



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 21, 2020 / 3:30 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. PRESENTATION OF AWARDS/STAFF RECOGNITION

- A. Engineer Tim Kriegel – 30 Years of Service
- B. Engineer Kirk Riddell – 30 Years of Service
- C. Engineer Jeff Scalf – 30 Years of Service

III. EXECUTIVE SESSION

- A. Vote to go into Executive Session on personnel matters pursuant to A.R.S. § 38-431.03(A)(1) in regards to the Fire Chief's evaluation and legal advice pursuant to A.R.S. § 38-431.03(A)(3) regarding the same.

IV. RECONVENE INTO PUBLIC SESSION:

- A. Discussion/Possible Action: Fire Chief's evaluation as Result of Executive Session.

V. BUDGET WORKSHOP

- A. Discussion possible staff direction regarding the Fiscal Year 2020/2021 Budget

VI. REGULAR BUSINESS MEETING

- A. Public Forum:

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

- B. Discussion/Possible Action: Recognition of Cottonwood Public Safety Communications Center for National Public Safety Telecommunicators week, April 12th – 18th

- C. Consent Agenda – Discussion/Possible Actions:

- 1. March 17, 2020 Regular Meeting Minutes
- 2. March 17, 2020 Executive Session Minutes

- D. Financial Report and Updates – Finance Director Gabe Buldra

- 1. Discussion/Possible Action: Review and Approval of March 2020 Finance Report.

E. Staff Items:

1. March 2020 Monthly Fire Chief Report – Chief Jon Trautwein
 - a. Call Volume and Response Review
 - i. Incident Summary and Year to Date Comparison
 - ii. 90th Percentile Total Reflex Break-Out
 - iii. Monthly Average Response Time and Year to Date Comparison
 - iv. Incident Responses by Station
 - b. Operations Activities – Chief Jayson Coil
 - i. Update COVID 19 Response Information
 - ii. Update of Significant Incidents in the District
 - iii. Update of Wildland Related Activities
 - iv. Staffing
 - c. Community Risk Reduction Activities – Fire Marshal Jon Davis
 - i. Inspection Activities
 - ii. Fire Prevention Appearances and Events
 - iii. Notable Events
 - iv. Fire Marshal Safety Message
 - d. EMS, Fleet, and Training Activities – Division Chief Ed Mezulis
 - i. Updates on EMS Activities
 - ii. Update on Fleet Activities
 - iii. SFD Training Report
 - e. Administration Updates – Director of Administrative Services Heidi Robinson
 - i. Recent/Upcoming SFD Activities and Events
 - ii. Staffing
 - iii. Mental Health Moment
 - f. Update of Fire Chief Activities – Chief Trautwein
 - i. Update on Action Items related to Staff Direction
 - ii. Strategic Plan Overview
 - iii. Update on Station 4 Construction Timeline
 - iv. Purchase Orders between \$10,000 - \$25,000 since the last Board Meeting
 - v. Update of Grant Activity
 - vi. Donations
 - vii. Public Outreach and Communication
 - viii. Correspondence/Thank You Letters to SFD
2. Discussion/Possible Action: Review and Approval of the First Amendment to Coconino County Agreement for Grant of Easement with The Chia Spot, LLC.
3. Discussion/Possible Action: Requisition # 9219 for a Purchase Order up to the amount of \$405,282.07 to Motorola Solutions for the purchase of Radios
4. Discussion/Possible Action: Requisition # 9220 for a Purchase Order up to the amount of \$57,875.40 to CDW Government for the purchase of Teleconferencing Hardware

F. Board Member Items:

1. Update from Board Members regarding fire district related activities since the last board meeting.

VII. ADJOURNMENT



FISCAL YEAR 2021

OPERATING BUDGET

FIRE CHIEF

- 101 Fire Chief / Jon Trautwein
 - 102 Fire Board
 - 103 Pension Board
- 302 Human Resources / Heidi Robinson
 - 303 Administration / Heidi Robinson
- 304 Finance / JVG
 - 305 Ambulance Billing / Heidi Robinson
- 401 Community Risk Reduction / Jon Davis

ASSISTANT CHIEF/OPERATIONS

- 201 Assistant Chief / Jayson Coil
 - 202 OPS Wages & Benefits
- 204 EMS / Ed Mezulis
 - 203 Training / Michael Duran
 - 206 CISM
- 205 Logistics / BC Dave Cochrane
 - 207 HazMat
- 402 Facilities / BC Buzz Lechowski
 - Special Operations / BC Jordan Baker
 - 208 Rope/Tower Rescue
 - 209 Swiftwater Rescue
 - 210 Wildland
 - 214 Emergency Operations Center (EOC)
 - 215 Helicopter Operations
 - 216 Wellness
 - 219 sUAS
 - 220 REMS
 - 221 ASHER
- 306 Fleet / Mike Sheehan
 - 309 Ambulance Fleet / Mike Sheehan
- 307 Telecommunications
- 217 Geographical Information System (GIS)

RESERVES/CAPITAL

- 601 Reserves/Capital/Debt Service / Jayson Coil



SEDONA FIRE DISTRICT
Fiscal Year 2021
DRAFT

Tax Levy Revenues

Real Estate	15,676,564
Fire District Assistance Tax	404,094
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	16,080,659

Non Tax Levy Revenues

Communication Rents	203,437
Ambulance Services	2,140,000
Non District Fires	500,000
Other Income	169,902
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	19,093,997

Expenses

Personnel Costs	14,599,205
Buildings & Land	397,033
Vehicles & Equipment	614,910
Communications & IT Services	887,889
Meetings, Travel & Training	246,631
Managerial Costs	545,377
Other Expenses	1,350
Debt Service	426,602
Grant Expense	0
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Total Expenses	17,718,997

Other Financing (Uses) Sources

Funding to Capital Reserves	1,250,000
Funding from Reserves	125,000
Total Other Financing (Uses) Sources	1,375,000
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	19,093,997

Estimated Assessed Valuation	588,385,729
Estimated Tax Rate	\$2.5040

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Jon Trautwein	Date
Interim Fire Chief	

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Gabriel Buldra	Date
Finance Director	

SEDONA FIRE DISTRICT
DETAILED BUDGET
 Fiscal Year 2021 Budget
 DRAFT

INCOME

	\$2,5040	\$ 2,5277		
	FY 2020	FY 2021	\$ VAR	% VAR
	Total	Total		
TAX REVENUES				
4010 FDAT - Coconino County	103,501	103,501	-	0.00%
4020 FDAT - Yavapai County	300,593	300,593	-	0.00%
4030 Property Tax - Coconino County	3,661,461	3,882,308	220,847	6.03%
4040 Property Tax - Yavapai County	11,071,717	11,794,256	722,539	6.53%
Total Tax Revenues	15,137,273	16,080,659	943,386	6.23%
Non-Tax Levy Revenue				
4110 Ambulance Billing Services	40,000	40,000	-	0.00%
4140 Insurance Ambulance Billings	2,014,500	2,100,000	85,500	4.24%
4150 ND Fire Revenue	100,000	500,000	400,000	400.00%
4160 CPR Revenue	13,000	13,000	-	0.00%
4170 CRM Revenue	29,500	30,500	1,000	3.39%
4180 Donation Funds	400	400	-	0.00%
4190 GIS Revenue	-	-	-	0.00%
4200 Grant Revenue	-	-	-	0.00%
4220 Communications Rents	198,395	203,437	5,041	2.54%
4230 Misc. Revenue	57,002	57,002	-	0.00%
4240 Training Revenue	18,000	18,000	-	0.00%
4610 Interest Earnings	50,000	50,000	-	0.00%
4620 Gains/Loss from Sale of Assets	1,000	1,000	-	0.00%
Total Program Revenues	2,521,797	3,013,339	491,541	19.49%
Total INCOME	17,659,070	19,093,997	1,434,927	8.13%

SEDONA FIRE DISTRICT
DETAILED BUDGET
 Fiscal Year 2021 Budget
 DRAFT

EXPENSES

		\$2,5040	\$ 2,5277		
		FY 2020	FY 2021	\$ VAR	% VAR
		Total	Total		
PERSONNEL COSTS					
WAGE EXPENDITURE					
5010	Salaries & Wages	7,406,184	7,980,188	574,004	7.75%
5020	Overtime Wages	923,028	848,769	(74,258)	-8.05%
5030	Holiday Pay	89,834	101,514	11,680	13.00%
5060	Vacation/Sick Liability	185,860	187,706	1,846	0.99%
Total Wage Expenditure		8,604,906	9,118,178	513,272	5.96%
EMPLOYER TAXES					
5070	PR Taxes - Medicare	123,695	130,742	7,047	0.00%
5080	PR Taxes - State Unemployment	-	-	-	100.00%
Total Employer Taxes		123,695	130,742	7,047	5.70%
EMPLOYEE BENEFITS					
5090	Benefits - Health Insurance	1,200,635	1,320,698	120,063	10.00%
5100	Benefits - Life/LTD Insurance	53,095	55,529	2,434	4.58%
5110	Workers Compensation	367,349	635,822	268,473	73.08%
5120	Bnfts - Ret. Health Insurance	166,896	176,292	9,396	5.63%
5130	PSPRS Retirement	2,444,665	2,862,885	418,220	17.11%
5140	ASRS Retirement	140,380	140,059	(321)	-0.23%
5150	Other Retirement	-	-	-	0.00%
5160	Return to Work Exams	65,000	65,000	-	0.00%
5170	Employee Assistance Program	50,000	50,000	-	0.00%
5180	Employee Recruitment/Retention	48,500	44,000	(4,500)	-9.28%
Total Employee Benefits		4,536,521	5,350,285	813,765	17.94%
Total Personnel Costs		13,265,122	14,599,205	1,334,083	10.06%
BUILDINGS & LAND					
6010	Utilities	209,316	182,533	(26,783)	-12.80%
6020	Station & Janitorial Supplies	18,600	20,400	1,800	9.68%
6030	Janitorial Services	17,000	19,600	2,600	15.29%
6040	Building R&M - Access & Security	70,000	24,000	(46,000)	-65.71%
6050	Building Repair & Maintenance	122,000	134,000	12,000	9.84%
6070	Station Furniture & Appliances	15,500	16,500	1,000	6.45%
Total BUILDINGS & LAND		452,416	397,033	(55,383)	-37.25%

SEDONA FIRE DISTRICT
DETAILED BUDGET
 Fiscal Year 2021 Budget
 DRAFT

	\$2,5040	\$ 2,5277		
	FY 2020	FY 2021	\$ VAR	% VAR
	Total	Total		
VEHICLES & EQUIPMENT				
6100 Vehicle Fuel	108,000	106,000	(2,000)	-1.85%
6110 Vehicle Maintenance	146,500	127,500	(19,000)	-12.97%
6120 Tire Replacement/Repair	29,000	27,000	(2,000)	-6.90%
6130 Vehicle Other	2,300	0	(2,300)	-100.00%
6140 Commercial Transportation	2,100	0	(2,100)	-100.00%
6150 Fire Equipment Maintenance	22,400	38,100	15,700	70.09%
6160 EMS Equipment Maintenance	5,000	5,000	-	0.00%
6170 Ambulance Supplies	75,300	80,000	4,700	6.24%
6180 Personal Protective Equipment	88,712	90,760	2,048	2.31%
6190 Small Tools & Equipment	83,979	71,550	(12,429)	-14.80%
6200 Equipment R&M	31,450	32,550	1,100	3.50%
6205 Shop Tools & Supplies	6,000	6,000	-	0.00%
6210 Lease Expense	17,100	17,700	600	3.51%
6220 Operational Supplies	11,210	10,250	(960)	-8.56%
6230 Prevention Supplies		2,500	2,500	0.00%
Total VEHICLES & EQUIPMENT	629,051	614,910	(14,141)	-2.25%
COMMUNICATIONS/IT				
6300 Communications	98,000	98,000	-	0.00%
6305 IT Services R&M	34,000	34,000	-	0.00%
6310 Computer Equipment & Supplies	248,239	190,000	(58,239)	-23.46%
6315 Computer Software & Support	182,275	248,634	66,359	36.41%
6320 Dispatch Contract/Expenses	302,148	317,255	15,107	5.00%
Total COMMUNICATIONS/IT	864,662	887,889	23,227	2.69%
MEETINGS, TRAVEL & TRAINING				
6410 Training	130,649	86,190	(44,459)	-34.03%
6420 Training Supplies	19,600	19,600	-	0.00%
6430 PAD Training	4,200	4,200	-	0.00%
6440 Books, Publications, etc.	8,025	8,800	775	9.66%
6450 Wildland Travel Expenses	-	50,000	50,000	0.00%
6460 Meeting and Business Expenses	5,250	5,000	(250)	-4.76%
6470 Travel Expenses	65,267	68,841	3,574	5.48%
6490 Public Education	5,000	4,000	(1,000)	-20.00%
Total TRAVEL & TRAINING	237,991	246,631	8,640	3.63%

SEDONA FIRE DISTRICT
DETAILED BUDGET
Fiscal Year 2021 Budget
DRAFT

	\$2,5040	\$ 2,5277		
	FY 2020	FY 2021	\$ VAR	% VAR
	Total	Total		
MANAGERIAL EXPENSES				
7010 Advertising Expense	2,250	1,750	(500)	-22.22%
7030 Finance/Audit	25,500	25,000	(500)	-1.96%
7040 Payroll Services	17,650	17,650	-	0.00%
7050 Legal Expenses	50,500	40,500	(10,000)	-19.80%
7060 Outside Professional Fees	172,300	151,000	(21,300)	-12.36%
7070 Bank and Service Fee	6,500	10,000	3,500	53.85%
7080 License Fee	750	750	-	0.00%
7090 Registration Fee	2,450	2,900	450	18.37%
7100 Liability Insurance	108,041	113,117	5,076	4.70%
7110 Interest Expense	-	-	-	0.00%
7120 Office Supplies	16,500	10,000	(6,500)	-39.39%
7130 Postage & Shipping	4,400	4,400	-	0.00%
7140 Printing & Reproduction	9,500	7,068	(2,432)	-25.60%
7150 Uniforms	73,650	77,200	3,550	4.82%
7170 Dues/Fees/Subscriptions	35,626	50,767	15,141	42.50%
7180 Elections	0	33,275	33,275	0.00%
Total MANAGERIAL EXPENSES	525,617	545,377	19,760	3.76%
Other Expense				
8030 Misc. Expense	2,350	1,350	(1,000)	-42.55%
Grant Expenses	-	-	-	0.00%
8040 Other Expense	-	-	-	0.00%
Debt Service	552,106	426,602	(125,504)	-22.73%
Total OTHER EXPENSES	554,456	427,952	(126,504)	-22.82%
FUNDING TO/FROM RESERVES				
Capital Outlay	1,200,000	1,250,000	50,000	4.17%
Reserve Fund	(70,245)	125,000	195,245	-277.95%
Total FUNDING TO/FROM RESERVES	1,129,755	1,375,000	245,245	21.71%
Total EXPENSES	17,659,070	19,093,997	1,434,928	8.13%
Gross Fund Balance/Profit	-	(0.00)	-	0.00%

SEDONA FIRE DISTRICT
Division Budget Summary

	Approved 2019	Approved 2020	DRAFT 2021	Variance	Change
Fire Chief	363,332	291,532	296,839	5,307	1.8%
Fire Board	98,175	54,900	77,825	22,925	41.8%
Pension	2,750	850	825	(25)	-2.9%
Human Resources	461,629	466,938	468,123	1,185	0.3%
Administration	297,123	322,483	381,239	58,756	18.2%
Finance	183,954	188,612	123,500	(65,112)	-34.5%
Ambulance Billing	151,580	149,474	146,571	(2,903)	-1.9%
CRR	456,092	471,060	485,844	14,784	3.1%
Subtotal Fire Chief	2,014,636	1,945,849	1,980,766	34,917	1.8%
Assistant Chief/Operations	529,443	567,881	677,582	109,700	19.3%
Ops Wages & Benefits	9,939,302	10,171,635	11,089,103	917,468	9.0%
EMS	468,187	429,216	439,282	10,066	2.3%
Training Officer	327,054	361,570	284,560	(77,010)	-21.3%
CISM	12,640	13,089	19,404	6,315	48.2%

SEDONA FIRE DISTRICT
Division Budget Summary

	Approved 2019	Approved 2020	DRAFT 2021	Variance	Change
Logistics	99,406	103,714	127,407	23,693	22.8%
Facilities	430,386	465,098	420,557	(44,542)	-9.6%
HazMat/Trench/Confined Space	10,716	2,500	2,500	-	0.0%
Rope/Tower Rescue	77,036	80,360	87,298	6,938	8.6%
Swiftwater	38,516	68,971	71,891	2,920	4.2%
Wildland	63,205	60,070	441,761	381,691	635.4%
EOC	3,591	-	-	-	0.0%
Helicopter Ops	12,677	14,104	18,157	4,054	28.7%
sUAS	-	3,700	10,742	7,042	190.3%
REMS	-	5,250	-	(5,250)	-100.0%
ASHER	-	12,467	12,230	(237)	-1.9%
Wellness	28,029	29,108	28,227	(881)	-3.0%
Fleet	307,762	380,341	345,998	(34,343)	-9.0%
Ambulance Fleet	97,300	47,300	38,200	(9,100)	-19.2%
Telecommunications	1,092,902	1,099,761	1,100,113	352	0.0%
GIS	113,150	115,223	96,617	(18,605)	-16.1%
Subtotal Assistant Chief/OPS	13,651,302	14,031,358	15,311,628	1,280,270	9.1%

SEDONA FIRE DISTRICT
Division Budget Summary

	Approved 2019	Approved 2020	DRAFT 2021	Variance	Change
Total Operating & Materials	\$ 15,665,937	\$ 15,977,209	\$ 17,292,394	\$ 1,315,185	8.2%
Cash Reserves/Contingency	\$ -	\$ -	\$ -	\$ -	0.0%
Debt Service	\$ 424,875	\$ 552,106	\$ 426,602	\$ (125,504)	-22.7%
	<u>\$ 16,090,812</u>	<u>\$ 16,527,295</u>	<u>\$ 17,718,997</u>	<u>\$ 1,191,702</u>	<u>7.2%</u>
Reserve Funding	\$ -	\$ (70,245)	\$ 125,000	\$ 195,245	100.0%
Capital Funding	<u>\$ 1,200,000</u>	<u>\$ 1,200,000</u>	<u>\$ 1,250,000</u>	<u>\$ 50,000</u>	<u>4.2%</u>
TOTAL BUDGET	\$ 17,290,812	\$ 17,659,070	\$ 19,093,997	\$ 1,434,927	8.1%
REVENUE BUDGET	\$ 17,290,812	\$ 17,659,070	\$ 19,093,997	\$ 1,434,927	8.1%

SEDONA FIRE DISTRICT 10 Year Budget Projections

	2 Year Budget			Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030	Projected* 2031
	Approved 2020	DRAFT 2021	Projected 2022									
Coconino	146,224,500	153,589,313	161,729,547	169,977,753	178,136,686	186,330,973	194,529,536	202,894,306	211,415,867	220,083,917	226,686,435	233,487,028
Yavapai	442,161,229	466,596,604	491,326,224	516,383,861	541,170,287	566,064,120	590,970,941	616,382,692	642,270,765	668,603,866	688,661,982	709,321,842
Net Assessed Valuation	588,385,729	620,185,917	653,055,771	686,361,615	719,306,972	752,395,093	785,500,477	819,276,998	853,686,632	888,687,784	915,348,417	942,808,870
Coconino	3.33%	5.04%	5.30%	5.10%	4.80%	4.60%	4.40%	4.30%	4.20%	4.10%	3.00%	3.00%
Yavapai	3.86%	5.53%	5.30%	5.10%	4.80%	4.60%	4.40%	4.30%	4.20%	4.10%	3.00%	3.00%
Total % AV change	3.72%	5.40%	5.30%	5.10%	4.80%	4.60%	4.40%	4.30%	4.20%	4.10%	3.00%	3.00%
Mil Rate	2.5040	2.5277	2.5412	2.5978	2.6096	2.6235	2.6438	2.6666	2.6921	2.7203	2.7780	2.8368
Property Tax:												
Coconino	3,661,461	3,882,308	4,109,863	4,415,732	4,648,598	4,888,435	5,142,936	5,410,408	5,691,501	5,986,896	6,297,313	6,623,502
Yavapai	11,071,717	11,794,256	12,485,558	13,414,770	14,122,207	14,850,818	15,623,982	16,436,548	17,290,492	18,187,890	19,130,918	20,121,866
Total Property Tax	14,733,179	15,676,564	16,595,421	17,830,502	18,770,805	19,739,253	20,766,918	21,846,956	22,981,993	24,174,786	25,428,231	26,745,368
FDAT	404,094	404,094	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Non-Tax Revenues	2,521,797	3,013,339	3,035,939	3,058,708	3,081,649	3,104,761	3,128,047	3,151,507	3,175,143	3,198,957	3,222,949	3,247,121
Subtotal	17,659,070	19,093,998	20,031,360	21,289,210	22,252,454	23,244,014	24,294,965	25,398,463	26,557,136	27,773,743	29,051,180	30,392,489
C/O &/or Rsrvs to offset taxes	70,244	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	17,729,314	19,093,998	20,031,360	21,289,210	22,252,454	23,244,014	24,294,965	25,398,463	26,557,136	27,773,743	29,051,180	30,392,489
Wages & Benefits	13,265,122	14,599,205	15,329,165	16,095,623	16,900,405	17,745,425	18,632,696	19,564,331	20,542,547	21,569,675	22,648,158	23,780,566
Operating Budget	2,712,086	2,693,190	2,827,850	2,969,242	3,117,704	3,273,589	3,437,269	3,609,132	3,789,589	3,979,068	4,178,022	4,386,923
Debt Service	552,106	426,602	399,345	649,345	609,345	600,000	600,000	600,000	600,000	600,000	600,000	600,000
Capital Budget	1,200,000	1,250,000	1,350,000	1,450,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Reserve Funding		125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Total Budget	17,729,314	19,093,997	20,031,360	21,289,210	22,252,454	23,244,014	24,294,965	25,398,463	26,557,136	27,773,743	29,051,180	30,392,489
% of change	2.60%	10.50%	4.91%	6.28%	4.52%	4.46%	4.52%	4.54%	4.56%	4.58%	4.60%	4.62%

Operating Budget Detail

Fire Chief:

The Fire Chief provides leadership, vision, & direction for SFD and receives his guidance from the elected Board.

Fire Chief Section 101

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ 172,253	\$ 163,790	\$ 168,249
Taxes & Benefits				\$ 100,111	\$ 81,968	\$ 88,070
Subtotal				\$ 272,364	\$ 245,757	\$ 256,319
Administration				\$ 34,425	\$ 32,475	\$ 32,475
Training and related				\$ 9,169	\$ 10,800	\$ 7,545
Professional Services				\$ 33,000	\$ -	\$ -
Materials & Supplies				\$ 2,000	\$ 2,500	\$ 500
Subtotal				\$ 78,594	\$ 45,775	\$ 40,520
Total Operating				\$ 350,958	\$ 291,532	\$ 296,839

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
SALARIES & WAGES				
5010	Salaries and Wages	172,253.02	\$ 163,790	\$ 168,249
	Fire Chief			
Salaries & Wages subtotal		\$ 172,253	\$ 163,790	\$ 168,249

TAXES & BENEFITS				
5150	401 A	\$ 17,074	\$ -	\$ -
	Supplemental Retirement Plan for Chief			
5140	ASRS	\$ -	\$ -	\$ -
	AZ State Retirement System for admin personnel			
5130	PSPRS	\$ 72,598	\$ 57,531	\$ 63,471
	PSPRS for Chief			

Fire Chief Section 101

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
TAXES & BENEFITS continued				
5070	FICA Medicare Tax	\$ 2,490	\$ 2,375	\$ 2,440
	1.45% of wages			
5100	LTD Insurance	\$ 719	\$ 685	\$ 704
	Coverage for employees out of work due to medical absence, after 90 days			
5100	Life & AD&D Coverages	\$ 115	\$ 68	\$ 68
	Based on history for full time employees and reserves with 1 year of service			
5090	Dental Insurance	\$ 510	\$ 468	\$ 468
	Self funded plan; District pays employee portion only			
5090	Health Insurance Premiums	\$ -	\$ 16,395	\$ 16,395
	Insurance coverage; EAP, Health Equity fees, and FSA admin fees			
5120	PEHP Plan - 1%	\$ 1,707	\$ 3,256	\$ 3,345
	Post Employment Health Plan (PEHP) - 1% District match			
5110	Worker's Comp. Insurance	\$ 409	\$ 390	\$ 380
	Based on wages			
5080	State Unemployment Ins.	\$ 70	\$ -	\$ -
	Based on first \$7000 earned per employee + training tax/special assessment			
6300	Cell Phone Earnings	\$ 600	\$ -	\$ -
	Budgeted for Fire Chief w/data \$50/month			
5060	Sick Leave Buy Back	\$ 1,000	\$ -	\$ -
	District buys back sick leave over the cap to reduce future liability and cost			
5060	Leave Pay Out	\$ -	\$ -	\$ -
	For benefit hours payout when employees: retire, terminate, etc.			
7150	Uniform Incidentals	\$ 300	\$ 300	\$ 300
	Uniform Incidentals - taxable			
7150	Uniform Allowance	\$ 500	\$ 500	\$ 500
	Reimbursed uniform allowance - non-taxable portion			
Taxes & Benefits subtotal		\$ 100,111	\$ 81,968	\$ 88,070

Fire Chief Section 101

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
ADMINISTRATION				
6460	Meeting and Business Expenses	\$ 1,250	\$ 5,000	\$ 5,000
	For meetings & other business activities			
5180	Employee Recruitment/ Retention	\$ 25,000	\$ 25,000	\$ 25,000
	Special projects and expenses for organizational success			
7170	Dues/Fees/Subscriptions	\$ 8,175	\$ 2,475	\$ 2,475
	2020	2021		
	\$ 500	\$ 415	AZ Fire Chiefs Association	
	\$ 260	\$ 260	IAFC	
	\$ 215	\$ -	Misc.	
	\$ -	\$ -	Verde Valley Fire Chiefs (Moved to 203 for Training Center Fee)	
	\$ -	\$ 300	Chief Officer Designee (renews every 3 years, budget FY 2022)	
	\$ 1,500	\$ 1,500	Civic Group Membership	
7090	Registration Fees			\$ -
Administration subtotal		\$ 34,425	\$ 32,475	\$ 32,475
TRAINING & RELATED				
6130	Vehicle Other	\$ 200	\$ 200	\$ -
	Parking fees for FC			
6470	Commercial Transportation	\$ 1,200	\$ 1,200	\$ -
	Airfare for conference, rental car			
6470	Meals	\$ 750	\$ 750	\$ 1,000
	\$ 750	\$ 1,000	Meals for Travel and Training	
	\$ -			
6470	Lodging	\$ 2,350	\$ 4,000	\$ 2,500
	\$ 4,000	\$ 2,500	Lodging for Travel and Training	
	\$ -			

Fire Chief Section 101

				2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
TRAINING & RELATED continued						
6410	Training			\$ 2,650	\$ 4,650	\$ 4,045
	\$ 300	\$ 550	AFDA/AFCA Conferences			
	\$ 700	\$ 795	FRI Conference			
	\$ 400	\$ -	AZ Fire Chief conference			
	\$ 3,250	\$ 2,700	Misc. training opportunities			
Training & Related subtotal				\$ 9,169	\$ 10,800	\$ 7,545

PROFESSIONAL SERVICES						
7060	Outside Professional Services			\$ 33,000	\$ -	\$ -
	PR Service					

MATERIALS & SUPPLIES						
6440	Books, Publications, Etc.			\$ -	\$ 500	\$ 500
6100	Fuel			\$ 2,000	\$ 2,000	\$ -
	Based on history					
Materials & Supplies subtotal				\$ 2,000	\$ 2,500	\$ 500

Total Expenditure Budget				\$ 350,958	\$ 291,532	\$ 296,840
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Operating Budget Detail

Fire Board:

Includes fees for legal services for Board Attorney, and travel and training for five governing board members. The governing board is the policy setting body of the organization.

Goals, Objectives and Measures

Goal: Facilitate public participation in Sedona Fire District decision-making.

Objective: Hold twelve regular public business meetings on the 3rd Wednesday of each month; 3 include budget workshops.

Measure:		FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
	Number of Public Meetings	12	12	12	12

Fire Board Section 102

				2019 Budget	2020 Budget	2021 Proposed
Administration				\$ 1,350	\$ 1,350	\$ 1,100
Training and Related				\$ 3,400	\$ 3,400	\$ 3,300
Professional Services				\$ 95,294	\$ 50,000	\$ 73,275
Materials & Supplies				\$ 150	\$ 150	\$ 150
Total Operating				\$ 100,194	\$ 54,900	\$ 77,825

Fire Board Section 102

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
ADMINISTRATION				
7010	Advertising	\$ -	\$ -	\$ -
	Legal notice for election			
6460	Training and Bus Conf	\$ 250	\$ 250	\$ -
	For meetings & other business related activities			
6210	Lease Expense	\$ -	\$ -	\$ -
7170	Dues/Fees/Subscriptions	\$ 1,100	\$ 1,100	\$ 1,100
	AZ Fire District Association (AFDA)			
	Administration subtotal	\$ 1,350	\$ 1,350	\$ 1,100
TRAINING & RELATED				
6130	Vehicle Other	\$ 600	\$ 600	\$ -
	Mileage for Board Members to attend meetings/conferences - \$0.58/mile			
6470	Meals	\$ 500	\$ 500	\$ 800
	Fire Board Members to attend 1 AFDA conference each; federal per diem rate for location			
6470	Lodging	\$ 1,500	\$ 1,500	\$ 1,500
	AFDA Conferences - 2 nights X 5 members			
6410	Training	\$ 800	\$ 800	\$ 1,000
	Fire Board Members (1 AFDA Conference) \$200 each Registration			
	Training & Related subtotal	\$ 3,400	\$ 3,400	\$ 3,300
PROFESSIONAL SERVICES				
7060	Outside Professional Services	\$ -	\$ -	\$ -
	Consulting Services as requested by the Board (if bonding costs will be incurred) - Election Consulting and Pamphlets			
7180	Election Costs	\$ 33,275	\$ -	\$ 33,275
	Elections Scheduled for FY 2021 - Possible Bond Election \$2.75 per registered voter Yavapai (approx. 9,600) & Coconino (approx. 2,500)			

Fire Board Section 102

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
PROFESSIONAL SERVICES continued				
7050	Legal Expenses	\$ 60,000	\$ 50,000	\$ 40,000
	Fire Board/Fire District legal fees based on current history			
6310	Computer Equipment & Support	\$ -	\$ -	\$ -
Professional Services subtotal		\$ 95,294	\$ 50,000	\$ 73,275
MATERIALS & SUPPLIES				
6440	Books, Publications, etc.	\$ 75	\$ 75	\$ 150
	AFDA handbook jump drive			
7120	Office Supplies	\$ 75	\$ 75	\$ -
	Name Plates, Business Cards, etc.			
Materials & Supplies subtotal		\$ 150	\$ 150	\$ 150
Total Expenditure Budget		\$ 100,194	\$ 54,900	\$ 77,825

Operating Budget Detail

Pension Board:

Responsible for Public Safety Personnel Retirement System issues such as the processing of retirements and for Pension Board members to attend appropriate training.

Pension Board Section 103

				2019 Budget	2020 Budget	2021 Proposed
Training and related				\$ 350	\$ 350	\$ 325
Professional Services				\$ 2,400	\$ 500	\$ 500
Materials & Supplies				\$ -	\$ -	\$ -
Total Operating				\$ 2,750	\$ 850	\$ 825

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
TRAINING & RELATED				
6130	Vehicle Other	\$ 50	\$ 50	\$ -
	Mileage for Pension Board members to attend workshops			
6470	Meals	\$ 50	\$ 50	\$ 75
	Expenses incurred by Pension Board members to attend workshops (\$10 each X 5 members)			
6410	Training	\$ 250	\$ 250	\$ 250
	State provides free training			
	Training & Related subtotal	\$ 350	\$ 350	\$ 325

PROFESSIONAL SERVICES				
7050	Legal Expenses	\$ 500	\$ 500	\$ 500
	Disability cases require attorney at hearing; would go to contingency if need (\$500 for 1 case)			
5160	Return to Work	\$ 1,900	\$ -	\$ -
	IME'S - retirement medical evaluations for disabilities (Funding from Contingency)			
	Professional Services subtotal	\$ 2,400	\$ 500	\$ 500

Total Expenditure Budget		\$ 2,750	\$ 850	\$ 825
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Operating Budget Detail

Human Resources:

Coordinates employee recruitment and retention; facilitates the development of classification and compensation plans for the District, manages employee benefits programs; manages employee recognition program; handles employee grievances and employee discipline; and facilitates promotional processes.

Goals, Objectives and Measures

Goal: Administer classification, compensation, and benefits programs that are fair and equitable, that attract and retain competent employees, and that reward the contributions of excelling employees.

Objective: Minimize number of employees who leave employment at SFD due to dissatisfaction with compensation.

