harper, Tyler	X	0.00	52,181.16
Paycheck	07/31/2025	709563	Gibbs, Reuben L.	X	0.00	52,181.16
Paycheck	07/31/2025	709562	Gibbs, Matthew L	X	0.00	52,181.16
Paycheck	07/31/2025	709561	Gia, Brandon	X	0.00	52,181.16
Paycheck	07/31/2025	709573	Morse, Zachary	X	0.00	52,181.16
Paycheck	07/31/2025	709586	Zambeck, Christoph...	X	0.00	52,181.16
Paycheck	07/31/2025	709585	Walsh, Brian M	X	0.00	52,181.16
Paycheck	07/31/2025	709584	Unmacht III, James	X	0.00	52,181.16
Paycheck	07/31/2025	709583	Swatzell, Brandon	X	0.00	52,181.16
Paycheck	07/31/2025	709579	Schieffer, Tammy S	X	0.00	52,181.16
Paycheck	07/31/2025	709582	Stalvey, Adam	X	0.00	52,181.16
Paycheck	07/31/2025	709581	Snively, Nanea	X	0.00	52,181.16
Paycheck	07/31/2025	709580	Schmidt, Wesley	X	0.00	52,181.16
Paycheck	07/31/2025	709560	Fisk, Benjamin J.	X	0.00	52,181.16
Paycheck	07/31/2025	709578	Russo, David B.	X	0.00	52,181.16
Paycheck	07/31/2025	709577	Robinson, Casey L.	X	0.00	52,181.16
Paycheck	07/31/2025	709576	Riggs, Elliott A	X	0.00	52,181.16
Paycheck	07/31/2025	709575	Pickett, Michael E.	X	0.00	52,181.16
Paycheck	07/31/2025	709574	Palm, Torsten H.	X	0.00	52,181.16
Paycheck	07/31/2025	709557	Drennan, Steven	X	0.00	52,181.16
Paycheck	07/31/2025	709572	Modrell, Ian P.	X	0.00	52,181.16
Paycheck	07/31/2025	709571	Luna, Carlos L.	X	0.00	52,181.16
Paycheck	07/31/2025	709569	Jokkel, Kyle	X	0.00	52,181.16
Paycheck	07/31/2025	709559	Fennema, Vivian L	X	0.00	52,181.16
Paycheck	07/31/2025	709558	Engle, Elijah	X	0.00	52,181.16
Paycheck	07/31/2025	709556	Davis, Warren K	X	0.00	52,181.16
Paycheck	07/31/2025	709555	Crooks, Stone	X	0.00	52,181.16
Paycheck	07/31/2025	709554	Colaiacovo, Brandon	X	0.00	52,181.16
Paycheck	07/31/2025	709570	Kester, Alan	X	0.00	52,181.16
Paycheck	07/31/2025	709553	Christian III, Nikolas J	X	0.00	52,181.16
Paycheck	07/31/2025	709552	Brooks, Robert W	X	0.00	52,181.16
Paycheck	07/31/2025	709551	Black, William A	X	0.00	52,181.16
Paycheck	07/31/2025	709565	Harrison, Maguire	X	0.00	52,181.16
Paycheck	07/31/2025	709550	Bain, Chuck A.	X	0.00	52,181.16
Paycheck	07/31/2025	709549	Anthony, Jonah	X	0.00	52,181.16
Paycheck	07/31/2025	709548	Allen, Michael W.	X	0.00	52,181.16
Paycheck	07/31/2025	709568	Hunt, Gannon	X	0.00	52,181.16
Deposit	07/31/2025			X	32,724.87	84,906.03
Paycheck	08/08/2025	709588	Jackson, Megan E	X	0.00	84,906.03
Total Deposits and Credits					84,906.03	84,906.03
Total Cleared Transactions					-600,461.02	-600,461.02
Cleared Balance					-600,461.02	3,346,037.68

10:17 AM

08/05/25

Summit Fire District
Reconciliation Detail
101 County Treasurer, Period Ending 07/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
Uncleared Transactions						
Checks and Payments - 20 items						
Check	03/07/2024	82400...	Elliott Riggs		-46.00	-46.00
Bill Pmt -Check	03/06/2025	82500...	East Flagstaff Famil...		-25.00	-71.00
Bill Pmt -Check	06/05/2025	82500...	AP Triton		-402.64	-473.64
Bill Pmt -Check	07/23/2025	82500...	Executech		-4,306.67	-4,780.31
Liability Check	07/31/2025	EFT	MotivHealth		-26,588.83	-31,369.14
Liability Check	07/31/2025	EFT	MotivHealth		-4,574.04	-35,943.18
Bill Pmt -Check	07/31/2025	82500...	Coconino Communit...		-4,084.00	-40,027.18
Liability Check	07/31/2025	82500...	Nationwide Trust Co...		-2,597.25	-42,624.43
Liability Check	07/31/2025	82500...	United Summit Fire ...		-1,284.69	-43,909.12
Bill Pmt -Check	07/31/2025	82500...	Rush Truck		-893.48	-44,802.60
Bill Pmt -Check	07/31/2025	82500...	Ideal Roofing Comp...		-800.00	-45,602.60
Bill Pmt -Check	07/31/2025	82500...	AT&T Mobility		-451.50	-46,054.10
Bill Pmt -Check	07/31/2025	82500...	East Flagstaff Famil...		-450.00	-46,504.10
Bill Pmt -Check	07/31/2025	82500...	Optimum Business		-373.16	-46,877.26
Bill Pmt -Check	07/31/2025	82500...	City of Flagstaff		-117.98	-46,995.24
Bill Pmt -Check	07/31/2025	82500...	Right Water Hauling...		-110.00	-47,105.24
Bill Pmt -Check	07/31/2025	82500...	Prudential Overall S...		-83.68	-47,188.92
Check	07/31/2025	82500...	Maguire Harrison-		-66.30	-47,255.22
Liability Check	07/31/2025	82500...	5 Star Life Insuranc...		-34.67	-47,289.89
Bill Pmt -Check	07/31/2025	82500...	Trace Analytics		-25.72	-47,315.61
Total Checks and Payments					-47,315.61	-47,315.61
Deposits and Credits - 1 item						
Bill Pmt -Check	07/10/2025		Audit Adjustment		0.00	0.00
Total Deposits and Credits					0.00	0.00
Total Uncleared Transactions					-47,315.61	-47,315.61
Register Balance as of 07/31/2025					-647,776.63	3,298,722.07
New Transactions						
Checks and Payments - 2 items						
Liability Check	08/07/2025		QuickBooks Payroll ...		-1,856.24	-1,856.24
Liability Check	08/07/2025		QuickBooks Payroll ...		-675.62	-2,531.86
Total Checks and Payments					-2,531.86	-2,531.86
Total New Transactions					-2,531.86	-2,531.86
Ending Balance					-650,308.49	3,296,190.21

