



# HELLSGATE FIRE DISTRICT

BOARD OF DIRECTORS

NOTICE OF REGULAR MEETING

April 17, 2024

Pursuant to ARS §38-431.02, notice is hereby given to members of the HFD Governing Board and to the public that the Governing Board will meet in Public Session on **Wednesday, April 17, 2024 at 5:30 PM** in the Training Room of Station 21, 80 S. Walters Lane, Star Valley, AZ 85541. Members of the Fire Board and legal counsel may attend either in person or by telephone conference call.

**To join the meeting via zoom: Meeting ID 864 986 5085.**

**Link:** <https://us06web.zoom.us/j/8649865085?omn=84599370799>

**Phone:** +1 669 444 9171 US +1 253 215 8782 (Tacoma) +1 346 248 7799 (Houston)

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

**Public Input:** Citizens may make oral comments on specific Agenda items or any topic relevant to District business during the public forum. Citizens may submit written comments of any length to the Fire Board. **Notice:** Public comment is encouraged, but it is important that everyone demonstrate the appropriate decorum, courtesy and respect during the meeting. Please treat your fellow citizens with courtesy. Outbursts, interruptions, and personal attacks will not be tolerated.

## ~ AGENDA ~

### 1. CALL TO ORDER

- A. ROLL CALL OF BOARD MEMBERS
- B. PLEDGE OF ALLEGIANCE

### 2. REPORTS & CORRESPONDENCE

In accordance with ARS §38-431.02(K), the Board shall not propose, discuss, deliberate, or take legal action on any matter unless that specific matter is properly identified on the agenda. Therefore, action taken as a result of a report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date in the following summaries.

- A. **CHIEFS REPORT:** Chief Morris to discuss recent activities including a statistic report, staffing report, wildland report, grant report, vehicle maintenance report, legislative report, response report, facilities report, special project report(s)
- B. **AWARDS & RECOGNITION:** Years of service and birthday notifications
- C. **CORRESPONDENCE:** Correspondence with county regarding the 2024 Fire District Levy Limit Worksheet; Thank you letter



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April 17, 2024

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### 3. FINANCIAL REPORTS

**A. MARCH 2024:** Business Manager Lecher to review February financial reports

### 4. PUBLIC FORUM

*Speakers are limited to a three-minute oral presentation and may submit written comments of any length for Board files. Board Members may not discuss items that are not specifically identified on the Agenda. Therefore, pursuant to ARS §38-43101(H), Board action taken as a result of public comment is limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.*

### 5. REGULAR BUSINESS

#### A. CONSENT AGENDA

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

1. Regular Minutes of February 21, 2024
2. Regular Minutes of March 20, 2024

#### B. MEMORANDUM OF UNDERSTANDING – HFD CHAPTER LOCAL 4135

1. Discussion/Possible Action: Review and consideration of a memorandum of understanding between Hellsgate Fire District and HFD Chapter of the Local IAFF 4135 Union.

#### C. CALL FOR ELECTION – RESOLUTION 2024-005

1. Discussion/Possible Action: Review and consideration of adopting Resolution 2024-005 call for election.

#### D. BUDGET HEARING – CALL TO THE PUBLIC

1. Discussion/Possible Action: Review of presented budget for discussion.
2. Call to the Public: Open for public comment.

#### E. FIRE CHIEF – HIRING PROCESS

1. Discussion/Possible Action: Review to determine hiring process for fire chief.



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## 6. EXECUTIVE SESSION

Pursuant to ARS. §38-431.03(A)(1) &(3) Discussion or consultation for legal advice with the attorney or attorneys of the public body. Executive Sessions are confidential pursuant to ARS 38-431.03(C).

### A. CONSULT WITH DISTRICT ATTORNEY

### B. ASSIGNMENT, APPOINTMENT, DEMOTION, DISMISSAL, DISCIPLINING OR RESIGNATION OF PUBLIC OFFICER – DEBORAH BAIN

1. Discussion/Possible Action: Direct Attorney or Administrative Staff after resuming regular session.
2. Discussion/Possible Action: Formal action regarding Deborah Bain

## 7. PUBLIC FORUM

*Speakers are limited to a three-minute oral presentation and may submit written comments of any length for Board files. Board Members may not discuss items that are not specifically identified on the Agenda. Therefore, pursuant to ARS §38-43101(H), Board action taken as a result of public comment is limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.*

## 8. ADJOURNMENT

*Angie Lecher, On behalf and with Permission of Board Clerk, Deb Bain*  
Deb Bain, Clerk of the Board

*HFD Training Room is accessible to the handicapped. In compliance with Americans with Disabilities Act, those with special needs, such as large print or other reasonable accommodations, may request them by calling (928)474-3835 at least 24 hours before the meeting.*

*A copy of the supplemental agenda materials provided to the Board Members (with exception of materials relating to executive sessions) is available for public inspection at the Districts Administrative Office at least 24 hours prior to the meeting. Call (928)474-3835 to set an appointment to accommodate inspection.*

Posted by: Angie Lecher

Date: 4/16/2024

Time: 5:00 PM

**HELLSGATE FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board  
FROM: Morey Morris, Fire Chief  
DATE: April 17, 2024  
SUBJECT: Reports and Correspondence  
ITEM #: 2. A, B & C

REQUIRED ACTION:       Discussion Only       Formal Motion       Resolution  
RECOMMENDED ACTION:       Approve       Conditional Approval       Deny  
PRESENTED BY:       Administration       Fire Chief       Staff  
REVIEWED BY:       Legal       Outside Consult

BACKGROUND
<p>In compliance with ARS. §38-431.02(K) Board shall not propose, discuss, deliberate, or take legal action on any matter unless that specific matter is properly identified on the agenda. Therefore, action taken as a result of a report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date in the following summaries:</p> <p>A. Chief's Report: Chief Morris to discuss recent activities including a statistic report, staffing report, wildland report, grant report, vehicle maintenance report, legislative report, response report, facilities report, special project report(s)</p> <p>*If board members wish to discuss or take action on something brought up during the Chiefs Report they should direct staff to place the item on the next agenda. No motion is needed to give that direction.</p>
<p>B. Awards &amp; Recognition: Years of service and birthday notifications</p>
<p>C. Correspondence: Correspondence with county regarding the 2024 Fire District Levy Limit Worksheet notice; Thank you letter</p>
RECOMMENDED MOTION
<p><b>No motion for this agenda item</b></p>





# CHIEF'S REPORT

April 17, 2024

# Correspondence



- Hireversaries: Brandon French-4/4; Nick DeGroot- 4/9; Dustin Marsh-4/12.
- Birthdays: Brandon French- 4/6



# Statistic Report

- Total Calls For the Month of March: 55  
**YTD(3/31/24): 147**  
Mutual/Auto Aid Calls      Received: 0      Given: 3  
EMS: 30   Fire: 3   HazMat: 0   WL: 0   Spc Duty: 17   Still: 2
- Building Plans Reviewed for March: 0  
Total for year- 8
- Water Usage for March : 0 gallons  
**YTD(3/31/24): 0 gallons**



# Staffing Report

- Full Time Suppression Personnel: 4
  - Job offers have been made to 2 personnel
  - Awaiting on Medical/Physicals and Behavioral Background
  - Should be on board on or before the 6<sup>th</sup> of May
- Full Time Administration Personnel: 1 (no changes)
- Part Time Administrative Personnel: 1 (no changes)
- Reserve Personnel: 20 (1 volunteer, 19 Reserve); does not count seasonal personnel



# Wildland Report

- None



# Vehicle Maintenance Report

- Replacement for BR213
  - Completed the electrical wiring
  - Completed the code 3 lights and siren
  - Is at a Spring shop getting the truck raised
- BR216
  - Was sent to Mesa to finish up securing the pump/tank bed to the frame
- E21
  - Will be sent to Pump testing later this month/1<sup>st</sup> of May
  - Assigned a date with Buddy Williams for radiator



# Grant Report

- Awarded AFG Grant for PPE, in the amount of \$22,186.14 with \$1,109.31 District Participation
- AZ DFFM SB 1720- Applied for a new Type 6; should hear 2<sup>nd</sup> week of April; \$4,900,000 available
  - 80 Applications
  - \$20,000,000.00 in Application requests
- Salt River Indian Community- continued work on facilities, UTV, other
- Applied to Gila River Indian Community for a new Brush Truck (type 6)





# ARPA Funding

- \$20,000,000 was made available for 143 Fire Districts in the State of AZ to receive COVID funding
- Hellsgate received \$47,385 last year
- \$16,300,000 was distributed to Fire Districts around the state
- There was \$3.5 million left over that was not claimed
- AFDA and others have requested that the \$3.5 million be redistributed to those agencies that requested more than the allotted amount
- Of interest, HFD's amount was based on the NAV of \$27,956,341 from tax year 2021; if we were at the current rate of \$32,099,273 with the tax levy at 3.75, our amount would have been 13% higher or about 0.367% higher and about \$6116.00 more funding



# Legislative Update Report

- HB2012- DFFM Continuation- At the Senate- signed by the Governor
- HB2274- PTSD coverage- requires Workers Compensation for employees diagnosed with PTSD to include treatment with methylenedioxymethamphetamine-Dead, but may come back as a striker ammendment
- HB2330-alternate form of Fire District formation- at the Senate- Dead



# Legislative Update, cont.

- HB2418-Fire District Advisory Board-Creates an oversight board to facilitate and advocate for proper and effective governance and OPS of Fire Districts and added the FDAT to the bill- Dead
- HB2751- Interstate Compact- Allows DFFM to join the “Great Plains Fire Compact” to share fire resources- at the Senate COW
- HB2767-Authorizes AS DEMA to reimburse Fire Departments for Statewide mutual aid deployments- Senate 3<sup>rd</sup> Read
- HB2719-Authorization to sell Bonds-25% of Electorate must sign the petition; must have at least 60% of qualified electors vote; 50.1% must approve



# Facilities

- SRPMIC funding has been received
- Revamp the UTV- awaiting parts
- Redo the parking lot at FS21 (after other exterior work)
- New Dispatch Alerting System (First Due- in process)
- Remove Shipping Container and move to FS22
- Place a metal Shed at FS21 for UTV and equipment storage- upcoming



# FS22

- Neighbor to the north will be cutting down some trees that are on his property next to the wash







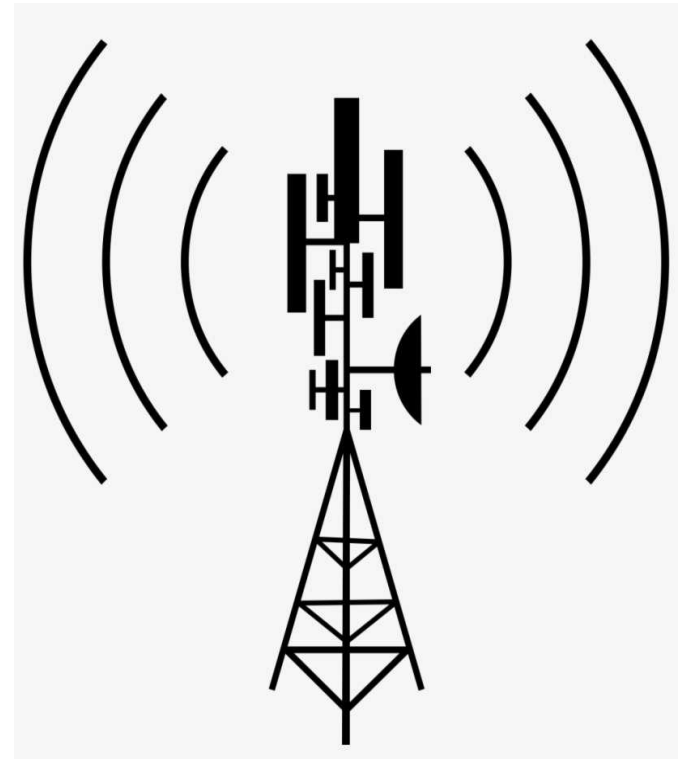
FS22





# Cell Tower Report

- All work is completed
- Went on line with all sectors at 100% on Wed. April 10, 2024 at 1030AM; 5G to go on line April 12, 2024
- Request citizens in Tonto Village to not use Cell Boosters





## Angie Lecher

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**From:** Belling, Maryn <mbelling@gilacountyaz.gov>  
**Sent:** Tuesday, April 9, 2024 11:17 AM  
**To:** Angie Lecher  
**Cc:** Morey Morris; jbrandt@psfd.az.gov; Rhett Connolly; David Staub; Fire Chief; jstoltenberg@tontobasinfire.org  
**Subject:** Re: Tax Levy Notice March 1, 2024

Hi Angie,  
Thank you for reiterating your concerns.

My primary concern was getting the letters corrected.

I will revisit your other points.

Thank you for your professionalism & courtesy & clear communication. I appreciate being able to work together.

Sincerely,  
Maryn

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**From:** Angie Lecher <ALecher@Hellsgatefire.org>  
**Date:** Tuesday, April 9, 2024 at 11:03 AM  
**To:** "Belling, Maryn" <mbelling@gilacountyaz.gov>  
**Cc:** Morey Morris <mmorris@Hellsgatefire.org>, "jbrandt@psfd.az.gov" <jbrandt@psfd.az.gov>, Rhett Connolly <chief@ckfire.net>, David Staub <dstaub@paysonaz.gov>, Fire Chief <chief@wwfmd.us>, "jstoltenberg@tontobasinfire.org" <jstoltenberg@tontobasinfire.org>  
**Subject:** RE: Tax Levy Notice March 1, 2024

Hello Maryn,

I want to express my gratitude for your prompt response regarding the matter at hand, and I trust that your meeting yesterday was productive in addressing the issues discussed.

However, I must reiterate my concern regarding the inconsistency between the tax rate indicated on the worksheet (not the memo) and the one approved by the district. This discrepancy is resulting in a reduction in funding for the district if the worksheet's information is accurate. It appears that there has been a discrepancy in the assessed value reported to us last year, using the same format, which was subsequently lowered without proper communication to our district. This adjustment, coupled with the arbitrary reduction in our tax rate, is effectively reducing the funding allocated to us this year, as evidenced by the lower FDAT amount reported on the memo.

While I understand that you may be relatively new to this role and the intricacies of its history, it has become a recurring issue for the county to provide inaccurate information to fire districts and other special districts, and to neglect communication regarding changes or developments. Regrettably, trust has not been earned due to these persistent errors.

You mentioned that the assessor's office is responsible for reporting the assessed value. Could you please clarify who compiled the worksheet provided with the initial memo? Additionally, which county entity adjusted the tax levy adopted by our fire district? It is challenging for us to trust that the county has not once again underestimated the funding owed to fire districts due to accounting oversights. Thus, given the limited reports and communication we receive, it is understandable that there is a perception that we are once again being shortchanged.

If adjustments were made uniformly across all districts, there might not be a shortfall in FDAT funds. However, the lack of notice regarding changes to the assessed value and tax rate adjustment has created a deficit in tax revenues based on our budget projections. I wish to understand who made these adjustments and why we were not notified of them prior to the memo being sent out for this upcoming year.

I hope we can collaborate to address these issues and foster a more transparent and communicative relationship where crucial data from the county is shared promptly and accurately with the relevant entities.

Sincerely,

**Angie Lecher**  
**Business Manager**  
**Hellsgate Fire Department**



(928)474-3835 phone  
(928)468-0300 fax

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**From:** Belling, Maryn <mbelling@gilacountyaz.gov>  
**Sent:** Monday, April 8, 2024 12:20 PM  
**To:** Angie Lecher <ALecher@Hellsgatefire.org>  
**Cc:** Morey Morris <mmorris@Hellsgatefire.org>; jbrandt@psfd.az.gov; Rhett Connolly <chief@ckfire.net>; David Staub <dstaub@paysonaz.gov>; Fire Chief <chief@wwfmd.us>; jstoltenberg@tontobasinfire.org  
**Subject:** Re: Tax Levy Notice March 1, 2024

Hi Angie,

Thank you for following-up.

I have a meeting with staff this afternoon to verify that reprinted letters will match the Levy Limit Worksheets & get re-transmitted to the districts.

In light of the multiple incorrect correspondences, I've made County Management, Assessor, and Treasurer aware of the misprints & reissue.

The official information on assessed values is from the Assessor's office.

The misprints will not affect FDAT distribution proportions or the levied tax amounts.

Thank you again,

Maryn

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**From:** Angie Lecher <[ALecher@Hellsgatefire.org](mailto:ALecher@Hellsgatefire.org)>

**Date:** Monday, April 8, 2024 at 12:08 PM

**To:** "Belling, Maryn" <[mbelling@gilacountyaz.gov](mailto:mbelling@gilacountyaz.gov)>

**Cc:** Morey Morris <[mmorris@Hellsgatefire.org](mailto:mmorris@Hellsgatefire.org)>, "jbrandt@psfd.az.gov" <[jbrandt@psfd.az.gov](mailto:jbrandt@psfd.az.gov)>, Rhett Connolly <[chief@ckfire.net](mailto:chief@ckfire.net)>, David Staub <[dstaub@paysonaz.gov](mailto:dstaub@paysonaz.gov)>, Fire Chief <[chief@wwfmd.us](mailto:chief@wwfmd.us)>, "jstoltenberg@tontobasinfire.org" <[jstoltenberg@tontobasinfire.org](mailto:jstoltenberg@tontobasinfire.org)>

**Subject:** RE: Tax Levy Notice March 1, 2024

Maryn,

It has come to my attention that the letters sent on April 4, 2024, still contain inaccuracies. I trust you are aware of this matter.

Could someone from the county please address the following concerns? On March 27, 2023, we were informed that our 2023 Net Assessed Value stood at \$30,624,396. However, both letters received this year indicate an assessed value of \$30,396,194, reflecting a reduction of \$228,202. I seek clarification on which figure is accurate and, if the assessed value is indeed lower, why the district was not promptly notified, as this significantly impacts our budgeting and revenue collection.

Furthermore, all documents submitted to the county specified a tax rate of \$3.50, with a projected collection of \$1,071,854 based on the information provided in our 2023 letter and worksheet. However, this year's correspondence indicates not only a change in the assessed value but also a failure on the county's part to assess the tax rate necessary for our budget. This discrepancy suggests a shortfall of \$7,987.

While this amount may seem negligible to the county, it raises two critical questions: Firstly, why was there no notification of a lower assessed rate, and secondly, what authority or misunderstanding led to the adjustment of our tax rate? Given that the fire district is responsible for setting its tax rate, it is imperative to understand the rationale behind these decisions, especially when both the assessed value and tax rate have decreased. Moreover, the lack of communication from the county exacerbates the situation, as we are left to rectify these errors without any acknowledgment or assistance.

This year, once again, the county appears to struggle with accurately documenting information in letters sent to the districts. According to your own records, the assessed value for 2024 is stated as \$32,099,273, yet both notices indicate a lower assessed value compared to last year's figures. As it is incumbent upon the district to base its budget on the figures provided by the county, I urge you to address this issue promptly. Year after year, our district contends with the county's inability to calculate assessed values accurately, incorporate relevant communities into the district, maintain consistent tax rates, safeguard our funds, and communicate these matters in a timely manner.

Last year, our tax rate was set at \$3.50 based on an assessed value of \$30,624,396, resulting in a tax levy of \$1,071,854. Your letter now indicates an assessment of \$30,396,194, a tax rate of \$3.4739, and a levy of \$1,063,867. I request clarification on where the district erred and who will be responsible for covering the difference in the tax levy we established. Furthermore, it is imperative that the correct levy rate be acknowledged for the compilation of the FDAT tax to avoid further discrepancies.

It is imperative that the county improves its communication and operational efficiency to avoid recurring errors that detrimentally affect special districts and other county services. Clear and transparent communication with the districts is not merely a courtesy but a fundamental responsibility of the county. I speak only for our district

but, I'm sure all of them would agree that the county needs to rectify these mistakes and establish effective communication channels. If necessary, I suggest you seek assistance from other counties in Arizona that demonstrate competence in these matters so that Gila County can improve.

Sincerely,

**Angie Lecher**  
**Business Manager**  
**Hellsgate Fire Department**



(928)474-3835 phone  
(928)468-0300 fax

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**From:** Belling, Maryn <[mbelling@gilacountyaz.gov](mailto:mbelling@gilacountyaz.gov)>  
**Sent:** Thursday, April 4, 2024 5:04 PM  
**To:** Angie Lecher <[ALEcher@Hellsgatefire.org](mailto:ALEcher@Hellsgatefire.org)>  
**Cc:** Morey Morris <[mmorris@Hellsgatefire.org](mailto:mmorris@Hellsgatefire.org)>  
**Subject:** Re: Tax Levy Notice March 1, 2024

Hi Angie, Hi Chief Morris,  
I apologize – I've been out on medical leave since 3/21.  
Thank you for taking the time to double check everything so carefully.

Staff was going to let everyone know today that there was an issue with the FDAT letters mismatching the prior year's net assessed values into this year's letters. New letters with the Fiscal 2025 Net Assessed Values listed correctly should be going out tomorrow morning. Hellsgate's Fiscal Year 2025 Net Assessed Value is – as listed on the Levy Limit Worksheet - \$32,099,273. That's the value your district can use to calculate its Fiscal Year 2025 Levy amount.