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Percentage of Employees Leaving Due to Sub-Market Pay or Benefits (per exit interviews)	1%	2%	2%	2%

Objective: Keep health

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
SFD Inflationary Increase/National Average	+8%/12%	-5%/+12%	+5%/+12%	+5%/+12%

Human Resources:

Goals, Objectives and Measures continued

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Percent Resolved Within 3 Days	95%	95%	95%	95%

Human Resources Section 302

				2019 Budget	2020 Budget	2021 Budget
Salaries & Wages				\$ 113,966	\$ 115,344	\$ 168,126
Taxes & Benefits				\$ 95,162	\$ 94,783	\$ 45,216
Subtotal				\$ 209,128	\$ 210,127	\$ 213,341
Administration				\$ 32,500	\$ 32,500	\$ 30,800
Training and related				\$ 14,720	\$ 14,320	\$ 13,015
Professional Services				\$ 99,000	\$ 96,650	\$ 92,650
Insurance				\$ 100,000	\$ 108,041	\$ 113,117
Repairs/Maintenance				\$ 200	\$ 200	\$ 200
Materials & Supplies				\$ 8,400	\$ 5,100	\$ 5,000
Subtotal				\$ 254,820	\$ 256,811	\$ 254,782
Total Operating				\$ 463,948	\$ 466,938	\$ 468,123

Human Resources Section 302

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
SALARIES & WAGES				
5010	Salaries and Wages	\$ 109,966	\$ 115,344	\$ 113,126
	Payroll/HR Specialist (2)			
5020	Overtime Wages	\$ 4,000	\$ -	\$ 5,000
	For hiring processes as needed			
5020	Overtime Wages (formerly training OT)	\$ -	\$ -	\$ -
	\$ - \$ -			
Salaries & Wages subtotal		\$ 113,966	\$ 115,344	\$ 118,126

TAXES & BENEFITS				
5150	Other Retirement			
	In lieu of retirement SFD contributes 15% to 401A			
5140	ASRS	\$ 12,744	\$ 13,968	\$ 14,305
	AZ State Retirement System for admin personnel			
5070	PR Taxes- Medicare	\$ 2,313	\$ 2,397	\$ 2,438
	1.45% of wages			
5100	Life/LTD Insurance	\$ 445	\$ 470	\$ 477
	Coverage for employees out of work due to medical absence, after 90 days			
5100	Life/LTD Insurance (formerly just life)	\$ 230	\$ 136	\$ 136
	Based on history for full time employees			
5090	Health Insurance	\$ 1,021	\$ 936	\$ 936
	Self funded plan; District pays employee portion only			
5090	Health Insurance Premiums	\$ 23,543	\$ 23,543	\$ 23,543
	\$ 15,000 \$ - Additional funds for coverage changes during the fiscal year			
	\$ 29,125 \$ 23,543 Insurance coverage; EAP, Health Equity fees, and FSA admin fees			
5120	Ret. Health Insurance	\$ 1,095	\$ 2,307	\$ 2,363
	Post Employment Health Plan (PEHP) - 2% District match			
5110	Worker's Comp. Insurance	\$ 262	\$ 276	\$ 268
	Based on wages			

Human Resources Section 302

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Budget
TAXES & BENEFITS continued						
5080	PR Taxes- State Unemployment			\$ 140	\$ -	\$ -
	Based on first \$7000 earned per employee + training tax/special assessment					
6300	Communications			\$ 600	\$ -	\$ -
	Budgeted \$50/mo. cell phone w/data stipend					
5060	Vacation/Sick Liability			\$ -	\$ -	\$ -
	District buys back sick leave over the cap to reduce future liability and cost					
5060	Vacation/Sick Liability			\$ 50,000	\$ 50,000	\$ 50,000
	For benefit hours payout when employees: retire, terminate, etc.					
7150	Uniforms			\$ 250	\$ 250	\$ 250
	Uniform Incidentals - taxable					
7150	Uniforms			\$ 500	\$ 500	\$ 500
	Reimbursed uniform allowance - non-taxable portion					
Taxes & Benefits subtotal				\$ 95,162	\$ 94,783	\$ 95,216

Human Resources Section 302

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Budget
ADMINISTRATION						
7010	Advertising			\$ 2,000	\$ 2,000	\$ 1,500
	Misc. ads for hiring processes					
5180	Employee Recruitment/ Retention			\$ 23,500	\$ 23,500	\$ 19,000
	\$ -	\$ 2,000	Promotional process/list for BC			
	\$ -	\$ -	Promotional process/list for Captain			
	\$ 2,000	\$ -	Promotional process/list for Engineer			
	\$ 3,000	\$ 3,000	FF hiring list			
	\$ 1,000	\$ 1,000	(5) Career New Hires background investigation costs (potential vacancies)			
	\$ 7,500	\$ 3,000	Expenses to fill Management & Admin vacancies			
	\$ 1,000	\$ 1,000	Badges, Hardware for Uniforms, & Lapel Bars			
	\$ 2,000	\$ 2,000	Annual Awards & Employee Recognition			
	\$ 7,000	\$ 7,000	Recognition/Awards Dinner			

Human Resources Section 302

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Budget
ADMINISTRATION continued						
7170	Dues/Fees/Subscriptions			\$ 6,500	\$ 7,000	\$ 10,300
	\$ 6,000	\$ 6,000	Mountain States Employer's Council (MSEC)			
	\$ 200	\$ 200	SHRM Membership			
	\$ 300	\$ 300	American Payroll Assoc. (annual amount of 2 yr. membership)			
	\$ 500	\$ 500	HR Specialist			
		\$ 3,300	Gym Membership for Admin			
7170	Dues/Fees/Subscriptions			\$ 500		
Administration subtotal				\$ 32,500	\$ 32,500	\$ 30,800
TRAINING & RELATED						
6470	Vehicle Other			\$ 250	\$ 500	\$ 500
	Mileage reimbursement when district vehicle is not available, parking fees					
6140	Commercial Transportation			\$ 1,200	\$ -	\$ -
		\$ -	Tyler Conference			
		\$ -	SHRM Convention			
6470	Meals			\$ 920	\$ 620	\$ 1,200
			Tyler Conference			
	\$ 600	\$ 1,000	Arbinger TTT			
	\$ 20	\$ 200	EC Training			
6470	Lodging			\$ 3,000	\$ 2,150	\$ 3,600
			Tyler Conference			
	\$ 750	\$ 1,500	Arbinger TTT			
	\$ 1,200	\$ 1,500	SHRM Convention			
	\$ 200	\$ 600	AFDA			
6410	Training			\$ 9,350	\$ 11,050	\$ 7,715
	\$ 4,000		Admin Skills and Leadership Training			
		\$ 1,950	APA Conference			
	\$ 200	\$ 400	AFDA			
	\$ 3,000	\$ 1,195	SHRM Convention/Cert			
	\$ 1,050	\$ 1,050	Arbinger TTT			
	\$ 200		EC Training			
	\$ 2,600	\$ 3,120	Other additional training (payroll association, congress, Pryor Learning,			
Training & Related subtotal				\$ 14,720	\$ 14,320	\$ 13,015

Human Resources Section 302

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Budget
PROFESSIONAL SERVICES						
7060	Outside Professional Services			\$ 12,500	\$ 12,500	\$ 10,000
	Investigations, grievance mediation, coaching					

PROFESSIONAL SERVICES continued						
6410	Training			\$ 1,500	\$ 1,500	\$ -
	MSEC/Employer's Law and HR training					
7040	Payroll Services			\$ 20,000	\$ 17,650	\$ 17,650
	Paychex					
5160	Return to Work			\$ 65,000	\$ 65,000	\$ 65,000
	\$ 57,100	\$ 57,100	Operational Employee Annual Physicals for 80 employees			
	\$ 1,500	\$ 1,500	Return to work screening/Indep. medical exams: \$60 ea. (approx. 25)			
	\$ 4,000	\$ 4,000	Career New Hire Medical (To fill vacancies)			
	\$ 2,400	\$ 2,400	Career New Hire psych evals			
Professional Services subtotal				\$ 99,000	\$ 96,650	\$ 92,650

INSURANCE						
7100	Liability Insurance			\$ 100,000	\$ 108,041	\$ 113,117
	Buildings, vehicles, & liability insurance, and Cyber Insurance					
Insurance subtotal				\$ 100,000	\$ 108,041	\$ 113,117

REPAIRS & MAINTENANCE						
6200	Equipment - R&M			\$ 200	\$ 200	\$ 200
	ID card equipment repairs and maintenance					
Repairs & Maintenance subtotal				\$ 200	\$ 200	\$ 200

MATERIALS & SUPPLIES						
6440	Books, Publications, etc.			\$ 1,100	\$ 1,100	\$ 1,000
	Arbinger, Annual labor law posters for AZ & Federal gov't for each staffed station/site; and annual harassment training video					
7120	Office Supplies			\$ 1,300	\$ -	\$ -
	ID Card Supplies, Arbinger Supplies, Payroll Source Book and W-2/1095 Guide					

Human Resources Section 302

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Budget
MATERIALS & SUPPLIES continued						
7150	Uniforms			\$ 6,000	\$ 4,000	\$ 4,000
	Initial issue for new hires and allowance for uniform changes needed with promotions					
Materials & Supplies subtotal				\$ 8,400	\$ 5,100	\$ 5,000
Total Expenditure Budget				\$ 463,948	\$ 466,938	\$ 468,123

Operating Budget Detail

Administration:

Provides clerical support to all divisions as requested; serves as first point of contact for the public, processes incoming and outgoing mail; maintains central files; schedules district vehicles and facilities for meetings; issues a variety of permits for Community Risk Reduction; manages registrations for CPR/AED classes; and is responsible for receiving all shipments to SFD.

Administration Section 303

				2019 Budget	2020 Budget	2021 Budget
Salaries & Wages				\$ 170,474	\$ 182,763	\$ 234,309
Taxes & Benefits				\$ 75,623	\$ 79,370	\$ 102,990
Subtotal				\$ 246,097	\$ 262,133	\$ 337,299
Administration				\$ 26,270	\$ 26,220	\$ 23,020
Training and related				\$ 14,400	\$ 14,850	\$ 7,420
Repairs/Maintenance				\$ -	\$ -	\$ -
Materials & Supplies				\$ 12,000	\$ 21,500	\$ 13,500
Subtotal				\$ 52,670	\$ 62,570	\$ 43,940
Total Operating				\$ 298,767	\$ 324,703	\$ 381,239

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
SALARIES & WAGES				
5010	Salaries and Wages	\$ 165,474	\$ 177,763	\$ 229,809
	3 Administration Positions and New Admin Svs Manager			
5020	Overtime Wages	\$ 5,000	\$ 5,000	\$ 4,500
Salaries & Wages subtotal		\$ 170,474	\$ 182,763	\$ 234,309

Administration Section 303

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
TAXES & BENEFITS				
5150	Other Retirement			
	In lieu of retirement SFD contributes 15% to 401A			
5140	ASRS	\$ 19,784	\$ 22,133	\$ 28,375
	AZ State Retirement System for admin personnel			
5070	PR Taxes- Medicare	\$ 2,464	\$ 2,650	\$ 3,397
	FICA Tax 1.45% of wages			
5100	Life/LTD Insurance	\$ 696	\$ 750	\$ 969
	Coverage for employees out of work due to medical absence, after 90 days			
5100	Life/LTD Insurance (formerly just life)	\$ 344	\$ 203	\$ 271
	Based on history for full time employees and reserves with 1 year of service			
5090	Health Insurance	\$ 1,531	\$ 1,404	\$ 1,872
	Self funded plan; District pays employee portion only			
5090	Health Insurance	\$ 44,992	\$ 44,992	\$ 61,387
	Insurance coverage; EAP, Health Equity fees, and FSA admin fees			
5120	Ret. Health Insurance	\$ 1,700	\$ 3,655	\$ 4,686
	Post Employment Health Plan (PEHP) - 1% District match			
5110	Worker's Comp. Insurance	\$ 407	\$ 437	\$ 532
	Based on wages			
5080	PR Taxes- State Unemployment	\$ 210	\$ -	\$ -
	Based on first \$7000 earned per employee + training tax			
6300	Communications	\$ 600	\$ -	\$ -
	Budgeted \$50/mo. cell phone w/data stipend			
5060	Vacation/Sick Liability	\$ -	\$ -	\$ -
	District buys back sick leave over the cap to reduce future liability and cost			
5060	Vacation/Sick Liability	\$ -	\$ -	\$ -
	For benefit hours payout when employees: retire, terminate, etc.			
7150	Uniforms	\$ 375	\$ 375	\$ 500
	Uniform incidentals - taxable			

Administration Section 303

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Budget
Taxes & Benefits continued						
7150	Uniforms			\$ 500	\$ 750	\$ 1,000
	Reimbursed uniform allowance - non-taxable					
Taxes & Benefits subtotal				\$ 75,623	\$ 79,370	\$ 102,990

Administration Section 303

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Budget
ADMINISTRATION						
7010	Advertising			\$ 300	\$ 250	\$ 250
	RFP's, legal notices, sale of surplus property notices					
6210	Lease Expense			\$ 13,200	\$ 13,200	\$ 13,200
	\$ 500	\$ 500	Postage Meter			
	\$ 12,700	\$ 12,700	Copier lease agreement			
7130	Postage & Shipping			\$ 4,400	\$ 4,400	\$ 4,400
	Postage, FedEx, Nationwide, UPS, etc.					
7140	Printing & Reproduction			\$ 8,200	\$ 8,200	\$ 5,000
	Specialized forms and papers (i.e. letterhead and envelopes, decals) large copy projects; logo stickers (Space-Rite Industries), business cards (<i>Increased based on actual history</i>), Cartridges expenses and/or color copies for MPC6501					
7170	Dues/Fees/Subscriptions			\$ 70	\$ 70	\$ 70
	Red Rock News for history clippings (\$69 for 2 years - renews on even years)					
7090	Registration Fees			\$ 100	\$ 100	\$ 100
	Notary renewal, Bond \$25, stamp \$20, state \$43					
Administration subtotal				\$ 26,270	\$ 26,220	\$ 23,020

TRAINING & RELATED						
6130	Vehicle Other			\$ 250	\$ 450	\$ -
	Mileage reimbursement for use of personal vehicle for district business					
6470	Commercial Transportation			\$ 900	\$ 900	\$ -
	Leadership Training					
6470	Meals & Travel Expenses			\$ 3,900	\$ 4,000	\$ 3,300
	Based on Training Requested					

Administration Section 303

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Budget
TRAINING & RELATED continued						
6410	Training			\$ 9,350	\$ 9,500	\$ 4,120
	\$ -	\$ 800	AFDA			
	\$ -	\$ 1,000	Grant Training			
	\$ -	\$ 1,060	Communications Conference or other			
	\$ -	\$ 1,260	Other Training in Finance/HR/Media			
Training & Related subtotal				\$ 14,400	\$ 14,850	\$ 7,420
MATERIALS & SUPPLIES						
7120	Office Supplies			\$ 8,000	\$ 16,500	\$ 10,000
	Office supplies for: EMS, orientation, training, budget, map books; office door and name plates; Flags for stations/apparatus					
6190	Small Tools & Equipment			\$ 4,000	\$ 5,000	\$ 3,500
			Replacement desks			
			Misc. small furniture items			
Materials & Supplies subtotal				\$ 12,000	\$ 21,500	\$ 13,500
Total Expenditure Budget				\$ 298,767	\$ 324,703	\$ 381,239

Operating Budget Detail

Finance:

Responsible for all aspects of accounting, budget preparation, monthly financial reports, capital assets and depreciation, coordinates risk management insurance policies and claims, annual audit and other miscellaneous audits, annual DHS reporting and rate increases for ambulance services, grant accounting, accounts payable, accounts receivable, and bi-weekly payroll.

Goals, Objectives and Measures

Objective: Provide for the timely reporting of financial information to Management and the Governing Board.

Measure:		FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
	Number of Months Revenue & Expenditure Analyses Were Provided		12	12	12

Objective: Maintain the District's "clean" audit option

Measure:		FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
	Clean Audit Opinion	yes	yes	yes	yes

Objective: Complete all clearing and bank account reconciliations within 30 days of month end.

Measure:		FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
	Number of Months in Compliance		12	12	12

Finance

Goals, Objectives and Measures continued

Objective: Maintain fund balance requirements in accordance with Board Policy.

Measure:		FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
	Minimum 15% or 2 Mil cap Fund Balance Requirement Met	yes	yes	yes	yes

Finance Section 304

				2019 Budget	2020 Budget	2021 Budget
Salaries & Wages				\$ 64,273	\$ 45,673	\$ -
Taxes & Benefits				\$ 36,906	\$ 26,540	\$ -
Subtotal				\$ 101,179	\$ 72,212	\$ -
Administration				\$ 625	\$ 5,400	\$ 9,500
Training and related				\$ 2,952	\$ -	\$ -
Professional Services				\$ 86,100	\$ 111,000	\$ 114,000
Materials & Supplies				\$ 1,250	\$ -	\$ -
Subtotal				\$ 90,927	\$ 116,400	\$ 123,500
Total Operating				\$ 192,106	\$ 188,612	\$ 123,500

Finance Section 304

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
SALARIES & WAGES				
5010	Salaries and Wages	\$ 59,950	\$ 41,134	\$ -
	1 Finance Specialist III			
5020	Overtime Wages	\$ 4,323	\$ 4,539	\$ -
	60 hours for fire billing, audit, budget and projects			
Salaries & Wages subtotal		\$ 64,273	\$ 45,673	\$ -

TAXES & BENEFITS				
5150	Other Retirement	\$ -	\$ -	\$ -
	In lieu of retirement SFD contributes 15% to 401A			
5140	ASRS	\$ 7,391	\$ 5,531	\$ -
	AZ State Retirement System for admin personnel			
5070	PR Taxes- Medicare	\$ 959	\$ 689	\$ -
	1.45% of wages			
5100	Life/LTD Insurance	\$ 277	\$ 174	\$ -
	Coverage for employees out of work due to medical absence, after 90 days			
5100	Life/LTD Insurance (formerly just life)	\$ 115	\$ 68	\$ -
	Based on history for full time employees and reserves with 1 year of service			
5090	Health Insurance	\$ 510	\$ 468	\$ -
	Self funded plan; District pays employee portion only			
5090	Health Insurance	\$ 16,416	\$ 16,395	\$ -
	Insurance coverage; EAP, Health Equity fees, and FSA admin fees			
5120	Ret. Health Insurance	\$ 643	\$ 913	\$ -
	Post Employment Health Plan (PEHP) - 1% District match			
5110	Worker's Comp. Insurance	\$ 8,489	\$ 109	\$ -
	Based on wages			

Finance Section 304

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Budget
TAXES & BENEFITS continued				
5080	PR Taxes- State Unemployment	\$ 70	\$ -	\$ -
	Based on first \$7000 earned per employee + training tax/special assessment			
5060	Vacation/Sick Liability	\$ 1,731	\$ 1,818	\$ -
	District buys back sick leave over the cap to reduce future liability and cost			
5060	Vacation/Sick Liability	\$ -	\$ -	\$ -
	Benefit hours payout when employees retire, terminate, etc.			
7150	Uniforms	\$ 125	\$ 125	\$ -
	Uniform incidentals - taxable			
7150	Uniforms	\$ 250	\$ 250	\$ -
	Reimbursed uniform allowance - non-taxable portion			
Taxes & Benefits subtotal		\$ 36,906	\$ 26,540	\$ -

Finance Section 304

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Budget
ADMINISTRATION				
8020	Interest Expense	\$ -	\$ -	\$ -
	For registering warrants			
7170	Dues/Fees/Subscriptions	\$ 400	\$ 5,400	\$ 9,500
	Bill.com Fee/ Adopt Server Fee			
8040	Other Expense	\$ 225	\$ -	\$ -
Administration subtotal		\$ 625	\$ 5,400	\$ 9,500

Finance Section 304

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Budget
TRAINING & RELATED				
6130	Vehicle Other	\$ 149	\$ -	\$ -
6140	Commercial Transportation	\$ 700	\$ -	\$ -
	Per diems for associated training/travel			
6470	Meals	\$ 153	\$ -	\$ -
	Per diems for associated training/travel			
6470	Lodging	\$ 800	\$ -	\$ -
6410	Training	\$ 1,150	\$ -	\$ -
Training & Related subtotal		\$ 2,952	\$ -	\$ -

PROFESSIONAL SERVICES				
7030	Finance/Audit	\$ 20,500	\$ 25,500	\$ 25,000
	Annual Audit fees			
7070	Bank Services	\$ 6,500	\$ 6,500	\$ 10,000
	Bank Fees credit cards (payment tech), deposit machine & ETF fees			
7060	Outside Professional Services	\$ 59,000	\$ 49,000	\$ 49,000
	Contract Finance Director			
7060	Outside Professional Services	\$ -	\$ 30,000	\$ 30,000
	Outside Finance Clerk			
8030	Misc Expense	\$ 100	\$ -	\$ -
Professional Services subtotal		\$ 86,100	\$ 111,000	\$ 114,000

Finance Section 304

2019/2020		2019	2020	2021
Acct. No.	Description	Budget	Budget	Budget
MATERIALS & SUPPLIES				
7120	Office Supplies	\$ 1,250	\$ -	\$ -
Materials & Supplies subtotal		\$ 1,250	\$ -	\$ -
Total Expenditure Budget		\$ 192,106	\$ 188,612	\$ 123,500

Operating Budget Detail

Ambulance Billing:

Responsible for a wide range of ambulance billing duties, including preparation of ambulance billings; interacting with insurance companies and Medicare and serving as the point of contact for SFD customers utilizing ambulance/transport services. Ambulance revenues are second only to property taxes as a major source of income for the fire district.

Goals, Objectives and Measures

Goal: Maintain compliance with federal and state law relative to patient care records.

Objective: Insure HIPAA and legal compliance is maintained relative to requests for EMS patient information.

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Insure patient records are maintained with HIPAA compliance	100%	100%	100%	100%
Insure records requests meet legal requirements	100%	100%	100%	100%
Retain records as mandated by state law	100%	100%	100%	100%

Ambulance Billing

Goals, Objectives and Measures continued

Objective: Provide timely billing of ambulance transports and achieve collection of at least 85% of SFD gross collection rate.

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Coordinate with EMS Division to ensure ePCR's are finalized	100%	100%	100%	100%
Billing sent out within 14 days of finalized report	80%	72%	90%	90%
Collection rate of SFD gross collection rate*	95%	96%	95%	95%

* These are estimated percentages; we continue to collect funds weekly.

Ambulance Billing Section 305

				2019 Budget	2020 Budget	2021 Budget
Salaries & Wages				\$ 97,268	\$ 116,224	\$ 113,826
Taxes & Benefits				\$ 52,067	\$ 27,790	\$ 27,410
Subtotal				\$ 149,335	\$ 144,014	\$ 141,236
Administration				\$ 1,260	\$ 1,835	\$ 1,835
Training and related				\$ 2,895	\$ 3,000	\$ 3,000
Professional Services				\$ 10,885	\$ 500	\$ 500
Materials & Supplies				\$ 325	\$ 125	\$ -
Subtotal				\$ 15,365	\$ 5,460	\$ 5,335
Total Operating				\$ 164,700	\$ 149,474	\$ 146,571

Ambulance Billing Section 305

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
SALARIES & WAGES				
5010	Salaries and Wages	\$ 90,012	\$ 108,605	\$ 111,326
	1 Billing Specialist II & 1 Billing Clerk II			
5020	Overtime Wages	\$ 7,256	\$ 7,619	\$ 2,500
	220 hours for ambulance billing due to vacations, training (no backfill for large revenue source)			
Salaries & Wages subtotal		\$ 97,268	\$ 116,224	\$ 113,826
TAXES & BENEFITS				
5150	Other Retirement			
	In lieu of retirement SFD contributes 15% to 401A			
5140	ASRS	\$ 11,186	\$ 14,075	\$ 13,784
	AZ State Retirement System for admin personnel			
5070	PR Taxes- Medicare	\$ 1,414	\$ 1,685	\$ 1,650
	1.45% of wages			
5100	Life/LTD Insurance	\$ 409	\$ 458	\$ 470
	Coverage for employees out of work due to medical absence, after 90 days			
5100	Life/LTD Insurance (formerly just life)	\$ 230	\$ 136	\$ 136
	Based on history for full time employees and reserves with 1 year of service			
5090	Health Insurance	\$ 1,021	\$ 936	\$ 936
	Self funded plan; District pays employee portion only			
5090	Health Insurance	\$ 23,465	\$ 7,148	\$ 7,148
	Insurance coverage; EAP, Health Equity fees, and FSA admin fees			
5120	Ret. Health Insurance	\$ 973	\$ 2,324	\$ 2,277
	Post Employment Health Plan (PEHP) - 1% District match			
5110	Worker's Comp. Insurance	\$ 12,479	\$ 278	\$ 259
	Based on wages			
5080	PR Taxes- State Unemployment	\$ 140	\$ -	\$ -
	Based on first \$7000 earned per employee + training tax			

Ambulance Billing Section 305

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Budget
TAXES & BENEFITS continued						
5060	Vacation/Sick Liability			\$ -	\$ -	\$ -
	District buys back sick leave to reduce future liability and cost					
5060	Vacation/Sick Liability			\$ -	\$ -	\$ -
	Benefit hours payout when employees: retire, terminate, etc.					
7150	Uniforms			\$ 250	\$ 250	\$ 250
	Uniform Incidentals - taxable					
7150	Uniforms			\$ 500	\$ 500	\$ 500
	Reimbursed uniform allowance - non-taxable portion					
Taxes & Benefits subtotal				\$ 52,067	\$ 27,790	\$ 27,409
	2020	2021				

Ambulance Billing Section 305

				2019	2020	2021
Acct. No.	Description			Budget	Budget	Budget
ADMINISTRATION						
7170	Dues/Fees/Subscriptions			\$ 1,260	\$ 1,835	\$ 1,835
	\$ 1,260	\$ 1,260	American Ambulance Association (government rate)			
	\$ 575	\$ 575	CMS revalidation Fee due			
Administration subtotal				\$ 1,260	\$ 1,835	\$ 1,835

TRAINING & RELATED						
6130	Vehicle Other			\$ 500	\$ 500	\$ -
	Mileage reimbursement when a district vehicle is not available; parking fees					
6470	Meals			\$ 280	\$ 280	\$ 700
	Meals/Per Diem for training (PWW)					
6470	Lodging			\$ 915	\$ 920	\$ 1,000
	PWW Billing, Coding, Compliance Training					
6410	Training			\$ 1,200	\$ 1,300	\$ 1,300
	PWW Ambulance billing, coding and compliance law & added \$240 for report writers training					
Training & Related subtotal				\$ 2,895	\$ 3,000	\$ 3,000

Ambulance Billing Section 305

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
PROFESSIONAL SERVICES				
7060	Outside Professional Services	\$ 500	\$ 500	\$ 500
	Using retainer as needed; PWW will balance bill now that we have established relationship			
6310	Computer Equipment & Support	\$ 10,385	\$ -	\$ -
	Moved to Telecom			
6310	Computer Equipment & Support	\$ -	\$ -	\$ -
	Professional Services	\$ 10,885	\$ 500	\$ 500
MATERIALS & SUPPLIES				
6440	Books, Publications, etc.	\$ 125	\$ 125	\$ -
	Necessary Medical coding books - Updated coding for billing ins companies			
7120	Office Supplies	\$ 200	\$ -	\$ -
	Materials & Supplies subtotal	\$ 325	\$ 125	\$ -
	Total Expenditure Budget	\$ 164,700	\$ 149,474	\$ 146,570

Operating Budget Detail

Community Risk Reduction (CRR):

Advises on the promulgation of the fire code; conducts permit and plans review for new construction; facilitates the building safety inspection program to inspect all commercial occupancies within the District; conducts fire investigations; facilitates public education; and manages all public information activities for the District.

Goals, Objectives and Measures

Goal: Achieve fire/life safety awareness at all levels in the community through public education programs.

Objective: Provide fire and life safety education at community events.

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Number of Community Events Attended		12	13	12

Objective: Provide targeted, age-specific, fire and life safety education to Sedona youth at public and private schools.

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Number of LAFS School Events		4	20	18
Number of Student Contacts Made		600	2,600	2,400

Community Risk Reduction (CRR)

Goals, Objectives and Measures (continued)

Objective: Provide for the safe/proper installation of child restraint (CR) devices in motor vehicles.

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Number of CR Inspections and/or Installations		66	60	60

Goal: Provide fire inspection and investigation services to the citizens and businesses of the Sedona Fire District.

Objective: Provide fire code review of all construction within 60 days of plan submittal with a written response for corrective action.

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Reviewed and Responded to Within 60 days		186	164	200

Objective: Provide fire inspection services for all new construction permits within three working days of request for inspection.

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Inspected Within 3 Days	131	131	228	275

Community Risk Reduction (CRR)

Goals, Objectives and Measures (continued)

Objective: Issue operational permits as outlined in the fire code within five working days upon receipt of application.

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Permits Issued Within 5 Business Days		131	74	100

Objective: Inspect all existing commercial occupancies annually.

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Existing Occupancies' Inspections Completed		1,344	680	1,000

Community Risk Reduction Section 401

				2019 Budget	2020 Budget	2021 Budget
Salaries & Wages				\$ 297,482	\$ 304,588	\$ 315,229
Taxes & Benefits				\$ 112,598	\$ 127,170	\$ 135,190
Subtotal				\$ 410,080	\$ 431,758	\$ 450,419
Administration				\$ 2,455	\$ 2,405	\$ 3,310
Training and related				\$ 9,212	\$ 9,347	\$ 11,115
Professional Services					\$ 10,000	\$ 5,000
Repairs/Maintenance				\$ 100	\$ 100	\$ -
Materials & Supplies				\$ 23,140	\$ 17,450	\$ 16,000
Subtotal				\$ 34,907	\$ 39,302	\$ 35,425
Total Operating				\$ 444,987	\$ 471,060	\$ 485,844

Community Risk Reduction Section 401

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Budget
SALARIES & WAGES				
5010	Salaries and Wages	\$ 282,144	\$ 289,250	\$ 305,229
	Fire Marshal, Fire Inspector & Specialist II, and CHRM			
5020	Overtime Wages	\$ 6,338	\$ 6,338	\$ 10,000
	As needed for fire investigations			
5020	Overtime Wages (formerly training OT)	\$ 9,000	\$ 9,000	\$ -
	For Pub Ed/Every 15 mins (\$4,000) every third year budget again FY 2018/2019			
Salaries & Wages subtotal		\$ 297,482	\$ 304,588	\$ 315,229

TAXES & BENEFITS				
5150	Other Retirement	\$ -	\$ -	\$ -
	In lieu of retirement SFD contributes 15% to 401A			
5140	ASRS	\$ 26,849	\$ 21,347	\$ 22,477
	AZ State Retirement System for admin personnel			
5130	Public Safety Retirement	\$ 23,280	\$ 45,306	\$ 50,513
	Operational public safety personnel retirement system			
5070	PR Taxes- Medicare	\$ 4,301	\$ 4,417	\$ 4,571
	1.45% of wages			
5100	Life/LTD Insurance	\$ 1,190	\$ 1,224	\$ 1,291
	Coverage for employees out of work due to medical absence, after 90 days			
5100	Life/LTD Insurance (formerly just life)	\$ 459	\$ 271	\$ 271
	Based on history for full time employees and reserves with 1 year of service			
5090	Health Insurance	\$ 2,042	\$ 1,872	\$ 1,872
	Self funded plan; District pays employee portion only			
5090	Health Insurance	\$ 30,852	\$ 27,375	\$ 27,375
	Insurance coverage; EAP, Health Equity fees, and FSA admin fees			
5120	Ret. Health Insurance	\$ 2,966	\$ 6,092	\$ 6,305
	Post Employment Health Plan (PEHP) - 1% District match			
5110	Worker's Comp. Insurance	\$ 15,804	\$ 16,392	\$ 17,740
	Based on wages			

Community Risk Management Section 401

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Budget
TAXES & BENEFITS continued				
5080	PR Taxes- State Unemployment	\$ 281	\$ 100	\$ -
	Based on first \$7000 earned per employee + training tax/special assessment			
6300	Communications	\$ 1,800		
	2 positions w/data@\$50/mo.; Increase due to phone replacement			
5060	Vacation/Sick Liability	\$ -	\$ -	\$ -
	District buys back sick leave over the cap to reduce future liability and cost			
5060	Vacation/Sick Liability	\$ -	\$ -	\$ -
	For benefit hours payout when employees: retire, terminate, etc.			
7150	Uniforms	\$ 1,025	\$ 1,025	\$ 1,025
	Uniform Incidentals - taxable			
7150	Uniforms	\$ 1,750	\$ 1,750	\$ 1,750
	Reimbursed uniform allowance - non-taxable portion			
Taxes & Benefits subtotal		\$ 112,598	\$ 127,170	\$ 135,189
	2016/2017 2017/2018			

Community Risk Reduction Section 401

		2019	2020			2019	2020	2021
Acct. No.	Description			Budget	Budget	Budget		
ADMINISTRATION								
7170	Dues/Fees/Subscriptions			\$ 2,455	\$ 2,405	\$ 3,310		
	\$ 30	\$ 60	Arizona Fire Marshals Association					
	\$ 550	\$ 330	International Association of Arson Investigators 3 @ 110					
	\$ 1,575	\$ 1,575	National Fire Protection Association					
	\$ 250	\$ 250	ICC - International Code Council - Fire Code					
	\$ -	\$ 1,095	AFSA, AFAA, & Rotary					
Administration subtotal				\$ 2,455	\$ 2,405	\$ 3,310		
TRAINING & RELATED								
6130	Vehicle Other			\$ -	\$ -	\$ -		
6140	Commercial Transportation			\$ -	\$ -	\$ -		
6470	Travel Expenses			\$ 5,412	\$ 5,412	\$ 6,250		
	\$ 807	\$ 850	Annual Seminar (FM) 3 days					
	\$ 1,225	\$ 1,240	ICC - CEU Requirements (FM) 4 days					
	\$ 570	\$ 600	IAAI- Advanced IAAI (FM & FI) 3 days					
	\$ 1,995	\$ 1,995	ICC - CEU Requirements (FI & AS) 4 days					
	\$ 815	\$ 815	National Fire Academy (FI)					
		\$ 750	Misc Training					
6410	Training			\$ 3,800	\$ 3,935	\$ 4,865		
	\$ 600	\$ 600	Annual Seminar (FM)					
	\$ 600	\$ 600	ICC/NFPA/IAAI - CEU Requirements (FM)					
	\$ 700	\$ 700	IAAI Advanced Training (FM)					
	\$ 700	\$ 700	IAAI Advanced Training (FI)					
	\$ 1,200	\$ 1,200	ICC/NFPA/IAAI/Pub Ed - CEU Requirements (FI)					
		\$ 750	Misc Training					
	\$ 135	\$ 315	Car Seat recertification \$240 (every two years), ICC \$75					
Training & Related subtotal				\$ 9,212	\$ 9,347	\$ 11,115		

Community Risk Reduction Section 401

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
PROFESSIONAL SERVICES				
7060	Outside Professional Services	\$ 10,000	\$ 10,000	\$ 5,000
	Contracted Plans Review			

REPAIRS AND MAINTENANCE				
6200	Equipment - R&M	\$ 100	\$ 100	\$ -
	Funds for the repair and maintenance of equipment utilized by this division			
Repairs and Maintenance subtotal		\$ 100	\$ 100	\$ -

MATERIALS & SUPPLIES				
6440	Books, Publications, etc.	\$ 1,000	\$ 2,000	\$ 2,500
	Books, publications and videos used for education, training, resource & reference material for extensive library of information to provide customers with the latest info concerning fire safety. New fire code, wildland code, inspection books for engine company inspections. IFC 2012 Increase is related to outdated text that needs to be updated			
7140	Printing & Reproduction	\$ -	\$ -	\$ 250
	Stickers & Decals on various locks			
6310	Computer Equipment and Support	\$ -	\$ 2,000	\$ 2,000
	Digital file storage (Will adjust with experience)			
6100	Fuel	\$ 3,600	\$ -	\$ -
	Fuel for district vehicles for CRM use.			
6150	Fire Equipment Maintenance	\$ 2,200	\$ 2,200	\$ 2,000
	Misc. items used in the Engine Company and CRM fire hydrant inspection program. This would include such items as pressure gauges, wire brushes, Budget lubricate for the fittings, tarps to protect landscaping, etc., hydrant markers			
6230	Prevention Supplies	\$ 1,640	\$ 2,500	\$ 2,500
	Supplies sold to the public: Padlocks 12 @ \$45, Cylinders 12 @ \$75; Increase due to lock upgrades			
6220	Operational Supplies	\$ 750	\$ -	\$ -
	Paper towels, cotton swabs, absorbent material, empty paint cans, zip lock & evidence bags, evidence labels, photo labels, cardboard boxes, glass jars, wheel barrow, shovels, brooms & assorted hand tools for fire investigations, FDC address labels, Tybek suits, respirator filters.			