9:16 AM

08/05/25

Summit Fire District
Reconciliation Summary
102 OWA Account, Period Ending 07/31/2025

	Jul 31, 25	
Beginning Balance		246,891.64
Cleared Transactions		
Deposits and Credits - 4 items	74,617.65	
Total Cleared Transactions	74,617.65	
Cleared Balance		<u>321,509.29</u>
Register Balance as of 07/31/2025		321,509.29
Ending Balance		321,509.29

OWA

Reconciled 8/5/25

9:16 AM

08/05/25

Summit Fire District
Reconciliation Detail
 102 OWA Account, Period Ending 07/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						
Cleared Transactions						246,891.64
Deposits and Credits - 4 items						
Deposit	07/01/2025			X	6,658.66	6,658.66
Deposit	07/07/2025			X	7,554.34	14,213.00
Deposit	07/10/2025			X	60,404.65	74,617.65
Paycheck	08/08/2025	709587	Jackson, Megan E	X	0.00	74,617.65
Total Deposits and Credits					74,617.65	74,617.65
Total Cleared Transactions					74,617.65	74,617.65
Cleared Balance					74,617.65	321,509.29
Register Balance as of 07/31/2025					74,617.65	321,509.29
Ending Balance					74,617.65	321,509.29

9:15 AM

08/05/25

Summit Fire District
Reconciliation Summary
150 Emergency Fund, Period Ending 07/31/2025

	<u>Jul 31, 25</u>
Beginning Balance	378,624.51
Cleared Balance	378,624.51
Register Balance as of 07/31/2025	378,624.51
Ending Balance	378,624.51

Emergency Fund

Reconciled 8/5/25

9:14 AM

08/05/25

Summit Fire District
Reconciliation Summary
136 Westside Capital Fund, Period Ending 07/31/2025

	Jul 31, 25
Beginning Balance	277.14
Cleared Balance	277.14
Uncleared Transactions	
Checks and Payments - 1 item	-277.14
Total Uncleared Transactions	-277.14
Register Balance as of 07/31/2025	0.00
Ending Balance	0.00

Westside Capital
Reconciled 8/5/25

10:24 AM

08/05/25

**Summit GO Bond Account
Reconciliation Summary**
300315 Debt Services Account, Period Ending 07/31/2025

	<u>Jul 31, 25</u>
Beginning Balance	6,242.04
Cleared Transactions	
Deposits and Credits - 1 item	<u>1,202.65</u>
Total Cleared Transactions	<u>1,202.65</u>
Cleared Balance	<u><u>7,444.69</u></u>
Register Balance as of 07/31/2025	7,444.69
Ending Balance	7,444.69

GO Bond

Reconciled 8/5/25

Deposit Summary

8/5/2025 10:22 AM

Summit GO Bond Account

Summary of Deposits to 300315 Debt Services Account on 08/05/2025

Chk No.	PmtMethod	Red From	Memo	Amount
	E-Check		July 2025 Prop taxes collected	1,167.07
	E-Check		July 2025 Del taxes collected	35.58

Less Cash Back:

Deposit Total: 1,202.65

10:19 AM

08/05/25

SFMD Contingency Fund
Reconciliation Summary
Coconino County Treasurer, Period Ending 07/31/2025

	<u>Jul 31, 25</u>
Beginning Balance	1,777,204.90
Cleared Balance	1,777,204.90
Register Balance as of 07/31/2025	1,777,204.90
Ending Balance	1,777,204.90

Contingency Fund
Reconciled 8/5/25

9:14 AM

08/05/25

Summit Fire District
Reconciliation Summary
120 Capital Fund, Period Ending 07/31/2025

	<u>Jul 31, 25</u>
Beginning Balance	763,898.87
Cleared Balance	763,898.87
Uncleared Transactions	
Deposits and Credits - 1 item	<u>277.14</u>
Total Uncleared Transactions	<u>277.14</u>
Register Balance as of 07/31/2025	<u>764,176.01</u>
Ending Balance	<u>764,176.01</u>

Capital Fund
Reconciled 8/5/25

7:48 AM

08/04/25

Summit Fire District
Reconciliation Summary
105 Petty Cash, Period Ending 08/04/2025

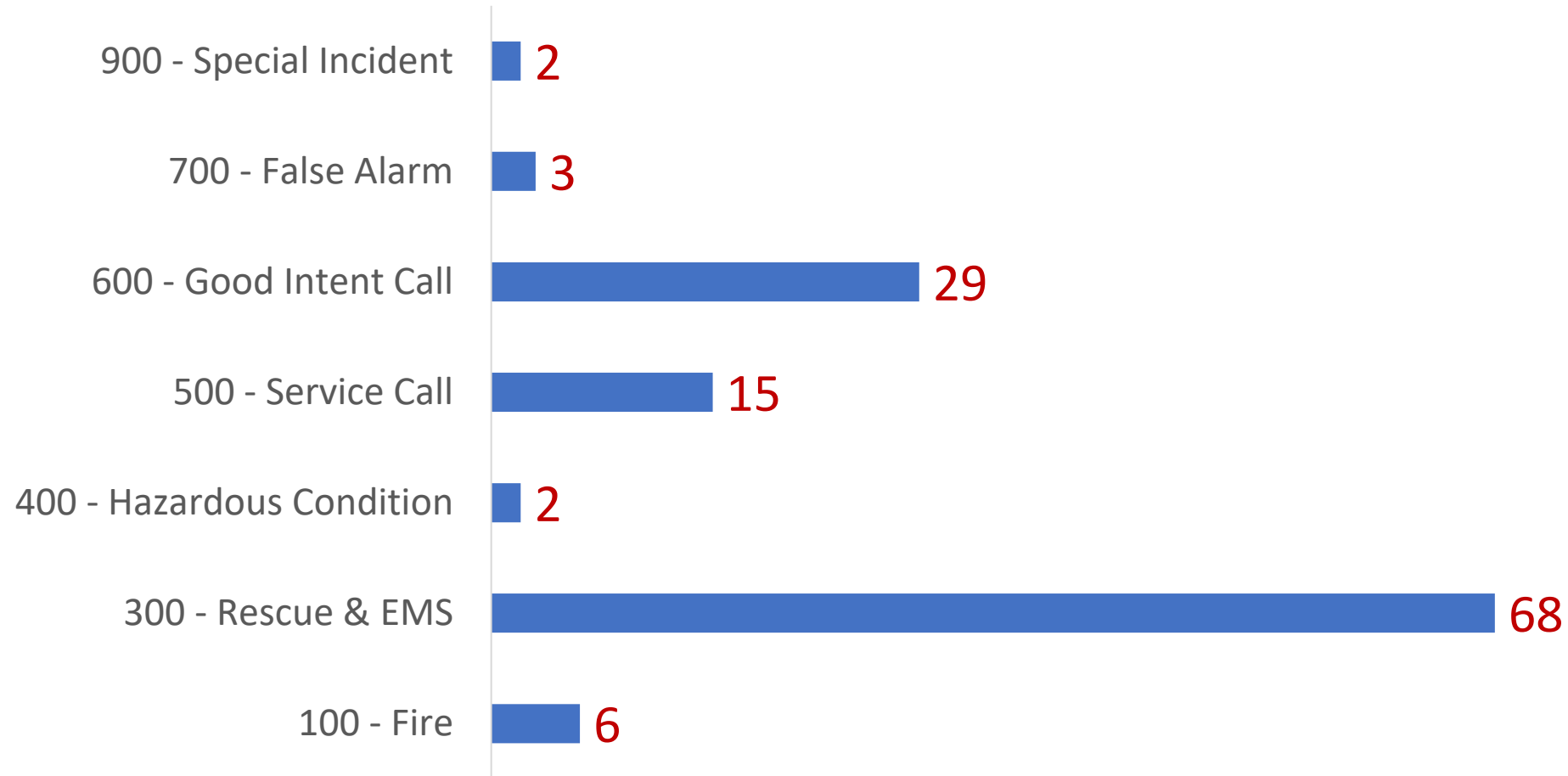
	<u>Aug 4, 25</u>
Beginning Balance	1,125.18
Cleared Transactions	
Checks and Payments - 1 item	-100.00
Deposits and Credits - 6 items	<u>450.00</u>
Total Cleared Transactions	<u>350.00</u>
Cleared Balance	<u><u>1,475.18</u></u>
Register Balance as of 08/04/2025	1,475.18
Ending Balance	1,475.18