The amount you receive in FDAT is based on your district's proportion of last year's total Fire District Levies. The amount Hellsgate levied in fiscal year 2024 was \$1,063,867 which is 14.43% of the total Fire District Taxes levied in Gila County – I've included a chart below that shows that computation. That translates to 14.43% of the Fire District Assistance Tax being appropriated to Hellsgate. For this coming year, that amount will be \$96,027.69 (14.43% x \$665,431 (total FDAT))

District	District Code	FY24 Tax Levy adopted by Gila County Board of Supervisors	% of total	Portion of 2025 FDAT
Tricity Fire District	11202	\$ 859,209	11.65%	\$ 77,554.67
East Verde Park	11204	\$ 88,208	1.20%	\$ 7,961.91

Pine/Strawberry	11205	\$ 2,788,101	37.82%	\$ 251,662.01
Houston Mesa	11208	\$ 158,933	2.16%	\$ 14,345.75
Christopher Kohls	11212	\$ 796,917	10.81%	\$ 71,932.02
Tonto Basin	11213	\$ 691,768	9.38%	\$ 62,440.97
Gisela Valley	11214	\$ 38,934	0.53%	\$ 3,514.29
Round Valley/Oxbow Estates	11215	\$ 151,668	2.06%	\$ 13,689.99
Pleasant Valley	11216	\$ 206,159	2.80%	\$ 18,608.50
Hellsgate	11218	\$ 1,063,867	14.43%	\$ 96,027.69
Waterwheel Fire & Medical	11219	\$ 528,381	7.17%	\$ 47,693.19
<b>TOTAL</b>		<b>\$ 7,372,145</b>	<b>100%</b>	<b>\$ 665,431</b>
FDAT District	11900	\$ 634,851		

Thank you for your professionalism and courtesy. Our Fire Districts are a vital part of Gila County's wellbeing and safety.

Sincerely,  
Maryn

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**From:** Angie Lecher <[ALecher@Hellsgatefire.org](mailto:ALecher@Hellsgatefire.org)>  
**Date:** Thursday, April 4, 2024 at 4:53 PM  
**To:** "Belling, Maryn" <[mbelling@gilacountyaz.gov](mailto:mbelling@gilacountyaz.gov)>  
**Cc:** Morey Morris <[mmorris@Hellsgatefire.org](mailto:mmorris@Hellsgatefire.org)>  
**Subject:** Tax Levy Notice March 1, 2024

Good afternoon, Maryn,

I hope this message finds you well. I've taken the time to thoroughly review the information provided in your letter dated March 1, 2024. The reason for the delay in my response was due to the necessity of cross-referencing with the documents from the previous year. I wanted to ensure accuracy and clarity in my assessment. For your convenience, I have attached both documents to this email for your reference.

Upon comparison, I noticed discrepancies that warrant attention to prevent potential financial losses for the district. Firstly, the net assessed value mentioned in your letter appears to be lower than what was recorded last year, which contradicts the information provided in the accompanying worksheet that shows a 4.8% increase from last year. Secondly, the worksheet indicates a tax rate of \$3.4739 for last year, whereas all documents submitted to the county were based on a \$3.50 tax rate. I am seeking clarification on these disparities and their implications.

The total net assessed value for the entire county couldn't have possibly gone down from the 2023 amounts. Especially since the worksheet indicates a 4.8% increase for our district alone. I'm not sure what is leading to the discrepancy but it is easy to notice that the numbers should be trending up from last year, not down.

While these discrepancies may seem minor in isolation, they can have a significant impact on the district's FDAT figures. Even small discrepancies matter greatly to us, considering our district's reliance on funding, particularly in a county that faces significant underfunding in FDAT. Your prompt attention to this matter would be immensely appreciated, especially as we are already in the process of preparing next year's budget presentations for the board and public review.

Thank you for your cooperation and understanding.

Warm regards,

**Angie Lecher**  
**Business Manager**  
**Hellsgate Fire Department**



**(928)474-3835 phone**

**(928)468-0300 fax**

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**Amber Warden**  
 Accounting Manager  
 atwarden@gilacountyaz.gov  
 (928) 402-8777

**Maryn Belling**  
 Finance Director  
 mbelling@gilacountyaz.gov  
 (928)402-8743

**Gila County Finance Department**  
 1400 E. Ash Street, Globe, Arizona 85501  
 Fax: (928) 425-7056

March 1, 2024

HELLSGATE FIRE DISTRICT  
 80 S Walters Ln  
 Star Valley, AZ 85541-2589

Via email: splummer@hellsgatefire.org

Dear Scott Plummer, Chairman of HELLSGATE FIRE DISTRICT

Re: Fire District Budget Preparation

Please find enclosed with this letter documents for your use in preparing your fire district's FY2024-25 budget:

- **Fire District Checklist.** Please note that the enclosed checklist is subject to change as statutes are revised. Additionally, the checklist should not be considered all-inclusive. For more information, please visit [www.azleg.gov](http://www.azleg.gov), Title 48, Chapter 5.
- **Copy of Budget Worksheet.** Your district may use this worksheet or its own format. *Please be sure that the annual budget shows your district's anticipated revenues as well as its annual expenditures.*

This year's Gila County Fire District Assistance Tax (FDAT) calculation is:

<u>Net Assessed Valuation</u>	<u>Divide by 100</u>	<u>Rate 0.10</u>
\$665,431,294	\$6,654,313	\$665,431

Your district's assessed valuations\* are:

<u>2024 Net Assessed Value</u>	<u>2024 Net Assessed Value Divided by 100</u>
\$30,396,194	\$303,962

K9

\*In 2012, voters passed Proposition 117, which affects the way property taxes are assessed beginning in 2015. The Limited Valuation is now the sole value used to calculate both primary and secondary property taxes.

Your district's FY23 Estimated FDAT Distribution<sup>†</sup> is:

2024 Tax Levy	Less: Levies to be Applied to Principal & Interest on Bonds (A.R.S. § 48-807(2)(B))	Net 2024 Tax Levy for FDAT Calculation	20% of Net 2024 Tax Levy (A.R.S. 48-807(A))	District's Proportion of 20% of Net 2024 Tax Levy to Total (A.R.S. § 48-807(A)(1)(c))	2024 (FY25) Estimated FDAT (2023 FDAT Levy x District's Proportion)	Maximum Disbursement to Merged/ Consolidated Districts (A.R.S. § 48-807(D))	2024 (FY25) Estimated FDAT Adjusted for Merged/ Consolidated Districts
\$1,063,867	0	\$1,063,867	\$212,773	14.43%	\$96,028	N/A	\$96,028



HELLSGATE FIRE DISTRICT

March 1, 2024

Page Two

†The method for calculating the distribution of Fire District Assistance Tax is set by the Arizona State Legislature and can be found in Arizona Revised Statutes Section 48-807. Relevant statutes are noted above. Per A.R.S. § 48-807(D), districts that merged or consolidated on or after July 1, 2014, "may continue to receive monies in an amount not to exceed the sum of the average of the amount of fire district assistance tax monies received by each of the consolidating or merging districts in the five fiscal years immediately preceding the merger or consolidation..." Any difference between the maximum disbursement and the unadjusted estimate is redistributed to the other fire districts according to their proportion of the net 2017 tax levy.

If at all possible, please send your *proposed* budget to me by **July 1, 2024**. While you have until August 1 to submit your adopted budget, submitting it prior to that date would be greatly appreciated.

Should you have any questions, please feel free to reach me at (928) 402-8743 or via email at [mbelling@gilacountyaz.gov](mailto:mbelling@gilacountyaz.gov)

Sincerely,



Maryn Belling  
Finance Director

Enclosures

## 2024 FIRE DISTRICT LEVY LIMIT WORKSHEET

<b>GILA COUNTY - HELLSGATE FIRE DISTRICT</b>
----------------------------------------------

<b>ADJUSTMENTS FOR ANNEXED PROPERTY</b>	<b>2023</b>
A.1. Net Assessed Value of Property Annexed for TY 2024	\$0
A.2. A.1. divided by 100	\$0
A.3. Prior Year Actual Tax Rate (excluding debt service tax rate)	\$3.4739
A.4. Adjustment for Annexed Property (A.2. multiplied by A.3.)	\$0

<b>MAXIMUM ALLOWABLE LEVY LIMIT</b>	<b>2024</b>
B.1. Prior Year Maximum Allowable Levy Limit (B.4 from prior year)	\$2,641,761
B.2. Line B.1. multiplied by 1.08	\$2,853,102
B.3. Plus amount attributable to annexed property (Line A.4.)	\$0
<b>B.4. MAXIMUM ALLOWABLE LEVY LIMIT (Line B.2. + B.3.)</b>	<b>\$2,853,102</b>

<b>CURRENT YEAR NET ASSESSED VALUES</b>	<b>2024</b>
C.1. Centrally Assessed Property	\$700,603
C.2. Locally Assessed Real Property	\$30,216,048
C.3. Locally Assessed Personal Property	\$1,182,622
C.4. Total Net Assessed Values (C.1. through C.3.)	<b>\$32,099,273</b>
C.5. C.4. divided by 100	\$320,993

<b>CURRENT YEAR TAX RATE / LEVY LIMIT CALCULATION</b>	<b>2024</b>
D.1. Current Year Net Assessed Values / 100 (Line C.5.)	\$320,993
D.2. Maximum Allowable Levy Limit (Line B.4.)	\$2,853,102
D.3. Tax Rate (D.2. divided by D.1.; rounded to 4 decimals)	\$8.8884
D.4. Maximum Tax Rate (lesser of D.3. or \$3.75)	\$3.7500
<b>D.5. Current Year Allowable Tax Rate <sup>1</sup></b>	<b>\$3.7500</b>
D.6. Current Year Allowable Levy Limit (D.5. multiplied by D.1.)	<b>\$1,203,723</b>
D.7. Prior Year Excess Collections	
D.8. Prior Year Excess Levy	
<b>D.9. Current Year Allowable Levy Limit (D.6. - D.7. - D.8.)</b>	<b>\$1,203,723</b>

<sup>1</sup> Adjusted D.5. to avoid a levy that exceeds the maximum allowable levy limit (Line E

# 2024 Abstract of Assessment

Gila County Assessor

121 Authorities as of: 01/29/2024

**11218 - Hellsgate FD**

Account Type	Legal Class	Value Type	Accounts	LPV	Primary Assessed	Exempt Assessed	Net Assessed
C	01.03	Personal Property	4	2,829,111	466,802	0	466,802
C	01.06	Personal Property	3	247,574	40,850	0	40,850
C	01.11	Personal Property	4	218,353	36,029	8	36,021
C	01.03	Improvements	3	765,015	126,228	0	126,228
C	01.06	Improvements	3	122,827	20,267	0	20,267
C	01.06	Land	1	38,348	6,327	0	6,327
C	01.11	Improvements	1	24,906	4,108	0	4,108
M	01.13	Personal Property	1	4,975	821	0	821
M	02.P	Personal Property	1	36,735	5,510	5,510	0
M	03.1	Personal Property	312	6,412,413	641,265	27,417	613,848
M	03.2	Personal Property	3	76,346	7,636	0	7,636
M	04.1	Personal Property	214	3,922,800	392,289	1,352	390,937
M	04.2	Personal Property	57	845,438	84,551	0	84,551
P	01.13	Personal Property	69	571,829	94,355	10,164	84,191
P	04.2	Personal Property	2	6,377	638	0	638
R	01.06	Land	1	0	0	0	0
R	01.12	Improvements	38	5,557,599	917,001	0	917,001
R	01.12	Land	43	2,702,359	445,889	0	445,889
R	02.R	Improvements	80	3,718,464	557,774	317,933	239,841
R	02.R	Land	385	15,490,091	2,323,507	164,756	2,158,751
R	03.1	Improvements	666	108,223,589	10,822,400	81,942	10,740,458
R	03.1	Land	668	28,949,697	2,895,011	28,996	2,866,015
R	03.2	Improvements	24	3,084,821	308,483	0	308,483
R	03.2	Land	24	1,094,272	109,427	0	109,427
R	04.1	Improvements	563	85,817,764	8,581,801	0	8,581,801
R	04.1	Land	569	20,473,943	2,047,425	0	2,047,425
R	04.2	Improvements	88	10,118,297	1,011,838	0	1,011,838
R	04.2	Land	88	6,153,001	615,306	0	615,306
R	04.8	Land	29	11,826	1,190	0	1,190
R	06.1	Improvements	28	2,944,757	147,241	0	147,241
R	06.1	Land	28	507,592	25,382	0	25,382
<b>Total</b>			<b>4,000</b>	<b>310,971,119</b>	<b>32,737,351</b>	<b>638,078</b>	<b>32,099,273</b>
Account Type			Accounts	LPV	Primary Assessed	Exempt Assessed	Net Assessed
Centrally Assessed Personal Property			11	3,295,038	543,681	8	543,673
Centrally Assessed Real Property			7	951,096	156,930	0	156,930

# 2024 Abstract of Assessment

Gila County Assessor

121 Authorities as of: 01/29/2024

## 11218 - Hellsgate FD

Locally Assessed Real Property	1,809	294,848,072	30,809,675	593,627	30,216,048
Locally Assessed Mobile Homes	588	11,298,707	1,132,072	34,279	1,097,793
Locally Assessed Personal Property	70	578,206	94,993	10,164	84,829
<b>Total</b>	<b>2,485</b>	<b>310,971,119</b>	<b>32,737,351</b>	<b>638,078</b>	<b>32,099,273</b>

Legal Class (All Properties Combined)	Accounts	LPV	Primary Assessed	Exempt Assessed	Net Assessed
01.03	4	3,594,126	593,030	0	593,030
01.06	4	408,749	67,444	0	67,444
01.11	4	243,259	40,137	8	40,129
01.12	44	8,259,958	1,362,890	0	1,362,890
01.13	70	576,804	95,176	10,164	85,012
02.P	1	36,735	5,510	5,510	0
02.R	385	19,208,555	2,881,281	482,689	2,398,592
03.1	982	143,585,699	14,358,676	138,355	14,220,321
03.2	27	4,255,439	425,546	0	425,546
04.1	785	110,214,507	11,021,515	1,352	11,020,163
04.2	148	17,123,113	1,712,333	0	1,712,333
04.8	29	11,826	1,190	0	1,190
06.1	28	3,452,349	172,623	0	172,623
<b>Total</b>	<b>2,511</b>	<b>310,971,119</b>	<b>32,737,351</b>	<b>638,078</b>	<b>32,099,273</b>

Value Type (All Properties Combined)	Accounts	LPV	Primary Assessed	Exempt Assessed	Net Assessed
Land	1,805	75,421,130	8,469,465	193,752	8,275,712
Improvement	1,473	220,378,038	22,497,140	399,875	22,097,266
Personal Property	669	15,171,951	1,770,746	44,451	1,726,295
<b>Total</b>	<b>3,947</b>	<b>310,971,119</b>	<b>32,737,351</b>	<b>638,078</b>	<b>32,099,273</b>

# 2024 Abstract of Assessment

Gila County Assessor

121 Authorities as of: 01/29/2024

11218 - Hellsgate FD							
Account Type	Legal Class	Value Type	Accounts	FCV	Secondary Assessed	Exempt Assessed	Net Assessed
C	01.03	Personal Property	4	2,829,111	466,802	0	466,802
C	01.06	Personal Property	3	247,574	40,850	0	40,850
C	01.11	Personal Property	4	218,353	36,029	8	36,021
C	01.03	Improvements	3	765,015	126,228	0	126,228
C	01.06	Improvements	3	122,827	20,267	0	20,267
C	01.06	Land	1	38,348	6,327	0	6,327
C	01.11	Improvements	1	24,906	4,108	0	4,108
M	01.13	Personal Property	1	20,950	3,457	0	3,457
M	02.P	Personal Property	1	67,060	10,059	10,059	0
M	03.1	Personal Property	312	9,191,640	919,187	35,503	883,684
M	03.2	Personal Property	3	110,882	11,089	0	11,089
M	04.1	Personal Property	214	5,784,643	578,479	1,352	577,127
M	04.2	Personal Property	57	1,389,679	138,969	0	138,969
P	01.13	Personal Property	69	571,829	94,355	10,164	84,191
P	04.2	Personal Property	2	6,377	638	0	638
R	01.06	Land	1	38,348	6,327	6,327	0
R	01.12	Improvements	38	7,455,179	1,230,105	0	1,230,105
R	01.12	Land	43	5,003,219	825,530	0	825,530
R	02.R	Improvements	80	6,989,635	1,048,447	633,103	415,344
R	02.R	Land	385	30,469,779	4,570,461	395,944	4,174,517
R	03.1	Improvements	666	199,110,260	19,911,055	81,943	19,829,112
R	03.1	Land	668	50,233,945	5,023,419	28,995	4,994,424
R	03.2	Improvements	24	5,250,111	525,013	0	525,013
R	03.2	Land	24	1,732,926	173,293	0	173,293
R	04.1	Improvements	563	168,081,275	16,808,155	0	16,808,155
R	04.1	Land	569	37,779,758	3,777,957	0	3,777,957
R	04.2	Improvements	88	18,006,304	1,800,634	0	1,800,634
R	04.2	Land	88	10,581,539	1,058,161	0	1,058,161
R	04.8	Land	29	14,500	1,450	0	1,450
R	06.1	Improvements	28	6,823,381	341,171	0	341,171
R	06.1	Land	28	1,154,012	57,697	0	57,697
<b>Total</b>			<b>4,000</b>	<b>570,113,365</b>	<b>59,615,719</b>	<b>1,203,398</b>	<b>58,412,321</b>
Account Type			Accounts	FCV	Secondary Assessed	Exempt Assessed	Net Assessed
Centrally Assessed Personal Property			11	3,295,038	543,681	8	543,673
Centrally Assessed Real Property			7	951,096	156,930	0	156,930

# 2024 Abstract of Assessment

Gila County Assessor

121 Authorities as of: 01/29/2024

## 11218 - Hellsgate FD

Locally Assessed Real Property	1,809	548,724,171	57,158,875	1,146,312	56,012,563
Locally Assessed Mobile Homes	588	16,564,854	1,661,240	46,914	1,614,326
Locally Assessed Personal Property	70	578,206	94,993	10,164	84,829
<b>Total</b>	<b>2,485</b>	<b>570,113,365</b>	<b>59,615,719</b>	<b>1,203,398</b>	<b>58,412,321</b>

Legal Class (All Properties Combined)	Accounts	FCV	Secondary Assessed	Exempt Assessed	Net Assessed
01.03	4	3,594,126	593,030	0	593,030
01.06	4	447,097	73,771	6,327	67,444
01.11	4	243,259	40,137	8	40,129
01.12	44	12,458,398	2,055,635	0	2,055,635
01.13	70	592,779	97,812	10,164	87,648
02.P	1	67,060	10,059	10,059	0
02.R	385	37,459,414	5,618,908	1,029,047	4,589,861
03.1	982	258,535,845	25,853,661	146,441	25,707,220
03.2	27	7,093,919	709,395	0	709,395
04.1	785	211,645,676	21,164,591	1,352	21,163,239
04.2	148	29,983,899	2,998,402	0	2,998,402
04.8	29	14,500	1,450	0	1,450
06.1	28	7,977,393	398,868	0	398,868
<b>Total</b>	<b>2,511</b>	<b>570,113,365</b>	<b>59,615,719</b>	<b>1,203,398</b>	<b>58,412,321</b>

Value Type (All Properties Combined)	Accounts	FCV	Secondary Assessed	Exempt Assessed	Net Assessed
Land	1,805	137,046,374	15,500,622	431,266	15,069,356
Improvement	1,473	412,628,893	41,815,183	715,046	41,100,137
Personal Property	669	20,438,098	2,299,914	57,086	2,242,828
<b>Total</b>	<b>3,947</b>	<b>570,113,365</b>	<b>59,615,719</b>	<b>1,203,398</b>	<b>58,412,321</b>



**Amber Warden**  
 Accounting Manager  
 atwarden@gilacountyaz.gov  
 (928) 402-8777

**Maryn Belling**  
 Finance Director  
 mbelling@gilacountyaz.gov  
 (928)402-8743

**Gila County Finance Department**  
 1400 E. Ash Street, Globe, Arizona 85501  
 Fax: (928) 425-7056

April 4, 2024

HELLSGATE FIRE DISTRICT  
 80 S Walters Ln  
 Star Valley, AZ 85541-2589

Via email: splummer@hellsgatefire.org

Dear Scott Plummer, Chairman of HELLSGATE FIRE DISTRICT

Re: Fire District Budget Preparation

Please find enclosed with this letter documents for your use in preparing your fire district's FY2024-25 budget:

- **Fire District Checklist.** Please note that the enclosed checklist is subject to change as statutes are revised. Additionally, the checklist should not be considered all-inclusive. For more information, please visit [www.azleg.gov](http://www.azleg.gov), Title 48, Chapter 5.
- **Copy of Budget Worksheet.** Your district may use this worksheet or its own format. *Please be sure that the annual budget shows your district's anticipated revenues as well as its annual expenditures.*

This year's Gila County Fire District Assistance Tax (FDAT) calculation is:

<u>Net Assessed Valuation</u>	<u>Divide by 100</u>	<u>Rate 0.10</u>
\$665,431,294	\$6,654,313	\$665,431

Your district's assessed valuations\* are:

<u>2025 Net Assessed Value</u>	<u>2025 Net Assessed Value Divided by 100</u>
\$30,396,194	\$303,962

K9

\*In 2012, voters passed Proposition 117, which affects the way property taxes are assessed beginning in 2015. The Limited Valuation is now the sole value used to calculate both primary and secondary property taxes.

