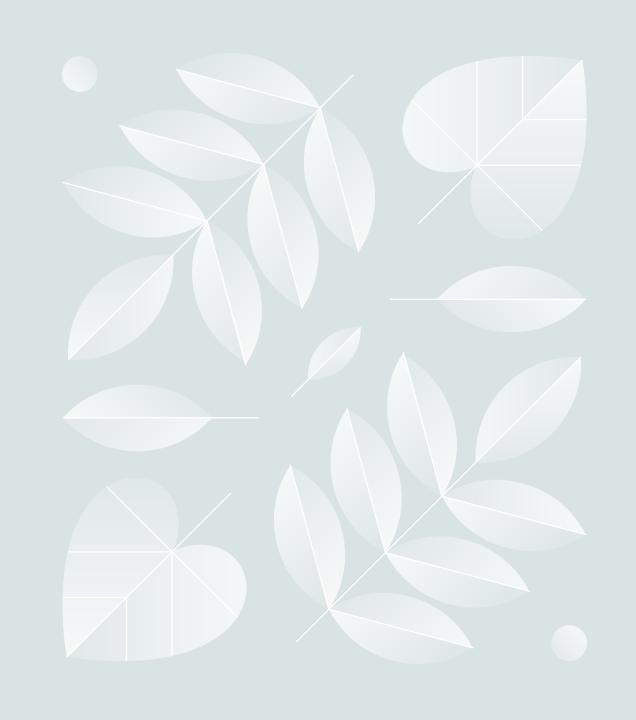
Sedona Fire District Governing Board

February 2025





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, February 18, 2025 / 3:00 PM

~ AGENDA ~

Pursuant to ARS §38-431.02, notice is given to members of the SFD Governing Board and the public that the Governing Board will meet in Public Session on Tuesday, February 18, 2025, beginning at 3:00 PM in the Station #1 Multipurpose Room. Members of the Board and legal counsel may attend either in person or by telephone conference call.

<u>During this meeting, Board Members may ask questions about, discuss, consider, approve, and/or take possible action on any listed Agenda item and any variable related thereto unless specifically otherwise indicated (such as under Public Forum)</u>. SFD may vote to go into Executive Session, which will not be open to the public, on any agenda item pursuant to ARS §38-431.03(A)(3) for legal advice with the Fire District Attorney on the matter(s) set forth in the agenda.

<u>Public Input</u>: Citizens may make oral comments on specific Agenda items or any topic relevant to District business during the public forum. Citizens who wish to speak should complete a Request to Address form, indicating the topic they intend to address. Citizens may submit written comments of any length to the Fire Board. <u>Notice</u>: Public comment is encouraged, but it is important that everyone demonstrate the appropriate decorum, courtesy and respect during the meeting. Please treat your fellow citizens with courtesy. Outbursts, interruptions, and personal attacks will not be tolerated.

The meeting room will be accessible to the public at 2:30 p.m.

Microsoft Teams Need help?

Join the meeting now

Meeting ID: 260 905 087 538

Passcode: CfAysN

Dial in by phone

+1 312-625-2555,,372741307# United States, Chicago

Find a local number

Phone conference ID: 372 741 307#

For organizers: Meeting options | Reset dial-in PIN

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.
- B. Roll call of Board Members

II. BUDGET WORKSHOP

A. Discussion of possible staff direction regarding the 2026 Budget.

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
- 2. Executive Staff Response to Public Comments
- B. Consent Agenda Discussion/Possible Actions:

All matters under 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. January 21, 2025 Regular and Executive Session Meeting minutes
- C. Financial Report and Updates Director of Finance Gabe Buldra
 - 1. Discussion/Possible Action: Review and approval of January 2024 Finance Report.
- D. Staff Items:
 - 1. January 2024 Monthly Staff Report
 - a. Operations Activities Assistant Chief Jayson Coil
 - i. Significant Events
 - a. All-Hazard
 - b. Emerging Issues
 - ii. Human Resources
 - a. Staffing
 - b. Promotions
 - c. Significant Issues
 - iii. Administration
 - a. News
 - b. Upcoming Events
 - b. Community Risk Reduction Activities Acting Fire Marshal Kirk Riddell
 - i. Inspection Activities
 - ii. Fire Investigations
 - iii. Notable Events
 - iv. Fire Marshal Safety Message

