



PUBLIC NOTICE
REGULAR BOARD MEETING AGENDA
Wednesday, June 17, 2026
Station 32, 8905 Koch Field Road, Flagstaff, AZ 6:00 pm

www.zoom.us / Meeting ID: 885 2281 1636 Passcode 432385

<https://us02web.zoom.us/j/88522811636?pwd=dIVDTzJzOHRRZWthaGdnU0gyTWtKQT09>

Pursuant to A.R.S. 38-431.01, notice is hereby given to the Board of Directors and the public that the Summit Fire District will hold a Regular Meeting open to the public. The Governing Board of Summit Fire & Medical District will meet **in a Regular Session on Wednesday, June 17, 2026, at 6:00 p.m. The meeting will be held in person and remotely through technological means (see above).** The meeting room will be open to the public at 5:30 pm. Members of the Governing Board will attend either in person or by technological means. The Board may vote to go into Executive Session on any agenda item, pursuant to ARS 38-431.03(A)(3) Discussion or consultation for legal advice with the county attorney or attorneys of the public body. **All items are set for possible action.**

1. CALL TO ORDER
2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM
3. PLEDGE OF ALLEGIANCE

4. **CALL TO THE PUBLIC**

The Chairman shall announce this portion of the District Board meeting as a Call to the Public which is for public input/comment, in accordance with A.R.S. §38-431.0(H). Those wishing to address the Board regarding an issue within the jurisdiction of this public body may do so by completing a Request to Comment Form and submitting it to the Staff in person. If attending via remote, comments are to be sent to Staff via chat options prior to the start of the meeting. Individuals addressing the Board are limited to three minutes for their comments but may submit written comments for the Board records. The Chairman will recognize each individual. **The Governing Board cannot discuss or take legal action on any issues raised during the Public Forum unless they are agendaized due to restrictions of the Open Meeting Laws.**

5. **CONSENT AGENDA** – Items on the consent agenda are of a routine nature or have been previously studied by the Governing Board. Items on the Consent agenda are intended to be acted upon in one motion unless the Board wishes to hear any of the items separately.
 - a. Discussion and Approval of the Regular Board Meeting Minutes of May 20, 2026.
 - b. Approval of Reconciliations and Financial Reports for May 2026.

6. **Current Events Summaries, Reports, and/or Correspondence**– In accordance with A.R.S. 38-431.02(K), **the Board shall not propose, discuss, deliberate, or take legal action** on any matter in the following summaries:
- a. Monthly Run Report – On Duty Battalion Chief
 - b. Monthly Updates
 - Fire Chief Callander
 - 5 guys celebrating their 20 years of service
 - 2 recruits graduated on June 12.
 - Meeting with County Board of Supervisors
 - DEA update
 - Website redesign
 - Sta #32 Spruce-Up
 - Community BBQ- July 18
 - Local 1505 - Union Representative
7. **NEW BUSINESS / ACTION ITEMS - Public Comment:** Public comment/input is welcome after each agenda item of New Business/Action Items and Unfinished Business. Individual comments are limited to three minutes per individual and must pertain to the specific agenda item.
- a. Public Hearing
 - Open Public Hearing- Board Chair: **“I declare the Public Hearing on the Summit Fire & Medical District’s Fiscal Year 2025-26 Budget open for public comment”.**
 - “The tentative fiscal year budget was posted and published in accordance with Arizona Revised Statutes. At this time, we have not received any comments about the budget. If you wish to address this Board, please state your name and address for the record.”*
 - Close Public Hearing- Board Chair: **“I declare the Public Hearing to be closed”.**
 - b. Review, discuss, and possible action on **Resolution 2026-2; Adoption of the Chief’s Budget for FY2026-27.**
 - c. Review, discuss, and possible action on **Resolution 2026-3; Adoption of the GO Bond Budget for FY2026-27.**
 - d. Review, discuss, and possible action: Update **Out-of-District billing rates.**
 - e. Review, discuss, and possible action: **Policy 157 (Promotional Requirements)**
 - f. Review, discuss, and possible action: **Policy 204 (Training)**
 - g. Review, discuss, and possible action: **Policy 162 (Leave)**
8. **FIRE BOARD COMMENTS-** Board Member comments are meant to inform and clarify. No action will be taken. Only Board Members can speak.
9. **ADJOURNMENT**

Posted on or before June 16, 2026, which is at least 24 hours prior to the Public Hearing. The complete packet of information from the Board meetings or portions thereof is available from the Administrative Office upon completion of a Public Records Request. The District Administrative Office is accessible to the handicapped. In compliance with the Americans with Disabilities Act (ADA), those with special needs, such as large-type face print or other reasonable accommodations, may request those through the Summit Fire and Medical District Administrative Offices (928-526-9537) at least twenty-four hours before the meeting.



BOARD MEETING MINUTES

Wednesday, May 20, 2026

Station 32, 8905 Koch Field Road, Flagstaff, AZ

- **CALL TO ORDER**

Board Chair Timney called the meeting to order at 6:01 pm.

- **ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM**

Members Present: Chair Timney, Board Members R Faus and R. Parker

Absent: S Walton, M DiVittorio

Administration: FC Callander, BC Zambeck, V Fennema, T Schieffer, Robinson

- **Pledge of Allegiance**

- **CALL TO THE PUBLIC:** none

- **CONSENT AGENDA**

- Approval of the Budget Workshop & Regular Board Meeting Minutes of April 15, 2026

- Approval of Reconciliations and Financial Reports for April 2026.

Board Member Parker motioned to approve the minutes from April 15, and the financial reports for April 2026. Board Member Faus seconded the motion.

Vote Conducted. MOTION PASSED unanimously.

AYES: Timney, Faus, Parker

NAYES: None

- **Current Events Summaries, Reports, and/or Correspondence**

- a. Monthly Run Report:

- FC Callander reported on stats from April 2026. Total incidents were 98; of which MVAs and EMS calls were the top 2 categories of response. Call distribution is as follows: Unit 31 had 35 calls, Unit 32 had 50, and Unit 37 had 13. We also had 3 wildland calls. Avg response times was 8:11 for the District; Sta# 31 at 9.43 min, #32 at 7.32 mins, and #37 at 5.22.

- b. Monthly Chief Updates: FC Callander

- Staff have been working on new/updating policies for the District. Chief Callander asked the board if they wanted to see and approve ALL policies or just the administrative ones. They only want to see Admin ones.
- Regional District Chiefs met with 2 county supervisors this week to discuss the need for additional funding for the districts. They also asked if the county would consider allocating funds to cover the feasibility study for a district merger. There are approximately 140 short-term rentals in our district who have paid permits to run their rentals. There might be a chance of getting a small amount of revenue from that. We are checking into that possibility at the request of BM Parker.
- The change occurring with the procurement and storage of narcotics for use on emergency incidents is happening faster than expected. A decision has been made not to send paramedics out of state due to legal and liability risks associated with the new regulations for transporting schedule two drugs. We are looking into a secure drug tracking system to use for the management of these narcotics.
- We sent a Type 3 Engine & four people out to a wildland fire in California today.

Labor Update: Eng Robinson

- The union is in the early stages of planning a Community BBQ for July.
- The Color Run is this weekend at Findley Toyota.

NEW BUSINESS / ACTION ITEMS

- a. Approval of Proposed Chief's Budget for FY 2026-27 for a 20-day posting for public input. The proposal shows the Mil Rate continuing at 3.50% for this upcoming year.

Motion was made by board member Parker, seconded by board member Faus.

Vote Conducted. MOTION PAST ALL IN FAVOR

AYES: Timney, Faus, and Parker

- b. Approval of Proposed GO Bond Repayment Budget for FY 2026-27 for 20-day posting for public input. The tax rate will continue at .14 %.

Motion was made by board member Parker, seconded by board chair Timney.

Vote Conducted. MOTION PAST ALL IN FAVOR

AYES: Timney, Faus, and Parker

- c. Approval of the annual contract with Redemption Counseling Center. Our cost for FY27 will be \$46,315.11.

Motion was made by board member Faus, seconded by board member Parker.

Vote Conducted. MOTION PAST ALL IN FAVOR

AYES: Timney, Faus, and Parker

- d. Approval of Resolution 2026-1 Call of Election. We are required by state statute to post our 3 board vacancies that will occur in November.

Motion was made by board member Faus, seconded by board chair Timney.

Vote Conducted. MOTION PAST ALL IN FAVOR

AYES: Timney, Faus, and Parker

- e. Approval to switch our I.T. servicing contract from Executech to SBi Business effective July 1, 2026. This will save the district approximately \$1500/month.

Motion was made by board chair Timney, seconded by board member Parker.

Vote Conducted. MOTION PAST ALL IN FAVOR

AYES: Timney, Faus, and Parker

Fire Board Comments:

- Thank you to staff, labor, and admin for all the hard work.

ADJOURNMENT: Board Meeting adjourned at 6:34 pm

Motion to adjourn by Board Member Parker, seconded by Board Member Faus

Vote Conducted. MOTION PAST ALL IN FAVOR

AYES: Timney, Parker, Faus

Respectfully submitted by:

Robb Faus, Board Clerk

Summit Fire & Medical District

Account Balances

Registered Balance (end of month)	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	June 2026
Budget Stabilization	\$3,298,722.07	\$2,910,124.30	\$2,617,573.15	\$3,574,379.88	\$5,312,501.29	\$4,946,902.25	\$4,523,153.92	\$4,255,547.08	\$4,025,054.56	\$5,224,847.07	\$5,137,695.78	
OWA	\$321,509.29	\$329,097.64	\$372,685.20	\$373,394.73	\$373,933.17	\$375,425.91	\$376,242.08	\$376,790.86	\$377,408.16	\$378,502.68	\$381,666.44	
Petty Cash	\$1,475.18	\$1,757.27	\$1,498.57	\$2,048.57	\$2,321.86	\$2,571.86	\$2,732.08	\$3,103.08	\$3,286.67	\$3,886.67	\$4,071.09	
Capital	\$764,176.01	\$765,495.69	\$766,983.56	\$768,631.12	\$769,739.37	\$897,812.17	\$899,641.53	\$900,953.80	\$902,429.84	\$905,046.97	\$907,520.21	
Emergency	\$378,624.51	\$379,278.60	\$380,015.83	\$380,832.14	\$381,381.24	\$482,903.72	\$483,855.57	\$484,561.37	\$485,355.23	\$486,762.80	\$513,092.99	
Debt Services / GO	\$7,444.69	\$8,167.09	\$12,176.06	\$63,795.17	\$144,438.32	\$113,179.63	\$118,841.58	\$123,057.05	\$130,273.27	\$193,125.47	\$203,776.87	
Contingency / COP	\$1,777,204.90	\$1,777,204.90	\$1,777,204.90	\$1,777,204.90	\$1,777,204.90	\$1,674,866.41	\$1,777,204.90	\$1,777,204.90	\$1,777,204.90	\$1,777,204.90	\$1,777,204.90	
TOTAL	\$6,549,156.65	\$6,171,125.49	\$5,928,137.27	\$6,940,286.51	\$8,761,520.15	\$8,493,661.95	\$8,181,671.66	\$7,921,218.14	\$7,701,012.63	\$8,969,376.56	\$8,925,028.28	\$0.00
LAST FISCAL YEAR	\$5,447,090.43	\$5,069,780.47	\$4,804,760.33	\$5,731,890.12	\$7,625,426.43	\$7,323,365.09	\$7,100,417.03	\$6,956,422.33	\$6,713,958.38	\$8,124,363.55	\$7,958,675.06	\$7,035,881.30
ACTUALS	YTD actuals	Annual Budget	Over / Under	% of Budget								
Revenue	\$6,843,145.83	\$7,481,638.37	-\$638,492.54	91%								
Expenses	\$5,090,858.58	\$6,728,764.50	-\$1,637,905.92	76%								
Net Income	\$1,752,287.25	\$752,873.87	\$999,413.38	233%								

