

# Sedona Fire District

LOCAL GOVERNING BOARD

JULY 18, 2023



# 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, July 18, 2023 / 4:30 PM**

### ~ AGENDA ~

To access the meeting via Zoom or by telephone:

Use the link to access the online meeting: <https://sedonafire.zoom.us/j/83096190389?pwd=VTBhbnVHbGJBNjYk9PZnZQcnFIWlhLdz09>

To join by telephone call: +1 253 215 8782 US or +1 301 715 8592 US

Meeting ID: 83096190389 **Passcode:** 414678

If you need assistance, please contact the administrative office at 928-282-6800

#### 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. EXECUTIVE SESSION

- A. Possible vote to go into Executive Session on Personnel Matters re: Fire Chief's Self Evaluation pursuant to ARS §38-431.03(A)(1), and legal advice pursuant to ARS §38-431.03(A)(3) regarding the same.

#### III. RECONVENE TO REGULAR BUSINESS MEETING

- A. Discussion/Possible Action: Direction regarding Executive Session on Personnel Matters re: Fire Chief's Self Evaluation pursuant to ARS §38-431.03(A)(1), and per legal advice pursuant to ARS §38-431.03(A)(3) regarding the same.

#### IV. REGULAR BUSINESS MEETING

- A. Public Forum:
  - 1. Public Comments
  - 2. Executive Staff Response to Public Comments
- B. Consent Agenda – Discussion/Possible Actions:
  - 1. June 20, 2023 Meeting Minutes

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

1. Discussion/Possible Action: Review and Approval of June 2023 Finance Report

D. Staff Items:

1. June 2023 Monthly Staff Report
  - a. Administration Updates – Director of Administrative Services Heidi Robinson
  - b. Operations Update – Assistant Chief Jayson Coil
  - c. Community Risk Reduction – Fire Marshal Dori Booth
  - d. Safety, Planning, EMS, and Development; Future Direction-Division Chief Buzz Lechowski
  - e. Suppression, Preparedness, and Performance, Future Direction – Division Chief Jordan Baker
  - f. Training Report – Division Chief Jordan Baker
  - g. Fire Chief Report – Fire Chief Mezulis
    - i. Call Volume & Response Review
      - a. Incident Summary and Year-to-Date Comparison
      - b. Station Responses
      - c. Response Times
    - ii. Social Media Engagement

E. Board Member Items:

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

**VII. ADJOURNMENT**

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Helen McNeal, 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:

## EXECUTIVE SESSION

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Currently in Executive Session

Please stand by

If we encounter technical difficulties that require us to restart the meeting, please reconnect.

Computer:

<https://aedonafire.zoom.us/j/83096190389?pwd=VTBhVHlBNjNjYk9PZnZQcnFlWlhLdz09>

Phone: 253-215-8782 or 699-900-9128

Meeting ID: 83096190389

Passcode: 414678





# Consent Agenda

- June 20, 2023 Meeting Minutes







# 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, June 20, 2023 / 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 4:01 PM on Tuesday, June 20, 2023. Executive Assistant, Kim 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; Helen McNeal – Clerk; Gene McCarthy, Scott Springett, Janet Jablow – Members. Others Present: Fire Chief Ed Mezulis; Assistant Chief Jayson Coil Director of Administrative Services Heidi Robinson; Division Chief Dori Booth; Gabe Buldra, JVG; and Executive Assistant Kim 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 Ed Mezulis requested a Moment of Silence for the 9 Police Officers and 2 firefighters who passed away since the previous Board Meeting.

### II. PRESENTATION OF AWARDS/STAFF RECOGNITION

This meeting held many promotions, recognition for new hires and years of service. Chief Mezulis briefed the Board and the large crowd of family members on each awardee and recognized the promotions, presenting their new badges for their family/friends to pin them. Battalion Chiefs Lechowski and Baker were promoted to the new Division Chief positions, their formal Division Chief names are pending, but in progress. Captains Todd Miranda and Eric Lewis were promoted to Battalion Chiefs. Firefighters Jonathan Scaife and Greg Eberlein were promoted to Captain, and Millan Zorita promoted from Firefighter to Engineer.

Three new hire firefighters were pinned with their official firefighter badges. We officially welcomed Michael Hardy, Indiana Palmer, and Tarren Soto and their families into the Sedona Fire family! Engineer Andrew Johnson and Firefighter Lars Romig were presented their 15 years of service pins, and Firefighter Jesse Cave was awarded his 10 years of service pin.

Chief Mezulis spoke regarding his experience with the awardees and regarding the changing of the guard at Sedona Fire. He stated that he had worked with and/or for all of them and was proud to see the future and looking forward to what each will continue to provide to SFD. He's excited about the changes and looking forward to working with all in their new positions.

Chairman Soto addressed the large audience, offering congratulations and echoing Chief Mezulis' excitement about what the future looks like. He welcomed the new members and their families. He mentioned that there is approximately 98 years of fire service on the Board, with the ladies to keep them "grounded" in their roles, and expressed his appreciation for the ways the community will continue to benefit from such dedicated public servants.

*At this time, 4:16 p.m., there was a recess for photos for the staff members and families. Meeting reconvened at 4:36.*

*Chief Mezulis asked Chairman Soto if it would be appropriate to move the Regular Business Meeting item*

A.1. Public Comments as there was a speaker, and Chairman Soto agreed.

### III. REGULAR BUSINESS MEETING

#### A. Public Forum:

*Speakers are limited to three-minute oral presentations but may submit written comments of any length for Board files. Board Members may not discuss items not specifically identified on the agenda. Therefore, pursuant to ARS 38-431.01(H), Board action taken as a result of public comment is limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.*

##### 1. Public Comments

Ms. Jeannette Hovey of Air Methods/Native Air requested to speak to the Board to introduce herself and her company, Air Methods/Native Air. This is a new company to Northern Arizona for air medical transport. She stated that she has 3-4 technical aircraft that function as Emergency Rooms to support the region. The company also provides patient advocates to the patient after each transport to assist with billing issues, etc. The services are covered under Medicare Part B and Medicaid.

Chairman Soto asked how large the response region was and Ms. Hovey answered that it was approximately 75, limited by fuel availability at the response site, and that there are 4 transports available to service this side of the freeway.

Member McCarthy asked if the helicopters were side or rear loaded and she answered that all were side loaded, Bell 407's.

There were no further questions, Chairman Soto thanked Ms. Hovey for her presentation, and proceeded to the budget workshop.

### IV. BUDGET WORKSHOP

**A. Budget Workshop:** Chief Mezulis spoke about the countless hours of work by staff to ensure this budget was thorough and complete. He believes that this budget will allow SFD to move forward with appropriate fiscal management and responsibility, maintaining industry standards & service. Finance Director Buldra recapped the meetings of the last 4-5 months and stated that we are now at the Public Hearing stage of the budget process. The agreed upon budget of \$23,842,812.00, with a mil rate of \$2.7030 was broken down between PSPRS rates, salary scales with step increases, and the savings that have been recognized by the pay-off of Station 6 and interest income earned. Chairman Soto noticed that throughout the budget vs, the salary scale, there are some wording corrections that need to be made, but those were minor adjustments. The Chairman called for public comments and then asked the Board if they had any questions or comments, no other comments were made. Chairman Soto read the Budget Resolution, and the Public budget hearing was adjourned.

*Board Chairman Soto made a motion to accept and approve the FY24 Budget, with proposed Salary Scale and PSPRS pension funding, in the amount of \$23,842,812.00 with a mil rate of \$2.7030 for the FY2024 cycle, Board Clerk McNeal & Member McCarthy seconded at the same time. There was no further discussion and the motion passed unanimously.*

### V. REGULAR BUSINESS MEETING

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

*All matters under the Consent Agenda are considered by the Board to be routine (i.e., Minutes and/or signatory authority for bank accounts) and will be enacted by a single motion approving the Consent Agenda. If discussion is desired on any particular consent item, a Board Member may ask that item be removed from the Consent Agenda to be considered separately.*

1. May 16, 2023, Meeting Minutes & Executive Session Minutes
2. Annual Acceptance of Pension Funding Scale
3. Annual Acceptance of Salary Scale

*Board Chairman Soto made a motion to approve the Consent Agenda, Board Clerk McNeal seconded. There was no further discussion and the motion passed unanimously.*

**A. Financial Report – Gabe Buldra, Finance Director, JVG Associate**

**1. Discussion/Possible Action: Review and Approval of May 2023 Finance Report.**

Mr. Buldra presented a short overview of the status of the FY2023 Budget, showing most areas remain under budget and that SFD is still in line with projections for the current fiscal year. Overall, expenses are under budget across the board, with exception of the IT infrastructure upgrades and improvements.