Your district's FY23 Estimated FDAT Distribution† is:

Less: Levies to be Applied to Principal & Interest on Bonds (A.R.S. § 48- 807(2)(B))		Net 2024 Tax Levy for FDAT Calculation	20% of Net 2024 Tax Levy (A.R.S. 48- 807(A))	District's Proportion of 20% of Net 2024 Tax Levy to Total (A.R.S. § 48- 807(A)(1)(c))	2024 (FY25) Estimated FDAT (2023 FDAT Levy x Proportion)	Maximum Disbursement to Merged/ Consolidated Districts (A.R.S. § 48- 807(D))	2024 (FY25) Estimated FDAT Adjusted for Merged/ Consolidated Districts
2024 Tax Levy	\$1,063,867	\$1,063,867	\$212,773	14.43%	\$96,027.69	N/A	\$96,027.69



HELLSGATE FIRE DISTRICT

April 4, 2024

Page Two

†The method for calculating the distribution of Fire District Assistance Tax is set by the Arizona State Legislature and can be found in Arizona Revised Statutes Section 48-807. Relevant statutes are noted above. Per A.R.S. § 48-807(D), districts that merged or consolidated on or after July 1, 2014, “may continue to receive monies in an amount not to exceed the sum of the average of the amount of fire district assistance tax monies received by each of the consolidating or merging districts in the five fiscal years immediately preceding the merger or consolidation....” Any difference between the maximum disbursement and the unadjusted estimate is redistributed to the other fire districts according to their proportion of the net 2017 tax levy.

If at all possible, please send your *proposed* budget to me by **July 1, 2024**. While you have until August 1 to submit your adopted budget, submitting it prior to that date would be greatly appreciated.

Should you have any questions, please feel free to reach me at (928) 402-8743 or via email at [mbelling@gilacountyaz.gov](mailto:mbelling@gilacountyaz.gov)

Sincerely,

  
Maryn Belling  
Finance Director

Enclosures



Amber Warden  
Accounting Manager  
atwarden@gilacountyaz.gov  
(928) 402-8777

Maryn Belling  
Finance Director  
mbelling@gilacountyaz.gov  
(928)402-8743

Gila County Finance Department  
1400 E. Ash Street, Globe, Arizona 85501  
Fax: (928) 425-7056

March 27, 2023

HELLSGATE FIRE DISTRICT  
80 S Walters Ln  
Star Valley, AZ 85541-2589

Via email: mrunzo@hellsgatefire.org

Dear Mark Runzo, Chairman of HELLSGATE FIRE DISTRICT

Re: Fire District Budget Preparation

Please find enclosed with this letter documents for your use in preparing your fire district's FY2022-23 budget:

- **Fire District Checklist.** Please note that the enclosed checklist is subject to change as statutes are revised. Additionally, the checklist should not be considered all-inclusive. For more information, please visit [www.azleg.gov](http://www.azleg.gov), Title 48, Chapter 5.
- **Copy of Budget Worksheet.** Your district may use this worksheet or its own format. *Please be sure that the annual budget shows your district's anticipated revenues as well as its annual expenditures.*

This year's Gila County Fire District Assistance Tax (FDAT) calculation is:

<u>Net Assessed Valuation</u>	<u>Divide by 100</u>	<u>Rate 0.10</u>
\$636,720,730	\$6,367,207	\$636,721

Your district's assessed valuations<sup>†</sup> are:

<u>2023 Net Assessed Value</u>	<u>2023 Net Assessed Value Divided by 100</u>
\$30,624,396	\$306,244

K9

\*In 2012, voters passed Proposition 117, which affects the way property taxes are assessed beginning in 2015. The Limited Valuation is now the sole value used to calculate both primary and secondary property taxes.

Your district's FY23 Estimated FDAT Distribution<sup>†</sup> is:

2023 Tax Levy	Less: Levies to be Applied to Principal & Interest on Bonds (A.R.S. § 48-807(2)(B))	Net 2023 Tax Levy for FDAT Calculation	20% of Net 2023 Tax Levy (A.R.S. 48-807(A))	District's Proportion of 20% of Net 2023 Tax Levy to Total (A.R.S. § 48-807(A)(1)(c))	2023 (FY24) Estimated FDAT (2022 District's Levy x Proportion)	Maximum Disbursement to Merged/ Consolidated Districts (A.R.S. § 48-807(D))	2023 (FY24) Estimated FDAT Adjusted for Merged/ Consolidated Districts
\$992,473	0	\$992,473	\$198,495	14.50%	\$92,326	N/A	\$92,326

HELLSGATE FIRE DISTRICT

March 27, 2023

Page Two

†The method for calculating the distribution of Fire District Assistance Tax is set by the Arizona State Legislature and can be found in Arizona Revised Statutes Section 48-807. Relevant statutes are noted above. Per A.R.S. § 48-807(D), districts that merged or consolidated on or after July 1, 2014, “may continue to receive monies in an amount not to exceed the sum of the average of the amount of fire district assistance tax monies received by each of the consolidating or merging districts in the five fiscal years immediately preceding the merger or consolidation....” Any difference between the maximum disbursement and the unadjusted estimate is redistributed to the other fire districts according to their proportion of the net 2017 tax levy.

If at all possible, please send your *proposed* budget to me by **July 1, 2023**. While you have until August 1 to submit your adopted budget, submitting it prior to that date would be greatly appreciated.

Should you have any questions, please feel free to reach me at (928) 402-8743 or via email at [mbelling@gilacountyaz.gov](mailto:mbelling@gilacountyaz.gov)

Sincerely,

Maryn Belling  
Finance Director

Enclosures

## 2023 FIRE DISTRICT LEVY LIMIT WORKSHEET

<b>GILA COUNTY - HELLSGATE FIRE DISTRICT</b>
----------------------------------------------

<b>ADJUSTMENTS FOR ANNEXED PROPERTY</b>	<b>2022</b>
A.1. Net Assessed Value of Property Annexed for TY 2023	\$0
A.2. A.1. divided by 100	\$0
A.3. Prior Year Actual Tax Rate (excluding debt service tax rate)	\$3.3750
A.4. Adjustment for Annexed Property (A.2. multiplied by A.3.)	\$0

<b>MAXIMUM ALLOWABLE LEVY LIMIT</b>	<b>2023</b>
B.1. Prior Year Maximum Allowable Levy Limit (B.4 from prior year)	\$2,446,075
B.2. Line B.1. multiplied by 1.08	\$2,641,761
B.3. Plus amount attributable to annexed property (Line A.4.)	\$0
<b>B.4. MAXIMUM ALLOWABLE LEVY LIMIT (Line B.2. + B.3.)</b>	<b>\$2,641,761</b>

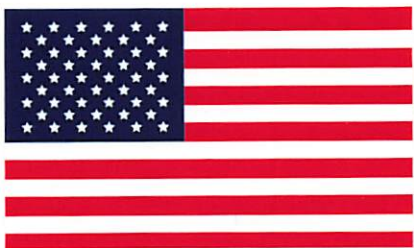
<b>CURRENT YEAR NET ASSESSED VALUES</b>	<b>2023</b>
C.1. Centrally Assessed Property	\$839,351
C.2. Locally Assessed Real Property	\$28,560,390
C.3. Locally Assessed Personal Property	\$1,224,655
C.4. Total Net Assessed Values (C.1. through C.3.)	<b>\$30,624,396</b>
C.5. C.4. divided by 100	\$306,244

<b>CURRENT YEAR TAX RATE / LEVY LIMIT CALCULATION</b>	<b>2023</b>
D.1. Current Year Net Assessed Values / 100 (Line C.5.)	\$306,244
D.2. Maximum Allowable Levy Limit (Line B.4.)	\$2,641,761
D.3. Tax Rate (D.2. divided by D.1.; rounded to 4 decimals)	\$8.6263
D.4. Maximum Tax Rate (lesser of D.3. or \$3.50)	\$3.5000
<b>D.5. Current Year Allowable Tax Rate <sup>1</sup></b>	<b>\$3.5000</b>
<b>D.6. Current Year Allowable Levy Limit (D.5. multiplied by D.1.)</b>	<b>\$1,071,854</b>
D.7. Prior Year Excess Collections	\$0
D.8. Prior Year Excess Levy	\$0
<b>D.9. Current Year Allowable Levy Limit (D.6. - D.7. - D.8.)</b>	<b>\$1,071,854</b>



Thank you





THANK YOU  
FOR  
YOUR SERVICE

*From  
MacKenzie Morris*

To All You Amazing Fire Fighters,

I am writing to express my deep appreciation for taking care of us during emergencies. I greatly appreciate that your fire station has been doing a great job in our state. I am immensely grateful for your efforts in ensuring that everyone on our streets is safe and taken care of when emergencies happen.

My name is MacKenzie Morris. I am an adult with autism and feel that it is important to let you all know how appreciated I am of you all. I used to be afraid of fire trucks until I watched the old tv show called Emergency. I know you don't get enough, thank you for all you do. I am making it my mission to hopefully thank every fire fighter I personally meet and send thank you cards to all the ones I don't meet.

Thank you.

Mackenzie Morris

**HELLSGATE FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Angie Lecher, Business Manager

DATE: April 17, 2024

SUBJECT: Financial Reports

ITEM #: 3. A.

REQUIRED ACTION:         Discussion Only         Formal Motion         Resolution

RECOMMENDED ACTION:    Approve         Conditional Approval         Deny

PRESENTED BY:         Administration         Fire Chief         Staff

REVIEWED BY:         Legal         Outside Consult

**BACKGROUND**

In compliance with ARS §48-807 the Governing Boards of Fire Districts are required to review and approve reconciled balance sheet accounts on a monthly basis.

A. Review and Approval of Financial Reports for March 2024

- Cover Sheet covering highlights for the month
- Reconciliation Reports for all accounts
  - Warrants
  - Payroll
  - Capital
  - Enterprise
  - Benefit
  - Contingency
- Profit & Loss Monthly
- Profit & Loss Year to Date

**RECOMMENDED MOTION**

**Motion to approve the March Financial Reports**





# HELLSGATE FIRE DISTRICT

80 S. Walters Lane  
Star Valley, AZ 85541



## Monthly Financial Report – March 2024

Attached is the following for your information and review:

1. **Income Statement of Revenues and Expenditures:** This includes a comprehensive breakdown of our financial activity for February 2024, offering insights into budget-to-actual comparisons as well as year-to-date balances.
2. **Balance Sheet:** Reflecting our financial position as of February 29, 2024, this document provides a snapshot of our assets, liabilities, and equity.
3. **Staff Wage Reports:** Both full-time staff wage and overtime reports are included for your examination.
4. **Reconciliation Reports:** Offering a detailed analysis of all accounts as of February 2024, these reports ensure transparency and accuracy in our financial records.

### Key Highlights:

- **QuickBooks Monthly Ending Register Balances (not bank statement balances):**
  - Warrant Account – End: \$830,285.84
  - NBAZ Payroll - End: \$125,895.45
  - Benefits - End: \$53,300.59
  - Capital – End: \$129,173.24
  - Enterprise – End: \$380.00
  - PSPRS Cont. – End: \$220,281.83
- **Budget Categories:** It's essential to note that budget categories should ideally trend at 75% for the YTD report.
- **Exceptional Cases:** We've identified a few exceptional cases requiring note, such as the uniform allowance for Chief Morris, Laughlin travel expenses, and Craig Tiger benefits, which were not originally budgeted. March expenses didn't add any additional concerns.
- **Staffing Updates:** Conditional offers have been made and the employees are working thru the process of hiring.



# HELLSGATE FIRE DISTRICT

80 S. Walters Lane  
Star Valley, AZ 85541

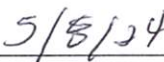


- **Benefit Analysis:** All renewal reports have been completed for next fiscal year. HFD is only awaiting the renewal amounts for the district VFIS policy.
- **Grant Funds:** As of March's end, unspent grant funds amount to \$90,534.97, while actual year to date income stands at \$168,445.56 not the \$258,980.53 noted on the YTD report.
- **Previous Year Comparison:** This report meticulously compares expenses across various major categories from last year to the current year-to-date. The numbers indicate that we were trending higher in our spending last year versus this year. Mainly due to the two workman compensation injuries we were handling at the time.

Should you have any queries or require further clarification on any aspect of this report, please don't hesitate to contact the Business Manager, Angie Lecher, at (928)474-3835 or [alecher@hellsgatefire.org](mailto:alecher@hellsgatefire.org) for any questions or concerns regarding this report.

This report, along with its accompanying detailed reports, has undergone thorough review and approval by the Fire Board.

  
\_\_\_\_\_  
Board Clerk

  
\_\_\_\_\_  
Date

# HELLSGATE FIRE DISTRICT FISCAL YEAR 2024 BUDGET REPORTS

## March 2024

	FY 2024		Month Total		Period Difference
<b>REVENUES</b>					
<b>TAX REVENUES</b>					
40100 Property Tax Revenue	\$ 89,321	\$	\$ 55,240.76	\$	\$ 34,080
40200 FDAT Revenue	\$ 7,694	\$	-	\$	\$ 7,694
Total	\$ 97,015	\$	\$ 55,240.76	\$	\$ 41,774
<b>NON-TAX LEVY REVENUES</b>					
41100 State Revenues	\$ 1,167	\$	-	\$	\$ 1,167
41200 Fee Schedule Revenue	\$ 458	\$	-	\$	\$ 458
41300 Call Revenue	\$ 1,250	\$	\$ 1,731.00	\$	\$ (481)
41400 Lease Revenue	\$ 2,000	\$	\$ 1,573.00	\$	\$ 427
41500 Interest	\$ 667	\$	\$ 3,337.37	\$	\$ (2,671)
41600 Wildland Revenue	\$ 19,378	\$	-	\$	\$ 19,378
41700 Grants & Donations	\$ 5,067	\$	-	\$	\$ 5,067
41800 Sale of Assets	\$ 417	\$	\$ 2,760.00	\$	\$ (2,343)
41900 Housing Contract	\$ -	\$	-	\$	-
Total	\$ 30,403	\$	\$ 9,401.37	\$	\$ 21,001
<b>REVENUE TOTAL</b>	<b>\$ 127,418</b>	<b>\$</b>	<b>\$ 64,642.13</b>	<b>\$</b>	<b>\$ 62,775</b>
<b>EXPENSES</b>					
<b>WAGES</b>					
50100 Salaries	\$ 50,156	\$	\$ 41,175.16	\$	\$ 8,981
50200 Overtime	\$ 5,417	\$	\$ 6,115.75	\$	\$ (699)
50300 Reserve	\$ 7,917	\$	\$ 5,670.00	\$	\$ 2,247
50400 Wildland	\$ 14,167	\$	-	\$	\$ 14,167
Total	\$ 77,656	\$	\$ 52,960.91	\$	\$ 24,695
<b>EMPLOYER TAXES</b>					
51100 Medicare/SS	\$ 921	\$	\$ 682.07	\$	\$ 239
51200 Unemployment	\$ 208	\$	-	\$	\$ 208
Total	\$ 1,129	\$	\$ 682.07	\$	\$ 447
<b>EMPLOYEE BENEFITS</b>					
52100 Health/Dental/Vision	\$ 6,990	\$	\$ 4,560.10	\$	\$ 2,430
52200 Workers Compensation	\$ 5,238	\$	-	\$	\$ 5,238
52300 PSPRS Retirement	\$ 6,000	\$	\$ 4,635.87	\$	\$ 1,364
52400 ASRS Retirement	\$ 936	\$	\$ 817.62	\$	\$ 119
52500 457 b/401 a Retirement	\$ 1,635	\$	\$ 1,750.67	\$	\$ (116)
52600 Wildland ER Expenses	\$ 3,336	\$	-	\$	\$ 3,336
52700 Uniform/Phone Allowance	\$ 925	\$	\$ 46.16	\$	\$ 879
52800 Employee Recruit/Retain	\$ 71	\$	-	\$	\$ 71
52900 Physicals	\$ 792	\$	\$ 805.45	\$	\$ (14)
53100 PSPRS COP Liability	\$ 9,622	\$	-	\$	\$ 9,622
53200 PSPRS UAAL	\$ 8,333	\$	-	\$	\$ 8,333
Total	\$ 43,878	\$	\$ 12,615.87	\$	\$ 31,262

**BUILDINGS & LAND**

60100 Utilities	\$	1,713	\$	2,619.35	\$	(907)
60200 Station & Janitorial Supplies	\$	167	\$	422.74	\$	(256)
60300 Building Repair & Maintenance	\$	208	\$	-	\$	208
<b>Total</b>	<b>\$</b>	<b>2,088</b>	<b>\$</b>	<b>3,042.09</b>	<b>\$</b>	<b>(955)</b>

**VEHICLES & EQUIPMENT**

61100 Vehicle Fuel	\$	1,333	\$	520.08	\$	813
61200 Vehicle Maintenance	\$	2,458	\$	6,380.75	\$	(3,922)
61300 Personal Protective Equipment	\$	125	\$	-	\$	125
61400 Small Tools & Equipment	\$	592	\$	-	\$	592
61500 EMS Equipment & Supplies	\$	375	\$	-	\$	375
61600 Inspection/Prevention/Rehab	\$	125	\$	-	\$	125
61700 Wildland Expenses	\$	1,458	\$	-	\$	1,458
<b>Total</b>	<b>\$</b>	<b>6,467</b>	<b>\$</b>	<b>6,900.83</b>	<b>\$</b>	<b>(434)</b>

**COMMUNICATIONS/IT**

62100 Communications	\$	83	\$	-	\$	83
62200 IT Services R&M	\$	625	\$	613.00	\$	12
62300 Computer Equipment & Supplies	\$	71	\$	196.48	\$	(126)
62400 Computer Software	\$	1,558	\$	1,356.30	\$	202
62500 Dispatch Contract	\$	1,875	\$	-	\$	1,875
<b>Total</b>	<b>\$</b>	<b>4,213</b>	<b>\$</b>	<b>2,165.78</b>	<b>\$</b>	<b>2,047</b>

**MEETINGS, TRAVEL & TRAINING**

63100 Training Supplies	\$	42	\$	-	\$	42
63200 Training, State Courses & Instruct	\$	171	\$	-	\$	171
63300 Training, Local	\$	250	\$	-	\$	250
63400 Training, EMT/Paramedic	\$	167	\$	-	\$	167
63500 Leadership Development	\$	417	\$	-	\$	417
63600 State Fire School	\$	83	\$	-	\$	83
63700 Travel Expenses	\$	42	\$	-	\$	42
<b>Total</b>	<b>\$</b>	<b>1,171</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>1,171</b>

**MANAGERIAL EXPENSES**

70100 Finance/Audit	\$	875	\$	-	\$	875
70200 Legal Expenses	\$	833	\$	-	\$	833
70300 Bank and Service Fees	\$	83	\$	100.00	\$	(17)
70400 Liability Insurance	\$	1,909	\$	6,025.50	\$	(4,116)
70500 Accident & Sickness Insurance	\$	274	\$	360.00	\$	(86)
70600 Life/STD/LTD Insurance	\$	318	\$	218.22	\$	100
70700 Office Supplies	\$	83	\$	119.86	\$	(37)
70800 Dues/Fees/Subscriptions	\$	125	\$	-	\$	125
70900 Misc. Expenses	\$	292	\$	250.22	\$	41
<b>Total</b>	<b>\$</b>	<b>4,793</b>	<b>\$</b>	<b>7,073.80</b>	<b>\$</b>	<b>(2,281)</b>

**OTHER**

80100 Debt Service	\$	4,304	\$	-	\$	4,304
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80200 Contingency	\$	-	\$	-	\$	-
80300 Grant Expense	\$	5,000	\$	30,445.32	\$	(25,445)
Total	\$	9,304	\$	30,445.32	\$	(21,141)

FUNDING TO/FROM RESERVES

90000 Capital Outlay	\$	-	\$	-	\$	-
Enterprise Funds	\$	(13,280)	\$	-	\$	(13,280)
PSPRS UAAL Funds	\$	(8,333)	\$	-	\$	(8,333)
Total	\$	(21,614)	\$	-	\$	(21,614)

<b>EXPENSE TOTAL</b>	\$	<b>129,084</b>	\$	<b>115,886.67</b>	\$	<b>13,198</b>
<b>+/- Monthly Net Income</b>			\$	<b>(51,244.54)</b>		

## HELLSGATE FIRE DISTRICT FISCAL YEAR 2024 BUDGET REPORTS

### JULY 2023-MARCH 2024

	FY 2024		YTD TOTAL		REMAINING	% of TOTAL	
<b>REVENUES</b>							
<b>TAX REVENUES</b>							
40100 Property Tax Revenue	\$	1,071,854	\$	798,465	\$	273,389	74.5%
40200 FDAT Revenue	\$	92,326	\$	57,778	\$	34,548	62.6%
Total	\$	1,164,180	\$	856,243	\$	307,937	73.5%
<b>NON-TAX LEVY REVENUES</b>							
41100 State Revenues	\$	14,000	\$	63,252	\$	(49,252)	451.8%
41200 Fee Schedule Revenue	\$	5,500	\$	12,401	\$	(6,901)	225.5%
41300 Call Revenue	\$	15,000	\$	10,442	\$	4,558	69.6%
41400 Lease Revenue	\$	24,000	\$	11,724	\$	12,276	48.9%
41500 Interest	\$	8,000	\$	17,483	\$	(9,483)	218.5%
41600 Wildland Revenue	\$	232,531	\$	226,004	\$	6,527	97.2%
41700 Grants & Donations	\$	60,800	\$	245,450	\$	(184,650)	403.7%
41800 Sale of Assets	\$	5,000	\$	3,467	\$	1,533	69.3%
41900 Housing Contract	\$	-	\$	-	\$	-	0.0%
Total	\$	364,831	\$	590,225	\$	(225,394)	161.8%
<b>REVENUE TOTAL</b>	<b>\$</b>	<b>1,549,011</b>	<b>\$</b>	<b>1,446,468</b>	<b>\$</b>	<b>102,544</b>	<b>93.4%</b>

