



# Sedona Fire District

2860 Southwest Drive, Sedona, Arizona 86336  
Telephone (928) 282-6800 FAX (928) 282-6857

## REGULAR BOARD MEETING

Station #1 – 2860 Southwest Drive – Sedona – Multipurpose Room  
Tuesday, April 19, 2022 / 4:00 PM

~ AGENDA ~

### I. CALL TO ORDER/ROLL CALL

- A. Salute to the Flag of the United States of America and Moment of Silence to Honor all American Men and Women in Service to Our Country, Firefighters, and Police Officers.

### II. BUDGET WORKSHOP

- A. Discussion possible staff direction regarding the 2023 Budget.

### III. REGULAR BUSINESS MEETING

#### A. Public Forum:

- 1. Public Comments
- 2. Executive Staff Response to Public Comments

#### B. [Consent Agenda – Discussion/Possible Actions:](#)

- 1. [March 15, 2022 Regular Meeting Minutes](#)

C. Financial Report and Updates –Director of Finance Gabe Buldra

1. Discussion/Possible Action: Review and Approval of March 2022 Finance Report

D. Staff Items:

1. March 2022 Monthly Fire Chief Report
  - a. Call Volume and Response Review – Fire Chief Jon Trautwein
    - i. Incident Summary and Year to Date Comparison
  - b. Administration Updates – Director of Administrative Services Heidi Robinson
    - i. News and Events
    - ii. Staffing Update
    - iii. Mental Health Moment
  - c. Operations Activities – Assistant Chief Jayson Coil
    - i. COVID 19
    - ii. Significant Incidents in the District
    - iii. Wildland Seasonal Outlook
    - iv. GIS Updates
    - v. Telecom Updates
  - d. Community Risk Reduction Activities – Division Chief Dori Booth
    - i. Inspection Activities
    - ii. Fire Prevention Appearances and Events
    - iii. Fire Investigations
    - iv. Notable Events
    - v. Fire Marshal Safety Message

e. Operational Support – Division Chief Ed Mezulis

- i. EMS Activities and Updates
- ii. Fleet Activities and Updates
- iii. Training Report

f. Fire Chief Activities – Fire Chief Trautwein

- i. [Strategic Plan](#)
- ii. Station 4 Construction Timeline
- iii. Purchase Orders between \$10,000 - \$50,000 since the last Board Meeting
- iv. Correspondence/Thank You Letters to SFD
- v. Donations
- vi. [Public Outreach and Communication](#)

[2. Discussion/Possible Action: Pierce Pumper Apparatus Purchase](#)

E. Board Member Items:

- 1. Discussion: Board Member's Fire District Related Activities Since the Last Board Meeting.

**III. ADJOURNMENT**

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Gene McCarthy, Clerk of the Board

*SFD Multipurpose Room is accessible to the handicapped. In compliance with Americans with Disabilities Act, those with special needs, such as large print or other reasonable accommodations, may request them by calling 928-282-6800.*

Posted by:

Date:

Time:



# Sedona Fire District

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## REGULAR BOARD MEETING

Station #1 – 2860 Southwest Drive – Sedona – Multipurpose Room  
Tuesday, March 15, 2022 / 4:00 PM

~ MINUTES ~

### I. CALL TO ORDER/ROLL CALL

Pursuant to notice, a regular meeting of the Sedona Fire District (SFD) was called to order by Chairman Dave Soto at 4:03 PM on Tuesday, March 15, 2022. Executive Assistant to Leadership, Kimberly Smathers recorded the minutes. A quorum was present, and the meeting, having been duly convened, was ready to proceed with business.

**Board Present:** Dave Soto – Chairman; Gene McCarthy – Clerk; Al Comello, Helen McNeal, Janet Jablow – Members

**Others Present:** Fire Chief Jon Trautwein; Sara Simonton (telephonically) representing JVG; Tyler Godbehere (telephonically), representing William Whittington; Assistant Chief Jayson Coil; Chief Ed Mezulis; Director of Administrative Services – Heidi Robinson; Executive Assistant to Leadership, Kimberly Smathers – Recorder.

#### A. Salute to the Flag of the United States of America and Moment of Silence to Honor all American Men and Women in Service to Our Country, Firefighters, and Police Officers.

Chairman Dave Soto led the Pledge of Allegiance and Chief Jon Trautwein requested a Moment of Silence for the 17 Police Officers and 4 firefighters who passed away since the previous Board Meeting.

### II. BUDGET WORKSHOP

#### A. Discussion possible staff direction regarding the 2023 Budget

Sara Simonton presented a budget forecast update to meet SFD needs into future and integrate needs with Strategic Plan. Ms. Simonton reviewed funding and possible changes, as well as challenges and limitations including increasing personnel costs due to legislation. Chief Trautwein stated that SFD is doing everything possible to pare down line item requests, and spoke regarding the challenge of the Worker's Compensation increase. There was much discussion about looking into discounts for fuel and programs that might be utilized. Chief Mezulis said that he will look into bulk fuel situations and see if there is some savings available. Ms. Simonton notified the Board that there will be a full "tentative" budget to review prior to the April Board meeting. Board Chair Soto asked if anyone had considered a "bank" for the COLA increase situation and discussion followed with Ms. Simonton stating that she would look into it and report back on feasibility.

There was a short recess at 4:40 p.m. Reconvene at 4:45 p.m.

### III. REGULAR BUSINESS MEETING

#### A. Public Forum:

##### 1. Public Comments

##### 2. Executive Staff Response to Public Comments

There were no requests to speak.

#### B. Consent Agenda – Discussion/Possible Actions:

##### 1. February 15, 2022 Regular Meeting Minutes

*Board Chairman Dave Soto made a motion to approve the consent agenda. Board Member McNeal seconded, there was no further discussion and the motion passed unanimously.*



**C. Financial Report and Updates – Finance Director Gabe Buldra**

**1. Discussion/Possible Action: Review and Approval of February 2022 Finance Report**

Sara Simonton, JVG, reviewed the budget for the month of February and stated that, from a year to date standpoint, SFD is in a favorable position, having spent 67% of the budget, which is exactly where the District is supposed to be at this point in the year.