Chairman Soto asked if we would have enough carry-over to get us into the new FY until assessments begin coming in and Mr. Buldra assured him that we are in a good position. Mr. Soto then commended staff for their work in getting Station 6 paid off and being able to reallocate those Funds.

*Board Chairman Soto made a motion to approve the April 2023 Finance Report, Member McCarthy seconded, there was no further discussion and the motion passed unanimously.*

**B. Staff Items:**

**1. May 2023 Monthly Fire Chief Report**

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

There was mention of the Awards Dinner and video clip and a good time was had by all from the feedback.

Payroll & Benefits is in their busy time of year with open enrollment closing the end of May. All the paperwork and auditing is now going on in Branda's office and she is making sure all the new elections and other changes to each individual account are correct and updated. There was negotiation between Kairos insurance provider and one of the major hospital service providers that went down to the wire, but was resolved so that members can continue to use their current services.

“Start Moving On” Counseling services will be here to begin ride-alongs, talking with staff and crews in July. They are the new EAP provider for SFD.

Open recruitments are open for Firefighters. There remains a vacancy in Administration that is being reevaluated to best suit, and there will soon be a recruitment for a Fire Inspector in CRR. Chairman Soto thanked Branda for all she is doing to keep everything running smoothly.

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

Human Resources: Assistant Chief Coil stated that going forward, he will be reporting on Human Resources. Ms. Freeman, HR Analyst, was recently involved with a panel at the Administrative Professional Training at Central Arizona Fire & Medical Authority and attended the Society for Human Resources Management Conference in Las Vegas.

There are 48 successful applicants for the Firefighter vacancies. Chief Mezulis stated that with the rural environment, 30 candidates is a HUGE pull and everyone else in the state is hiring at this time, as well. Member McCarthy stated that he feels with what he saw at the recognition ceremony, SFD will continue to pull the same quality as the new hires recognized today. Chief agreed that that is the new goal. Chairman Soto asked Chief Mezulis if he saw that trend continuing and Chief stated that was a big issue for the Arizona Fire District's Association that he will be meeting with tomorrow to discuss. The answer is we just don't know but it's a topic all over the state and the old model doesn't work anymore for hiring. Assistant Chief Coil stated that he wonders what it will look like with the emergence of Artificial Intelligence and what that does for the fire service.

The Fire Inspector job description is nearly ready to launch and should be announced early next week.

Two retirements last month contributed to the earlier ceremony and promotions.

Wildland: The 14-day forecast calls for more of the same, warmer and windy. We've seen an



uptick in human-caused fires the past week. Green up is over, and the moisture is leaving. The Forest Service went to “high” fire danger this week.

GIS: Mr. Spinelli and Brian Espiau launched the new dashboard with demos from the First Arriving company. Chief Mezulis stated that this software will flip board meetings on their head with the information available in real time. It will be available at all stations and in the multi-purpose room. With the upcoming blasting, Spinelli has mapped out road closures, worked with crews and staff to determine if trails need to be closed and SFD has staged an ambo and water tender at Station 5 for response north of the road closure. Matt has worked with the City to update the Evacuation Plan zones, and had a field trip to Dispatch with BC Lechowski and Josh Clouch. Matt is working on getting his drone license, as well. There was discussion on new requirements for latitude/longitude in the reporting to track incidents at the location, not the trail head, which Matt is working on, as well. Clerk McNeal asked where the information is coming from, if dispatch was providing and was answered in the affirmative, that dispatch provides to a certain point. Member McCarthy asked if it was like dropping a pin in GIS and was answered affirmatively. Chief Mezulis detailed that he is getting more requests from press and social media wanting trending information on trails, conditions, etc.

Telecom: Telecom is also working hand-in-hand with Spinelli on the dashboard roll-out.

Bob is performing maintenance at the Airport South tower site to repair the microwave link and continues to work with Juniper to resolve the problem with the wrong switches.

BC Dave Cochrane has been working with the distribution of the new airpacs and synching them with the radios. The APX radios have over-the-air programming and can be updated remotely, with Bob entering the necessary into and sending.

Special Projects: There has been an on-going (approx. 6 months) incident at a residence here in Sedona. Chief Coil wanted it known that everyone who has responded and dealt with the situation has remained focused on the best interest of the individual involved and that speaks to the character, the morals, and the intent of everyone involved. This has become a drain on several of the crew, knowing they will be up every couple of hours each night, but they have remained professional and are looking for the best outcome of the individual.

Several SFD staff work on special projects and take on assignments that are not part of their job description. SFD is evaluating how to ensure those personnel get credit towards promotions for their additional workload benefiting SFD. The surveys have been completed and returned, and at this time, AC Coil is moving into Phase 2, working on deliverables, equalizing workloads, and giving credit where it’s due. Board Member McCarthy stated that he has read a book about “catching people doing something right,” and thought was a good way to do things.

Chairman Soto stated that he was excited to see the trending information and where that would spin off into other things. He stated that the report verifies that there are quality people working for the District and wondered about certificates of appreciation or other ways to recognize. Chief Mezulis stated that it was “in the works” and then gave kudos to Matt Spinelli for recognizing an issue at Back-of-Beyond Road and bringing it to SFD and City of Sedona attention. Chairman Soto stated that Spinelli is a true gem, as are many others in the District. Chief Mezulis stated that SFD is taking a step back to re-evaluate why we are doing things a certain way, across the District.

c. Community Risk Reduction Activities –Division Chief Dori Booth

Chief Booth reported that Fire Inspector Riddell continues to knock it out of the park, doing so much, while they are short-staffed. She, Riddell, and former Fire Marshal Jon Davis, who is doing contract plan reviews, are working to catch up on the backload. Riddell continues to work on his certifications, and it should be noted that he only has 2 years in CRR, coming into the office just before Chief Booth.

Airport Fuel Farm has had a soft opening and was used to stage response to the current fire, getting fuel flowing through the new tanks.

89A blasting by Fisher is happening next week and CRR is prepared. Chief Booth will be on-site, along with Inspector Riddell. Chairman Soto asked where the blasting was occurring. It’s on the west side of 89A past Owenby Way, across from Therapy on the Rocks. There is an emergency contingency plan in place to support. Member McCarthy asked if radio silence during the blast was still an issue, and was answered that electronic detonations have changed dramatically. There will be drones in the air, as well. Also, there will be more blasting later in the year.

Final reports from the Canyon cleanup days were over 31 tons of yard debris, which is the most ever. Chief Booth gave recognition to Paul Chabot, who has been coordinating for several years, Jarrett Tarver and Kirk Riddell for assisting and thanked the City of Sedona who directed SFD to Posse Grounds park and assisted with providing a chipper.

Safety Message: Lithium-Ion Batteries

In the past week alone, there have been 15 fires caused by lithium-ion batteries, causing fatalities and other critical injuries. Do not leave them plugged in at night, follow safety precautions, and dispose of them properly.

D. Operational Support – Fire Chief Ed Mezulis

Chief Mezulis noted that Knox box systems are being upgraded in all the vehicles and Mike is working on preventative maintenance. There may be a brewing battle with Cummins Motors for engines, as they are pushing back fire engines over other orders.

Chief Mezulis has been working with NAH to re-tool the relationship with SFD, garnering support for the partnership with the services provided. All was going well until the new Administrator was put on administrative leave and then fired, so back to square one. Cath Lab is closed. Our crews continue to do a bang-up job with increasingly technical situations.

BC Baker has begun working with Training Officer Duran with training, with the training officer showing up to train with crews. He is focused on letting the new hires know that the support is there for them. Training Officer Duran has a plan for retirement, after 30+ years of service.