**EXPENSES****WAGES**

50100 Salaries	\$	601,870	\$	418,697	\$	183,173	69.6%
50200 Overtime	\$	65,000	\$	46,329	\$	18,671	71.3%
50300 Reserve	\$	95,000	\$	73,997	\$	21,004	77.9%
50400 Wildland	\$	170,000	\$	76,211	\$	93,790	44.8%
Total	\$	931,870	\$	615,233	\$	316,637	66.0%

**EMPLOYER TAXES**

51100 Medicare/SS	\$	11,047	\$	7,320	\$	3,727	66.3%
51200 Unemployment	\$	2,500	\$	191	\$	2,309	7.6%
Total	\$	13,547	\$	7,511	\$	6,036	55.4%

**EMPLOYEE BENEFITS**

52100 Health/Dental/Vision	\$	83,878	\$	51,448	\$	32,430	61.3%
52200 Workers Compensation	\$	62,858	\$	52,725	\$	10,133	83.9%
52300 PSPRS Retirement	\$	71,999	\$	39,902	\$	32,097	55.4%
52400 ASRS Retirement	\$	11,237	\$	8,432	\$	2,805	75.0%
52500 457 b/401 a Retirement	\$	19,622	\$	15,982	\$	3,640	81.4%
52600 Wildland ER Expenses	\$	40,031	\$	13,070	\$	26,961	32.7%
52700 Uniform/Phone Allowance	\$	11,100	\$	12,439	\$	(1,339)	112.1%
52800 Employee Recruit/Retain	\$	850	\$	-	\$	850	0.0%
52900 Physicals	\$	9,500	\$	2,882	\$	6,618	30.3%
53100 PSPRS COP Liability	\$	115,465	\$	1,000	\$	114,465	0.9%
53200 PSPRS UAAL	\$	100,000	\$	12,882	\$	87,118	12.9%
Total	\$	526,540	\$	210,762	\$	315,778	40.0%

**EMPLOYEE EXPENSE TOTAL** \$ **1,471,957** \$ **833,506** \$ **638,451** **56.6%**

**BUILDINGS & LAND**

60100 Utilities	\$	20,550	\$	16,255	\$	4,295	79.1%
60200 Station & Janitorial Supplies	\$	2,000	\$	990	\$	1,010	49.5%
60300 Building Repair & Maintenance	\$	2,500	\$	1,956	\$	544	78.2%
Total	\$	25,050	\$	19,201	\$	5,849	76.7%

**VEHICLES & EQUIPMENT**

61100 Vehicle Fuel	\$	16,000	\$	8,108	\$	7,892	50.7%
61200 Vehicle Maintenance	\$	29,500	\$	12,309	\$	17,191	41.7%
61300 Personal Protective Equipment	\$	1,500	\$	11	\$	1,489	0.7%
61400 Small Tools & Equipment	\$	7,100	\$	2,100	\$	5,000	29.6%
61500 EMS Equipment & Supplies	\$	4,500	\$	1,803	\$	2,697	40.1%
61600 Inspection/Prevention/Rehab	\$	1,500	\$	-	\$	1,500	0.0%
61700 Wildland Expenses	\$	17,500	\$	40,519	\$	(23,019)	231.5%
Total	\$	77,600	\$	64,850	\$	12,750	83.6%

**COMMUNICATIONS/IT**

62100 Communications	\$	1,000	\$	-	\$	1,000	0.0%
62200 IT Services R&M	\$	7,500	\$	4,904	\$	2,596	65.4%
62300 Computer Equipment & Supplies	\$	850	\$	736	\$	114	86.6%
62400 Computer Software	\$	18,700	\$	11,190	\$	7,510	59.8%
62500 Dispatch Contract	\$	22,500	\$	21,979	\$	521	97.7%
Total	\$	50,550	\$	38,809	\$	11,741	76.8%

**MEETINGS, TRAVEL & TRAINING**

63100 Training Supplies	\$	500	\$	-	\$	500	0.0%
63200 Training, State Courses & Instruct	\$	2,050	\$	464	\$	1,586	22.7%
63300 Training, Local	\$	3,000	\$	-	\$	3,000	0.0%
63400 Training, EMT/Paramedic	\$	2,000	\$	-	\$	2,000	0.0%
63500 Leadership Development	\$	5,000	\$	2,485	\$	2,515	49.7%
63600 State Fire School	\$	1,000	\$	-	\$	1,000	0.0%
63700 Travel Expenses	\$	500	\$	783	\$	(283)	156.7%
Total	\$	14,050	\$	3,733	\$	10,317	26.6%



**MANAGERIAL EXPENSES**

70100 Finance/Audit	\$	10,500	\$	10,000	\$	500	95.2%
70200 Legal Expenses	\$	10,000	\$	2,144	\$	7,856	21.4%
70300 Bank and Service Fees	\$	1,000	\$	616	\$	384	61.6%
70400 Liability Insurance	\$	22,912	\$	17,468	\$	5,445	76.2%
70500 Accident & Sickness Insurance	\$	3,292	\$	1,800	\$	1,492	54.7%
70600 Life/STD/LTD Insurance	\$	3,815	\$	2,337	\$	1,478	61.3%
70700 Office Supplies	\$	1,000	\$	597	\$	403	59.7%
70800 Dues/Fees/Subscriptions	\$	1,500	\$	499	\$	1,001	33.3%
70900 Misc. Expenses	\$	3,500	\$	1,243	\$	2,257	35.5%
Total	\$	57,519	\$	36,703	\$	20,816	63.8%

**OTHER**

80100 Debt Service	\$	51,650	\$	32,233	\$	19,418	62.4%
80200 Contingency	\$	-	\$	-	\$	-	0.0%
80300 Grant Expense	\$	60,000	\$	158,453	\$	(98,453)	264.1%
Total	\$	111,650	\$	190,685	\$	(79,035)	170.8%

**FUNDING TO/FROM RESERVES**

90000 Capital Outlay	\$	-	\$	-	\$	-	0.0%
Enterprise Funds	\$	(159,365)	\$	-	\$	(159,365)	0.0%
PSPRS UAAL Funds	\$	(100,000)	\$	-	\$	(100,000)	0.0%
Total	\$	(259,365)	\$	-	\$	(259,365)	0.0%

**EXPENSE TOTAL \$ 1,549,011 \$ 1,187,487 \$ 361,524 76.7%**

Starting Funds	\$	1,126,493	Bond/Capital	\$	140,465
+/- Monthly Income	\$	258,981	Contingency	\$	50,000
Ending Funds	\$	1,385,473	Carry Over	\$	20,000
			Benefit Account	\$	50,000
*Actual + for Income	\$	187,512	Stabilization Funds	\$	159,365
			PSPRS Cont	\$	216,564
			Enterprise Funds	\$	490,099
			Total	\$	1,126,493

## Previous Year Comparisons

July-March FY 2023	Budgeted	Spent	%
FT Salaries	\$ 562,022	\$ 394,890	70%
Overtime	\$ 50,000	\$ 33,841	68%
Reserves	\$ 75,000	\$ 80,250	107%
Vehicle Repairs	\$ 34,000	\$ 28,584	84%
EMS Supplies	\$ 8,700	\$ 2,087	24%
Fuel	\$ 20,000	\$ 9,278	46%
Training	\$ 15,100	\$ 2,056	14%
Administrative	\$ 57,445	\$ 38,197	66%
Utilities	\$ 19,350	\$ 17,170	89%
<b>Total</b>	<b>\$ 1,705,104</b>	<b>\$ 1,373,422</b>	<b>81%</b>
<b>Income</b>	<b>\$ 1,705,104</b>	<b>\$ 1,327,230</b>	<b>78%</b>

July-March FY 2024	Budgeted	Spent	%
FT Salaries	\$ 601,870	\$ 418,697	70%
Overtime	\$ 65,000	\$ 46,329	71%
Reserves	\$ 95,000	\$ 73,997	78%
Vehicle Repairs	\$ 29,500	\$ 12,309	42%
EMS Supplies	\$ 4,500	\$ 1,803	40%
Fuel	\$ 16,000	\$ 8,108	51%
Training	\$ 14,050	\$ 3,733	27%
Administrative	\$ 57,519	\$ 36,703	64%
Utilities	\$ 20,550	\$ 16,255	79%
<b>Total</b>	<b>\$ 1,549,011</b>	<b>\$ 1,187,487</b>	<b>77%</b>
<b>Income*</b>	<b>\$ 1,549,011</b>	<b>\$ 1,355,933</b>	<b>88%</b>

\*Removed Excess Grant funds from income for more accuracy

**HELLSGATE FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Governing Board

DATE: April 17, 2024

SUBJECT: Public Forum

ITEM #: 4 & 6

REQUIRED ACTION:         Discussion Only         Formal Motion         Resolution

RECOMMENDED ACTION:    Approve         Conditional Approval         Deny

PRESENTED BY:         Administration         Fire Chief         Staff

REVIEWED BY:         Legal         Outside Consult

**BACKGROUND**

This is the time for the public to comment. Members of the Board may not discuss items that are not on the agenda. The Board is not permitted to discuss or take action on any item raised in the Call to the Public, which are not on the agenda due to restrictions of the Open Meeting Law; however, individual members of the Board are permitted to respond to criticism directed to them. Otherwise, the Board may direct staff to review the matter or that the matter be placed on a future agenda.

**RECOMMENDED MOTION**

This item should be a discussion only with board directing administration in further actions.

**HELLSGATE FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Angie Lecher, Business Manager

DATE: April 17, 2024

SUBJECT: Consent Agenda

ITEM #: 5. A.

REQUIRED ACTION:       Discussion Only       Formal Motion       Resolution

RECOMMENDED ACTION:    Approve       Conditional Approval       Deny

PRESENTED BY:       Administration       Fire Chief       Staff

REVIEWED BY:       Legal       Outside Consult

**BACKGROUND**

In compliance with ARS §38-431.01, approval of:

- A. FEBRUARY 21, 2024 REGULAR SESSION
- B. MARCH 20, 2024 REGULAR SESSION

**RECOMMENDED MOTION**

**Motion to approve the Consent Agenda.**

\*Items listed under consent agenda should be approved by a single motion for all items, unless a board member wishes to discuss an item separately.

\*\*Members of the board do not have to be present at the meeting to approve minutes. When you vote to approve minutes, you are expressing your confidence in the veracity of the preparer and the process. You are not making a personal eyewitness statement that you were there.



**HELLSGATE FIRE DISTRICT  
FIRE BOARD REGULAR MEETING  
February 21, 2024**

Station #21 – 80 S. Walters Lane – Star Valley – Training Room

**~MINUTES~**

**1. CALL TO ORDER**

Pursuant to notice, a regular meeting of the Hellsgate Fire District (HFD) was called to order by Chair Scott Plummer at 5:30 PM on Wednesday, February 21, 2024, at the Hellsgate Fire Department Station #21, 80 S. Walters Lane, Star Valley, Arizona. Business Manager Angie Lecher recorded the minutes. A quorum was present, and the meeting, having been duly convened, was ready to proceed with business.

**A. ROLL CALL**

Board Present: Scott Plummer – Chair; Lisa Lamoureux – Vice Chair; Deb Bain – Clerk; Nick Fitch – Member. Board Absent: Garah Monnich – Member. Staff Present: Fire Chief Morey Morris; and Business Manager Angie Lecher – Recorder. Public Present: Gigi Morris, Jeffery Yungkans, Biran Wiggins, Sean Minniss, Robert Bain via zoom: Cris Lecher, Ilyas Sekandari and Chad Richey

**B. SALUTE TO THE FLAG OF THE UNITED STATES OF AMERICA**

Pledge of Allegiance led by all in attendance.

**2. REPORTS & CORRESPONDENCE**

Pursuant to ARS §38-431.02(K), the following reports and correspondence provided to the HFD Board of Directors.

**A. CHIEFS REPORT**

Fire Chief Morey Morris discussed the following topics: Calls for the month of January, type, and total for the year end. Building plan reviews for January. Staffing report, no changes. No wildland update. Maintenance report included an update about the new ford chassis, WT22 brake issues have been completed and will need some additional work. Grant report included the award notification on the AFG grant in the amount of \$23,295.45. AZ DFFM SB 1720 the district applied for a new Type 6 award notifications should be the first of March. Chief Morris will continue to look at funding from Prop 202 Grants with Indian Communities and with SAFER/AFG for 2024 needs. The Legislative update included that the session began on Monday Jan. 8, HB2012 has passed LARA and scheduled for Rules. HB2148 passed House and transmitted to Senate. HB2274 is with COW. HB2330 is also with COW. HB2418 is in the House Rules. HB2751 is also in the House Rules. HB2767 is in the House Rules. Facilities grant update discussed all the covered items and that the grant is now underway for expenditures. The cell tower update is that the work is completed. Fire station 23 update is that the lease payments are continuing from Payson Water.

**B. AWARDS & RECOGNITION**

Coby Smith and Nate Blazer had hireversaries. Garrett Turley and Thorry Smith had birthdays.

**C. CORRESPONDENCE**

Business Manager Angie Lecher provided a new 2024 Election Timeline document for the board to review.



**HELLSGATE FIRE DISTRICT  
FIRE BOARD REGULAR MEETING  
February 21, 2024**

Station #21 – 80 S. Walters Lane – Star Valley – Training Room

**3. FINANCIAL REPORTS**

**A. JANUARY 2024**

Business Manager Lecher presented an overview of the status of the FY2024 Budget, noting that the district financial standing is still strong and in line with expectations. No unexpected expenses were incurred in January. FDAT funds have been received. Wildland billing is complete for the 2023 season. Posting for hire for the Full-Time vacancies is in progress. All annual calendar reports are underway and will meet deadlines. At the end of January the annual increase from the beginning funds are \$277,341.66. Board members Scott Plummer, Deb Bain and Nick Fitch are up for election as discussed with the new election timeline document. Budget preparations are underway and awaiting renewal rates and labor requests. Vice Chair Lamoureux questioned the overtime costs as it relates to the employees. Asking which employees are entitled to overtime. Business Manager Lecher explained that everyone is able to have overtime except chief. Vice Chair Lamoureux asked about it being \$5,000 each month, that she has no problems with staff getting overtime but administrative staff usually don't get overtime and clarified she means administrative. Chief Morris explained that we try to have a reserve cover the shift first and that he understands but needs to make sure we don't down a truck and he doesn't get overtime. Further questions were asked about training being paid. Chief Morris explained that some trainings are paid and some are not. This item might be something of the negotiations with labor.

**MOTION** by Vice Chair Lamoureux to approve the January 2024 financial reports as provided by Business Manager Lecher.

**MOTION SECONDED** by Clerk Bain

**MOTION CARRIED 4/0**

**4. PUBLIC FORUM**

Pursuant to ARS §38-431.01(H) the HFD Board allows public comment as time permits.

No public comments made.

**5. REGULAR BUSINESS**

**A. CONSENT AGENDA**

All matters under the Consent Agenda are considered by the board to be routine and will be enacted by a single motion approving the Consent Agenda.

1. Regular Minutes of January 17, 2024

**MOTION** by Clerk Bain to approve the consent agenda.

**MOTION SECONDED** by Member Fitch

**MOTION CARRIED 4/0**



**HELLSGATE FIRE DISTRICT  
FIRE BOARD REGULAR MEETING  
February 21, 2024**

Station #21 – 80 S. Walters Lane – Star Valley – Training Room

**B. STRATEGIC PLANNING**

1. Chief Morris provided the board with a update on the strategic planning committee. Although they didn't meet the last month, Chief Morris described the items the planning committee discussed at their last meeting. Analyzed apparatus needs to determine that BR213 needed replacement. That BR226 would be the truck sold if awarded the DFFM grant. Discussed the pros and cons of hiring full-time for the two vacant engineer positions. Discussed options to hire for chief services including in-house, outside hire, share a chief, outsource, contract services or other. Have the chief a three year contract, 75% first year and 100% thereafter. Also a discussion of having reserves 4 days a week to have the truck staffed with three personnel. Facilities were discussed as it relates to the Salt River grant award. Chief then asked if the board wished for the committee to continue. Clerk Bain asked if there was more items for the committee to cover. Chief Morris commented that apparatus is always a concern. Discussion of the apparatus needs and replacement ideas were proposed. Clerk Bain asked if this committee should be standing for the new chief or have it put together after they start. Member Fitch thought it was a good idea to have it in place. Chief Morris believed that allowed a seamless transition.

**DISCUSSION ONLY**

**C. CHIEF SERVICES**

1. Clerk Bain led the discussion. The committee met last week and said what they were going to do but nothing was prepared for the board to review. Thought there was going to be a discussion about salary and other items, but it didn't take place. Clerk Bain apologized as the committee chair for not having that completed. What was agreed is that we go forward with hiring a full-time chief as well as exploring options of contract services. Clerk Bain volunteered to have her and the Chair have a discussion with the chief about the contract chief. Chief Morris explained that the process of reaching out to other departments is lengthy and complicated. Chair Plummer felt hiring a full-time chief should be the priority. Working both paths, posting for full-time and contract services, at the same time does allow in case it takes longer than anticipated to find a full-time chief. Chief Morris proposed that the staff review the job description with staff. That a consideration be if the candidate has engine boss qualifications to generate additional funds for the district. Clerk Bain explained that she has several conversations with Chief Connolly with Christopher-Kohls that indicated we should consider a battalion chief position. Believed this would only cost \$8,000 to \$10,000. Chief Morris asked Captain Yungkans to explain the benefits of CKFD's system. He stated that they were able to work hand in hand to cover operations how they did things. Clerk Bain said this system allows the district not to be in the position we currently are in because someone will be ready to take over for the chief. Business Manager Lecher explain benefit costs considerations for the full-time chief.



**HELLSGATE FIRE DISTRICT  
FIRE BOARD REGULAR MEETING  
February 21, 2024**

Station #21 – 80 S. Walters Lane – Star Valley – Training Room

**MOTION** by Vice-Chair Lamoureux to direct administrative staff to compile a posting for full-time Fire Chief services to approve at the March meeting.

**MOTION SECONDED** by Clerk Bain

**MOTION CARRIED 4/0**

Further discussion was held on how a dual process worked and if it would deter potential fire chief applicants. Business Manager Lecher said it didn't have an impact when we did so 4 years ago.

**MOTION** by Member Fitch to direct administrative staff and/or board chairman to send out requests to neighboring departments for consideration of contract services to bring back to the board for consideration.

**MOTION SECONDED** by Clerk Bain

**MOTION CARRIED 4/0**

**D. DESIGNATED SIGNERS – ACCOUNTS PAYABLE PROCESS**

1. Business Manager Lecher explained the process of having district checks signed. With the board changes discussions were held on who to designate as standard signers for checks and when they would be processed. It was agreed that Chair Plummer and Clerk Bain would be the expected signers of the checks. Member Monnich was named as the alternate should they not be available. Additionally, Business Manager Lecher agreed that checks would be processed and available the first and third Wednesdays as an overall rule.

**DISCUSSION ONLY**

**E. DODGE STAFF VEHICLE**

1. Chief Morris explained to the board the history of the truck that was provided to the board on the communications form. Chief Morris also explained why the truck is not surplus and the uses for the vehicle for the district. It is the duty of the board to hire and fire a Fire Chief. Staff wishes to retain the vehicle for these reasons.

**DISCUSSION ONLY**





**HELLSGATE FIRE DISTRICT  
FIRE BOARD REGULAR MEETING  
February 21, 2024**

Station #21 – 80 S. Walters Lane – Star Valley – Training Room

**6. PUBLIC FORUM**

Pursuant to ARS §38-431.01(H) the HFD Board allows public comment as time permits.

Robert Bain commented that the tires on the Dodge staff vehicle are not snow tires. With the correct tires the truck would've performed better.

**7. ADJOURNMENT**

Board Chair Plummer called for an adjournment.

**MOTION** by Member Fitch to adjourn the meeting.

**MOTION SECONDED** by Vice Chair Lamoureux

**MOTION CARRIED 4/0**

The meeting adjourned at 6:45 PM

Respectfully Submitted, Angie Lecher, Business Manager



**HELLSGATE FIRE DISTRICT  
FIRE BOARD REGULAR MEETING  
March 20, 2024**

Station #21 – 80 S. Walters Lane – Star Valley – Training Room

**~MINUTES~**

**1. CALL TO ORDER**

Pursuant to notice, a regular meeting of the Hellsgate Fire District (HFD) was called to order by Chair Scott Plummer at 5:30 PM on Wednesday, March 20, 2024, at the Hellsgate Fire Department Station #21, 80 S. Walters Lane, Star Valley, Arizona. Business Manager Angie Lecher recorded the minutes. A quorum was present, and the meeting, having been duly convened, was ready to proceed with business.