- c. Operational Support Division Chief Lechowski
 - i. EMS Activities and Updates
 - ii. Fleet Activities and Updates
 - iii. Other program updates
- d. Training and Preparedness Division Chief Baker
 - i. Training Report
 - ii. Wellness
 - e. Fire Chief Report Fire Chief Mezulis
 - iii. Call Volume & Response Review
 - a. Incident Summary and Year-to-Date Comparison
 - b. Station Responses
 - c. Response Times
 - d. Community Thanks & Appreciation
- E. Discussion/Possible Action: Discussion/possible action to approve Board Agenda Communication for purchase of 2025 Ford F350 4x4 pickup including service body upfit, in an amount not to exceed \$70000.00

IV. EXECUTIVE SESSION

- A. Possible vote to go into Executive Session for personnel matters pursuant to ARS §38-431.03(A)(1) for discussion of Chief's quarterly evaluation and discussion of Fire Chief's performance for the quarterly feedback and legal advice pursuant to ARS §38-431.03(A)(3) regarding same.
- B. Discussion/Possible Action: For legal advice pursuant to ARS 38-341.03(A)(3), and possible instruction to legal counsel pursuant to ARS 38-431.03(A)(4), and possible instructions to the District's representative pursuant ARS 38-431.03(A)(7), re: possible acquisition of City of Sedona real property and contracts relating to the same.

VII. RECONVENE TO PUBLIC SESSION.

- A. Discussion/Possible Action: Possible approval of Fire Chief's evaluation for Second Quarter, as discussed in Executive Session
- B. Discussion/Possible Action: Possible approval of contract(s); pursuant to ARS §38.431.03(A)(7) possible authorizations re: execution of same.
- C. Board Member Updates and Ideas for Future Meetings.A. Update on First Responder Mental Health & Wellness Conference Cooperman

VIII. ADJOURNMENT

d. C



Consent Agenda



January 21, 2025 Regular & Executive Session

Minutes





Sedona Fire District

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

REGULAR BOARD MEETING

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 - 2. Discussion: Tentative Budget
- D. Staff Items:
 - 1. January 2024 Monthly Staff Report
 - a. Operations Activities Assistant Chief Jayson Coil
 - i. Significant Events
 - a. All-Hazard
 - b. Emerging Issues
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 - d. Training and Preparedness Division Chief Baker
 - i. Training Report
 - ii. Wellness

- e. Fire Chief Report Fire Chief Mezulis
 - iii. Call Volume & Response Review
 - a. Incident Summary and Year-to-Date Comparison
 - b. Station Responses
 - c. Response Times
 - iv. Purchases over \$10K
 - v. Community Thanks & Appreciation
- F. Board Member Updates and Ideas for Future Meetings.

IV. EXECUTIVE SESSION

A. Possible vote to go into Executive Session for legal advice pursuant to ARS §38.431.03(A)(3), and possible instruction to the District's representative pursuant to ARS §38.431.03(A)(7) re: possible acquisition of City of Sedona real property and contracts relating to the same.