92% of the year July-May

Summit Fire District

Profit & Loss Budget vs. Actual

July 2025 through May 2026

	Jul '25 - May 26	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
1100 TAX REVENUE				
1101 Property Tax	6,004,771.62	6,249,679.00	-244,907.38	96.08%
1102 FDAT	365,337.90	370,908.00	-5,570.10	98.5%
1103 Delinquent Property Tax	70,499.22	61,787.68	8,711.54	114.1%
Total 1100 TAX REVENUE	6,440,608.74	6,682,374.68	-241,765.94	96.38%
1200 GRANTS				
1210 Other Grants	23,415.43	112,500.00	-89,084.57	20.81%
Total 1200 GRANTS	23,415.43	112,500.00	-89,084.57	20.81%
1300 MISC INCOME				
1301 OWA Income	66,657.05	250,000.00	-183,342.95	26.66%
1302 Interest	121,160.78	145,748.55	-24,587.77	83.13%
1304 Contracts with Towers	30,083.52	42,171.72	-12,088.20	71.34%
1305 Out of District Calls	0.00	520.00	-520.00	0.0%
1308 Service Subscriptions	5,840.55	13,840.55	-8,000.00	42.2%
1310 Misc. Income	5,136.76	13,642.13	-8,505.37	37.65%
1311 Maint Facility Income	81,966.31	111,221.26	-29,254.95	73.7%
1312 Community Room Rental	3,939.01	3,900.00	39.01	101.0%
1314 Insurance Proceed Income	21,047.80	10,000.00	11,047.80	210.48%
1315 SSFND-Smart & Safe AZ Fund	43,289.88	95,719.48	-52,429.60	45.23%
Total 1300 MISC INCOME	379,121.66	686,763.69	-307,642.03	55.2%
Total Income	6,843,145.83	7,481,638.37	-638,492.54	91.47%
Gross Profit	6,843,145.83	7,481,638.37	-638,492.54	91.47%
Expense				
2000 PERSONNEL SALARIES				
2001 Fire Chief	93,769.19	120,000.00	-26,230.81	78.14%
2009 Acting Pay				
2009 .1 Acting Pay BC	831.00	1,488.00	-657.00	55.85%
2009. 2 Acting Captain	5,613.62	6,370.00	-756.38	88.13%
2009.3 Acting Engineer	4,539.00	7,335.00	-2,796.00	61.88%
2009 Acting Pay - Other	240.00			
Total 2009 Acting Pay	11,223.62	15,193.00	-3,969.38	73.87%
2032 OWA Backfill	18,067.92	8,206.32	9,861.60	220.17%
2033 OWA OT	30,712.36	46,924.87	-16,212.51	65.45%
2034 OWA Eng Boss	1,280.00	180.00	1,100.00	711.11%
2035 OWA Payroll	17,856.55	17,525.00	331.55	101.89%
2036 OWA Single Resource OT	5,113.94	17,619.03	-12,505.09	29.03%
2070 Battalion Chief	247,160.79	303,367.73	-56,206.94	81.47%
2071 Administrative Officer	57,384.91	76,701.02	-19,316.11	74.82%
2072 Admin Assistant II	47,930.10	56,247.56	-8,317.46	85.21%
2073 EVT Mechanic III	59,834.69	72,586.84	-12,752.15	82.43%

Summit Fire District

Profit & Loss Budget vs. Actual

July 2025 through May 2026

	Jul '25 - May 26	Budget	\$ Over Budget	% of Budget
2073.2 EVT Mechanic II	57,951.88	69,011.80	-11,059.92	83.97%
2075 Captains	600,011.49	778,635.32	-178,623.83	77.06%
2076 Engineer	530,720.30	649,726.36	-119,006.06	81.68%
2077 Firefighters	625,102.87	784,175.50	-159,072.63	79.72%
2080 Mileage	107.07			
2081 FLSA	54,479.60	56,996.20	-2,516.60	95.59%
2082 Overtime				
2082.3 Medic Class OT	41,665.16			
2082 Overtime - Other	344,822.78	351,267.73	-6,444.95	98.17%
Total 2082 Overtime	386,487.94	351,267.73	35,220.21	110.03%
2083 Vacation Leave	155,844.95	171,572.64	-15,727.69	90.83%
2084 Sick Leave	59,396.51	97,856.91	-38,460.40	60.7%
2088 Holiday Pay	57,260.76	31,995.61	25,265.15	178.96%
2099.1 Vacation Leave Payout	11,910.40	7,533.74	4,376.66	158.09%
2099.2 Sick Leave Payout	28,358.92	14,362.26	13,996.66	197.45%
Total 2000 PERSONNEL SALARIES	3,157,966.76	3,747,685.44	-589,718.68	84.26%
2080 PSPRS	-0.03			
2200 PENSION				
2201 NationW Hybrid Tier 3 FD	35,593.34	0.00	35,593.34	100.0%
2202 NationW - Tier 2 FD	2,880.57	0.00	2,880.57	100.0%
2206 PSPRS - Tier 1 FD	107,045.75	19,032.00	88,013.75	562.45%
2208 PSPRS - Tier 1A & 2 FD	14,597.51	0.00	14,597.51	100.0%
2210.2 PSPRS - DB Tier 3	125,763.15	0.00	125,763.15	100.0%
2215 ASRS	30,174.62	34,045.57	-3,870.95	88.63%
2216 Other Retirement	41,587.57			
2200 PENSION - Other	1,650.00	507,158.83	-505,508.83	0.33%
Total 2200 PENSION	359,292.51	560,236.40	-200,943.89	64.13%
2300 PAYROLL EXPENSES				
2301 Workmen's Comp.	180,228.00	229,974.00	-49,746.00	78.37%
2303 Social Security	15,960.29	16,932.86	-972.57	94.26%
2304 Medicare	43,965.89	43,431.41	534.48	101.23%
2305 Direct Deposit	2,530.71	0.00	2,530.71	100.0%
Total 2300 PAYROLL EXPENSES	242,684.89	290,338.27	-47,653.38	83.59%
2400 PERSONNEL INSURANCE				
2401 Medical Insurance	306,130.56	355,440.00	-49,309.44	86.13%
2402 Dental Insurance	15,531.39	16,516.44	-985.05	94.04%
2404 Life Insurance	3,036.95	4,305.00	-1,268.05	70.55%
2405 Vision Insurance	3,335.58	2,770.00	565.58	120.42%
Total 2400 PERSONNEL INSURANCE	328,034.48	379,031.44	-50,996.96	86.55%
2500 CONTRACTUALS				
2501 COP Payment	102,338.49	634,680.00	-532,341.51	16.12%
2502 Legal Expenses by SFMD	2,750.00			

Summit Fire District

Profit & Loss Budget vs. Actual

July 2025 through May 2026

	Jul '25 - May 26	Budget	\$ Over Budget	% of Budget
2503 Broker Fees Medical Ins				
2503.1 East Flag Medical-Croft	2,930.00	3,850.00	-920.00	76.1%
2503.2 Cancer Screening	266.36	4,821.00	-4,554.64	5.53%
2503 Broker Fees Medical Ins - Ott	0.00	9,400.00	-9,400.00	0.0%
Total 2503 Broker Fees Medical Ins	3,196.36	18,071.00	-14,874.64	17.69%
2504 Audit	18,575.00	18,926.25	-351.25	98.14%
2509 Admin Service Contracts	950.00	950.00	0.00	100.0%
2510 Executech Annual Contract	25,349.65	25,417.80	-68.15	99.73%
2511 Software Contracts				
2511.10 Fire Manager Software	4,539.34	4,117.00	422.34	110.26%
2511.11 Executech Addl Svc	1,870.21			
2511.2 Quickbooks Software	3,543.20	2,994.27	548.93	118.33%
2511.4 Misc. Software	1,588.05	900.00	688.05	176.45%
2511.6 PS Trax Eng, SCBA, PPE,	0.00	2,250.00	-2,250.00	0.0%
2511.8 EMC2 Software	0.00	3,500.00	-3,500.00	0.0%
2511.9 ESO Software	7,151.69	8,282.02	-1,130.33	86.35%
2511 Software Contracts - Other	17,917.02	15,600.00	2,317.02	114.85%
Total 2511 Software Contracts	36,609.51	37,643.29	-1,033.78	97.25%
2514 Bld & Vehicle Insurance	67,026.50	88,484.00	-21,457.50	75.75%
2515 IGA Services				
2515.2 Dispatch	16,647.00	80,000.00	-63,353.00	20.81%
2515.3 Reg Training Coord- RTO	21,457.00	21,457.00	0.00	100.0%
2515 IGA Services - Other	17,721.00			
Total 2515 IGA Services	55,825.00	101,457.00	-45,632.00	55.02%
2517 EMS Fees & Maint Agreement	700.00			
2519 Memberships & Subscription				
2519.1 AFDA	0.00	1,319.50	-1,319.50	0.0%
2519.3 AFCA & IAFC memberships	513.33	250.00	263.33	205.33%
2519 Memberships & Subscription	43.00	150.00	-107.00	28.67%
Total 2519 Memberships & Subscription	556.33	1,719.50	-1,163.17	32.35%
2520 Computers, Printers	11,364.30	6,000.00	5,364.30	189.41%
2530 New Hire NTN, Fingerprints	151.00	44.00	107.00	343.18%
Total 2500 CONTRACTUALS	325,392.14	933,392.84	-608,000.70	34.86%
3000 FLEET SERVICES				
3005 Training-Certificates	1,229.87			
3010 Shop Uniforms	4,483.77	3,500.00	983.77	128.11%
3020 Parts for SFMD Vehicles	59,202.33	65,000.00	-5,797.67	91.08%
3025 Shop Outside Customer Exp	34,336.24	0.00	34,336.24	100.0%
3030 EVT Tool Allowance	1,016.62	4,000.00	-2,983.38	25.42%
Total 3000 FLEET SERVICES	100,268.83	72,500.00	27,768.83	138.3%
3100 EQUIPMENT				
3110 Apparatus Equipment				

Summit Fire District

Profit & Loss Budget vs. Actual

July 2025 through May 2026

	Jul '25 - May 26	Budget	\$ Over Budget	% of Budget
3110.1 Holmatro Service	0.00	2,500.00	-2,500.00	0.0%
3110.2 Ladder Testing	1,209.92	1,600.00	-390.08	75.62%
3110.3 Foam	7,603.20	4,000.00	3,603.20	190.08%
3110.4 Bar Oil, Fuel Power Equi	194.39	700.00	-505.61	27.77%
3110.5 Nozzles, Hoses etc	0.00	3,000.00	-3,000.00	0.0%
3110 Apparatus Equipment - Other	4,965.63	14,600.00	-9,634.37	34.01%
Total 3110 Apparatus Equipment	13,973.14	26,400.00	-12,426.86	52.93%
3115 Communication-Radios	1,849.30	3,091.00	-1,241.70	59.83%
3120 SCBA	18,828.38	13,700.00	5,128.38	137.43%
Total 3100 EQUIPMENT	34,650.82	43,191.00	-8,540.18	80.23%
3200 SUPPLIES				
3210 EMS Program	35,483.99	61,064.00	-25,580.01	58.11%
3212 PPE Program	41,487.50	79,200.00	-37,712.50	52.38%
3215 Training Supplies	15.72			
3220 Office Supplies	9,611.58	9,600.00	11.58	100.12%
3225 BLD/Land Maint.	93,598.27	47,000.00	46,598.27	199.15%
3227 Procurement	11,303.55	12,600.00	-1,296.45	89.71%
3235 PIO / Pub ED	464.01	2,550.00	-2,085.99	18.2%
3241 Honor Guard	361.70	6,750.00	-6,388.30	5.36%
3200 SUPPLIES - Other	0.42			
Total 3200 SUPPLIES	192,326.74	218,764.00	-26,437.26	87.92%
3300 UNIFORMS				
3310 Uniforms - SFMD	24,299.23	43,500.00	-19,200.77	55.86%
3330 - Boots	5,499.02	7,200.00	-1,700.98	76.38%
3350 New Hire Expenses	0.00	493.70	-493.70	0.0%
Total 3300 UNIFORMS	29,798.25	51,193.70	-21,395.45	58.21%
3400 FITNESS-HEALTH & SAFETY				
3401 Fitness	6,301.59	11,900.00	-5,598.41	52.96%
3405 Health & Safety				
3405.1 Annual Physicals	2,541.95	1,000.00	1,541.95	254.2%
3405.2 Staff Counseling	34,243.50	51,399.00	-17,155.50	66.62%
3405.3 Stress Test	850.00	2,000.00	-1,150.00	42.5%
3405.4 New Hire Physicals & Men	2,586.61	5,000.00	-2,413.39	51.73%
3405 Health & Safety - Other	200.00	0.00	200.00	100.0%
Total 3405 Health & Safety	40,422.06	59,399.00	-18,976.94	68.05%
Total 3400 FITNESS-HEALTH & SAFETY	46,723.65	71,299.00	-24,575.35	65.53%
3500 Wildland SFMD				
3501 New Equipment-Uniforms	1,695.55	10,000.00	-8,304.45	16.96%
3500 Wildland SFMD - Other	18,681.29	0.00	18,681.29	100.0%
Total 3500 Wildland SFMD	20,376.84	10,000.00	10,376.84	203.77%
4000 UTILITIES				
4005 Fuel for Apparatus	29,429.05	40,000.00	-10,570.95	73.57%

Summit Fire District

Profit & Loss Budget vs. Actual

July 2025 through May 2026

	Jul '25 - May 26	Budget	\$ Over Budget	% of Budget
4010 Electric	23,110.48	30,000.00	-6,889.52	77.04%
4015 Gas / Propane	14,979.98	30,000.00	-15,020.02	49.93%
4020 Water	12,744.63	16,000.00	-3,255.37	79.65%
4025 Phones / Internet / TV	28,489.40	35,000.00	-6,510.60	81.4%
4030 Trash Pickup	10,201.68	10,200.00	1.68	100.02%
4050 Radio Site Rental Elden	3,367.35	4,500.00	-1,132.65	74.83%
Total 4000 UTILITIES	122,322.57	165,700.00	-43,377.43	73.82%
4100 Training and Travel				
4105 Training Registration	12,368.65	0.00	12,368.65	100.0%
4110 Lodging	5,581.05	0.00	5,581.05	100.0%
4115 Food	3,731.36	0.00	3,731.36	100.0%
4125 Travel Fuel Rentals Air	726.50	0.00	726.50	100.0%
4130 Tuition Reimbursement	1,924.17	10,000.00	-8,075.83	19.24%
4100 Training and Travel - Other	0.00	26,750.00	-26,750.00	0.0%
Total 4100 Training and Travel	24,331.73	36,750.00	-12,418.27	66.21%
4200 OWA Expenses				
4230 OWA Exp.	16,097.43	33,682.41	-17,584.98	47.79%
Total 4200 OWA Expenses	16,097.43	33,682.41	-17,584.98	47.79%
4300 INTERST / FEES				
4315 Interest / Fees	36.69	0.00	36.69	100.0%
Total 4300 INTERST / FEES	36.69	0.00	36.69	100.0%
5000 CAPITAL				
5010 Vehicle/Equip Payments	90,554.26	115,000.00	-24,445.74	78.74%
Total 5000 CAPITAL	90,554.26	115,000.00	-24,445.74	78.74%
Reconciliation Discrepancies	0.02	0.00	0.02	100.0%
Total Expense	5,090,858.58	6,728,764.50	-1,637,905.92	75.66%
Net Ordinary Income	1,752,287.25	752,873.87	999,413.38	232.75%
Net Income	1,752,287.25	752,873.87	999,413.38	232.75%