*Chairman Soto moved to approve the February 2022 financial report. Board Member McCarthy seconded, there was no further discussion and the motion passed unanimously.*

**D. Staff Items: February 2022 Monthly Fire Chief Report – Fire Chief Jon Trautwein**

Chief Trautwein started his report mentioning the incident of the firefighter who was struck by a vehicle while on response. The employee is cleared to return to work and is doing well.

**a. Call Volume and Response Review**

**i. Incident Summary and Year to Date Comparison**

**ii. Incident Responses by Station**

**b. Administration Updates – Director of Administrative Services Heidi Robinson**

**i. News and Events**

Chairman Soto asked that the Board members review the excel spreadsheet that was provided this week in order to have questions, requests, etc. ready for April meeting when Envisio should be updated and ready for Board review.

**ii. Staffing Updates**

Captain's Testing was just completed with the help of Subject Matter Experts from neighboring agencies.

Board Member McCarthy thanked Chief Mezulis and Director Robinson for distributing the Sheepdog Resiliency Conference materials to staff.

Board Member Comello stated that he had attended the International Women's Day luncheon and presented the Sedona Mayor the Lifetime Achievement Award and stated that he was very impressed with the event.

**iii. Mental Health Moment**

**c. Operations Activities – Assistant Chief Jayson Coil**

**i. COVID 19**

Board Chairman Soto expressed his thanks to everyone, civilian and sworn, for complying with the COVID regulations and processes.

**ii. Significant Incidents in the District**

Board Member McNeal asked Chief Coil about significant incidences during the past month. Chief Coil stated that the firefighter hit by the vehicle was the biggest incident, as well as Captain's Assessment Center.

**iii. Wildland Seasonal Outlook**

There was some discussion regarding Mental Health status of deployable staff for Wildland Fire Season. Chairman Soto asked where he thought the District stood in this capacity. Chief Coil responded and stated that those who have proven the most adaptable in the COVID situation are going to be in good shape for wildland season. He stated that SFD will continue to monitor and support staff. Board Member McCarthy stated that he wants everyone to be aware that the Board is concerned about not only the employee affected, but their families, as well.

**iv. GIS Updates**

**v. Telecom Updates**

**d. Community Risk Reduction Activities – Fire Chief Trautwein**

**i. Inspection Activities**

**ii. Fire Prevention Appearances and Events**

iii. **Fire Investigations**

iv. **Notable Events**

v. **Fire Marshal Safety Message**

Chief Trautwein reported that USDA has FireWise crews deploying to our area and that they should be available to assist in clean-up activities in the District's fire shed area.

e. **Training, EMS, and Fleet Division Activities – Division Chief Ed Mezulis**

i. **EMS Activities and Updates**

ii. **Fleet Activities and Updates**

Chief Mezulis gave updates on timelines for purchased vehicles being ordered by the District. He said that the timelines are greatly extended due to microchip availability issues. He stated that normally a truck ordered in November would be in use by February but now things are 18-24 months. Vehicles we have on order are in process with no ETA on delivery.

iii. **Training Report**

Training is ramped up for spring and the upcoming wildland season. All pack tests are completed and physicals are in process.

f. **Fire Chief Activities – Fire Chief Trautwein**

i. **Strategic Plan**

ii. **Station 4 Construction Timeline**

iii. **Grants**

iv. **Purchase Orders between \$10,000 - \$50,000 since the last Board Meeting**

v. **Public Outreach and Communication**

vi. **Correspondence/Thank You Letters to SFD**

vii. **Donations**

Two thank-you letters were received last month.

Chief Trautwein ended his report expressing thanks to the Board and staff for their support and hard work.

**E. Board Member Items:**

1. **Discussion: Board Member's Fire District Related Activities Since the Last Board Meeting.**

The Board Members shared their activities related to the fire district since the last meeting. The activities included meeting with Chief Trautwein, administrative functions for SFD, and participating in the Sedona St. Patrick's Day Parade. Chairman Soto spoke about the one-on-one meetings with the Fire Chief and said that he has requested that if there are common issues affecting Board members re: board operations, they should be briefed as they can't meet to discuss. The Chairman also stated that the full Board is anticipating being more involved in District functions in the future. Board member McNeal expressed her thanks to Chief Mezulis for coordinating Board member participation for St. Patrick's Day Parade.

**IV. ADJOURNMENT**

Chairman Soto adjourned the meeting at 6:14 p.m.

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Gene McCarthy, Clerk of the Board



Monthly Financial Report - March 2022

Attached are the following for your information and review:

1. [U - S1 - ...](#)  
1. [S - ...](#)  
2. [S - ...](#)

3. [O - ...](#)  
4. [S - ...](#)  
5. [I - ...](#)

To QoQ ...  
S ...  
S1 ...

T O W b ...  
v n a ...  
- I ...  
v n e ...

Please contact the Finance Director for any queries or concerns regarding this report

	Mar 31, 22	Mar 31, 21	\$ Change
1000 - Cash	0.00	135.00	-135.00
1010 - Accounts Receivable	3,489,700.71	3,482,225.71	7,475.00
1020 - Inventory	529,250.10	460,691.32	68,558.78
1030 - Prepaid Expenses	83,330.42	305,009.38	-221,678.96
1040 - Other Current Assets	10,230,253.46	7,777,466.00	2,452,787.46
<b>Total Current Assets</b>	<b>14,332,534.69</b>	<b>12,025,526.41</b>	<b>2,306,998.28</b>
1100 - Accounts Payable	1,441,111.11	1,441,111.11	0.00
1110 - Accrued Expenses	4,205,606.71	3,937,446.37	268,160.34
1120 - Deferred Revenue	1,000,000.00	1,000,000.00	0.00
1130 - Other Current Liabilities	1,000,000.00	1,000,000.00	0.00
<b>Total Current Liabilities</b>	<b>7,646,717.82</b>	<b>7,378,557.48</b>	<b>268,160.34</b>
1410 - Furniture and Equipment	192,686.00	192,686.00	0.00
1420 - Accumulated Depreciation	(77,725,000.00)	(77,725,000.00)	0.00
1430 - Intangible Assets	86,045.00	86,045.00	0.00
1440 - Other Non-Current Assets	65,347.00	65,347.00	0.00
1450 - Other Non-Current Liabilities	560.00	560.00	0.00
1460 - Other Non-Current Liabilities	13,208.00	13,208.00	0.00
1470 - Other Non-Current Liabilities	115,540.00	27,770.00	87,770.00
1480 - Other Non-Current Liabilities	14,254.00	14,254.00	0.00
1490 - Other Non-Current Liabilities	1,972.00	1,972.00	0.00
1500 - Other Non-Current Liabilities	2,592.00	2,592.00	0.00
<b>Total Non-Current Assets/Liabilities</b>	<b>(77,111,111.11)</b>	<b>(77,111,111.11)</b>	<b>0.00</b>
<b>Total Assets</b>	<b>6,685,816.87</b>	<b>4,907,415.00</b>	<b>1,778,401.87</b>
<b>Total Liabilities</b>	<b>7,646,717.82</b>	<b>7,378,557.48</b>	<b>268,160.34</b>
<b>Total Equity</b>	<b>(1,000,900.95)</b>	<b>(2,471,142.48)</b>	<b>1,470,241.53</b>