V. RECONVENE TO PUBLIC SESSION.

| | A. Discussion/Possible action Authorizations re: execution | er: possible real estate acquisition fror n of the same. | n the City of Sedona. Possible |
|--------------------|---|--|--------------------------------------|
| VI. | ADJOURNMENT | | |
| | | | |
| Corrie C | ooperman, Board Clerk | _ | |
| SFD Mult | purpose Room is accessible to | the handicapped. In compliance with | • |
| with spec 6800. | ial needs, such as large print o | r other reasonable accommodations, r | nay request them by calling 928-282- |
| Posted by | <i>r</i> : | Date: | Time: |



SFD Division Updates

JANUARY 2025





Community Risk Reduction Acting Fire Marshal Kirk Riddell

| Consultations | | | | | |
|--------------------|----|--|--|--|--|
| Development Review | 1 | | | | |
| Fire Code | 6 | | | | |
| FireWise | 7 | | | | |
| Site | 1 | | | | |
| Total | 15 | | | | |

| Inspections | | | | | | |
|---------------------------------|----|--|--|--|--|--|
| Sprinkler Finals | 7 | | | | | |
| Sprinkler Rough-In | 4 | | | | | |
| Sprinkler Modifications | 2 | | | | | |
| Certificate of Occupancy | 6 | | | | | |
| Complaint | 2 | | | | | |
| Firewise | 7 | | | | | |
| Gate & Access | 1 | | | | | |
| Initial Construction | 5 | | | | | |
| Key Box | 9 | | | | | |
| Kitchen Hood Suppression System | 1 | | | | | |
| Solar | 2 | | | | | |
| State License Inspections | 6 | | | | | |
| Tenant Improvements | 1 | | | | | |
| Tenant Occupancy | 5 | | | | | |
| Fireline | 1 | | | | | |
| Wildland Urban Interface | 6 | | | | | |
| Total | 65 | | | | | |





Division Chief Buzz Lechowski

- Fleet
- GIS
- · IT
- Mental Health/PeerSupport
- EMS





TRAINING AND DEVELOPMENT/ WELLNESS DIVISION REPORT FEBRUARY 18TH, 2025







TRAINING AND DEVELOPMENT

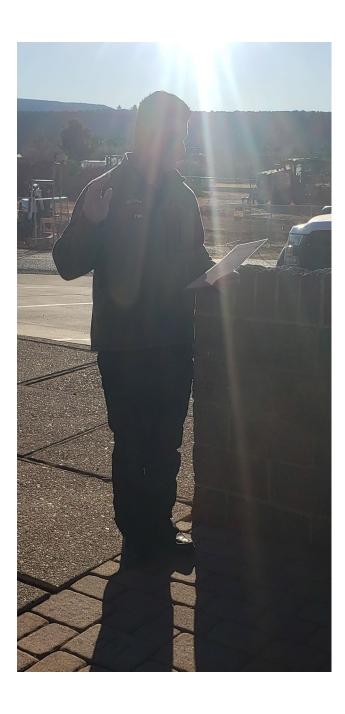
- Make-Up Drivers Training Complete
- B-Shift Annual Extrication Held
- 2025 ISO / OSHA Mandated Training
 Out
- 1/4 Blue Card Training Complete
- Wildfire Refreshers Ongoing

TRAINING PLANNED

- ¼ MCS in March
- Captains Assessment Center 24-26
- Ladder Qualification Training (March/April)
- Engineer PTB Evaluations Spring '25
- Extrication Instructor Training Held In Corona, CA

WELLNESS ACTIVITIES

- Repairs of Older Equipment in Process
- Annual Physicals On Going
- Tracking of Injuries and Associated Costs On-Going (Prevention Measures Discussed)