Chairman Soto asked for clarification on the roles of the two new Division Chiefs and Chief Mezulis replied that he is letting express their point of view on what “right” looks like and that they had identified the needs he and AC Coil had, plus many others, to the positions. Clerk McNeal stated that she keeps hearing about the excitement of them being placed and what they are doing, but she wants more “meat” as to what they are planning and doing. Chief Mezulis stated that until they are seated in their new roles (July 8) he did not feel it appropriate. AC Coil stated that there was a functional analysis, after the needs were evaluated, and that they used best practices and leveraged their skills to make the determinations. Chairman Soto asked if they would have a seat at the table with the Board or if they were under Operations purview and would be reported as such? Chief Mezulis stated that he has some ideas about the Board presentations, going forward, and there would be times that it would be appropriate to have them attend and report.

e. Fire Chief Activities – Fire Chief Ed Mezulis

Call Volume and Response Review

a. Incident Summary and Year-to-Date Comparison

b. Response Times

c. Purchase Orders over \$10K

d. Social Media Engagement

Chief Mezulis reviewed all the above very briefly, with explanations of the purchase orders over \$10K, which were all planned expenses. He also noted that the State of Arizona released \$100K for medical training and that SFD had received a \$4200 grant from that money.

Station 4 Update: Chief Mezulis met with the city manager and discussed properties and locations for Station 4. The City’s parking plan has been modified considerably with the new Board and there are a variety of suitable locations in Uptown for a new station. Once the City finalizes its plan, they should be able to provide more input on their willingness to partner with SFD. That decision should be within the next 6 months.

Stations 5 Update: Chief Mezulis met with the Director of Operations for the State Parks regarding the relocation of Station 5. The Director was supportive of moving on the Station but there are issues is ADOT access, which seems to be a sticking point. Chief Mezulis will continue to work with the State Park to resolve and accomplish this situation.

Chief Mezulis stated that he had been approached by members of the public regarding these issues and asked how SFD was going to pay for the new stations. He stated that his answer is that we have been preparing for this eventuality and making it happen.

### **C. Board Member Items:**

1. Discussion:

Gene McCarthy: Looking forward to his meeting with the Fire Chief.

Janet Jablow: The usual operations activities, and meeting with Fire Chief on Tuesday.

Helen McNeal: Upcoming meeting with the Fire Chief; attended Verde Valley Regional Meeting with Fire Chiefs and boards.

Scott Springett: Had his meeting with the Fire Chief that was information filled; he has been contacted by a local non-profit who wants to hold an event at the fire stations, trying to facilitate a fundraiser; had his 66<sup>th</sup> birthday on June 17.

Chairman Dave Soto: Also attended the area Chief's Meeting with regional Districts; meeting with Foothills South HOA regarding Firewise and their preparations; attended Prescott Valley Home & Garden Show and participated in the Firewise booth, handing out information and talking to homeowners, speaking to over 200 people. Really looking forward to the new year!

## V. ADJOURNMENT

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

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Helen McNeal, 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:

# Financial Report - June

JULY 18, 2023





## Sedona Fire District Monthly Financial Report

### Monthly Financial Report – June 2023

Attached are the following for your information and review:

1. Balance Sheet as of June 30, 2023.
2. Summary of reconciled cash balances on June 30, 2023.
3. Income Statement of Revenues and Expenditures for June 2023, including budget to actual and year- to-date balances.
4. Graphs for June 2023.
5. Fixed Asset Additions and Disposals Schedule FY23.
6. Monthly Disbursement Report.
7. 12-Month Cash Flow.

#### Key points:

- Total Revenue for June is \$700,536 which is \$18,784 over budget.
  - Tax Revenue for June is \$186,398 which is \$141,388 under budget.
  - Non-Tax Revenue for June is \$514,138, which is \$160,172 over budget.
    - Prop 207 revenue is \$125,709 over budget and interest revenue is \$95,983 over budget.
- Total Expense for June is \$1,961,703 which is \$46,675 under budget.
  - Personnel Expense is \$159,676 under budget, driven by lack of wildland deployment wages and PSPRS expense.
  - Vehicles & Equipment is \$109,257 over budget driven by turnout expense of \$67,904.
- YTD Revenue is \$22,154,322 which is \$521,941 over budget.
  - Tax Revenue YTD is \$18,101,607 which is \$68,900 under budget.
  - Non-Tax Revenue YTD is \$4,052,714 which is \$590,840 over budget.
    - Interest revenue is \$264,179 over budget.
    - Retiree Health Benefit revenue is \$126,431 over budget.
    - Wildland revenue is \$73,447 over budget.
- YTD Expense is \$19,588,066 which is \$231,210 under budget.
  - Personnel Expense is \$173,783 under budget.
  - Building & Land is \$83,375 under budget driven building repairs and utilities.

**Sedona Fire District**  
**Balance Sheet**  
As of June 30, 2023

	Jun 30, 23	Jun 30, 22	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
1010 · Capital Reserves Fund	3,578,718.22	3,493,084.81	85,633.41
1050 · Chase - Operating Account	325,779.86	444,718.15	-118,938.29
1060 · Chase - Payroll Account	416,919.00	655,486.10	-238,567.10
1070 · County General Fund	10,324,290.54	8,874,652.54	1,449,638.00
<b>Total Checking/Savings</b>	<b>14,645,707.62</b>	<b>13,467,941.60</b>	<b>1,177,766.02</b>
<b>Accounts Receivable</b>			
1200 · Accounts Receivable*	128,475.56	32,107.09	96,368.47
1202 · Ambulance Billings Receivable	394,076.49	394,076.49	0.00
1204 · ND Fire Billing Receivables	6,359.09	167,689.37	-161,330.28
1206 · Property Tax - Receivable	242,382.14	242,382.14	0.00
1270 · Lease Receivables	987,486.00	987,486.00	0.00
<b>Total Accounts Receivable</b>	<b>1,758,779.28</b>	<b>1,823,741.09</b>	<b>-64,961.81</b>
<b>Other Current Assets</b>			
12000 · Undeposited Funds	0.00	33,258.80	-33,258.80
1320 · Prepaid Expenses	164,870.03	121,691.63	43,178.40
1321 · PSPRS Prepaid Expense	0.00	2,486.25	-2,486.25
<b>Total Other Current Assets</b>	<b>164,870.03</b>	<b>157,436.68</b>	<b>7,433.35</b>
<b>Total Current Assets</b>	<b>16,569,356.93</b>	<b>15,449,119.37</b>	<b>1,120,237.56</b>
<b>Fixed Assets</b>			
1400 · Accumulated Depreciation	-14,310,101.78	-14,310,101.78	0.00
1410 · Building and Other Improvements	9,244,908.64	9,230,946.20	13,962.44
1411 · Construction in Progress	9,125.00	0.00	9,125.00
1412 · Furniture and Equipment	6,884,523.02	6,056,623.67	827,899.35
1413 · Land	2,054,578.48	2,054,578.48	0.00
1414 · Vehicles	7,686,857.26	7,588,540.69	98,316.57
1450 · CIP	1,565,822.94	1,582,322.94	-16,500.00
1470 · Right to Use Asset	119,624.00	119,624.00	0.00
<b>Total Fixed Assets</b>	<b>13,255,337.56</b>	<b>12,322,534.20</b>	<b>932,803.36</b>
<b>Other Assets</b>			
1500 · Defer Outflows of Rsrcs - ASRS	339,603.00	339,603.00	0.00
1510 · Defer Outflows of Rsrcs - PSPRS	9,751,158.00	9,751,158.00	0.00
1515 · Defer Outflows Rsrcs PSPRS Tr 3	204,782.00	204,782.00	0.00
1520 · Defer Outflows - PSPRS OPEB	55,671.00	55,671.00	0.00
1525 · Defer Outflows PSPRS OPEB Tr 3	879.00	879.00	0.00
1530 · Defer Outflows - ASRS OPEB	7,611.00	7,611.00	0.00
1540 · Risk Pool Capitalization	173,310.00	115,540.00	57,770.00
1815 · Net Pension Asset - PSPRS Tr 3	61,360.00	61,360.00	0.00
1825 · Net Pension Asset PSPRS OPEB	9,445.00	9,445.00	0.00
1830 · Net Pension Asset ASRS OPEB	46,236.00	46,236.00	0.00
<b>Total Other Assets</b>	<b>10,650,055.00</b>	<b>10,592,285.00</b>	<b>57,770.00</b>
<b>TOTAL ASSETS</b>	<b>40,474,749.49</b>	<b>38,363,938.57</b>	<b>2,110,810.92</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
2000 · Accounts Payable	53,882.84	171,838.52	-117,955.68
<b>Total Accounts Payable</b>	<b>53,882.84</b>	<b>171,838.52</b>	<b>-117,955.68</b>