	Mar 31, 22	Mar 31, 21	\$ Change
1000 - Cash	0.00	135.00	-135.00
1010 - Accounts Receivable	3,486,700.71	3,482,225.71	7,475.00
1020 - Inventory	529,250.40	460,691.32	68,559.08
1030 - Prepaid Expenses	83,330.42	305,008.38	-221,677.96
1040 - Other Current Assets	10,230,253.46	7,777,466.00	2,452,787.46
<b>Total Current Assets</b>	<b>14,332,534.59</b>	<b>12,025,526.41</b>	<b>2,306,998.18</b>
1100 - Accounts Payable	1,441,111.11	1,441,111.11	0.00
1110 - Accrued Liabilities	4,205,606.71	3,937,446.37	268,160.34
1120 - Deferred Revenue	1,000,000.00	1,000,000.00	0.00
1130 - Other Current Liabilities	1,000,000.00	1,000,000.00	0.00
<b>Total Current Liabilities</b>	<b>7,646,717.82</b>	<b>7,378,557.48</b>	<b>268,160.34</b>
1410 - Furniture and Equipment	192,666.00	192,666.00	0.00
1420 - Accumulated Depreciation	(77,333.00)	(77,333.00)	0.00
1430 - Intangible Assets	86,045.00	86,045.00	0.00
1440 - Other Non-Current Assets	65,347.00	65,347.00	0.00
1450 - Other Non-Current Liabilities	560.00	560.00	0.00
1460 - Other Non-Current Liabilities	13,208.00	13,208.00	0.00
1470 - Other Non-Current Liabilities	115,540.00	27,770.00	87,770.00
1480 - Other Non-Current Liabilities	14,254.00	14,254.00	0.00
1490 - Other Non-Current Liabilities	1,972.00	1,972.00	0.00
1500 - Other Non-Current Liabilities	2,592.00	2,592.00	0.00
<b>Total Non-Current Assets/Liabilities</b>	<b>268,160.34</b>	<b>268,160.34</b>	<b>0.00</b>
<b>Total Assets</b>	<b>14,600,695.13</b>	<b>12,293,686.75</b>	<b>2,306,998.38</b>
<b>Total Liabilities</b>	<b>7,646,717.82</b>	<b>7,378,557.48</b>	<b>268,160.34</b>
<b>Total Equity</b>	<b>6,953,977.31</b>	<b>4,915,129.27</b>	<b>2,038,848.04</b>

	2022	2021	2020
<b>Total Assets</b>	<b>32,257.81</b>	<b>32,257.81</b>	<b>10,544.11</b>
Cash	4,252,680.45	4,252,680.45	70,019.78
Accounts Receivable	608.20	608.20	-573.80
Prepaid Expenses	206,006.00	206,006.00	0.00
Other Assets	1,485,100.00	1,485,100.00	0.00
Total	6,048,394.65	6,048,394.65	69,445.98
Accounts Payable	0.00	0.00	0.00
Accrued Liabilities	0.00	0.00	0.00
Total	0.00	0.00	0.00
Total Equity	6,048,394.65	6,048,394.65	69,445.98
Common Stock	1,000,000.00	1,000,000.00	1,000,000.00
Retained Earnings	5,048,394.65	5,048,394.65	69,445.98
Total	6,048,394.65	6,048,394.65	69,445.98
<b>Total Liabilities &amp; Equity</b>	<b>32,257.81</b>	<b>32,257.81</b>	<b>2,365,563.81</b>

summary of Reconciled cash B.alances

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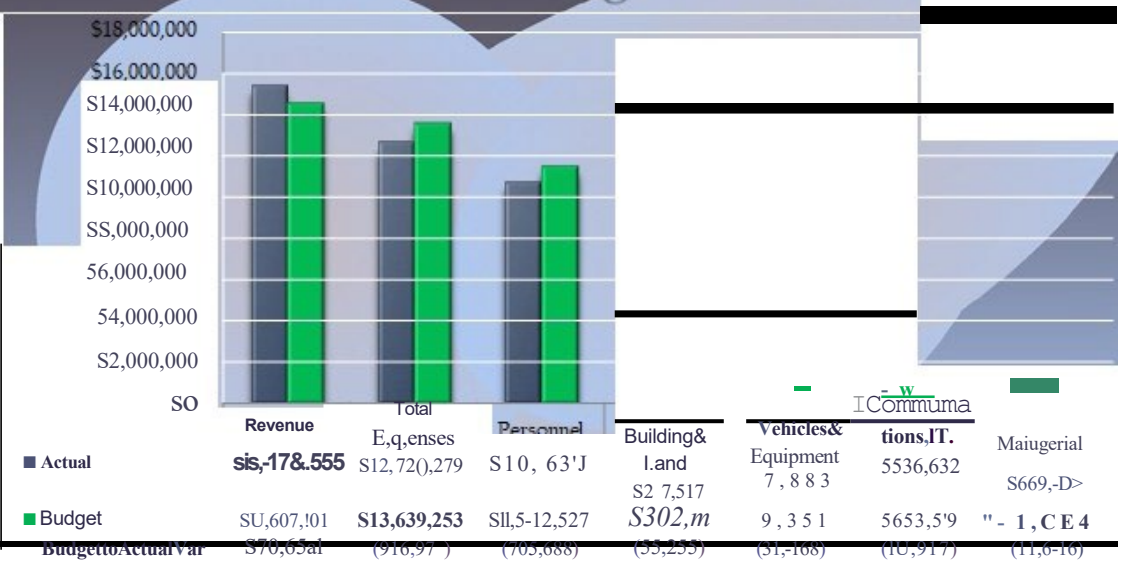