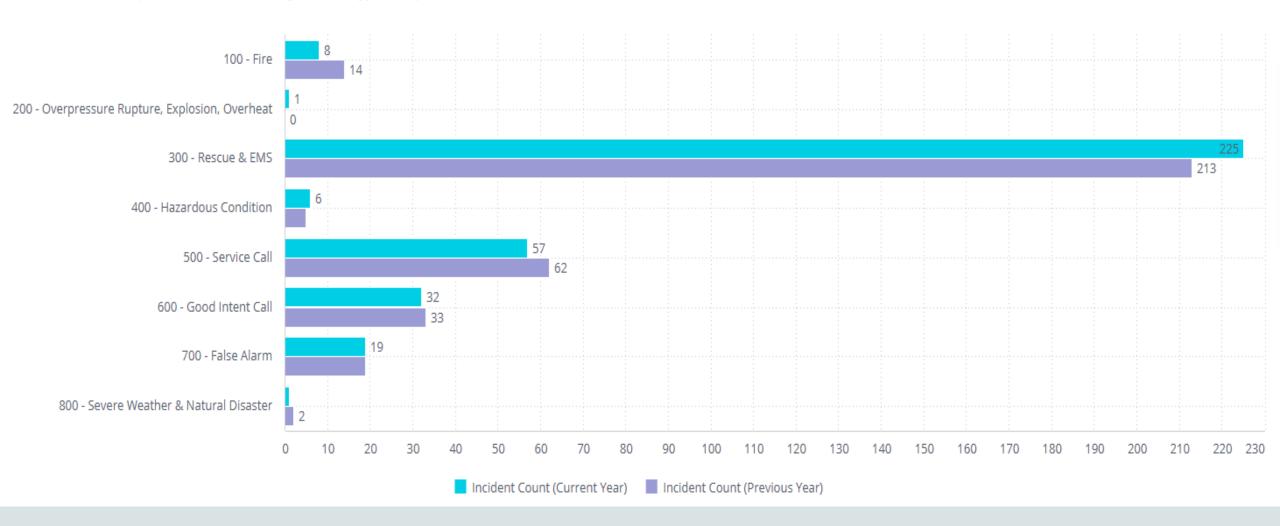


Chief's Report

January 2024

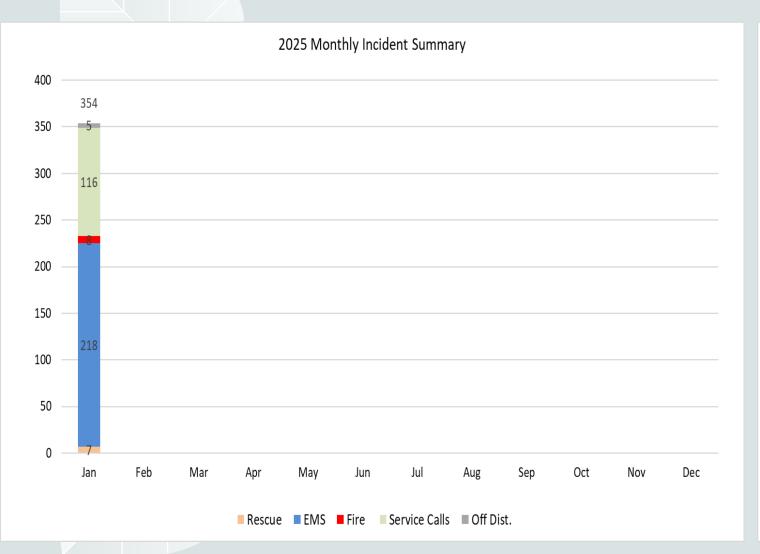
Incident Numbers (2025 vs. 2024)

Incident Volume Compared to Previous Year by Incident Type Group



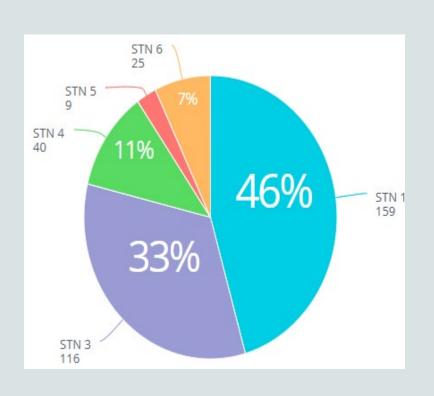
THE INCIDENT SUMMARY PROVIDES AN OVERVIEW OF THE NUMBER OF CALLS FOR EACH MONTH AND THE TYPE OF INCIDENTS.