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Summit Fire District
Reconciliation Summary
101 County Treasurer, Period Ending 05/31/2026

	May 31, 26
Beginning Balance	5,227,440.34
Cleared Transactions	
Checks and Payments - 73 items	-437,026.41
Deposits and Credits - 88 items	354,535.01
Total Cleared Transactions	-82,491.40
Cleared Balance	5,144,948.94
Uncleared Transactions	
Checks and Payments - 12 items	-7,253.16
Total Uncleared Transactions	-7,253.16
Register Balance as of 05/31/2026	5,137,695.78
New Transactions	
Checks and Payments - 24 items	-240,696.97
Total New Transactions	-240,696.97
Ending Balance	4,896,998.81

Budget Stabilization

Reconciled 6/5/26 Y

Deposit Summary

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Summit Fire District

Summary of Deposits to 101 County Treasurer on 05/15/2026

Chk No.	PmtMethod	Rcd From	Memo	Amount
	E-Check		May 2026 Tax revenue collected	266,156.45
	E-Check		May 2026 Del tax	79.53
	E-Check		May 2026 FDAT	70,706.82

Less Cash Back:

Deposit Total: 336,942.80

Summit Fire District Reconciliation Detail

101 County Treasurer, Period Ending 05/31/2026

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						5,227,440.34
Cleared Transactions						
Checks and Payments - 73 items						
Check	04/08/2026	82600...	National Bank of Ari...	X	-15,834.18	-15,834.18
Liability Check	04/23/2026	82600...	United Summit Fire ...	X	-1,442.51	-17,276.69
Bill Pmt -Check	04/23/2026	82600...	East Flagstaff Famil...	X	-104.83	-17,381.52
Liability Check	04/30/2026	82600...	Principal Life Insura...	X	-2,475.80	-19,857.32
Liability Check	04/30/2026	82600...	AFLAC	X	-823.26	-20,680.58
Check	04/30/2026	82600...	Maguire Harrison-	X	-600.00	-21,280.58
Liability Check	04/30/2026	82600...	5 Star Life Insuranc...	X	-34.66	-21,315.24
Bill Pmt -Check	05/01/2026	82600...	N. J. Shaum & Son, ...	X	-1,274.89	-22,590.13
Bill Pmt -Check	05/01/2026	82600...	APS	X	-457.15	-23,047.28
Bill Pmt -Check	05/01/2026	82600...	AT&T Mobility	X	-457.12	-23,504.40
Bill Pmt -Check	05/01/2026	82600...	Orion Energy Inc.	X	-386.49	-23,890.89
Bill Pmt -Check	05/01/2026	82600...	Matador Coffee Roa...	X	-378.00	-24,268.89
Bill Pmt -Check	05/01/2026	82600...	All Copy Products	X	-190.42	-24,459.31
Bill Pmt -Check	05/01/2026	82600...	Zoll Medical Corpora...	X	-185.31	-24,644.62
Bill Pmt -Check	05/01/2026	82600...	Life Assist, Inc	X	-119.35	-24,763.97
Bill Pmt -Check	05/01/2026	82600...	City of Flagstaff	X	-117.98	-24,881.95
Bill Pmt -Check	05/01/2026	82600...	Rush Truck	X	-36.62	-24,918.57
Liability Check	05/06/2026		QuickBooks Payroll ...	X	-89,527.12	-114,445.69
Bill Pmt -Check	05/07/2026	82600...	Securis	X	-46,202.50	-160,648.19
Liability Check	05/07/2026	EFT	Public Safety Retire...	X	-21,653.98	-182,302.17
Liability Check	05/07/2026	EFT	United States Treas...	X	-12,972.24	-195,274.41
Liability Check	05/07/2026	EFT	Voya Financial	X	-7,750.55	-203,024.96
Liability Check	05/07/2026	EFT	MotivHealth	X	-4,725.03	-207,749.99
Liability Check	05/07/2026	EFT	Nationwide Trust Co...	X	-3,183.52	-210,933.51
Liability Check	05/07/2026	EFT	Arizona Department ...	X	-2,637.16	-213,570.67
Liability Check	05/07/2026	EFT	Arizona State Retire...	X	-2,616.46	-216,187.13
Liability Check	05/07/2026	82600...	United Summit Fire ...	X	-1,442.51	-217,629.64
Bill Pmt -Check	05/07/2026	82600...	APS	X	-944.81	-218,574.45
Bill Pmt -Check	05/07/2026	82600...	Doney Park Water	X	-739.20	-219,313.65
Bill Pmt -Check	05/07/2026	82600...	Economy Towing	X	-700.00	-220,013.65
Bill Pmt -Check	05/07/2026	82600...	Life Assist, Inc	X	-652.10	-220,665.75
Bill Pmt -Check	05/07/2026	82600...	Niles Radio	X	-374.15	-221,039.90
Bill Pmt -Check	05/07/2026	82600...	Orion Energy Inc.	X	-308.94	-221,348.84
Bill Pmt -Check	05/07/2026	82600...	Optimum Business	X	-266.99	-221,615.83
Bill Pmt -Check	05/07/2026	82600...	Executech	X	-214.85	-221,830.68
Bill Pmt -Check	05/07/2026	82600...	Prudential Overall S...	X	-83.52	-221,914.20
Liability Check	05/13/2026		QuickBooks Payroll ...	X	-0.73	-221,914.93
Liability Check	05/13/2026		QuickBooks Payroll ...	X	-0.26	-221,915.19
Bill Pmt -Check	05/14/2026	82600...	Personal Service Pri...	X	-890.40	-222,805.59
Bill Pmt -Check	05/14/2026	82600...	Peak Heart & Vascu...	X	-595.00	-223,400.59
Bill Pmt -Check	05/14/2026	82600...	Prudential Overall S...	X	-417.60	-223,818.19
Bill Pmt -Check	05/14/2026	82600...	APS	X	-400.38	-224,218.57
Bill Pmt -Check	05/14/2026	82600...	Right Water Hauling...	X	-360.00	-224,578.57
Bill Pmt -Check	05/14/2026	82600...	Verizon Wireless	X	-337.75	-224,916.32
Bill Pmt -Check	05/14/2026	82600...	Coconino Auto Supply	X	-334.15	-225,250.47
Bill Pmt -Check	05/14/2026	82600...	RWC International	X	-331.32	-225,581.79
Bill Pmt -Check	05/14/2026	82600...	Hughes Fire Equipm...	X	-269.42	-225,851.21
Bill Pmt -Check	05/14/2026	82600...	Optimum Business	X	-266.99	-226,118.20
Bill Pmt -Check	05/14/2026	82600...	Life Assist, Inc	X	-236.25	-226,354.45
Bill Pmt -Check	05/14/2026	82600...	UniSource Energy S...	X	-209.17	-226,563.62
Bill Pmt -Check	05/14/2026	82600...	Directv	X	-119.99	-226,683.61
General Journal	05/15/2026	FY25 ...		X	-0.02	-226,683.63
Liability Check	05/20/2026		QuickBooks Payroll ...	X	-94,254.45	-320,938.08
Bill Pmt -Check	05/20/2026	82600...	Executech	X	-3,891.01	-324,829.09
Bill Pmt -Check	05/20/2026	82600...	RWC International	X	-654.28	-325,483.37
Bill Pmt -Check	05/20/2026	82600...	Life Assist, Inc	X	-326.05	-325,809.42
Bill Pmt -Check	05/20/2026	82600...	Optimum Business	X	-285.96	-326,095.38
Bill Pmt -Check	05/20/2026	82600...	Hughes Fire Equipm...	X	-239.61	-326,334.99
Bill Pmt -Check	05/20/2026	82600...	Right Water Hauling...	X	-120.00	-326,454.99
Bill Pmt -Check	05/20/2026	82600...	Prudential Overall S...	X	-83.52	-326,538.51
Bill Pmt -Check	05/20/2026	82600...	DSB Distributing LLC	X	-29.25	-326,567.76
Transfer	05/21/2026			X	-25,000.00	-351,567.76
Liability Check	05/21/2026	EFT	Public Safety Retire...	X	-20,649.92	-372,217.68
Liability Check	05/21/2026	EFT	United States Treas...	X	-14,043.22	-386,260.90
Liability Check	05/21/2026	EFT	Voya Financial	X	-7,611.41	-393,872.31

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Summit Fire District Reconciliation Detail

101 County Treasurer, Period Ending 05/31/2026

Type	Date	Num	Name	Clr	Amount	Balance
Liability Check	05/21/2026	EFT	MotivHealth	X	-4,725.03	-398,597.34
Liability Check	05/21/2026	EFT	Nationwide Trust Co...	X	-3,188.63	-401,785.97
Liability Check	05/21/2026	EFT	Arizona Department ...	X	-2,729.26	-404,515.23
Liability Check	05/21/2026	EFT	Arizona State Retire...	X	-2,616.46	-407,131.69
Check	05/21/2026	EFT	Arizona Department ...	X	-62.86	-407,194.55
Liability Check	05/29/2026	EFT	MotivHealth	X	-28,135.55	-435,330.10
Liability Check	05/29/2026	EFT	MUTUAL OF OMAHA	X	-1,662.29	-436,992.39
Liability Check	05/29/2026	EFT	Colonial Supplement...	X	-34.02	-437,026.41
Total Checks and Payments					-437,026.41	-437,026.41
Deposits and Credits - 88 items						
Deposit	04/28/2026			X	2,952.79	2,952.79
Deposit	05/01/2026			X	1,058.00	4,010.79
Deposit	05/12/2026			X	1,346.43	5,357.22
Deposit	05/15/2026			X	11,024.92	16,382.14
Deposit	05/15/2026			X	336,942.80	353,324.94
Paycheck	05/21/2026	710394	Brooks, Robert W	X	0.00	353,324.94
Paycheck	05/21/2026	710395	Callander, Earl	X	0.00	353,324.94
Paycheck	05/21/2026	710391	Allen, Michael W.	X	0.00	353,324.94
Paycheck	05/21/2026	710396	Christian III, Nikolas J	X	0.00	353,324.94
Paycheck	05/21/2026	710427	Sweeney, John	X	0.00	353,324.94
Paycheck	05/21/2026	710422	Schieffer, Tammy S	X	0.00	353,324.94
Paycheck	05/21/2026	710398	Davis, Warren K	X	0.00	353,324.94
Paycheck	05/21/2026	710421	Russo, David B.	X	0.00	353,324.94
Paycheck	05/21/2026	710399	Drennan, Steven	X	0.00	353,324.94
Paycheck	05/21/2026	710431	Zambeck, Christoph...	X	0.00	353,324.94
Paycheck	05/21/2026	710400	Engle, Elijah	X	0.00	353,324.94
Paycheck	05/21/2026	710430	Walsh, Brian M	X	0.00	353,324.94
Paycheck	05/21/2026	710401	Fennema, Vivian L	X	0.00	353,324.94
Paycheck	05/21/2026	710429	Vaughn, Russell	X	0.00	353,324.94
Paycheck	05/21/2026	710402	Fisk, Benjamin J.	X	0.00	353,324.94
Paycheck	05/21/2026	710414	Marquardt, Marcus	X	0.00	353,324.94
Paycheck	05/21/2026	710403	Gia, Brandon	X	0.00	353,324.94
Paycheck	05/21/2026	710428	Unmacht III, James	X	0.00	353,324.94
Paycheck	05/21/2026	710404	Gibbs, Matthew L	X	0.00	353,324.94
Paycheck	05/21/2026	710397	Colaiacono, Brandon	X	0.00	353,324.94
Paycheck	05/21/2026	710405	Gibbs, Reuben L.	X	0.00	353,324.94
Paycheck	05/21/2026	710426	Swatzell, Brandon	X	0.00	353,324.94
Paycheck	05/21/2026	710406	Harper, Tyler	X	0.00	353,324.94
Paycheck	05/21/2026	710425	Stalvey, Adam	X	0.00	353,324.94
Paycheck	05/21/2026	710407	Harrison, Maguire	X	0.00	353,324.94
Paycheck	05/21/2026	710408	Hernandez, Fernand...	X	0.00	353,324.94
Paycheck	05/21/2026	710424	Snively, Nanea	X	0.00	353,324.94
Paycheck	05/21/2026	710409	Hodges, McNeil	X	0.00	353,324.94
Paycheck	05/21/2026	710423	Schmidt, Wesley	X	0.00	353,324.94
Paycheck	05/21/2026	710410	Hunt, Gannon	X	0.00	353,324.94
Paycheck	05/21/2026	710412	Kester, Alan	X	0.00	353,324.94
Paycheck	05/21/2026	710420	Robinson, Casey L.	X	0.00	353,324.94
Paycheck	05/21/2026	710411	Jokkel, Kyle	X	0.00	353,324.94
Paycheck	05/21/2026	710419	Riggs, Elliott A	X	0.00	353,324.94
Paycheck	05/21/2026	710413	Luna, Carlos L.	X	0.00	353,324.94
Paycheck	05/21/2026	710418	Pickett, Michael E.	X	0.00	353,324.94
Paycheck	05/21/2026	710415	Modrell, Ian P.	X	0.00	353,324.94
Paycheck	05/21/2026	710417	Palm, Torsten H.	X	0.00	353,324.94
Paycheck	05/21/2026	710416	Morse, Zachary	X	0.00	353,324.94
Paycheck	05/21/2026	710393	Black, William A	X	0.00	353,324.94
Paycheck	05/21/2026	710392	Bain, Chuck A.	X	0.00	353,324.94
Deposit	05/22/2026			X	1,210.07	354,535.01
Paycheck	06/04/2026	710455	Luna, Carlos L.	X	0.00	354,535.01
Paycheck	06/04/2026	710458	Morse, Zachary	X	0.00	354,535.01
Paycheck	06/04/2026	710454	Kester, Alan	X	0.00	354,535.01
Paycheck	06/04/2026	710459	Palm, Torsten H.	X	0.00	354,535.01
Paycheck	06/04/2026	710446	Gibbs, Matthew L	X	0.00	354,535.01
Paycheck	06/04/2026	710460	Pickett, Michael E.	X	0.00	354,535.01
Paycheck	06/04/2026	710452	Hunt, Gannon	X	0.00	354,535.01
Paycheck	06/04/2026	710461	Riggs, Elliott A	X	0.00	354,535.01
Paycheck	06/04/2026	710451	Hodges, McNeil	X	0.00	354,535.01
Paycheck	06/04/2026	710453	Jokkel, Kyle	X	0.00	354,535.01