Community Risk Reduction Section 401

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Budget
MATERIALS & SUPPLIES continued				
6180	Personal Protective Equipment	\$ 1,000	\$ 750	\$ 750
	Eye, ear, nose, throat, body, head and foot wear for safety concerns. Ear plugs, safety glasses, respirators, gloves, hardhats, safety suits or reflective vests, etc.			
6490	Public Education Supplies	\$ 4,000	\$ 5,000	\$ 4,000
	Youth programs: educational props, brochures, safety equipment, program manuals & educational incentives. Adult programs: brochures equipment for home and workplace safety. Senior/Elderly programs i.e., educational props, brochures & incentives. General population (all ages): i.e., ed. props, brochures, safety equipment. Car seats. Open houses @ stations in April. Purchasing more effective pub ed materials			
6190	Small Tools & Equipment	\$ 8,950	\$ 3,000	\$ 2,000
	Specialized equipment used in conjunction with fire inspection and investigation, such as electronic testing instruments, gas vapor detectors, digital cameras, distance measuring equipment, hand tools & tool boxes, evidence collection kits			
Materials & Supplies subtotal		\$ 23,140	\$ 17,450	\$ 16,000
Total Expenditure Budget		\$ 454,987	\$ 471,060	\$ 485,843

Operating Budget Detail

Assistant Chief of Operations:

Provides leadership, planning and oversees operational staffing, Emergency Medical Services (EMS), Structural Firefighting, Training, Peer Fitness, Active Shooter/Hostile Event Response (ASHER), Logistics, small Unmanned Aerial Systems (sUAS), Fleet, Wildland, Rapid Extraction Module (REMS), Rope/Tower Rescue, Helicopter OPS, Swiftwater, Telecommunications, and Critical Stress Incident Management (CISM).

Assistant Chief / OPS Section 201

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ 138,164	\$ 140,107	\$ 199,466
Taxes & Benefits				\$ 77,141	\$ 81,651	\$ 117,735
Subtotal				\$ 215,305	\$ 221,758	\$ 317,201
Buildings & Land				\$ -	\$ -	\$ -
Vehicles & Equipment				\$ 3,200	\$ -	\$ 1,950
Communications/IT				\$ 295,063	\$ 302,148	\$ 317,255
Meetings, Travel & Training				\$ 6,900	\$ 10,000	\$ 7,550
Managerial Expenses				\$ 8,975	\$ 24,175	\$ 23,375
Other Expense				\$ -	\$ -	\$ 10,250
Subtotal				\$ 314,138	\$ 336,323	\$ 360,380
Total Operating				\$ 529,443	\$ 558,081	\$ 677,582

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
SALARIES & WAGES				
5010	Salaries and Wages	\$ 138,164	\$ 140,107	\$ 149,466
	Assistant Chief of Operations position			
5020	Overtime	\$ -	\$ -	\$ 50,000
	Coverage for Quarterly Officer Training and Approved Meetings			
Salaries & Wages subtotal		\$ 138,164	\$ 140,107	\$ 199,466
TAXES & BENEFITS				
5140	ASRS	\$ 16,034	\$ -	\$ -
	Operational public safety personnel retirement system			

Assistant Chief / OPS Section 201

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Proposed
TAXES & BENEFITS continued				
5130	Public Safety Retirement	\$ 30,402	\$ 49,472	\$ 78,593
	Operational public safety personnel retirement system			
5070	PR Taxes- Medicare	\$ 1,997	\$ 2,032	\$ 2,891
	1.45% of wages			
5100	Life/LTD Insurance	\$ 581	\$ 590	\$ 839
	Coverage for employees out of work due to medical absence, after 90 days			
5100	Life/LTD Insurance	\$ 115	\$ 68	\$ 68
	Based on history for full time employees and reserves with 1 year of service			
5090	Health Insurance (Dental Insurance)	\$ 510	\$ 468	\$ 468
5090	Health Insurance Premiums	\$ 16,395	\$ 16,395	\$ 16,395
	Insurance coverage; EAP, Health Equity fees, and FSA admin fees			
5120	Ret. Health Insurance	\$ 1,378	\$ 2,802	\$ 3,987
	Post Employment Health Plan (PEHP) - 2% District match			
5110	Worker's Comp. Insurance	\$ 9,659	\$ 9,824	\$ 14,495
	Based on wages			
5080	State Unemployment Ins.	\$ 70	\$ -	\$ -
	Based on first \$7000 earned per employee + training tax/special assessment			
5060	Vacation/Sick Liability	\$ -	\$ -	\$ -
	District buys back sick leave to reduce future liability and cost			
5060	Vacation/Sick Liability	\$ -	\$ -	\$ -
	For benefit hours payout when employees: retire, terminate, etc.			
Taxes & Benefits subtotal		\$ 79,160	\$ 83,671	\$ 117,735

Assistant Chief / OPS Section 201

		2019	2020	2021
		Budget	Budget	Proposed
Vehicles & Equipment				
6100	Vehicles Fuel	\$ 3,200	\$ -	\$ -
6470	Vehicle Other	\$ 100	\$ 100	\$ 100
	Parking fees			
6470	Commercial Transportation	\$ 1,000	\$ 1,850	\$ 1,850
	Airfare & car rental for conference			
Vehicles & Equipment subtotal		\$ 4,300	\$ 1,950	\$ 1,950
Communication/IT				
6300	Communications	\$ 600	\$ -	\$ -
	Cell phone w/data stipend @\$50/mo.			
6320	Dispatch Contract/Expenses	\$ 294,463	\$ 302,148	\$ 317,255
	5% increase in Dispatch cost			
Communications/IT subtotal		\$ 295,063	\$ 302,148	\$ 317,255
Meetings, Travel & Training				
6470	Meals	\$ 750	\$ 750	\$ 750
	Per Diem for seminars & conferences			
6470	Lodging	\$ 2,250	\$ 4,000	\$ 4,000
	Hotel expenses for seminar & conferences			
6410	Training & Conferences	\$ 2,800	\$ 2,800	\$ 2,800
Meetings, Travel & Training subtotal		\$ 5,800	\$ 7,550	\$ 7,550

Assistant Chief / OPS Section 201

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Proposed
Managerial Expenses				
7060	Outside Professional Services	\$ -	\$ 20,000	\$ 20,000
	Biddable Plans for Station 4 & 5			
7120	Office Supplies	\$ 5,000	\$ -	\$ -
	Safety supplies; ear protection, sunscreen, insect repellent, warning signs.			
7170	Dues/Fees/Subscriptions	\$ 3,175	\$ 3,375	\$ 3,375
	\$ 260 \$ 260 IAFC			
	\$ 200 \$ 200 Ponderosa Fire Advisory Council			
	\$ 375 \$ 375 Chief Officer Designee			
	\$ 1,040 \$ 1,040 ICMA, NFPA and IFE			
	\$ 1,500 \$ 1,500 Civic Group Membership			
Managerial Expenses subtotal		\$ 8,175	\$ 23,375	\$ 23,375
Other Expense				
6440	Books, Publications, Etc.	\$ -	\$ 500	\$ 500
6180	Personal Protective Equipment	\$ -	\$ 9,750	\$ 9,750
	Protective Clothing for Cancer Protection			
Other Expense subtotal		\$ -	\$ 10,250	\$ 10,250
Total Expenditure Budget		\$ 530,662	\$ 569,051	\$ 677,582

Operating Budget Detail

Operations:

This budget covers the operational personnel needed to complete SFD's mission to serve the residents and visitors of the District.

Goals, Objectives and Measures

Goal: Maintain a continued emergency response capability to address an all hazards response program.

Objective: Maintain an incident response time for emergency events of eight minutes or less 80% of the time to all areas of the District.

Measure:

	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
% of Incidents for Which Response Time was Eight Minutes or Less	80.0%	80.0%	80%	80%
Average Response Time to "emergent" incidents (minutes)	6:30	6:30	6:30	6:30

Workload indicators:

	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Total Emergency Responses	3479	3600	3600	3600
EMS Incidents	1971	2000	2000	2000
EMS Transports	647	680	680	680
Fire Incidents	328	340	340	340
Special Duty Incidents	509	550	550	550
Technical Rescue Incidents	24	30	30	30

Operations Wages & Benefits Section 202

				2019	2020	2021
				Budget	Budget	Proposed
Salaries & Wages				\$ 5,717,733	\$ 6,170,733	\$ 6,624,781
Taxes & Benefits				\$ 2,695,928	\$ 3,556,810	\$ 4,401,923
Subtotal				\$ 8,413,661	\$ 9,727,543	\$ 11,026,703
Buildings & Land				\$ 15,500	\$ 15,500	\$ -
Vehicles & Equipment				\$ -	\$ -	\$ -
Communications/IT				\$ 1,800	\$ -	\$ -
Meetings, Travel & Training				\$ -	\$ -	\$ -
Managerial Expenses				\$ 66,100	\$ 58,400	\$ 62,400
Other Expense				\$ -	\$ -	\$ -
Subtotal				\$ 83,400	\$ 73,900	\$ 62,400
Total Operating				\$ 8,497,061	\$ 9,801,443	\$ 11,089,103

Acct No.	Description	2019	2020	2021
		Budget	Budget	Proposed
SALARIES & WAGES				
5010	Salaries and Wages	\$ 5,498,509	\$ 5,576,003	\$ 6,097,431
	75 Positions - BC's, Captain's, Engineer's, Firefighter's (Full year impact of 3 Firefighter's)			
5030	Holiday Pay	\$ 80,871	\$ 86,051	\$ 95,919
	11 federal holidays paid at 1/2 time to shift on duty @ 24 hours/holiday			
5020	Overtime	\$ 10,000	\$ 10,000	\$ -
	BC (4 @ 5 hours) & Officer's meetings (2 @ 4 hours)			
5020	Overtime	\$ 581,353	\$ 610,421	\$ 400,000
	Coverage for vacations, sick leave, & injuries			
Salaries & Wages subtotal		\$ 6,170,733	\$ 6,282,474	\$ 6,593,350

TAXES & BENEFITS				
5150	Other Retirement	\$ 13,247	\$ -	\$ -
	In lieu of PSPRS SFD contributes 6.38% for those in the DROP Program			
5130	Public Safety Retirement	\$ 2,010,578	\$ 2,012,185	\$ 2,407,013
	Operational public safety personnel retirement system			
5070	PR Taxes- Medicare	\$ 91,336	\$ 92,928	\$ 96,059
	1.45% of wages			

Operations Wages & Benefits Section 202

Acct No.	Description	2019 Budget	2020 Budget	2021 Proposed
TAXES & BENEFITS continued				
5100	LTD Insurance	\$ 22,817	\$ 23,862	\$ 25,690
	Coverage for employees out of work due to medical absence, after 90 days			
5100	Life/LTD Insurance	\$ 8,721	\$ 20,236	\$ 20,575
	Based on history for full time employees and reserves with 1 year of service			
5090	Health Insurance (Cancer Insurance)	\$ 4,000	\$ 4,000	\$ 4,250
	PSPRS invoices member for cancer insurance plan			
5090	Health Insurance (Dental Insurance)	\$ 38,795	\$ 34,164	\$ 36,504
	Self funded plan; District pays employee portion only			
5090	Health Insurance Premiums	\$ 830,718	\$ 764,733	\$ 1,027,415
	Insurance coverage; EAP, Health Equity fees, and admin fees			
5100	Life/LTD Insurance	\$ 6,000	\$ 6,000	\$ -
	Mandatory additional supplemental insurance to worker's compensation ARS 38-961			
5120	Ret. Health Insurance	\$ 61,744	\$ 125,694	\$ 129,662
	Post Employment Health Plan (PEHP) - 2% District match			
5110	Worker's Comp. Insurance	\$ 339,950	\$ 359,681	\$ 558,836
	Based on wages & ABA dues			
5080	State Unemployment Ins.	\$ 5,332	\$ -	
	Based on first \$7000 earned per employee + training tax			
5060	Vacation/Sick Liability	\$ 56,553	\$ 59,381	\$ 62,350
	District buys back sick leave to reduce future liability and cost			
5060	Vacation/Sick Liability	\$ 65,000	\$ 65,000	\$ 65,000
	Paid benefit hours when employee terminates, retires, etc.			
Taxes & Benefits subtotal		\$ 3,554,791	\$ 3,567,863	\$ 4,433,354

Operations Wages & Benefits Section 202

Acct No.	Description	2019 Budget	2020 Budget	2021 Proposed
Communications/IT				
6300	Communications	\$ 1,800	\$ -	\$ -
	Data phone stipend (3 BC's @\$50/month)			
Communications/IT subtotal		\$ 1,800	\$ -	\$ -
Managerial				
7150	Uniforms	\$ 23,100	\$ 21,900	\$ 23,400
	Uniform incidentals - taxable			
7150	Uniforms	\$ 43,000	\$ 36,500	\$ 39,000
	Reimbursed uniform allowance - non-taxable portion			
Managerial subtotal		\$ 66,100	\$ 58,400	\$ 62,400
Total Expenditure Budget		\$ 9,793,424	\$ 9,908,737	\$ 11,089,104

Operating Budget Detail

Emergency Medical Services (EMS):

This budget has been updated to include wages & benefits for the Division Chief (DC) of EMS. The DC supervises the Training Officer, is responsible to ensure the Emergency Medical Technician (EMT) and Paramedic Certifications are maintained, that all SFD ambulances meet ADHS and other standards, manages the PAD Program, oversees EMS training and readiness overtime, and EMS supplies.

Goals, Objectives and Measures

Goal: Maintain highly skilled staff of medical professionals to provide pre-hospital medical care.

Objective: Ensure training and certification of EMT's and Paramedics in accordance with Dept. of Health Services Standards and beyond.

Measure:

	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Percent of EMT Certifications maintained	100%	100%	100%	100%
Percent of Paramedic Certifications maintained	100%	100%	100%	100%

Goal: Provide the highest level of emergency medical services possible given budget and resource availability.

Objective:

Conduct Quality Assurance Reviews on 100% of EMS Incidents.

Emergency Medical Services (EMS):

Goals, Objectives and Measures continued

Measure:

	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
% of Incidents for Which a Review was Completed	100%	100%	100%	100%

Objective: Maintain compliance with Quality Assurance (QA) reviews on 90% of EMS incidents/incident reports.

Measure:

	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
% of Incidents for Which Standards Were Met	90%	90%	90%	90%

EMS Section 204

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ 176,327	\$ 173,613	\$ 179,644
Taxes & Benefits				\$ 102,845	\$ 103,383	\$ 107,728
Subtotal				\$ 279,172	\$ 276,996	\$ 287,372
Administration				\$ 2,425	\$ 2,200	\$ 2,860
Training and related				\$ 52,920	\$ 30,000	\$ 25,200
Professional Services				\$ 22,769	\$ 1,150	\$ 1,150
Utilities & Comms				\$ 1,000	\$ -	\$ -
Repairs/Maintenance				\$ 7,000	\$ 8,500	\$ 8,500
Materials & Supplies				\$ 103,000	\$ 108,300	\$ 114,200
Subtotal				\$ 189,114	\$ 150,150	\$ 151,910
Total Operating				\$ 468,286	\$ 427,146	\$ 439,282

EMS Section 204

Acct No.	Description	2019 Budget	2020 Budget	2021 Proposed
SALARIES & WAGES				
5010	Salaries and Wages	\$ 126,327	\$ 123,613	\$ 125,692
	1 Division Chief - EMS			
5020	Overtime	\$ 50,000	\$ 50,000	\$ 50,000
	Coverage for training, meetings, & CPR			
Salaries & Wages subtotal		\$ 176,327	\$ 173,613	\$ 175,692
TAXES & BENEFITS				
5130	Public Safety Retirement	\$ 63,337	\$ 62,632	\$ 70,007
	Operational public safety personnel retirement system			
5070	PR Taxes- Medicare	\$ 2,601	\$ 2,572	\$ 2,605
	1.45% of wages			
5100	Life/LTD Insurance	\$ 531	\$ 522	\$ 530
	Coverage for employees out of work due to medical absence, after 90 days			
5100	Life/LTD Insurance	\$ 115	\$ 68	\$ 68
	Based on history for full time employees and reserves with 1 year of service			
5090	Health Insurance (Dental Insurance)	\$ 510	\$ 468	\$ 468
	Self funded plan; District pays employee portion only			
5090	Health Insurance Premiums	\$ 16,912	\$ 16,912	\$ 16,912
	Insurance coverage; EAP, Health Equity fees, and FSA admin fees			

EMS Section 204

		2019	2020	2021
Acct No.	Description	Budget	Budget	Proposed
TAXES & BENEFITS continued				
5120	Ret. Health Insurance	\$ 1,758	\$ 3,472	\$ 3,514
	Post Employment Health Plan (PEHP) - 2% District match			
5110	Worker's Comp. Insurance	\$ 12,326	\$ 12,174	\$ 12,774
	Based on wages			
5080	State Unemployment Ins.	\$ 70	\$ -	\$ -
	Based on first \$7000 earned per employee + training tax			
6300	Communications	\$ 300		
	Data phone stipend (@\$50/month)			
5060	Vacation/Sick Liability	\$ 3,585	\$ 3,764	\$ 3,952
	District buys back sick leave over the cap to reduce future liability and cost			
5060	Vacation/Sick Liability	\$ -		
	Paid benefit hours when employee terminates, retires, etc.			
7150	Uniforms	\$ 300	\$ 300	\$ 300
	Uniform Incidentals - taxable			
7150	Uniforms	\$ 500	\$ 500	\$ 500
	Reimbursed uniform allowance - non-taxable portion			
Taxes & Benefits subtotal		\$ 102,845	\$ 103,383	\$ 111,630

EMS Section 204

	2020	2021		2019	2020	2021
Acct No.	Description			Budget	Budget	Proposed
ADMINISTRATION						
7170	Dues/Fees/Subscriptions			\$ 450	\$ 450	\$ 1,060
	\$ 50	\$ 50	NAEMS			
	\$ 100	\$ 100	EMS Co-op			
	\$ 300	\$ 910	AZ Ambulance Association			
7170	Dues/Fees/Subscriptions			\$ 175	\$ -	\$ -
7090	Registration Fee			\$ 1,800	\$ 1,750	\$ 1,800
	\$ 1,750	\$ 1,750	ADHS Ambulance Registration fees (7 @ \$250)			
		\$ 50	CON Renewals every 3 years \$50; next renewal is June 2021			
Administration subtotal				\$ 2,425	\$ 2,200	\$ 2,860

EMS Section 204

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
TRAINING & RELATED						
6470	Vehicle Other			\$ 150	\$ 150	\$ -
6470	Meals			\$ 1,250	\$ 1,250	\$ 1,250
	Per diem for conferences & training					
6470	Lodging			\$ 3,600	\$ 3,600	\$ 3,600
	Hotels for conferences & training					
6410	Training			\$ 47,920	\$ 25,000	\$ 20,350
	\$ 6,600	\$ 6,600	ALS re-cert 12 CEPs @ \$550/person			
	\$ 4,800	\$ -	ESO Training Module			
	\$ 8,400	\$ 8,400	New Medic Training (1 students) Goal: Maintain 54 CEPs			
	\$ 400	\$ 400	NAEMS conference registration for 8 people			
	\$ 4,800	\$ 4,800	Regional EMS Conferences for 8 people			
	0	\$ 150	CLIA Laboratory Recert (\$150 every two years due 9/20)			
Training & Related subtotal				\$ 52,920	\$ 30,000	\$ 25,200

PROFESSIONAL SERVICES						
8030	Misc Expense			\$ 1,150	\$ 1,150	\$ 1,150
	Infectious Disease Control Services (continuing education and materials for EMS DC)					

EMS Section 204

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
PROFESSIONAL SERVICES continued						
6310	Computer Equipment & Support			\$ 19,600	\$ -	\$ -
Professional Services subtotal				\$ 22,769	\$ 1,150	\$ 1,150

UTILITIES AND COMMUNICATIONS						
6010	Utilities			\$ 1,000	\$ -	\$ -
Utilities and Communications subtotal				\$ 1,000	\$ -	\$ -

REPAIRS & MAINTENANCE						
6160	EMS Equipment Maintenance			\$ 5,000	\$ 5,000	\$ 5,000
	Zoll cardiac monitor annual PM, Update, inspection					
6200	Equip. R&M Services			\$ 2,000	\$ 3,500	\$ 3,500
	Tablets, Bio-medical equipment repair, & Gurney Batteries					
Repairs & Maintenance subtotal				\$ 7,000	\$ 8,500	\$ 8,500

MATERIALS & SUPPLIES						
6440	Books, Publications, etc.			\$ -	\$ -	\$ -
	PDR updates for career vehicles, Paramedic refresher books EMS library					
6420	Training Supplies			\$ 7,500	\$ 18,000	\$ 18,000
	CPR books, CPR cards, CPR supplies for AHA, CTC					

EMS Section 204

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
MATERIALS & SUPPLIES continued						
6170	Ambulance Supplies			\$ 67,000	\$ 67,000	\$ 80,000
	Disposable EMS supplies, includes a medical expendables monthly charge at VVMC & SEC. Drug box restocking VVMC (15 @ \$580) and FMC (3 @ 580)					
6430	Public Access Defibrillator (PAD) Program			\$ 18,700	\$ 4,200	\$ 4,200
7140	Printing & Reproduction			\$ -	\$ -	\$ -
6190	Small Tools & Equipment			\$ 9,800	\$ 19,100	\$ 12,000
	Various medical equipment such as stethoscopes, EKG cables, splints, O2 bottles and other scheduled biomedical equipment replacements					
Materials & Supplies subtotal				\$ 103,000	\$ 108,300	\$ 114,200
Total Expenditure Budget				\$ 468,286	\$ 427,196	\$ 439,282

Operating Budget Detail

Training Officer:

The purpose of this Training Division is multifaceted. The Training Division endeavors to improve communication among the Training Division and the Sedona Fire District members. The division is designed to educate and train. This group consists of Administrative, Fleet, CRR, Telecommunications, and Operations.

SFD is subject to follow certain mandated training, thus the goal of the Training Division is to offer effective training which enhances behavior and obtains measurable results. The Training Division addresses Professional Development through collaboration with the membership and review of job descriptions.

The Training Division has identified accurately the levels of the present status of Federal and State mandates, best practices, career development, delivery, and evaluation.

Training mandated from recognized National and State Standards

National Fire Protection Association (NFPA best practices adapted by Sedona Fire District)

International Organization for Standardization (ISO)

Occupational Safety and Health Act (OSHA)

Training SFD mandates

Fire

Blue Card Command

Health and Physical Fitness

Mental Awareness

ASHER Training

Affirmatives

Dedicated to needs and safety of the community.

Heighten the Training Division awareness for the working conditions of our members.

Building an Affirmative Defense in case of Civil lawsuits.

The Training Division shall provide information and training at the members initial assignment and reoccurring refreshers.

Documentation and the retention of records is paramount.

Goals, Objectives and Measures

Goal: Maintain members initial training and reoccurring refresher.

Objectives: Comply with recognized mandates as stated above.

Measures:

% of Successfully Completed OSHA Training.

July-Sept	Oct-Dec	Jan-March	April-Jun

% of Successfully Completed recognized National and State Standards Training.

July-Sept	Oct-Dec	Jan-March	April-Jun

Training Officer Section 203

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ 145,621	\$ 171,644	\$ 138,092
Taxes & Benefits				\$ 71,481	\$ 84,268	\$ 70,182
Subtotal				\$ 217,102	\$ 255,912	\$ 208,274
Administration				\$ 41,085	\$ 53,714	\$ 54,820
Training and related				\$ 67,122	\$ 48,744	\$ 18,266
Repairs/Maintenance				\$ 100	\$ 100	\$ 100
Materials & Supplies				\$ 4,100	\$ 3,100	\$ 3,100
Subtotal				\$ 112,407	\$ 105,658	\$ 76,286
Total Operating				\$ 329,509	\$ 361,570	\$ 284,560

Training Officer Section 203

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
SALARIES & WAGES						
5010	Salaries and Wages			\$ 91,888	\$ 100,211	\$ 101,960
	Training Officer position					
5020	Overtime			\$ 53,733	\$ 71,433	\$ 33,085
	68.00	\$ 3,191	Drivers Training/ NFPA 1002, Operating an apparatus/ ISO Existing driver training			
	45.00	\$ 2,112	Engineers Drivers Training T511/ NFPA 1002, Operating aerial devices/ ISO driver training			
	34.00	\$ 1,596	Extrication Training/ NFPA 1001 Extrication and tool/ ISO Company Training			
	23.00	\$ 1,079	UTV Training/ Recreational Off-Highway Vehicle Association (ROHVA)			
	15.00	\$ 704	Taskbook Review and T511 Training \$1,418/Was offered 4 times a Year/Now twice a Year			
	25.00	\$ 1,173	Incident Safety Officer Class/NFPA 1521 offered every 2 years			
	210.00	\$ 9,855	Battlion Training/ NFPA 1001, Blue Card, ISO			
	5.00	\$ 235	NFA Class hosted in the Verde Valley (16 hrs./ cost \$25.00)(2 members)			
	75.00	\$ 3,520	Arizona Fire Schoo/NFPA 1002 /ISO			
	45.00	\$ 2,112	ESO and FireRescue1 Conference			
	100.00	\$ 4,693	Blue Card Training for Instructors			
	60.00	\$ 2,816	Live Fire Training/NFPA 1403/ISO/ Training Cadre			
Salaries & Wages subtotal				\$ 145,621	\$ 171,644	\$ 135,045

Training Officer Section 203

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
TAXES & BENEFITS						
5130	Public Safety Retirement			\$ 52,238	\$ 61,632	\$ 54,304
	Operational public safety personnel retirement system					
5070	PR Taxes- Medicare			\$ 2,145	\$ 2,531	\$ 2,002
	1.45% of wages					
5100	Life/LTD Insurance			\$ 385	\$ 422	\$ 429
	Coverage for employees out of work due to medical absence, after 90 days					
5100	Life/LTD Insurance			\$ 115	\$ 68	\$ 68
	Based on history for full time employees and reserves with 1 year of service					
5090	Health Insurance (Dental Insurance)			\$ 510	\$ 468	\$ 468
	Self funded plan; District pays employee portion only					
5090	Health Insurance Premiums			\$ 7,148	\$ 7,148	\$ 7,148
	Insurance coverage; EAP, Health Equity fees, and FSA admin fees					
5120	Ret. Health Insurance			\$ 1,452	\$ 3,433	\$ 2,701
	Post Employment Health Plan (PEHP) - 2% District match					
5110	Worker's Comp. Insurance			\$ 3,979	\$ 5,239	\$ 2,637
	Based on wages and includes renewal fees					

Training Officer Section 203

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
TAXES & BENEFITS continued						
5080	State Unemployment Ins.			\$ 70	\$ 50	\$ 50
	Based on first \$7,000 earned per employee + training tax					
6300	Communications			\$ 300		
	Data phone stipend \$25/mo.					
5060	Vacation/Sick Liability			\$ 2,764	\$ 2,902	\$ 3,047
	District buys back sick leave over cap to reduce future liability and cost					
5060	Vacation/Sick Liability					
	Paid benefit hours when employee terminates, retires					
7150	Uniforms			\$ 125	\$ 125	\$ 125
	Uniform Incidentals - taxable					
7150	Uniforms			\$ 250	\$ 250	\$ 250
	Reimbursed uniform allowance - non-taxable portion					
Taxes & Benefits subtotal				\$ 71,481	\$ 84,268	\$ 73,229

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
ADMINISTRATION						
7170	Dues/Fees/Subscriptions			\$ 885	\$ 3,514	\$ 4,820
		\$ 3,100	Verde Valley Fire Training Facility Renewal			
		\$ 485	International Society of Fire Service Instructors Renewal			
		\$ 650	Center for Public Safety Excellence Renewal			
		\$ 200	Fire Rescue and Fire Engineering			
		\$ 385	Fire Dept. Safety & Health Officer Renewal			
7170	Dues/Fees/Subscriptions			\$ 200	\$ 200	\$ -
	Fire Rescue and Fire Engineering					
5170	Tuition Reimbursement			\$ 40,000	\$ 50,000	\$ 50,000
	Post secondary education requests for job related education; Admin Staff \$10K					
Administration subtotal				\$ 41,085	\$ 53,714	\$ 54,820

TRAINING & RELATED						
6470	Vehicle Other			\$ 250	\$ -	\$ -

Training Officer Section 203

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
TRAINING & RELATED continued						
6110	Vehicles Maintenance			\$ 1,500	\$ 1,500	\$ 3,500
	Towing of cars used in trainings (6 cars X 3 shifts)					
6470	Commercial Transportation			\$ 800	\$ 800	\$ 1,200
	\$ 1,200	ESO Wave FHET \$400 X 3				
6470	Meals			\$ 4,639	\$ 4,799	\$ 3,366
	\$ 324	Conference ESO and FireRescue1 (1 members, 4 days)				
	\$ 920	Arizona Fire School (5 members, 4 days)				
	\$ 736	Life Fire Training NFPA 1403 (4 members, 4 days)				
	\$ 92	Blue Card for Instructors (2 members, 2 days)				
	\$ 500	Instructors Working Lunches (10 members, 4 days)				
	\$ 500	Training Rehab				
	\$ 294	Arizona Fire School to Duran/Incident Command Team				
6470	Lodging			\$ 3,910	\$ 4,435	\$ 4,100
	\$ 800	Conference ESO and FireRescue1 (1 members, 4 days)				
	\$ 500	Mesa - AZ State Fire School To Duran/Incident Command Team				
	\$ 800	Blue Card Training for Instructors (2 instructors, 2 days)				
	\$ 1,000	Fire Rescue International Phoenix (3 days)				
	\$ 400	Live Fire Training NFPA 1403 (2 members, 4 days)				
	\$ 600	Fire School (5 members, 4 days)				

Training Officer Section 203

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
TRAINING & RELATED continued						
6410	Training			\$ 44,185	\$ 37,210	\$ 6,100
	\$ 1,275	Conference ESO and FireRescue1 (1 members, 4 days)				
	\$ 2,000	Blue Card Training for Instructors (2 instructors, 2 days)				
	\$ 1,900	Live Fire Training NFPA 1403 (4 members, 4 days)				
	\$ 875	AZ State Fire School (5 members X \$100, 4 days)				
	\$ 50	NFA Class hosted in the Verde Valley (cost \$25.00)				
6410	Training			\$ 7,800	\$ -	\$ -
	Training opportunities that develop during the fiscal year, moved to overtime for train the trainer					
Training & Related subtotal				\$ 67,122	\$ 48,744	\$ 18,266

REPAIRS & MAINTENANCE						
6200	Equip. R&M Services			\$ 100	\$ 100	\$ 100
	Repair/maintenance Smoke Machine					
6190	Small Tools & Equipment					\$ -
Repairs & Maintenance subtotal				\$ 100	\$ 100	\$ 100

Training Officer Section 203

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Proposed
MATERIALS & SUPPLIES				
6440	Books, Publications, etc.	\$ 1,500	\$ 1,500	\$ 1,500
	Updated books & CD's on Fire for library (\$750) Books for promotional testing; academy (\$750)			
6420	Training Supplies	\$ 1,600	\$ 1,600	\$ 1,600
	Smoke juice, plywood, 2X4's, water, working lunch for instructors			
7120	Office Supplies	\$ 1,000	\$ -	\$ -
Materials & Supplies subtotal		\$ 4,100	\$ 3,100	\$ 3,100
Total Expenditure Budget		\$ 329,509	\$ 361,570	\$ 284,560

Operating Budget Detail

CISM:

SFD's Critical Incident Stress Management (CISM) Program is a team of operational and non-operational members as well as a volunteer mental health professional organized to conduct stress debriefings/defusing for SFD members who require such interventions following exposures to tragic or emotional events/incidents. This category also includes SFD's subscription to the Arizona Crisis Team (ACT), a volunteer group in the region that responds to our requests to sit with families who are grieving or emotionally traumatized enabling SFD units to go back into service without the guilt of leaving these customers without some form of comfort and/or social services.

CISM Section 206

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ 1,050	\$ 1,050	\$ 2,200
Taxes & Benefits				\$ 469	\$ 480	\$ 1,093
Subtotal				\$ 1,519	\$ 1,530	\$ 3,293
Administration				\$ 6,700	\$ 7,150	\$ 11,700
Training and related				\$ 2,290	\$ 4,411	\$ 4,411
Repairs & Maintenance						
Materials & Supplies						
Subtotal				\$ 8,990	\$ 11,561	\$ 16,111
Total Operating				\$ 10,509	\$ 13,091	\$ 19,404

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
SALARIES & WAGES				
5020	Overtime	\$ 1,050	\$ 1,050	\$ 2,200
	Coverage for training, meetings			
	Salaries & Wages subtotal	\$ 1,050	\$ 1,050	\$ 2,200

CISM Section 206

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
TAXES & BENEFITS				
5130	Public Safety Retirement Operational public safety personnel retirement system	\$ 370	\$ 370	\$ 857
5070	PR Taxes- Medicare 1.45% of wages	\$ 15	\$ 15	\$ 32
5120	Ret. Health Insurance Post Employment Health Plan (PEHP) - 2% District match	\$ 10	\$ 21	\$ 44
5110	Worker's Comp. Insurance Based on wages	\$ 73	\$ 73	\$ 160
Taxes & Benefits subtotal		\$ 469	\$ 480	\$ 1,093

CISM Section 206

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
ADMINISTRATION				
7170	Dues/Fees/Subscriptions Service fees for Responders 1st program with Spectrum HC	\$ 6,700	\$ 6,700	\$ 11,700
7150	Uniforms Purchase identifiers and polo shirts specific for peer support members	\$ -	\$ 450	\$ -
Administration subtotal		\$ 6,700	\$ 7,150	\$ 11,700

TRAINING & RELATED				
6470	Vehicle Other Reimbursed drive miles for members in POV's traveling to PHX or San Diego for training. Savings can be realized with car pooling and district vehicles.	\$ 210	\$ 210	\$ 210
6470	Commercial Transportation Provides airfare for one to two members as needed. It is recommended team members have a core group of classes and in order to accomplish this goal we cannot always get the required classes in Phx or San Diego			
6470	Meals Per Diem for CISM team members at seminars & conferences	\$ 180	\$ 385	\$ 385
6470	Lodging	\$ 400	\$ 816	\$ 816

CISM Section 206

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Proposed
TRAINING & RELATED continued				
6410	Training	\$ 1,500	\$ 3,000	\$ 3,000
	4 - two day conferences includes membership			
Training & Related subtotal		\$ 2,290	\$ 4,411	\$ 4,411
Total Expenditure Budget		\$ 10,509	\$ 13,091	\$ 19,404

Operating Budget Detail

Logistics:

Includes budgets for the procurement, repair, and maintenance of firefighter tools, equipment, supplies, personal protective ensembles, and annual ladder testing.