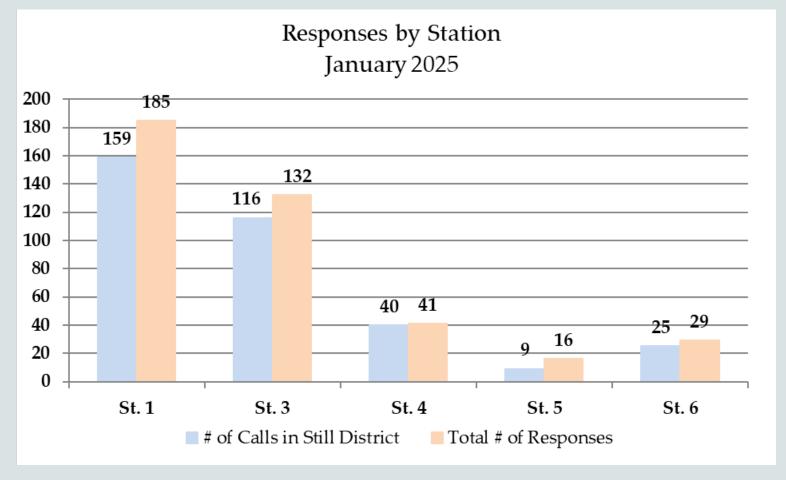
A YEAR-TO-DATE COMPARISON OF THE PRIOR YEAR IS PROVIDED TO VIEW HOW SFD'S CALLS ARE TRENDING FROM THE YEAR PRIOR.





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





January 2025

Emergency Responses

Median of Dispatch Notified Alarm Ha...

00m:37s

90th Percentile Dispatch Time

Dispatch Handling Time

Median Turnout Time 01m:44s

90th Percentile Turnout Time 02m:45s

Unit Travel Time

Median Travel Time 03m:34s

90th Percentile Travel Time 09m:50s

Total Response Time

Median Total Response Time

06m:21s

90th Percentile Total Response Time 11m:07s

Specific Ambulance Times

Ambulance Total EMS Emergent Response Time

Median Total Response Time

01m:07s

Turnout Time

05m:55s

90th Percentile Total Response Time 10m:43s

Total EMS Ambulance Road Time

Median Total EMS Ambulance Road Time

01h:24m:26s

90th Percentile Total EMS Ambulance Road Time 02h:25m:04s

January 2024

Emergency Responses

Dispatch Handling Time

Turnout Time

Unit Travel Time

Total Response Time

Median of Dispatch Notified Al...

00m:42s

90th Percentile Dispatch Time 01m:16s

Median Turnout Time

01m:46s

90th Percentile Turnout Time 03m:01s

Median Travel Time

03m:42s

90th Percentile Travel Time 08m:51s

Median Total Response Time

06m:20s

90th Percentile Total Response... 11m:00s

Specific Ambulance Times

Ambulance Total EMS Emergent Response Time

Total EMS Ambulance Road Time

Median Total Response Time

06m:08s

90th Percentile Total Response Time 10m:21s

Median Total EMS Ambulance Road Time

01h:31m:37s

90th Percentile Total EMS Ambulance Road Time 03h:00m:19s

Community Thanks & Appreciation



Hello Sedona Fire Team,

I wanted to reach out and express our gratitude for the Department coming out to the Club to teach our staff CPR!

You all were a true pleasure to work with, and the community is privileged to have such a great group in its service.

Have a fantastic weekend, and a pleasant week to follow.

Best Regards,





SEDONA FIRE DISTRICT FIRE BOARD AGENDA COMMUNICATION

Submitted by: Buzz Lechowski Date: 02/10/2025

| SUBJECT: Command Staff Vehicle Approval | BOARD MEETING DATE: 02/18/2025 |
|---|--------------------------------|
| AGENDA ITEM #: IV.D.3 | DIVISION / SECTION: Fleet |
| ACTION REQUIRED: | BOARD RECOMMENDATION: |
| [] Resolution | [] Approval |
| [X] Motion | [] Denial |
| [] Information | [] None Forwarded |
| [] Other (Explain) | |
| | |

Project/issue relates to SFD Strategic Plan _X__ or Not Applicable _ ___.