Summit Fire District Reconciliation Detail

101 County Treasurer, Period Ending 05/31/2026

Type	Date	Num	Name	Clr	Amount	Balance
Paycheck	06/04/2026	710434	Bain, Chuck A.	X	0.00	354,535.01
Paycheck	06/04/2026	710450	Hernandez, Fernand...	X	0.00	354,535.01
Paycheck	06/04/2026	710449	Harrison, Maguire	X	0.00	354,535.01
Paycheck	06/04/2026	710465	Schmidt, Wesley	X	0.00	354,535.01
Paycheck	06/04/2026	710448	Harper, Tyler	X	0.00	354,535.01
Paycheck	06/04/2026	710466	Snively, Nanea	X	0.00	354,535.01
Paycheck	06/04/2026	710447	Gibbs, Reuben L.	X	0.00	354,535.01
Paycheck	06/04/2026	710467	Stalvey, Adam	X	0.00	354,535.01
Paycheck	06/04/2026	710445	Gia, Brandon	X	0.00	354,535.01
Paycheck	06/04/2026	710444	Fisk, Benjamin J.	X	0.00	354,535.01
Paycheck	06/04/2026	710443	Fennema, Vivian L	X	0.00	354,535.01
Paycheck	06/04/2026	710468	Swatzell, Brandon	X	0.00	354,535.01
Paycheck	06/04/2026	710442	Engle, Elijah	X	0.00	354,535.01
Paycheck	06/04/2026	710470	Unmacht III, James	X	0.00	354,535.01
Paycheck	06/04/2026	710441	Drennan, Steven	X	0.00	354,535.01
Paycheck	06/04/2026	710440	Davis, Warren K	X	0.00	354,535.01
Paycheck	06/04/2026	710472	Walsh, Brian M	X	0.00	354,535.01
Paycheck	06/04/2026	710439	Colaiacono, Brandon	X	0.00	354,535.01
Paycheck	06/04/2026	710473	Zambeck, Christoph...	X	0.00	354,535.01
Paycheck	06/04/2026	710471	Vaughn, Russell	X	0.00	354,535.01
Paycheck	06/04/2026	710462	Robinson, Casey L.	X	0.00	354,535.01
Paycheck	06/04/2026	710463	Russo, David B.	X	0.00	354,535.01
Paycheck	06/04/2026	710438	Christian III, Nikolas J	X	0.00	354,535.01
Paycheck	06/04/2026	710456	Marquardt, Marcus	X	0.00	354,535.01
Paycheck	06/04/2026	710469	Sweeney, John	X	0.00	354,535.01
Paycheck	06/04/2026	710464	Schieffer, Tammy S	X	0.00	354,535.01
Paycheck	06/04/2026	710433	Allen, Michael W.	X	0.00	354,535.01
Paycheck	06/04/2026	710435	Black, William A	X	0.00	354,535.01
Paycheck	06/04/2026	710436	Brooks, Robert W	X	0.00	354,535.01
Paycheck	06/04/2026	710437	Callander, Earl	X	0.00	354,535.01
Paycheck	06/04/2026	710457	Modrell, Ian P.	X	0.00	354,535.01
Total Deposits and Credits					354,535.01	354,535.01
Total Cleared Transactions					-82,491.40	-82,491.40
Cleared Balance					-82,491.40	5,144,948.94
Uncleared Transactions						
Checks and Payments - 12 items						
Bill Pmt -Check	04/02/2026	82600...	Niles Radio		-65.00	-65.00
Liability Check	05/21/2026	82600...	United Summit Fire ...		-1,442.51	-1,507.51
Bill Pmt -Check	05/28/2026	82600...	Firetrucks Unlimited		-3,406.31	-4,913.82
Bill Pmt -Check	05/28/2026	82600...	APS		-523.70	-5,437.52
Bill Pmt -Check	05/28/2026	82600...	Municipal Emergenc...		-469.14	-5,906.66
Bill Pmt -Check	05/28/2026	82600...	Matador Coffee Roa...		-378.00	-6,284.66
Bill Pmt -Check	05/28/2026	82600...	Rush Truck		-371.91	-6,656.57
Bill Pmt -Check	05/28/2026	82600...	Optimum Business		-266.99	-6,923.56
Bill Pmt -Check	05/28/2026	82600...	Right Water Hauling...		-120.00	-7,043.56
Bill Pmt -Check	05/28/2026	82600...	City of Flagstaff		-117.98	-7,161.54
Bill Pmt -Check	05/28/2026	82600...	Prudential Overall S...		-83.52	-7,245.06
Bill Pmt -Check	05/28/2026	82600...	Directv		-8.10	-7,253.16
Total Checks and Payments					-7,253.16	-7,253.16
Total Uncleared Transactions					-7,253.16	-7,253.16
Register Balance as of 05/31/2026					-89,744.56	5,137,695.78

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Summit Fire District
Reconciliation Detail
101 County Treasurer, Period Ending 05/31/2026

Type	Date	Num	Name	Clr	Amount	Balance
New Transactions						
Checks and Payments - 24 items						
Liability Check	06/03/2026		QuickBooks Payroll ...		-103,675.27	-103,675.27
Check	06/04/2026	82600...	National Bank of Ari...		-26,442.36	-130,117.63
Liability Check	06/04/2026	EFT	Public Safety Retire...		-25,516.07	-155,633.70
Bill Pmt -Check	06/04/2026	82600...	HUB International In...		-23,544.00	-179,177.70
Liability Check	06/04/2026	EFT	United States Treas...		-16,252.94	-195,430.64
Bill Pmt -Check	06/04/2026	82600...	N. J. Shaum & Son, ...		-9,101.75	-204,532.39
Liability Check	06/04/2026	EFT	Voya Financial		-8,120.55	-212,652.94
Liability Check	06/04/2026	EFT	MotivHealth		-4,725.03	-217,377.97
Bill Pmt -Check	06/04/2026	82600...	Niles Radio		-4,362.32	-221,740.29
Liability Check	06/04/2026	EFT	Nationwide Trust Co...		-3,769.58	-225,509.87
Liability Check	06/04/2026	EFT	Arizona Department ...		-3,046.79	-228,556.66
Bill Pmt -Check	06/04/2026	82600...	PS Trax		-3,043.44	-231,600.10
Liability Check	06/04/2026	EFT	Arizona State Retire...		-2,616.46	-234,216.56
Liability Check	06/04/2026	82600...	Principal Life Insura...		-2,296.55	-236,513.11
Liability Check	06/04/2026	82600...	United Summit Fire ...		-1,442.51	-237,955.62
Bill Pmt -Check	06/04/2026	82600...	APS		-1,095.52	-239,051.14
Liability Check	06/04/2026	82600...	AFLAC		-823.26	-239,874.40
Bill Pmt -Check	06/04/2026	82600...	AT&T Mobility		-457.12	-240,331.52
Bill Pmt -Check	06/04/2026	82600...	Firetrucks Unlimited		-118.19	-240,449.71
Bill Pmt -Check	06/04/2026	82600...	Prudential Overall S...		-83.52	-240,533.23
Bill Pmt -Check	06/04/2026	82600...	Coconino Auto Supply		-57.05	-240,590.28
Bill Pmt -Check	06/04/2026	82600...	NAPA		-41.51	-240,631.79
Liability Check	06/04/2026	82600...	5 Star Life Insuranc...		-34.66	-240,666.45
Bill Pmt -Check	06/04/2026	82600...	Rush Truck		-30.52	-240,696.97
Total Checks and Payments					-240,696.97	-240,696.97
Total New Transactions					-240,696.97	-240,696.97
Ending Balance					-330,441.53	4,896,998.81

9:28 AM

06/05/26

Summit Fire District
Reconciliation Summary
102 OWA Account, Period Ending 05/31/2026

	May 31, 26
Beginning Balance	378,502.68
Cleared Transactions	
Checks and Payments - 3 items	-3,100.05
Deposits and Credits - 3 items	6,263.81
Total Cleared Transactions	3,163.76
Cleared Balance	<u>381,666.44</u>
Register Balance as of 05/31/2026	381,666.44
Ending Balance	381,666.44

OWA

Reconciled 6/5/26 y

9:28 AM

06/05/26

Summit Fire District
Reconciliation Detail
 102 OWA Account, Period Ending 05/31/2026

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						378,502.68
Cleared Transactions						
Checks and Payments - 3 items						
Liability Check	05/29/2026		QuickBooks Payroll ...	X	-2,684.15	-2,684.15
Liability Check	06/01/2026	EFT	United States Treas...	X	-354.86	-3,039.01
Liability Check	06/01/2026	EFT	Arizona Department ...	X	-61.04	-3,100.05
Total Checks and Payments					-3,100.05	-3,100.05
Deposits and Credits - 3 items						
Deposit	05/14/2026			X	1,034.34	1,034.34
Deposit	05/22/2026			X	5,229.47	6,263.81
Paycheck	06/01/2026	710432	Pickett, Michael E.	X	0.00	6,263.81
Total Deposits and Credits					6,263.81	6,263.81
Total Cleared Transactions					3,163.76	3,163.76
Cleared Balance					3,163.76	381,666.44
Register Balance as of 05/31/2026					3,163.76	381,666.44
Ending Balance					3,163.76	381,666.44

12:20 PM

06/04/26

Summit Fire District
Reconciliation Summary
105 Petty Cash, Period Ending 06/04/2026

	Jun 4, 26
Beginning Balance	3,886.67
Cleared Transactions	
Checks and Payments - 1 item	-65.58
Deposits and Credits - 3 items	250.00
Total Cleared Transactions	184.42
Cleared Balance	4,071.09
Register Balance as of 06/04/2026	4,071.09
Ending Balance	4,071.09

Reconciled
6/4/26
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9:34 AM

06/05/26

Summit Fire District
Reconciliation Summary
120 Capital Fund, Period Ending 05/31/2026

	<u>May 31, 26</u>	
Beginning Balance		905,046.97
Cleared Transactions		
Deposits and Credits - 1 item	<u>2,473.24</u>	
Total Cleared Transactions	<u>2,473.24</u>	
Cleared Balance		<u><u>907,520.21</u></u>
Register Balance as of 05/31/2026		907,520.21
Ending Balance		907,520.21

Capital Fund

Reconciled 6/5/26 Y.