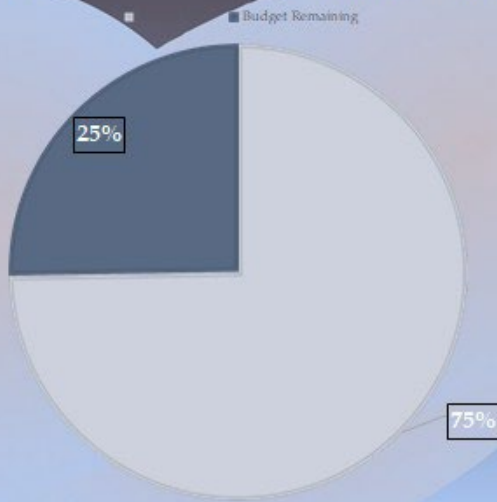
# March 2022



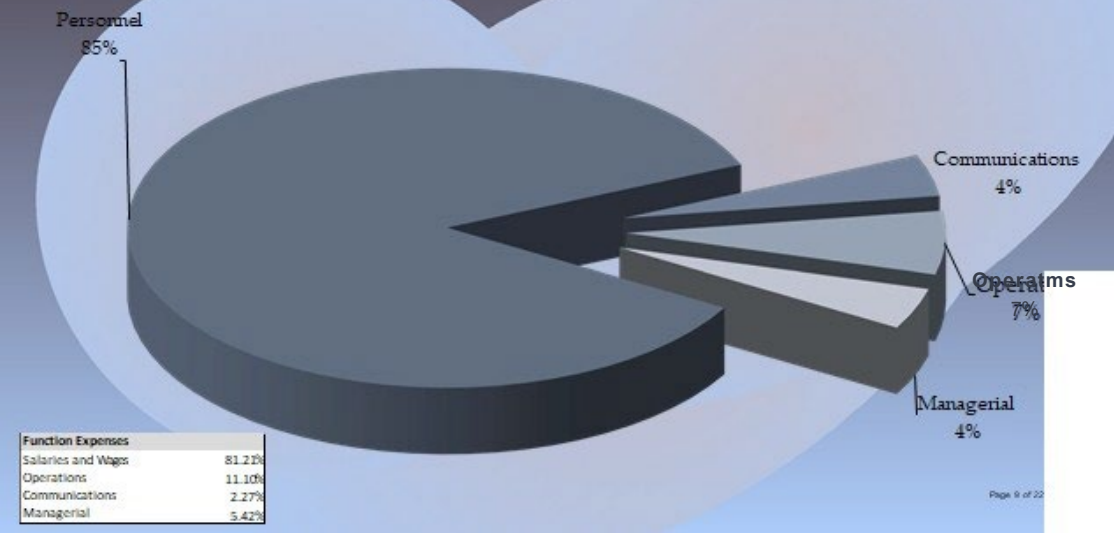
# Fiscal Year to Date Budget to Actual



YEAR TO DATE PERCENTAGE OF BUDGET

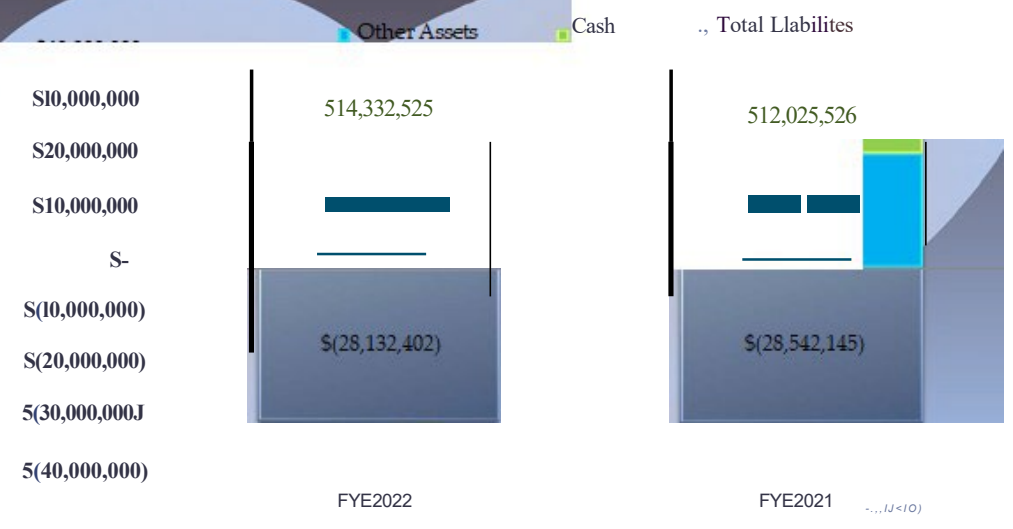


# Percentage of Expenses Year to Date



Function Expenses	
Salaries and Wages	81.22%
Operations	11.10%
Communications	2.27%
Managerial	5.42%