Reconciled 8/4/25
Tammy .@

SFMD BC Run Report

July 2025 Statistics

Total Incidents 125



Priority

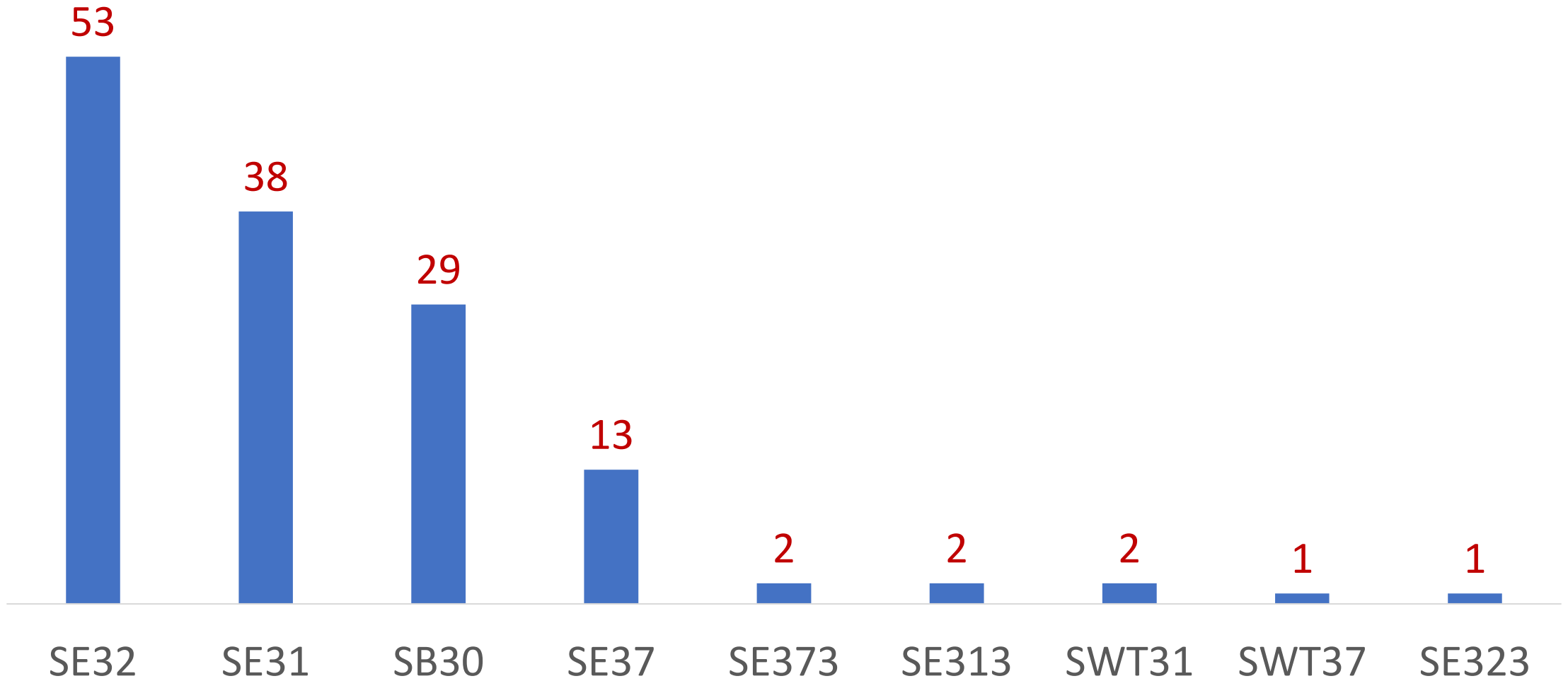
Non-Emergent

33

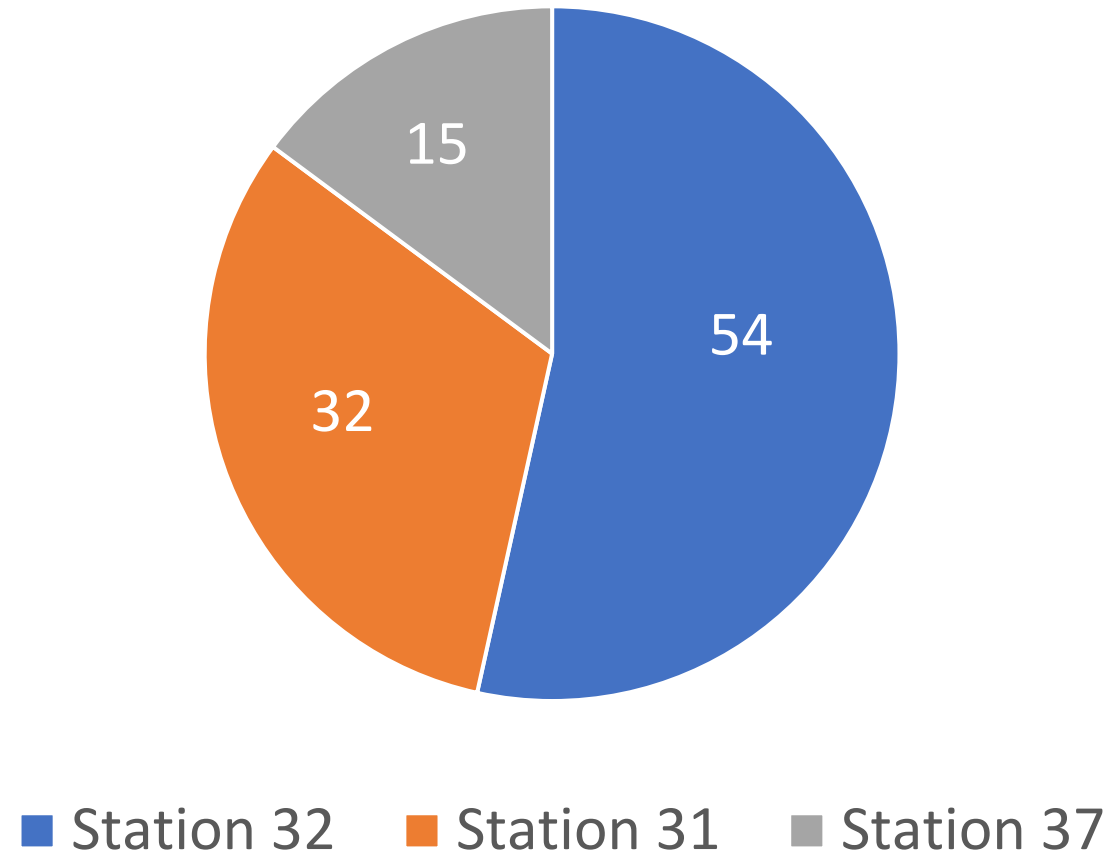
Emergent

79

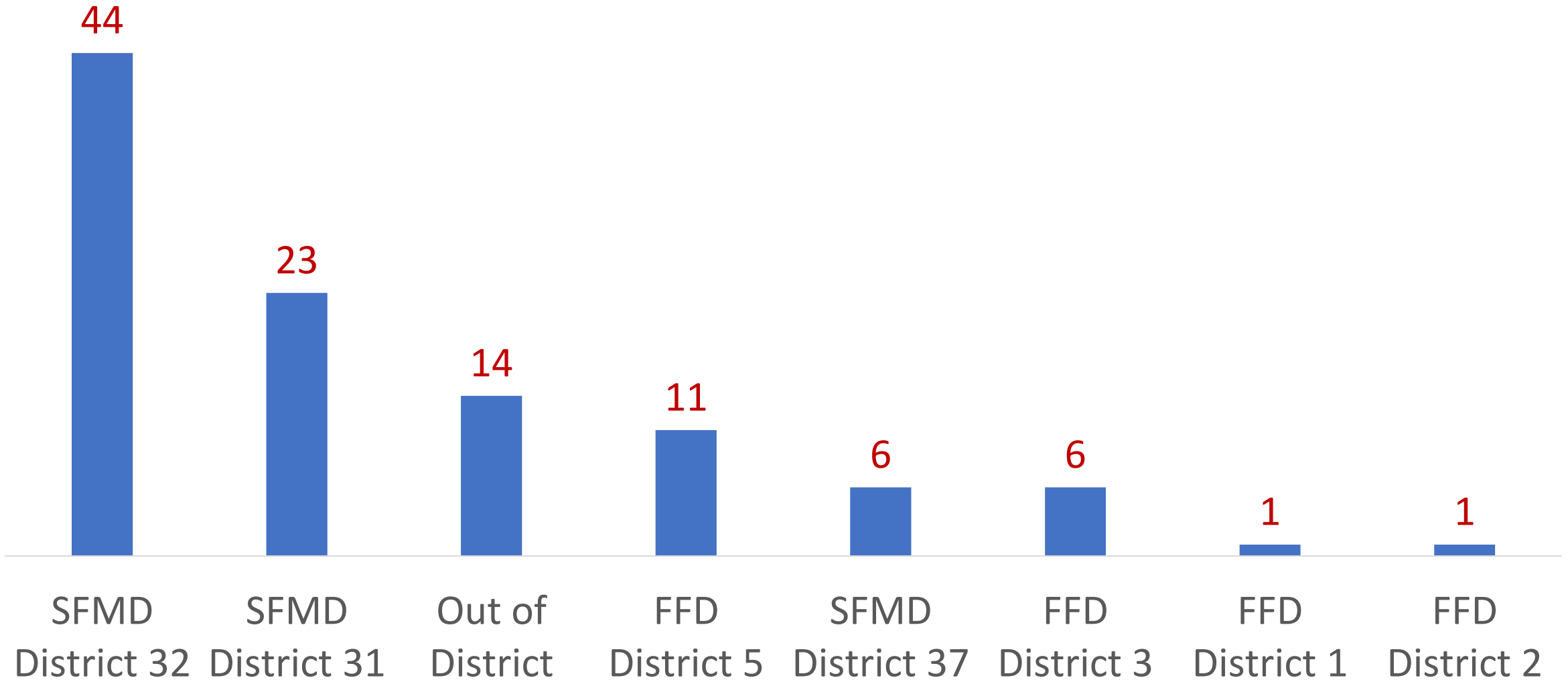
Total Runs by Unit



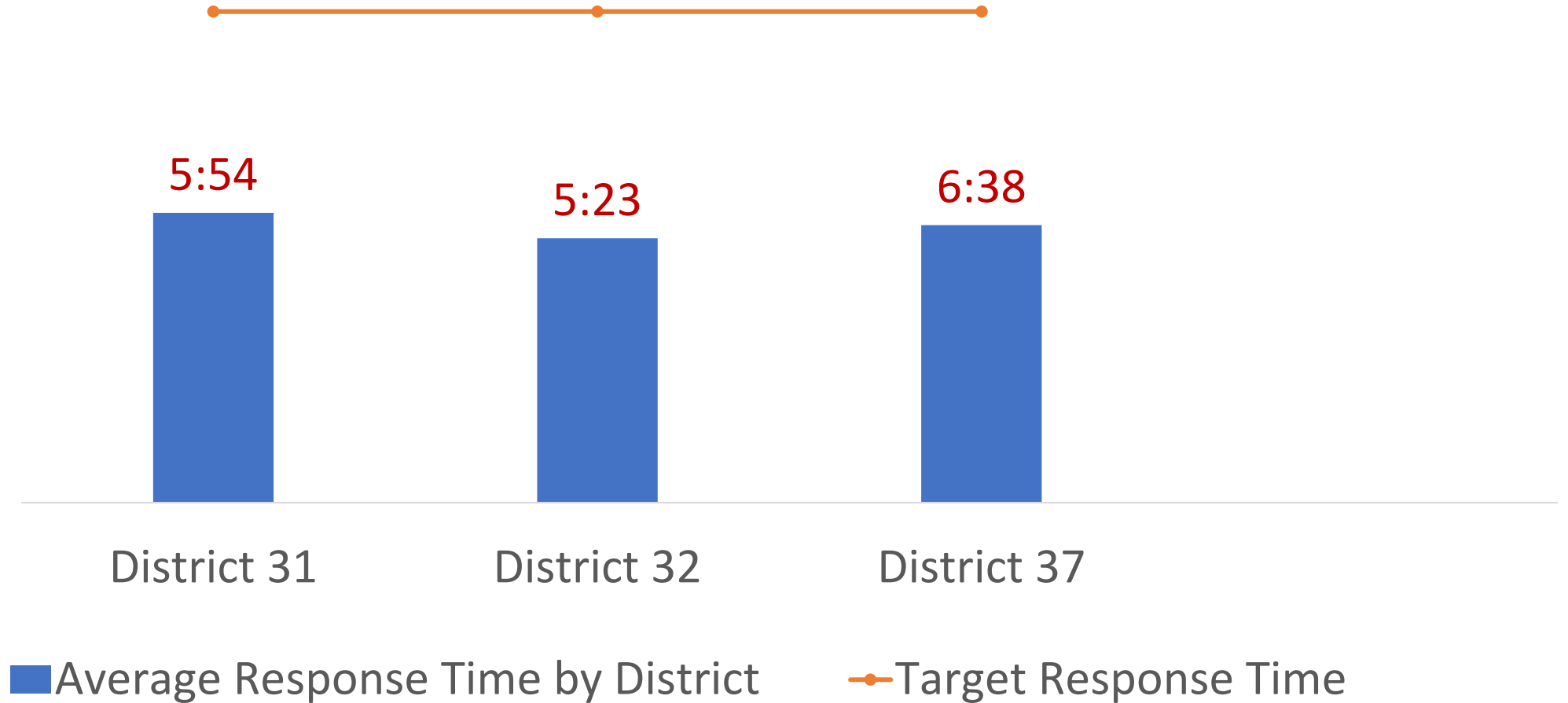
Total Incidents by Station



Incident Count by District

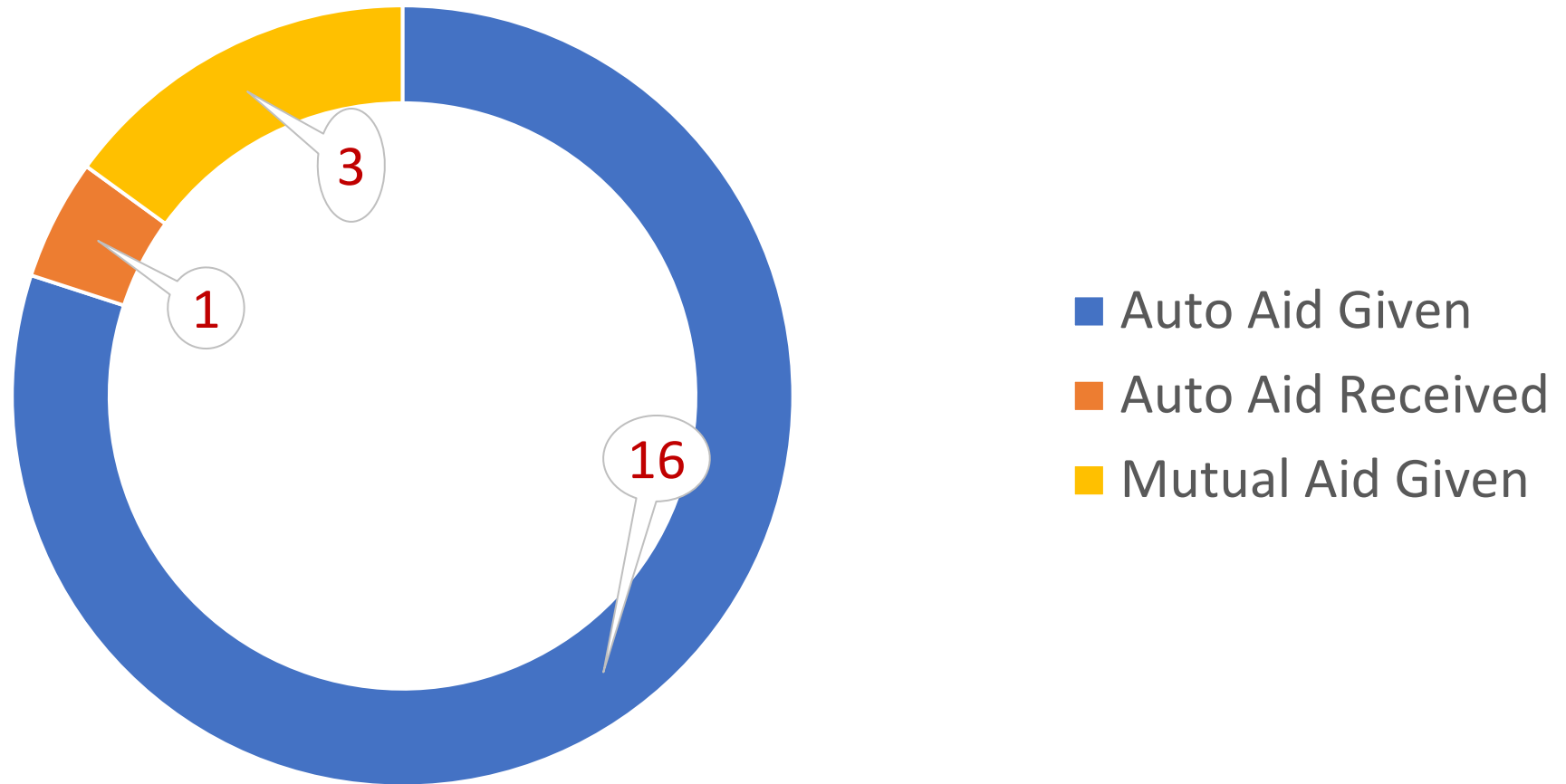


Average Response Time by District



Auto Aid & Mutual Aid

Given & Received



Summit Fire and Medical District Fire Board Meeting

Action 7c

To: SFMD Fire Board

From: SFMD Administration

Date: August 20, 2025

Title: Review, discuss and possible action: Delegate the authority to FC Gaillard and AO Fennema to negotiate with the chosen candidate for the position of Fire Chief

Recommended Action: Approve the delegation of authority to FC Gaillard and AO Fennema to negotiate the position of the new Fire Chief of SFMD.

Action Summary: As we are in the middle of our selection process for the position of Fire Chief for Summit, there will be a need to negotiate with the candidate whom the board selects the terms of their employment. We believe this part of the hiring process can be delegated to the current Fire Chief and Administrative Officer to handle the administrative details at that point.

Financial Impacts: Our goal is to stay within the budgeted amount approved for this position.

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

Key Considerations: After negotiating with the candidate, the employment terms will be presented to the Fire Board for their final approval.

Suggested Motion A motion to delegate the authority of negotiating the terms of employment for the Fire Chief position to Fire Chief Gaillard and AO Fennema.