9:37 AM

06/05/26

Summit Fire District
Reconciliation Summary
150 Emergency Fund, Period Ending 05/31/2026

	<u>May 31, 26</u>
Beginning Balance	486,762.80
Cleared Transactions	
Deposits and Credits - 2 items	<u>26,330.19</u>
Total Cleared Transactions	<u>26,330.19</u>
Cleared Balance	<u><u>513,092.99</u></u>
Register Balance as of 05/31/2026	513,092.99
Ending Balance	513,092.99

Emergency Fund

Reconciled 6/5/26 Y

9:37 AM

06/05/26

Summit Fire District
Reconciliation Detail
150 Emergency Fund, Period Ending 05/31/2026

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						486,762.80
Cleared Transactions						
Deposits and Credits - 2 items						
Deposit	05/15/2026			X	1,330.19	1,330.19
Transfer	05/21/2026			X	25,000.00	26,330.19
Total Deposits and Credits					26,330.19	26,330.19
Total Cleared Transactions					26,330.19	26,330.19
Cleared Balance					26,330.19	513,092.99
Register Balance as of 05/31/2026					26,330.19	513,092.99
Ending Balance					26,330.19	513,092.99

10:39 AM

06/05/26

Summit GO Bond Account
Reconciliation Summary
300315 Debt Services Account, Period Ending 05/31/2026

	<u>May 31, 26</u>
Beginning Balance	193,125.47
Cleared Transactions	
Deposits and Credits - 1 item	<u>10,651.40</u>
Total Cleared Transactions	<u>10,651.40</u>
Cleared Balance	<u><u>203,776.87</u></u>
Register Balance as of 05/31/2026	203,776.87
Ending Balance	203,776.87

GO Bond

Reconciled 6/5/26 *lf*

Deposit Summary

6/5/2026 10:38 AM

Summit GO Bond Account

Summary of Deposits to 300315 Debt Services Account on 06/05/2026

Chk No.	PmtMethod	Rcd From	Memo	Amount
	E-Check		May 2026 Property tax	10,646.25
	E-Check		May 2026 Del taxes	5.15

Less Cash Back:

Deposit Total:

10,651.40

10:45 AM

06/05/26

SFMD Contingency Fund
Reconciliation Summary
Coconino County Treasurer, Period Ending 05/31/2026

	<u>May 31, 26</u>
Beginning Balance	1,777,204.90
Cleared Balance	1,777,204.90
Register Balance as of 05/31/2026	1,777,204.90
Ending Balance	1,777,204.90

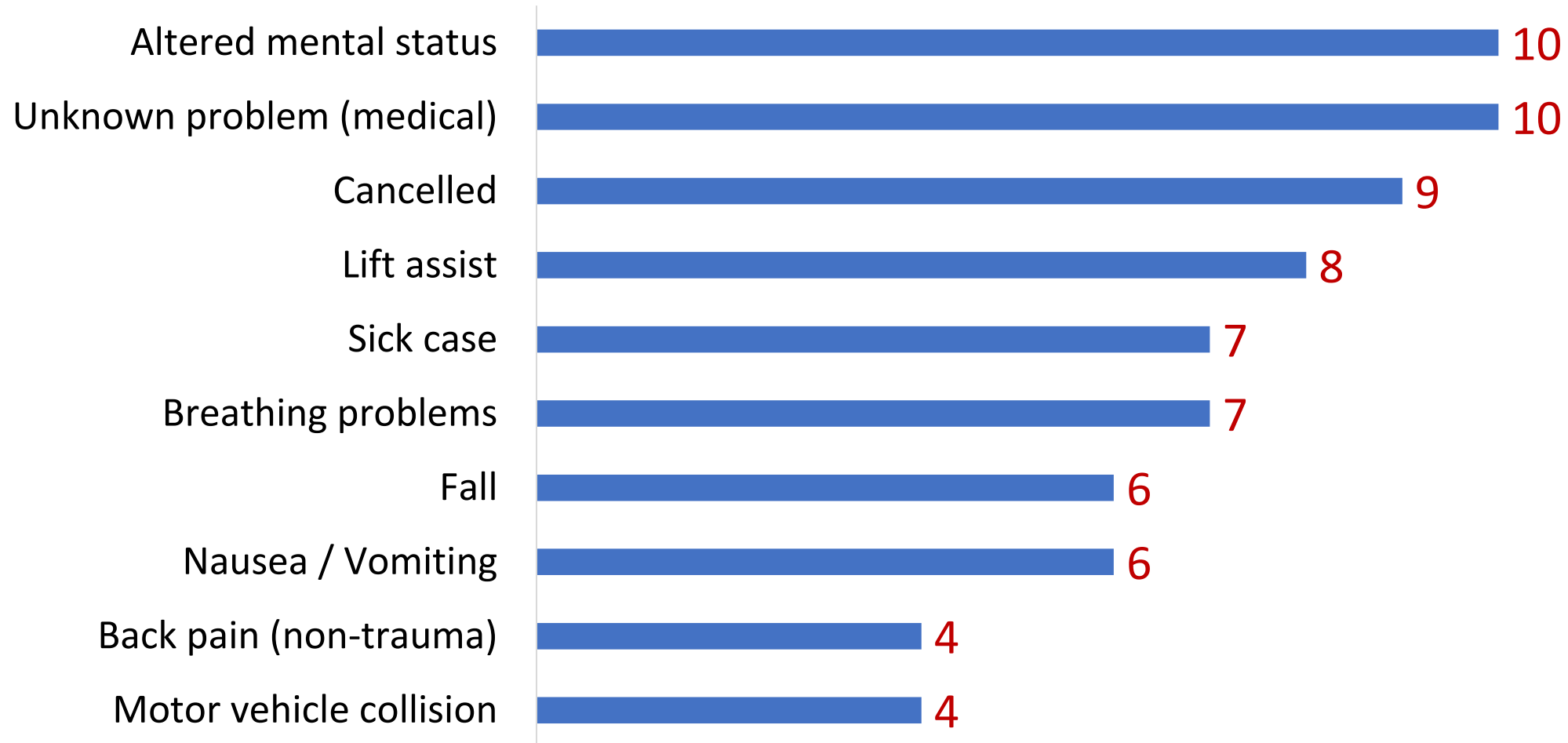
Contingency Fund
Reconciled 6/5/26 Y

SFMD BC Run Report

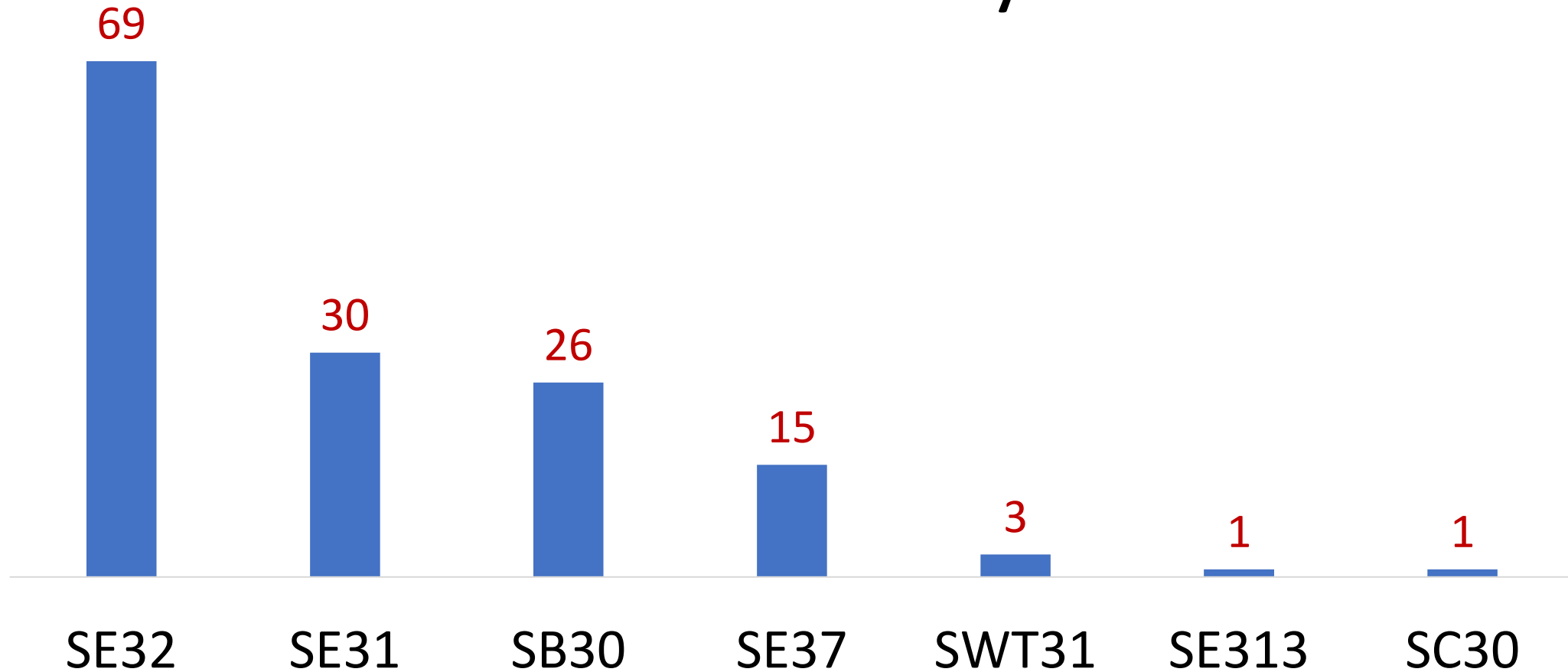
May 2026 Statistics

Total Incidents 111

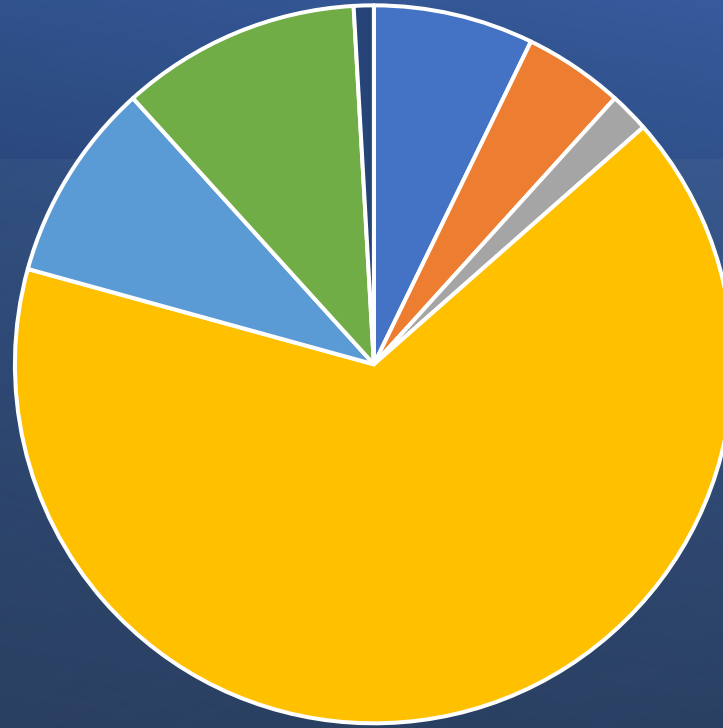
10 Most Common Incident Types



Total Incidents by Unit



Incident Types



Fire - 8

Medical - 73

Rescue - 1

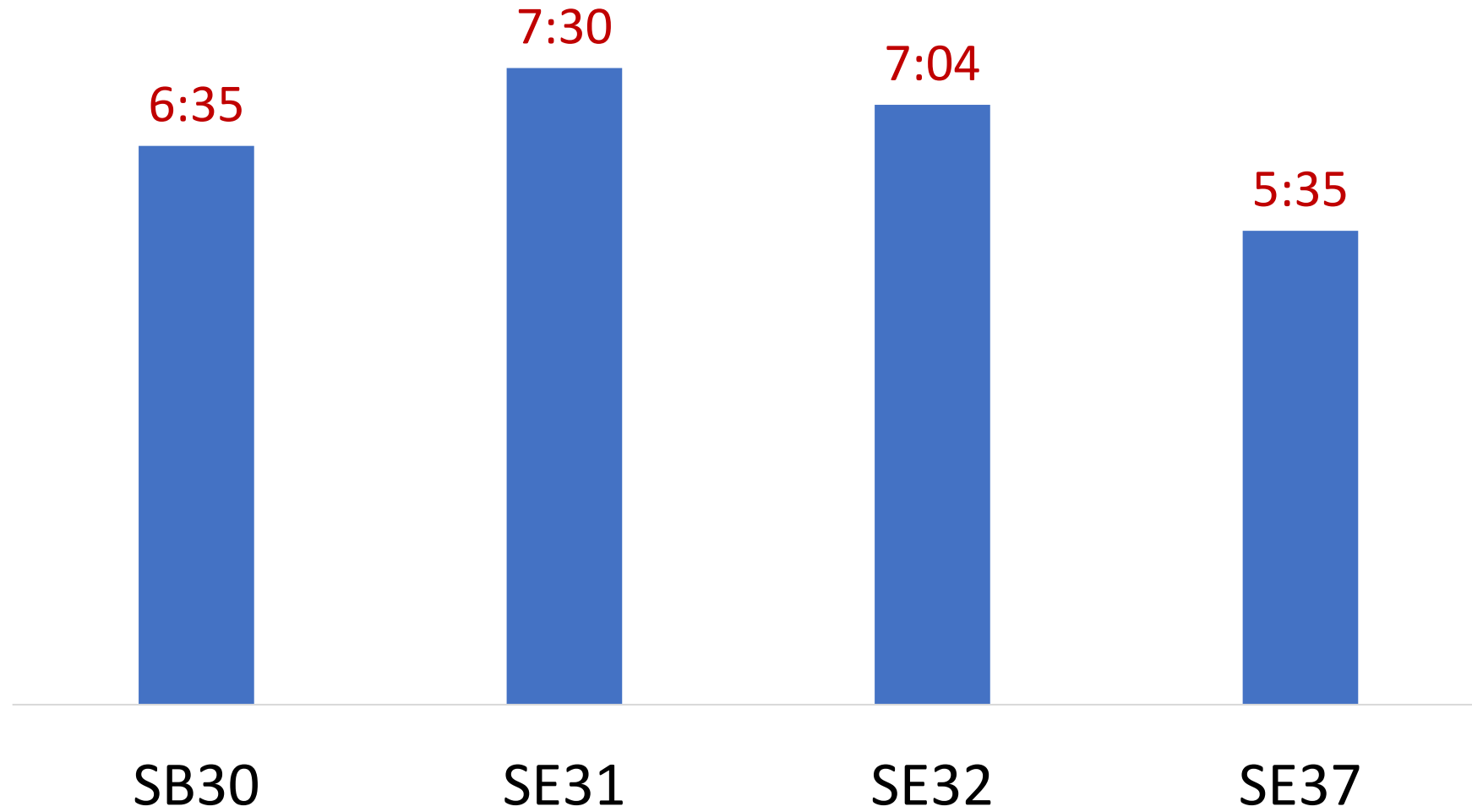
HazMat - 5

Non-emerg - 10

Law Enforce - 2

Pub Service - 12

Average Response Time 6:56



Action – 7a

To: SFMD Fire Board

From: SFMD Administration

Date: June 17, 2026

Title: Public Hearing

Recommended Action: Anyone wishing to comment on the proposed Chief's Budget and the Go Bond Repayment Budget for FY 2026-27 may do so at this time.