**Sedona Fire District**  
**Balance Sheet**  
As of June 30, 2023

	Jun 30, 23	Jun 30, 22	\$ Change
<b>Credit Cards</b>			
2001 · Bank of America Credit Card	0.00	3,019.13	-3,019.13
2003 · National Bank of Arizona Credit	25,675.10	28,828.92	-3,153.82
<b>Total Credit Cards</b>	25,675.10	31,848.05	-6,172.95
<b>Other Current Liabilities</b>			
2010 · Accrued Employee Leave	1,565,421.77	1,565,421.77	0.00
2011 · Accrued Payroll	0.00	210,180.20	-210,180.20
2012 · Lease Purchase Liabilities	608.20	608.20	0.00
2014 · Defer Inflows of Rsrcs - ASRS	399,034.00	399,034.00	0.00
2015 · Defer Inflows of Rsrcs - PSPRS	4,696,305.00	4,696,305.00	0.00
2017 · Federal PR Taxes Payable	-198.91	16,078.79	-16,277.70
2018 · HSA Deduction	5,626.40	3,972.33	1,654.07
2019 · Insurance Premium Liabilities	0.00	26,705.00	-26,705.00
2021 · Payroll Liabilities	4,776.46	2,205.40	2,571.06
2022 · Retirement Payable	331,191.55	180,438.62	150,752.93
2025 · Workers Compensation Liability	531.72	0.00	531.72
2049 · Defer Inflows of Rsrcs PSPRS T3	41,129.00	41,129.00	0.00
2050 · Defer Inflows OPEB PSPRS	209,801.00	209,801.00	0.00
2051 · Defer Inflows OPEB ASRS	39,952.00	39,952.00	0.00
2054 · Defer Inflows PSPRS OPEB TR3	2,570.00	2,570.00	0.00
2070 · Defer Inflow related to Leases	993,036.00	993,036.00	0.00
<b>Total Other Current Liabilities</b>	8,289,784.19	8,387,437.31	-97,653.12
<b>Total Current Liabilities</b>	8,369,342.13	8,591,123.88	-221,781.75
<b>Long Term Liabilities</b>			
2052 · Net Pension Liab OPEB PSPRS	60,488.00	60,488.00	0.00
2053 · Net Pension Liab OPEB ASRS	1,938.00	1,938.00	0.00
2200 · NBAZ Station Loan	21,647.59	255,310.55	-233,662.96
2201 · Net Pension Liability - ASRS	1,220,665.00	1,220,665.00	0.00
2202 · Net Pension Liability - PSPRS	22,757,643.00	22,757,643.00	0.00
2270 · Lease Liability	109,512.00	109,512.00	0.00
<b>Total Long Term Liabilities</b>	24,171,893.59	24,405,556.55	-233,662.96
<b>Total Liabilities</b>	32,541,235.72	32,996,680.43	-455,444.71
<b>Equity</b>			
3000 · Opening Balance Equity	5,149,965.20	5,149,965.20	0.00
3010 · Fund Balance	-2,425,281.46	-2,425,281.46	0.00
3200 · Unrestricted Net Assets	2,642,574.40	318,510.55	2,324,063.85
Net Income	2,566,255.63	2,324,063.85	242,191.78
<b>Total Equity</b>	7,933,513.77	5,367,258.14	2,566,255.63
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>40,474,749.49</b>	<b>38,363,938.57</b>	<b>2,110,810.92</b>

**Sedona Fire District**  
**Summary of Reconciled Cash Balances**  
 Period Ending 06/30/2023

	County General Fund	Capital Reserves	Chase Operating Account	Chase Payroll Account
	<u>6/30/2023</u>	<u>6/30/2023</u>	<u>6/30/2023</u>	<u>6/30/2023</u>
<b>Beginning Balance</b>	11,807,619.15	3,553,289.82	181,763.90	927,357.77
<b>Cleared Transactions</b>				
<b>Checks and Payments</b>	(1,960,994.40)	-	(418,913.60)	(1,510,406.63)
<b>Deposits and Credits</b>	406,522.44	25,428.40	562,929.56	1,000,000.00
<b>Total Cleared Transactions</b>	<u>(1,554,471.96)</u>	<u>25,428.40</u>	<u>144,015.96</u>	<u>(510,406.63)</u>
<b>Cleared Balance</b>	<u><b>10,253,147.19</b></u>	<u><b>3,578,718.22</b></u>	<u><b>325,779.86</b></u>	<u><b>416,951.14</b></u>
<b>Uncleared Transactions</b>				
<b>Checks and Payments</b>	(19,727.63)	-	-	(32.14)
<b>Deposits and Credits</b>	90,870.98	-	-	-
<b>Total Uncleared Transactions</b>	<u>71,143.35</u>	<u>-</u>	<u>-</u>	<u>(32.14)</u>
<b>Register Balance as of 06/30/2023</b>	<u><b>10,324,290.54</b></u>	<u><b>3,578,718.22</b></u>	<u><b>325,779.86</b></u>	<u><b>416,919.00</b></u>