EMPLOYMENT AGREEMENT

THIS AGREEMENT, made and entered into as of the ____ day of ____ 2025, by and between the **Summit Fire and Medical District**, hereinafter called "Employer" and _____, hereinafter called "Employee" both of whom understand and agree as follows:

WITNESSETH:

WHEREAS Employer desires to employ the services of said Employee as Fire Chief for the Employer; and,

WHEREAS it is the desire of Employer to establish certain conditions of employment, provide certain benefits, and set working conditions of said employment; and,

WHEREAS it is the desire of Employer to:

- i. secure and retain the services of Employee and to provide inducements for him to remain in such employment.
- ii. make possible full work productivity and independence by assuring Employee's morale and peace of mind with respect to future security.
- iii. act as a deterrent against malfeasance or dishonesty for personal gain on the part of the Employee; and
- iv. provide a means to terminate Employee's services at such time as he may be unable to discharge his duties due to disability, or when Employer may otherwise desire to terminate his employ; and

WHEREAS Employee desires to accept and be employed as Fire Chief of the Employer, and Employer desires to retain the full-time services of Employee as its Fire Chief.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1: Employment; Powers and Duties of the Fire Chief

Employer hereby employs Employee as full-time Fire Chief for the Employer to perform managerial and operational functions as set forth in the Job Description (attached) and as required by the laws of the State of Arizona, and to perform such operational and executive duties of his position and such other legally permissible and proper duties and functions as the Board Members of the Governing Board of the Employer shall from time to time assign to Employee, subject to this Agreement.

Section 2: Term

- (a) Employee agrees to remain in exclusive employ of Employer from October 1, 2025 through September 30, , and not to accept any other employment or to become employed by any other employer until termination of his employment unless an earlier termination date is accepted as hereinafter provided.

The term "employed" shall not be construed to include occasional teaching, serving as an adjunct faculty member at a college or university, writing, consulting, presenting at professional seminars, conferences, or other meetings, serving in an elected capacity and related activities for compensation performed outside Employee's normal work hours.

Employer agrees that Employee may serve as a "contract fire chief" with other agencies, by approval of the Governing Board. Such contracted service will be evaluated and approved on a case-by-case basis.

- (b) Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Employer to terminate the services of Employee in accordance with the provisions of the Employer policies and procedures, Governing Board By-laws, or the provisions of this Agreement.
- (c) Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Employee to resign at any time from his position with the Employer upon thirty (30) days' written notice.

Section 3: Suspension

Employer may suspend Employee without pay or place on administrative leave with full pay and benefits at any time during the term of this Agreement. A suspension without pay shall not be exercised unreasonably and shall require the affirmative vote of more than 75% (super majority) of the members of the Summit Fire and Medical District Governing Board.

Section 4: Termination and Separation Pay

- (a) Employer may terminate Employee during the term of this Agreement:

1. Without cause by an affirmative vote of more than 75% (super majority) of the members of the Summit Fire and Medical District Governing Board. In the event the Employee is terminated by the Governing Board prior to the expiration of the term of this Agreement and during such time as Employee is willing and able to fulfill the duties of the office under this Agreement, the Employer agrees to pay Employee Separation Pay. For purposes of this Agreement, "Separation Pay" means cash compensation equal to two (2) months gross pay. Separation Pay is supplemental and in addition to the cash value of any earned but unused sick or vacation leave. Earned but unused sick or vacation leave shall also be paid out based on current District policy.

2. With cause by an affirmative vote of more than 75% (super majority) of the members of the Summit Fire and Medical District Governing Board. In the event of termination due to (i) conviction of Employee of any misdemeanor or felony act involving personal gain to Employee; (ii) or knowing malfeasance or misfeasance in office; (iii) or any other misconduct which clearly brings the Employer into disrepute, contempt, scandal, or ridicule or that reflects unfavorably upon the reputation or the high moral or ethical standards of the Employer, the termination is deemed with cause and the obligation to pay Separation Pay shall not apply.

- (b) In the event Employee voluntarily resigns prior to the termination of the term of this Agreement or any extension hereof, Employee shall provide notice of his intent to resign not less than thirty (30) days prior to the effective date thereof, unless the parties otherwise agree.

Separation Pay shall not be payable in the event of a voluntary resignation. Employee shall be entitled to his normal accrued benefits upon resignation.

Section 5: Salary

- (a) The Employer will pay Employee the current salary of \$135,000 per year, payable in installments at the same time that the other employees of the Employer are paid. Employee's salary shall be increased by an amount equal to the approved pay plan set by the District. Employer may also choose to increase Employee's base salary at its discretion.

Section 6: Performance Evaluation

The Employer and Employee, not less than annually, shall define such goals and performance objectives which they determine necessary for the proper operation of the District and in the attainment of the Governing Board's policy objectives, and shall further establish a relative priority among those goals and objectives, reduced to writing.

Section 7: Automobile Allowance

Employee's duties require that he shall have the use of an Employer provided vehicle during his employment which provides ready access to the District for occurrences such as employee injuries and accidents, working incidents that may result in media attention or require the implementation of a Senior Incident Advisor. Such vehicle shall be permitted for incidental use at the discretion of the Employee within established District guidelines.

Section 8: Vacation and Sick Leave

- (a) Employer shall accrue Vacation and Sick Leave based on our District Policy 162.

Vacation: Months of continuous service for forty-hour employees.

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

Sick Leave: 4.12 hours per pay period

Section 9: Disability, Health, Life Insurance, and RSA/Post-Retirement Savings Plan

Employee shall have the same liability insurance, disability insurance, life insurance, and FMLA benefits granted to other employees of the Employer.

Employer agrees to provide Employee and Employee's covered family members with health insurance, dental insurance, and vision insurance (Employer shall bear the cost for the Employee benefits while family coverage is at a reduced rate covered by the Employee through payroll deductions.

Employee, while employed by the Employer, shall be allowed to participate in any RSA or retirement

savings plan(s) offered by the Employer to its other employees.

Section 10: Retirement Program

Employer shall enroll the Employee in the appropriate Arizona State Retirement System.

Section 11: Dues and Subscription

Employer agrees to budget and pay such reasonable professional dues and subscriptions on behalf of Employee as are necessary for full participation in national, regional, state, and local professional organizations, and chapters thereof suitable and desirable for his continued professional participation, growth, and advancement, and for the good of Employer. This benefit shall not be included as a portion of any Separation Pay.

Section 12: Professional Development

(a) To the extent permitted by law, Employer shall budget and pay Employee's reasonable travel, conference registration, and subsistence expenses for professional and official travel, meetings, and related occasions adequate to continue Employee's professional development and pursuit of necessary official and other functions on behalf of Employer, including but not limited to the annual conferences of the International Association of Fire Chiefs, Arizona Fire Chiefs Association, Arizona Fire District Association and such other national, regional, state and local government groups and committees thereof which Employee serves as a member. This benefit shall not be included as a portion of any Separation Pay.

(b) To the extent permitted by law, Employer shall also budget and pay Employee's reasonable travel, registration and subsistence expense for short courses, institutes, and seminars necessary for Employee's professional development and continuing education requirements and events that promote and benefit the Employer. This benefit shall not be included as a portion of any Separation Pay.