Logistics Section 205

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ 4,890	\$ 4,890	\$ 5,135
Taxes & Benefits				\$ 4,133	\$ 2,163	\$ 2,552
Subtotal				\$ 9,023	\$ 7,053	\$ 7,687
Repairs/Maintenance				\$ 7,400	\$ 8,100	\$ 30,100
Materials & Supplies				\$ 84,950	\$ 88,500	\$ 89,620
Subtotal				\$ 92,350	\$ 96,600	\$ 119,720
Total Operating				\$ 101,373	\$ 103,653	\$ 127,407

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
SALARIES & WAGES				
5020	Overtime	\$ 4,890	\$ 4,890	\$ 5,135
	Coverage for training, meetings, equipment projects (SCBA, ladders, etc.)			
	Salaries & Wages subtotal	\$ 4,890	\$ 4,890	\$ 5,135

TAXES & BENEFITS				
5130	Public Safety Retirement	\$ 1,723	\$ 1,723	\$ 2,015
	Operational public safety personnel retirement system			
5070	PR Taxes- Medicare	\$ -	\$ -	\$ -
	1.45% of wages			
5120	Ret. Health Insurance	\$ 49	\$ 98	\$ 103
	Post Employment Health Plan (PEHP) - 2% District match			

Logistics Section 205

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
TAXES & BENEFITS continued						
5110	Worker's Comp. Insurance			\$ 342	\$ 342	\$ 373
	Based on wages					
Taxes & Benefits subtotal				\$ 4,133	\$ 2,163	\$ 2,491

Logistics Section 205

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
REPAIRS & MAINTENANCE						
6200	Equip. R&M Services			\$ 800	\$ 1,500	\$ 8,000
	Professional turnout cleaning and repair; continue to have increase in number of turnout ensembles issued and thus maintaining them will increase repair costs. 3rd Party NFPA PPE Testing and Repairs (75 sets x \$80 annual)					
6150	Fire Equipment Maintenance			\$ 6,600	\$ 6,600	\$ 22,100
	\$ 635	\$ 850	Posi-Check Calibration			
	\$ 835	\$ 850	OHD Mask Fit Tester Calibration			
	\$ 2,000	\$ 2,000	Air Compressor Testing/Service (Mako \$1,000; Stallion \$1,000)			
	\$ 2,500	\$ 2,500	Annual testing of ground ladders and T-511			
		\$ 7,600	3rd Party NFPA Hose Testing			
		\$ 7,500	SCBA Repair Parts			
	\$ 630	\$ 800	Air Sampling Media for quarterly testing			
Repairs & Maintenance subtotal				\$ 7,400	\$ 8,100	\$ 30,100

MATERIALS AND SUPPLIES						
6200	Equipment R&M Supplies			\$ 1,500	\$ 1,500	\$ 1,500
	Supplies for in-house repairs to equipment; ventilators, portable pumps, tools, helmets, air monitoring; flashlights & parts; Hurst hoses & parts; nozzle repair parts; hose coupling supplies, repair parts for hose coupling machines					
6150	Fire Equipment Maintenance			\$ 6,500	\$ -	\$ -
	Replace damaged hose or hose removed from service will be purchased from Capital for Year 3 of 3 2020/2021 FY this category will be increased back to \$6500 as maintenance funding					
6150	Fire Equipment Maintenance			\$ 3,000	\$ 2,000	\$ 2,000
	Class A suppression foam; Bio Solv; Plug & Dike, Dike Roll; misc. absorbents; sand, plastic, lumber, & other contingents for shoring, diking & salvage					

Logistics Section 205

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
MATERIALS AND SUPPLIES continued						
6220	Operational Supplies			\$ 8,000	\$ 8,500	\$ 8,500
	Fireline tape; batteries for SCBA's etc.; flares; oil (2 cycle); helmet fronts; safety tag system; repair & bottle hydro tags; MSDS system; sensors for air monitors; residential CO monitors; chainsaw blades; small tool cutting blades; hacksaw blades; spray paint; striping paint; reflective ID tags; for equipment, spray bottles, reciprocating saw blades; fluid for Centaur extrication tools					
	Gatorade, bottled water, food for large or prolonged incidents, Sunscreen, Hearing Protection & Insect Rep					
6180	Personal Protective Equipment			\$ 45,450	\$ 56,000	\$ 57,120
	Turnouts-15, helmets-10, gloves-10, protective hoods-20, boots-15, helmet visors/goggles, suspenders (The increase will get us the five year PPE rotation at our current staffing levels within 5 years.) Supplier has agreed to pricing of turnouts to increase by 2%					
6150	Fire Equipment Maintenance			\$ 5,000	\$ 5,000	\$ 5,000
	Repair parts for broken equipment: handles, stems, gauges & straps, spare parts, compressor gauges, air truck cascade system parts, nose cups, hoses, lenses, protective covers, blackout covers, cleaning solutions and wipes, filters, high pressure hoses & valves					
6190	Small Tools & Equipment			\$ 15,500	\$ 15,500	\$ 15,500
	\$ 1,800	\$ -	PPV Fan (all over 20 years old) 1 per year over next 6 years - FY 16 - 21			
	\$ 1,700	\$ -	K-12 Saws (over 20 years old)			
	\$ 12,000	\$ 15,500	Small hand tools, hose bridges, axes, hammers, pike poles, adapters, hose fittings, nozzles, hose straps, air fittings, nozzle tools, wrenches, bolt cutters, educators, aerator tubes, traffic cones, spanners, chocks, tool boxes, small power tools, truck mounted flashlights, saws-all, misc. for LDH, Storz fittings, hydrant tools			
Materials & Supplies subtotal				\$ 84,950	\$ 88,500	\$ 89,620
Total Expenditure Budget				\$ 101,373	\$ 103,714	\$ 127,407

Operating Budget Detail

Facilities:

The facilities portion of the budget includes funding for utilities, repairs and maintenance of infrastructure, janitorial supplies, and scheduled replacement of appliances and furniture. Utilities costs include electrical, water, sewer, natural gas and propane for fire stations, mountain top sites, and any other SFD facility. Repairs and maintenance of these sites is also detailed within this section of the budget. This includes materials for projects undertaken by on duty crews and the costs associated with repairs. The replacement and repair of appliances and station furniture is also addressed within this portion of the budget.

Facilities Section 402

				2019 Budget	2020 Budget	2021 Budget
Salaries & Wages				\$ 1,136	\$ 1,136	\$ 8,200
Taxes & Benefits				\$ 508	\$ 519	\$ 4,074
Subtotal				\$ 1,644	\$ 1,655	\$ 12,274
Administration				\$ 180	\$ 180	\$ 200
Professional Services				\$ 3,000	\$ 3,000	\$ 3,000
Utilities and Comms				\$ 180,600	\$ 206,316	\$ 179,333
Repairs/Maintenance				\$ 180,600	\$ 127,600	\$ 140,000
Materials & Supplies				\$ 66,350	\$ 126,350	\$ 85,750
Subtotal				\$ 430,730	\$ 463,446	\$ 408,283
Total Operating				\$ 432,374	\$ 465,101	\$ 420,557

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
SALARIES & WAGES				
5020	Overtime	\$ 1,136	\$ 1,136	\$ 8,200
	Coverage for training, meetings, facility projects			
	Salaries & Wages subtotal	\$ 1,136	\$ 1,136	\$ 8,200

Facilities Section 402

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Budget
TAXES & BENEFITS				
5130	Public Safety Retirement	\$ 400	\$ 400	\$ 3,195
	Operational public safety personnel retirement system			
5070	PR Taxes- Medicare	\$ 16	\$ 16	\$ 119
	1.45% of wages			
5120	Ret. Health Insurance	\$ 11	\$ 23	\$ 164
	Post Employment Health Plan (PEHP) - 2% District match			
5110	Worker's Comp. Insurance	\$ 79	\$ 79	\$ 596
	Based on wages			
	Taxes & Benefits subtotal	\$ 508	\$ 519	\$ 4,074

Facilities Section 402

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
ADMINISTRATION				
7170	Dues/Fees/Subscriptions	\$ 180	\$ 180	\$ 200
	Annual VOCA fees			
	Permit requirement for Station #5 (renews every 5 yrs. - May 2022)			
	Administration subtotal	\$ 180	\$ 180	\$ 200
PROFESSIONAL SERVICES				
6210	Lease Expense	\$ 3,000	\$ 3,000	\$ 3,000
	St. #5 Land 20 year lease (\$3,000 until 2021 then \$3,600 - 2nd 10 yrs)			
	Professional Services subtotal	\$ 3,000	\$ 3,000	\$ 3,000
UTILITIES AND COMMUNICATIONS				
6010	Utilities	\$ 180,600	\$ 206,316	\$ 179,333
	Based on Compounded Annual Growth Rate (CAGR) , detail combined into one account			
	Utilities and Communications subtotal	\$ 180,600	\$ 206,316	\$ 179,333
REPAIRS & MAINTENANCE				
6050	Building/Remote Location Repair & Maintenance	\$ 175,000	\$ 122,000	\$ 134,000
	On going facilities maintenance schedule			
	Radio facilities improvement - replace/improve grounding, roofing, etc.			
6150	Fire Equipment Maintenance	\$ 5,600	\$ 5,600	\$ 6,000
	\$ 2,050 \$ 2,050 Fire extinguishers maintenance			
	\$ 1,700 \$ 1,700 Automatic Fire Sprinkler Systems annual inspection St 1,3,4,5,6,8 (not at 7)			
	\$ 1,150 \$ 1,150 Automatic Fire Alarm Systems annual inspection St 1,3,4,5,6,7,8			
	\$ 700 \$ 700 Automatic Kitchen Fire Suppression System annual inspection St. 1			
	Repairs & Maintenance subtotal	\$ 180,600	\$ 127,600	\$ 140,000
MATERIALS & SUPPLIES				
6440	Books, Publications, etc.	\$ -	\$ -	\$ -
	Facilities Management publications			
6030	Janitorial Services	\$ 16,000	\$ 17,000	\$ 19,600
	St #1 Admin each week, 491 Forest Road & St #8 every other week			

Facilities Section 402

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
MATERIALS & SUPPLIES continued				
6020	Station & Janitorial Supplies	\$ 18,600	\$ 18,600	\$ 20,400
	Paper towels, toilet paper, c-fold towels, trash bags, soaps, sprayers, scrubbers, sponges, gloves, steel wool, deodorizers, disinfectants, propane, dishes, other kitchen utensils, bleach, mops, booms, buckets, ice melt, cleaning supplies, etc.; Landscaping tools & equipment, vacuums, mops, buckets, etc.			
6040	Building R&M - Access & Security	\$ 15,000	\$ 70,000	\$ 24,000
	Access control - locks, closers & exit devices, keys for district/station. Re-Keying and keyless access points throughout the district. Added cost to align station security with DHS Access control standards for narcotics and to improve overall effectiveness.			
6190	Small Tools & Equipment	\$ 1,250	\$ 5,250	\$ 5,250
	New fire extinguishers to replace damaged or outdated units. Misc. parts for fire district fire protection systems, Ice Machine Station 4 FY 2020 & Station 3 FY2021			
6070	Station Furniture & Appliances	\$ 15,500	\$ 15,500	\$ 16,500
	Station furniture, appliances & mattress replacement schedule (3 - 4 year rotation)			
Materials & Supplies subtotal		\$ 66,350	\$ 126,350	\$ 85,750
Total Expenditure Budget		\$ 432,374	\$ 465,101	\$ 420,557

Operating Budget Detail

HazMat:

Includes budgets for training, personal protective equipment, monitoring, and equipment for hazardous materials responses.

HazMat 207

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ 4,025	\$ -	\$ -
Taxes & Benefits				\$ 1,944	\$ -	\$ -
Subtotal				\$ 5,969	\$ -	\$ -
Training and related				\$ 500	\$ -	\$ -
Repairs/Maintenance				\$ 750	\$ 2,500	\$ 2,500
Materials & Supplies				\$ 3,600	\$ -	\$ -
Subtotal				\$ 4,850	\$ 2,500	\$ 2,500
Total Operating				\$ 10,819	\$ 2,500	\$ 2,500

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
SALARIES & WAGES				
5020	Overtime	\$ 4,025	\$ -	\$ -
	Coverage for training, meetings, calibrate monitors.			
	Salaries & Wages subtotal	\$ 4,025	\$ -	\$ -

TAXES & BENEFITS				
5130	Public Safety Retirement	\$ 1,564	\$ -	\$ -
	Operational public safety personnel retirement system			

HazMat 207

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
TAXES & BENEFITS continued				
5070	PR Taxes- Medicare 1.45% of wages	\$ 58	\$ -	\$ -
5120	Ret. Health Insurance Post Employment Health Plan (PEHP) - 2% District match	\$ 40	\$ -	\$ -
5110	Worker's Comp. Insurance Based on wages	\$ 282	\$ -	\$ -
Taxes & Benefits subtotal		\$ 1,944	\$ -	\$ -

HazMat 207

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
TRAINING & RELATED				
6470	Meals	\$ -	\$ -	\$ -
6470	Meals (Lodging)	\$ -	\$ -	\$ -
6410	Training	\$ 500	\$ -	\$ -
Training & Related subtotal		\$ 500	\$ -	\$ -

REPAIRS & MAINTENANCE				
6200	Equip. R&M Services Sensor Replacement & Monitor Repair	\$ 750	\$ 2,500	\$ 2,500
Repairs & Maintenance subtotal		\$ 750	\$ 2,500	\$ 2,500

MATERIALS AND SUPPLIES				
6440	Books, Publications, etc. Update reference library and Software	\$ -	\$ -	\$ -
7120	Office Supplies	\$ 300	\$ -	\$ -

HazMat 207

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
MATERIALS AND SUPPLIES continued						
6180	Personal Protective Equipment			\$ 300	\$ -	\$ -
6190	Equipment			\$ 3,000	\$ -	\$ -
Materials & Supplies subtotal				\$ 3,600	\$ -	\$ -
Total Expenditure Budget				\$ 10,819	\$ 2,500	\$ 2,500

Operating Budget Detail

Rope / Tower Rescue: Budget includes training, updates, and equipment to maintain operations level rope rescue skills for all operational personnel and technician level training for Special Operations Team Members. This ensures personnel are properly training and equipped to handle the numerous challenging real-life rescue scenario encountered and is capable of conducting sophisticated team based rescues.

Rope/Tower Rescue Section 208

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ 43,339	\$ 44,639	\$ 49,000
Taxes & Benefits				\$ 19,365	\$ 20,391	\$ 24,348
Subtotal				\$ 62,704	\$ 65,030	\$ 73,348
Training and related				\$ 2,544	\$ 2,294	\$ 4,150
Repairs/Maintenance				\$ 300	\$ 300	\$ 300
Materials & Supplies				\$ 11,225	\$ 12,825	\$ 9,500
Subtotal				\$ 14,069	\$ 15,419	\$ 13,950
Total Operating				\$ 76,773	\$ 80,449	\$ 87,298

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
SALARIES & WAGES				
5020	Overtime	\$ 43,339	\$ 44,639	\$ 49,000
	Coverage for training, meetings, and instructors to conduct Ops level training			
	Salaries & Wages subtotal	\$ 43,339	\$ 44,639	\$ 49,000

TAXES & BENEFITS				
5130	Public Safety Retirement	\$ 15,272	\$ 15,730	\$ 19,095
	Operational public safety personnel retirement system			
5070	PR Taxes- Medicare	\$ 627	\$ 646	\$ 710
	1.45% of wages			
5120	Ret. Health Insurance	\$ 433	\$ 891	\$ 980
	Post Employment Health Plan (PEHP) - 2% District match			

Rope/Tower Rescue Section 208

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
TAXES & BENEFITS continued						
5110	Worker's Comp. Insurance			\$ 3,033	\$ 3,124	\$ 3,562
	Based on wages					
Taxes & Benefits subtotal				\$ 19,365	\$ 20,391	\$ 24,348

Rope/Tower Rescue Section 208

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
TRAINING & RELATED						
6470	Vehicle Other			\$ 250	\$ -	\$ -
6470	Meals			\$ 150	\$ 150	\$ 250
6470	Lodging			\$ 400	\$ 400	\$ 500
6410	Training			\$ 1,744	\$ 1,744	\$ 3,400
	Registration fees for training/class/education					
	\$ 1,044	\$ 1,044	Technical Rope Rescue -Operational level - 18 personnel @ \$58 each			
	\$ 525	\$ 525	Technical Rope Rescue -Technician -3 New Cert @ \$175 each			
	\$ 175	\$ 175	Technical Rope Tech Tuition Recert - 2 @ \$87.50 each			
	\$ -	\$ 1,656	ITRS Symposium			
Training & Related subtotal				\$ 2,544	\$ 2,294	\$ 4,150

REPAIRS & MAINTENANCE						
6200	Equip. R&M Services			\$ 300	\$ 300	\$ 300
	R&M of equipment for rope/tower					
Repairs & Maintenance subtotal				\$ 300	\$ 300	\$ 300

Rope/Tower Rescue Section 208

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Proposed
MATERIALS & SUPPLIES continued				
6180	Personal Protective Equipment	\$ 3,500	\$ 8,300	\$ 5,000
	12 - TRT Rope Technicians Backcountry Packs			
6190	Equipment	\$ 7,725	\$ 4,525	\$ 4,500
	6mm cordage, 8 mm cordage, 1/2 life safety rope, 10 mm cordage (Vortex Guying), etc.			
Materials & Supplies subtotal		\$ 11,225	\$ 12,825	\$ 9,500
Total Expenditure Budget		\$ 76,773	\$ 80,360	\$ 87,298

Operating Budget Detail

Swiftwater:

Budget includes training, updates, and equipment to maintain operations level swiftwater rescue skills for all operational personnel and technician level training for Special Operations Team Members.

Swiftwater Section 209

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ 13,000	\$ 32,938	\$ 35,000
Taxes & Benefits				\$ 5,809	\$ 15,046	\$ 17,392
Subtotal				\$ 18,809	\$ 47,985	\$ 52,391
Training and related				\$ 3,640	\$ 7,725	\$ 8,500
Repairs/Maintenance				\$ 250	\$ 250	\$ 500
Materials & Supplies				\$ 15,678	\$ 13,078	\$ 10,500
Subtotal				\$ 19,568	\$ 21,053	\$ 19,500
Total Operating				\$ 38,377	\$ 69,038	\$ 71,891

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
SALARIES & WAGES				
5020	Overtime	\$ 13,000	\$ 32,938	\$ 35,000
	Coverage for training, meetings			
	Salaries & Wages subtotal	\$ 13,000	\$ 32,938	\$ 35,000

TAXES & BENEFITS				
5130	Public Safety Retirement	\$ 4,581	\$ 11,607	\$ 13,706
	Operational public safety personnel retirement system			
5070	PR Taxes- Medicare	\$ 188	\$ 477	\$ 507
	1.45% of wages			
5120	Ret. Health Insurance	\$ 130	\$ 657	\$ 700
	Post Employment Health Plan (PEHP) - 2% District match			

Swiftwater Section 209

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
TAXES & BENEFITS continued						
5110	Worker's Comp. Insurance			\$ 910	\$ 2,305	\$ 2,545
	Based on wages					
Taxes & Benefits subtotal				\$ 5,809	\$ 15,046	\$ 17,458

Swiftwater Section 209

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
TRAINING & RELATED						
6470	Vehicle Other			\$ 765	\$ 1,400	\$ 1,400
	Rental Vehicles for out of state swiftwater technician training					
6470	Meals			\$ 400	\$ 3,300	\$ 3,450
	Increase for per diem for out of state training (Spring 2020)					
6470	Lodging			\$ -	\$ 1,000	\$ 1,150
	Campsites - 3 sites X 5 days					
6410	Training			\$ 2,475	\$ 2,025	\$ 2,500
	\$ 1,080	\$ 1,080	Rescue 3 Operations Recert 1 Shift @ \$54/Person			
	\$ 504	\$ 504	2 New Members, 2 - SRT-1 New cert and 2 - SRT-A New cert @ \$126 ea.			
	\$ 441	\$ 441	7 Members SRT-A Recert @ \$63 ea.			
		\$ 475	Increase for out of state training to CA			
Training & Related subtotal				\$ 3,640	\$ 7,725	\$ 8,500

REPAIRS & MAINTENANCE						
6200	Equip. R&M Services			\$ 250	\$ 250	\$ 500
	Repair and maintenance of rope equipment					
Repairs & Maintenance subtotal				\$ 250	\$ 250	\$ 500

MATERIALS & SUPPLIES						
6440	Books, Publications, etc.			\$ 300	\$ 300	\$ 500
	Elevation Maps / Digital programs / Regulation Manuals will need to be purchased and maintained;					
6220	Operational Supplies			\$ -	\$ -	\$ -
	Batteries/glow sticks/Flagging					
6180	Personal Protective Equipment			\$ 10,578	\$ 10,578	\$ 7,500
	Dry suits, Wetsuits, Fins, Gloves, Helmets, knives, etc.					

Swiftwater Section 209

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Budget
MATERIALS & SUPPLIES continued				
6190	Equipment	\$ 4,800	\$ 2,200	\$ 2,500
	Equipment replacement			
Materials & Supplies subtotal		\$ 15,678	\$ 13,078	\$ 10,500
Total Expenditure Budget		\$ 38,377	\$ 68,971	\$ 71,891

Operating Budget Detail

Wildland:

Provides budgets for training, personal protective equipment, and equipment acquisition specific to wildland fire suppression; as well as assisting SFD residents in creating a FireWise, defensible community. Funding is also included for the annual Canyon Cleanup and assistance with fuels reduction projects on public property. Training supports District wildland fire suppression activities but also, when conditions permit, allows Sedona Fire District personnel to respond to fires outside of the district. This allows SFD personnel to gain experience in fire suppression and creates an additional revenue stream for the district.

Wildland Section 210

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ 24,072	\$ 24,072	\$ 242,975
Taxes & Benefits				\$ 10,756	\$ 10,996	\$ 120,735
Subtotal				\$ 34,828	\$ 35,068	\$ 363,711
Administration				\$ 620	\$ 500	\$ 600
Training and Related				\$ 7,150	\$ 8,700	\$ 9,100
Utilities				\$ 3,000	\$ 3,000	\$ 3,200
Repair & Maintenance				\$ 650	\$ 900	\$ 1,500
Materials & Supplies				\$ 16,400	\$ 11,950	\$ 63,650
Subtotal				\$ 27,820	\$ 25,050	\$ 78,050
Total Operating				\$ 62,648	\$ 60,118	\$ 441,761

Wildland Section 210

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
SALARIES & WAGES				
5010	Salaries and Wages	\$ -	\$ -	\$ 30,975
	0.25 FTE for Wildland Coordinator			
5020	Overtime	\$ 24,072	\$ 24,072	\$ 27,000
	Coverage for training, meetings, instructing, and Engine Boss Meeting			
5025	Wildland Deployment Wages	\$ -	\$ -	\$ 185,000
Salaries & Wages subtotal		\$ 24,072	\$ 24,072	\$ 242,975

TAXES & BENEFITS				
5130	Public Safety Retirement	\$ 8,483	\$ 8,483	\$ 94,687
	Operational public safety personnel retirement system			
5070	PR Taxes- Medicare	\$ 348	\$ 348	\$ 3,523
	1.45% of wages			
5120	Ret. Health Insurance	\$ 240	\$ 480	\$ 4,860
	Post Employment Health Plan (PEHP) - 2% District match			
5110	Worker's Comp. Insurance	\$ 1,685	\$ 1,685	\$ 17,665
	Based on wages			
Taxes & Benefits subtotal		\$ 10,756	\$ 10,996	\$ 120,735

ADMINISTRATION				
7170	Dues/Fees/Subscriptions	\$ 200	\$ 200	\$ 250
	PFAC membership			
7170	Dues/Fees/Subscriptions	\$ 420	\$ 300	\$ 350
	4 months lightning location from Vaisala			
Administration subtotal		\$ 620	\$ 500	\$ 600

TRAINING & RELATED				
6470	Vehicle Other	\$ 1,375	\$ 1,500	\$ 1,500
	Mileage reimbursement for use of vehicle in the completion of Wildland Fire Defense duties. This includes attendance of HOA, PFAC, PFAC training committee meetings, AZ Red Card Committee, Mapping & Assessment. Mileage for BC to attend 1 professional conference/training. Increase to support involvement in statewide wildland committee to improve operations and dispatch of AZ fire department resources.			

Wildland Section 210

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Proposed
TRAINING & RELATED continued						
6470	Commercial Transportation			\$ 1,200	\$ 1,200	\$ 1,200
	Travel costs					
6470	Meals			\$ 1,375	\$ 1,375	\$ 1,375
	Wildfire conference, Cleanup, Out of town meetings, wildfire academy					
6470	Meals (Lodging)			\$ 1,400	\$ 1,400	\$ 1,525
	Wildfire conference, meetings regarding response and readiness, instructing					
6410	Training			\$ 1,800	\$ 3,225	\$ 3,500
	Annual Conference for Wildland Leadership; increase need for additional education					
	Training & Related subtotal			\$ 7,150	\$ 8,700	\$ 9,100
UTILITIES						
6010	Utilities			\$ 3,000	\$ 3,000	\$ 3,200
	Canyon Cleanup dumpsters					
	Utilities subtotal			\$ 3,000	\$ 3,000	\$ 3,200
REPAIRS and MAINTENANCE						
6210	Lease Expense			\$ 650	\$ 900	\$ 1,500
	Backhoe and Bobcat rental for Firewise Canyon Cleanup project					
	Repair and Maintenance subtotal			\$ 650	\$ 900	\$ 1,500
MATERIALS & SUPPLIES						
6440	Books, Publications, etc.			\$ 900	\$ 600	\$ 900
	Interagency Handbook, Fireline Handbook, Incident Response Pocket Guide, Firewise Publications, NWCG Course, Pubs and Forms.					
6200	Equipment R&M Supplies			\$ 750	\$ 750	\$ 750
	Repair and maintenance of equipment that is needed on tools and power equipment.					

Wildland Section 210

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Proposed
MATERIALS & SUPPLIES continued				
6150	Fire Equipment Maintenance	\$ 500	\$ 500	\$ 1,000
	Misc. replacement hose for wildland firefighting - sizes as needed			
6180	Personal Protective Equipment	\$ 10,150	\$ 5,200	\$ 6,000
	Additional PPE needed for new hires and to replace out dated older PPE no longer serviceable			
6450	Wildland Deployment Expenses	\$ -	\$ -	\$ 50,000
	Costs for Travel and Equipment while crews are on deployment			
6190	Small Tools & Equipment	\$ 4,100	\$ 4,900	\$ 5,000
	Replacement of older fittings and wildland tools.			
	Materials & Supplies subtotal	\$ 16,400	\$ 11,950	\$ 63,650
Total Expenditure Budget		\$ 62,648	\$ 60,070	\$ 441,761

Operating Budget Detail

EOC:

Emergency Operations Center (EOC) - Moved to City of Sedona

EOC 214

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ 1,805	\$ -	\$ -
Taxes & Benefits				\$ 807	\$ -	\$ -
Subtotal				\$ 2,612	\$ -	\$ -
Training & Related				\$ 360	\$ -	\$ -
Materials & Supplies				\$ 600	\$ -	\$ -
Subtotal				\$ 960	\$ -	\$ -
Total Operating				\$ 3,572	\$ -	\$ -

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
SALARIES & WAGES				
5020	Overtime	\$ 1,805	\$ -	\$ -
	Coverage for training, meetings			
	Salaries & Wages subtotal	\$ 1,805	\$ -	\$ -

TAXES & BENEFITS				
5130	Public Safety Retirement	\$ 636	\$ -	\$ -
	Operational public safety personnel retirement system			
5070	PR Taxes- Medicare	\$ 26	\$ -	\$ -
	1.45% of wages			
5120	Ret. Health Insurance	\$ 18	\$ -	\$ -
	Post Employment Health Plan (PEHP) - 2% District match			
5110	Worker's Comp. Insurance	\$ 126	\$ -	\$ -
	Based on wages			
	Taxes & Benefits subtotal	\$ 807	\$ -	\$ -

EOC 214

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
TRAINING & RELATED				
6470	Vehicle Other	\$ 200	\$ -	\$ -
6470	Meals	\$ 160	\$ -	\$ -
Training & Related subtotal		\$ 360	\$ -	\$ -
MATERIALS & SUPPLIES				
6440	Books, Publications, etc.	\$ 100	\$ -	\$ -
7120	Office Supplies	\$ 250	\$ -	\$ -
7120	Office Supplies	\$ 250	\$ -	\$ -
	EOC Supplies, building logistics kits for EOC			
Materials & Supplies subtotal		\$ 600	\$ -	\$ -
Total Expenditure Budget		\$ 3,572	\$ -	\$ -

Operating Budget Detail

Helicopter OPS: Funds the specialized equipment and training required for the six helicopter rescue technicians

Helicopter OPS 215

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ 7,861	\$ 8,365	\$ 10,500
Taxes & Benefits				\$ 3,512	\$ 3,821	\$ 5,217
Subtotal				\$ 11,373	\$ 12,186	\$ 15,717
Materials & Supplies				\$ 1,220	\$ 1,934	\$ 2,440
Total Operating				\$ 12,593	\$ 14,120	\$ 18,157

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
SALARIES & WAGES				
5020	Overtime	\$ 7,861	\$ 8,365	\$ 10,500
	Coverage for training, meetings, Ingress and egress training in FY19/20, Includes 1 member new member initial training			
	Salaries & Wages subtotal	\$ 7,861	\$ 8,365	\$ 10,500

TAXES & BENEFITS				
5130	Public Safety Retirement	\$ 2,770	\$ 2,948	\$ 4,109
	Operational public safety personnel retirement system			
5070	PR Taxes- Medicare	\$ 114	\$ 121	\$ 152
	FICA Med 1.45%			
5120	Ret. Health Insurance	\$ 78	\$ 167	\$ 210
	Post Employment Health Plan (PEHP) - 2% District match			
5110	Worker's Comp. Insurance	\$ 550	\$ 585	\$ 763
	Based on wages			
	Taxes & Benefits subtotal	\$ 3,512	\$ 3,821	\$ 5,234

Helicopter OPS 215

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Proposed
MATERIALS & SUPPLIES				
6180	Personal Protective Equipment	\$ 500	\$ 500	\$ 2,140
	Helmets, avionics, 6 flight suits, gloves			
6190	Small Tools & Equipment	\$ 720	\$ 1,434	\$ 300
	Personal Survival & Mini Stove Kits			
Materials & Supplies subtotal		\$ 1,220	\$ 1,934	\$ 2,440
Total Expenditure Budget		\$ 12,593	\$ 14,103	\$ 18,157

Operating Budget Detail

New Program: sUAS Funds the training, equipment, and FAA required licensing under Part 107.
 The small Unmanned Aerial System (sUAS) is utilized for building inspections, rescues, and other situations where improved situational awareness is needed.

sUAS Section 219

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ -	\$ -	\$ 2,500
Taxes & Benefits				\$ -	\$ -	\$ 1,242
Subtotal				\$ -	\$ -	\$ 3,742
Administration				\$ -	\$ 900	\$ 2,500
Training and related				\$ -	\$ 1,800	\$ 3,500
Repairs/Maintenance				\$ -	\$ -	\$ -
Materials & Supplies				\$ -	\$ 1,000	\$ 1,000
Subtotal				\$ -	\$ 3,700	\$ 7,000
Total Operating				\$ -	\$ 3,700	\$ 10,742
				2019 Budget	2020 Budget	2021 Proposed
Acct. No.	Description					
SALARIES & WAGES						
5010	Salaries and Wages					
5020	Overtime Wages					\$ 2,500
	10 hours estimated hours					
Salaries & Wages subtotal				\$ -	\$ -	\$ 2,500

sUAS Section 219

				0 Budget	0 Budget	2021 Budget
Acct. No.	Description					
TAXES & BENEFITS						
5130	Public Safety Retirement					\$ 974
	Operational public safety personnel retirement system					
5070	PR Taxes- Medicare					\$ 36
	FICA Tax 1.45% of wages					
5120	Ret. Health Insurance					\$ 50
	Post Employment Health Plan (PEHP) - 2% District match					
5110	Worker's Comp. Insurance					\$ 182
	Based on wages					
Taxes & Benefits subtotal				\$ -	\$ -	\$ 1,242

sUAS Section 219

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
ADMINISTRATION				
7060	Outside Professional Services	\$ -	\$ 300	\$ 1,500
	Annual Record Management, tracking software/data collection			
7090	Registration Fees	\$ -	\$ 600	\$ 1,000
	FAA Registration Fee, Pilot Recert Fees			
Administration subtotal		\$ -	\$ 900	\$ 2,500
TRAINING & RELATED				
6410	Training	\$ -	\$ 300	\$ 300
	Initial Pilot Licensing and Recertification			
6410	Training	\$ -	\$ 1,500	\$ 3,200
	Training and Education, Interagency Required Education			
Training & Related subtotal		\$ -	\$ 1,800	\$ 3,500

sUAS Section 219

					2019	2020	2021
Acct. No.	Description				Budget	Budget	Budget
MATERIALS & SUPPLIES							
6220	Operational Supplies				\$ -	\$ 500	\$ 500
	Operational Supplies						
6200	Equipment R&M				\$ -	\$ 500	\$ 500
	Annual Maintenance						
6190	Small Tools & Equipment				\$ -	\$ -	\$ -
	One time purchase of new sUAS unit						
	Materials & Supplies subtotal				\$ -	\$ 1,000	\$ 1,000
Total Expenditure Budget					\$ -	\$ 3,700	\$ 10,742

Operating Budget Detail

New Program: REMS Funds the training and equipment required to outfit the Rapid Extraction Module Support (REMS).
 The REMS is a pre-staged rescue team assigned to a wildland fire to provide firefighters a safe, effective and efficient method of egress off the fireline in the event of injury or illness incurred during firefighting operations.

REMS Section 220

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ -	\$ -	\$ -
Taxes & Benefits				\$ -	\$ -	\$ -
Subtotal				\$ -	\$ -	\$ -
Administration				\$ -	\$ -	\$ -
Training and related				\$ -	\$ -	\$ -
Repairs/Maintenance				\$ -	\$ 1,500	\$ -
Materials & Supplies				\$ -	\$ 3,750	\$ -
Subtotal				\$ -	\$ 5,250	\$ -
Total Operating				\$ -	\$ 5,250	\$ -

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
SALARIES & WAGES				
5010	Salaries and Wages	\$ -	\$ -	\$ -
5010	Salaries and Wages			\$ -
5020	Overtime Wages			\$ -
Salaries & Wages subtotal		\$ -	\$ -	\$ -

REMS Section 220

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
TAXES & BENEFITS				
5130	Public Safety Retirement Operational public safety personnel retirement system			\$ -
5070	PR Taxes- Medicare FICA Tax 1.45% of wages			\$ -
5120	Ret. Health Insurance Post Employment Health Plan (PEHP) - 2% District match			\$ -
5110	Worker's Comp. Insurance Based on wages			\$ -
Taxes & Benefits subtotal		\$ -	\$ -	\$ -

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
ADMINISTRATION				
7060	Outside Professional Services	\$ -	\$ -	\$ -
7090	Registration Fees	\$ -	\$ -	\$ -
Administration subtotal		\$ -	\$ -	\$ -

TRAINING & RELATED				
Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
6410	Training	\$ -	\$ -	\$ -
Training & Related subtotal		\$ -	\$ -	\$ -

REMS Section 220

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
MATERIALS & SUPPLIES				
6220	Operational Supplies	\$ -	\$ 250	\$ -
	Operational Supplies			
6200	Equipment R&M	\$ -	\$ 1,500	\$ -
	New program equipment R&M			
6180	Personal Protective Equipment	\$ -	\$ 1,000	\$ -
	New program PPE			
6190	Small Tools & Equipment	\$ -	\$ 1,000	\$ -
	New program equipment			
	Materials & Supplies subtotal	\$ -	\$ 3,750	\$ -
REPAIR & MAINTENANCE				
6110	Vehicles Maintenance	\$ -	\$ 1,000	\$ -
	New program vehicles maintenance			
6150	Fire Equipment Maintenance	\$ -	\$ 500	\$ -
	Tool R&M			
	Materials & Supplies subtotal	\$ -	\$ 1,500	\$ -
Total Expenditure Budget		\$ -	\$ 5,250	\$ -

Operating Budget Detail

New Program: ASHER Fund training and equipment required to operate under a standardized response model to Active Shooting / Hostile Event Response(ASHER) incidents in alignment with NFPA 3000.