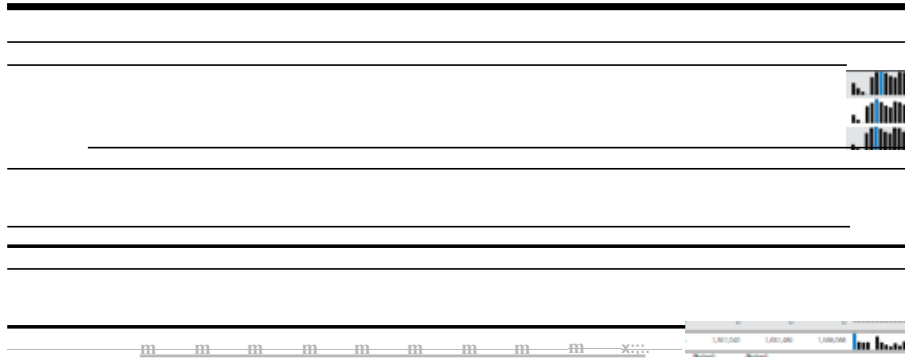
# Cash Position



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Troop Month Cost Flow



# Sedona Fire District Fire Chief's Report

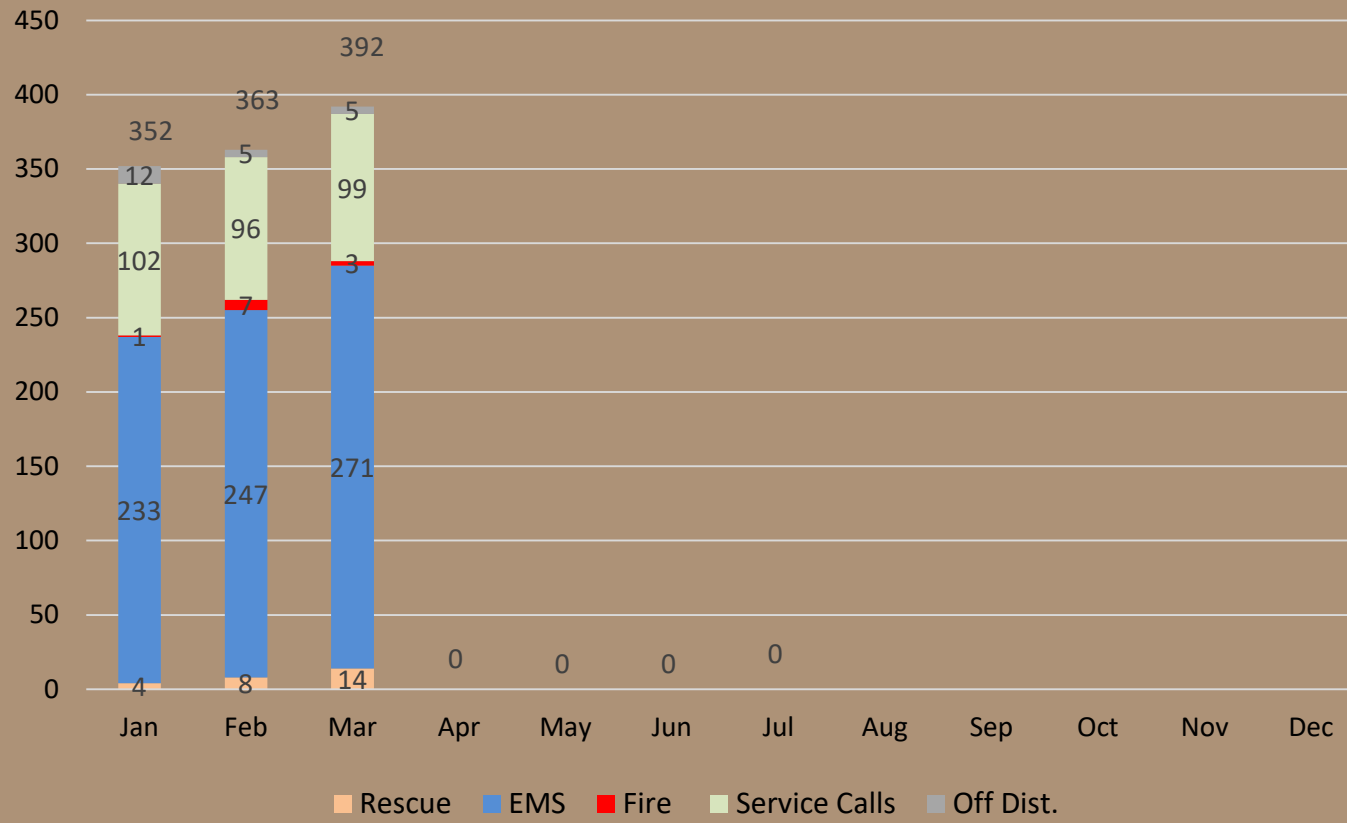
Presented to the Board  
April 19, 2022.



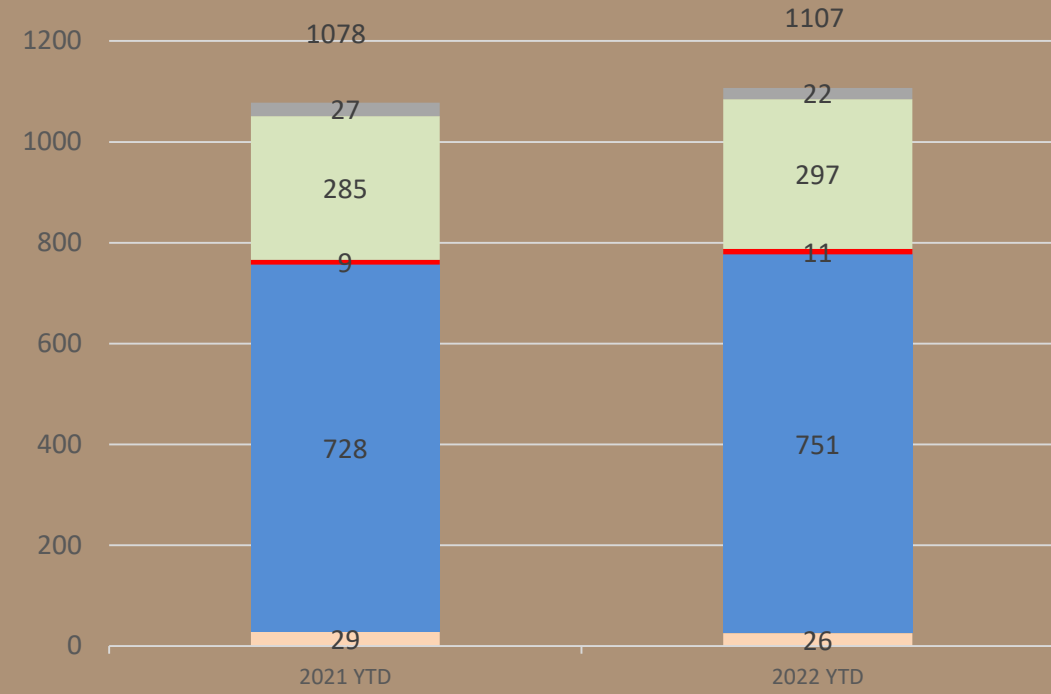


The Incident Summary provides an overview of the number of calls for each month and the type of incidents. A Year to Date comparison to the prior year is provided to view how SFD's calls are trending from the year prior.

