



Approved by the Board - 5/16/24

Sedona Fire District

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

SPECIAL BOARD MEETING **Station #1 – 2860 Southwest Drive – Sedona – Multipurpose Room** **Wednesday, May 8, 2024 /1:00 PM**

~ MINUTES ~

I. CALL TO ORDER/ROLL CALL

Pursuant to notice, a special meeting of the Sedona Fire District (SFD) was called to order by Chair Dave Soto at 1:05 PM on Wednesday, May 8, 2024. Heidi Robinson recorded the minutes. A quorum was present, and the meeting, having been duly convened, was ready to proceed with business.

Board Present: Dave Soto – Chair; Helen McNeal – Clerk; Janet Jablow and Corrie Cooperman – Members. Others Present: Sara Simonton - Finance, Ed Mezulis – Fire Chief, Heidi Robinson – Recorder.

A. Salute to the Flag of the United States of America.

Chair Dave Soto led the Pledge of Allegiance.

II. BUDGET WORKSHOP

A. Discussion/Possible Action: Budget Workshop with JVG Associate Sara Simonton

Sara Simonton introduced the agenda for the budget discussion, indicating an overview, an explanation of the flat mil rate, and then detailed review to follow. The distinction between the FY24 projected and approved columns was clarified.

Ms. Simonton started with revenues, noting a formula error that will be corrected in the draft for tentative adoption. A question about Coconino County tax revenue was explained, as were non-tax revenue questions. More detail will be gathered to respond to a CRR revenue question.

Moving on to expenses, several cost control measures were highlighted as well as the cost of goods. Chief Mezulis explained staffing and the use of overtime, and the expense of travel for training new subject matter experts was discussed. It was also noted that this is an election year with the associated expense.

The budget detail discussion addressed the method behind conservative 10-year projections, what might contribute towards a large jump in FY26, and how to mitigate it. The Board requests to see projections that include an option of one-time use of reserve funds to offset expenses.

A line-by-line review of each budget section ensued. The pending wage study was addressed when going through the salaries and wages line items which will be detailed in the resulting pay scale. There was a discussion regarding expenses incurred by a department for the training of other staff. The Chief will work with JVG and department heads to clarify. A discrepancy was noted in salaries and wages in section 203 that will be researched and corrected. Further explanation was offered for how wildland revenue and expenditures off-set and have a net-zero effect on the budget. The annual fluctuation in wildland assignments was discussed. The Chief explained the investment in helicopter operations training due to changes made by our partner agency. Discussion on the Capital Improvement Plan included estimates of future costs, manufacturing delays, and prioritizing purchases based on need and the related impacts.

In summary, Mr. Soto reviewed the clarifications requested with Ms. Simonton, acknowledged appropriate spending to serve the community, and directed staff to continue refinement.

III. ADJOURNMENT

Chair Soto adjourned the meeting at 3:01p.m.

//Signed by Chair Soto in McNeal's absence//

Helen McNeal, Clerk of the Board

SFD