ASHER Section 221

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ -	\$ 4,753	\$ 5,000
Taxes & Benefits				\$ -	\$ -	\$ 2,480
Subtotal				\$ -	\$ 4,753	\$ 7,480
Administration				\$ -	\$ -	\$ -
Training and related				\$ -	\$ 1,000	\$ 2,000
Repairs/Maintenance				\$ -	\$ -	\$ -
Materials & Supplies				\$ -	\$ 6,714	\$ 2,750
Subtotal				\$ -	\$ 7,714	\$ 4,750
Total Operating				\$ -	\$ 12,467	\$ 12,230

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
SALARIES & WAGES				
5010	Salaries and Wages			\$ -
5010	Salaries and Wages			\$ -
5020	Overtime Wages		\$ 4,753	\$ 5,000
Salaries & Wages subtotal		\$ -	\$ 4,753	\$ 5,000

ASHER Section 221

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
TAXES & BENEFITS				
5130	Public Safety Retirement Operational public safety personnel retirement system			\$ 1,945
5070	PR Taxes- Medicare FICA Tax 1.45% of wages			\$ 72
5120	Ret. Health Insurance Post Employment Health Plan (PEHP) - 2% District match			\$ 100
5110	Worker's Comp. Insurance Based on wages			\$ 363
Taxes & Benefits subtotal		\$ -	\$ -	\$ 2,480

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
ADMINISTRATION				
7060	Outside Professional Services	\$ -	\$ -	\$ -
7090	Registration Fees	\$ -	\$ -	\$ -
Administration subtotal		\$ -	\$ -	\$ -

TRAINING & RELATED				
6410	Training Training classes and Travel increase for CE	\$ -	\$ 1,000	\$ 2,000
6410	Training	\$ -	\$ -	\$ -
Training & Related subtotal		\$ -	\$ 1,000	\$ 2,000

ASHER Section 221

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
MATERIALS & SUPPLIES				
6220	Operational Supplies	\$ -	\$ 1,960	\$ 1,250
	Individual First Air Kits (IFAK) for every set of gear			
6200	Equipment R&M	\$ -	\$ -	\$ -
6180	Personal Protective Equipment	\$ -	\$ 4,184	\$ 1,000
	1 set of Ballistic Protective Equipment (BPE) completing the initial program needs.			
6190	Equipment	\$ -	\$ 570	\$ 500
	Pelican cases with the ability to hold 2 sets of BPE protecting from damage and environmental hazards			
Materials & Supplies subtotal		\$ -	\$ 6,714	\$ 2,750
REPAIR & MAINTENANCE				
6150	Fire Equipment Maintenance	\$ -	\$ -	\$ -
6190	Small Tools & Equipment	\$ -	\$ -	\$ -
Materials & Supplies subtotal		\$ -	\$ -	\$ -
Total Expenditure Budget		\$ -	\$ 12,467	\$ 12,230

Operating Budget Detail

Wellness:

This program is intended to improve and promote wellness and fitness for all SFD personnel and to ensure adequate equipment is available to allow operational personnel to maintain fitness requirements set forth in applicable NFPA standards. Includes budgets for training and certification for four staff Peer Fitness Trainers, gym equipment and repair, and consultation fees for the Summit Center for health/wellness sessions on an as-needed basis.

Wellness Section 216

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ 7,635	\$ 7,635	\$ 7,500
Taxes & Benefits				\$ 5,431	\$ 3,488	\$ 3,727
Subtotal				\$ 13,066	\$ 11,123	\$ 11,227
Training and related				\$ 4,100	\$ 2,500	\$ 2,500
Repairs & Maintenance				\$ 3,000	\$ 1,500	\$ 1,500
Materials and Supplies				\$ 9,800	\$ 14,000	\$ 13,000
Subtotal				\$ 16,900	\$ 18,000	\$ 17,000
Total Operating				\$ 29,966	\$ 29,123	\$ 28,227

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
SALARIES & WAGES				
5020	Overtime	\$ 7,635	\$ 7,635	\$ 7,500
	Coverage for training, meetings, conducting functional fitness exams			
	Salaries & Wages subtotal	\$ 7,635	\$ 7,635	\$ 7,500

TAXES & BENEFITS				
5130	Public Safety Retirement	\$ 2,691	\$ 2,691	\$ 2,938
	Operational public safety personnel retirement system			
5070	PR Taxes- Medicare	\$ 110	\$ 110	\$ 109
	1.45% of wages			
5120	Ret. Health Insurance	\$ 76	\$ 152	\$ 150
	Post Employment Health Plan (PEHP) - 2% District match			

Wellness Section 216

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
TAXES & BENEFITS continued				
5110	Worker's Comp. Insurance	\$ 534	\$ 534	\$ 545
	Based on wages			
	Taxes & Benefits subtotal	\$ 5,431	\$ 3,488	\$ 3,742
TRAINING & RELATED				
6470	Meals	\$ 850	\$ 425	\$ 425
	Per Diem for Wellness Training and Recertification			
6470	Meals (Lodging)	\$ 1,150	\$ 575	\$ 575
	Shared lodging for Wellness training			
6410	Training	\$ 2,100	\$ 1,500	\$ 1,500
	Recert for 2 PFT at Phoenix Health Symposium or Equivalent			
	Training & Related subtotal	\$ 4,100	\$ 2,500	\$ 2,500
REPAIRS & MAINTENANCE				
6200	Equip. R&M Services	\$ 3,000	\$ 1,500	\$ 1,500
	Repair and periodic maintenance (twice annually) of all physical fitness equipment			
	Repairs & Maintenance subtotal	\$ 3,000	\$ 1,500	\$ 1,500
MATERIALS & SUPPLIES				
6190	Small Tools & Equipment	\$ 9,500	\$ 13,500	\$ 12,500
	Equipment for workout rooms and replacement of outdated equipment that needs replacement along with FMS Equipment			
6440	Books, Publications, etc.	\$ 300	\$ 500	\$ 500
	Additional Books and Publications; recertification x3			
	Materials & Supplies subtotal	\$ 9,800	\$ 14,000	\$ 13,000
Total Expenditure Budget		\$ 29,966	\$ 29,108	\$ 28,227

Operating Budget Detail

Fleet:

This section is made up of two mechanics charged with the responsibility of keeping SFD ambulances, fire apparatus, staff vehicles, and District generators running safely and efficiently. Budget supports parts acquisition, repair supplies, personal protective equipment, vehicle tires, and outside vehicle repair.

Goals, Objectives and Measures

Goal: Maintain the availability of the District's fleet.

Objective: Maintain the District's fleet to provide 90% uptime availability.

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Uptime Availability of Overall Fleet	94%	95%	95%	95%

Objective: Percent of preventative maintenance completed on schedule.

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Uptime Availability of Overall Fleet	94%	95%	95%	95%

Fleet Section 306

				2019 Budget	2020 Budget	2021 Budget
Salaries & Wages				\$ 66,519	\$ 71,470	\$ 72,749
Taxes & Benefits				\$ 19,692	\$ 19,296	\$ 19,494
Subtotal				\$ 86,211	\$ 90,766	\$ 92,243
Administration				\$ 102	\$ 80	\$ 80
Training and related				\$ 5,395	\$ 5,395	\$ 6,825
Repairs/Maintenance				\$ 124,500	\$ 123,500	\$ 105,500
Materials & Supplies				\$ 93,600	\$ 160,600	\$ 141,350
Subtotal				\$ 223,597	\$ 289,575	\$ 253,755
Total Operating				\$ 309,808	\$ 380,341	\$ 345,998

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
SALARIES & WAGES				
5010	Salaries and Wages	\$ 62,735	\$ 67,497	\$ 68,577
	Mechanic			
5020	Overtime Wages	\$ 3,784	\$ 3,973	\$ 4,171
	As needed to get vehicles back into service			
Salaries & Wages subtotal		\$ 66,519	\$ 71,470	\$ 72,749

TAXES & BENEFITS				
5150	Other Retirement	\$ -	\$ -	\$ -
	In lieu of retirement SFD contributes 15% to 401A			
5140	ASRS	\$ 7,742	\$ 8,655	\$ 8,810
	AZ State Retirement System for admin personnel			
5070	PR Taxes- Medicare	\$ 964	\$ 1,036	\$ 1,055
	1.45% of wages			
5100	Life/LTD Insurance	\$ 264	\$ 284	\$ 289
	Coverage for employees out of work due to medical absence, after 90 days			

Fleet Section 306

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
TAXES & BENEFITS continued				
5100	Life/LTD Insurance	\$ 115	\$ 68	\$ 68
	Based on history for full time employees and reserves with 1 year of service			
5090	Health Insurance (Dental Insurance)	\$ 510	\$ 468	\$ 468
	Self funded plan; District pays employee portion only			
5090	Health Insurance Premiums	\$ 6,809	\$ 6,809	\$ 6,809
	Insurance coverage; EAP, Health Equity fees, and FSA admin fees			
5120	Ret. Health Insurance	\$ 665	\$ 1,429	\$ 1,455
	Post Employment Health Plan (PEHP) - 2% District match			
5110	Worker's Comp. Insurance	\$ 159	\$ 171	\$ 165
	Based on wages			
5080	State Unemployment Ins.	\$ 70	\$ -	\$ -
	Based on first \$7000 earned per employee + training tax			
6300	Communications			
	Fleet/Maintenance Supervisor \$25/mo. stipend			
5060	Vacation/Sick Liability	\$ -	\$ -	\$ -
	District buys back sick leave over the cap to reduce future liability and cost			
5060	Vacation/Sick Liability	\$ -	\$ -	\$ -
	For benefit hours payout when employees: retire, terminate, etc.			
7150	Uniforms	\$ 125	\$ 125	\$ 125
	Uniform Incidentals - taxable			
7150	Uniforms	\$ 250	\$ 250	\$ 250
	Reimbursed uniform allowance - non-taxable portion			
Taxes & Benefits subtotal		\$ 19,692	\$ 19,296	\$ 19,494
ADMINISTRATION				
7170	Dues/Fees/Subscriptions	\$ 80	\$ 80	80
	Arizona Fire Mechanics			

Fleet Section 306

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
ADMINISTRATION continued				
7090	Registration Fees	\$ 22	\$ -	\$ -
	Government fee (\$4 each) for registration of vehicles			
Administration subtotal		\$ 102	\$ 80	\$ 80

TRAINING & RELATED				
6470	Commercial Transportation	\$ 1,025	\$ 1,025	\$ 1,025
	\$ 750 Airfare -CA or CO Fire Mechanics Academy Includes New Vehicle Inspection (2)			
	\$ 275 Car Rental - CA or CO Fire Mechanics Academy			
6470	Meals	\$ 600	\$ 600	\$ 600
	Per diem for training - CA or CO Fire Mechanics Academy & AZ Mechanics			
6470	Meals (Lodging)	\$ 1,200	\$ 1,200	\$ 1,200
	\$ 300 Arizona Fire Mechanics (2 mechanics)			
	\$ 600 Out of Town Training			
	\$ 300 CA or CO Fire Mechanics			
6410	Training	\$ 2,570	\$ 2,570	\$ 4,000
	\$ 120 Arizona Fire Mechanics EVT			
	\$ 1,430 Fire Mechanics Program			
	\$ 2,000 EVT Certification			
	\$ 450 CA or CO Fire Mechanics			
Training & Related subtotal		\$ 5,395	\$ 5,395	\$ 6,825

REPAIRS AND MAINTENANCE				
6200	Equip. R&M Services	\$ 17,500	\$ 14,500	\$ 7,500
	Maintenance on: Shop tools & Generators			
8030	Misc Expense	\$ 1,000	\$ 1,000	\$ -
	Equipment repairs; construction of shelves; guardrails; equipment cages, etc.			

Fleet Section 306

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Budget
REPAIRS AND MAINTENANCE continued				
6110	Vehicles Maintenance	\$ 106,000	\$ 108,000	\$ 98,000
	Repair of vehicles done outside of shop due to scope of work & parts for vehicles repaired in shop.			
	Repairs and Maintenance subtotal	\$ 124,500	\$ 123,500	\$ 105,500
MATERIALS & SUPPLIES				
6440	Books, Publications, etc.	\$ 350	\$ 350	\$ 350
	For training and shop manuals			
6310	Computer Equipment & Support	\$ 20,000	\$ 20,000	\$ -
	Software for laptop computer and scanner for diagnosis of vehicles			
6100	Vehicles Fuel	\$ 43,000	\$ 106,000	\$ 106,000
	Diesel & gas for fleet & apparatus			
6180	Personal Protective Equipment	\$ 250	\$ 250	\$ 1,000

Fleet Section 306

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
MATERIALS & SUPPLIES continued				
6205	Shop Tools & Supplies	\$ 6,000	\$ 6,000	\$ 6,000
	Paints, primers, lacquers, thinners, sand papers, masking tape, duct tape, spray adhesive, glues, battery terminal cleaner & protector, penetrating lubricants, gasket sealer, silicone spray, carb cleaner, brake cleaner, windshield washer, battery terminal protector, W-D 40 & other related products; soaps, squeegees, wash brushes, buckets, chamois, waxes & brooms for floors; parts for in-house repairs of portable tools (generators, saws & related equipment); disinfectant solutions.			
6120	Tire Replacement/Repair	\$ 20,000	\$ 20,000	\$ 20,000
	Replacements as needed			

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
MATERIALS & SUPPLIES continued				
6190	Small Tools & Equipment	\$ 4,000	\$ 8,000	\$ 8,000
	Hand & air tools, electric screw drivers, cordless & electric drills, meters, screwdrivers, test lights, jumpers, amp probe, wire cutters, pliers, wrenches, sockets, hammers, pry bars, tool boxes, torque wrenches; different types of vacuum, compression, air, fluid, hydraulic, pressure, gauges & specialty tools; diagnosis scanner cartridges, data links & other computer equipment. Increase is related to replacement tool cabinet for shop			
Materials & Supplies subtotal		\$ 93,600	\$ 160,600	\$ 141,350

Total Expenditure Budget		\$ 309,808	\$ 380,341	\$ 345,997
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Operating Budget Detail

Ambulance Fleet:

Separate cost center for ambulance expenses for DHS annual reporting.

Ambulance Fleet Section 309

				2019 Budget	2020 Budget	2021 Budget
Insurance				\$ 12,000	\$ -	\$ -
Repairs & Maintenance				\$ 200	\$ 200	\$ 200
Materials and Supplies				\$ 85,100	\$ 47,100	\$ 38,000
Total Operating				\$ 97,300	\$ 47,300	\$ 38,200

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
INSURANCE				
7100	Liability Insurance	\$ 12,000	\$ -	\$ -
	Vehicle insurance for ambulances (\$8,103 before adding/changes w/2 new ambulances at end of FY)			
Insurance subtotal		\$ 12,000	\$ -	\$ -

REPAIRS & MAINTENANCE				
8030	Misc Expense	\$ 200	\$ 200	\$ 200
	For ambulances: construction of shelves; guardrails; equipment cages, etc.			
Repairs & Maintenance subtotal		\$ 200	\$ 200	\$ 200

Ambulance Fleet Section 309

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Budget
MATERIALS & SUPPLIES				
6200	Equipment - R&M	\$ 2,100	\$ 2,100	\$ 5,000
	Batteries for ambulances			
6100	Vehicles Fuel	\$ 38,000	\$ -	\$ -
	Usage by ambulance's (cost center for DHS report)			
6110	Vehicles Maintenance	\$ 36,000	\$ 36,000	\$ 26,000
	Various oils, greases, lube gels, antifreeze, power steering fluid, hydraulic fluid, oil stabilizers, transmission fluid, silicon fluid, gear fluid, solvents, diesel conditioner, fuel conditioners, brake fluid recycling, antifreeze conditioners for ambulances.			
6120	Tire Replacement/Repair	\$ 9,000	\$ 9,000	\$ 7,000
	Replacements as needed			
Materials & Supplies subtotal		\$ 85,100	\$ 47,100	\$ 38,000
Total Expenditure Budget		\$ 97,300	\$ 47,300	\$ 38,200

Operating Budget Detail

Telecommunications:

Supports installation and maintenance of SFD's essential technology infrastructure, including mobile, portable, and fixed radio frequency transmitters and receivers; digital and analog microwave RF transceivers at the DS-3 level; digital and analog multiplex carrier equipment; mobile data systems, telephone systems; vehicular emergency lighting and siren systems, and related systems and the maintenance of SFD's computer network system.

Goals, Objectives and Measures

Goal: Ensure the enterprise networks, servers, voice over IP call managers, radio systems and associated peripherals are configured and maintained to obtain maximum performance, minimal downtime and are secure.

Objective: Maintain the District's major systems to minimize downtime.

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Uptime for Radio Infrastructure	0.98	98%	95%	95%
Uptime for Network	0.95	95%	96%	96%

Objective: Ensure system upgrades and patches are kept current.

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
% of Upgrades and/or Maintenance Installed as Needed	70%	70%	75%	75%

Telecommunications

Goals, Objectives and Measures (continued)

Objective: Implement new technologies in accordance with established timeframes, requirements, and budgets
- 90% of the time.

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
% of Projects Completed on time	70%	70%	70%	70%
% of Projects Completed Within Budget	80%	80%	80%	80%

Objective: Respond to all critical failures within two hours of problem notification.

Measure:

	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
% of Responses Within Two Hours	90%	90%	90%	90%

Telecommunications Section 307

				2019 Budget	2020 Budget	2021 Budget
Salaries & Wages				\$ 354,553	\$ 377,570	\$ 367,828
Taxes & Benefits				\$ 114,388	\$ 121,768	\$ 119,949
Subtotal				\$ 468,941	\$ 499,338	\$ 487,777
Administration				\$ 1,092	\$ 1,092	\$ 1,092
Training and related				\$ 17,210	\$ 17,210	\$ 10,010
Professional Services				\$ 50,000	\$ 50,000	\$ 35,000
Software & Support				\$ 162,345	\$ 192,275	\$ 248,634
Communications				\$ 101,600	\$ 95,000	\$ 95,000
Repairs/Maintenance				\$ 34,000	\$ 34,000	\$ 34,000
Materials & Supplies				\$ 249,600	\$ 208,600	\$ 188,600
Capital						
Subtotal				\$ 615,847	\$ 598,177	\$ 612,336
Total Operating				\$ 1,084,788	\$ 1,097,515	\$ 1,100,113

Acct. No.	Description	2019 Budget	2020 Budget	2021 Budget
SALARIES & WAGES				
5010	Salaries and Wages 4 positions	\$ 328,174	\$ 349,872	\$ 355,470
5020	Overtime Wages After-hours emergency call out or special projects	\$ 26,379	\$ 27,698	\$ 10,000
Salaries & Wages subtotal		\$ 354,553	\$ 377,570	\$ 365,470
TAXES & BENEFITS				
5150	Other Retirement In lieu of retirement SFD contributes 15% to 401A	\$ -	\$ -	\$ -
5140	ASRS AZ State Retirement System for admin personnel	\$ 42,087	\$ 45,724	\$ 44,258
5070	PR Taxes- Medicare 1.45% of wages	\$ 5,274	\$ 5,507	\$ 5,334
5100	Life/LTD Insurance Insurance coverage for employees out of work due to medical, after 90 days	\$ 1,405	\$ 1,472	\$ 1,496
5100	Life/LTD Insurance Based on history for full time employees and reserves with 1 year of service	\$ 459	\$ 271	\$ 271
5090	Health Insurance (Dental Insurance) Self funded plan; District pays employee portion only	\$ 2,042	\$ 1,872	\$ 1,872
5090	Health Insurance Premiums Insurance coverage; EAP, Health Equity fees, and FSA admin fees	\$ 52,320	\$ 52,320	\$ 52,320
5120	Ret. Health Insurance Post Employment Health Plan (PEHP) - 2% District match	\$ 3,616	\$ 7,551	\$ 7,309
5110	Worker's Comp. Insurance Based on wages	\$ 865	\$ 904	\$ 830
5080	State Unemployment Ins. Based on first \$7000 earned per employee + training tax	\$ 281	\$ -	\$ -
6300	Communications 3 employees x \$50 per month cell phone with data package stipend	\$ 2,400	\$ 2,400	\$ 2,400
5060	Vacation/Sick Liability District buys back sick leave to reduce future liability and cost	\$ 2,139	\$ 2,246	\$ 2,358
5060	Vacation/Sick Liability For benefit hours payout when employees: retire, terminate, etc.	\$ -	\$ -	\$ -
7150	Uniforms Uniform Incidentals - taxable	\$ 500	\$ 500	\$ 500
7150	Uniforms Reimbursed uniform allowance - non-taxable portion	\$ 1,000	\$ 1,000	\$ 1,000
Taxes & Benefits subtotal		\$ 114,388	\$ 121,768	\$ 119,949

Telecommunications Section 307

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Budget
ADMINISTRATION						
7170	Dues/Fees/Subscriptions			\$ 342	\$ 342	\$ 342
	\$ 92	\$ 92	APCO for Telecom Supervisor			
	\$ 250	\$ 250	Technical subscriptions - Tech Net Info subscription			
7080	License Fees			\$ 750	\$ 750	\$ 750
	Fees for coordinating FCC licenses					
Administration subtotal				\$ 1,092	\$ 1,092	\$ 1,092
TRAINING AND RELATED						
6470	Vehicle Other			\$ 300	\$ 300	\$ 100
	Parking/Mileage costs for Radio Tech.					
6470	Meals			\$ 410	\$ 410	\$ 410
	Per diem for 1 & 2 day IT and Radio Tech. conferences					
6470	Lodging			\$ 1,500	\$ 1,500	\$ 1,500
	Lodging to attend 1 & 2 day conference					
6410	Training			\$ 15,000	\$ 15,000	\$ 8,000
	Courses/continued education & Osha Certs					
Training & Related subtotal				\$ 17,210	\$ 17,210	\$ 10,010
PROFESSIONAL SERVICES						
7060	Outside Professional Services			\$ 50,000	\$ 50,000	\$ 35,000
	\$ 45,000	\$ 30,000	For technical work requiring a higher level of expertise than in-house staff			
	\$ 5,000	\$ 5,000	Website maintenance & up-keep			
7050	Legal Services			\$ -	\$ -	\$ -
	Tower Site Contracts					

Telecommunications Section 307

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Budget
PROFESSIONAL SERVICES continued						
6315	Computer Software & Support			\$ 162,345	\$ 192,275	\$ 248,634
	\$ 1,300	\$ 2,200	Barracuda SPAM filtering software renewal			
	\$ 300	\$ 350	Blue Host - website outsourcing			
	\$ 13,000	\$ 13,000	CISCO Networking & Phones			
	\$ 175	\$ 175	Constant Contact - for emailing board agenda's			
	\$ 1,000	\$ 1,300	Email archiver - software updates			
	\$ 9,000	\$ 9,000	Firehouse			
	\$ 11,000	\$ 6,000	Firestats ending in 1/2021			
	\$ 2,600	\$ 3,100	Fortigate Firewall support			
	\$ 1,500	\$ 1,500	Best Lock Systems			
	\$ 1,800	\$ 1,800	Helpdesk software			
	\$ 800	\$ 3,000	Maas 360 (used to sync all phones and ipad uploads)			
	\$ 22,000	\$ 21,500	MicrosoftOffice/Server Enterprise Lic			
	\$ 1,386	\$ 1,400	Network Solutions - domain service for website			
	\$ 1,505	\$ 1,505	NOD32 - Anti-Virus			
	\$ 400	\$ 420	Pagegate (Sirens and Station Alerting)			
	\$ 440	\$ 440	PRTG (Network Diag software)			
	\$ 1,500	\$ 1,500	Ruckus Wireless - 3 year warranty			
	\$ 1,000	\$ 1,000	Solar Winds - fault logging			
	\$ 764	\$ 764	Spectracom (network timing)			
	\$ 800	\$ 1,800	SYNAPPS - phone intercom			
	\$ 10,000	\$ 27,700	Kronos - Telestaff			
	\$ -	\$ 7,000	Zoom Teleconferencing			

Telecommunications Section 307

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Budget
PROFESSIONAL SERVICES continued						
6315	Computer Software & Support					
	\$ 9,250	\$ 9,250	Kronos external host, MaaS360, Barracuda cloud, carbonite			
	\$ 10,905	\$ 12,000	Ambulance Billing Software; TriZetto EDI (electronic claims)			
	\$ 4,100	\$ 4,100	Bellwether - Purchase Order System			
	\$ 600	\$ 700	Bridge Comm BOC (computerized phone attendant)			
	\$ 2,500	\$ 2,500	Data analytics software support			
	\$ 4,907	\$ 4,907	Electronic Patient Care Reporting (EPCR) Updates			
	\$ 20,000	\$ 20,000	Envisio Strategic Planning Software			
	\$ 9,993	\$ 23,188	ESO			
	\$ 500	\$ 500	Gsuite Hosting Test			
	\$ 10,000	\$ 10,000	CUCM License Upgrade			
	\$ 1,200	\$ 1,200	Interops			
	\$ 11,000	\$ 16,259	Lexipol - Policy Management Software			
	\$ 5,000	\$ -	MDT Support			
	\$ 4,800	\$ 5,000	Omnitronics network bridge support			
	\$ 1,000	\$ 1,100	OpManager (network monitoring system)			
	\$ 2,400	\$ 2,400	PSTrax - Operations Report Tracking System			
	\$ 2,030	\$ 2,030	QuickBooks			
	\$ 1,000	\$ 1,000	Radio Programming Software			
	\$ 3,720	\$ 3,720	RTA Veh Maintenance Software			
	\$ 5,000	\$ 5,000	Server Lic			
	\$ 100	\$ 100	TLM CPR Support Software			
		\$ 7,979	FireRescue1 for Admin and Ops Increase in adding Admin			
		\$ 909	ESO interface with FireRescue1 Increase			
		\$ 8,338	ESRI Software Renewal			

Telecommunications Section 307

UTILITIES AND COMMUNICATIONS					
6300	Communications		\$ 101,600	\$ 95,000	\$ 95,000
	Telephone System, Cellular Phones, & Air Cards				
	Utilities and Communications subtotal		\$ 101,600	\$ 95,000	\$ 95,000

REPAIRS & MAINTENANCE					
6305	IT Services R&M		\$ 34,000	\$ 34,000	\$ 34,000
	\$ 15,000	\$ 15,000	Supplies - parts for in-house repairs		
	\$ 9,000	\$ 9,000	For radio repairs; computer network repair and maintenance		
	\$ 4,500	\$ 4,500	Replacement batteries and radio parts		
	\$ 5,500	\$ 5,500	On-hand supplies to repair/maintain computer network		

MATERIALS AND SUPPLIES					
6440	Books, Publications, etc.		\$ 100	\$ 100	\$ 100
	Reference materials for Radio Tech's				

Telecommunications Section 307

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Budget
MATERIALS AND SUPPLIES continued						
6100	Vehicles Fuel			\$ 13,000	\$ -	\$ -
	Fuel for telecom vehicles					
6180	Personal Protective Equipment			\$ 500	\$ 500	\$ 500
	Gloves, eye protection, etc.					
6310	Computer Equipment & Supplies			\$ 236,000	\$ 208,000	\$ 188,000
	\$ 5,000	\$ -	Electronic door locks at various stations (to add 4 + 2 spares)			
	\$ 20,000	\$ 20,000	Upspeed LAN add fiber deployment			
	\$ 20,000	\$ 20,000	Replace aging antennas at Schebly, Mingus and Station #3			
	\$ 5,000	\$ 5,000	AWOS Airport Improvement			
	\$ 15,000	\$ 15,000	Replace apparatus radios			
	\$ 20,000	\$ 20,000	Simulcast support plan items Ch3 - Year 2 of 5 for Upgrade			
	\$ 22,000	\$ 22,000	Scheduled replacement servers and laptops including HR			
	\$ 4,000	\$ 4,000	Scheduled replacement monitors			
	\$ 13,000	\$ 13,000	Replacement cycle infrastructure Mt-4E (Current Mt-3 out of life)			
	\$ 5,000	\$ 5,000	Scheduled Desktop PC Replacements			
	\$ 13,000	\$ 13,000	Scheduled replacement DC Power Plant batteries			
	\$ 10,000	\$ 10,000	Cisco Critical spares - for redundancy of essential functions			

Telecommunications Section 307

	2020	2021		2019	2020	2021
Acct. No.	Description			Budget	Budget	Budget
MATERIALS AND SUPPLIES continued						
	Computer Equipment & Supplies					
	\$ 12,000	\$ 12,000	Headsets, pagers, mobile equipment			
	\$ 5,000	\$ 5,000	Site infrastructure parts			
	\$ 4,000	\$ 4,000	Misc. computer hardware			
	\$ 10,000	\$ 10,000	Enhance North Canyon Radio system - Overlook			
	\$ 10,000	\$ 5,000	Tower Rent North Canyon			
	\$ 5,000	\$ 5,000	Apparatus Phones			
	\$ 4,000	\$ -	iPads for Board			
	\$ 11,000	\$ -	New Vehicle radios & replacements			
	Materials & Supplies subtotal			\$ 249,600	\$ 208,600	\$ 188,600
	Total Expenditure Budget			\$ 1,084,788	\$ 1,097,515	\$ 1,100,113

Operating Budget Detail

GIS: Geographical Information System

Which provides analytical services using the District's ESRI Geographic Information System (GIS). Collects, analyzes and digitizes spatial and tabular data to produce maps and related products. Tests hypothesis and provides conclusions based on quantifiable data. Establishes trends. Creates database queries, ensures data integrity by performing continuous maintenance activities. Performs model building for repetitive tasks. Mines pertinent data, analyzes results and provides recommendations for District expansion, improvement or restructure.

GIS 217

				2019 Budget	2020 Budget	2021 Proposed
Salaries & Wages				\$ 72,641	\$ 73,884	\$ 66,466
Taxes & Benefits				\$ 26,228	\$ 26,279	\$ 18,484
Subtotal				\$ 98,870	\$ 100,164	\$ 84,950
Training & Related				\$ 5,320	\$ 4,970	\$ 8,849
Professional Services				\$ 18,624	\$ 8,239	\$ -
Repair & Maintenance				\$ 650	\$ 650	\$ 700
Materials & Supplies				\$ 1,800	\$ 1,800	\$ 2,118
Subtotal				\$ 26,394	\$ 15,659	\$ 11,667
Total Operating				\$ 125,264	\$ 115,823	\$ 96,617

Acct. No.	Description	2019 Budget	2020 Budget	2021 Proposed
SALARIES & WAGES				
5010	Salaries and Wages	\$ 72,641	\$ 73,884	\$ 66,466
	1 GIS position			
	Salaries & Wages subtotal	\$ 72,641	\$ 73,884	\$ 66,466

TAXES & BENEFITS				
5150	Other Retirement			
	In lieu of retirement SFD contributes 15% to 401A			
5140	ASRS	\$ 8,102	\$ 8,947	\$ 8,049
	AZ State Retirement System for admin personnel			

GIS 217

		2019	2020	2021
Acct. No.	Description	Budget	Budget	Proposed
TAXES & BENEFITS continued				
5070	PR Taxes- Medicare 1.45% of wages	\$ 1,050	\$ 1,071	\$ 964
5100	Life/LTD Insurance Coverage for employees out of work due to medical absence, after 90 days	\$ 305	\$ 311	\$ 280
5100	Life/LTD Insurance Based on history for full time employees and reserves with 1 year of service	\$ 115	\$ 68	\$ 68
5090	Health Insurance (Dental Insurance) Self funded plan; District pays employee portion only	\$ 510	\$ 468	\$ 468
5090	Health Insurance Premiums Insurance coverage; EAP, Health Equity fees, and FSA admin fees	\$ 12,784	\$ 12,784	\$ 6,800
5120	Ret. Health Insurance Post Employment Health Plan (PEHP) - 2% District match	\$ 724	\$ 1,478	\$ 1,329
5110	Worker's Comp. Insurance Based on wages	\$ 173	\$ 177	\$ 151
5080	State Unemployment Ins. Based on first \$7000 earned per employee + training tax	\$ 70	\$ -	\$ -
6300	Communications		\$ 600	\$ 600
5060	Vacation/Sick Liability District buys back sick leave over cap to reduce future liability and cost	\$ -	\$ -	\$ -
5060	Vacation/Sick Liability Paid benefit hours when employee terminates, retires	\$ -	\$ -	\$ -
7150	Uniforms Uniform Incidentals - taxable	\$ 125	\$ 125	\$ 125
7150	Uniforms Reimbursed uniform allowance - non-taxable portion	\$ 250	\$ 250	\$ 250
Taxes & Benefits subtotal		\$ 26,228	\$ 26,279	\$ 19,084

		2019 Budget	2020 Budget	2021 Proposed
TRAINING & RELATED				
6470	Vehicle Other	\$ 350	\$ 350	\$ -
	Mileage reimbursement when district vehicle is not available; parking fees			
TRAINING & RELATED continued				
6470	Meals & Travel Expenses	\$ 4,120	\$ 3,830	\$ 6,604
	Transportation to attend training and conferences			
	\$ 2,606 ESRI - 6 days			
	\$ 694 AZ Geographic Info Council Symposium - 3-4 days			
	\$ 2,126 American Association of Geographers- 5 days			
	\$ 1,178 ESRI instructor led courses in Pro, Fire, Public Safety.. 2 days/3 nights			
6410	Training	\$ 850	\$ 790	\$ 2,245
	\$ 250 AZ Geographic Info Council Symposium - 3-4 days			
	\$ 495 American Association of Geographers- 5 days			
	\$ 1,500 ESRI instructor led courses in Pro, Fire, Public Safety.. 2 days/3 nights			
Training & Related subtotal		\$ 5,320	\$ 4,970	\$ 8,849
PROFESSIONAL SERVICES				
6310	Computer Equipment & Support	\$ 5,000	\$ 8,239	\$ -
	ArcGIS Maintenance			
6310	Computer Equipment & Support	\$ 13,624	\$ -	\$ -
	5 users ArcGIS Online \$2500, Adv ArcGIS Desktop Soft Maint \$1830 & 1x software purchase \$9293.66			
Professional Services subtotal		\$ 18,624	\$ 8,239	\$ -
REPAIR AND MAINTENANCE				
6200	Equip. R&M Services	\$ 650	\$ 650	\$ 700
	Plotter Maintenance - HP 1 year, next business day onsite, for DesignJet z5400ps 44" HW Support U0MA3PE			
Repair and Maintenance subtotal		\$ 650	\$ 650	\$ 700
MATERIALS AND SUPPLIES				
6440	Books, Publications, etc.	\$ 300	\$ 300	\$ 300
	Reverse phone number directory			
7140	Printing & Reproduction	\$ 1,500	\$ 1,500	\$ 1,818
	GIS/Mapping ink and supplies			
Materials and Supplies		\$ 1,800	\$ 1,800	\$ 2,118
Total Expenditure Budget		\$ 125,264	\$ 115,223	\$ 96,617

Reserves/Capital Budget Detail

Reserves/Capital/Debt Service 601

				2019 Budget	2020 Budget	2021 Budget
Oper. Cash Reserves				\$ -	\$ -	\$ -
Reserves subtotal				\$ -	\$ -	\$ -
Debt Service Pymts.				\$ 424,875	\$ 552,106	\$ 279,683
Capital subtotal				\$ 424,875	\$ 552,106	\$ 279,683
Total Budget				\$ 424,875	\$ 552,106	\$ 279,683