2022 Monthly Incident Summary

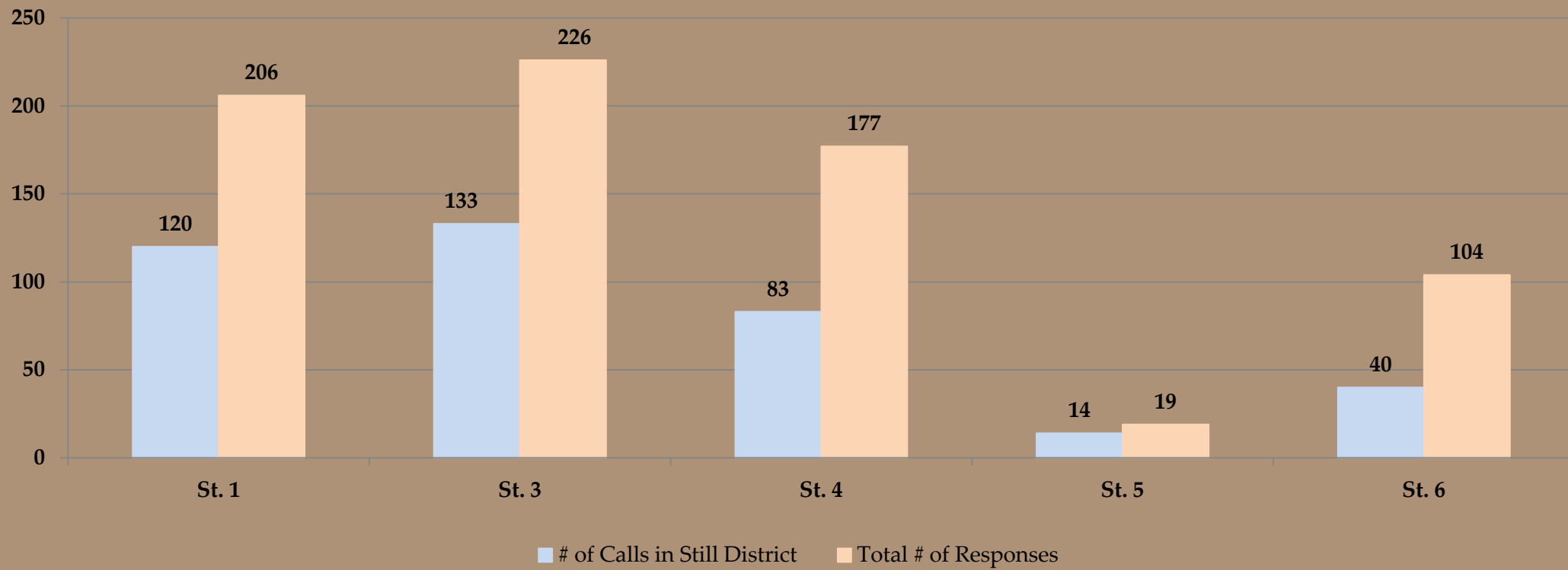


YTD Totals



The chart shows the total number of calls received in each station's response area compared to the total number of calls to which each station's crews responded. Station crews not only respond to their own area, but when needed, to other areas of the fire district.

Responses by Station  
March 2022



◇ **News and Events**

- ◇ **Special Olympics Torch Run**
- ◇ **Spring Break Visitors**
- ◇ **Strategic Plan updates**

◇ **Staffing Updates**

- ◇ **Recruitment updates**

◇ **Upcoming**

- ◇ **Functional Movement Screening**
- ◇ **Annual Awards Celebration**
- ◇ **Verde Valley Fair**

◇ **Mental Health Moment**

- ◇ **Stress Awareness Month**

◇ **Questions / Comments**



**Administration**

Director of Administrative Services

Heidi Robinson



◆ COVID 19

◆ Significant Incidents

◆ Wildland Seasonal Outlook

◆ GIS Updates

◆ Telecom Updates

◆ Questions / Comments



Operations

Assistant Chief

Jayson Coil

## ◆ CRR Activities – March 2022

Type	FY 21-22 Totals	Change	March-22	February-22
Code Consultations	44	56%	9	4
FireWise Consultation	6	-400%	0	4
Plan Reviews	275	-13%	56	63
CRR Inspections	759	15%	84	71
Engine Company Inspections	45	0%	1	1
Special Events	2	100%	1	0

## ◆ Fire Investigations – 2

## ◆ The Compliance Engine

- ◆ 148 System Reports

## ◆ Notable Events

- ◆ Chief Booth attended Wildland Fire Investigator 2 training
- ◆ Initiated transition process to the 2018 International Fire Code
- ◆ Fire Marshal Safety Message
  - ◆ 19<sup>th</sup> Annual Firewise® Cleanup
- ◆ Questions / Comments



Sedona Fire District's 19<sup>th</sup> Annual Wildfire Prevention Event

## FIREWISE CLEANUP

April 23<sup>rd</sup> and 24<sup>th</sup> Village of Oak Creek – 8:00 – 5:00  
6657 State Route 179 VOC (Enter via Jacks Canyon Rd to East Cortez)



April 30<sup>th</sup> and May 1<sup>st</sup> Uptown Sedona – 8:00 – 5:00  
431 Forest Road

### Sedona & Village of Oak Creek Area Residents

A free event to dispose of flammable and combustible vegetation to assist with protecting your home from wildfire.

Creating defensible space of just 30 feet can substantially increase your home's survivability during a wildfire!