ISSUE: SFD needs to replace the Fleet Maintenance Pick-up truck. This agenda item is seeking approval to purchase this vehicle.

BACKGROUND: This purchase will replace a high-mileage aged vehicle currently used by Fleet Maintenance personnel as a utility work vehicle. The vehicle to be replaced is a 2005 Chevy pickup with utility body.

The new vehicle will have a service body installed at the dealership. The price is included on lines 13-14 of the Sanderson quote. A detailed scope of work for the installation is also attached.

FINANCIAL PERSPECTIVE: The replacement for this vehicle is budgeted in the capital plan for this year.

PROS & CONS: This purchase keeps us in alignment with our apparatus capital replacement program and improves the functionality of our fleet. There are no noted cons to this request.

BOARD ATTORNEY APPROVAL: N/A

FIRE CHIEF RECOMMENDATION: It is recommended that the approval for this purchase be granted. This will keep the Sedona Fire District in line with projected capital expenditures and continue to keep our apparatus fleet current and functional.

FINANCE SECTION APPROVAL: This vehicle purchase price is commensurate with government contract pricing and is less than other researched prices.

MOTION(S): I move to approve the purchase of a 2025 Ford F350 4x4 pickup including service body upfit at a price not to exceed \$70,000.

ATTACHMENTS: Government pricing order form from Sanderson Ford. Service body quote and spec. from Royal Truck Body.



Government Fleet Sales Managers

Dave Harris(623) 930-5961dharris@sandersonford.comMarty Tritschler(623) 930-5963mtritschler@sandersonford.comJerry Becker(623) 842-8795jbecker@sandersonford.comCaleb Haley(623) 842-8618chaley@sandersonford.com

Department Fax: (623) 930-5966

Date: 2/4/2025

rev 2/5/25

| Customer: Sedona F | ire Department | FAX: |
|----------------------|---------------------------------|----------------------------------|
| Vehicle Description: | 2025 Ford F350 Supercab 4x4 S | SRW pickup (upfitted) |
| | *** State of Arizona Vehicle Pr | ocurement Contract CTR059316 *** |

| | Base Pri | ce: | \$50,239.00 |
|-----|---|-----|-------------|
| | Upgrade Options: | | |
| 1. | Exterior: Oxford White | std | |
| 2. | Interior: Cloth 40/20/40 Medium Gray | std | |
| 3. | Engine: 6.8L V10 gasoline | std | |
| 4. | 10800 lbs. GVWR | std | |
| 5. | LT275 /70R18E BSW All Terrain | | \$241.00 |
| 6. | 3.73 E-lock Diff | - | \$392.00 |
| 7. | FX4 Off-Road Pkg (suspension / skid plates / 18" Steel Road Wheels) | | \$865.00 |
| 8. | Platform Running Boards | - | \$405.00 |
| 9. | Trailer Brake Controller | | \$273.00 |
| 10. | Upfitter Switches | | \$150.00 |
| 11. | | - | |
| 12. | | - | |
| 13. | 8' Open Top Service Body (No Flip Top Compartments) | | |
| 14. | Automotive style locking Pkg. By Royal Truck Body quote # 0497812 | | \$9,031.00 |
| 15. | | - | |
| 16. | Factory Order 10-12 weeks approx | | |
| 17. | | | |

| Upgrade Options Total: | \$11,357.00 |
|-----------------------------|-------------|
| Bid Price (w/options): | \$61,596.00 |
| Sales Tax (8.5%): | \$5,235.66 |
| Tire Tax: | \$5.00 |
| Ford Extended Service Plan: | |
| Total Delivered Price: | \$66,836.66 |