1:50 PM

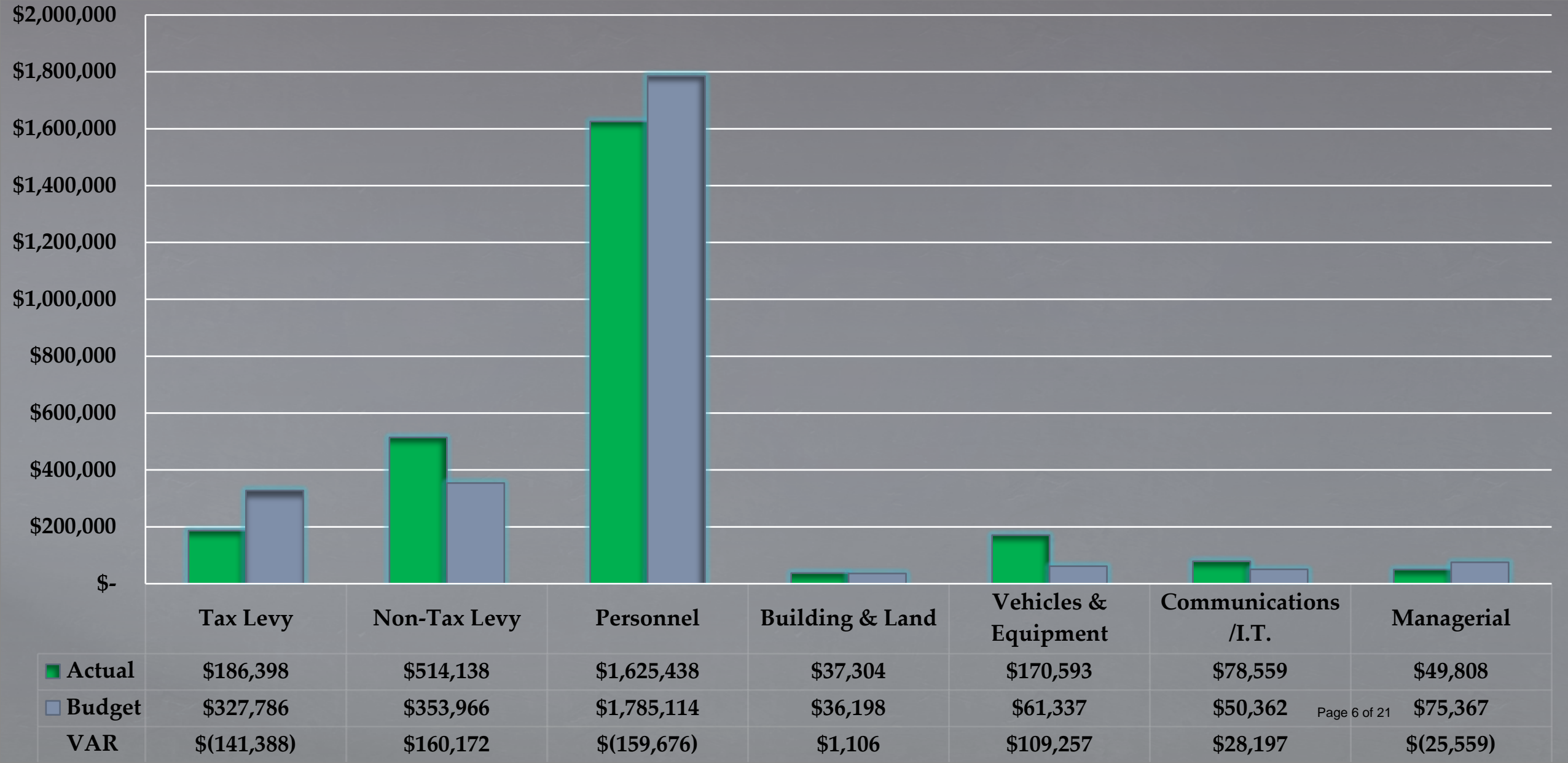
07/10/23

Accrual Basis

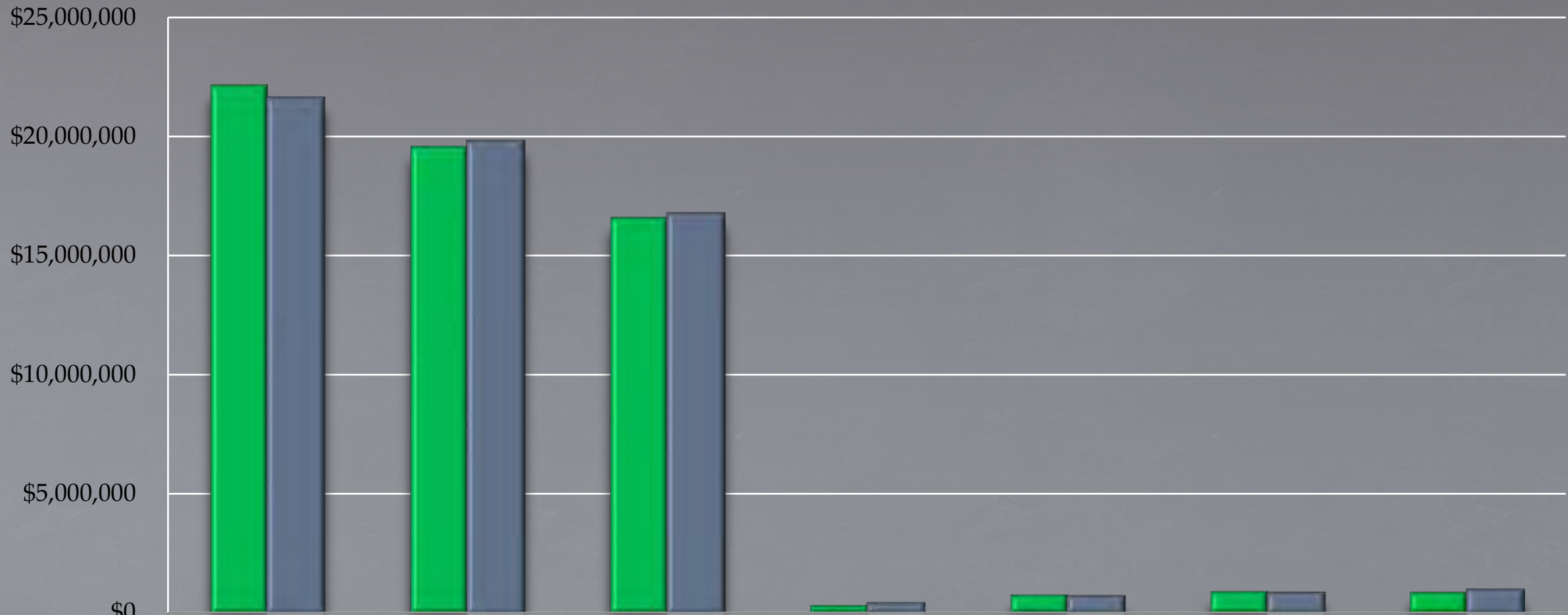
## Sedona Fire District Profit & Loss Budget Performance June 2023

	Jun 23	Budget	\$ Over Budget	Jul '22 - Jun 23	YTD Budget	\$ Over Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>4001 · Tax Levy Revenue</b>	186,397.77	327,785.63	-141,387.86	18,101,607.04	18,170,506.61	-68,899.57	18,170,506.61
<b>4100 · Non-Tax Levy Revenue</b>	514,137.90	353,965.66	160,172.24	4,052,714.47	3,461,874.00	590,840.47	3,461,874.00
<b>Total Income</b>	700,535.67	681,751.29	18,784.38	22,154,321.51	21,632,380.61	521,940.90	21,632,380.61
<b>Gross Profit</b>	700,535.67	681,751.29	18,784.38	22,154,321.51	21,632,380.61	521,940.90	21,632,380.61
<b>Expense</b>							
<b>5001 · Personnel Cost</b>	1,625,438.00	1,785,114.00	-159,676.00	16,610,863.37	16,784,646.00	-173,782.63	16,784,646.00
<b>6001 · Building &amp; Land</b>	37,303.75	36,198.00	1,105.75	347,824.61	431,200.00	-83,375.39	431,200.00
<b>6101 · Vehicles &amp; Equipment</b>	170,593.17	61,336.50	109,256.67	788,377.69	727,146.00	61,231.69	727,146.00
<b>6300 · Communications</b>	78,559.41	50,362.00	28,197.41	933,065.31	872,463.00	60,602.31	872,463.00
<b>6401 · Meetings, Travel &amp; Training</b>	26,365.96	33,768.66	-7,402.70	259,484.89	303,099.00	-43,614.11	303,099.00
<b>7001 · Managerial Cost</b>	23,442.32	41,254.55	-17,812.23	644,380.53	696,594.00	-52,213.47	696,594.00
<b>8001 · Other Expense</b>	0.00	344.00	-344.00	4,069.48	4,128.33	-58.85	4,128.33
<b>Total Expense</b>	1,961,702.61	2,008,377.71	-46,675.10	19,588,065.88	19,819,276.33	-231,210.45	19,819,276.33
<b>Net Ordinary Income</b>	-1,261,166.94	-1,326,626.42	65,459.48	2,566,255.63	1,813,104.28	753,151.35	1,813,104.28
<b>Net Income</b>	<u>-1,261,166.94</u>	<u>-1,326,626.42</u>	<u>65,459.48</u>	<u>2,566,255.63</u>	<u>1,813,104.28</u>	<u>753,151.35</u>	<u>1,813,104.28</u>