#### What You Can Do

Remove tall, dry grasses & brush around your home

Create fuel "breaks" amongst dead shrubs and trees

Trim tree branches off the ground and above and near buildings

Remove pine needles & leaves from roofs, gutters & eaves

#### What Is Accepted

Bagged leaves, grass and pine needles

Brush, limbs, tree & shrub trimmings

#### What Is "NOT" Accepted

Cactus, appliances, hazardous materials, garbage, mattresses, paint, batteries, treated lumber and other household waste

## Community Risk Reduction

Division Chief

Dori Booth



◇ EMS Activities and Updates

◇ Fleet Activities and Updates

◇ Training Report

◇ Fire Credit Training Hours

◇ ISO hours 956

◇ EMS Credit Training Hours

◇ EMS 160 hours

◇ Total Training Hours - 1116

- ◇ SFD Mechanic successfully completed ASE Certification status for the following designations: Medium/Heavy Fire Truck Technician and Master/Heavy Truck Technician. Michael passed the ASE testing and has the required amount of relevant hands-on work experience for the above designations.
- ◇ Kris Ahern attended Ambulance Conference which covers all National updates on coding, billing, revenue, and compliance for Ambulance. This seminar also offers Kris enough CEU to receive re-certification as an NAAC (National Academy of Compliance), CAC (Certified Ambulance Coder), and upper level management of ambulance service.
- ◇ Several SFD members attended NFPA's Assessing Structure Ignition Potential from Wildfire course, covering wildfire behavior, structure exposure, and Home Ignition Zone.
- ◇ SFD members attended Arizona Wildland and Incident Management Academy on scholarship, while other SFD members provided instruction at the Academy.
- ◇ SFS Technical Rescue Team has developed and is instructing a class for new hires which includes a swift water class for SFD members.
- ◇ Department of Public Safety helicopter crews worked with members of Helicopter Rescue Team for recertification including training at SFD Station 3 tower for annual repel device training.

◇ Questions / Comments



# FIRE CHIEF ITEMS

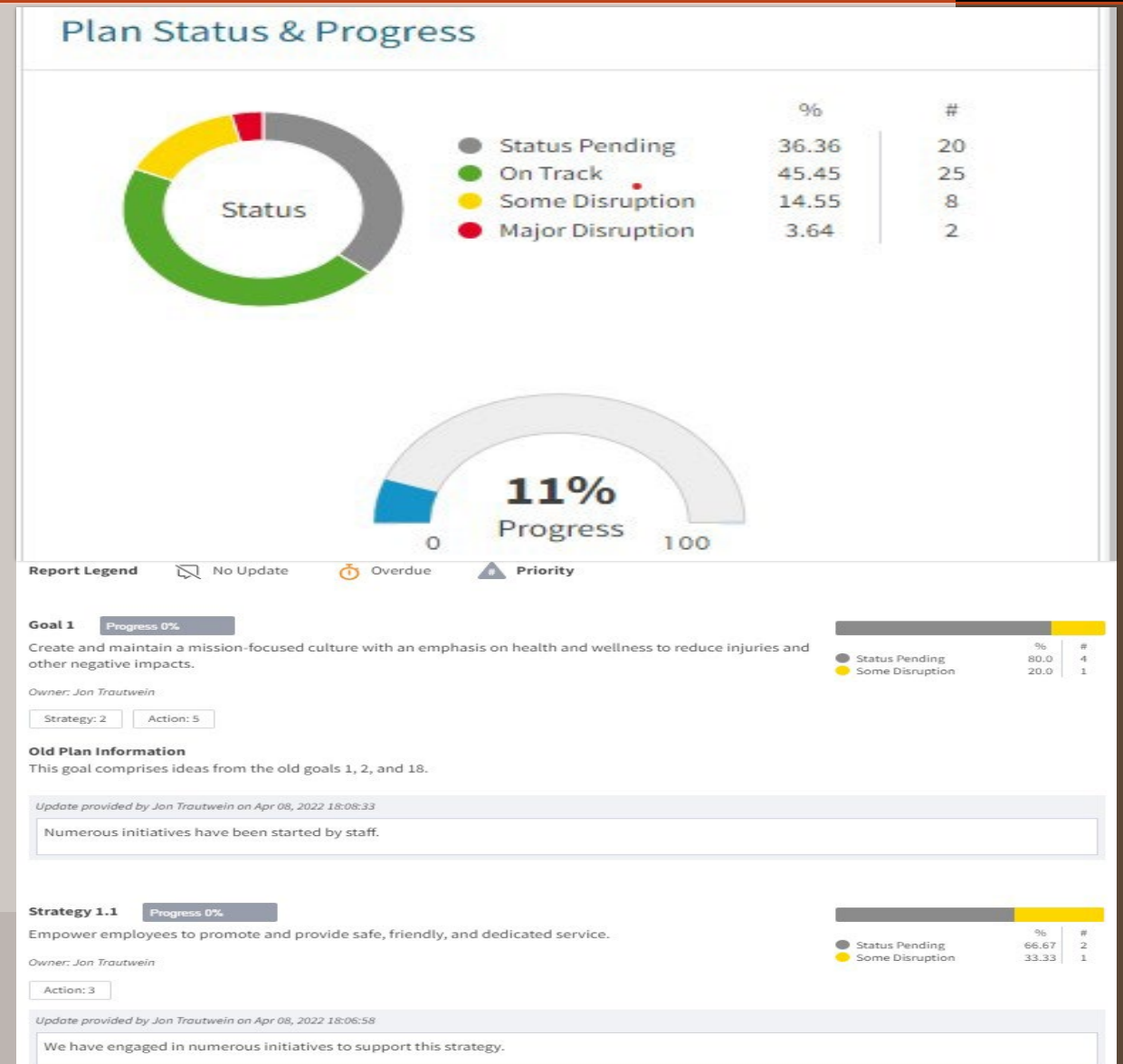
Fire Chief  
Jon Trautwein





## Goals:

1. Create & Maintain a mission-focused culture with emphasis on health & wellness to reduce injuries and other negative impacts;
2. Provide for the long-term durability of the organization through sustainable and transparent financial management;
3. Protect the public & prevent harm through Community Risk Reduction activities;
4. Provide standardized, realistic, and verifiable training to protect lives and property safely;
5. Improve community health through effective pre-healthcare provider programs to reduce redundancies and improve healthcare delivery effectiveness
6. Sustain and enhance emergency management capabilities for all known and anticipated risks;
7. Maintain a safe operational mission-driven fleet management program;
8. Engage in objective-driven planning aimed at achieving organizational priorities; and
9. Enhance service delivery through the development and implementation of an integrated infrastructure master plan.