REQUISITION REQ10130

02-10-2025



Vendor

Sanderson Ford 6400 N 51St Ave

Arizona, Glendale 85301 United States

Vendor Account Number 01329

Ship To

Sedona Fire District - Home Office 2860 Southwest Drive Sedona, Arizona 86336 United States 928-282-6800

Delivery Date 02-10-2025

| # | Item & Description | G/L Account | Custom Fields | Qty | U/M | Rate | Amount |
|---|--|--------------------------------------|-------------------------------|-----|-----|-----------------|-------------|
| 1 | 2025 Ford F350 Customer: Sedona Fire Department FAX: Vehicle Description: 2025 Ford F350 Supercab 4x4 SRW | Vehicles & Equipment: Vehicles | Department Capital | 1 | EA | \$66,836.6 6 | \$66,836.66 |
| | pickup (upfitted) **** State of Arizona Vehicle Procurement Contract CTR059316 *** Base Price: \$50,239.00 Upgrade Options: 1. Exterior: Oxford White std 2. Interior: Cloth 40/20/40 Medium Gray std 3. Engine: 6.8L V10 gasoline std 4. 10800 lbs. GVWR std 5. LT275 /70R18E BSW All Terrain \$241.00 6. 3.73 E-lock Diff \$392.00 7. FX4 Off-Road Pkg (suspension / skid plates / 18" Steel Road Wheels) \$865.00 8. Platform Running Boards \$405.00 9. Trailer Brake Controller \$273.00 10. Upfitter Switches \$150.00 11. 12. 13. 8' Open Top Service Body (No Flip Top Compartments) 14. Automotive style locking Pkg. By Royal Truck Body quote # 0497812 \$9,031.00 15. 16. Factory Order 10-12 weeks approx 17. Upgrade Options Total: \$11,357.00 Bid Price (w/options): \$61,596.00 Sales Tax (8.5%): \$5,235.66 Tire Tax: \$5.00 Ford Extended Service Plan: Total Delivered Price: \$66,836.66 | Maintenance Account # 6110 | Requestor Lechowski | | | | |

Ordered By: DC Purchasing

Requisition Approved By:

REQ10130:

Is pending approval from Ed Mezulis

Total: \$66,836.66



ROYAL TRUCK BODY

900 W 1ST AVE. MESA, AZ 85210 PHONE: 602-426-1774 FAX: 602-426-1778

(NO Flipturs)

| QUOTATION | 04 | 97812 | |
|-------------------|------------|----------|----------------|
| DATE ENTERE | TRUCK OR | IGIN | DATE REQUESTED |
| 1/30/2025 | DLR | | 2/5/2025 |
| WRITTEN BY | SALESMAN | TERR | DATE PROMISED |
| MXL | MXL | MXL | 9/9/9999 |
| END USER (IF DIFF | ERENT THAN | SOLD TO) | TAX SCHED |
| SEDONA FIRE D | EPT | | AZ MAR |

CUSTOMER NO:

SANDERF

| 3 | SANDERSON FORD |
|---|----------------------|
|) | 6400 N. 51ST. AVENUE |
| | GLENDALE, AZ 85301 |

- S SANDERSON FORD H 6400 N. 51ST. AVENUE
- I GLENDALE, AZ 85301

| CUST ORDER | RNO | TERMS | SHIP VIA | | TRUCK ETA | | CUSTOMER N | AME IC | CUSTOMER PHONE NO |
|-------------------|-------|--------|----------|----------------|-------------------|----------------|-----------------------|-----------|---------------------|
| MAKE TRUCK | | NET 30 | TRANS | CA DIM | AUX TANK CON | FIG | DAVE HARRI | s | |
| Ford STOCK NO. | 25 | 250 | WHITE | 56 | | . 14 | DEI TANK LOC | 4X2 SR | |
| OTV | V.I.N | l. NO. | В | ED WIDTH 49 | COMPT DEPTH 15 | OA WIDTH 79 | FUEL TYPE Gasoline | I IXL OIL | CAB TYPE Regular |