# June 2023



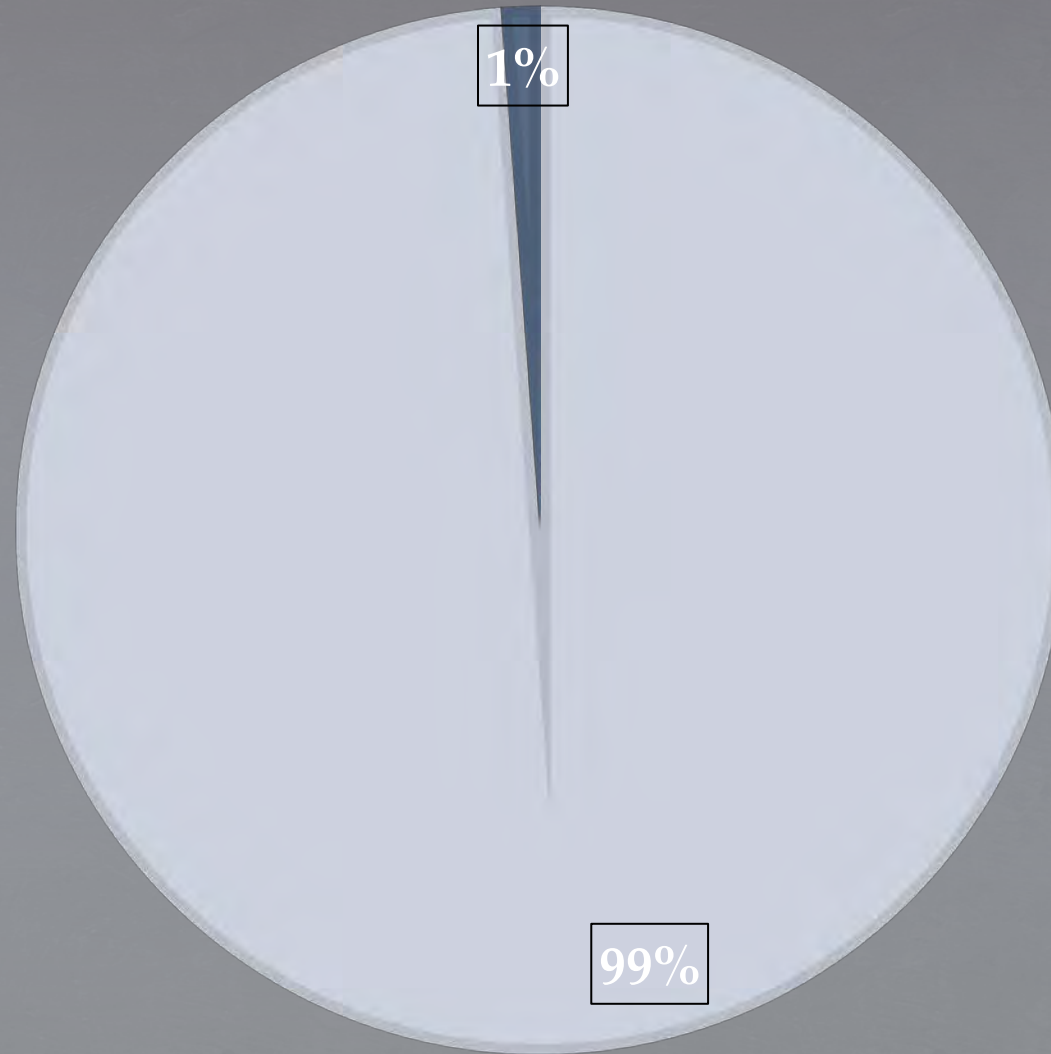
# Fiscal Year to Date Budget to Actual



Actual	\$22,154,322	\$19,588,066	\$16,610,863	\$347,825	\$788,378	\$933,065	\$907,935
Budget	\$21,632,381	\$19,819,276	\$16,784,646	\$431,200	\$727,146	\$872,463	\$1,003,821
Budget to Actual Var	521,941	(231,210)	(173,783)	(83,375)	61,232	60,602	(95,886)

# YEAR TO DATE EXPENSES AS PERCENTAGE OF BUDGET

Actual YTD Budget Remaining

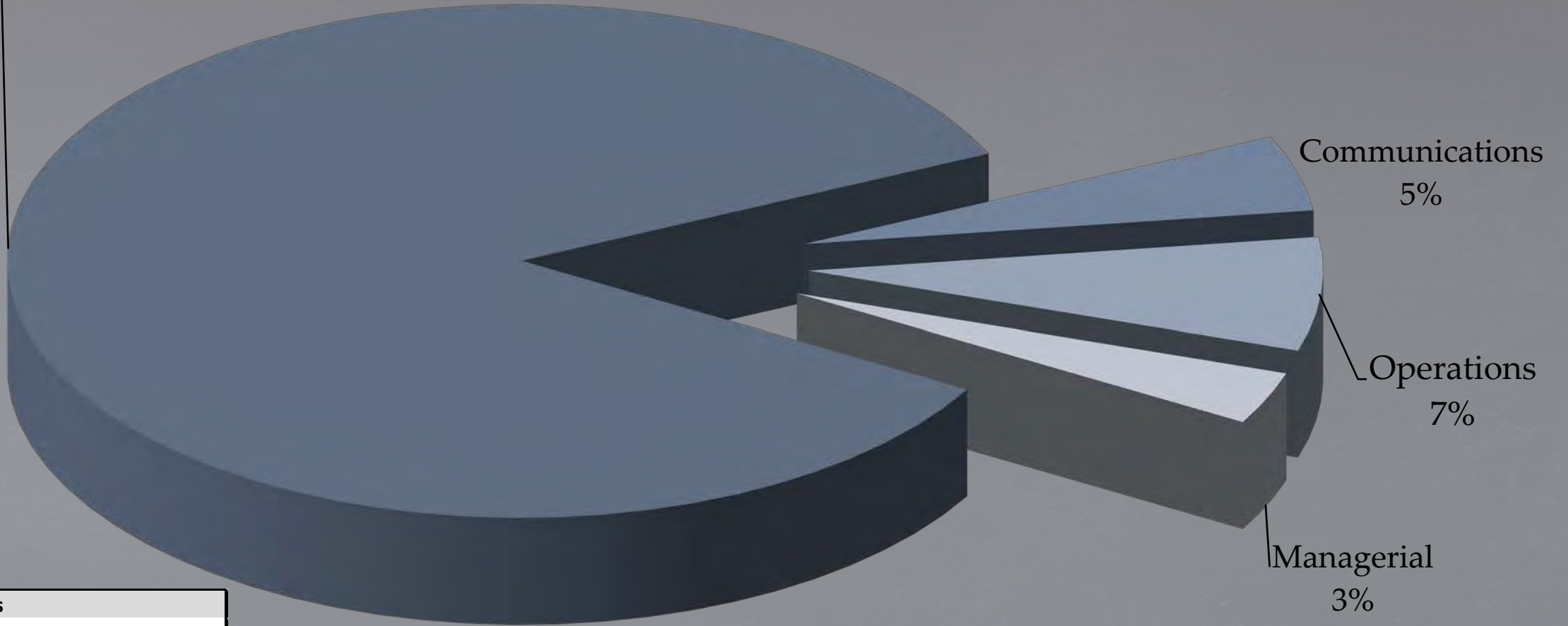




# Percentage of Expenses Year to Date

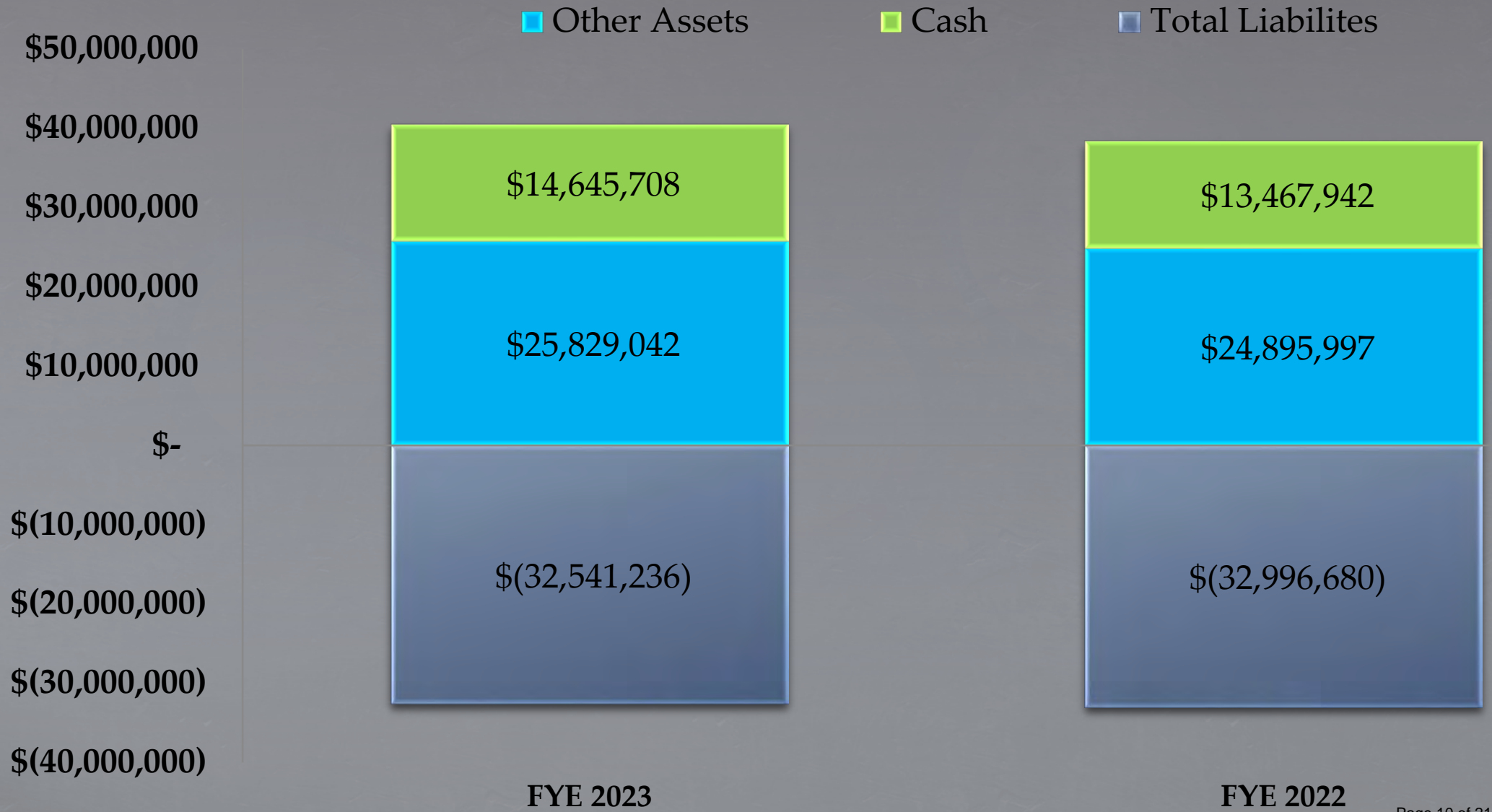
Personnel

85%



Function Expenses	
Salaries and Wages	81.21%
Operations	11.10%
Communications	2.27%
Managerial	5.42%