Strategic Plan Overview

<https://sedonafire.app.envisio.com/corporate/home>



◆ **Station 4 Construction**

◆ **Purchase Orders (\$10,000 - \$50,000)**

◆ **Trifecta Networks (firewall) \$14,950**

◆ **Correspondence / Thank you letters**

◆ **Thank you – Joan & Robert Neri**

◆ **Donations**





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**SEDOHUTS**

# Social Media Outreach & Engagement (Facebook & Twitter)

## Welcome to Professional Dashboard

Insights, management tools and ad creation - all in one place.



### Page Overview

Followers: 13,884

Last 28 days

[See More Insights](#)

Post Reach

44,100

Post Engagement

11,307

New Followers

53

### Recent Posts

Last 28 days

	Post Reach	Engagement
 @SedonaFD working a backcountry rescue this afternoon following a bike accident near the Faye Canyon Trail... Sun, Apr 3	6266	649
 The crew from SFD Station #1 rescued a patient who was injured in an UTV rollover on the Outlaw Trail this... Thu, Mar 31	15434	1881
 @SedonaFD C-Shift, completing their annual 8hr. Swiftwater Training on the Verde River near Beasley Flats last... Tue, Mar 29	3589	447

[See more](#)

### New Pages Guide

Easily switch between your Page and profile

You're now switched into Sedona Fire, allowing you to interact as the Page and get everything done. Switch back into your profile at any

### Frequently Asked Questions

Answers to common questions about the new Pages experience.

What policies apply to the new Pages experience? [▼](#)

What will happen to posts I made on my classic Page? [▼](#)

Is there any content that will not transfer from my Page? [▼](#)

How will people find my new Page? [▼](#)

What is a News Feed? How can I set up my News Feed? [▼](#)

When I had a classic Page, I followed other Pages. What happens to those connections on my new Page? [▼](#)

Can others see the Pages and new Pages I follow? [▼](#)

The screenshot shows the Twitter Analytics interface for the Sedona Fire District (@SedonaFD). The page is titled "Account home" and "Sedona Fire District @SedonaFD". It features a "28 day summary" section with the following data: Tweets: 8 (+27.3%), Tweet Impressions: 6,946 (+2.1%), Profile visits: 795 (+55.6%), Mentions: 11 (+21.4%), and Followers: 980 (+7). Below this, there are "TWEET HIGHLIGHTS" and "ADVERTISE ON TWITTER" sections. The "TWEET HIGHLIGHTS" section includes a "Top Tweet" and a "Top media Tweet", both with their respective engagement metrics and image thumbnails. The "ADVERTISE ON TWITTER" section includes a "Get your Tweets in front of more people" button and an "APR 2022 SUMMARY" table showing 102 Tweet Impressions and 23 Profile visits.

## Questions?



**SEDONA FIRE DISTRICT  
FIRE BOARD AGENDA COMMUNICATION**

*Submitted by:* Ed Mezulis *Date:* 4/8/2022

<b>SUBJECT: Type 1 Apparatus purchase</b>	<b>BOARD MEETING DATE: 4/19/2022</b>
<b>AGENDA ITEM #: III-D-2</b>	<b>DIVISION / SECTION: Fleet</b>
<b>ACTION REQUIRED:</b> <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Information <input type="checkbox"/> Other (Explain)	<b>BOARD RECOMMENDATION:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded

*Project/issue relates to SFD Strategic Plan X or Not Applicable \_\_\_\_.*

**ISSUE:** We have a capital purchase plan to replace two type 1 engines in the next two years. We are proposing to purchase the apparatus this year as outlined below.

**BACKGROUND:** One of the two apparatus will be assigned to station four. Due to height limitations we had to modify the specifications used for our last two engine purchases. The SFD apparatus committee put in countless hours going over manufacturers specifications. This committee included BC Cochrane, Mechanic Mike Sheehan, and many tenured Apparatus Engineers. The decision was made to propose Pierce Manufacturing as the vendor. This is due to the fact that our two recent purchases are Pierce. This provides us the opportunity to maintain fewer spare parts. Our fleet division has also taken classes specific to this apparatus and is familiar with the maintenance and repair needs. Having the same pump and systems also affords us the opportunity to better standardize our training for fire engineers.

This purchase aligns with our identified fleet replacement needs, replacing two front line apparatus. This will allow us to upgrade two front line apparatus to align with the latest safety equipment and a clean cab concepts. The two apparatus being replaced have more than 20 years of front line service and will be placed in reserve status. This will allow us to move what will be a 25 year old apparatus out of reserve status.

**FINANCIAL PERSPECTIVE:** Pierce is a participant of the Houston-Galveston purchasing cooperative and the NPPGov cooperative as well. In following our financial policies, we are able to purchase without competitive bids through cooperative purchasing agreements. The vendor has offered a prepayment discount of 5%. Given our cash position and current investment earnings with the county, JVG recommends the full prepayment through capital funds.

**PROS & CONS:** *There are no perceived cons with this capitalized purchase. Purchasing two apparatus aligns with our capital plan. Due to expressed cost increases from the manufacturer, SFD will recognize substantial savings by purchasing now. Additionally, current build time is between 21.5 and 25.5 months.*

**INTERNAL PROCESS PERSPECTIVE:** This purchase will keep SFD on track with our apparatus replacement schedule. It will also ensure our front line apparatus continue to meet and in some ways

exceed current NFPA apparatus standards. The new apparatus will provide for a safer apparatus environment for our crews.

**BOARD ATTORNEY APPROVAL:** *(If Applicable)*

**FIRE CHIEF RECOMMENDATION:** I recommend approval for the purchase of these two apparatus. We have planned for these two vehicles in our capitol fund and they are vital to maintain service levels in the District. Our apparatus committee and mechanic have done an excellent job customizing these vehicles to meet the needs of the District and to standardize our fleet for better operational, training, and repair/maintenance efficiency.

**FINANCE SECTION APPROVAL:** *(Required only if the project/proposal requires an RFP or is designated as a sole service.)*

**MOTION(S):**

I move to approve the purchase of two Pierce Enforcer PUC Pumpers EM715 for a price not to exceed \$1,493,295.02.

**ATTACHMENTS:** Pierce Bid.