| QTY | PART NO./DESCRIPTION | UNIT PRICE | EXT PRICE |
|-----|--|------------|-----------|
| | STREET SIDE VO | | LXTTRICE |
| | DEALER CHASSIS | | |
| | CARSON BUILD MESA INSTALL | | |
| 1 | 40-V-98 8' LONG, CLOSED TOP LID SERVICE BODY | 7,923.0000 | 7,923.00 |
| 1 | H-4 7 BLADE/ 4 PIN TRAILER CONNECTOR | 232.0000 | 232.00 |
| 1 | CAMF1 CAMERA FORD PICK UP BED REMOVAL ***NOT FOR CHASSIS 360 DEGREE CAMERA OPTION**** ***CHASSIS MUST BE EQUIPPED WITH FACTORY REAR VIEW CAMERA PROVISIONS*** | 426.0000 | 426.00 |
| | | | Continued |

SALES ORDER # 0497812

****QUOTE VALID FOR 30 DAYS****

Page 1 of 2



ROYAL TRUCK BODY

900 W 1ST AVE. MESA, AZ 85210 PHONE: 602-426-1774

FAX: 602-426-1778

| QUOTATION | 04 | 197812 | | | |
|-------------------|-----------|--------|----------------|--|--|
| DATE ENTERE | TRUCK OR | IGIN | DATE REQUESTED | | |
| 1/30/2025 | DLR | | 2/5/2025 | | |
| WRITTENBY | SALESMAN | TERR | DATE PROMISED | | |
| MXL | MXL | MXL | 9/9/9999 | | |
| END USER (IF DIFF | TAX SCHED | | | | |
| SEDONA FIRE D | AZ MAR | | | | |

| | | | | SEDONA FIRE DEPT | | | AZ MAR |
|---|---|---|--|--|--|--------------------------|-----------------------------------|
| S SANDERSO O 6400 N. 518 D GLENDALE | ST. AVENUE | | H 640 | CUSTOME NDERSON F 0 N. 51ST. A ENDALE, AZ | ORD VENUE | SANDERF | 1 |
| MAKE TRUCK YE Ford 25 STOCK NO. V | NET 30 AR MODEL 250 J.N. NO. | SHIP VIA TRANS COLOR WHITE BED W 49 ART NO./DESCRI | VIDTH COMPT DEPTH | OA WIDTH 79 | CUSTOMER NATIONAL CONTROL CO | S AXLE TYPE 4X2 SRW | MER PHONE NO B TYPE egular RICE |
| 1 MK98 | FSG D GAS MOUNTING KI | T 98 SINGLE | | | C | 0.0000 | 0.00 |
| THANK YOU F | FOR CHOOSING INT NAME) | ROYAL TRUCK | (BODY!!! | | | Freight: Net Order: | 450.00 8,581.00 |
| RECEIVED BY (SIG | · - | | DATE | | - (hp | Sales Tax COPA 8.30%: | 0.00 |
| n Consideration of all rder, the undersigned ny litigation arises ou ttorney's fees. | lowing you to remove you d as authorized agent for ut of this transaction the p | ur vehicle from our pre SALES ORDI prevailing party shall b | emises prior to full payment on ER # 0497812 De entitled to reimbursement | of the underly _ , hereby ag for court cost | ing work | AND TOTAL: | 9,031.00 |

EXECUTIVE SESSION

OPEN PUBLIC SESSION WILL
RESUME WHEN EXECUTIVE SESSION
IS COMPLETED.

MICROSOFT TEAMS

JOIN THE MEETING NOW

MEETING ID: 260 905 087 538

PASSCODE: CFAYSN

IF YOU GET DISCONNECTED, PLEASE REJOIN AT:

DIAL IN BY PHONE

+1 312-625-2555

CONFERENCE ID: 372 741 307#



Thank you

Sedona Fire District

Governing Fire Board