**A. ROLL CALL**

Board Present: Scott Plummer – Chair; Lisa Lamoureux – Vice Chair; Deb Bain – Clerk; Nick Fitch – Member; Garah Monnich – Member. Board Absent: None. Staff Present: Fire Chief Morey Morris; and Business Manager Angie Lecher – Recorder. Public Present: John Wisner, Robert Bain, Sean Minniss, Nick DeGroot, Darla via zoom: Cris Lecher, Ilyas Sekandari and Thomas Benavidez

**B. SALUTE TO THE FLAG OF THE UNITED STATES OF AMERICA**

Pledge of Allegiance led by all in attendance.

**\*Executive Session item was moved to the beginning of the meeting after the salute to the flag.\***

**2. REPORTS & CORRESPONDENCE**

Pursuant to ARS §38-431.02(K), the following reports and correspondence provided to the HFD Board of Directors.

**A. CHIEFS REPORT**

Fire Chief Morey Morris discussed the following topics: Calls for the month of February, type, and total for the year end. Building plan reviews for February. Staffing report, no changes. Testing is complete and awaiting backgrounds on the candidates for Engineer positions. Clerk Bain asked about the timeframe of hiring and Chief Morris indicated that no one has been offered the position yet and there are several steps to the process. He hopes to notify the board next month who the new employees will be. No wildland update. Maintenance report included an update about the new ford chassis, WT22 brake issues have been completed and will need some additional work. Grant report included the award notification on the AFG grant in the amount of \$23,295.45. AZ DFFM SB 1720 the district applied for a new Type 6 award notifications should now be in April. Chief Morris will continue to look at funding from Prop 202 Grants with Indian Communities and with SAFER/AFG for 2024 needs. The Legislative update included, HB2012 has passed and will be in place for 8 years. HB2274 is in its second reading, HB2330 is at the Senate. HB2418 no update. HB2751 is at the Senate. HB2767 is at the Senate MAPS. Facilities grant update discussed all the covered items and that the grant is now underway for expenditures. Chair Plummer asked questions regarding response for the state that Chief Morris discussed when the district gets funds for response. The cell tower update is that the work is completed. Fire station 23 update is that the lease payments are continuing from Payson Water.



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**B. AWARDS & RECOGNITION**

Angie Lecher had a hireversary. Martha Bartlett had birthday.

**C. CORRESPONDENCE**

Business Manager Angie Lecher provided the 2024 District Levy Limit Worksheet for the boards review. Clerk Bain asked Chief Morris to explain the tax levy to which he did.

**3. FINANCIAL REPORTS**

**A. FEBRUAR 2024**

Business Manager Lecher presented an overview of the status of the FY2024 financial reports. Discussion on budget categories that they should trend around 66.64%, discussion on line items outside of this parameter and the mitigating reasons, wildland calculations have been broken out of other categories to now reflect expenses more accurately, staffing update regarding the hiring process, benefit analysis is underway to ensure renewals and expenditures are accounted for accurately in next year's budget, grant fund update, overtime report provided to board due to last month's questions and a previous year comparison was included on several major categories for the boards review. Clerk Bain asked questions about the Craig Tiger benefits that was answered by Business Manager Lecher and Chief Morris.

**MOTION** by Member Monnich to approve the February 2024 financial reports as provided by Business Manager Lecher.

**MOTION SECONDED** by Member Fitch

**MOTION CARRIED 5/0**

**4. PUBLIC FORUM**

Pursuant to ARS §38-431.01(H) the HFD Board allows public comment as time permits.

John Wisner addressed the board. He worked for the district for 27 years, retiring as Fire Chief. Served as the president of the local union for a few years sits on the PSPRS board of the district. Has serious concerns that the board is conducting meetings outside of the public eye and in violation of open meeting law. To his understanding, the board has formed two committees, the strategic planning committee and the chief services committee. Tried to find information regarding the strategic planning committee that has apparently met a number of times but there are no agendas or minutes for those meetings outside of the last one. Committees are held to the same standard as the board that they must have an agenda and minutes taken and open to the public attendance. He's under the impression this is not taking place. He encourages the board to look into this and ensure that the committee is holding the meetings correctly. Secondly, he has attended the chief services committee meetings. Those meetings have an agenda, minutes and been open to the public. Unfortunately those meetings had one subject to discuss chief services however, the agenda was not adequate to what was actually being discussed during the meetings which is all about other personnel's salary, pay and qualifications. Who could do their job better. So



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anything but the chief services. It spent most the time talking about an item the public wasn't aware was being talked about and that is a violation of open meeting law. Now the board is considering another committee on this agenda and he lacks confidence that committee will be open to the public, have a proper agenda, that it will be posted and who knows what they will discuss during that committee. He hopes the board will ensure it is handled correctly. He provided one blaring example in the chief services committee of an open meeting law violation of a meeting held outside of the public forum. When Deb Bain informed the committee and all those listening, and this was in relation to fundamentally changing the services of the business manager, who's worked here for 26 years doing this, that Deb states she has discussed it with all of you outside of the public meeting and goes so far to say they are in agreement, on board and agree. Clearly a meeting outside of a public forum of this body, inferring that all of you were in it, outside of Garah which she said she would be happy to speak to outside of the public meeting with her. That you have reached an agreement outside of the public meeting. So one of two things is going on, that's the truth and you held a meeting outside of public or that's a lie and you have someone that's telling something inside a meeting to gain an end to a means. Either way, this board needs to figure that out because he didn't do 27 years with this district to watch it go off the rails now because people have agendas who don't want to do it in a public meeting. It's not easy to run a district and he gets it, but you have to do it right. You don't get to form committees and not post them and then not fully agenize what you are going to be talking about and then act like it's ok. He's sure a lot of people, including the attorney who is unfortunately not here still that will agree.

**5. REGULAR BUSINESS**

**A. CONSENT AGENDA**

All matters under the Consent Agenda are considered by the board to be routine and will be enacted by a single motion approving the Consent Agenda. Minutes for the February meeting were uploaded just prior to the meeting not allowing appropriate time for review.

1. Regular Minutes of February 21, 2024

**MOTION** by Member Monnich to postpone the consent agenda item to next month.

**MOTION SECONDED** by Clerk Bain

**MOTION CARRIED 5/0**

**B. STRATEGIC PLANNING**

1. Committee talked about one item only and that item was the job description for the fire chief, which can be discussed under item C. Vice Chair Lamoureux is confused on committees as she thought that the chief services committee was handling everything with the chief. What committee is doing what. Chief Morris explained that the strategic planning committee was trying to discuss everything.

**DISCUSSION ONLY**



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**C. CHIEF SERVICES**

1. Chief Morris provided the board with a copy of the job description for fire chief with some suggested changes. Business Manager Lecher provided the board with the recommendations from Brenda Tranchina that indicated she saw no reason to make changes to the current job description. Board members discussed the changes suggested by Chief Morris and labor. The suggestion is to leave the 10 years or more in the minimum qualifications but move minimum of 3 years of chief officer and supervisory experience to preferred qualifications or add equivalent after it if left in minimum qualifications. Add the terminology of wildland certifications to preferred qualifications and secondly add wildland urban interface or WUI to preferred qualifications. Another change Chief Morris wished to address but didn't mark on the document is the associated degree to add equivalency to that line. Clerk Bain asked questions about the wildland certifications. Vice Chair Lamoureux was concerned about making the qualifications too difficult that we don't get applications. She wishes to make the changes discussed. Talked about making a motion to make changes. Moving the three year chief to preference instead of minimum, associates degree or working history or classes instead of making it an associates degree and the wildland training instead of making it mandatory giving them 6 months to complete the training. Clerk Bain asked if each one could be read and say yea or nay. Chair Plummer thought they were all in agreeance. So make a motion for each change or make it all one motion.

**MOTION** by Member Monnich to change all the suggested changes and move to preferred qualifications and the wildland training instead of required and put that in preferred.

Business Manager Lecher clarified that the wildland certifications was an addition, it isn't currently part of the description. Member Monnich restated her motion.

**MOTION** by Member Monnich that we follow all the suggested changes and put it in preferred and add the wildland fire certifications to the preferred qualifications.

Further discussion took placed after the motion was made. Chair Plummer discussed the opinion from Brenda and was concerned about making all the changes as one motion in case if failed. Consensus was arrived at with all members that they wished to move the items despite Brenda's recommendation.

**MOTION** by Member Monnich a third time to put forth all the suggested changes to the job description, move to preferred. Adding the wildland certifications and wildland urban interface to preferred. Add equivalency.

**MOTION SECONDED** by Vice Chair Lamoureux



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Chair Plummer stated this was three changes. Chief Morris asked to clarify the motion as four changes. Moving the chief officer to preferred. Adding wildland certifications. WUI training and now your saying associate's degree or equivalent as four.

**MOTION CARRIED 5/0**

**D. MEET AND CONFER – RESOLUTION 2024-004**

1. Chair Plummer read that Resolution 2024-004 – Meet and Confer is the first step in the process of approving the agreement with the labor group. Next month the board should be provided a copy of the Memorandum of Understanding with labor for consideration.

**MOTION** by Member Monnich to approve Resolution 2024-004 – Meet and Confer.

**MOTION SECONDED** by Member Fitch

**MOTION CARRIED 5/0**

**E. MEMORANDUM OF UNDERSTANDING – TONTO BASIN FIRE DISTRICT**

1. Chief Morris discussed the Memorandum of Understanding with Tonto Basin Fire District as a formal contract for a regional approach to the Fire Rescue 1 on-line training costs. Vice Chair Lamoureux asked why it was an MOU instead of an Interagency Agreement. Chief Morris replied that this was what was provided by Tonto Basin's attorney.

**MOTION** by Member Monnich to adopt the Memorandum of Understanding between Tonto Basin Fire District for Fire Rescue 1 training program.

**MOTION SECONDED** by Vice Chair Lamoureux

**MOTION CARRIED 5/0**

**F. SALE OF SURPLUS EQUIPMENT – RESOLUTION 2024-005**

1. Chief Morris reviewed with the board the prior discussions regarding the old BR213 chassis. He provided the board with a breakdown of the agreed price with Mid-State for work completed and cash offer. Vice Chair Lamoureux clarified that it was the cost of the work and the cash offer for the vehicle for the total. Chief Morris confirmed.

**MOTION** by Vice Chair Lamoureux to approve Resolution 2024-005 Sale of Surplus Equipment – BR213.

**MOTION SECONDED** by Member Fitch

**MOTION CARRIED 5/0**

**G. APPARATUS USE AGREEMENT – L21**

1. Chief Morris discussed with the board that he has met with the Town of Payson Fire Chief Staub about loaning our ladder truck to Payson for use as they are awaiting their truck to be delivered. They want to start training their employees on a ladder truck and we are the only ones who have one in the area. They would take over all maintenance of the truck and they would loan us a backup unit to us for use. Member Fitch asked if we would get one of their old engines and have



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to maintain their engine in exchange. Chief Morris stated more than likely and that this is just in the beginning phase of working out the details. The engine wouldn't be housed here, we would only use it if we needed it. Vice Chair Lamoureux asked why we would need it and Chief Morris answered during the times that E21 needed maintenance or was down for mechanical repairs. Member Fitch asked Sean what he thought. Sean would like to pick the truck they give us and they could say we will give you the truck if you need it. He thinks we should choose and if Payson is using the ladder we won't want it back in three years. The pump doesn't pass NFPA. He knows it looks like he has a lot of money in his budget but he's been gone and so he hasn't been able to do a lot of projects he's wanted to this year. The motor and pump are good, but it needs some work to the fittings. The ladder is good and passed inspection. Need to look at the contract because we won't want the truck back in 3 years, it will need to be refurbished so maybe it would be better to sell it. A referb of the ladder is estimated at \$750,000 but Chief wears a white shirt and will need to decide. The truck is a good truck and it serves us well.

**DISCUSSION ONLY**

**H. BUDGET PLANNING - COMMITTEE**

1. Board discussed a committee or workshop approach to the budget. Member Monnich stated she thinks all members of the board should be part of the process and wishes to have a workshop. Clerk Bain agreed and believes there was a misunderstanding. She didn't believe she asked for a budget planning committee. She believes the difference to a committee and a workshop is that a workshop isn't considered open meeting so you don't have to follow all the rules but she may be wrong. Chief Morris clarified that it's all members so it has an agenda and posted. Vice Chair Lamoureux still didn't understand the difference between a workshop and a committee so Chair Plummer clarified a committee isn't any more than two board members along with other named members like the chief and a workshop is all the board members. Public comment can be taken at a workshop.

**MOTION** by Member Monnich that a workshop is held for the budget and direct staff to come up with a time schedule.

**MOTION SECONDED** by Vice Chair Lamoureux

**MOTION CARRIED 5/0**

**6. EXECUTIVE SESSION**

**A. CONSULT WITH DISTRICT ATTORNEY**

1. Board to discuss open meeting law complaint with district attorney Thomas Benavidez.





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**MOTION** by Chair Plummer to enter into executives session to discuss with the attorney the open meeting complaint.

**MOTION SECONDED** by Member Monnich

**MOTION CARRIED 5/0**

Clerk Bain stated that if the complaint was against her, she preferred to not go into executive session as she had nothing to hide. If it's not then she had no issues going into executive session. Chair Plummer lets go into executive session and if we have anything we want to bring out in public forum they can.

**\*Board entered executive session at 5:32 PM and resumed regular session at 6:02 PM**

**MOTION** by Chair Plummer that Chief Morris provide a copy of the complaint to all board members. That he be appointed to investigate this complaint. He is giving the people that were mentioned in the complaint one month to draft a written response for him to review. He will then ask questions.

Chief Morris asked to clarify the motion, he is to provide a copy, asked if this would be electronic or paper to which the members gave mixed responses, so he will provide both, of the complaint and that Chair Plummer will need to talk with everyone.

Chair Plummer clarified that he will need to meet with everyone that was at the committee meeting where there was alleged to be an infraction.

**MOTION SECONDED** by Member Monnich

**MOTION CARRIED 5/0**

**7. PUBLIC FORUM**

Pursuant to ARS §38-431.01(H) the HFD Board allows public comment as time permits.

No comment.

**8. ADJOURNMENT**

Board Chair Plummer called for an adjournment.

**MOTION** by Member Monnich to adjourn the meeting.

**MOTION SECONDED** by Member Fitch

**MOTION CARRIED 5/0**

The meeting adjourned at 7:39 PM

Respectfully Submitted, Angie Lecher, Business Manager



**HELLSGATE FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: HFD Chapter Local IAFF 4135 Union

DATE: April 17, 2024

SUBJECT: Memorandum of Understanding

ITEM #: 5. B.

REQUIRED ACTION:       Discussion Only       Formal Motion       Resolution

RECOMMENDED ACTION:  Approve       Conditional Approval       Deny

PRESENTED BY:       Administration       Fire Chief       Staff

REVIEWED BY:       Legal       Outside Consult

**BACKGROUND**

Will update if anything is received. Any changes to the current MOU would need approval from the district attorney prior to approval by the board. Current MOU states that labor will provide no later than the 4<sup>th</sup> Monday of April their requests for the upcoming budget year.

**RECOMMENDED MOTION**

No suggested motion

Hellsgate Fire District

IAFF Local 4135  
Hellsgate Chapter

**MEMORANDUM OF UNDERSTANDING**

**July 1, 2023 – June 30, 2024**



IAFF Local 4135 – Hellsgate Chapter



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## **PREAMBLE**

### **STATEMENT OF INTENT**

On June 21, 2023, the Hellsgate Fire District Governing Board adopted Resolution No. 2023-001 authorizing a Meet & Confer process with the Hellsgate chapter of the Northern Gila Country Fire Fighters Association, IAFF Local 4135 (the "Union" or the "Local"). This MOU is submitted in accordance with that Resolution.

The intent of this Memorandum of Understanding for July 1, 2023 through June 30, 2024 (the "MOU") is to recognize the District's and employees' desire to dialogue, in good faith, on employment and benefit issues, while at the same time recognizing management and the District Governing Board's fiduciary obligations to its taxpayers. It is the Governing Board who has the ultimate authority in setting policy and making fiscal decisions affecting not only the taxpayers but the employees of the District. Matters requiring interpretation should be addressed keeping in mind this purpose whenever possible, and questions should be resolved in favor of open dialogue and communication between the parties. The parties to this Memorandum of Understanding (MOU) understand and appreciate that not every circumstance can be dealt with directly in a document of this nature. It is understood and expected that there will be many opportunities where the intent behind this MOU will need to be applied to factual circumstances which were not directly addressed. Where situations arise, which may call into question, come into direct conflict with, or infringe upon the Governing Board's stated policies, statutory authority, or its obligations to the taxpayers of the District, those questions should be answered in favor of honoring the Governing Board's obligations in that regard, and referred to the Governing Board for consideration, clarification, and final determination.

### **PURPOSE**

This Memorandum of Understanding (MOU) authorizes Hellsgate Fire District (HFD), employees, and their representatives, operating within the framework of the law and HFD Policies and Procedures, to discuss matters relating to wages, hours, benefits, and working conditions within the financial means of HFD. Therefore, this MOU memorializes the understanding between the District and the Union.

## **DEFINITIONS**

These words, terms, and phrases, when used in this MOU, shall mean the following:

**Days:** For purposes of this MOU, "days" shall be considered "calendar" days for timelines included under Section 3.2 Grievance Procedure.

**Dispute:** A disagreement regarding wages, hours, benefits, and working conditions between representatives of the HFD and representatives of employee organizations during the term of the MOU.

**Employee Representatives:** The representatives recognized by HFD to represent all HFD employees in the Meet and Confer process shall only be Hellsgate Fire District Employees of Northern Gila County Firefighters Association Local 4135, Hellsgate Chapter.

**Employer:** Hellsgate Fire District, a political subdivision of the State of Arizona, its duly authorized officers and agents acting on behalf of HFD.

**Employer Representative:** The Fire Chief or his/her designee(s) and/or negotiation specialist acting on behalf of HFD.

**Executive Management Employee:** Management employees involved in formulating, determining, or effectuating HFD policies, and having a major role in employer-employee relations on behalf of the employer, i.e., Fire Chief or his/her designee(s).

**Fact-Finding:** The resolution procedure conducted by an impartial third party with recommendations for settlement.

**Fiscal Year:** The budget term adopted by the HFD Governing Board, July 1<sup>st</sup> through June 30<sup>th</sup> annually.

**Grievance:** Any dispute concerning the interpretation or application of this MOU.

**Grievant:** Any eligible Union Member or HFD Representative or its Employer adversely affected by an alleged violation of the MOU.

**Impasse:** The failure of designated representatives of HFD and representatives of an employee organization to achieve agreement in the course of meeting and conferring.

**Labor-Management Committee:** Representatives of the Northern Gila County Firefighters Association, Local 4135, Hellsgate Chapter and representatives of HFD management as designated by the Fire Chief.

**Mediation:** Efforts by an impartial third party to assist in reconciling disputes regarding wages, hours, benefits, and working conditions between HFD and employee organizations through interpretation, suggestion, and advice.

**Meet and Confer:** The performance of the mutual obligation of the HFD through its Governing Board, Fire Chief or his/her designee and representatives of the Union to meet at reasonable times, including meetings in advance of the budget making process; and confer in good faith with respect to wages, hours, benefits, and working conditions, but such obligation does not compel either party to agree to a proposal or the making of a concession. However, the decision by the HFD Board of Directors with respect to wages, hours, benefits and working conditions shall be final.

**Memorandum of Understanding (MOU):** A written agreement arrived at by HFD and the Union, which shall be presented to the HFD Governing Board and to the membership of the Union for appropriate action on an annual basis.

**Shift:** A twenty-four (24) hour period that typically starts at 0800 in the morning and ends at 0800 the following morning.

**Strike:** The failure by concerted action with others to report for duty, the concerted absence of employees from their positions, the concerted stoppage of work, or concerted abstinence in whole or in part by any group of employees from the full, faithful, and proper performance of the duties of employment with the employer, or the concerted engagement in a work action for the purpose of inducing, influencing, or coercing a change in wages, hours, benefits, working conditions, or terms of employment.

**Tour:** Two (2) shifts totaling a forty-eight (48) hour period that typically starts at 0800 in the morning.

**Union:** Northern Gila County Firefighters Association Local 4135, Hellsgate Chapter (IAFF).

**Union Member:** Full-time operational employees of HFD who have elected to become members of the IAFF up to and including the rank of Captain; but shall exclude contracted, temporary, seasonal, Reserves, or part-time employees.

## **Article 1 – General Expectations**

### **1.1 Meet and Confer Expectations**

It is the expectation that all parties will negotiate in good faith and with the purpose of mutual obligation of HFD through its Fire Chief or designee and the HFD representatives of Local 4135. The parties will meet at reasonable times, including in advance of the budget making process; and confer in good faith with respect to wages, hours, benefits, and working conditions or any question arising thereunder. It is also an expectation for the execution of a written Memorandum of Understanding embodying all agreements reached, but such obligation does not compel either party to agree to a proposal or the making of a concession. Meet and Confer includes the duty to submit any agreement reached on these matters to HFD for action pursuant to this MOU. Off duty HFD representatives from the Local 4135 involved in the Meet and Confer process will not be paid for their attendance and participation in meetings for the above purpose(s). Operational priorities will supersede Meet and Confer proceedings and HFD will make arrangements to reschedule proceedings as needed to complete Meet and Confer obligations.