Section 13: Indemnification

In addition to that required under state and local law, the Employer shall defend, save harmless, and indemnify Employee from and against any tort, professional liability claim, or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omissions occurring in the performance of Employee's duties. The employer shall be responsible for any settlement amount for any such claim or suit and/or pay the amount required to satisfy any judgment rendered thereon.

Section 14: Official Bonds(s)

Employer shall bear the full cost of any fidelity or other bond, or bonds required of Employee under any statute or ordinance, if any.

Section 15: Breach of Agreement

In the event of a breach of this Agreement by either party hereto resulting in damages to either party, the party so damaged may recover from the breaching party all damages sustained. Both parties agree that the appropriate jurisdiction for such a lawsuit shall be within the State of Arizona, and the prevailing party shall be entitled to its reasonable attorneys' fees, costs, and expenses. Before either party may pursue any claim under Section 17, both parties shall conduct a mandatory Mediation with a Mediator agreed upon by both parties.

Section 16: General Provisions

- a) This Agreement constitutes the full agreement between the parties; no amendment hereto shall be permitted during the term hereof except in writing, executed by the parties and with reference to this Agreement.
- b) This Agreement and any amendments hereto shall be binding on the parties hereto including their heirs or successors in interest
- c) This Agreement shall become effective as of October 1st, 2025, and shall terminate on September 30, 2027, except as provided for within this Agreement.
- d) The terms and provisions of this Agreement are severable, and if any part hereof shall be held unconstitutional, invalid, or otherwise unenforceable, the remainder shall remain in full force and effect.
- e) Any notice required under this Agreement by its terms or reasonably necessary to fulfill the terms of this Agreement shall be deemed delivered if, to Employer, such notice is delivered to the

Governing' Board Chairperson; and if to Employee, such notice is delivered to his residence according to the address maintained on file. Notices shall be delivered by certified mail (addressee only; return receipt requested) or by hand with appropriate return.

- f) The Governing Board may provide for a designee to take such actions on its behalf as may be consistent with the terms and provisions of this Agreement.

Section 18: Cancellation

This Employment Agreement may be terminated in accordance with A.R.S. 38-511.

IN WITNESS WHEREOF, the Summit Fire and Medical District as Employer has caused this Agreement to be executed on its behalf and [REDACTED] as Employee has executed this Agreement on his own behalf, in duplicate, the day and year first above written.

SUMMIT FIRE AND MEDICAL DISTRICT

By _____

James Timney, Board Chair

EMPLOYEE

By _____

ATTEST:

By _____

Robb Faus, Board Clerk

APPROVED AS TO FORM:

By _____

Erin Anding , County Attorney

Summit Fire and Medical District Fire Board Meeting

Action 7d

To: SFMD Fire Board

From: SFMD Administration

Date: August 20, 2025

Title: Review, discuss and possible action: **Amendment to the Joint Hiring and Promotional Process IGA between SFMD, FFD, Highlands, Pinewood and ARFF.**

Recommended Action: Approve the Amendment to the Joint Hiring and Promotional Process IGA between our regional partners, with the addition of Pinewood and ARFF.

Action Summary:	Summit Fire joined in a IGA with the City of Flagstaff, Highlands, and Pinewood which allowed us to utilize a Joint Hiring and Promotional Process. The first amendment was not formally executed by the parties; however, the parties have maintained a working relationship for some time now. This new amendment will be approved with the addition of Pinewood and the Airport Rescue Fire Fighters added to the IGA.
Financial Impacts:	We should see a decrease in our portion of the fee, as there will be more parties involved to share the cost.
Relation to Goals:	Diversify and improve revenue streams. Create efficiencies that improve and sustain the capabilities of the District. Improve the resources of the District both human and capital.
Key Considerations:	We have been working under this IGA since 2019.
Attachments:	Amendment
Suggested Motion	A motion to approve the Amendment to the Joint Hiring and Promotional Process IGA with the City of Flagstaff, Highlands, Pinewood, and ARFF.

AMENDMENT

INTERGOVERNMENTAL AGREEMENT
FOR THE JOINT HIRING AND PROMOTIONAL PROCESS
between the
CITY OF FLAGSTAFF, SUMMIT FIRE
AND MEDICAL DISTRICT, THE HIGHLANDS FIRE DISTRICT,
AND THE PINEWOOD FIRE DISTRICT

The following amendment ("Amendment") is incorporated into and made a part of the Agreement between the City of Flagstaff ("City"), Summit Fire and Medical District, Highlands Fire District and Pinewood Fire District ("Department") dated December 23, 2019 (the "Agreement") for the joint hiring and promotional process of the parties. This Amendment is for the purpose of adding the Pinewood Fire District and the Airport Rescue Fire Fighting Services of the City of Flagstaff to the Joint Hiring and Promotional Process.

RECITALS

- A. The City entered into the Intergovernmental Agreement between Highlands Fire District and Summit Fire and Medical, and the District was approved by City Council on November 19, 2019, and entered into on December 23, 2019. The purpose of the Agreement is to allow for joint hiring and promotional processes.
- B. The original agreement named Pinewood Fire District, but was never executed to include Pinewood Fire District
- C. The parties recognize that the first contract was not formally executed. However, the parties have maintained a working relationship under the Contract since February 15, 2025.
- D. This amendment will be approved and adopted by City Council as a formal Amendment to the Intergovernmental Agreement, IGA-2020-077-AG1, adopting Pinewood Fire District and the Airport Rescue Fire Fighting Services of the City of Flagstaff as additional Parties to the agreement.

THEREFORE, for the reasons recited above, and in consideration of the mutual covenants contained in this Amendment, the City and the District agree as follows:

TERM

The term of the Agreement shall be effective as of the date signed by all the parties. The agreement will align with the underlying Contract, allowing for (2) additional (5) year periods. Parties agree that this Amendment will also extend the agreement for the first (5) year renewal period, making the end date December 23, 2029.

All other provisions of the Intergovernmental Agreement that are being amended to include Pinewood Fire District and the Airport Rescue Fire Fighting Services of the City of Flagstaff, that was approved by the City Council on December 23, 2019, and went into effect on January 1, 2019, will apply.

City of Flagstaff

Pinewood Fire District

Mayor

Board Chair

Attest:

Attest:

City Clerk

Clerk of the board

Approved as to form:

City Attorney

Coconino County Attorney

Date of Execution:



Summit Fire & Medical District

Board Chair

Attest:

Clerk of the board

Coconino County Attorney

Date of Execution:

Highlands Fire District

Board Chair

Attest:

Clerk of the board

Coconino County Attorney

Date of Execution:

Summit Fire and Medical District Fire Board Meeting

Action 7e

To: SFMD Fire Board

From: SFMD Administration

Date: August 20, 2025

Title: Review, discuss and possible action on policy **#150 DROP - Tier 1 Employer Contribution.**

Recommended Action: Approve policy # 150 DROP - Tier 1 Employer Contribution

Action Summary:	To provide our Tier 1 members who have worked in the fire service for over 20 years and are entering the Deferred Retirement Option Plan (DROP) offered by PSPRS, with budgeted funding toward a 457(deferred compensation) account in place of pension allocation.
Financial Impacts:	We currently budget the full burden rate for all employees for the entire fiscal year, so no additional funds need to be allocated.
Relation to Goals:	Diversify and improve revenue streams. Create efficiencies that improve and sustain the capabilities of the District. Improve the resources of the District both human and capital.
Key Considerations:	Gives us the ability to support our senior line personnel who stuck with us through the hard times.
Attachments:	Policy #150 Cost Projection Spreadsheet.
Suggested Motion	A motion to adopt the policy #150 DROP - Tier 1 Employer Contribution.