Action Summary: ARS 48-805.02 (A) requires the district to hold a Public Hearing which allows for the citizens of a district to voice their opinions regarding the proposed budget for the district.

Financial Impacts: None

Relation to Goals: Fiscal Transparency and Public Input on Board decisions.

Key Considerations: The proposed Chief's Budget for FY 2026-27 has been discussed at previous board meetings and posted for all citizens to review. Comments are welcome by the Board.

Additional Info: The proposed Chief's Budget shows a continuation of the 3.50 mil rate (no increase) for tax revenue, no increases for our employees in healthcare premiums, and progress in funding of capital needs.

Action – 7b

To: SFMD Fire Board

From: SFMD Administration

Date: June 18, 2026

Title: Review, discuss and possible action on Resolution 2026-2; Adoption of the Chief's Budget for FY 2026-27.

Recommended Action: Adoption of Resolution 2026-2 – Chief's Budget for FY 2026-27.

Action Summary: As per ARS Title 48, we have proposed an operating budget (Chief's Budget) for FY 2026-27 which has been posted for the required 20 days and was open for public comment. At this time, we request adoption of Resolution 2065-2; Adoption of the Chief's Budget for FY 2026-27.

Financial Impacts: The Mil Rate will remain at 3.50% for taxpayers – providing an estimated \$6,631,039 in revenue for the district.

Relation to Goals: Diversify and improve revenue streams.
Create efficiencies that improve and sustain the capabilities of the District.
Improve the resources of the District both human and capital

Key Considerations: Provides a balanced budget based on expected revenues vs. expenses.

Attachments: Proposed 2026-27 Chief's Budget

Suggested Motion I motion to adopt Resolution 2026-2; Adoption of the Chief's Budget for FY 2026-27.



**Adoption Resolution
Board of Directors Resolution # 2026-2
(Fiscal Year 2026-2027 Budget Adoption)**

A Resolution of the elected officials of Summit Fire and Medical District adopting an operating budget for Fiscal Year 2026/2027 in the amount of \$8,953,668; to encumber sufficient funds to cover outstanding items (liabilities, purchase orders, invoices etc.) from the previous fiscal year; and to commit any remaining revenues over expenditures to be transferred to the next fiscal year's budget.

Whereas, Arizona Revised Statutes, Title 48 requires the Summit Fire and Medical District to adopt an annual operating budget and:

Whereas a Public Hearing was held in compliance with State Law on the proposed Fiscal Year 2026-2027 operating budget containing funding for continued emergency and fire services, salaries, wages and benefits for District employees, general operating expenditures, continued training expenditures, and debt services.

Resolved at a duly noticed public meeting of the Governing Board of Summit Fire and Medical District to adopt the Fiscal year 2026-2027 Annual Operating Budget in the amount of \$8,953,668 (attached); to encumber sufficient funds to cover outstanding items (liabilities, purchase orders, invoices, etc.) from the previous fiscal year; and to commit any remaining revenue over expenditures to be transferred to the next fiscal year.

On this day, Wednesday, June 17, 2026 by a majority of the Governing Board Members.

Approved:

Jim Timney, Board Chairman

Robb Faus, Board Clerk



Summit Fire & Medical District

Approved Chiefs Budget

FY26/27

Approved Budget
2026/2027

Proposed Budget
2027/2028

Available Funding Sources		Mil Rate 3.50	Mil Rate 3.50
District Assessed Value		\$189,458,266	\$197,036,597
Tax Revenues		\$6,631,039	\$6,896,281
FDAT		\$374,617	\$378,364
Misc. Income		\$275,662	\$289,445
Facility Fund		\$424,840	\$424,840
Grant Funding		\$112,500	\$112,500
Wildfire Income		\$250,000	\$250,000
Total New Revenue		\$8,068,658	\$8,351,429
B.S. Fund balance 06/30/26		\$3,961,701	\$4,104,256
Total Resources		\$12,030,359	\$12,398,121
Restricted Fund Balances			
Capital Fund		\$455,000	\$605,000
Emergency Fund		\$515,000	\$640,000
Expenditures by Category			
Payroll		\$3,917,143	\$4,088,624
Pensions		\$642,025	\$670,916
Payroll Expenses		\$305,976	\$362,347
Personnel insurance		\$390,959	\$414,416
Total Personnel Services		\$5,256,103	\$5,536,304
COP Payment		\$646,080	\$641,180
Contractuals		\$521,298	\$552,576
Emergency Fund Increase		\$125,000	\$125,000
Capital Fund Increase		\$150,000	\$150,000
Fleet /Facility Bd Approved		\$424,840	\$424,840
Grants		\$125,000	\$125,000
Wildland Callout		\$200,000	\$200,000
Program Expenditures		\$535,347	\$347,656
Total Resources		\$12,030,359	\$12,398,121
Total Expenses		\$7,983,668	\$8,317,014
B.S. Fund balance 7/1/27		\$4,046,691	\$4,081,107

Approved:

Jim Timney, Board Chairman

Robb Faus, Board Clerk

Action – 7c

To: SFMD Fire Board

From: SFMD Administration

Date: June 17, 2026

Title: Review, discuss, and possible action on Resolution 2026-3 of the Summit Fire & Medical District Adoption of the GO Bond Repayment Budget for FY 2026-27.

Recommended Action: Adoption of Resolution 2026-3 – GO Bond Repayment Budget for FY 2026-27.

Action Summary: As per ARS 48-805.2 (A), the proposed GO bond Repayment Budget for FY 2026-27 has been posted for the required 20 days, and open for public comment. At this time, we request adoption of Resolution 2026-3 GO Bond Repayment Budget for FY 2026-27.

Financial Impacts: Bond Tax rate will remain the same as last year at .1400% and continuation of decrease in bond debt.

Relation to Goals: Diversify and improve revenue streams.
Create efficiencies that improve and sustain the capabilities of the District.
Improve the resources of the District both human and capital

Key Considerations: Arizona Revised Statutes Title 48 requires the Summit Fire and Medical District to adopt an annual operating budget for repayment of FY 2018-2019 Bond via collections of property tax.

Attachments: Proposed 2026-2027 GO Bond Repayment Budget

Suggested Motion I motion to adoption Resolution 2026-; GO Bond Repayment Budget FY 2026-2027.



**Adoption Resolution
Board of Directors Resolution # 2026-3
(Fiscal Year 2026/2027 GO Bond Repayment Budget Adoption)**

This resolution of the elected officials of Summit Fire and Medical District is to adopt the Debt Services Bond Budget for Fiscal Year 2026/2027 to encumber enough funds to cover outstanding bond debt in the amount of \$240,000.00 for FY2026/2027, by setting the GO Bond Repayment Budget tax rate at 0.14%. These funds are to be deposited into the Debt Services account for all payments.

Whereas, Arizona Revised Statutes, Title 48 requires the Summit Fire and Medical District to adopt an annual operating budget and:

Resolved at a duly noticed public meeting of the Governing Board of Summit Fire and Medical District to adopt the FY2026/2027 GO Bond Repayment Budget to encumber sufficient funds to cover any payments due, and to transfer any remaining revenue to the next fiscal year.

On this day, Wednesday, June 17, 2026 by a majority of the Governing Board Members.

Approved:

James Timney, Board Chair

Robb Faus, Board Clerk



Debt Services Account for GO Bond Repayment Budget for Adoption

Summit Fire and Medical District

Fiscal Year 2026-2027 GO Bond Repayment Budget

(Fiscal Year 2018-2019 Summit Fire and Medical District had expended all the GO Bond Funds)

Repayment of Bond will be levied at \$0.14 per \$100 of assessed value for Fiscal Year 2026-2027

Assessed Values	\$ 189,458,266.00
Assessed Value/\$100	\$ 1,894,582.66
Bond Rate	\$ <u>0.1400</u>
Total to be collected for FY 26-27	\$ 265,241.57

Copies of the budget are available upon request through SFMD's Administrative Office or by visiting the District website at www.summitfiredepartment.org, or calling 928-526-9537. The proposed budget is up for adoption on Wednesday, June 17, 2026, during a Regular Board Meeting. In accordance with the A.R.S. §48-805(A)2, the 20-day posting period begins on Thursday, May 21, 2026, and ends Wednesday, June 10, 2026. The Public Budget Hearing and final adoption will be held on Wednesday, June 17, 2026, at 6:00 p.m. at Summit Fire District, Station 32; 8905 Koch Field Road, Flagstaff, AZ 86004.

Action – 7d

To: SFMD Fire Board

From: SFMD Administration

Date: June 17, 2026

Title: Review, discuss, and possible action: Fee schedule for Out-of-District Response.

Recommended Action: Adoption of the Out-of-District Fee Schedule for FY 2026-27.

Action Summary: As per ARS 48-805 and 48.814, Summit Fire and Medical District has authority through it's elected officials to set fee scheduled for both inside and outside of their jurisdictional boundaries.

Financial Impacts: Charging non-tax-paying residents whom we respond to just outside of our district lines helps us recoup some of the cost of providing that service to these areas and individuals.

Relation to Goals: Diversify and improve revenue streams.
Create efficiencies that improve and sustain the capabilities of the District.
Improve the resources of the District both human and capital

Key Considerations: The rates for our response model is based off the *AZ Forestry and Fire Management Cooperators Fire Rate Agreement*.

Attachments: Proposed Fee Schedule for Out-of-District Response for FY2026-2027.

Suggested Motion I motion to adopt the Proposed Fee Schedule for Out-of-District Response for FY2026-2027.



Board Approved Fee Schedule for Out-of-District Response

Pursuant to Arizona Revised Statutes §48.805 and 48.814, Summit Fire and Medical District (SFMD) has authority through its elected officials to set fee schedules for both inside and outside of their jurisdictional boundaries. This document dictates the way we charge for reimbursable incidents (structure fires, EMS responses, etc.), excluding wildfire for state and federal partners.

NON-CONTRACT RATE:

The hourly rate (rounded to the nearest whole dollar) is based on the average hourly full burden rate of a three-person Engine/Water Tender company (Captain/Paramedic, Engineer/Paramedic, FF/Paramedic) plus the hourly cost of the unit (\$159) *per the current AZ State Cooperator Fire Rate Agreement*, plus a modifier of 18%

For a Battalion Chief (BC), it is the hourly full burden rate plus a flat fee of \$135 for the vehicle *per the current AZ State Cooperator Fire Rate Agreement*, plus a modifier of 18%

For FY 2025-26, the Hourly Rate is as follows:

Engines / Water Tenders \$351/Hour per unit assigned.

Battalion Chief (BC) \$260/Hour per BC assigned.

Dispatch Fee: \$57/ per call

Ex: One (1) engine = \$351 per hour

Ex: Three (3) engines & one (1) BC = \$1,313 per hour

CONDITIONS:

1. A standard response for a fire-type incident is three (3) to six (6) units plus 1-2 BCs.
2. A one-hour minimum will be assessed for all but false alarms.
3. If a single unit responds (ex: EMS call) where a full complement is not required, then **a single unit hourly rate of \$351/hr. will be assessed (min of 1 hour)**.
4. If more than a standard full complement response is required (3-6 units + 1-2 BCs), or extra equipment costs are incurred, additional charges may be assessed.
5. Following any response into a County island or other location outside the District's boundary or known subscription contract, Fire Administration may determine and calculate the appropriate billing method and amount.

Action – 7e

To: SFMD Fire Board

From: SFMD Administration

Date: June 17, 2026

Title: Review, discuss, and possible action on revised SFMD Policy # 157
“Promotional Requirements & Promotional Path Chart”.

Recommended Action: Adoption of revised SFMD Policy # 157 “Promotional Requirements & Promotional Path Chart”.

Action Summary: Fire Chief and Labor representatives determined that changes need to be made within our requirements for promotion in order to encourage professional growth and opportunity for our employees so they can advance in the organization.

Financial Impacts:

Relation to Goals: Diversify and improve revenue streams.
Create efficiencies that improve and sustain the capabilities of the District.
Improve the resources of the District both human and capital

Key Considerations:

Attachments: Revised Policy #157

Suggested Motion I motion to adopt revised Policy #157 as presented.

SUMMIT FIRE & MEDICAL DISTRICT POLICIES AND PROCEDURES	Page 1 of 3
Subject: Promotional Requirements & Promotional Path Chart	Number: 157
Date Issued: 06/17/2026 Rescinds: 02/15/2023	Originator: Fire Admin Approval: Fire Chief & Board

Purpose

To assist and encourage employees to advance in status and position in keeping with their qualifications and experience as opportunities arise.