SEDONA FIRE DISTRICT 11 Year CAPITAL IMPROVEMENT PLAN

Capital Improvement Plan	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Debt Service											
Station #6 Debt Service	259,345	259,345	259,345	259,345	259,345						
Stryker Power-Pro XT Cots (6)	18,610										
Zoll X Series Monitor/Defib's (13)	146,920										
Station 4			40,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000
Station 5			100,000	40,000	-	250,000	250,000	250,000	250,000	250,000	250,000
Subtotal Debt Service:	424,875	259,345	399,345	649,345	609,345	600,000	600,000	600,000	600,000	600,000	600,000
<i>Capital items are scheduled on list and moved to Debt Service once under lease purchase contract</i>											

Stations New/Replacement											
Station 1 AC			160,000								
Station 1 Remodel											2,000,000
Station 1 Administration											1,300,000
Station 1 Fleet Maintenance											
Station 3 Paving						318,600					
Station 3 Interior Remodel						-					1,200,000
Station 3 AC/EVAP Project		175,000									
Station 3 Site Rehab					75,000						
Subtotal Station Replacement:	-	175,000	160,000	-	75,000	318,600	-	-	-	-	4,500,000

####Station Repair/Remodel costing assumptions are based on CORE Construction estimation 2017 with multi-year estimated inclimators for inflation of 4%/yr

SEDONA FIRE DISTRICT 11 Year CAPITAL IMPROVEMENT PLAN

Capital Improvement Plan		2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Apparatus & Vehicles												
SHOP NUMBERS												
Ambulance Re-chassis 511	16-3									155,000		
Ambulance Re-chassis 512 WC	05-3										160,000	
Ambulance Re-chassis 531	13-2						155,000					
Ambulance Re-chassis 532	08-2											160,000
Ambulance Re-chassis 542	08-1			145,000								
Ambulance Re-chassis 541	16-2									155,000		
Ambulance Re-chassis 561	09-2				150,000							
New Ambulance (Replace A-512)		190,000									160,000	
New Ambulance												220,000
New Ambulance												
New Ambulance												
	SHOP NUMBERS											
Engine 511	14-1											
Engine 531	17-5											
Engine 541	00-2					625,000						
Engine 551	09-1							650,000				
Engine 561	00-3						635,000					
Reserve Fire Engine	04-1											
Heavy Rescue 531 (Review Required)	92-1											
Ladder Truck 511	07-7			200,000								
	SHOP NUMBERS											
Type 3 Engine 533	99-1	280,000										
Type 3/1 Engine 563 (BackupE551)	99-2								400,000			
	SHOP NUMBERS											
Type 6** Engine 536	98-2					120,000						
Type 6** Engine 546	08-4										135,000	
	SHOP NUMBERS											
WT 511	99-3					210,000	220,000					
WT 531	99-4							230,000				
WT 551	99-5								240,000			
	SHOP NUMBERS											
Light Rescue 531	98-1											
	SHOP NUMBERS											
Command Staff Vehicles** CRM504	05-4											48,000
Command Staff Vehicles CRM505	06-1		50,000									48,000
Command Staff Vehicles AC	16-1								48,000			
Command Staff Vehicles DC	07-6		50,000									
Command Staff Vehicles FC	13-3					48,000						
Battalion Chief	14-2				55,000							

SEDONA FIRE DISTRICT 11 Year CAPITAL IMPROVEMENT PLAN

Capital Improvement Plan		2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Staff Vehicles CRM/CIP	07-5				42,000					55,000		
Training Staff Vehicle	17-2											40,000
Pool Vehicle* Van	97-2		28,000					49,000				
TeleCom #1	13-1						48,000					
TeleCom #2	17-1										49,000	
TeleCom #3	17-3										49,000	
TeleCom #4 (IT)	17-4		8,000									38,000
Telecom #4 Replace (IT)			28,000									
Snow Cat					80,000							
Fleet Maint Vehicle	05-1		150,000									
Utility Vehicles* Wildland P/U	00-1								52,000			
Utility Vehicles* Wildland P/U	16-1					48,000						
Utility Vehicles* Wildland P/U	05-2				35,000							45,000
Utility Vehicles* Wildland P/U	08-5					35,000						45,000
Utility Vehicles* Wildland P/U (NEW)							48,000					
Polaris Rangers TR-511	16-4											
Polaris Rangers TR-541	15-1											
Polaris Rangers TR-542 (2-person)	07-1		32,000									
*8.6 Sales tax added (all years)												
**8.6 Sales tax added (thru FY 2021)												
Subtotal Apparatus & Vehicles:		470,000	346,000	345,000	362,000	1,086,000	1,106,000	929,000	740,000	365,000	553,000	644,000

Equipment/Projects												
Channel 3 simulcast upgrade												
Channel 1 Simulcast upgrade												
Upgrade Telestaff												
CAD Mirror Server Partnership					100,000							
Station Alerting Update												
Microwave System Replacement												
Storage Server Backup												
Radio Infrastructure Phased Upgrade			110,000			30,000			30,000			
Portable Radios			230,000			175,000				200,000		
MDT Tablet Updates						60,000				60,000		
Door Lock System Upgrade			25,000				25,000					
LAN-WAN Up Speed Fiber			30,000									
Rectifier Replacement			30,000		30,000				30,000			
Phone System Upgrade			60,000		60,000				60,000			
Email System Upgrade			40,000			40,000				40,000		
Radio Traffic Logging			25,000				25,000				25,000	
5G LTE Vehicle Routers				25,000			25,000				25,000	
Records Management Upgrade					50,000				50,000			
WiFi Upgrade (Wireless LAN)			35,000			35,000			35,000			

SEDONA FIRE DISTRICT 11 Year CAPITAL IMPROVEMENT PLAN

Capital Improvement Plan	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Mobile Radios for Fire Units				70,000							
Network Switch and Router Upgrades				80,000					80,000		
Evacuation Siren Horns and Rotors				50,000							
Replace Tower Station 4											
Network Fault Monitoring	25,000	25,000			25,000				25,000		
Comm Analyzer for new TC Position											
First Net Devices				100,000		100,000					
Rescue Air Bags	8,500			8,500		8,500		8,500			
EPCR & RMS Upgrades (Updated 3/20/18)	20,000										
Thermal Image Camera		12,500		12,500		12,500					
LDH 4" fire hose	15,000	15,000							15,000	15,000	15,000
Rescue Tools - Hurst type	5,000	20,000		20,000		20,000		20,000		20,000	
Generator's											
SCBA's - L/P 3 years			225,000	225,000	225,000						
Breathing Air Compressor						75,000					
NEW-Vehicle Exhaust System Updating	30,000										
DocUnited Imaging	45,000										
CRM Office Update											
Subtotal Equipment/Projects:	148,500	657,500	250,000	806,000	590,000	291,000	0	233,500	420,000	85,000	15,000

SEDONA FIRE DISTRICT 11 Year CAPITAL IMPROVEMENT PLAN

Capital Improvement Plan	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Summary											
Debt Service ****	424,875	259,345	399,345	649,345	609,345	600,000	600,000	600,000	600,000	600,000	600,000
Stations Repair/Remodel	0	175,000	160,000	0	75,000	318,600	0	0	-	-	4,500,000
Apparatus & Vehicles	470,000	346,000	345,000	362,000	1,086,000	1,106,000	929,000	740,000	365,000	553,000	644,000
Equipment/Projects	148,500	657,500	250,000	806,000	590,000	291,000	0	233,500	420,000	85,000	15,000
Total Capital Expenditures	1,043,375	1,437,845	1,154,345	1,817,345	2,360,345	2,315,600	1,529,000	1,573,500	1,385,000	1,238,000	5,759,000
Capital FUND exp	618,500	1,178,500	755,000	1,168,000	1,751,000	1,715,600	929,000	973,500	785,000	638,000	5,159,000
Beginning Reserve Fund Balance	2,863,425										
PROPOSED CAPITAL FUNDING (CF)	1,200,000	1,200,000	1,250,000	1,350,000	1,450,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
PROPOSED CRF ACCUM VAR	3,444,925	3,466,425	3,961,425	4,143,425	3,842,425	3,626,825	4,197,825	4,724,325	5,439,325	6,301,325	2,642,325

**** Debt Service is a General Fund Expense-Includes Stations 4 and 5 construction lease/purchase expenses



**PROCLAMATION:
NATIONAL PUBLIC SAFETY
TELECOMMUNICATORS WEEK**

**APRIL 12 – 18, 2020
A WEEK OF RECOGNITION AND GRATITUDE**

WHEREAS, emergencies can occur at any time that require fire or emergency medical services; *and*

WHEREAS, when an emergency occurs the prompt response of firefighters and paramedics is critical to the protection of life and preservation of property; *and*

WHEREAS, the safety of our firefighters and paramedics is dependent upon the quality and accuracy of information obtained from citizens who telephone the **Cottonwood Public Safety Communications Center (CPSCC)**; *and*

WHEREAS, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; *and*

WHEREAS, Public Safety Telecommunicators are the single vital link for our firefighters by monitoring their activities by radio, providing them information and insuring their safety; *and*,

WHEREAS, Public Safety Telecommunicators of the CPSCC have contributed substantially to the suppression of fires and treatment of patients, *and*

WHEREAS each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year;

THEREFORE, BE IT RESOLVED that the **Sedona Fire District Governing Board** declares the week of April 14th through 20th, 2020, to be National Telecommunicators Week in Sedona, by officially recognizing and appreciating these Public Safety Telecommunication Professionals.

IN WITNESS HEREOF, we hereunto set our hands this 21st day of April, in the Year of Two Thousand and Twenty.

Dave Soto, Chairman

Corrie Cooperman, Clerk

Al Comello, Member

Gene McCarthy, Member

Joy Michelle Moore, Member



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, March 17, 2020 / 3:30 PM

~ MINUTES ~

* Due to technical difficulties, audio and video are not available for this meeting.

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 3:33PM on Tuesday, March 17, 2020. Executive Assistant, Kerrie Tarver 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; Corrie Cooperman – Clerk; Al Comello, Gene McCarthy, Joy Michelle Moore - Members

Others Present: Fire Chief Jon Trautwein; Finance Director Gabe Buldra (telephonically); Attorney William Whittington; Division Chief Ed Mezulis (for Chief Report); Executive Assistant - Kerrie Tarver.

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 Fire Chief Jon Trautwein requested a Moment of Silence for the 4 Police Officers and 6 firefighters who passed away since the previous Board Meeting.

II. BUDGET WORKSHOP

A. Discussion possible staff direction regarding the Fiscal Year 2020/2021 Budget

Mr. Buldra encouraged questions and provided an overview of the objectives of the workshop. He explained that the full budget is not provided until it is ready for approval due to the size and amount of changes, this cuts down on potential errors in reviewing the incorrect version.

Fire district funding was reviewed and Mr. Buldra explained how revenue is obtained based on assessed value. He reviewed the non-levy revenue and the various components that make up that revenue. Mr. Buldra explained the change in budgeting for wildland revenue and expenses is based on a six-year historical average and when expenses are factored in, the net is around \$140,000.

Mr. Buldra explained the limitations on funding and the changes incurred by proposition 117 noting there is no limit to the decline values. He stated the tax levy rate is capped at 3.25, however there is legislation to increase the cap to 3.50 which may impact future years. SFD's mil rate is currently at 2.50. Mr. Buldra explained it would take a minimum of 10 years to recover from the recession; currently SFD has experienced a 6.5% recovery in revenue and expenses continue to grow.

There was discussion on expecting delays for collecting tax revenue. Mr. Buldra explained that the revenue comes from property taxes. Most people have a mortgage where taxes are paid through escrow and will continue to pay their mortgage in order to not lose their homes. Disbursement payments will continue but there may be some delay in receiving the payments from the county.

Mr. Buldra reviewed the projected expenditures, provided rate increases, and provided the amount of impact on the budget. There were rate increases to Public Safety Personnel Retirement System (PSPRS) and Arizona State Retirement System (ASRS), health insurance, worker's compensation and he included costs on step increases and Cost of Living Adjustment (COLA). Staff is still developing the operational expenditures, but the continued growth and development of the capital fund and end leave liability are included.

PSPRS rate increased 3.5% and ASRS increase will have a minimal impact. Mr. Buldra broke out the cost projection for step increases for eligible staff which would increase the budget by \$500,000. Using

the social security COLA of 1.6% the impact to the budget would increase costs by \$680,000, this amount includes the associated pension costs and step increases for eligible staff.

The health insurance increased 10%, increases are trending statewide. The cancer insurance will be passed, it expands the current bill and adds a few more cancers and extends coverage 15 years beyond or until 65 and it contains a non-rebuttal clause. Copper Point has pulled out of the market and 7710 has dedicated to stay in the market but is projecting a 270% increase. 7710 is working on reducing the rate increase but it will be a significant impact on the budget. Mr. Buldra walked through the options and explained the pros and cons of each, stating the number in the budget is the lower amount but he is unsure. There was further discussion on where the legislation was concerning the cancer insurance and if the timing does not line up with the fiscal year how the rates would look. Further discussion included information on shopping for rates through other providers and the limited providers available.

Clerk Cooperman asked about the wage study project and if the step scales took into account the results of the study. Chief Trautwein explained there was a delay in the process and he would find out when it will be available. Since the results were not available, the budget has the current wage scale included. Further discussion included information on the pension costs associated when wages increase due to the costs compounding.

Mr. Buldra provided a comparison overview of the approved 2020 budget and the projected 2021 budget. The projected increase was 3.93%, he stated with the unforeseen PSPRS, worker's compensation, and health care impacts he does not see meeting the projection without some significant changes.

The staff objectives on the budget development were reviewed which included determining what the needs are and prioritizing and evaluating critical needs. Evaluation of overtime (OT) costs and how hiring three firefighters would cost less than the costs in OT to maintain staffing. Further staffing evaluation includes increasing minimum staffing and rank for rank backfilling. There will be more detail as the budget process progresses. Clerk Cooperman appreciated the analysis of the overtime versus hiring as it could decrease the budget while increasing operation success. Further discussion included looking at the financial health of the district, fund balances, contingency balances, and the importance of the restricted and unrestricted funds.

Mr. Buldra reviewed the financial goals and proposed schedule for the budget process and explained that at the April meeting there will be a more comprehensive budget to review and by May a budget completed for tentative adoption. He reminded the Board that the tentative budget must be posted for 20 days and a public hearing must take place prior to final adoption by July first.

Board Member Joy Michelle Moore confirmed the end leave liability was funded with last year's budget surplus and at the end of this fiscal year the balance will be \$400,000. Chairman Soto stated that it is the first time seeing the numbers and although the items are not a surprise, the figures were. Clerk Cooperman stated that given the worker's compensation issue which could still impact the budget and that the projected increase to the budget was 3.9%, that starting under a 5% increase is excellent.

The Board gave Chief Trautwein direction to continue to work with staff and finance for the next budget workshop.

III. EXECUTIVE SESSION

- A. **Vote to go into Executive Session on personnel matters pursuant to A.R.S. § 38-431.03(A)(1) in regards to the Fire Chief's evaluation and legal advice pursuant to A.R.S. § 38-431.03(A)(3) regarding the same.**

Board Member Moore moved to go into Executive Session on personnel matters pursuant to A.R.S. § 38-431.03(A)(1) in regards to the Fire Chief's evaluation and legal advice pursuant to A.R.S. § 38-431.03(A)(3) regarding the same. Clerk Cooperman seconded, there was no further discussion and the motion passed unanimously.

IV. RECONVENE INTO PUBLIC SESSION:

- A. **Discussion/Possible Action: Fire Chief's evaluation as Result of Executive Session.**

The public session reconvened at 5:14pm

Chairman Soto made a motion for the Board to submit input as discussed in Executive Session by March 31st. Board Member Gene McCarthy seconded, there was no further discussion and the motion passed unanimously.

Chairman Soto stated the discussion of the current evaluation is tabled until the April Board Meeting and to move agenda item V. D. 2 forward to be considered by the board at this time.

Discussion/Possible Action: Possible Approval of final form of Fire Chief's contract.

Chairman Soto moved to adopt the revised employment agreement with the fire chief as modified by legal counsel to provide for an amendment effective March 20, 2020 and include the modifications set forth in paragraph 7. Board Member Moore seconded, further discussion included Clerk Cooperman clarifying the modification was to replace the current requirement from semiannual to annual evaluations. The motion passed unanimously.

The Board directed Attorney Mr. Whittington to provide the final contract for signatures.

V. 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 18, 2020 Regular Meeting Minutes**
2. **February 19, 2020 Executive Session Minutes**

Clerk Corrie Cooperman moved to approve the consent agenda. Board Member Al Comello seconded, further discussion noted the correct date for the Executive Session Minutes was February 18, 2020. The motion passed unanimously.

C. Financial Report and Updates – Finance Director Gabe Buldra

1. **Discussion/Possible Action: Review and Approval of February 2020 Finance Report.**

Mr. Buldra provided an overview of the February financial report, he reviewed the revenue and expenses providing an explanation of variances. Both the tax revenue and non-tax revenue was over budget for the month and total expenses were under budget.

Mr. Buldra reviewed the totals from a year to date standpoint. The total revenue was over budget, with tax revenue under budget and non-tax revenue over budget. The expenses year to date were under budget with the largest contributor being personnel expenses.

64% of the budget has been expended with 36% remaining. 84% of the expended budget was due to personnel expenses, operations 8%, communications 5% and managerial 3%.

The cash position was reviewed; other assets, cash, and total liabilities increased over last year at this time.

Chairman Soto thanked Mr. Buldra for being comprehensive and inclusive on the financial reports to include detailed information as provided.

Board Member Al Comello moved to approve the March 2020 finance report. Board Member Moore seconded, there was no further discussion and the motion passed unanimously.

D. Staff Items:

1. **February 2020 Monthly Fire Chief Report – Chief Jon Trautwein**
 - a. **Call Volume and Response Review**
 - i. **Incident Summary and Year to Date Comparison**
 - ii. **90th Percentile Total Reflex Break-Out**
 - iii. **Monthly Average Response Time and Year to Date Comparison**
 - iv. **Incident Responses by Station**
 - b. **Operations Activities – Chief Jayson Coil**
 - i. **Significant Incidents in the District**
 - ii. **Wildland Related Activities**
 - iii. **Staffing**

- c. **Community Risk Reduction Activities – Fire Marshal Jon Davis**
 - i. **Inspection Activities**
 - ii. **Fire Prevention Appearances and Events**
 - iii. **Notable Events**
 - iv. **Fire Marshal Safety Message**
- d. **Training, EMS, and Fleet Division Activities – Chief Ed Mezulis**
 - i. **SFD Training Report**
 - ii. **Updates on EMS Activities**
 - iii. **Update on Fleet Activities**
- e. **Administration Updates – Director of Administrative Services Heidi Robinson**
 - i. **Recent/Upcoming SFD Activities and Events and other matters relating to:**
 - 1. **Blood Drive**
 - 2. **St. Patrick’s Day Parade - March 14th**
 - 3. **Annual Awards Celebration – April 11th**
 - 4. **SFD vs SPD Spring Event – April 25th**
 - 5. **Chili Cook-Off**
 - 6. **Spring Clean Up**
 - 7. **Fire Rescue International - August**
 - ii. **Mental Health Moment**
- f. **Update of Fire Chief Activities – Chief Trautwein**
 - i. **Update on Action Items and Staff Direction**
 - ii. **Strategic Plan Overview**
 - iii. **Update on Station 4 Construction Timeline**
 - iv. **Purchase Orders between \$10,000 - \$25,000 since the last Board Meeting**
 - v. **Update of Grant Activity**
 - vi. **Public Outreach and Communication**
 - vii. **Correspondence/Thank You Letters to SFD**

In order to limit the number of people at the Board Meeting Chief Trautwein delivered the Chief’s report for all divisions. He reviewed the incident summary, total reflex, and response times which were all similar in comparison to last month and year to date last year.

There was no wildland activity but SFD is gearing up for the season. The final draft on the job description for the telecom position is being completed.

The significant incident discussion focused on the Corona Virus response. There is consistency between Coconino and Yavapai counties and SFD is deferring to the CDC (Center of Disease Control and AZDHS (Arizona Department of Health Services). They provide a lot of guidelines and parameters to protect the firefighters, communities, and each other. Dispatch has put into place screening and protocols for further questioning. Firefighters responding will have preempted information; it does not change the treatment or interaction, just response preparedness to ensure they have the correct PPE (Personal Protective Equipment). PPE is stocked up and there are orders out, firefighters have correct gear: eye protection, masks, gowns, and gloves. The eye protection and gowns provide a higher level of protection. Staff has been busy ensuring the necessary decontamination and disinfectant protocols are in place for firefighters re-entering the station.

Chief Trautwein explained there is a difference between quarantine and isolation. When someone is known to have the virus, they are going to be placed into isolation to keep others from contracting the virus. Quarantine is when it is unsure if someone has been exposed to the virus and are waiting to see if they contracted it, they may have symptoms and then more testing will be done. Operational wise, there are unanswered questions on how it will be affected, the goal is to get in place a confident plan.

There was discussion on testing abilities. Chief Trautwein stated that counties in Arizona were behind on having testing available and they are working hard to increase the capability and capacity. Very few people have been tested in the area and those who were would be people presenting symptoms. Focused efforts are on adequate testing for first responders for aggressive follow up in order to return to the station and of course for general population. Coconino county has a drive up testing location and Yavapai county is striving for that. Board Member Moore requested a report out on when testing

becomes available. There was discussion on the timeline of when someone becomes symptomatic and when they would test positive. Chief Mezulis explained there needs to be a virulent load in order for someone to test positive, all the literature is stating it takes about 5.2 days for it to manifest and it is unknown when someone will test positive within that range.

SFD is implementing practices that stay within the guidelines set forth by the CDC. The awards acknowledgement, trainings, and other events have been postponed or cancelled. SFD is looking at preventative strategies, having a point of contact, and having action items and follow up processes in place. Chief Trautwein is projecting to continue the practice through the end of April while monitoring different statistics and looking at the national trend.

Chief Mezulis spoke about PPE availability, he stated all manufactures that provide key PPE do not have anything in stock in this country. He stated that SFD has in stock, unexpired PPE from the Ebola scare available for the firefighters. At a rate of two person responses to initiate care SFD can respond to about 200 COVID-19 suspected incidents and that does not take into account supplies currently in route. Chief Mezulis stated he has a high level of confidence there is enough equipment to last 4 or 5 months.

The lack of PPE available is not a scare tactic, it is real and has been confirmed. There was a discussion on the supply chain and inventory. Chief Mezulis stated he has the highest level of confidence at the local level for the best results in regards to obtaining equipment due to a lot of hands in the pot at the county and state level and being unsure of what their stock level is. Vendors have rationed supplies and provided reasoning, Chief Mezulis stated there will be an uptick in the production in the next couple of months and in the meantime SFD has enough PPE to protect its firefighters and have the ability to serve the community.

Chief Mezulis described the dispatch protocols and national guidelines for upgraded and updated screening. The patient care reporting system has a screening tool to record signs and symptoms for documenting risk factors and signs for patient treatment and tracking for trending. There are field requirements for recording what PPE was worn on the call for downstream workplace injury or illness and need for medical care. This is capacity available with the new software that was not available before. In the first tier of ensuring proper PPE, there are minimum par level inventory bins at the stations and P100 level masks with higher protection than the N95 masks have been issued. The US, state, and county are evaluating the curve and time will tell what will happen in the county and that is what SFD is prepared for. Over the next week or two SFD will prepare for what may be a phase two, which may consist of infections within the community.

Another shift SFD made is the Community Paramedicine program has stopped home visits and is checking on patients telephonically. Reach out to services in the community is occurring to determine the status for services, the intent is to develop an idea of what is trending to get ahead of the public health needs. If more people are getting sick because they are not getting their basic needs met and the symptoms mimic COVID it could burn through resources fast. The intent is to ensure those who may need an extra hand can find those resources instead of turning to 911.

Chief Mezulis provided the Fire Marshal Safety Message on behalf of Fire Marshal Davis and *Asked everyone to knock on their neighbor's door to see how they are doing, that is how we are going to get through this. It is impossible for first responders to get to every residence in the community if all neighbors check on each other it will help.*

Chief Mezulis stated SFD is at or well ahead of the curve on being prepared.

Chief Trautwein stated a notable event was Inspector Rick Evans completed the International Code Fire Inspector test which is a huge feat. He noted that within the CRR (Community Risk Reduction) division there is discussion on what may need to change when it comes to inspections and whether to postpone them in order to limit contact.

Chief Trautwein reviewed the training hours and stated that training is being deferred and postponed. Mandatory training will not be postponed but will possibly be done remotely.

The Administration updated included information on periodic blood drives and the ability to donate blood is critical to the community. All events have been cancelled or postponed, it is undetermined if the Fire Rescue International training in August will continue or not but the hope is the trend will be on the downslide and the training will continue.

There were 98 applicants for the Administrative Generalist, it has been narrowed down to 10 - 15 candidates. The process has been slowed as staff determines how to complete the selection process instead of utilizing panels to narrow it to the top 3 candidates.

Mental Health Moment – *check on your friends, family, and neighbors, not everyone manages crisis the same. Isolation, worry, and fear can take a toll. Be supportive and ensure if they need resources they are available.*

There is a strategic plan meeting scheduled for March 31st, staff is evaluating and ensuring goals align with the budget. SFD received the grant funds from the Ak-Chin Indian community to move forward with the project. An application for the Assistance to Firefighters grant has been submitted, it is a regional approach with Copper Canyon Fire and Medical for SCBA (Self Contained Breathing Apparatus). The thank you letters were reviewed and one was from the City of Sedona Park Rangers for modified CPR and AED training.

2. **Discussion/Possible Action: Possible Approval of final form of Fire Chief’s contract.**

This item was moved up on the agenda under item IV. A.

3. **Discussion/Possible Action: Review and Approval of Lease Amendment with AT&T for Station 4 generator access – Chief Coil**

Mr. Whittington provided an update on the progress of the project. A need for drawing where the access needs to be was identified and is in the process of being negotiated for services.

E. Board Member Items:

1. **Update from Board Members regarding fire district related activities since the last board meeting.**

Board Member McCarthy reiterated the importance of neighbors checking on neighbors, he has done this and encourages others to do the same.

Clerk Cooperman met with Chief Trautwein to go over staffing in regards to the budget process and specific benefits it was an enlightening meeting and made her a more informed board member.

Board Member Comello stated he sits on other boards and has the opportunity to pick up on protocols and methodology due to the virus issue and he is pleased to learn how there is an outreach and how everyone is interconnected.

Board Member Moore met with Chief Trautwein and was educated on budget items and appreciates the good work. She stated she is not doing much with the other board she serves on, but is involved in getting people to check on neighbors and get out there and help.

Chairman Soto stated the Board received new iPads to replace the iPads that were 7 years old. He spent time on Chief Trautwein’s evaluation and getting involved in workshops for the up and coming budget. He noted the Board is a very involved board and he thanked staff for the work on the budgetary process, assistance with the virus, and clean and sanitizing the meeting room.

VI. ADJOURNMENT

Chairman Soto adjourned the meeting at 6:15pm

Corrie Cooperman, Clerk of the Board



Sedona Fire District Monthly Financial Report

Monthly Financial Report – March 2020

Attached are the following for your information and review:

1. Balance Sheet as of March 31, 2020.
2. Summary of reconciled cash balances at March 31, 2020.
3. Income Statement of Revenues and Expenditures for March 2020, including budget to actual and year-to-date balances.
4. Graphs for March 2020.
5. Fixed Asset Additions and Disposals Schedule FY20.
6. Monthly Disbursement Report.
7. 12-Month Cash Flow.

Key points:

- Total Revenue for March was \$897,603 which was \$50,034 over budget.
 - Tax Revenue for March was \$574,220 which was \$63,201 under budget
 - Non-Tax Revenue for March was \$323,834 which was \$113,236 over budget.
 - Ambulance Revenue was \$105,105 over budget
- Total expenses for March were \$1,273,180 which was \$3,790 over budget.
 - Variance driven by higher Personnel and EMS Supplies Cost offset by Meetings and Travel
- Total Revenue YTD is \$13,879,388 which is \$552,776 over budget.
 - Tax Revenue YTD is \$11,304,064 which is \$131,220 under budget.
 - Non-Tax Revenue YTD is \$2,575,323 which is \$683,996 over budget.
- Expenses YTD are \$11,648,035 which is \$741,122 under budget driven primarily by personnel costs.

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

Sedona Fire District
Balance Sheet
As of March 31, 2020

	Mar 31, 20	Mar 31, 19	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
1010 · Capital Reserves Cash	3,454,516.29	367,474.05	3,087,042.24
1020 · Cash	0.00	50.76	-50.76
1050 · Chase - Operating Account	296,899.31	270,799.92	26,099.39
1060 · Chase - Payroll Account	1,075,975.59	163,685.91	912,289.68
1070 · County General Fund	5,393,944.35	7,232,334.87	-1,838,390.52
Total Checking/Savings	10,221,335.54	8,034,345.51	2,186,990.03
Accounts Receivable			
1200 · Accounts Receivable	224.93	22,582.99	-22,358.06
1202 · Ambulance Billings Receivable	724,132.93	0.00	724,132.93
1206 · Property Tax - Receivable	164,502.49	0.00	164,502.49
Total Accounts Receivable	888,860.35	22,582.99	866,277.36
Other Current Assets			
1320 · Prepaid Expenses	38,605.32	62,965.61	-24,360.29
Total Other Current Assets	38,605.32	62,965.61	-24,360.29
Total Current Assets	11,148,801.21	8,119,894.11	3,028,907.10
Fixed Assets			
1400 · Accumulated Depreciation	-11,744,557.59	-11,744,557.59	0.00
1410 · Building and Other Improvements	8,659,361.00	8,659,361.00	0.00
1412 · Furniture and Equipment	5,661,857.42	5,552,483.00	109,374.42
1413 · Land	2,054,579.00	2,054,579.00	0.00
1414 · Vehicles	7,126,416.82	6,575,679.00	550,737.82
1450 · CIP	22,018.98	0.00	22,018.98
Total Fixed Assets	11,779,675.63	11,097,544.41	682,131.22
Other Assets			
1500 · Defer Outflows of Rsracs - ASRS	1,139,688.00	1,139,688.00	0.00
1510 · Defer Outflows of Rsracs - PSPRS	7,886,566.00	7,886,566.00	0.00
1520 · Defer Outflows - PSPRS OPEB	47,816.00	47,816.00	0.00
1530 · Defer Outflows - ASRS OPEB	6,580.00	6,580.00	0.00
Total Other Assets	9,080,650.00	9,080,650.00	0.00
TOTAL ASSETS	<u>32,009,126.84</u>	<u>28,298,088.52</u>	<u>3,711,038.32</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 · Accounts Payable	109,682.96	176,478.68	-66,795.72
Total Accounts Payable	109,682.96	176,478.68	-66,795.72
Credit Cards			
2001 · Bank of America Credit Card	19,396.27	6,832.98	12,563.29
2002 · Wells Fargo Credit Card	-1,316.96	-800.52	-516.44
2003 · National Bank of Arizona Credit	2,530.85	0.00	2,530.85
Total Credit Cards	20,610.16	6,032.46	14,577.70

Sedona Fire District
Balance Sheet
As of March 31, 2020

	Mar 31, 20	Mar 31, 19	\$ Change
Other Current Liabilities			
2010 · Accrued Employee Leave	1,520,697.67	1,624,990.27	-104,292.60
2012 · Lease Purchase Liabilities	1,182.18	0.00	1,182.18
2013 · Deferred Ambulance Revenue	217,261.04	0.00	217,261.04
2014 · Defer Inflows of Rsrcs - ASRS	110,925.00	110,925.00	0.00
2015 · Defer Inflows of Rsrcs - PSPRS	294,705.00	294,705.00	0.00
2016 · Deferred Revenue	9,287.88	0.00	9,287.88
2018 · HSA Deduction	14,607.93	-71.05	14,678.98
2019 · Insurance Premium Liabilities	315,653.49	21,197.02	294,456.47
2020 · Other Accrued Liabilities	-595.18	5,767.23	-6,362.41
2021 · Payroll Liabilities	4,301.23	0.00	4,301.23
2022 · Retirement Payable	-166,853.91	32,222.29	-199,076.20
2025 · Workers Compensation Liability	0.00	-18,936.22	18,936.22
2026 · Prepaid Legal	2,863.50	0.00	2,863.50
2027 · State Withholding Tax Payable	0.00	-2.99	2.99
2050 · Defer Inflows OPEB PSPRS	30,906.00	30,906.00	0.00
2051 · Defer Inflows OPEB ASRS	8,045.00	8,045.00	0.00
Total Other Current Liabilities	2,362,986.83	2,109,747.55	253,239.28
Total Current Liabilities	2,493,279.95	2,292,258.69	201,021.26
Long Term Liabilities			
2052 · Net Pension Liab OPEB PSPRS	299,052.00	299,052.00	0.00
2053 · Net Pension Liab OPEB ASRS	-2,241.00	-2,241.00	0.00
2200 · LT Lease Purchase Liab	803,443.55	1,035,821.58	-232,378.03
2201 · Net Pension Liability - ASRS	1,852,230.00	1,852,230.00	0.00
2202 · Net Pension Liability - PSPRS	21,043,690.00	21,043,690.00	0.00
Total Long Term Liabilities	23,996,174.55	24,228,552.58	-232,378.03
Total Liabilities	26,489,454.50	26,520,811.27	-31,356.77
Equity			
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	563,635.34	-1,166,026.74	1,729,662.08
Net Income	2,231,353.26	218,620.25	2,012,733.01
Total Equity	5,519,672.34	1,777,277.25	3,742,395.09
TOTAL LIABILITIES & EQUITY	32,009,126.84	28,298,088.52	3,711,038.32

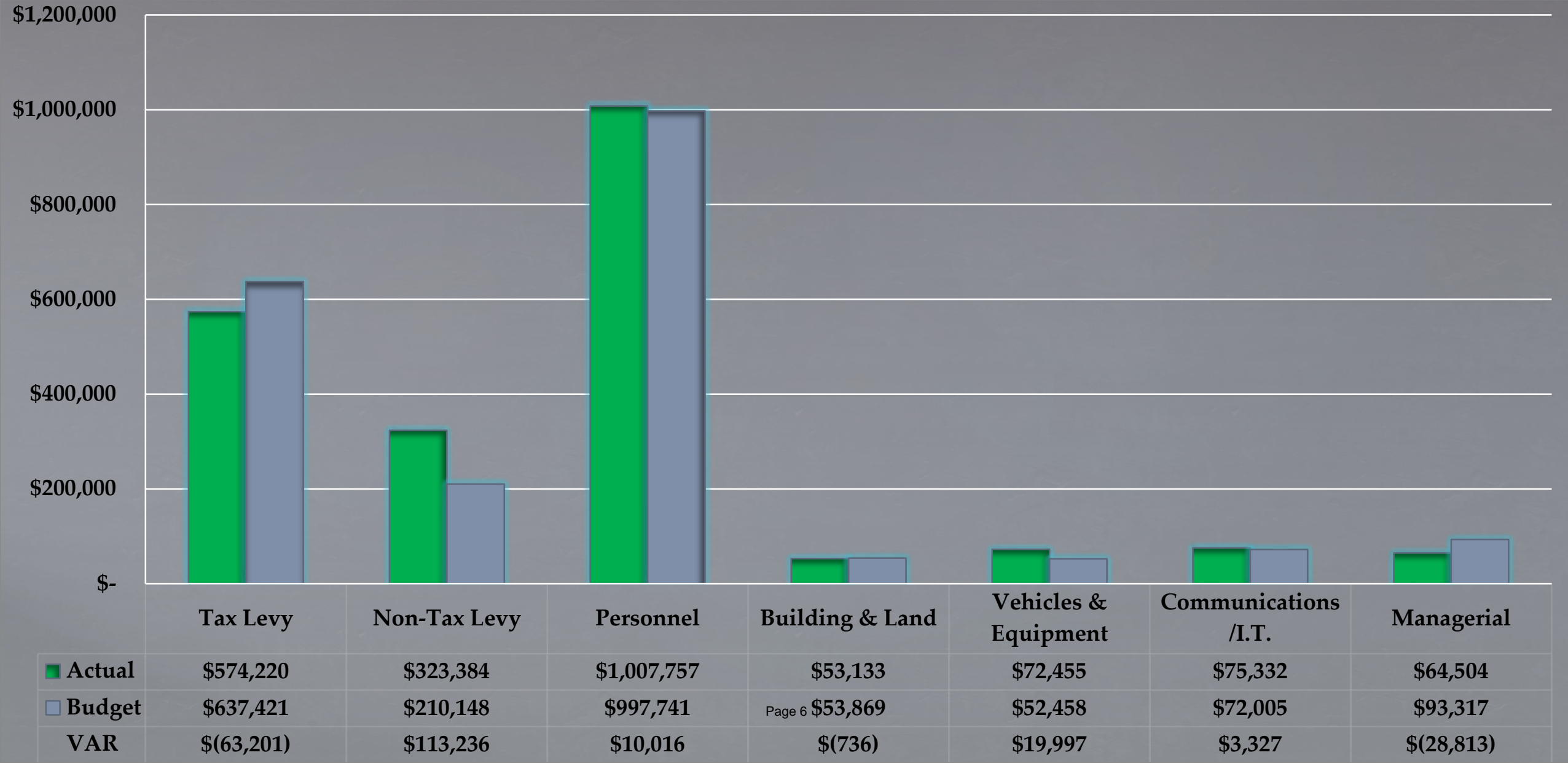
Sedona Fire District
Summary of Reconciled Cash Balances
 Period Ending 03/31/2020