### **1.2 Productivity Discussions**

Recognizing the need to provide the highest practical level of fire protection and emergency medical service to the citizens of the Hellsgate Fire District, the Northern Gila County Firefighters Association, Local 4135, Hellsgate Chapter, pledges to continue to work towards increasing the productivity of HFD.

### **1.3 General SOPs and Human Resource Policy Guidelines**

These policies are issued by the authority of the Board of Directors of the HFD, who has delegated the authority to administer these policies to the Fire Chief.

The Board of Directors shall have the authority to adopt, amend or repeal the Personnel Policies at any time, without notice. Such changes shall be effective immediately upon approval by the Board of Directors,

unless otherwise stated. The Fire Chief may submit recommendations for such action to the Board of Directors.

Additionally, the Fire Chief has the authority to adopt and administer Standard Operating Procedures that are supplementary to, but not inconsistent with, the policies set forth in the Human Resource Policy Guidelines.

Each supervisor shall have a copy of the Human Resource Policy Guidelines (also referred to as the "Manual") available for use by any employee. Additionally, the manual may be available on the computers in each District facility. It is the responsibility of the employee using the manual to ensure that he has the most recent revised version.

Questions concerning policy interpretation and application shall first be directed to the immediate supervisor. Further assistance in clarification of policy or resolution of a policy concern shall be referred to the Fire Chief through the Chain of Command.

HFD has transitioned to a Human Resource Policy Guidelines for many of its business practices and expectations for our employees. Each employee will be informed how to access the Manual, sign the required acknowledgements, and understand the expectations outlined in the Human Resource Policy Guidelines.

## **Article 2 – Labor/Management Rights**

### **2.1 Governing Board Rights**

The Board of Directors is recognized as the policy making body of HFD. Any such act by the Board of Directors shall supersede any conflicting provision of the MOU. The Board may come to an independent conclusion as to the appropriateness of any provision within the MOU, and the Board of Directors' decision is final. All financial commitments or obligations of the District shall be subject to annual appropriation by the then sitting Board of Directors.

### **2.2 Management Rights**

It is the right of HFD to determine the level of and manner in which HFD activities or services are conducted, managed, and administered to determine the purpose of each of its departments, sections, bureaus, and committees; set standards of service to be offered to the public; exercise control and discretion over its organization and operations; direct its employees; take disciplinary action; suspend or relieve its employees from duty because of lack of work or for other legitimate reasons; determine whether goods or services shall be made, purchased, or contracted for; and determine the methods, means, and personnel by which the employer's operations are to be conducted. The Fire Chief shall inform HFD's employees, about the direct consequences that decisions on these matters may have on wages, hours, benefits, and working conditions. HFD has the right to take all necessary actions to maintain uninterrupted service to the community.

HFD and the Fire Chief have the exclusive right and authority to schedule work and/or overtime work based on operational needs of HFD and to determine work assignments and the methods and processes by which assignments are performed, per the Human Resource Policy Guidelines.

It is understood by the parties that every incidental duty connected with operations enumerated in job

descriptions is not always specifically described; nevertheless, it is intended that all such duties shall be performed by Union members.

Except as otherwise specifically provided in Resolution #2023-001 and this MOU, HFD and the Fire Chief retain all rights and authority to which by law they are entitled.

HFD shall have the authority to reorganize, at its sole discretion, and may first discuss such reorganizations with the Union Representatives of the HFD Chapter.

The Union recognizes HFD has statutory and legal rights and obligations in contracting for matters relating to HFD operations, and those rights and obligations will supersede any conflicting provision of the MOU.

Any and all rights concerning the management, organization, and direction of HFD and its personnel, including those set forth in Resolution #2023-001 and this MOU, shall be exclusively the right of HFD and the Fire Chief, unless otherwise provided by the express terms of Resolution #2023-001 and this MOU, as permitted by law. Therefore, the Union pledges cooperation in this matter to increase HFD efficiency and effectiveness.

In the event of an unforeseen financial dilemma that has the potential for impacting the current MOU, the Fire Chief and Employee Representatives will work together towards a mutually acceptable agreement in the best interest of the District, however, the decision of the Board of Directors shall be final.

Enumeration of the above rights is illustrative only and not to be construed as all-inclusive.

### **2.3 Union Rights**

There can only be one official and exclusive employee organization for each employee group (i.e., Firefighters Union) for purposes of meeting and conferring. Nothing in this MOU shall prohibit any employee not within an employee group represented by a designated employee organization from exercising any rights the employee may have to meet with the Fire Chief consistent with personnel rules and regulations or any Fire Chief directive.

Enumeration of the above rights is illustrative only and not to be construed as all-inclusive.

### **2.4 Unit Members' Rights**

Union Members have the right to be represented by the Union at any meeting which could or will result in disciplinary action being taken against that member, if approved by the Fire Chief. The Fire Chief will offer Union representation for any possible disciplinary action as soon as possible, providing time permits. The Union Member will have two (2) hours to obtain Union representation from the time of notification of the meeting. Union Members may have representation by an on-duty Union Representative, if that Representative's attendance does not impact the current operational readiness of the District, as determined by the Fire Chief. If a Union Representative is off-duty and returns to represent a union member, that Union Representative will be acting solely in the capacity of his or her union duties and will not be paid by the Fire District for such representation.

Union Members shall have the right to join and participate in an employee organization, or to refrain from joining or participating. A unit member shall not hold any elective or appointive office in any employee organization until such employee has successfully completed the probationary period following their initial employment.



Union Members are protected by the approved MOU, as well as HFD policies and procedures. The Board of Directors affirms its policy that in matters not expressly covered by an approved MOU, decision-making authority shall rest with the Fire Chief unless otherwise provided by HFD policies and procedures or this MOU.

Union Members shall have the right to be represented by the HFD Union Members only in the determination of wages, hours, benefits, and working conditions, matters of discipline and to be represented in any perceived discrepancy of the MOU.

Resolution #2023-001 does not prevent Union Members from discussing his or her concern about the inconsistent application of an approved MOU in matters of wages, hours, benefits, and working conditions, in person or by legal counsel, with the Employer, as long as the intent of this MOU and Resolution #2023-001 is not violated.

The Union shall have periodic membership dues deducted and collected by the Employer from the salaries of those Union Members who present signed Payroll Deduction Authorization Forms, in a form satisfactory to the Employer, authorizing the deduction of such dues. Such Payroll Deduction Authorization Forms may be presented to the Employer in person, by mail, or through a representative. Dues shall be transmitted to the Union on a bi-weekly basis. Dues deductions may be revoked by the Union Member upon written notice of such revocation to HFD and the Union.

The Union shall not represent executive and management-level employees (i.e., Fire Chief or his/her designee(s)) nor shall such management employees take an active role in the policy making activities of the Union, nor shall such management employees participate directly or indirectly in the Meet and Confer process except as representatives of HFD. For the purpose of this MOU, management-level employees include the Fire Chief, Assistant Chiefs, Deputy Chiefs, Battalion Chiefs, District Chiefs, Division Chiefs or the Fire Marshal if he or she holds the line rank above that of Captain.

Union Members have the right to participate or engage in activities on behalf of the Union, and the right to refrain from such activity. Union Members shall be free from any interference, restraint, or coercion by any employee, supervisor, or manager for or against the Union, as long as those activities do not impact or impede the services and operational duties of the District. Violations may necessitate disciplinary action based on current HFD policies and procedures.

Enumeration of the above rights is illustrative only and not to be construed as all-inclusive.

### **Article 3 – Prohibited Practices**

While everyone is expected to work together for a common interest of providing the highest quality of customer service through progressive fire suppression, emergency medical care, fire prevention and education and to be a role model to future generations, there are certain expectations from all parties who work together and are part of this Memorandum of Understanding.

#### **3.1 Prohibited Employer Practices**

The Employer is prohibited from:

- Interference with Union Member rights under this MOU.
- Domination of employee organizations.

- Discrimination against Union Members for membership in the Union or for engaging in concerted activities permitted by this MOU or applicable law.
- Retaliation against Union Members for invoking their rights under this MOU.
- Refusing to meet and confer with the Union, provided it shall not be a violation of this sub-section for the Employer to refuse to meet and confer about economic items after the date set by law for tentative adoption of the annual budget or refusing to meet to discuss items the Board of Directors have already finalized.
- There shall be no lockout by the HFD unless required to protect and preserve the public peace, health, or safety of the HFD and its residents, or required by the HFD to enforce any violation of Resolution #2023-001, any MOU, or any applicable laws.

### **3.2 Prohibited Union Practices**

The Union is prohibited from:

- Soliciting members, dues, and other internal employee organization business during duty hours or interfering with the work process. This shall not be construed to prevent those working a shift at a fire station from discussing employee organization business, other than soliciting members or dues, if these discussions do not interfere with regular activities of the District.
- Off duty Union Members will have the right for up to one (1) hour during the orientation process of newly hired eligible Union Members for the purpose of introduction to Local 4135 and membership solicitation.
- Restraining or coercing Union Members in the exercise of their rights under Resolution #2023-001 and this MOU.
- Causing the Employer to unlawfully discriminate against any Union Member.
- Refusing to Meet and Confer with Employer.
- Threatening, coercing, or restraining any person with the object of forcing Employer to recognize a union, forcing any person to stop doing business with Employer, forcing Employer to meet and confer with the Union Member not authorized as a meet and confer agent, or forcing Employer to assign work to a particular employee organization, trade, or craft.
- Causing Employer to pay for services not performed.
- Discussing negotiation matters with members of the HFD Board of Directors from the time the Union submits their proposals and extending up to the presentation of the Fact-Finding Committee's report to the Board of Directors.
- The expression of any views, arguments, or opinions, or the dissemination thereof, whether in written, printed, graphic, or visual form, shall not constitute or be evidence of any violation of any provisions of Resolution #2023-001 or this MOU if such expression contains no threat of reprisal or force of promise of benefit.
- The Union and their members covered by Resolution #2023-001 and this MOU agree that rendering of fire protection and emergency medical services and all related work assignments shall not under any circumstances or conditions be withheld, interrupted, or discontinued, and recognize that to do so would endanger the health, safety, and welfare of HFD citizens.
- The Union shall disavow any strike, work slowdown or other prohibited action, and shall notify in writing all of its officers and representatives of their obligation and responsibility for maintaining compliance with these sections, including their responsibility to remain at work during any interruption that may be caused/initiated by others. Copies of such notification shall be delivered to the office of the Fire Chief. In addition, the Union shall order, both orally and in writing, all of its striking members to immediately return to work and cease the strike. Copies of the written order shall be delivered to the office of the Fire Chief. If Union Members do not return to work, they shall be suspended from the Union and may be terminated.

- Coercing an employee to join the Union.
- Interfering with the Employer's interaction with any employee who is not a Union Member.
- Retaliating against any Union Member for bringing to the attention of the Employer any complaints or concerns that a Union Member has.

### **3.2.1 Penalty for Prohibited Practices**

- Penalties or sanctions HFD may assess against Union Members who violate this MOU shall include, but not be limited to:
  - Discipline up to and including termination of employment.
  - Loss of all compensation and benefits, including seniority, during the period of prohibited activity.
- Should the Union, during the term of this MOU and until such time that it is expressly and legally rescinded, breach its obligations under this MOU, it is agreed that all penalties set forth herein shall be imposed on the Union, in addition to other legal and administrative remedies available to the HFD that it may elect to pursue.
- Nothing contained herein shall preclude the HFD from obtaining judicial restraint or from seeking damages from the Union in the event of a violation of Resolution #2023-001 or this MOU.
- Nothing herein shall prohibit the Union from determining and maintaining its own rules for obtaining or retaining membership rights in said organization so long as said rules do not bear upon any rights to employment with the Employer.
- Written claims of violations of this section shall be reviewed by a committee consisting of the Fire Chief or designee and one HFD representative of Local 4135. The findings of the committee will be forwarded to the HFD Board for further action or recommendation.

### **Article 4 – Compensation / Wages / Benefits / Hours and Working Conditions**

Compensation and benefits are to be managed in compliance with the Fire District's adopted Human Resource Policy Guidelines.

### **Article 5 – Prevailing Benefits**

Existing benefits including the rights, privileges, and working conditions not listed in this MOU shall remain in full force and effect unless changed by HFD Board of Directors.

The parties recognize there are existing ordinances, resolutions, policies, and rules and regulations as contained in the SOP, and the Human Resource Policy Guidelines relating to benefits and other terms and conditions of employment and the same are not affected by this MOU except as contained herein.

### **Article 6 – Effective Date**

This MOU shall become effective when adopted by the Board of Directors and shall remain in effect through June 30, 2024.

If no MOU is presented for the fiscal year commencing July 1, 2023, the Fire Board may vote to extend the term of this MOU to June 30, 2024.

If any provision of this MOU or the application of such provision to any person or circumstance shall be held to be invalid, the remainder of this MOU or the application of such provisions to persons or circumstances other than those

as to which it is held invalid shall not be affected thereby.

### **Article 7 – Saving Clause**

If any Article or Section of this MOU should be held invalid by operation of law or by a final judgment of any tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or Section should be restrained by such tribunal, the remainder of this MOU shall not be affected thereby.

It is recognized by the parties that the provisions of the Fair Labor Standards Act are currently applicable to certain of the wage and premium pay provisions of this MOU, and that this MOU shall be administered in compliance with the FLSA for so long as the Act is applicable.

Nothing contained in the MOU shall preclude the parties from being in compliance with the requirements of the Americans with Disabilities Act.

### **Article 8 – Revisions, Amendments and Procedures**

When changes to portions of this MOU are proposed, the Union Member's HFD Representatives and the Fire Chief may draft amendments to the MOU to reflect the proposed changes. Creating a process whereby all parties are aware of the changes and are in accord with the changes. The intent is to keep the document current for Labor and Management to all be working in harmony with the MOU and HFD's practices.

The MOU will be worked through with proposed changes as outlined in Resolution #2023-001 and an MOU will be proposed to the Board of Directors for approval. It is a general expectation that the provisions described in the MOU will remain current through the terms agreed upon in the MOU. Compliance with the law and other contractual obligations may not make that feasible and those conflicts will take precedence over the MOU, as determined by the Board of Directors.

If the change warrants action by the Board of Directors based on its nature, a re-signing of the MOU may be required and can be requested by either party.

### **Article 9 - Termination**

Either party may terminate this MOU by providing the other party with written notice of their intent to terminate the MOU on a specific date at least thirty (30) days from the date of the written notice.

### **Article 10 - Attachments**

Attachment: Resolution #2023-001

MEMORANDUM OF UNDERSTANDING

IAFF Local 4135 Hellsgate Chapter

Fiscal Year 2023 – 2024

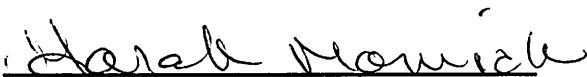
ADOPTED this day of June 21, 2023.



Morey Morris, Fire Chief  
Hellsgate Fire District

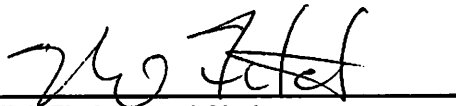


Brian Wiggins, Representative  
IAFF L-4135, Hellsgate Chapter



Garah Monnich, Board Chairman  
Hellsgate Fire District

ATTEST:



Nick Fitch, Board Clerk  
Hellsgate Fire District

**HELLSGATE FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board  
FROM: Angie Lecher, Business Manager  
DATE: April 17, 2024  
SUBJECT: Resolution 2024-005 – Call for Election  
ITEM #: 5. C.

REQUIRED ACTION:       Discussion Only       Formal Motion       Resolution  
RECOMMENDED ACTION:    Approve       Conditional Approval       Deny  
PRESENTED BY:       Administration       Fire Chief       Staff  
REVIEWED BY:       Legal       Outside Consult

**BACKGROUND**  
Per A.R.S. §16-266 the district must call for an election and ensure the county services for the upcoming general election on November 5, 2024 for Scott Plummer, Deb Bain and Nick Fitch positions on the board of directors.

**RECOMMENDED MOTION**  
Make a motion to approve Resolution 2024-005 Call for Election per A.R.S. §16-266



**HELLSGATE FIRE DISTRICT  
RESOLUTION NO. 2024-005**

**RESOLUTION OF THE GOVERNING BOARD OF THE HELLSGATE FIRE  
DISTRICT CALLING FOR A GENERAL ELECTION TO FILL THREE BOARD  
POSITIONS**

**WHEREAS**, the terms of current board members Scott Plummer, Deb Bain and Nick Fitch expire in November of 2024;

**WHEREAS**, these board positions are to be filled by a general election of the electors of the Hellsgate Fire District;

**WHEREAS**, the board seeks to engage the services of the Gila County Elections Department and the Gila County Recorder's Office to conduct the election;

**IT IS HEREBY RESOLVED** by the Governing Board of the Hellsgate Fire District as follows:

**Section 1:** The board calls for a general election to be held on November 5, 2024, for the purpose of filling the three aforementioned board positions, pursuant to A.R.S. §16-226.

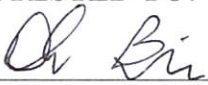
**Section 2:** The board authorizes the district to enter into an Intergovernmental Agreement for Election Services with the Gila County Elections Department and Gila County Recorder's Office to conduct the election.

**Section 3:** The board authorizes the expenditure of funds necessary to cover all costs associated with the election, including but not limited to costs incurred under the Intergovernmental Agreement described in Section 2.

**PASSED AND ADOPTED** at the regularly scheduled meeting of the Board of Directors of the Hellsgate Fire District, held April 17, 2024, by a majority vote.

By:   
Lisa Lamoureux, Vice Chair

**ATTESTED TO:**

  
Deb Bain, Clerk

**HELLSGATE FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Morey Morris, Fire Chief

DATE: April 17, 2024

SUBJECT: Budget Hearing – Proposed Budget for FY 2025

ITEM #: 5. D.

REQUIRED ACTION:            Discussion Only        Formal Motion            Resolution

RECOMMENDED ACTION:    Approve                Conditional Approval    Deny

PRESENTED BY:            Administration        Fire Chief                Staff

REVIEWED BY:            Legal                    Outside Consult

**BACKGROUND**

The board has met twice during a financial workshop to discuss several aspects of the budget. Chief Morris is submitting the attached budget for review and consideration by the board. Board should clarify any remaining questions, ensure they understand the budget categories, and propose any desired changes. The item should be opened to the public to make any comment regarding the proposed budget.

At next month’s meeting the board will review the budget for a final time prior to following A.R.S. §48-805.02 A. to post the budget for no less than 20 days before final adoption at the June meeting.