Pension Reallocation Cost Estimate

Name	Eligibility												Total per person
	date	July 25'-Oct 25'	Nov 25'-Oct 26'	Nov 26'-Oct 27'	Nov 27'-Oct 28'	Nov 28'-Oct 29'	Nov 29'-Oct 30'	Nov 30'-Oct 31'	Nov 31'-Oct32'	Nov 32'- Oct 33'	Nov 33'- Oct 34'		
F Hernandez	In Drop	\$ 4,633.00	\$ 13,468.00	\$ 14,075.00	\$ 14,708.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46,884.00	
C Bain	In Drop	\$ 3,988.00	\$ 11,594.00	\$ 12,116.00	\$ 12,661.00	\$ 13,231.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,590.00	
R Black	In Drop	\$ 4,167.00	\$ 12,116.00	\$ 12,661.00	\$ 13,321.00	\$ 13,826.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56,091.00	
C Luna	10/1/2025	\$ 1,057.00	\$ 15,370.00	\$ 16,061.00	\$ 16,061.00	\$ 16,061.00	\$ 14,826.00	\$ -	\$ -	\$ -	\$ -	\$ 79,436.00	**Entering DROP in OCT 2025
B Walsh	6/1/2025	\$ -	\$ 6,734.00	\$ 14,075.00	\$ 14,708.00	\$ 15,370.00	\$ 16,061.00	\$ 8,031.00	\$ -	\$ -	\$ -	\$ 74,979.00	**Looking to DROP in May 2026
C Zambeck	7/1/2026	\$ -	\$ 5,973.00	\$ 16,229.00	\$ 16,959.00	\$ 17,723.00	\$ 18,520.00	\$ 11,910.00	\$ -	\$ -	\$ -	\$ 87,314.00	**Looking to DROP in July 2026
M Gibbs	7/1/2026	\$ -	\$ 4,539.00	\$ 12,333.00	\$ 12,888.00	\$ 13,468.00	\$ 14,075.00	\$ 9,051.00	\$ -	\$ -	\$ -	\$ 66,354.00	**Looking to DROP in July 2026
T Palm	7/1/2026	\$ -	\$ 6,816.00	\$ 18,520.00	\$ 19,353.00	\$ 20,224.00	\$ 20,224.00	\$ 12,446.00	\$ -	\$ -	\$ -	\$ 97,583.00	**Looking to DROP in July 2031
BJ Fisk	7/1/2026	\$ -	\$ 5,715.00	\$ 15,530.00	\$ 16,229.00	\$ 16,959.00	\$ 17,723.00	\$ 11,397.00	\$ -	\$ -	\$ -	\$ 83,553.00	**Looking to DROP in July 2031
M Pickett	7/1/2027	\$ -	\$ -	\$ 6,734.00	\$ 13,468.00	\$ 14,075.00	\$ 14,708.00	\$ 15,370.00	\$ 8,031.00	\$ -	\$ -	\$ 72,386.00	**Looking to DROP in January 2007
R Gibbs	2/1/2028	\$ -	\$ -	\$ -	\$ 10,285.00	\$ 14,075.00	\$ 14,708.00	\$ 15,370.00	\$ 16,061.00	\$ 4,324.00	\$ -	\$ 74,823.00	**Looking to DROP in February 2028
M Allen	6/1/2028	\$ -	\$ -	\$ -	\$ 5,955.00	\$ 14,075.00	\$ 14,708.00	\$ 15,370.00	\$ 16,061.00	\$ 8,288.00	\$ -	\$ 74,457.00	**Looking to DROP in June 2028
N Christian	6/1/2028	\$ -	\$ -	\$ -	\$ 5,698.00	\$ 14,075.00	\$ 14,708.00	\$ 15,370.00	\$ 16,061.00	\$ 9,266.00	\$ -	\$ 75,178.00	**Open to all options
I Modrell	6/1/2028	\$ -	\$ -	\$ -	\$ 5,126.00	\$ 12,661.00	\$ 13,321.00	\$ 13,826.00	\$ 13,826.00	\$ 7,977.00	\$ -	\$ 66,737.00	**Looking to DROP 2033 or 2038
C Robinson	11/1/2029	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,231.00	\$ 13,826.00	\$ 13,826.00	\$ 13,826.00	\$ 13,826.00	\$ 68,535.00	**Looking to DROP in 2029
Total annual cost		\$ 13,845.00	\$ 82,325.00	\$ 138,334.00	\$ 177,420.00	\$ 195,823.00	\$ 186,813.00	\$ 141,967.00	\$ 83,866.00	\$ 43,681.00	\$ 13,826.00	\$ 1,077,900.00	

Assuming the 25'/26' Employer contribution rate of 15.86% throughout
All figures represent the members expected base salary according to the step scale and do not factor Market Adjustments

SUMMIT FIRE & MEDICAL DISTRICT POLICIES AND PROCEDURES	Page 1 of 1
Section: 100 Rules & Regulations	Number: 150
Subject: DROP - Tier 1 Employer Contribution	
Date Issued: 07/23/2025 Rescinds:	Originator: Fire Admin Approval: Fire Board

Purpose

To provide our Tier 1 members who have worked in the fire service for over 20 years and are entering the Deferred Retirement Option Plan (DROP) offered by PSPRS, with budgeted funding toward a 457(deferred compensation) account in place of pension allocation.

Policy

When a member of the PSPRS retires and enters the Deferred Retirement Option Plan (DROP), the employer (Summit Fire & Medical) no longer contributes to PSPRS on their behalf. However, we continue to budget the full burden rate for all employees for the entire fiscal year, regardless of whether they are in the DROP. In the past, this has been viewed as a salary savings for the District while the employee continues to work for the District with no pension contributions. To help reward our long-standing employees for their dedicated service, we will reallocate the same percentage of their salary that was previously paid toward their pension allocation to a 457 account on their behalf.

Procedure

Effective July 1, 2025, any member who is currently in the DROP program or any Tier 1 employee who enters the DROP moving forward will have the appropriate contribution, based on the most current PSPRS Employer Contribution Rate, added to their elected 457 account by the District for a maximum of 60 months.

This policy will be in effect until our last Tier 1 employee retires, then it will become null and void.