	County General Fund	Capital Reserves	Chase Operating Account	Chase Payroll Account
	<u>3/31/2020</u>	<u>3/31/2020</u>	<u>3/31/2020</u>	<u>3/31/2020</u>
Beginning Balance	6,466,151.99	3,448,424.76	130,740.43	591,653.47
Cleared Transactions				
Checks and Payments	(1,749,165.87)		(323,093.17)	(1,215,677.88)
Deposits and Credits	546,968.78	6,091.53	487,486.06	1,700,000.00
Total Cleared Transactions	<u>(1,202,197.09)</u>	<u>6,091.53</u>	<u>164,392.89</u>	<u>484,322.12</u>
Cleared Balance	<u><u>5,263,954.90</u></u>	<u><u>3,454,516.29</u></u>	<u><u>295,133.32</u></u>	<u><u>1,075,975.59</u></u>
Uncleared Transactions				
Checks and Payments	(11,541.96)		-	-
Deposits and Credits	141,531.41	-	1,765.99	
Total Uncleared Transactions	<u>129,989.45</u>	<u>-</u>	<u>1,765.99</u>	<u>-</u>
Register Balance as of 03/31/2020	<u><u>5,393,944.35</u></u>	<u><u>3,454,516.29</u></u>	<u><u>296,899.31</u></u>	<u><u>1,075,975.59</u></u>

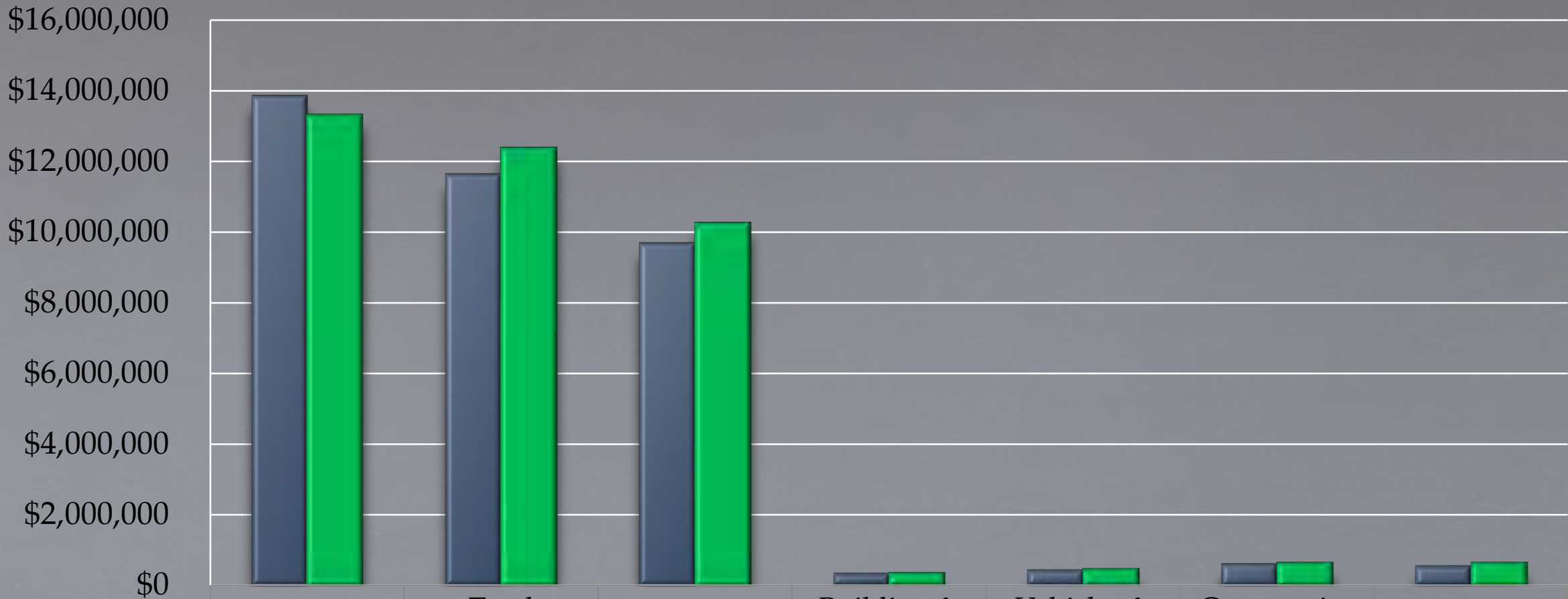
Sedona Fire District
Profit & Loss Budget Performance
March 2020

	<u>Mar 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '19 - Mar 20</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
Income							
4001 · Tax Levy Revenue	574,219.60	637,421.00	-63,201.40	11,304,064.48	11,435,284.80	-131,220.32	15,137,272.80
4100 · Non-Tax Levy Revenue	323,383.78	210,148.00	113,235.78	2,575,323.47	1,891,327.35	683,996.12	2,521,797.35
Total Income	<u>897,603.38</u>	<u>847,569.00</u>	<u>50,034.38</u>	<u>13,879,387.95</u>	<u>13,326,612.15</u>	<u>552,775.80</u>	<u>17,659,070.15</u>
Gross Profit	897,603.38	847,569.00	50,034.38	13,879,387.95	13,326,612.15	552,775.80	17,659,070.15
Expense							
5001 · Personnel Cost	1,007,757.14	997,741.11	10,016.03	9,692,533.22	10,268,224.44	-575,691.22	13,261,916.00
6001 · Building & Land	53,133.16	53,869.00	-735.84	352,580.89	355,485.00	-2,904.11	452,416.00
6101 · Vehicles & Equipment	72,454.71	52,457.92	19,996.79	435,989.12	472,121.24	-36,132.12	629,485.00
6301 · Communications/IT Support	75,331.73	72,005.17	3,326.56	614,602.07	648,046.49	-33,444.42	864,062.00
6401 · Meetings, Travel & Training	915.70	20,007.99	-19,092.29	139,207.82	180,072.07	-40,864.25	240,091.00
7001 · Managerial Cost	59,903.92	69,311.55	-9,407.63	378,272.55	418,925.39	-40,652.84	524,817.00
8001 · Other Expense	3,683.93	3,997.14	-313.21	34,849.02	46,282.29	-11,433.27	74,231.87
Total Expense	<u>1,273,180.29</u>	<u>1,269,389.88</u>	<u>3,790.41</u>	<u>11,648,034.69</u>	<u>12,389,156.92</u>	<u>-741,122.23</u>	<u>16,047,018.87</u>
Net Income	<u>-375,576.91</u>	<u>-421,820.88</u>	<u>46,243.97</u>	<u>2,231,353.26</u>	<u>937,455.23</u>	<u>1,293,898.03</u>	<u>1,612,051.28</u>

March 2020



Fiscal Year to Date Budget to Actual



Actual

Budget

Budget to Actual Var

\$13,879,388

\$13,326,612

552,776

\$11,648,035

\$12,389,157

(741,122)

\$9,692,533

\$10,268,224

(575,691)

\$352,581

\$355,485

(2,904)

\$435,989

\$472,121

(36,132)

\$614,602

\$648,046

(33,444)

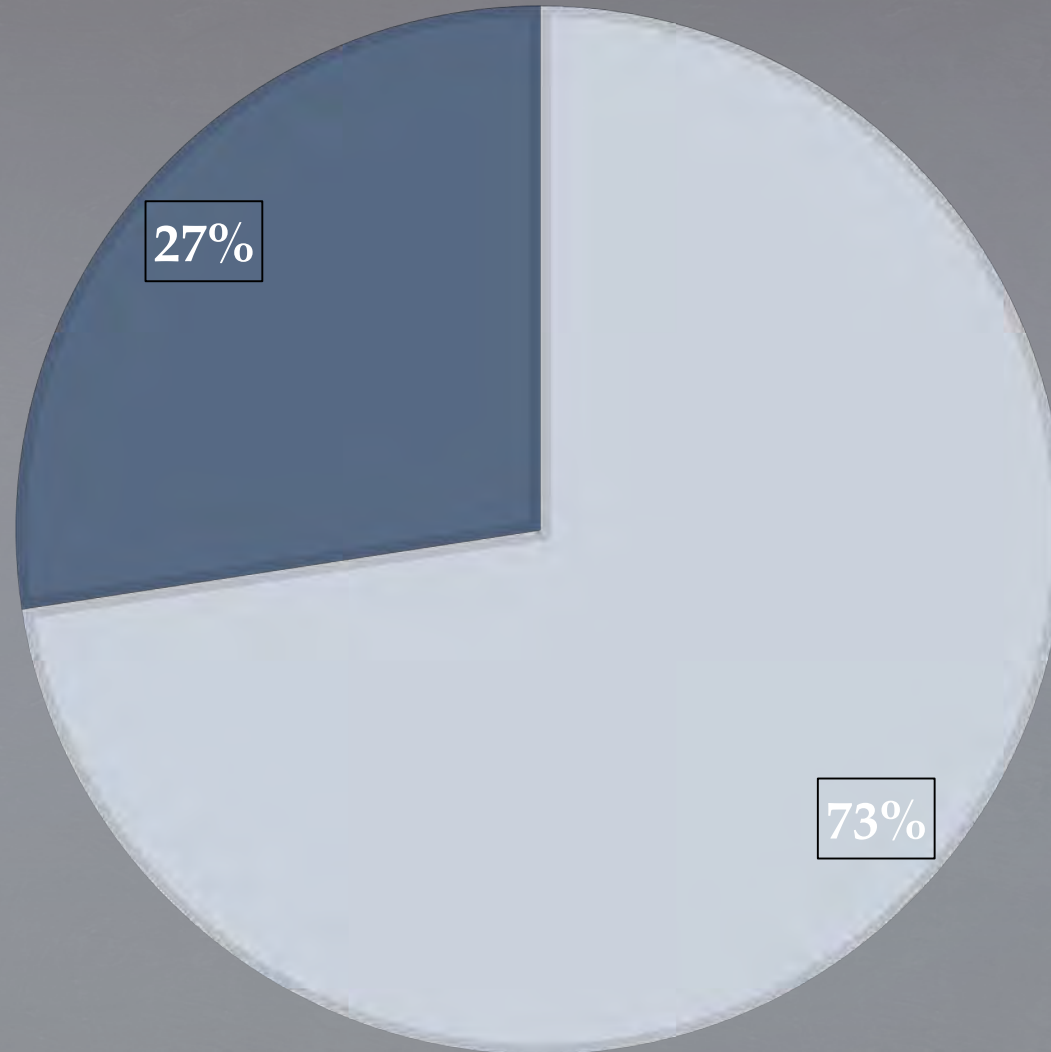
\$552,329

\$645,280

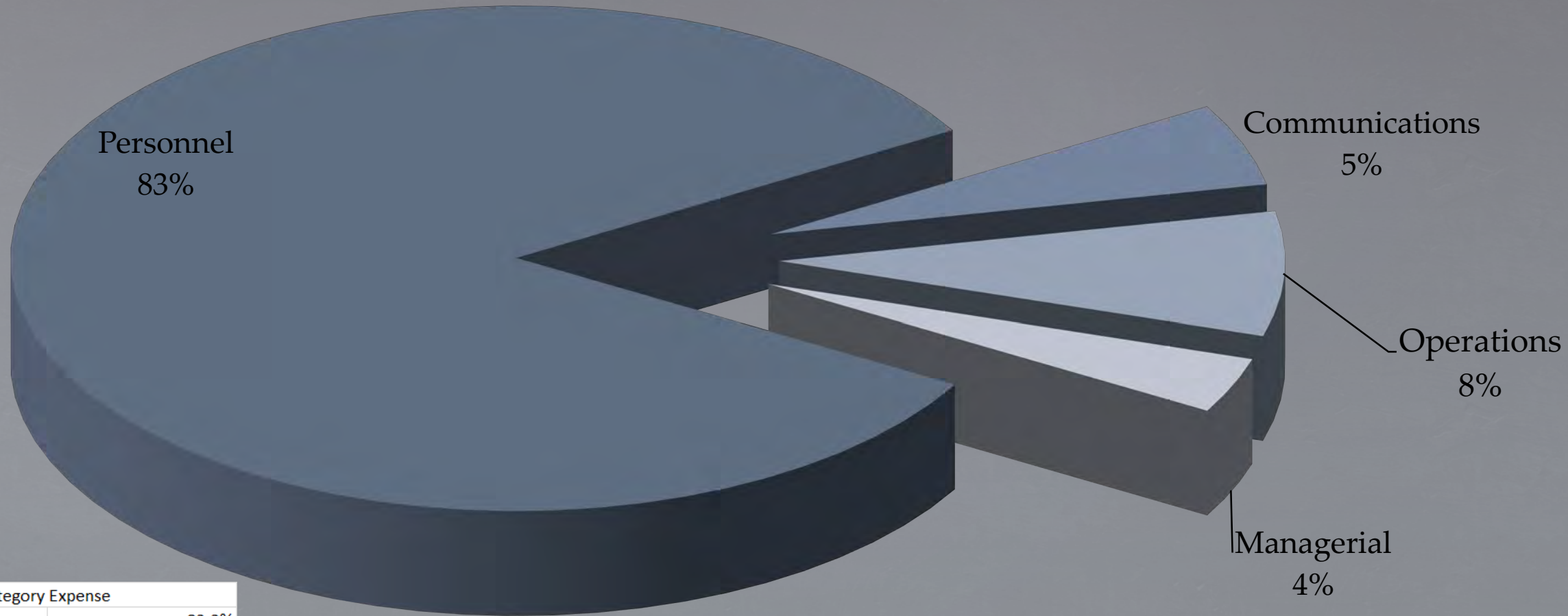
(92,950)

YEAR TO DATE EXPENSES AS PERCENTAGE OF BUDGET

Actual YTD Budget Remaining

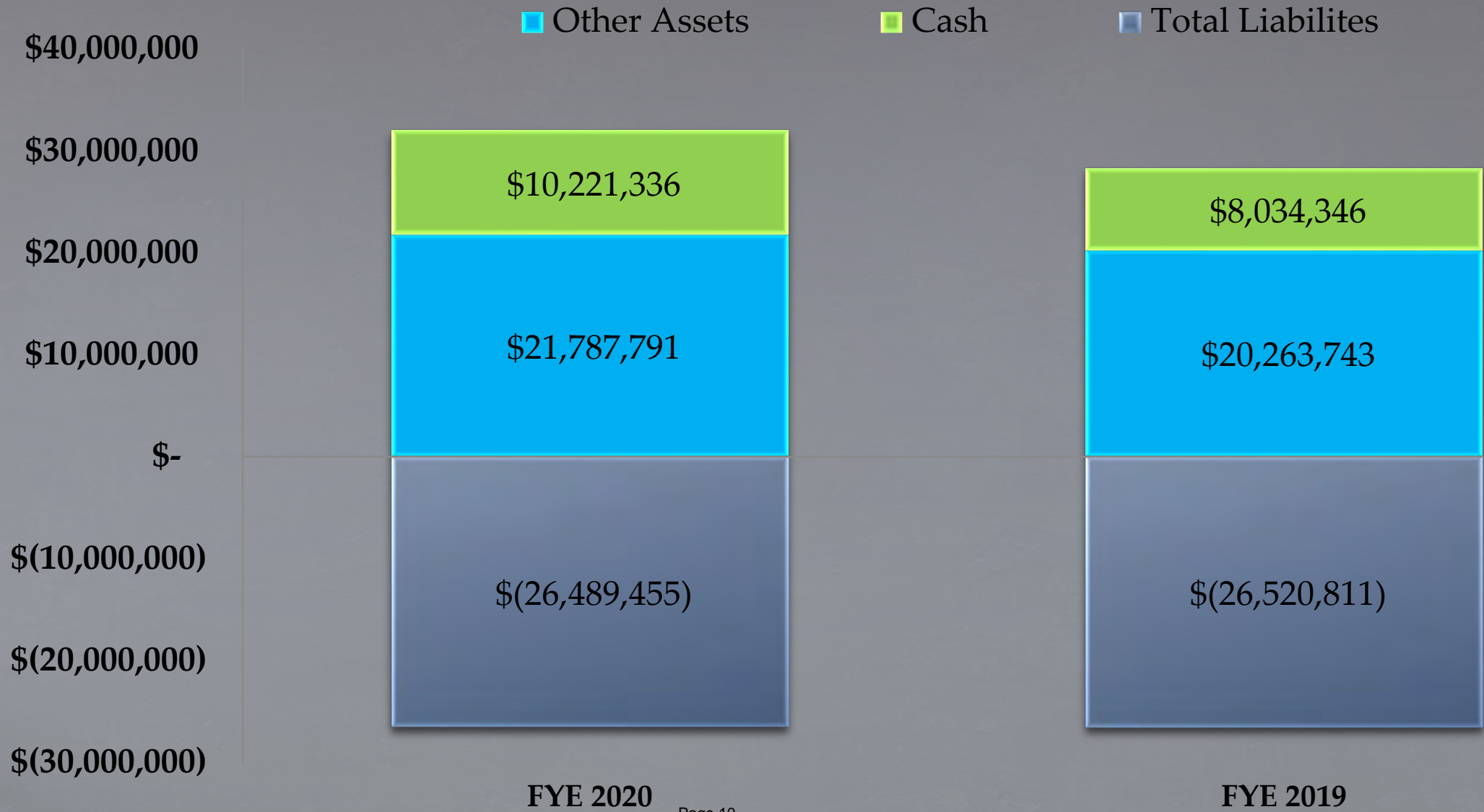


Percentage of Expenses Year to Date



Category Expense	
Personnel	83.2%
Communications	5.3%
Operations	8.0%
Managerial	3.5%

Cash Position



Recorded Fixed Asset purchases:

Account Number	Account Name	Amount	Description of Asset
1414	Vehicles	\$35,614.70	Ford Stock #G1802
1412	Furniture & Equipment	\$7,427.15	Thermal Imaging Camera
1412	Furniture & Equipment	\$6,091.93	Lift Cushions
1414	Vehicles	\$3,750.00	Deposit on Polaris Modifications
1414	Vehicles	\$3,127.71	Radio Equipment for Type 3 BME
1412	Furniture & Equipment	\$31,846.95	Etrication Equipment
1414	Vehicles	\$11,000.00	Modification to ATV for Patient Safety
6190	Small Tools/Equip	\$6,570.69	Viewsonic Viewboard
1412	Furniture & Equipment	\$16,347.19	Electric Power Blowers
1414	Vehicles	\$199,571.65	Ambulance
1414	Vehicles	\$309,254.46	Type 3 Engine
6130	Vehicles	\$5,140.00	AIRE LSII lid Cargo Glide CG
	TOTAL	\$635,742.43	

8:13 PM

04/13/20

Accrual Basis

Sedona Fire District Monthly Disbursement Report March 2020

Type	Date	Num	Name	Memo	Split	Debit	Credit	Balance
Total 2002 · Wells Fargo Credit Card						14,641.07	621.02	14,020.05
2003 · National Bank of Arizona Credit								
Credit Card...	03/05/2020	Robinson	AMERICAN PAYROLL AS...		5001 · Pers...		320.00	-320.00
Credit Card...	03/12/2020	Robinson	AA Trix Software		6315 · Com...		29.85	-349.85
Credit Card...	03/13/2020	ADMN	PWW Media		6410 · Traini...		1,220.00	-1,569.85
Credit Card...	03/16/2020	Robinson	Planet Hollywood		6470 · Meal...		134.92	-1,704.77
Check	03/17/2020	EFT	Bankcard Center	9782	1050 · Chas...	5,097.87		3,393.10
Credit Card...	03/17/2020	Robinson	MEARS Trans Web		6140 · Com...	39.00		3,432.10
Credit Card...	03/17/2020	Admin	PATRIOT DISPOSAL INC		-SPLIT-		330.85	3,101.25
Credit Card...	03/19/2020	Robinson	Planet Hollywood		6470 · Meal...	134.92		3,236.17
Credit Card...	03/19/2020	Robinson	Arizona Department of He...		7170 · Dues...		1,000.00	2,236.17
Total 2003 · National Bank of Arizona Credit						5,271.79	3,035.62	2,236.17
TOTAL						3013647.63	3411388.65	-397,741.02

Sedona Fire District

Fiscal Year Begins: Jul-19

Twelve-Month Cash Flow

Sedona Fire District

	Beginning	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Monthly Average	Overview
Cash Summary															
Cash on Hand (beginning of month)	8,927,443	8,927,443	7,865,351	6,610,817	6,026,800	9,504,302	11,963,966	12,256,462	11,101,254	10,637,414	10,221,336	11,937,388	11,123,382	9,847,993	
Cash Available (on hand + receipts, before cash out)	8,927,443	9,340,977	8,315,224	7,273,519	11,148,977	13,130,946	13,309,344	13,154,243	11,834,000	11,567,242	13,187,199	12,875,880	11,551,485	11,390,753	
Cash Position (end of month)	8,927,443	7,865,351	6,610,817	6,026,800	9,504,302	11,963,966	12,256,462	11,101,254	10,637,414	10,221,336	11,937,388	11,123,382	10,294,904	9,961,948	
Cash Receipts															
Tax Levy Revenue		63,116	26,297	138,558	4,821,909	3,370,495	1,210,483	687,264	457,407	574,220	2,755,715	728,344	217,929	1,254,311	
Non-Tax Levy Revenue		350,418	423,576	524,144	300,268	256,148	134,895	210,517	275,339	355,608	210,148	210,148	210,174	288,449	
Line of Credit		0	0	0	0	0	0	0	0	0	0	0	0	0	
Total Cash Receipts		413,534	449,873	662,702	5,122,177	3,626,643	1,345,378	897,781	732,746	929,828	2,965,863	938,492	428,103	1,542,760	
Cash Paid Out															
Disbursements		1,475,626	1,704,407	1,246,719	1,644,675	1,166,979	1,052,882	2,052,990	1,196,586	1,345,906	1,249,811	1,752,499	1,256,581	1,428,805	
Capital Budget		0	0	0	0	0	0	0	0	0	0	0	0	0	
Repayment of LOC		0	0	0	0	0	0	0	0	0	0	0	0	0	
Total Cash Paid Out		1,475,626	1,704,407	1,246,719	1,644,675	1,166,979	1,052,882	2,052,990	1,196,586	1,345,906	1,249,811	1,752,499	1,256,581	1,428,805	
		(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Budget)	(Budget)	(Budget)		

Sedona Fire District

March 2020

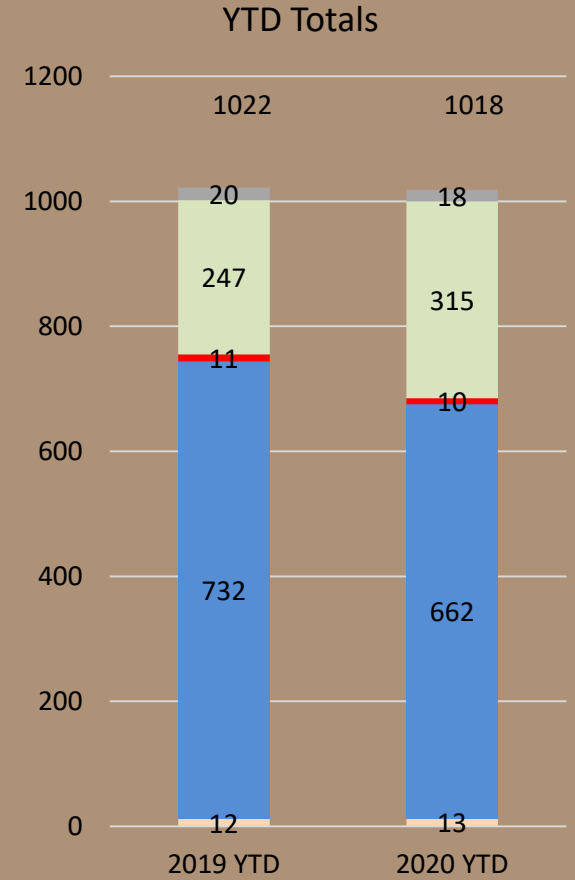
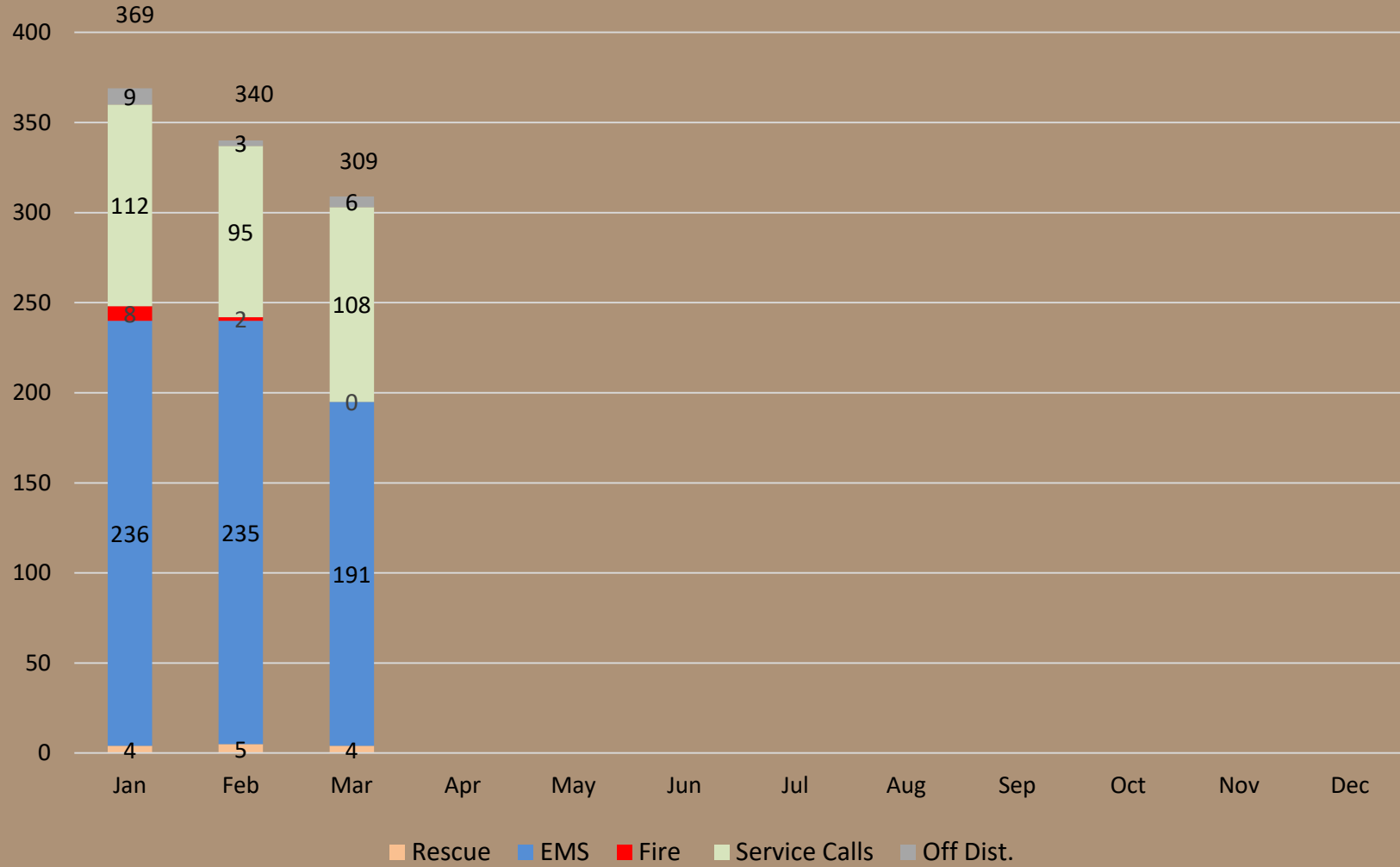
Fire Chief's Report

Presented to the Board

April 21, 2020.

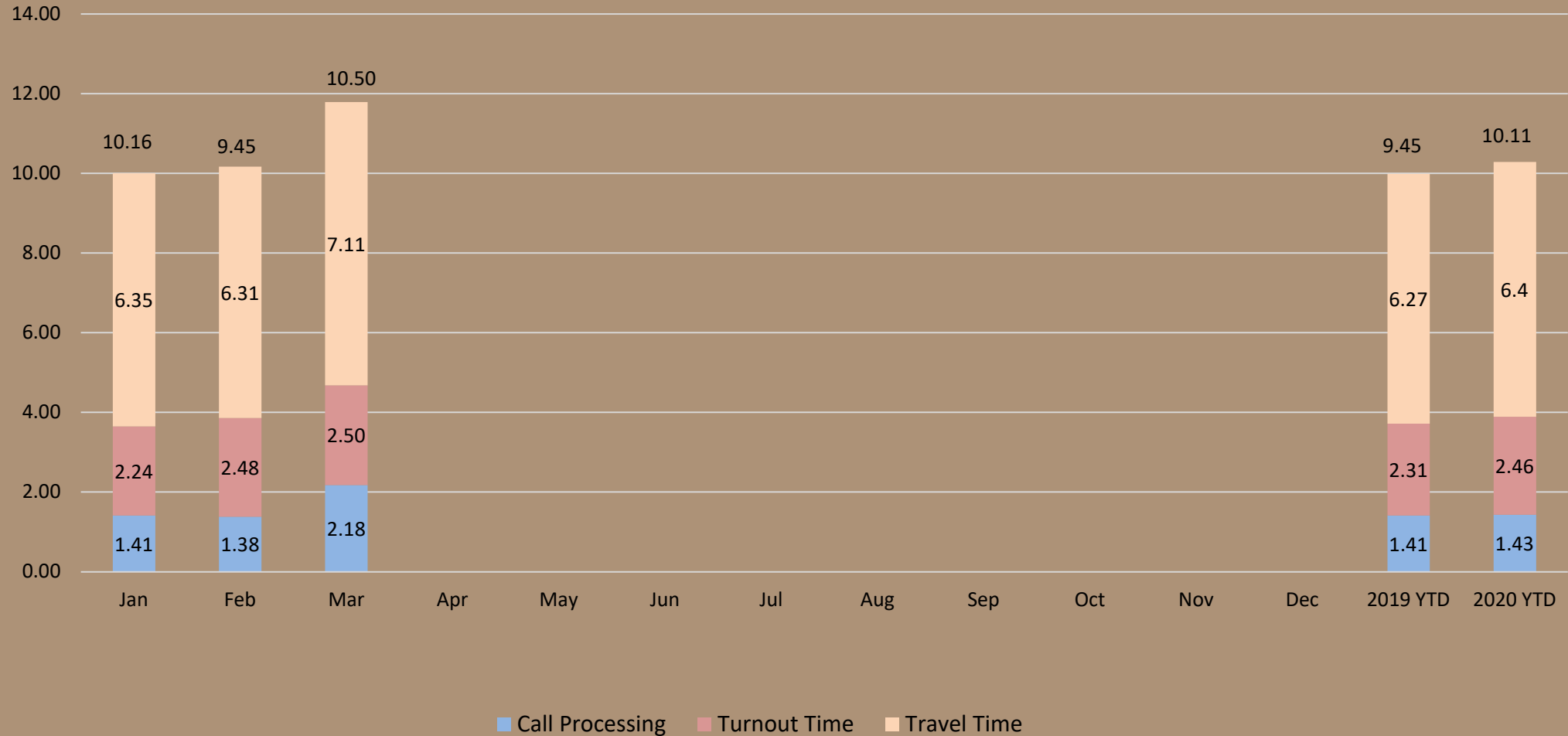


2020 Incident Summary



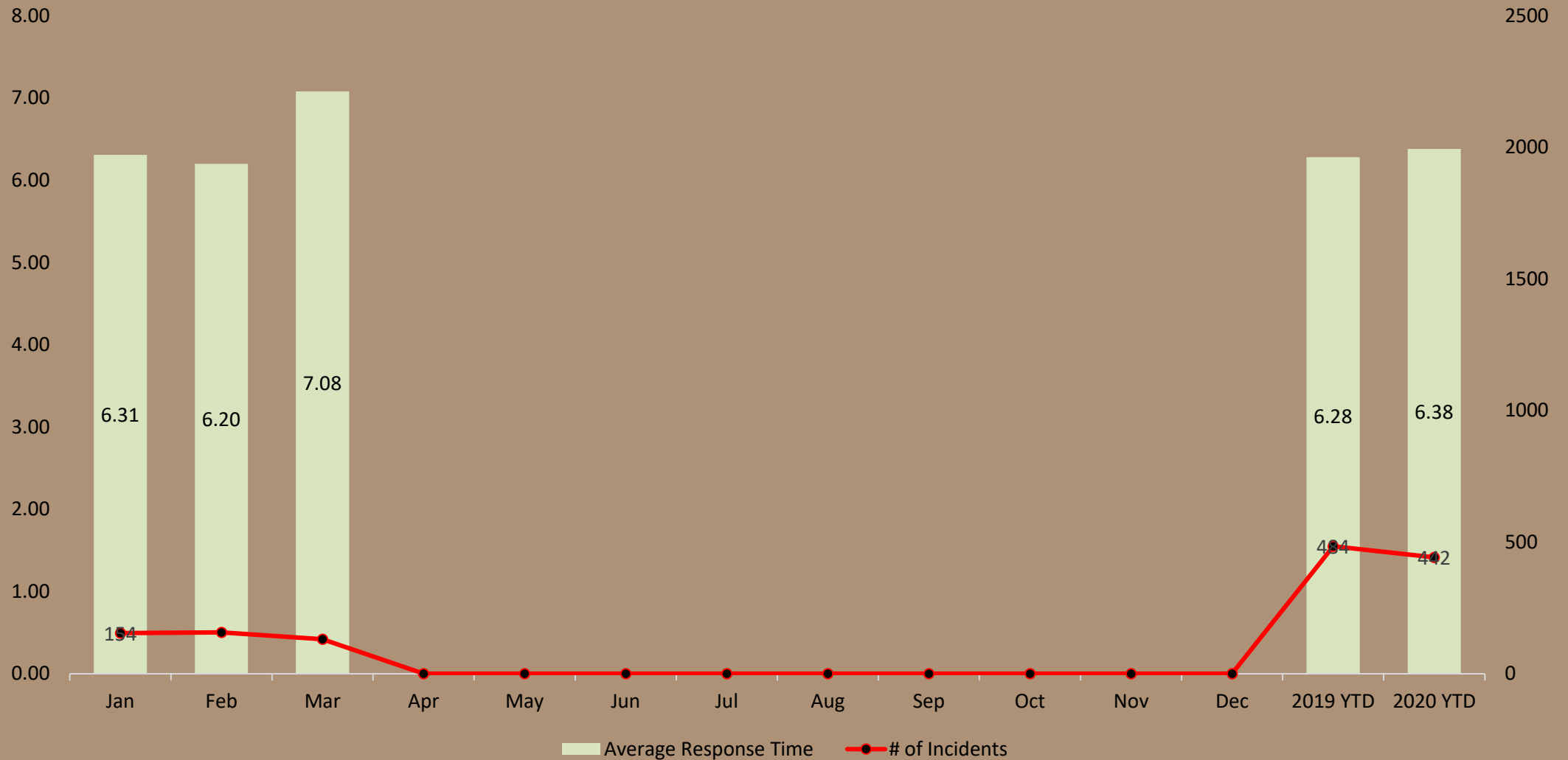
The information below is a break out of the Emergency Response Analysis / Urgent Call Response Times. This means that 90% of the time units arrive on scene at the stated response time (Total Reflex). This time is calculated from the time the call is received in dispatch until units have arrived to the location. SFD does not have much control if any over the call processing time and the travel time due to external influences which impact those times. SFD is focusing on the Turnout Time which is the time from receiving notification until the wheels are rolling.