**RECOMMENDED MOTION**

**No motion is made at this point, Chair should ensure proper time for public comment during the review of the budget that is outside of the call to public.**



**HELLSGATE FIRE DISTRICT**  
**DETAILED BUDGET**  
Fiscal Year 2025 Budget  
Tentative

Assessed Value	\$ 30,624,396	\$ 32,099,273	
Tax Rate Estimate	\$ 3.50	\$ 3.75	

INCOME	FY 2024	FY 2025	\$ VAR	% VAR
<b>40000 TAX REVENUES</b>				
40100 Property Tax, Net	\$ 1,071,854	\$ 1,203,723	\$ 131,869	12.3%
40200 FDAT, Net	\$ 92,326	\$ 96,028	\$ 3,702	4.0%
<b>TOTAL</b>	<b>\$ 1,164,180</b>	<b>\$ 1,299,751</b>	<b>\$ 135,571</b>	<b>11.6%</b>
<b>41000 NON-TAX LEVY</b>				
41100 State Revenue	\$ 14,000	\$ 28,000	\$ 14,000	100.0%
41200 Fee Schedule Revenue	\$ 5,500	\$ 5,500	\$ -	0.0%
41300 Call Revenue	\$ 15,000	\$ 15,000	\$ -	0.0%
41400 Lease Revenue	\$ 24,000	\$ 21,600	\$ (2,400)	-10.0%
41500 Interest	\$ 8,000	\$ 8,000	\$ -	0.0%
41600 Wildland	\$ 232,531	\$ 244,130	\$ 11,599	5.0%
41700 Grants & Donations	\$ 60,800	\$ 60,800	\$ -	0.0%
41800 Sale of Assets	\$ 5,000	\$ 5,000	\$ -	0.0%
<b>TOTAL</b>	<b>\$ 364,831</b>	<b>\$ 388,030</b>	<b>\$ 23,199</b>	<b>6.4%</b>
<b>42000 DISTRICT FUNDS</b>				
42400 Carry Over Funds	\$ 20,000	\$ 20,000	\$ -	0.0%
<b>TOTAL</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>0.0%</b>
<b>INCOME TOTAL</b>	<b>\$ 1,549,011</b>	<b>\$ 1,707,781</b>	<b>\$ 158,770</b>	<b>10.2%</b>
<b>EXPENSES</b>				
<b>50000 WAGES</b>				
50100 Salaries	\$ 601,870	\$ 637,221	\$ 35,351	5.9%
50200 Overtime	\$ 65,000	\$ 65,000	\$ -	0.0%
50300 Reserves	\$ 95,000	\$ 110,000	\$ 15,000	15.8%
50400 Wildland	\$ 170,000	\$ 170,000	\$ -	0.0%
<b>TOTAL</b>	<b>\$ 931,870</b>	<b>\$ 982,221</b>	<b>\$ 50,351</b>	<b>5.4%</b>
<b>51000 EMPLOYER TAXES</b>				
51100 Medicare/Social Security	\$ 11,047	\$ 11,777	\$ 730	6.6%
51200 Unemployment	\$ 2,500	\$ 2,500	\$ -	0.0%
<b>TOTAL</b>	<b>\$ 13,547</b>	<b>\$ 14,277</b>	<b>\$ 730</b>	<b>5.4%</b>
<b>52000 EMPLOYEE BENEFITS</b>				
52100 Medical Benefits	\$ 83,878	\$ 85,815	\$ 1,937	2.3%
52200 Workers Compensation	\$ 62,858	\$ 63,114	\$ 255	0.4%
52300 PSPRS Retirement	\$ 71,999	\$ 104,466	\$ 32,467	45.1%
52400 ASRS	\$ 11,237	\$ 11,225	\$ (12)	-0.1%
52500 Deferred Compensation	\$ 19,622	\$ 20,879	\$ 1,257	6.4%

52600 WL ER Expenses	\$	40,031	\$	41,630	\$	1,599	4.0%
52700 Employee Benefits	\$	11,100	\$	14,500	\$	3,400	30.6%
52800 Employee Recruit & Retain	\$	850	\$	2,000	\$	1,150	135.3%
52900 Physicals	\$	9,500	\$	9,500	\$	-	0.0%
53100 PSPRS COP Liability	\$	115,465	\$	118,790	\$	3,325	2.9%
53200 PSPRS UAAL	\$	100,000	\$	-	\$	(100,000)	-100.0%
<b>TOTAL</b>	<b>\$</b>	<b>526,540</b>	<b>\$</b>	<b>471,918</b>	<b>\$</b>	<b>(54,622)</b>	<b>-10.4%</b>
<b>60000 BUILDINGS &amp; LAND</b>							
60100 Utilities	\$	20,550	\$	23,100	\$	2,550	12.4%
60200 Station & Janitorial Supplies	\$	2,000	\$	2,500	\$	500	25.0%
60300 Building Repairs & Maintenance	\$	2,500	\$	2,500	\$	-	0.0%
<b>TOTAL</b>	<b>\$</b>	<b>25,050</b>	<b>\$</b>	<b>28,100</b>	<b>\$</b>	<b>3,050</b>	<b>12.2%</b>
<b>61000 VEHICLES &amp; EQUIPMENT</b>							
61100 Vehicle Fuel	\$	16,000	\$	14,500	\$	(1,500)	-9.4%
61200 Vehicle Maintenance	\$	29,500	\$	30,000	\$	500	1.7%
61300 Personal Protective Equipment	\$	1,500	\$	2,000	\$	500	33.3%
61400 Small Tool & Equipment	\$	7,100	\$	5,000	\$	(2,100)	-29.6%
61500 EMS Equipment & Supplies	\$	4,500	\$	4,500	\$	-	0.0%
61600 Inspect/Prevent/Rehab	\$	1,500	\$	1,500	\$	-	0.0%
61700 Wildland Expenses	\$	17,500	\$	17,500	\$	-	0.0%
<b>TOTAL</b>	<b>\$</b>	<b>77,600</b>	<b>\$</b>	<b>75,000</b>	<b>\$</b>	<b>(2,600)</b>	<b>-3.4%</b>
<b>62000 COMMUNICATIONS/IT</b>							
62100 Communications	\$	1,000	\$	1,000	\$	-	0.0%
62200 IT Services R&M	\$	7,500	\$	7,500	\$	-	0.0%
62300 Computer Equipment & Supplies	\$	850	\$	850	\$	-	0.0%
62400 Computer Software	\$	18,700	\$	18,700	\$	-	0.0%
62500 Dispatch Contract	\$	22,500	\$	22,700	\$	200	0.9%
<b>TOTAL</b>	<b>\$</b>	<b>50,550</b>	<b>\$</b>	<b>50,750</b>	<b>\$</b>	<b>200</b>	<b>0.4%</b>
<b>63000 MEETING/TRAVEL &amp; TRAINING</b>							
63100 Training Supplies	\$	500	\$	500	\$	-	0.0%
63200 State Courses	\$	2,050	\$	4,500	\$	2,450	119.5%
63300 Training, Local	\$	3,000	\$	3,000	\$	-	0.0%
63400 EMT/Paramedic	\$	2,000	\$	2,000	\$	-	0.0%
63500 Leadership Development	\$	5,000	\$	6,000	\$	1,000	20.0%
63600 State Fire School	\$	1,000	\$	1,000	\$	-	0.0%
63700 Travel Expenses	\$	500	\$	1,200	\$	700	140.0%
<b>TOTAL</b>	<b>\$</b>	<b>14,050</b>	<b>\$</b>	<b>18,200</b>	<b>\$</b>	<b>4,150</b>	<b>29.5%</b>
<b>70000 MANAGERIAL EXPENSES</b>							
70100 Finance	\$	10,500	\$	10,250	\$	(250)	-2.4%
70200 Legal Expenses	\$	10,000	\$	10,000	\$	-	0.0%
70300 Bank & Service Fees	\$	1,000	\$	3,000	\$	2,000	200.0%
70400 District Insurance	\$	22,912	\$	23,800	\$	888	3.9%
70500 ER EE Paid Policies	\$	3,292	\$	23,810	\$	20,518	623.3%
70600 Life/STD/LTD Insurance	\$	3,815	\$	4,098	\$	283	7.4%
70700 Office Supplies	\$	1,000	\$	1,000	\$	-	0.0%

70800 Dues/Fees/Subscriptions	\$	1,500	\$	1,000	\$	(500)	-33.3%
70900 Misc. Expenses	\$	3,500	\$	4,025	\$	525	15.0%
<b>TOTAL</b>	<b>\$</b>	<b>57,519</b>	<b>\$</b>	<b>80,983</b>	<b>\$</b>	<b>23,464</b>	<b>40.8%</b>
<b>80000 OTHER</b>							
80100 Debt Service	\$	51,650	\$	50,450	\$	(1,200)	-2.3%
80200 Contingency	\$	-	\$	50,000	\$	50,000	100.0%
80300 Grant Expenses	\$	60,000	\$	60,000	\$	-	0.0%
<b>TOTAL</b>	<b>\$</b>	<b>111,650</b>	<b>\$</b>	<b>160,450</b>	<b>\$</b>	<b>48,800</b>	<b>43.7%</b>
<b>9000 FUNDING TO/FROM RESERVES</b>							
90000 Capital Outlay	\$	-	\$	10,000	\$	10,000	0.0%
91000 Enterprise Funds	\$	(159,365)	\$	(114,119)	\$	45,246	-28.4%
92000 Contingency	\$	-	\$	(50,000)	\$	(50,000)	100.0%
93000 PSPRS Unfunded	\$	(100,000)	\$	-	\$	100,000	-100.0%
94000 Craig Tiger & Benefits	\$	-	\$	(20,000)	\$	(20,000)	100.0%
<b>TOTAL</b>	<b>\$</b>	<b>(259,365)</b>	<b>\$</b>	<b>(174,119)</b>	<b>\$</b>	<b>85,246</b>	<b>-32.9%</b>
					\$	-	
<b>TOTAL EXPENSES</b>	<b>\$</b>	<b>1,549,011</b>	<b>\$</b>	<b>1,881,899</b>	<b>\$</b>	<b>332,889</b>	<b>21.5%</b>

**Districts Assessed Value in FY 2011 \$32,683,016**  
**Districts Assessed Value in FY 2025 \$32,099,273**

**Tax Rate for FY 2011 \$2.8967**  
**Proposed Tax Rate for FY 2025 \$3.75**

Parcel LPV	FY 2011 Taxes	FY 2024 Taxes	FY 2025 Taxes	Difference from last year	Difference from 14 years ago	Monthly Increase
\$ 116,631	\$ 337.85	\$ 408.21	\$ 437.37	\$ 29.16	\$ 99.52	\$ 2.43
\$ 59,151	\$ 171.34	\$ 207.03	\$ 221.82	\$ 14.79	\$ 50.47	\$ 1.23
\$ 79,557	\$ 230.45	\$ 278.45	\$ 298.34	\$ 19.89	\$ 67.89	\$ 1.66
\$ 398,488	\$ 1,154.30	\$ 1,394.71	\$ 1,494.33	\$ 99.62	\$ 340.03	\$ 8.30
\$ 355,766	\$ 1,030.55	\$ 1,245.18	\$ 1,334.12	\$ 88.94	\$ 303.58	\$ 7.41
\$ 258,158	\$ 747.81	\$ 903.55	\$ 968.09	\$ 64.54	\$ 220.29	\$ 5.38
\$ 132,806	\$ 384.70	\$ 464.82	\$ 498.02	\$ 33.20	\$ 113.32	\$ 2.77
\$ 104,797	\$ 303.57	\$ 366.79	\$ 392.99	\$ 26.20	\$ 89.42	\$ 2.18
\$ 77,712	\$ 225.11	\$ 271.99	\$ 291.42	\$ 19.43	\$ 66.31	\$ 1.62
\$ 161,367	\$ 467.43	\$ 564.78	\$ 605.13	\$ 40.34	\$ 137.69	\$ 3.36
\$ 128,061	\$ 370.95	\$ 448.21	\$ 480.23	\$ 32.02	\$ 109.27	\$ 2.67
\$ <b>100,000.00</b>	\$ <b>289.67</b>	\$ <b>350.00</b>	\$ <b>375.00</b>	\$ <b>25.00</b>	\$ <b>85.33</b>	\$ <b>2.08</b>

	Spent Thru March 2024 FY 2024	Projected Year End FY 2024	Spent FY 2023	Spent FY 2022	Spent FY 2021	Average
<b>BUILDINGS &amp; LAND</b>						
Phone, Office	\$ 1,661.19	\$ 2,214.92	\$ 2,489.79	\$ 2,191.65	\$ 2,350.38	\$ 2,311.69
Propane Gas	\$ 2,615.76	\$ 3,487.68	\$ 5,795.18	\$ 4,868.62	\$ 3,854.59	\$ 4,501.52
Electricity	\$ 9,315.70	\$ 12,420.93	\$ 10,404.88	\$ 10,657.41	\$ 11,056.90	\$ 11,135.03
Trash Removal	\$ 585.00	\$ 780.00	\$ 780.00	\$ 585.00	\$ 975.00	\$ 780.00
Internet	\$ 1,354.50	\$ 1,806.00	\$ 1,876.00	\$ 1,827.99	\$ 2,421.19	\$ 1,982.80
Water Service	\$ 723.21	\$ 964.28	\$ 935.12	\$ 913.83	\$ 1,051.46	\$ 966.17
Cleaning & Maintenance Supplies	\$ 989.51	\$ 1,319.35	\$ 1,489.38	\$ 1,521.95	\$ 720.13	\$ 1,262.70
Station 21	\$ 1,911.19	\$ 2,000.00	\$ 3,125.71	\$ 13,929.96	\$ 6,123.40	\$ 6,294.77
Station 22	\$ 26.17	\$ 30.00	\$ 81.52	\$ 2,040.75	\$ 468.35	\$ 655.16
Station 23	\$ 18.61	\$ 20.00	\$ -	\$ 95.00	\$ -	\$ 28.75
<b>TOTAL</b>		<b>\$ 25,043.16</b>	<b>\$ 26,977.58</b>	<b>\$ 38,632.16</b>	<b>\$ 29,021.40</b>	<b>\$ 29,918.58</b>
<b>VEHICLES &amp; EQUIPMENT</b>						
Fuel	\$ 8,107.79	\$ 10,810.39	\$ 11,699.29	\$ 10,746.14	\$ 8,183.35	\$ 10,359.79
Staff Vehicles	\$ 188.39	\$ 251.19	\$ 456.21	\$ 534.02	\$ 7,643.88	\$ 2,221.32
Engines, Type 1	\$ 1,144.68	\$ 4,500.00	\$ 18,391.30	\$ 12,861.06	\$ 9,706.13	\$ 11,364.62
Engines, Type 3	\$ 4,050.05	\$ 5,400.07	\$ 10,352.21	\$ 4,996.08	\$ 35,208.23	\$ 13,989.15
Water Tenders, Type 2	\$ 9,226.15	\$ 9,500.00	\$ 1,753.63	\$ 1,189.92	\$ 1,574.90	\$ 3,504.61
Personnel Gear	\$ 10.94	\$ 14.59	\$ 621.38	\$ 234.85	\$ 938.01	\$ 452.21
SCBA Cert/Repairs	\$ -	\$ -	\$ 1,839.39	\$ 2,600.00	\$ 2,185.62	\$ 1,656.25
Disposable Goods	\$ 1,802.90	\$ 2,403.87	\$ 1,610.72	\$ 1,836.40	\$ 136.27	\$ 1,496.81
Durable Goods	\$ -	\$ -	\$ 846.42	\$ 420.14	\$ 97.09	\$ 340.91
Meal Cost	\$ -	\$ -	\$ -	\$ -	\$ 117.55	\$ 29.39
Foam Supplies	\$ -	\$ -	\$ -	\$ -	\$ 1,498.10	\$ 374.53
Small Items Replacement	\$ 2,100.31	\$ 2,800.41	\$ 1,130.44	\$ 238.75	\$ 476.21	\$ 1,161.45
<b>TOTAL</b>		<b>\$ 35,680.51</b>	<b>\$ 48,700.99</b>	<b>\$ 35,657.36</b>	<b>\$ 67,765.34</b>	<b>\$ 46,951.05</b>
<b>COMMUNICATIONS &amp; IT</b>						
Payson Dispatch Center	\$ 21,978.95	\$ 21,978.95	\$ 20,438.36	\$ 21,905.37	\$ 18,689.94	\$ 20,753.16
Radios, Repairs	\$ -	\$ -	\$ -	\$ 867.97	\$ 85.00	\$ 238.24



Office Equipment Maintenance	\$ 229.57	\$ 306.09	\$ 273.63	\$ 308.03	\$ 343.58	\$ 307.83
Software Purchase and Maintenance	\$ 11,548.78	\$ 15,398.37	\$ 19,329.66	\$ 20,784.63	\$ 18,084.71	\$ 18,399.34
Server R&M	\$ 5,517.00	\$ 7,356.00				
<b>TOTAL</b>		<b>\$ 45,039.42</b>	<b>\$ 40,041.65</b>	<b>\$ 43,866.00</b>	<b>\$ 37,203.23</b>	<b>\$ 39,698.57</b>
<b>MEETING/TRAVEL &amp; TRAINING</b>						\$ -
Training Supplies	\$ -	\$ -	\$ -	\$ 239.85	\$ 57.00	\$ 74.21
Training, State Courses & Instructors	\$ 464.49	\$ 619.32	\$ 843.94	\$ -	\$ 600.00	\$ 515.82
Training, Local	\$ -	\$ -	\$ -	\$ 123.46	\$ -	\$ 30.87
Training, EMT/Paramedic	\$ -	\$ -	\$ -	\$ 170.00	\$ -	\$ 42.50
Leadership Development	\$ 2,485.41	\$ 3,313.88	\$ 1,517.39	\$ 1,251.33	\$ 1,350.00	\$ 1,858.15
Travel Expenses	\$ 783.38	\$ 783.38	\$ -	\$ -	\$ -	\$ 195.85
State Fire School/Wildland	\$ -	\$ -	\$ 628.50	\$ 278.50	\$ -	\$ 226.75
<b>TOTAL</b>		<b>\$ 4,716.58</b>	<b>\$ 2,989.83</b>	<b>\$ 2,063.14</b>	<b>\$ 2,007.00</b>	<b>\$ 2,944.14</b>
<b>MANAGERIAL EXPENSES</b>						
Audit	\$ 10,000.00	\$ 10,000.00	\$ 9,750.00	\$ 9,500.00	\$ 9,200.00	\$ 9,612.50
Legal Services	\$ 2,143.75	\$ 4,500.00	\$ 2,528.50	\$ 12,033.24	\$ 1,663.75	\$ 5,181.37
Office Supplies, General	\$ 596.84	\$ 795.79	\$ 1,228.42	\$ 675.92	\$ 829.05	\$ 882.29
Office Equipment Supplies	\$ 506.29	\$ 675.05	\$ 134.56	\$ 77.33	\$ 47.77	\$ 233.68
Office Equipment Purchase	\$ -	\$ -	\$ -	\$ 488.69	\$ 918.75	\$ 351.86
Dues	\$ 499.12	\$ 665.49	\$ 1,380.40	\$ 1,468.95	\$ 1,774.14	\$ 1,322.25
Administrative Directive	\$ 163.57	\$ 218.09	\$ 243.56	\$ 432.82	\$ 341.82	\$ 309.07
Sickness & Accident	\$ 3,292.00	\$ 4,389.33	\$ 3,173.00	\$ 3,591.00		\$ 2,788.33
Long/Short Term	\$ 2,337.38	\$ 3,116.51	\$ -	\$ -	\$ -	\$ 779.13
EAP	\$ 310.00	\$ 310.00	\$ -	\$ 434.88	\$ 652.32	\$ 349.30
Department Coverage	\$ 23,290.00	\$ 23,290.00	\$ 21,104.00	\$ 20,894.00	\$ 15,957.00	\$ 20,311.25
Direct Deposit Fees	\$ 615.75	\$ 821.00	\$ 688.00	\$ 598.50	\$ 589.75	\$ 674.31
Awards & Recognitions	\$ 1,242.93	\$ 1,657.24	\$ 1,788.90	\$ 1,874.39	\$ 2,564.00	\$ 1,971.13
<b>TOTAL</b>		<b>\$ 50,438.51</b>	<b>\$ 42,019.34</b>	<b>\$ 52,069.72</b>	<b>\$ 34,538.35</b>	<b>\$ 44,766.48</b>

## Hellsgate Fire Department FY 2024

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
FF/EMT	\$ 46,542	\$ 48,222	\$ 49,963	\$ 51,767	\$ 53,635	\$ 55,572	\$ 57,578	\$ 59,656	\$ 61,810	\$ 64,041
HRLY	\$ 15.57	\$ 16.13	\$ 16.71	\$ 17.31	\$ 17.94	\$ 18.59	\$ 19.26	\$ 19.95	\$ 20.67	\$ 21.42
FF/CEP	\$ 52,542	\$ 54,222	\$ 55,963	\$ 57,767	\$ 59,635	\$ 61,572	\$ 63,578	\$ 65,656	\$ 67,810	\$ 70,041
HRLY	\$ 17.57	\$ 18.13	\$ 18.72	\$ 19.32	\$ 19.94	\$ 20.59	\$ 21.26	\$ 21.96	\$ 22.68	\$ 23.43
ENG/EMT	\$ 54,725	\$ 56,701	\$ 58,747	\$ 60,868	\$ 63,066	\$ 65,342	\$ 67,701	\$ 70,145	\$ 72,677	\$ 75,301
HRLY	\$ 18.30	\$ 18.96	\$ 19.65	\$ 20.36	\$ 21.09	\$ 21.85	\$ 22.64	\$ 23.46	\$ 24.31	\$ 25.18
ENG/CEP	\$ 60,725	\$ 62,701	\$ 64,747	\$ 66,868	\$ 69,066	\$ 71,342	\$ 73,701	\$ 76,145	\$ 78,677	\$ 81,301
HRLY	\$ 20.70	\$ 20.97	\$ 21.65	\$ 22.36	\$ 23.10	\$ 23.86	\$ 24.65	\$ 25.47	\$ 26.31	\$ 27.19
Capt/EMT	\$ 64,136	\$ 66,451	\$ 68,850	\$ 71,336	\$ 73,911	\$ 76,579	\$ 79,344	\$ 82,208	\$ 85,176	\$ 88,250
HRLY	\$ 21.45	\$ 22.22	\$ 23.03	\$ 23.86	\$ 24.72	\$ 25.61	\$ 26.54	\$ 27.49	\$ 28.49	\$ 29.52
Capt/CEP	\$ 70,136	\$ 72,451	\$ 74,850	\$ 77,336	\$ 79,911	\$ 82,579	\$ 85,344	\$ 88,208	\$ 91,176	\$ 94,250
HRLY	\$ 23.46	\$ 24.23	\$ 25.03	\$ 25.86	\$ 26.73	\$ 27.62	\$ 28.54	\$ 29.50	\$ 30.49	\$ 31.52
Bus Man	\$ 62,850	\$ 65,119	\$ 67,470	\$ 69,905	\$ 72,429	\$ 75,044	\$ 77,753	\$ 80,560	\$ 83,468	\$ 86,481
HRLY	\$ 30.22	\$ 31.31	\$ 32.44	\$ 33.61	\$ 34.82	\$ 36.08	\$ 37.38	\$ 38.73	\$ 40.13	\$ 41.58
Fire Chief	\$ 89,811	\$ 93,053	\$ 96,412	\$ 99,893	\$ 103,499	\$ 107,235	\$ 111,107	\$ 115,117	\$ 119,273	\$ 123,579
HRLY	\$ 43.18	\$ 44.74	\$ 46.35	\$ 48.03	\$ 49.76	\$ 51.56	\$ 53.42	\$ 55.34	\$ 57.34	\$ 59.41