Policy

In order to allow employees to grow and develop within their career path, SFD shall encourage and assist employees in seeking promotional opportunities as positions arise.

Procedure

All employees are encouraged to seek advancement opportunities and to obtain promotional guidance from their supervisor and/or the Fire Chief.

Eligibility for promotion shall be determined by the employee's ability to meet the requirements of the vacant position. The list will be determined from final scores from the promotional testing. The position Task Book must be completed prior to testing. In addition, the employee must have maintained a satisfactory performance record. (Promotional Requirements are listed below). SFMD will have a two-year eligibility list for Captains and Engineers. The list will run for two years. Engineer testing will be completed on even years, and the list will run from April 15th through April 14th two years later. For example, April 15th, 2026, through April 14th of 2028. The fire chief has the discretion to hold another promotional test at any time if we exhaust the list or the fire chief feels that it is warranted.

SFMD will participate in a GFR captain's test. This will be in the spring of odd years. The promotional list will be valid from May 1st to April 30th. The fire chief has the discretion to hold another promotional test at any time if we exhaust the list or the fire chief feels that it is warranted.

Once an eligibility list has been established for captains and BC's, the fire chief will interview all employees on the list. The fire chief has the right to fill a vacant position with anyone on the current promotional list.

If an employee has been placed on an eligibility list, is offered a promotion, and subsequently rejects the promotion, the employee is removed from the eligibility list and will not be considered in the current promotional process. The employee would start from the beginning in the next process if they desired to promote.

When an employee is promoted to a position within a higher classification, the employee's pay shall be adjusted according to the Promotional Path Chart (see attached).

Upon promotion, the employee shall begin serving the twelve-month promotional probationary period.

If an employee does not satisfy the probationary requirements of a promotion and is returned to his original position or another position in the same classification level as the original position, his salary shall be adjusted to the same level received prior to promotion, plus any annual or other salary increase for which he may have otherwise been approved during his promotional probationary period.

Position Requirements

Engineer:

- Completed Engineer Task Book.
- Two-years' experience as a SFMD Firefighter

Captain

- Completed GFR Captains' Task Book.
- 150 hours right-hand seat training with a rated Captain.
- 5 years' service with SFMD
- AAS from an accredited institution is a **preferred** qualification for the captain position.

Battalion Chief

- Completed GFR BC Task Book
- 240 hours Acting BC time. This can be all acting time or up to 120 hours of riding with a BC. If there isn't enough acting time available, then the member can ride at the same time as a rated BC.
- 10-year minimum service with 5 years as a Captain with SFMD
- Four-year degree from an accredited institution is a **preferred** qualification for the battalion chief position

PROMOTIONAL PATH

FIREFIGHTER TO ENGINEER - Promotional Pay Chart			
FF 1 to Eng 1	\$ 49,016.02	\$ 56,482.90	13.22%
FF 2 to Eng 1	\$ 52,692.21	\$ 56,482.90	6.71%
FF 3 to Eng 2	\$ 55,590.29	\$ 60,719.13	8.45%
FF 4 to Eng 2	\$ 58,091.85	\$ 60,719.13	4.33%
FF 5 to Eng 3	\$ 60,705.98	\$ 64,058.67	5.23%
FF 6 to Eng 4	\$ 63,437.75	\$ 66,941.31	5.23%
FF 7 to Eng 5	\$ 66,292.45	\$ 69,953.67	5.23%
FF 8 to Eng 6	\$ 69,275.61	\$ 73,101.59	5.23%
FF 9 to Eng 7	\$ 72,393.01	\$ 76,391.16	5.23%
FF 10 to Eng 8	\$ 75,650.70	\$ 79,828.76	5.23%

FIREFIGHTER TO CAPTAIN - Promotional Pay Chart			
FF 1 to Capt 1	\$ 49,016.02	\$ 65,614.86	25.30%
FF 2 to Capt 1	\$ 52,692.21	\$ 65,614.86	19.69%
FF 3 to Capt 1	\$ 55,590.29	\$ 65,614.86	15.28%
FF 4 to Capt 1	\$ 58,091.85	\$ 65,614.86	11.47%
FF 5 to Capt 1	\$ 60,705.98	\$ 65,614.86	7.48%
FF 6 to Capt 2	\$ 63,437.75	\$ 70,535.97	10.06%
FF 7 to Capt 2	\$ 66,292.45	\$ 70,535.97	6.02%
FF 8 to Capt 3	\$ 69,275.61	\$ 74,415.45	6.91%
FF 9 to Capt 4	\$ 72,393.01	\$ 77,764.14	6.91%
FF 10 to Capt 5	\$ 75,650.70	\$ 81,263.54	6.91%

ENGINEER TO CAPTAIN - Promotional Pay Chart			
Eng 1 to Capt 1	\$ 56,482.90	\$ 65,614.86	13.92%
Eng 2 to Capt 1	\$ 60,719.13	\$ 65,614.86	7.46%
Eng 3 to Capt 2	\$ 64,058.67	\$ 70,535.97	9.18%
Eng 4 to Capt 2	\$ 66,941.31	\$ 70,535.97	5.10%
Eng 5 to Capt 3	\$ 69,953.67	\$ 74,415.45	6.00%
Eng 6 to Capt 4	\$ 73,101.59	\$ 77,764.14	6.00%
Eng 7 to Capt 5	\$ 76,391.16	\$ 81,263.54	6.00%
Eng 8 to Capt 6	\$ 79,828.76	\$ 84,920.39	6.00%
Eng 9 to Capt 7	\$ 83,421.05	\$ 88,741.82	6.00%
Eng 10 to Capt 8	\$ 87,175.00	\$ 92,735.20	6.00%

CAPTAIN TO BATTALION CHIEF- Promotional Pay Chart			
Capt 1 to BC 1	\$ 65,614.86	\$ 82,622.09	20.58%
Capt 2 to BC 1	\$ 70,535.97	\$ 82,622.09	14.63%
Capt 3 to BC 1	\$ 74,415.45	\$ 82,622.09	9.93%
Capt 4 to BC 1	\$ 77,764.14	\$ 82,622.09	5.88%
Capt 5 to BC 2	\$ 81,263.54	\$ 88,818.75	8.51%
Capt 6 to BC 2	\$ 84,920.39	\$ 88,818.75	4.39%
Capt 7 to BC 3	\$ 88,741.82	\$ 93,703.78	5.30%
Capt 8 to BC 4	\$ 92,735.20	\$ 97,920.45	5.30%
Capt 9 to BC 5	\$ 96,908.08	\$ 102,326.88	5.30%
Capt 10 to BC 6	\$ 101,269.14	\$ 106,931.58	5.30%

Percentages don't change from year to year. This is what the board approved.

Action – 7f

To: SFMD Fire Board

From: SFMD Administration

Date: June 17, 2026

Title: Review, discuss, and possible action on a new **SFMD policy #204 - Training**

Recommended Action: Adoption of Policy #204 - Training

Action Summary: As per ARS 48-805.2 (A), the proposed GO bond Repayment Budget for FY 2025-26 has been posted for the required 20 days, and open for public comment. At this time, we request adoption of Resolution 2025-02 GO Bond Repayment Budget for FY 2025-26.

Financial Impacts: Bond Tax rate will remain the same as last year at .1400% and continuation of decrease in bond debt.

Relation to Goals: Diversify and improve revenue streams.
Create efficiencies that improve and sustain the capabilities of the District.
Improve the resources of the District both human and capital

Key Considerations: Arizona Revised Statutes Title 48 requires the Summit Fire and Medical District to adopt an annual operating budget for repayment of FY 2018-2019 Bond via collections of property tax.

Attachments: Proposed 2025-2026 GO Bond Repayment Budget

Suggested Motion I motion to adoption Resolution 2025-02; GO Bond Repayment Budget FY 2025-2026.

SUMMIT FIRE & MEDICAL DISTRICT POLICIES AND PROCEDURES	Page 1 of 5
Subject: Training	Number: 204
Date Issued: 06/17/2026 Rescinds:	Originator: Fire Admin Approval: Fire Board OR Fire Chief

Purpose

It is the policy of this department to administer a training program that will provide for the professional growth and continued development of its members. By doing so, the Department will ensure its members possess the knowledge and skills necessary to provide a professional level of service that meets the needs of the community.

Policy

The Department seeks to provide ongoing training and encourages all members to participate in advanced training and formal education on a continual basis. Training is provided within the confines of funding, the requirements of a given assignment, staffing levels, and legal mandates.

Whenever possible, the Department will use courses certified by the Arizona Department of Emergency and Military Affairs, Emergency Management; Arizona Center for Fire Service Excellence (AZCFSE); International Fire Service Accreditation Congress (IFSAC); National Wildfire Coordinating Group (NWCG); the U.S. Department of Homeland Security or other accredited entities.

OBJECTIVES

The objectives of the training program are to:

- (a) Enhance the level of emergency services to the public.
- (b) Increase the technical expertise and overall effectiveness of department members.
- (c) Provide continued professional development of department members.
- (d) Reduce risk and enhance safety.

TRAINING PLAN

A training plan will be developed and maintained by the training program lead. It is the responsibility of the training program lead to maintain, review, and update the training plan on an annual basis, ensuring that all mandated training is achieved. All training records will be maintained in accordance with established records of retention schedules.

TRAINING NEEDS ASSESSMENT

The training program lead will conduct an annual training needs assessment. The needs assessment will be reviewed by command staff. Upon approval by the Fire Chief, the needs assessment will form the basis of the training plan for the following year.

Procedure

This procedure intends to establish guidelines for applying for schools, seminars, workshops, etc., and to encourage education to strengthen the organization. It is the Management's responsibility to provide

minimum training standards for all personnel. The Chief's office supports individuals desiring to further their education and pursue professional development.

Approved Training Selection Process

1. The Chief's Office and the Program Manager, if applicable, will identify and select schools, seminars, workshops, etc., that best satisfy the needs of the department. Training needs should be identified in advance and budgeted when possible.
2. The Chief's Office and the Program Manager, if applicable, will select individuals in the best interest of the organization.
3. The Chief's Office may require members to attend specific schools, to improve or advance an individual's performance.
4. The Department may pay for schooling, meals, provide time off, provide transportation, and other necessary items needed to attend an approved training.

Request for Training Process

1. Anyone requesting department support for training must fill out a *Training Request Form* in Fire Manager and submit through the appropriate chain of command for approval.
2. Requests must be complete, including a description of the class, as well as requested level of support: Tuition and TLM (travel, lodging, meals).
3. Battalion Chief should sign training forms with their recommendations for support and impacts to staffing levels.
4. Fire Chief's Office or designee will fill in authorized levels of support and return to the applicant within a reasonable time frame to complete registration.
5. Request for training should also be filed for GFR sponsored classes such as AGTS, computer training, or any other classes offered by the GFR.

Approved training opportunities (see Training Guidelines and support table below)

Generally, the following levels of support are considered:

- Vehicle or mileage reimbursement at the applicable GSA rate.
- Meals are dependent on the start and end time of your training and travel time required.
- Lodging is dependent on the start and end time of your training and travel time required.
- Distance.

Non-Approved Training Opportunities

- An individual must provide their own financial, time off, transportation, and any other necessary support, unless previous arrangements have been made through the Chief's Office.
- Time off is not guaranteed for non-approved training. The Battalion Chief may evaluate their shift staffing and in the best interest of the department or employee may allow DA if it doesn't create a recall.

Governing Time Off for Approved Training on Duty Days

The designated Battalion Chief will approve DA based on the following considerations:

- In alignment with chart below.
- Reasonable and safe travel times
- Distance (time and location)
- Inclement weather
- Minimum staffing levels and recall impacts
- Other special considerations (class prep, etc.)

Training OUTSIDE the Flagstaff Region

- Employees returning from an approved training assignment with an estimated arrival time back to the Flagstaff region after 20:00 hours shall not be required to report for duty until 0800 hours the following day when scheduled for an on-duty shift. This provision is intended to provide adequate rest and ensure employee readiness for operational assignments.

Training INSIDE the Flagstaff Region

- DA leave shall cover authorized class or training time only. Employees are expected to return to duty promptly following the conclusion of the class or training assignment
- Any department member is subject to disciplinary action when found to be abusing training school selection procedures, time-off policy, or for their conduct while attending a department-sponsored training.

Any department member is subject to disciplinary action when found to be abusing training school selection procedures, time-off policy, or their conduct while attending a department-sponsored training.

TLM will generally be considered for all approved training outside of Flagstaff. For staff not residing in the Flagstaff region, a request for TLM will be considered based on the level of support approved by the district, and the location of the training.

Requests for department support of any training or class not expressly identified in this policy shall be submitted through the chain of command and are subject to review and approval by the Fire Chief or their designee.