90th Percentile Total Reflex Break-Out



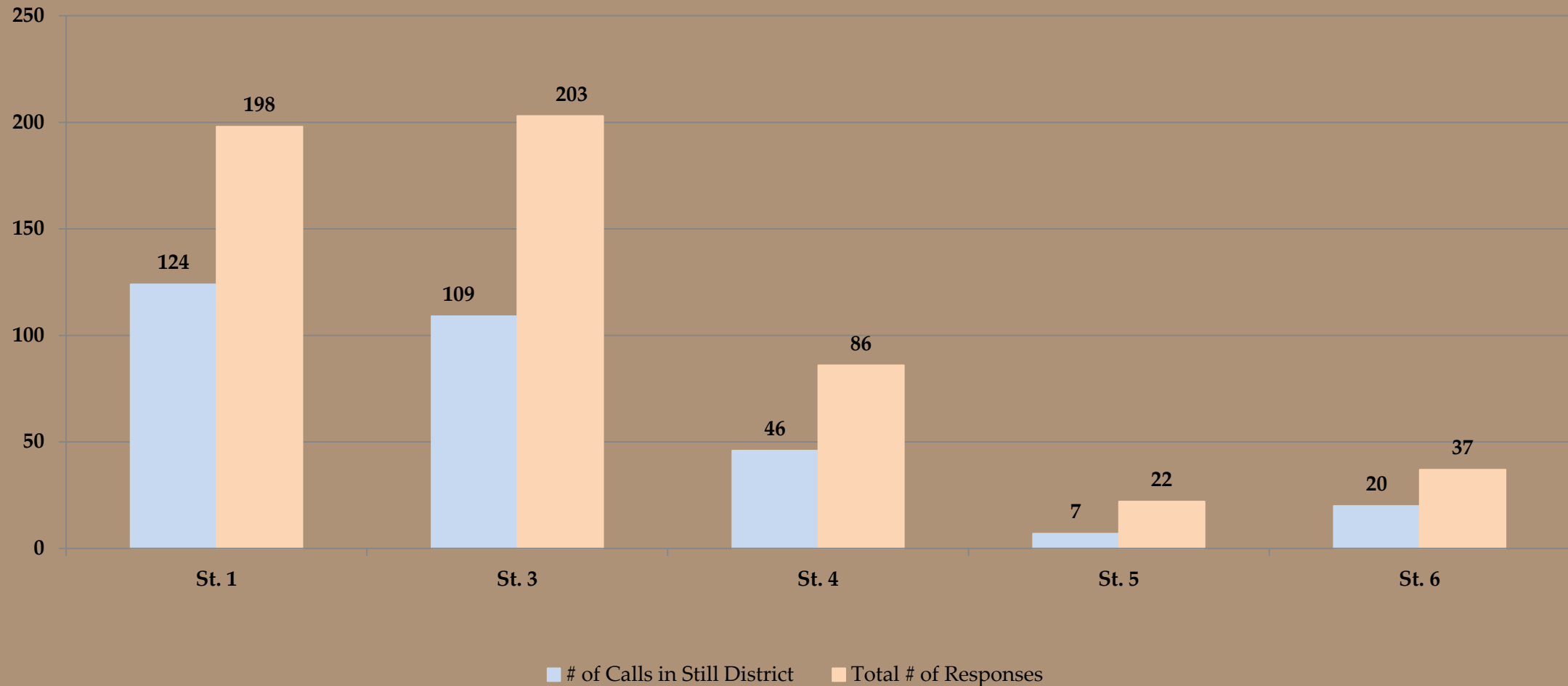
The average response time is based on emergent calls only. The graph below shows the average response time and the number of emergent incidents included in the response time average.

Monthly Average Response Time and Year to Date Comparison



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 2020



- ◇ COVID 19 Information
- ◇ Significant Incidents in the District
- ◇ Wildland Related Activities
 - ◇ Wildfires
 - ◇ Deployments
- ◇ Staffing
 - ◇ Telecomm Position
- ◇ Questions / Comments



Operations

Assistant Chief Jayson Coil

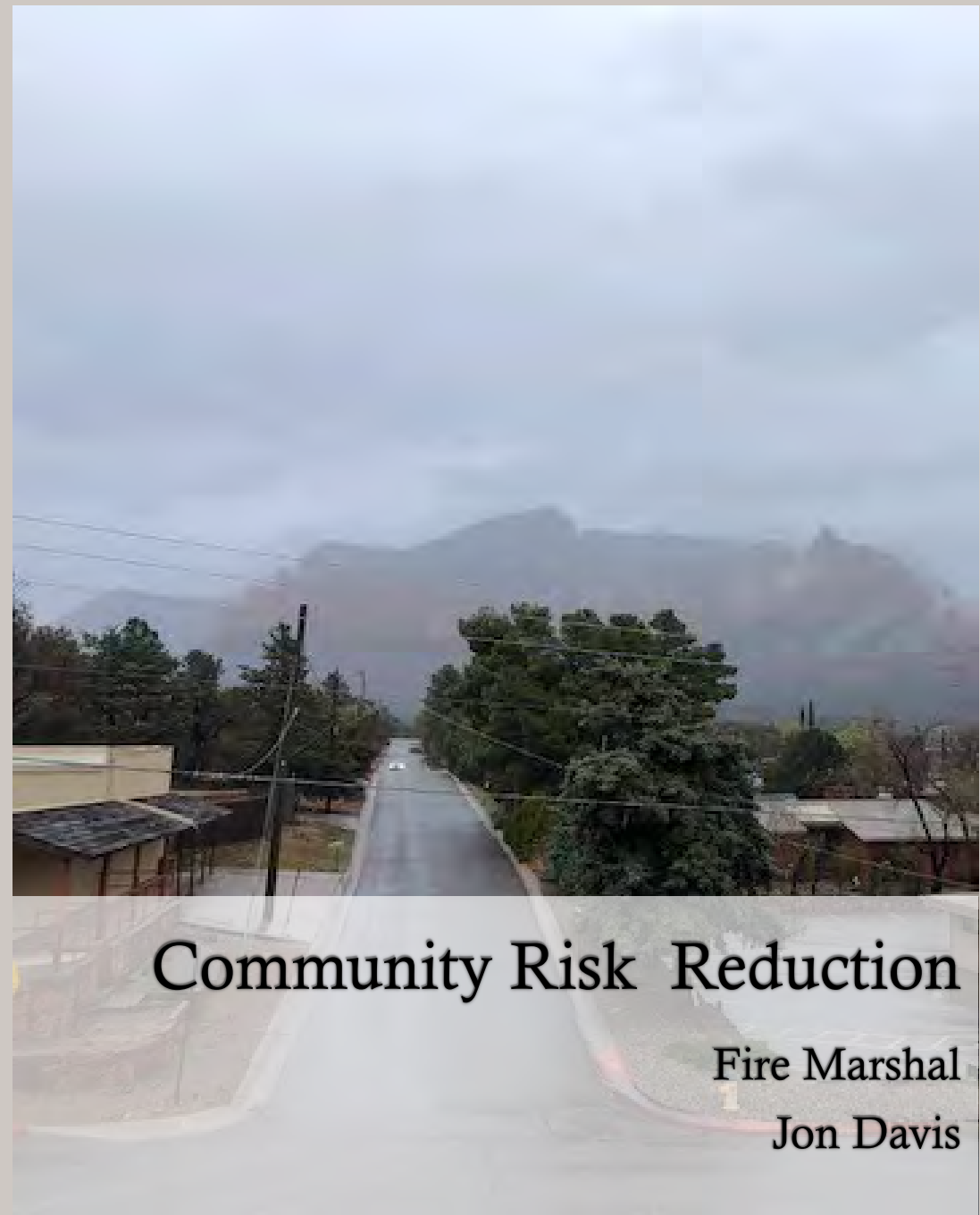
- ◇ **Inspection Activities**
 - ◇ CRR Inspections - 216
 - ◇ Engine Company Inspections – 0
 - ◇ Update on Engine Company Inspection Program
 - ◇ Plan Reviews – 82
 - ◇ Firewise® Home Assessments – 0
 - ◇ Fire Investigations – 0

- ◇ **Fire Prevention Appearances & Events**
 - ◇ 2 events
 - ◇ 56 Contacts

- ◇ **Notable Events**
 - ◇ Sharp increase in plan reviews performed

- ◇ **Fire Marshal Safety Message**

- ◇ **Questions / Comments**



Community Risk Reduction

**Fire Marshal
Jon Davis**

- ◆ **EMS Activities**

- ◆ Infectious Disease Control

- ◆ **Fleet**

- ◆ Arrival of Shop Truck and IT Van
- ◆ Ambulance Donation

- ◆ **February 2020 Training Report**

- ◆ **Fire Credit Training**

- ◆ ISO 872 hours
- ◆ ISO Other 21 hours

- ◆ **EMS Credit Training**

- ◆ EMS 686 hours

- ◆ **Total Training Hours – 1,579**

- ◆ Incident Command Training – nonoperation staff
- ◆ COVID 19 Related Policies and Practices
- ◆ Arizona Wildland and Incident Management Academy
- ◆ Captain Rodrigo Sanchez has earned a Bachelor of Science in Public and Emergency Management at Grand Canyon University

- ◆ **Questions / Comments**



EMS, Fleet, & Training

Division Chief

Ed Mezulis

- ◇ Recent / Upcoming Events or Activities
 - ◇ Canceled and Postponed
 - ◇ In Pre-Planning: SFD Awards Celebration

- ◇ Staffing Updates
 - ◇ Administrative Generalist – Finalist Interviews
 - ◇ Administrative Work Plan – Remote Working
 - ◇ Wage Study – Requested Update

- ◇ Mental Health Moment
 - ◇ Social Distancing Stress

- ◇ Questions / Comments

IF YOU REQUIRE MEDICAL ATTENTION

CALL 911

**A DISPATCHER WILL GET YOU
THE CARE YOU NEED.**

**PLEASE ADVISE THEM IF YOU HAVE FEVER, COUGH
OR OTHER SYMPTOMS OF A RESPIRATORY ILLNESS**



Administration

Director of Administrative Services

Heidi Robinson

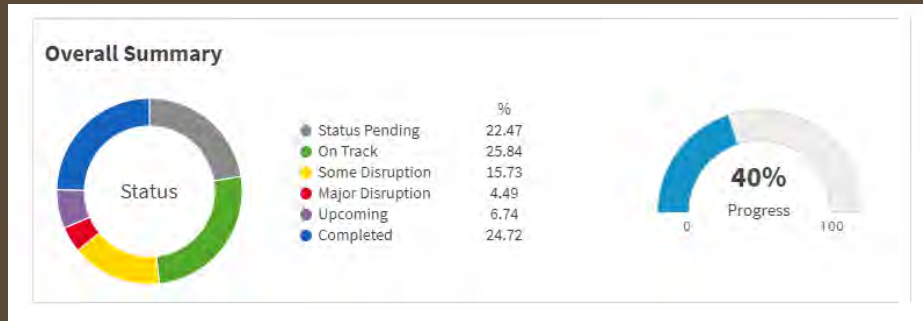
WHILE WE ORDINARILY LOOK FORWARD TO VISITORS, THE HEALTH AND SAFETY OF OUR COMMUNITY COMES FIRST. IN AN ABUNDANCE OF CAUTION, WE ARE LIMITING VISITATION.
IF YOU REQUIRE NON-EMERGENCY ASSISTANCE PLEASE CALL 928-282-6800 DURING BUSINESS HOURS

- ◇ Action Items and Staff Direction Updates

- ◇ Professional Development

- ◇ Strategic Plan Overview

- ◇ Strategy Session – Goal Realignment



- ◇ Station 4 Construction Process

- ◇ Feasibility Study

- ◇ Purchase Orders between \$10,000 and \$25,000

- ◇ \$22,916.94 - Hydraulic tools - budgeted

- ◇ \$13,354.37 - Power Edge Data Server - budgeted



Fire Chief Items

Fire Chief
Jon Trautwein

◆ **Grant Activity**

- ◆ Requisition for Radio Purchase – AFG
- ◆ Country Financial - \$1500.00

◆ **Donations**

- ◆ 107+ Cloth Masks – Machel Davis

◆ **Public Outreach & Communication**

◆ **Social Media**

- ◆ 155 New Page Likes
- ◆ Post Reach – 52,000
- ◆ Engagement – 25,000
- ◆ Most Reach
 - ◆ 3/22 Cathedral Rock Rescue 12.5k
 - ◆ 3/29 Airport accident 12k
 - ◆ 4/5 Trail closure status 11.9k
 - ◆ 4/1 Big Park Loop rescue 9k

◆ **Thank You Letters / Correspondence**

◆ **Questions / Comments**



1250 Falls Rd
York PA 17402

PA 17402 PM 2 L



Sedona Fire District
2860 Southwest Dr.
Sedona AZ 86334



with
many
thanks

■Pembrook.™

IG95077-AL2

USECC0556844-2

with
many
thanks

Ff Minardi, Cpt Sanchez, Ff Foster
and Ff Krieger -

Thank you very much for the
opportunity to enjoy a behind the
scenes tour of the Sedona Fire Dept.

We are so grateful to be able to
meet with all of you, see all the
awesome fire equipment and learn
more about the Sedona Fire Dept.

Thank you for all the awesome

fire dept goodies too. I (Teddy)
loves his new fire hat!

We so.. enjoyed this opportunity
and making such beautiful
new memories with all of
you!

Thank you Again!

Sincerely -

Tammy and Teddy
H





THANK YOU

Thanks Josh, Matthew, Jeromy and all of you who helped me down off the Second Floor @ the Wyatt Pinon Point March 10th evening and got me to the finest ER in the Verde Valley! There's a write up in Yelp for both you and the ER. You were willing to go farther for better quality. Thanks! You were all my angels that evening! I saw Dr. Rey and she read my X-Ray. It was a tri-malleolus break. She thought it was pretty cool and so does my orthopedist, Dr. K^{Dr. Nimish} Kadakia in town near where we live in CA. Special shout Mike Sanders Kadakia out to John + Josh !!



**SEDONA FIRE DISTRICT
FIRE BOARD AGENDA COMMUNICATION**

Submitted by: Captain Patrick Ojeda Date: March 30, 2020

SUBJECT: 2018 AFG Grant- Portable Radios	BOARD MEETING DATE: 4/20/2020
AGENDA ITEM #: VI. E. 4.	DIVISION / SECTION: Operations
ACTION REQUIRED: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Information <input type="checkbox"/> Other (Explain)	BOARD RECOMMENDATION: <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:

SFD portable radios are essentially at the end of life due to difficulty obtaining parts, having them serviced and the inability to maintain programming.

BACKGROUND:

As an ongoing commitment to seeking alternate revenue sources, SFD has submitted and was graciously awarded the Assistance to Firefighter Grant (AFG) 2018 in the amount of \$348,000.00 at the cost of a 5% match or \$16,595.00 to the SFD. Portable radios for reliable communication is vital to our personnel safety. Our current portable radios have passed their expected life cycle and need to be replaced.

FINANCIAL PERSPECTIVE:

The financial perspective is that we will need to purchase the radios with budget dollars in the amount of \$331,905.00 with a 5% match of \$16,595.00 for a total of \$348,500.00. Additional capital funding will be expended to complete the purchase of a service plan at \$24,140, Wi-Fi capability \$18,615.00 and supplement radio inventory to the proper service levels \$14,027.08. This additional equipment and service will last for the life cycle of the radios at a cost of \$56,782.08.

SFD had budgeted \$230,000.00 in 2020 for the purchase of portable radios in the event the grant was not awarded however, we were successful in the AFG grant process. Upon purchasing the radios, we will either pay for the purchase and be reimbursed or submit the invoices to AFG and receive the funds subsequently. Once invoices have been submitted to AFG for the radios, the funds are recovered in as little as 1 week.

Our goal is to submit the invoices and receive the funds prior to paying the vendor then, when we receive the funds pay the vendor AFG monies, our 5% match, plus the service plans. The investment by SFD will include a total cost of \$73,377.08 to the district for a \$447,782.08 purchase of much needed radios. This award has saved taxpayers \$331,905.00 that can be reallocated to other priority capital projects. We have also been given a trade in value for our old radios in the amount of \$42,500.00.

PROS & CONS:

PRO-

- Assuring portable radios are current in technology, easily programmable and maintainable are mission critical. The new radio technology will allow SFD to regain some of the lost coverage areas that were created when the Federal government mandated narrow-banding.
- We can utilize technology not currently available with our radios that can allow connectivity to our SCBA (as part of our SCBA replacement needs in the near future).

CON-

- Production of our current radios were discontinued as of October 31st, 2014. Motorola had informed SFD that the last day of full repair support for these radios were sometime in the year of 2019.
- It is possible as generations of technology try to coexist, the old technology we are trying to maintain may be less reliable and critical transmissions could be missed creating potential grave consequences.
- Current software needed to reprogram radios is running on Windows 7 and this program is now obsolete.

INTERNAL PROCESS PERSPECTIVE:

Maintaining current technology is critical in our business. Our current radios are circa 2009/10 and in our business, you must maintain a plan to be current. The fact we have maintained the operation of these radios for this long is a true testament to our Telecom division.

This grant request aligns itself with AFG operations and safety priorities for AFG grant funds. "Equipment for effective response, firefighting, rescue, and emergency medical operations to enhance the public safety". The fact that we are enhancing our response capabilities by placing communication ability in all response units with spares for replacement is remarkable.

This request will replace obsolete or damaged communication equipment meets a high priority and a 10 year life cycle. Standardization of our mobile radios with mandated P-25 compliance and up to date technology will enhance our ability to effectively and easily program and utilize portable radios, providing crews with a higher level of safety in daily use, improve coverage areas during emergency response and at times of significant disasters.

BOARD ATTORNEY APPROVAL: *(If Applicable)*

FIRE CHIEF RECOMMENDATION:

SFD continues to work to capitalize on alternate funding opportunities. Reducing the impact to SFD by utilizing the grant funds awarded will create opportunities for funding of other capital projects and reduce the impact to the taxpayers in Sedona Fire District.

FINANCE SECTION APPROVAL: This radio purchase was included in the FY 2020 capital plan, the AFG grant will allow the District to acquire the needed equipment while saving dollars for other capital needs. The purchase of portable radios will be done through Motorola Solutions under the State of Arizona Contract for Cooperators State of Arizona Contract #CTR046830. This purchase aligns with the SFD Financial Policy Manual-FIN 1332 purchases and purchase ordering system line #13. Purchases

made through established cooperative purchasing agreements (i.e. GSA & Houston-Galveston Purchasing Co-Op) are exempt from the bidding requirements.

MOTION(S): I move to approve requisition # 9219 up to the amount of \$405,282.08 to Motorola for the purchase of mobile radios.

ATTACHMENTS: *Radio Budget, Requisition, Quote*

	Radios	Lapel MICS	Desktop Charger	Veh Charger	Bank charger
Overhead/BC	10	8	10	8	
station 1	14	14	2	14	
Station 3	22	14	2	14	
Station 4	11	8	2	8	1
Station 5	6	6	2	6	
Station 6	14	10	2	10	
station 8	8	4	18	4	1
totals	85	64	38	64	2

Radio order breakout for AFG grant

	Quantity	Price	Total
APX 6000 VHF Model 2.5 portable	85	2208.98	187,763.30
APX6000XE Rugged Radio (Extreme-Intrinsically safe)	85	584	49640
Adaptive Noise Suppression	85	109.5	9307.5
Conventional Operation (conventional P-25 Compliant)	85	365	31025
Impact Green Housing	85	18.25	1551.25
Astro Digital CAI Operations (P-25 Compliant)	85	375.95	31955.75
Vehicle Charger kit NA/EU	64	344.56	22051.84
Audio Accessory Remote Speaker Mic	64	392.74	25135.36
Charger Single unit IMPRES 2, 3A, 115 VAC US/NA	28	120.45	3372.6
Charger Multi Unit IMPRES 2, 6-disp, NA/LA-PLUG ACC USB	2	1003.75	2007.5
Device programming	85	53.85	4577.25
APX RM download	1	299	299
Additional needs and costs not paid for by grant			
WIFI-Remote programming	85	219	18615
3Y Essential Accidental Damage	85	284	24140
tax			36340.73
Total			447,782.08
Trade in for radios - minus			-42500

total after trade in	405282.08
Grant award (348500) 331905	-331905
remainder	73377.08
SFD Match 5%	-16595
SFD budget dollars	56782.08
Total costs for radios, chargers and MICS	447,782.08



SEDONA FIRE DEPT

03/30/2020

03/30/2020

SEDONA FIRE DEPT
2860 SOUTH WEST DR
SEDONA, AZ 86336

Dear Jayson Coil,

Motorola Solutions, Inc. is pleased to present SEDONA FIRE DEPT with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide SEDONA FIRE DEPT with the best products and services available in the communications industry. Please direct any questions to Douglas Buxbaum at Doug.Buxbaum@motorolasolutions.com.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Douglas Buxbaum

Billing Address:
 SEDONA FIRE DEPT
 2860 SOUTH WEST DR
 SEDONA, AZ 86336
 US

Quote Date:03/30/2020
 Expiration Date:04/30/2020
 Quote Created By:
 Douglas Buxbaum
 Doug.Buxbaum@
 motorolasolutions.com

End Customer:
 SEDONA FIRE DEPT
 Jayson Coil
 jcoil@sedonafire.org
 +1.928.282.6800

Contract: 21069 - STATE OF AZ
 CONTRACT # CTR046830

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 6000 Series	APX6000 XE				
1	H98KGF9PW6BN	APX6000 VHF MHZ MODEL 2.5 PORTABLE	85	\$3,026.00	\$2,208.98	\$187,763.30
1a	HA00022AC	ADD: 3Y ESSENTIAL ACCIDENTAL DAMAGE	85	\$284.00	\$284.00	\$24,140.00
1b	QA02006AA	ENH: APX6000XE RUGGED RADIO	85	\$800.00	\$584.00	\$49,640.00
1c	QA09006AA	ADD: ADAPTIVE NOISE SUPPRESSION	85	\$150.00	\$109.50	\$9,307.50
1d	H35BU	ADD: CONVENTIONAL OPERATION	85	\$500.00	\$365.00	\$31,025.00
1e	QA01427AB	ALT: IMPACT GREEN HOUSING	85	\$25.00	\$18.25	\$1,551.25
1f	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION	85	\$515.00	\$375.95	\$31,955.75
1g	QA09007AA	ADD: OUT OF THE BOX WIFI PROVISIONING	85	\$0.00	\$0.00	\$0.00
1h	QA09001AB	ADD: WIFI CAPABILITY	85	\$300.00	\$219.00	\$18,615.00
3	NNTN7624C	CHARGER,CHR IMP VEH EXT NA/EU KIT	64	\$472.00	\$344.56	\$22,051.84



Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of use and Purchase Terms and Conditions govern the purchase of the Products.

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
4	NNTN8575A	AUDIO ACCESSORY- REMOTE SPEAKER MICROPHONE,IMPRES XE RSM XT CABLE GREEN	64	\$538.00	\$392.74	\$25,135.36
5	NNTN8860A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	28	\$165.00	\$120.45	\$3,372.60
6	NNTN8844A	CHARGER, MULTI-UNIT, IMPRES 2, 6-DISP, NA/LA- PLUG, ACC USB CHGR	2	\$1,375.00	\$1,003.75	\$2,007.50
7	LSV00Q00202A	DEVICE PROGRAMMING	85	\$53.85	\$53.85	\$4,577.25
8	Trade-In	Expiration Date: 04/30/2020	1	-\$42,500.00	-\$42,500.00	-\$42,500.00
9	HKVN4621A	APX RM DOWNLOAD*	1	\$299.00	\$299.00	\$299.00

Subtotal	\$368,941.35
Estimated Tax	\$36,340.73
Grand Total	\$405,282.08(USD)

Optional Items:

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
2	PMNN4547A	BATT IMPRES 2 LIION TIA4950 R IP68 3100T	1	\$169.00	\$123.37	\$123.37
Optional Items Total						\$123.37

Notes:

* Additional information is required for one or more items on the quote for an order.





**SEDONA FIRE DISTRICT
FIRE BOARD AGENDA COMMUNICATION**

Submitted by: Bob Motz *Date:* 4/13/2020

SUBJECT: Purchase of Teleconferencing Hardware AGENDA ITEM #: VI. E. 5.	BOARD MEETING DATE: 4/21/2020 DIVISION / SECTION: TELECOM
ACTION REQUIRED: <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Information <input type="checkbox"/> Other (Explain)	BOARD RECOMMENDATION: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded

Project/issue relates to SFD Strategic Plan _____ or Not Applicable X.

ISSUE: Requisition 9220 in the amount of \$57,875.40 and Purchase Order 9230 in the amount of \$2,275.54 to CDW-G for Teleconferencing hardware and software.

BACKGROUND: Our current video teleconferencing system does not meet our needs and is very limited as to interoperability with other agencies. The proposed system uses the Zoom platform which is more universally functional and accessible by individuals and agencies.

Purchase Order 9230 was used to purchase Zoom licensing. This portion of the project was completed earlier due to the urgent need to conduct remote business due to the COVID 19 situation. Requisition 9220 is for the hardware portion necessary to complete the project.

FINANCIAL PERSPECTIVE: The current system is expensive to repair and maintain as hardware support requires someone to travel in from out of state, usually Michigan. We are approaching the Board at this April board meeting seeking approval to begin working with CDW-G, a federal and state agency approved purchasing contract, to begin the purchase and migration process to the newest platform.

PROS & CONS: Pros: The new Polycom hardware with Zoom integration will allow our district to use this platform for all of its Teleconferencing and training needs. The Zoom application is available on all operating system platforms and cellular devices. The Zoom application will also allow for hosting critical meetings with organizations the district works with on several projects.

Cons: The cost of the hardware equipment is higher than Logitech hardware. The Logitech devices do not allow for Apple integration. We reviewed several options of hardware and determined Polycom would best fit the organization's needs.

INTERNAL PROCESS PERSPECTIVE: Sedona Fire reviewed different hardware vendors over several months and determined that the Polycom system with Zoom software was the best choice for our current needs. Both Polycom and Zoom are an industry standard for Teleconferencing.

FIRE CHIEF RECOMMENDATION:

I recommend the approval of this requisition to not only improve our current capability for teleconferencing related to COVID-19, but to also to improve our system for future use and development.

FINANCE SECTION APPROVAL: The items are being purchased through a cooperative purchasing agreement and exempt from the bidding requirements per FIN 1322. The funds for this purchase will come from the District Capital Fund. While this was not included in the plan for FY 2020, savings on other capital projects will help fund this expenditure.

MOTION(S):

I move to approve requisition 9220 up to the amount of \$57,875.40 to CDW-G for the purchase of teleconferencing hardware.

ATTACHMENTS: Requisition 9220 and Purchase Order 9230 in the amount of \$2,275.54

Vendor
 Cdw Government
 75 Remittance Dr
 Suite 1515
 Illinois, Chicago 60675-1515

Ship To
 Sedona Fire District - Home Office
 2860 Southwest Drive
 Sedona, Arizona 86336
 928-282-6800

Delivery Date
 05.07.2020

#	Item & Description	Custom Fields	Qty	U/M	Rate	Amount
1	Polycom Eagle Eye Director II Camera Polycom Eagle Eye Director II Camera State Contract National IPA Technology Solutions 2018011 01	Department 307-Telecommunications Project Teleconferencing Hardware Requestor Jeremy Harris	1	EA	12,932.13	12,932.13
2	Poly Premier extended service agreement - 1 year - shipment Poly Premier extended service agreement - 1 year - shipment State Contract National IPA Technology Solutions 2018011 01	Department 307-Telecommunications Project Teleconferencing Hardware Requestor Jeremy Harris	1	EA	1,200.00	1,200.00
3	POLYCOM REMOTE INSTALL G7500 POLYCOM REMOTE INSTALL G7500 State Contract National IPA Technology Solutions 2018011 01	Department 307-Telecommunications Project Teleconferencing Hardware Requestor Jeremy Harris	1	EA	350.00	350.00
4	POLYCOM SMART HANDS UPLIFT INSTALL POLYCOM SMART HANDS UPLIFT INSTALL State Contract National IPA Technology Solutions 2018011 01	Department 307-Telecommunications Project Teleconferencing Hardware Requestor Jeremy Harris	1	EA	900.00	900.00
5	Poly IP Ceiling Microphone - microphone Poly IP Ceiling Microphone - microphone State Contract National IPA Technology Solutions 2018011 01	Department 307-Telecommunications Project Teleconferencing Hardware Requestor Jeremy Harris	3	EA	999.00	2,997.00

6	Polycom EagleEye Director II - video conferencing kit - with EagleEye IV-12 Polycom EagleEye Director II - video conferencing kit - with EagleEye IV-12 State Contract National IPA Technology Solutions 2018011 01	Department 307-Telecommunications	1	EA	10,345.70	10,345.70
		Project Teleconferencing Hardware				
		Requestor Jeremy Harris				
7	Poly Premier extended service agreement - 1 year - shipment Poly Premier extended service agreement - 1 year - shipment State Contract National IPA Technology Solutions 2018011 01	Department 307-Telecommunications	1	EA	1,200.00	1,200.00
		Project Teleconferencing Hardware				
		Requestor Jeremy Harris				
8	Poly G7500 - video conferencing kit - with EagleEye IV-12x Poly G7500 - video conferencing kit - with EagleEye IV-12x State Contract National IPA Technology Solutions 2018011 01	Department 307-Telecommunications	1	EA	8,286.49	8,286.49
		Project Teleconferencing Hardware				
		Requestor Jeremy Harris				
9	Poly Premier - extended service agreement - 1 year - shipment Poly Premier - extended service agreement - 1 year - shipment State Contract National IPA Technology Solutions 2018011 01	Department 307-Telecommunications	1	EA	1,160.00	1,160.00
		Project Teleconferencing Hardware				
		Requestor Jeremy Harris				
10	Poly Studio X series X50 - video conferencing kit - with Poly TC8 Poly Studio X series X50 - video conferencing kit - with Poly TC8 State Contract National IPA Technology Solutions 2018011 01	Department 307-Telecommunications	4	EA	2,943.63	11,774.52
		Project Teleconferencing Hardware				
		Requestor Jeremy Harris				
11	Poly Premier - extended service agreement - 1 year - shipment Poly Premier - extended service agreement - 1 year - shipment State Contract National IPA Technology Solutions 2018011 01	Department 307-Telecommunications	4	EA	385.00	1,540.00
		Project Teleconferencing Hardware				
		Requestor Jeremy Harris				

Tax: 5,189.56

Ordered By: Telecom Purchasing

Total: 57,875.40

Requisition Approved By:

REQ09220:

Bob Motz on 04.06.2020 at 3:40pm

Jayson Coil on 04.06.2020 at 4:23pm

Notes

Purchase Order Not Valid Without Board Signature on REQ

Chairman Dave Soto / Board Clerk Corrie Cooperman

PURCHASE ORDER

PO09230

04-12-2020



**SEDONA
FIRE
DISTRICT**

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

Vendor
Cdw Government
75 Remittance Dr
Suite 1515
Illinois, Chicago 60675-1515

Ship To
Sedona Fire District - Home Office
2860 Southwest Drive
Sedona, Arizona 86336
928-282-6800

Terms
Due upon receipt

Delivery Date
04-29-2020

#	Item & Description	G/L Account	Custom Fields	Qty	U/M	Rate	Amount
1	Zoom Rooms 1y PP Zoom Rooms 1y PP CDWG Quote # LJJG290 Contract: Arizona NVP Software (ADSP017-149774)	Communications/ T Support: Computer Equipment & Support Account # 6310	Department 307-Telecommunications Project Teleconferencing Hardware Requestor Jeremy Harris	5	EA	414.30	2,071.50

Tax: 204.04

Total: 2,275.54

Ordered By: Gabe Buldra

Requisition Approved By:

REQ09224:
Bob Motz on 04-09-2020 at 10:33am

Notes

CDWG Quote # LJJG290
Contract: Arizona NVP Software (ADSP017-149774)

QUOTE CONFIRMATION



DEAR JEREMY HARRIS,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LJJG290	4/2/2020	CAPITAL PURCHASE	4020768	\$2,203.04

IMPORTANT - PLEASE READ

Special Instructions: Capital Purchase

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
ZOOM ROOMS 1Y PP Mfg. Part#: PAR1-ROOM-BASE-RM1Y-CS2 Electronic distribution - NO MEDIA Contract: Arizona NVP Software (ADSP017-149774)	5	6028622	\$414.30	\$2,071.50

PURCHASER BILLING INFO	SUBTOTAL	\$2,071.50
Billing Address: SEDONA FIRE DISTRICT ACCTS PAYABLE 2860 SOUTHWEST DR SEDONA, AZ 86336-3776 Phone: (928) 282-6800 Payment Terms: Net 30 Days-Govt State/Local	SHIPPING	\$0.00
	SALES TAX	\$131.54
	GRAND TOTAL	\$2,203.04
DELIVER TO	Please remit payments to:	
Shipping Address: SEDONA FIRE DISTRICT JEREMY HARRIS 2860 SOUTHWEST DR SEDONA, AZ 86336-3776 Phone: (928) 282-6800 Shipping Method: ELECTRONIC DISTRIBUTION	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION



Mike Garza

(877) 380-7584

mikgarz@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager

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