# Cash Position



# Staff & Division Updates

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JULY 18, 2023



# Administration Updates – Director of Administrative Services, Heidi Robinson





# Operations Update

# Assistant Chief Jayson Coil









## New Division Chief Briefing

- Division Chief Buzz Lechowski



Safety, Planning, EMS, & Development  
(tentatively named)

- Division Chief Jordan Baker



Suppression, Preparedness, & Performance  
(tentatively named)



# Training Report for June, DC Jordan Baker





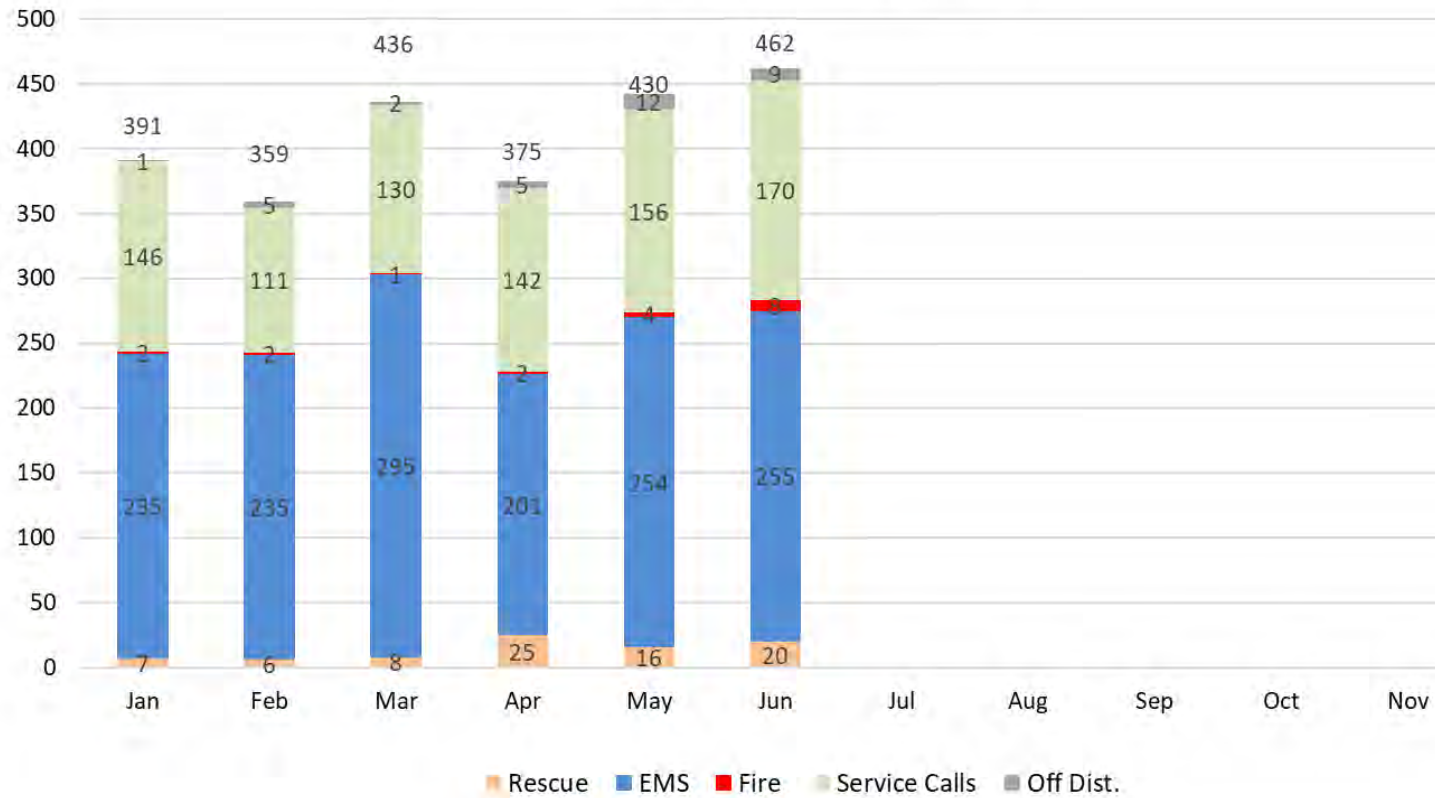
# Fire Chief Report



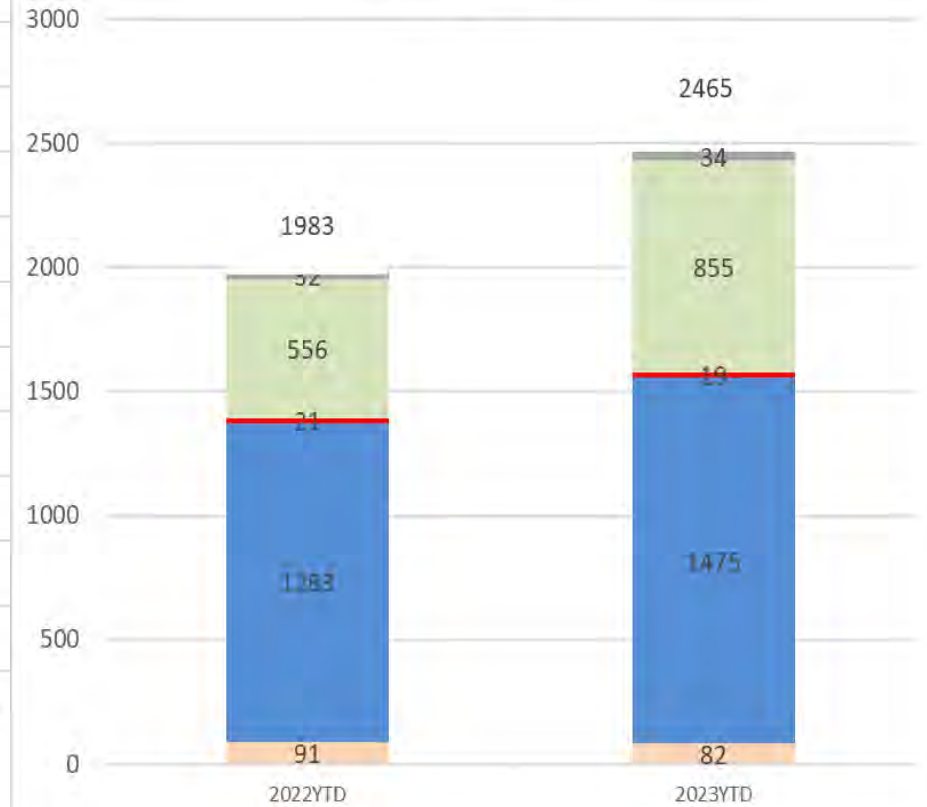
JULY 18, 2023

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

2023 Monthly Incident Summary



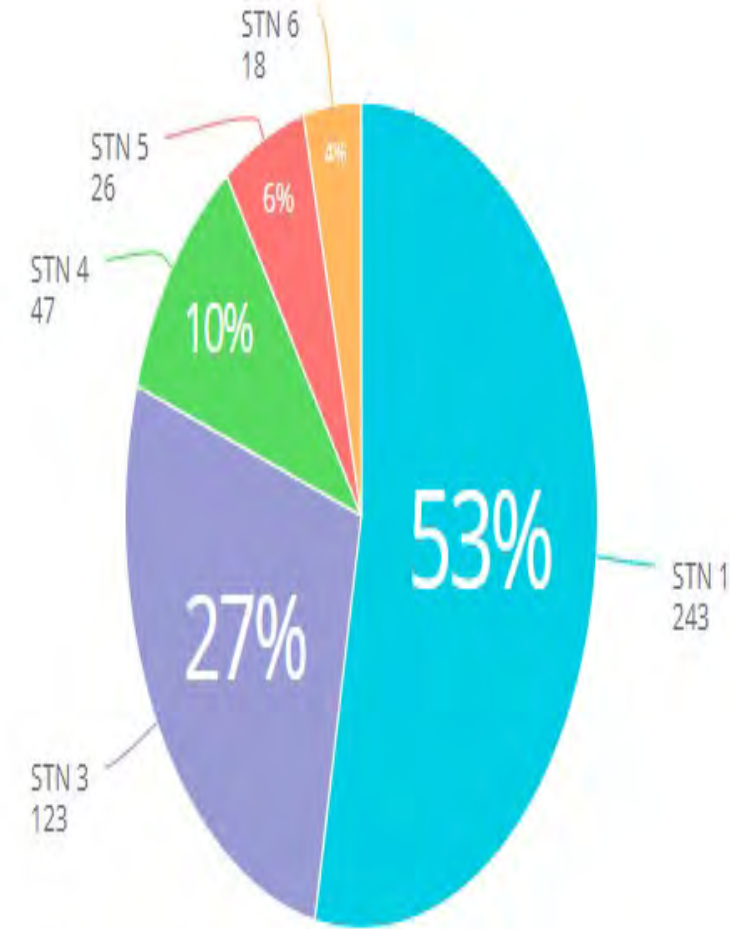
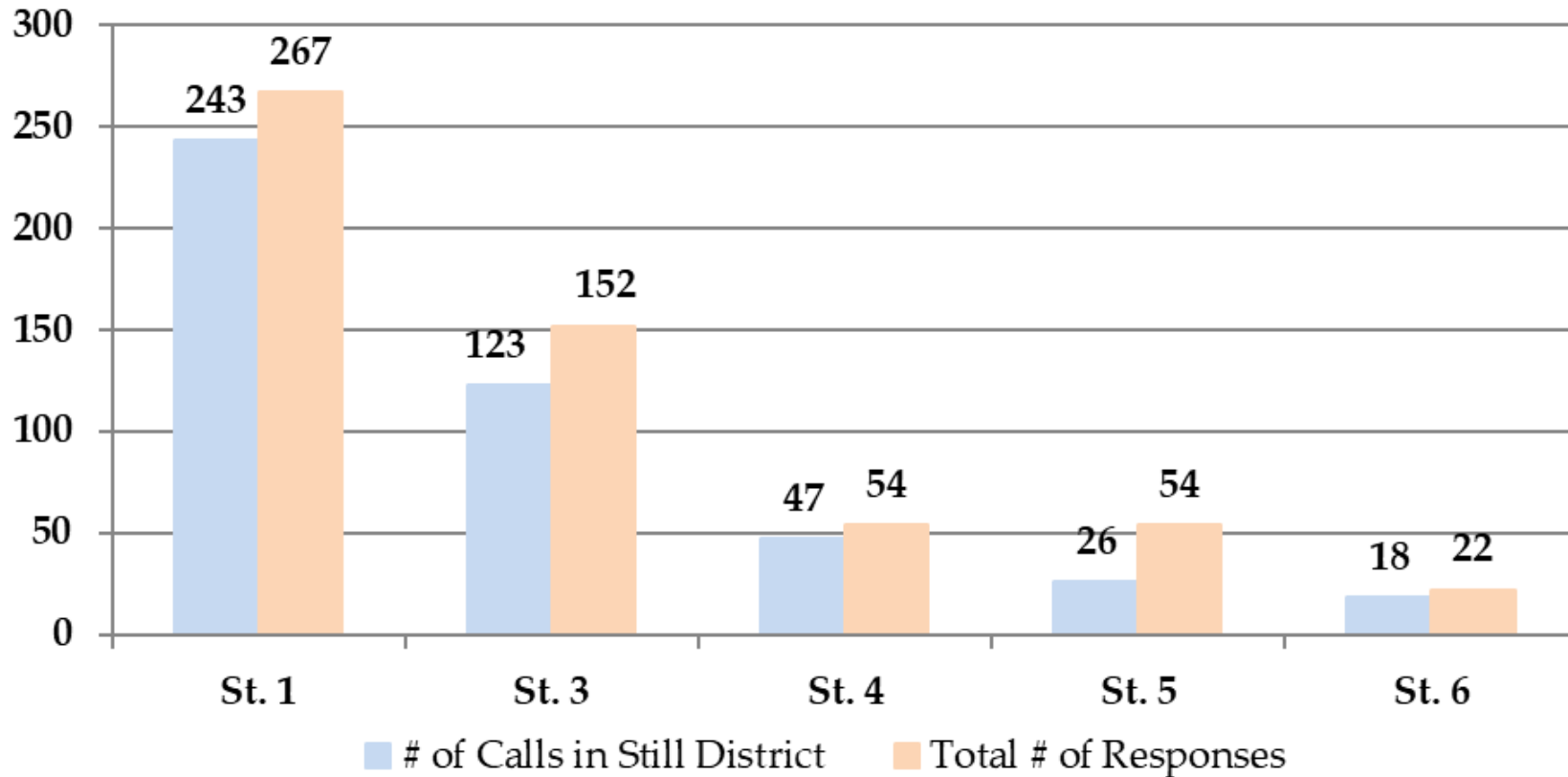
YTD Totals





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  
May 2023



## Emergency Responses

Dispatch Handling Time

Turnout Time

Unit Travel Time

Total Response Time

Median of Dispatch Notified Alarm H...

**00m:44s**

90th Percentile Dispatch Time

**01m:30s**

Median Turnout Time

**01m:40s**

90th Percentile Turnout Time **02m:38s**

Median Travel Time

**04m:40s**

90th Percentile Travel Time **11m:45s**

Median Total Response Time

**06m:56s**

90th Percentile Total Response Time **12m:16s**

## Specific Ambulance Times

Ambulance Total EMS Emergent Response Time

Total EMS Ambulance Road Time

Median Total Response Time

**06m:42s**

90th Percentile Total Response Time **11m:33s**

Median Total EMS Ambulance Road Time

**01h:18m:33s**

90th Percentile Total EMS Ambulance Road Time **02h:24m:41s**

# Facebook Engagement



## Page Overview

[See more insights](#)