TRAINING GUIDELINES AND SUPPORT

TRAINING/CLASS	ASSIGNMENT PAY Y or N	SUPPORT	DISTRICT COVERED EXPENSE
Paramedic Certification Class	Y (after National Registry)	Class & Clinical/Ride Time (40-hr work week preferred)	Full Tuition, parking permit, fingerprints & background check, drug test for medic class, entrance exam, National Registry Exam OT only for hours while in training (minus lunch) or DA when on shift
Arson Class	Y (future program)	OT or DA (on shift)	Registration; TLM if necessary
Recertifications	N	Includes required CE Training set by Medical Directions or BC over the program	OT only for hours while in training (minus lunch)

TRAINING / CLASS (con't)	Taskbook Y or N	DISTRICT COVERED EXPENSE
Blue Card – 50-hr	Y	Registration DA - OT
Blue Card – In class	Y	
I-300 & 400	Y	Registration - DA - OT
Wildfire Academy	Y/N	Full Tuition, TLM - DA
State Fire School	N	Full Tuition, TLM - DA
Professional Academies (Dept. Sponsored)	N	Full Tuition, TLM - DA – OT

Honor Guard Academy	N	Full Tuition, TLM – DA - OT
CISM training	N	DA - OT
NFA – TEEEX – ETC.	N	Registration - DA
All other Trainings are based on the training budget allowances – Training Chief		Registration - DA
INSTRUCTORS		
GFR (non-compensated)		DA - OT
Out of Region (non-compensated)		TLM - DA

Action – 7g

To: SFMD Fire Board

From: SFMD Administration

Date: June 17, 2026

Title: Review, discuss and possible action on **Revised SFMD Policy # 162**
“Leave”

Recommended Action: Adoption of revised SFMD Policy #162 regarding Leave

Action Summary: A proposed change was made to the “Maximum accrual of vacation time that can be carried over as of June 30th each year”, and the number of line personnel who can use leave at one time.

Financial Impacts: With our increase in line staff, it should limit overtime needed to cover these slots.

Relation to Goals: Diversify and improve revenue streams.
Create efficiencies that improve and sustain the capabilities of the District.
Improve the resources of the District both human and capital

Key Considerations:

Attachments: Policy #162 - Leave

Suggested Motion I motion to adopt the revised SFMD Policy #162 regarding Leave, as presented.

SUMMIT FIRE & MEDICAL DISTRICT POLICIES AND PROCEDURES	Page 1 of 6
Subject: LEAVE (Vacation, Sick, Emergency, Department Approved, Wildland, Bereavement, Light Duty, Shift Trades)	Number: 162
Date Issued: 06/17/2026 Rescinds: 04/19/2023	Originator: Fire Admin Approval: Fire Board & Fire Chief

Purpose

To consolidate multiple leave types into a single document to facilitate referencing various leave types provided by the fire district, leave accrual rates, maximum leave amounts, how to request leave, and who can approve leave.

Policy

It is the policy of Summit Fire and Medical District to provide vacation and sick accrual on a bi-weekly basis according to the guidelines set forth below by classification. Accrual begins on the employee's date of part-time or full-time employment.

Definition

Administration refers to Fire Chief, Battalion Chief, Acting Battalion Chiefs, and Administrative Officer.

Procedure-Vacation Leave, Comp Time, and Emergency Vacation

To provide a paid time-off benefit for a restful break from the work routine, which applies to all employees. (Vacation hours shall be counted as "hours worked" for purposes of the calculation of overtime.)

Accrual: FT personnel shall accrue vacation hours on a bi-weekly basis as follows:

Months of continuous service for fifty-six-hour employees.

0 to 59 months	5.77 hours per pay period
60 to 155 months	7.15 hours per pay period
156 months and over	9.23 hours per pay period

Months of continuous service for forty-hour employees.

0 to 59 months	4.12 hours per pay period
60 to 155 months	5.11 hours per pay period
156 months and over	6.60 hours per pay period

Part-time administrative employees regularly scheduled to work more than 20 hours per week shall be granted vacation leave on a pro-rated basis, calculated as a percentage of full-time hours. (Example: If an employee normally works 32 hours per week, he is working 80% of a full-time schedule. Thus, he would be entitled to 80% of the full-time vacation accrual, or 2.46 hours per bi-weekly period during years 0 - 5)

Comp Time is earned through doing extra department-related duties while off duty. The employee has the choice to earn comp time or be paid out in overtime. Comp is earned at 1.5 times the amount of time worked. (See Policy 152 Overtime-Comp Premiums)

Emergency Leave: Employees requesting emergency leave should be prepared to answer questions regarding the request. You may be requested to provide proof of the need for Emergency Leave. Emergency leave is not to be used to fill any other type of leave. Emergency leave hours will be deducted from vacation time.

Operations personnel shall be allowed a maximum of four circumstances with combined hours not to exceed 48 hours per calendar year.

Administrative personnel shall be allowed a maximum of four circumstances with combined hours not to exceed 30 hours per calendar year.

Scheduled PTO: The District will allow a maximum of two shift employees off using scheduled PTO such as Vacation Leave, Comp Time, or Holiday Comp Time from October 1st – March 31st, except for on approved district holidays. Two shift employees will also be allowed off on PTO, if we have 36 shift employees assigned to the line. Between April 1st and September 31st, if we drop below 36, all time on the books will be honored, but we will then return to 1 off on PTO. This does not include unplanned leave such as Sick Leave, Bereavement Leave or Leave without Pay, etc. It also does not include Department Approved Leave of any kind. A maximum of one administrative staff member will be allowed to be on scheduled vacation at any given time excluding the Fire Chief, and Battalion Chief. Leave cannot be submitted more than 1 calendar year in advance at 0800 of the date in question.

PTO on Approved Holidays: The District will allow one shift employee off using PTO such as Vacation Leave, Comp Time, or Holiday Comp Time on all holidays. Leave will be granted on a first-come, first-served basis regardless of seniority. Shift Trades will be permitted on holidays and must be like for like.

Maximum accrual of vacation as of June 30 of each calendar year shall be:

- 240 hours for administrative or non-shift suppression personnel
- 320 hours for shift suppression personnel.

Any accrued hours over the maximum will be forfeited on July 1st. Employees are expected to manage their own PTO and manage their time accordingly.

The Battalion Chief shall arrange for vacation leave based upon availability of coverage to meet minimum staffing for operations; the Administrative Officer will approve leave for administrative personnel.

Employees who have not yet completed the first 12 months of employment are not eligible to use PTO even though it is being accrued. Exception may be granted by a member of Administration.

Any accrued, unused vacation hours equal to or less than 240 hours will be paid out upon termination of employment if the employee has completed his initial six months of employment.

PROCEDURE: Sick Leave

To provide employees with income continuation in the event of illness, injury, or a need for medical attention that prevents them from attending work.

Sick leave shall be counted as “hours worked” for the purposes of calculation of overtime.

Accrual: Full-time personnel shall accrue sick leave hours on a bi-weekly basis as follows:

Operations employees
5.77 hours per pay period

Administrative employees.
4.12 hours per pay period

Part-time administrative employees regularly scheduled to work more than 20 hours per week shall be granted sick leave on a pro-rated basis, calculated as a percentage of full-time hours. (Example: If an employee normally works 32 hours per week, he is working 80% of a full-time schedule. Thus, he would be entitled to 80% of the full-time sick leave accrual, or 2.46 hours per bi-weekly period)

Sick Leave maximum hours and payout: The maximum accrual of sick leave for *Administrative* employees is 720 hours. Hours accrued above those will be paid out on December 1 of each calendar year. The rate for this payment is at 50% of their current pay rate. See Policy 111 for payout at time of termination.

The maximum accrual of sick leave hours for *shift* employees is 1000 hours. Hours accrued above those will be paid out on December 1 of each calendar year. The rate for this payment is at 50% of their current pay rate. See Policy 111 for payout at time of termination.

Shift employees may also be required to undergo a Return-to-Work Evaluation or a Fitness for Duty Examination through the Department Physician after a prolonged period of time off. The intent of this evaluation is to ensure that your injury has healed, and your fitness/health levels are at NFPA 1582 standards. Any shift employee that sustains an injury or illness that keeps an employee from being able to perform their job must be released by the Department Physician (per NFPA 1582). The Department Physician will determine if the employee is required to complete a GFR PAT prior to the employee returning to work. Any musculoskeletal surgery will require GFR PAT to be completed prior to returning to duty.

Unacceptable patterns of sick leave use, misuse, or misrepresentation of sick leave usage shall be grounds for disciplinary action, up to and including dismissal.

Sick leave may be used when the employee is medically unable to work, when the employee needs a medical or dental examination or treatment, or to care for an immediate family member in need of medical care. (Refer to policy 171 Family and Medical Leave Act for long-term sick leave use)

PROCEDURE: Department Approved, Wildland Department Approved

Department Approved leave is required for anyone attending meetings or training out of the SFMD District, while on their regularly scheduled shift.

Work related injuries will utilize DA from the time the individual is injured until they return to full or light duty, whichever occurs first.

Members who are out of district on Wildland assignments will be given OWA-DA for their normal shifts while gone. When they return home and are on R&R, they will be given DA according to policy 230 Wildland Rest and Recuperation.

Employees who have not completed 12 months of employment are not eligible for OWA assignments unless they meet the following exceptions:

- Captain and Battalion Chief Approval
- Unfilled vacancy in OWA assignment

PROCEDURE: Bereavement

Bereavement leave is to provide time off in the event of a death to an immediate family member or co-worker.

In the event of a death of a member of operations employee's immediate family, he may be granted up to two 24-hour shifts of paid leave. In the event of a death of a member of administrative employee's immediate family, he may be granted up to 3 days if the death occurred within Arizona, or up to 40 hours if the death occurred out of state. The leave time must begin within a week of the actual death.

For purposes of this policy, "immediate family" member shall include spouse or significant other, child, sibling, parent, grandparent, grandchild, stepparent, stepsibling, stepchild, mother-in-law, or father-in-law. Administration has the discretion to grant bereavement leave to an employee with an atypical family relationship.

Bereavement Leave shall not be charged against accrued vacation or sick leave.

In the event of a death of a co-worker, bereavement leave time may be granted to allow co-workers to attend the memorial/funeral services.

PROCEDURE: Shift Trades

Shift Trades are agreed upon mutually between members of the fire department and approved in a manner to provide minimum staffing qualifications.

This policy applies to full-time suppression personnel who have completed 12 months of employment and have greater than 24 hours vacation leave when requesting the trade. Probationary Fire Fighters may work a shift trade for another Fire Fighter on a 3-person staffed station provided there is not already another probationary firefighter at that station.

Probationary Fire Fighters may not give away hours using Shift Trade Procedures without administration approval.

Shift trades require prior Battalion Chief approval and shall not affect the operational effectiveness of the District, nor shall they create a financial burden on the District.

Failure to work the trade: If an employee fails to report to duty for a scheduled trade, the absent hours shall be deducted from his/her vacation leave accrual and he/she shall be subject to disciplinary action. If an employee calls in sick on a trade the absent hours will be deducted from their sick leave. Employees going on a wildland assignment while scheduled for a shift trade are required to find their own coverage prior to leaving on assignment, failure to do so will result in a decrease of vacation time and possible disciplinary action.

If an employee filling a shift trade is needed to fill an Acting Captain role, he shall receive the additional hourly compensation as normally paid.

Employees shall not work more than 96 consecutively scheduled hours unless special circumstances require it. Employees must have a minimum of 12 hours off before working additional hours. This situation will require Battalion Chief approval.

Appropriate staffing levels must be maintained with shift trades. It is the responsibility of the individual initiating the trade to ensure adequate EMS levels are met (minimum of 3 Medics and 1 rated Captain) at the time the trade is submitted. All efforts will be made to find “like for like” before looking for an alternative Rank/EMS certification.

- FFs can trade with FFs.
- Engineers can trade with Engineers and Acting Engineers.
- Captains can trade with Captains and Acting Captains.
- Battalion Chiefs can trade with Battalion Chiefs and Acting Battalion Chiefs.

Procedure for Scheduling

This procedure applies to all scheduled PTO including Vacation Leave, Comp Time, Emergency Vacation, Sick Leave, Department Approved, OWA-DA, and Shift Trades. It is the responsibility of the employee to ensure that he has adequate leave hours accrued when requesting time off. The employee shall be subject to disciplinary action for taking unauthorized leave without pay in the event they do not have their time covered.

Requests shall be granted on a first come, first served basis. Fire Manager logs the order in which leave requests are made. If leave has been requested and a member wishes to change the request, editing or otherwise resubmitting will drop that request to the bottom of the queue. If a member wishes to modify a leave request, they must email their BC and FM representative PRIOR to changing the request to reference in the event of a discrepancy. All requests for time off should be submitted by the employee requesting the leave through Fire Manager with enough notice to facilitate approval. All possible time codes are listed in the scheduling program. There is no paperwork needed to submit time off.

All efforts should be made to schedule vacation, DA, trades, etc., a minimum of 6 days prior. Any leave request between 1 and 6 days is considered short notice and should be followed up with a phone call to the respective Battalion Chief for approval- **this is not guaranteed approval.**

An emergency can be described as needing time off less than 24 hours in advance I.e.- calling in sick, taking emergency leave, bereavement etc. **Any emergency must have a phone call to the on-duty Battalion Chief.** Confirm with the Battalion Chief taking the call that they will enter the time off in the time management program for you. Comp time can be used in lieu of vacation time in Emergency Leave situations.

Battalion Chief will check the time management program throughout their shift to approve time off and trades for their respective shift. Short notice or emergency time off may require approval of a shift other than your normal shift.

Each shift day the Battalion Chief will coordinate with the time management program reps to provide proper documentation of personnel and hours worked while under their watch. This documentation will have the signature of the Battalion Chief responsible for each 24-hour time period (0800-0800).