Followers: 16,763

Last 28 days

Post reach

**32,128**

Post Engagement

**22,270**

New followers

**111**

## Recent content

Last 28 days



**\*\*\*\*FIRE SAFETY RECALL\*\*\*\* VRURC Portable Chargers Recalled Due to Fire Hazard; Sold Exclusively on Amazon.com by VRURC;...**

Fri, Jul 7

Post reach: **743** Engagement: **18**



**Sedona Fire Crews made a "Splash" at the City of Sedona's 4th of July Wet Fest. Thank you for the invite to come and play. Your...**

Tue, Jul 4

Post reach: **6,708** Engagement: **279**



**Sedona Fire updated their profile picture.**

Tue, Jul 4

Post reach: **2,871** Engagement: **186**

[See more](#)

## 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?**



# Twitter Engagement



## 28 day summary with change over previous period



Jul 2023 • 10 days so far...

### TWEET HIGHLIGHTS

**Top Tweet** earned 140 impressions

@SedonaFD asks you to please take a moment and remember our brothers that were lost 10 years ago today...  
[pic.twitter.com/2m8W9e4HBg](https://pic.twitter.com/2m8W9e4HBg)



4 retweets 16 likes

View Tweet activity

View all Tweet activity

**Top mention** earned 11 engagements

 **Karen M-C**  
@kmalisclark - Jul 6

My wildland firefighter colleagues are on my mind a lot these days. @CoconinoNF @FlagstaffFire @HighlandsFDPIO @SummitFD @azstateforestry @SedonaFD @KaibabNF  
[pic.twitter.com/GJQdEXEBxR](https://pic.twitter.com/GJQdEXEBxR)



### ADVERTISE ON TWITTER

**Get your Tweets in front of more people**

Promoted Tweets and content open up your reach on Twitter to more people.

Get started

### JUL 2023 SUMMARY

Tweet impressions	488	Profile visits	182
Mentions	4	New followers	7