\*\$6,000 for medic stipend / each step = a 3.61% increase

Reserves	Medic	\$ 22.00
	EMT	\$ 17.50

### Current Scale

Pay Scale Comparisons	Step 1		Step 10		Step 1		Step 10		Step 1		Step 10		Step 1		Step 10	
	Eng/EMT		Eng/Medic		Capt/EMT		Capt/Medic		Business Man							
Pine-Strawberry	\$ 66,438	\$ 77,471	\$ 71,700	\$ 82,733	\$ 81,328	\$ 93,019	\$ 86,590	\$ 98,281	\$ 56,992	\$ 76,149						
Pinetop			\$ 61,223	\$ 84,747			\$ 72,863	\$ 100,860								
Heber-Overgaard	\$ 54,747	\$ 82,703	\$ 64,734	\$ 92,690	\$ 64,494	\$ 97,444	\$ 74,481	\$ 107,431								
Copper Canyon	\$ 55,764	\$ 72,777	\$ 62,491	\$ 79,504	\$ 65,810	\$ 85,873	\$ 72,537	\$ 92,600	\$ 78,957	\$ 103,043						
Verde Valley	\$ 58,335	\$ 72,866	\$ 65,063	\$ 79,594	\$ 72,777	\$ 90,896	\$ 79,505	\$ 97,624	\$ 81,711	\$ 102,046						
Hellsgate	\$ 54,725	\$ 75,301	\$ 60,725	\$ 81,301	\$ 64,136	\$ 88,250	\$ 70,136	\$ 94,250	\$ 62,850	\$ 86,481						
<b>Average</b>	<b>\$ 58,002</b>	<b>\$ 76,224</b>	<b>\$ 64,323</b>	<b>\$ 83,428</b>	<b>\$ 69,709</b>	<b>\$ 91,096</b>	<b>\$ 76,019</b>	<b>\$ 98,508</b>	<b>\$ 70,128</b>	<b>\$ 91,930</b>						
Difference	\$ 3,277	\$ 923	\$ 3,598	\$ 2,127	\$ 5,573	\$ 2,846	\$ 5,883	\$ 4,258	\$ 7,278	\$ 5,449						
<b>Curve Average</b>	<b>\$ 56,282</b>	<b>\$ 75,213</b>	<b>\$ 63,378</b>	<b>\$ 82,094</b>	<b>\$ 67,694</b>	<b>\$ 90,722</b>	<b>\$ 74,847</b>	<b>\$ 97,754</b>	<b>\$ 70,904</b>	<b>\$ 94,264</b>						
Difference	\$ 1,557	\$ (88)	\$ 2,653	\$ 793	\$ 3,558	\$ 2,472	\$ 4,711	\$ 3,504	\$ 8,054	\$ 7,783						

### Proposed Scale

Pay Scale Comparisons	Step 1		Step 10		Step 1		Step 10		Step 1		Step 10		Step 1		Step 10	
	Eng/EMT		Eng/Medic		Capt/EMT		Capt/Medic		Business Man							
Pine-Strawberry	\$ 66,438	\$ 77,471	\$ 71,700	\$ 82,733	\$ 81,328	\$ 93,019	\$ 86,590	\$ 98,281	\$ 56,992	\$ 76,149						
Pinetop			\$ 61,223	\$ 84,747			\$ 72,863	\$ 100,860								
Heber-Overgaard	\$ 54,747	\$ 82,703	\$ 64,734	\$ 92,690	\$ 64,494	\$ 97,444	\$ 74,481	\$ 107,431								
Copper Canyon	\$ 55,764	\$ 72,777	\$ 62,491	\$ 79,504	\$ 65,810	\$ 85,873	\$ 72,537	\$ 92,600	\$ 78,957	\$ 103,043						
Verde Valley	\$ 58,335	\$ 72,866	\$ 65,063	\$ 79,594	\$ 72,777	\$ 90,896	\$ 79,505	\$ 97,624	\$ 81,711	\$ 102,046						
Hellsgate	\$ 58,500	\$ 75,335	\$ 64,500	\$ 81,335	\$ 70,500	\$ 90,788	\$ 76,500	\$ 96,788	\$ 67,155	\$ 86,480						
<b>Average</b>	<b>\$ 58,757</b>	<b>\$ 76,230</b>	<b>\$ 64,952</b>	<b>\$ 83,434</b>	<b>\$ 70,982</b>	<b>\$ 91,604</b>	<b>\$ 77,079</b>	<b>\$ 98,931</b>	<b>\$ 71,204</b>	<b>\$ 91,930</b>						
Difference	\$ 257	\$ 895	\$ 452	\$ 2,099	\$ 482	\$ 816	\$ 579	\$ 2,143	\$ 4,049	\$ 5,450						
<b>Curve Average</b>	<b>\$ 57,533</b>	<b>\$ 75,224</b>	<b>\$ 64,197</b>	<b>\$ 82,102</b>	<b>\$ 69,696</b>	<b>\$ 91,568</b>	<b>\$ 75,837</b>	<b>\$ 98,388</b>	<b>\$ 73,056</b>	<b>\$ 94,263</b>						
Difference	\$ (967)	\$ (111)	\$ (303)	\$ 767	\$ (804)	\$ 780	\$ (663)	\$ 1,600	\$ 5,901	\$ 7,783						



## Comparison FY 2025

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
FF/EMT	\$ 49,500	\$ 50,911	\$ 52,362	\$ 53,854	\$ 55,389	\$ 56,967	\$ 58,591	\$ 60,261	\$ 61,978	\$ 63,745
HRLY	\$ 16.56	\$ 17.03	\$ 17.51	\$ 18.01	\$ 18.52	\$ 19.05	\$ 19.60	\$ 20.15	\$ 20.73	\$ 21.32
FF/CEP	\$ 55,500	\$ 56,911	\$ 58,362	\$ 59,854	\$ 61,389	\$ 62,967	\$ 64,591	\$ 66,261	\$ 67,978	\$ 69,745
HRLY	\$ 18.56	\$ 19.03	\$ 19.52	\$ 20.02	\$ 20.53	\$ 21.06	\$ 21.60	\$ 22.16	\$ 22.74	\$ 23.33
ENG/EMT	\$ 58,500	\$ 60,167	\$ 61,882	\$ 63,646	\$ 65,460	\$ 67,325	\$ 69,244	\$ 71,217	\$ 73,247	\$ 75,335
HRLY	\$ 19.57	\$ 20.12	\$ 20.70	\$ 21.29	\$ 21.89	\$ 22.52	\$ 23.16	\$ 23.82	\$ 24.50	\$ 25.20
ENG/CEP	\$ 64,500	\$ 66,167	\$ 67,882	\$ 69,646	\$ 71,460	\$ 73,325	\$ 75,244	\$ 77,217	\$ 79,247	\$ 81,335
HRLY	\$ 20.70	\$ 22.13	\$ 22.70	\$ 23.29	\$ 23.90	\$ 24.52	\$ 25.17	\$ 25.83	\$ 26.50	\$ 27.20
Capt/EMT	\$ 70,500	\$ 72,509	\$ 74,576	\$ 76,701	\$ 78,887	\$ 81,135	\$ 83,448	\$ 85,826	\$ 88,272	\$ 90,788
HRLY	\$ 23.58	\$ 24.25	\$ 24.94	\$ 25.65	\$ 26.38	\$ 27.14	\$ 27.91	\$ 28.70	\$ 29.52	\$ 30.36
Capt/CEP	\$ 76,500	\$ 78,509	\$ 80,576	\$ 82,701	\$ 84,887	\$ 87,135	\$ 89,448	\$ 91,826	\$ 94,272	\$ 96,788
HRLY	\$ 25.59	\$ 26.26	\$ 26.95	\$ 27.66	\$ 28.39	\$ 29.14	\$ 29.92	\$ 30.71	\$ 31.53	\$ 32.37
Bus Man	\$ 67,155	\$ 69,069	\$ 71,037	\$ 73,062	\$ 75,144	\$ 77,286	\$ 79,488	\$ 81,754	\$ 84,084	\$ 86,480
HRLY	\$ 32.29	\$ 33.21	\$ 34.15	\$ 35.13	\$ 36.13	\$ 37.16	\$ 38.22	\$ 39.30	\$ 40.42	\$ 41.58
Fire Chief	\$ 95,750	\$ 98,479	\$ 101,286	\$ 104,172	\$ 107,141	\$ 110,195	\$ 113,335	\$ 116,565	\$ 119,887	\$ 123,304
HRLY	\$ 46.03	\$ 47.35	\$ 48.69	\$ 50.08	\$ 51.51	\$ 52.98	\$ 54.49	\$ 56.04	\$ 57.64	\$ 59.28

\*\$6,000 for medic stipend / each step = a 2.85% increase

Reserves	Medic	\$ 22.00
	EMT	\$ 17.50

# Pine - Strawberry

Rank		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Firefighter	10	17.71	18.09	18.48	18.86	19.24	19.63	20.01	20.39	20.78	21.16
Engineer	20	22.22	22.63	23.04	23.45	23.86	24.27	24.68	25.09	25.50	25.91
Fire Captain	30	27.20	27.63	28.07	28.50	28.94	29.37	29.81	30.24	30.67	31.11
Admin Assistant	40	20.55	21.20	21.85	22.50	23.16	23.81	24.46	25.11	25.76	26.42
Office manager	50	26.30	27.22	28.13	29.06	29.97	30.89	31.81	32.73	33.64	34.57
Business Manager	60	27.40	28.42	29.45	30.47	31.49	32.52	33.54	34.56	35.58	36.61

Pine top

POSITION	Annual Hrs	Rate	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12
FF/EMT	2990	Reg	\$17.15	\$17.67	\$18.20	\$18.74	\$19.31	\$19.88	\$20.48	\$21.10	\$21.73	\$22.38	\$23.05	\$23.74
		OT	\$25.73	\$26.51	\$27.30	\$28.11	\$28.97	\$29.82	\$30.72	\$31.65	\$32.60	\$33.57	\$34.58	\$35.61
	2080	Reg	\$24.66	\$25.40	\$26.16	\$26.94	\$27.75	\$28.58	\$29.44	\$30.32	\$31.23	\$32.17	\$33.13	\$34.13
		OT	\$36.99	\$38.10	\$39.24	\$40.41	\$41.63	\$42.87	\$44.16	\$45.48	\$46.85	\$48.26	\$49.70	\$51.20
<b>Total Annual Estimate</b>			<b>\$51,273.64</b>	<b>\$52,811.85</b>	<b>\$54,396.20</b>	<b>\$56,028.09</b>	<b>\$57,708.93</b>	<b>\$59,440.20</b>	<b>\$61,223.41</b>	<b>\$63,060.11</b>	<b>\$64,951.91</b>	<b>\$66,900.47</b>	<b>\$68,907.48</b>	<b>\$70,974.71</b>
Engineer	2990	Reg	\$20.48	\$21.10	\$21.73	\$22.38	\$23.05	\$23.74	\$24.45	\$25.19	\$25.94	\$26.72	\$27.52	\$28.35
		OT	\$30.72	\$31.65	\$32.60	\$33.57	\$34.58	\$35.61	\$36.68	\$37.79	\$38.91	\$40.08	\$41.28	\$42.53
	2080	Reg	\$29.44	\$30.32	\$31.23	\$32.17	\$33.13	\$34.13	\$35.15	\$36.21	\$37.29	\$38.41	\$39.56	\$40.75
		OT	\$44.16	\$45.48	\$46.85	\$48.26	\$49.70	\$51.20	\$52.73	\$54.32	\$55.94	\$57.62	\$59.34	\$61.13
<b>Total Annual Estimate</b>			<b>\$61,222.77</b>	<b>\$63,059.45</b>	<b>\$64,951.24</b>	<b>\$66,899.77</b>	<b>\$68,906.77</b>	<b>\$70,973.97</b>	<b>\$73,103.19</b>	<b>\$75,296.28</b>	<b>\$77,555.17</b>	<b>\$79,881.83</b>	<b>\$82,278.28</b>	<b>\$84,746.63</b>
Captain	2990	Reg	\$24.37	\$25.11	\$25.86	\$26.63	\$27.43	\$28.26	\$29.10	\$29.98	\$30.87	\$31.80	\$32.75	\$33.74
		OT	\$36.56	\$37.67	\$38.79	\$39.95	\$41.15	\$42.39	\$43.65	\$44.97	\$46.31	\$47.70	\$49.13	\$50.61
	2080	Reg	\$35.04	\$36.09	\$37.17	\$38.28	\$39.43	\$40.61	\$41.83	\$43.09	\$44.38	\$45.71	\$47.08	\$48.50
		OT	\$52.56	\$54.14	\$55.76	\$57.42	\$59.15	\$60.92	\$62.75	\$64.64	\$66.57	\$68.57	\$70.62	\$72.75
<b>Total Annual Estimate</b>			<b>\$72,863.39</b>	<b>\$75,049.29</b>	<b>\$77,300.77</b>	<b>\$79,619.79</b>	<b>\$82,008.38</b>	<b>\$84,468.63</b>	<b>\$87,002.69</b>	<b>\$89,612.77</b>	<b>\$92,301.16</b>	<b>\$95,070.19</b>	<b>\$97,922.30</b>	<b>\$100,859.97</b>
Finance/Administration Specialist	2080	Reg	\$19.88	\$20.47	\$21.09	\$21.72	\$22.37	\$23.04	\$23.73	\$24.44	\$25.18	\$25.93	\$26.71	\$27.51
		OT	\$29.82	\$30.71	\$31.64	\$32.58	\$33.56	\$34.56	\$35.60	\$36.66	\$37.77	\$38.90	\$40.07	\$41.27
<b>Total Annual Estimate</b>			<b>\$41,332.20</b>	<b>\$42,572.17</b>	<b>\$43,849.33</b>	<b>\$45,164.81</b>	<b>\$46,519.76</b>	<b>\$47,915.35</b>	<b>\$49,352.81</b>	<b>\$50,833.39</b>	<b>\$52,358.39</b>	<b>\$53,929.15</b>	<b>\$55,547.02</b>	<b>\$57,213.43</b>
Public Ed/Fire Marshall	2080	Reg	\$36.06	\$37.14	\$38.26	\$39.40	\$40.59	\$41.80	\$43.06	\$44.35	\$45.68	\$47.05	\$48.46	\$49.92
		OT	\$54.09	\$55.71	\$57.39	\$59.10	\$60.89	\$62.70	\$64.59	\$66.53	\$68.52	\$70.58	\$72.69	\$74.88
<b>Total Annual Estimate</b>			<b>\$74,997.31</b>	<b>\$77,247.23</b>	<b>\$79,564.65</b>	<b>\$81,951.59</b>	<b>\$84,410.14</b>	<b>\$86,942.44</b>	<b>\$89,550.71</b>	<b>\$92,237.23</b>	<b>\$95,004.35</b>	<b>\$97,854.48</b>	<b>\$100,790.12</b>	<b>\$103,813.82</b>
Assistant Chief	2080	Reg	\$39.65	\$40.84	\$42.07	\$43.33	\$44.63	\$45.97	\$47.34	\$48.76	\$50.23	\$51.73	\$53.29	\$54.88
		OT	\$59.48	\$61.26	\$63.11	\$65.00	\$66.95	\$68.96	\$71.01	\$73.14	\$75.35	\$77.60	\$79.94	\$82.32
<b>Total Annual Estimate</b>			<b>\$82,463.43</b>	<b>\$84,937.33</b>	<b>\$87,485.45</b>	<b>\$90,110.01</b>	<b>\$92,813.31</b>	<b>\$95,597.71</b>	<b>\$98,465.65</b>	<b>\$101,419.61</b>	<b>\$104,462.20</b>	<b>\$107,596.07</b>	<b>\$110,823.95</b>	<b>\$114,148.67</b>
Fire Chief	2080	Reg	\$50.52	\$52.04	\$53.60	\$55.21	\$56.86	\$58.57	\$60.33	\$62.14	\$64.00	\$65.92	\$67.90	\$69.93
		OT	\$75.78	\$78.06	\$80.40	\$82.82	\$85.29	\$87.86	\$90.50	\$93.21	\$96.00	\$98.88	\$101.85	\$104.90

Heber Overgaard Fire District  
Division of Administration



2023-2024 WAGE SCALE													
			COLA 8.70%		3.5%		Step Increase		admin 2080		crew 2990		
			1.087										
Salary Range	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13
Admin	21.15 43,998.28	21.89 45,538.22	22.66 47,132.06	23.45 48,781.68	24.27 50,489.04	25.12 52,256.16	26.00 54,085.12	26.91 55,978.10	27.85 57,937.33	28.83 59,965.14	29.84 62,063.92	30.88 64,236.16	31.96 66,484.42
FF/EMT	17.14 51,254.55	17.74 53,048.46	18.36 54,905.16	19.01 56,826.84	19.67 58,815.78	20.36 60,874.33	21.07 63,004.93	21.81 65,210.10	22.57 67,492.45	23.36 69,854.69	24.18 \$ 72,299.60	25.03 \$ 74,830.09	25.90 \$ 77,449.14
Engineer EMT	18.31 54,732.19	18.95 56,647.82	19.61 58,630.49	20.30 60,682.56	21.01 62,806.45	21.74 65,004.67	22.50 67,279.84	23.29 69,634.63	24.10 72,071.84	24.95 74,594.36	25.82 77,205.16	26.72 79,907.34	27.66 82,704.10
Captain	21.57 64,482.58	22.32 66,739.47	23.10 69,075.35	23.91 71,492.99	24.75 73,995.24	25.61 76,585.08	26.51 79,265.55	27.44 82,039.85	28.40 84,911.24	29.39 87,883.14	30.42 90,959.05	31.49 94,142.61	32.59 97,437.60
Battalion Chief	23.46 70,145.40	24.28 72,597.20	25.13 75,138.70	26.01 77,769.90	26.92 80,490.80	27.86 83,301.40	28.84 86,231.60	29.84 89,221.60	30.89 92,361.10	31.97 95,590.30	33.09 98,939.10	34.25 102,407.50	35.45 105,995.50
Fire Chief	76,993.54 37.02	79,688.31 38.31	82,477.40 39.65	85,364.11 41.04	88,351.85 42.48	91,444.17 43.96	94,644.71 45.50	97,957.28 47.09	101,385.78 48.74	104,934.29 50.45	108,606.99 52.21	112,408.23 54.04	116,342.52 55.93

Reserve, Volunteer, & Receptionist Pay:			
Reserve FF/CEP	Per/Hr	\$22.00	Volunteer CEP 12 hr Shift \$35.00
Reserve FF/EMT	Per/Hr	\$17.00	Volunteer EMT 12 hr Shift \$30.00
			Receptionist \$16.00 hourly

FireFighter Skills Stipends:	Total	Hourly - FF	Hourly - Staff	Max		Total	Hourly - FF	Hourly - Staff	Max
EMT-STAFF	\$ 2,000	XX	\$ 0.96	2	CEP	\$ 10,000	\$ 3.34	\$ 4.81	14
CPR Instructor	\$ 600	\$ 0.20	\$ 0.29	10	Fire Inst/Evaluator I	\$ 1,200	\$ 0.40	\$ 0.58	10
Fire Inspector I	\$ 1,200	\$ 0.40	\$ 0.58	5	Fire Inst/Evaluator II	\$ 1,800	\$ 0.60	\$ 0.87	3
Fire Inspector II	\$ 1,800	\$ 0.60	\$ 0.87	3	HazMat Technician	\$ 1,200	\$ 0.40	\$ 0.58	7
Arson Investigator FIT	\$ 600	\$ 0.20	\$ 0.29	2	Tech Rescue Tech	\$ 1,200	\$ 0.40	\$ 0.58	7
Arson Investigator CFI	\$ 1,800	\$ 0.60	\$ 0.87	2	Mechanic	\$ 1,200	\$ 0.40	\$ 0.58	2

2023 - 2024 Stepscale		Hourly									
Copper Canyon Fire & Medical Step Scale											
Rank		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Firefighter	Regular Rate	15.35	15.81	16.28	16.77	17.27	17.79	18.32	18.87	19.44	20.02
	FLSA Rate	23.03	23.72	24.42	25.16	25.91	26.69	27.48	28.31	29.16	30.03
Engineer	Regular Rate	18.65	19.21	19.79	20.38	20.99	21.62	22.27	22.94	23.63	24.34
	FLSA Rate	27.98	28.82	29.69	30.57	31.49	32.43	33.41	34.41	35.45	36.51
Captain	Regular Rate	22.01	22.67	23.35	24.05	24.77	25.51	26.28	27.07	27.88	28.72
	FLSA Rate	33.02	34.01	35.03	36.08	37.16	38.27	39.42	40.61	41.82	43.08
Battalion Chief	Regular Rate	26.41	27.20	28.02	28.86	29.73	30.62	31.54	32.49	33.46	34.46
	FLSA Rate	39.62	40.80	42.03	43.29	44.60	45.93	47.31	48.74	50.19	51.69
Division Chief - 40 hour	Regular Rate	37.96	39.10	40.28	41.49	42.74	44.02	45.34	46.70	48.10	49.54
Fire Marshal	Regular Rate	37.96	39.10	40.28	41.49	42.74	44.02	45.34	46.70	48.10	49.54
Fire Inspector	Regular Rate	22.07	22.73	23.40	24.11	24.83	25.57	26.34	27.13	27.95	28.78
Administrative Manager	Regular Rate	37.96	39.10	40.28	41.49	42.74	44.02	45.34	46.70	48.10	49.54
Administrative Payroll & Benefits Assistant	Regular Rate	20.16	20.76	21.38	22.02	22.68	23.36	24.06	24.78	25.52	26.29
Administrative Accounts Assistant	Regular Rate	20.16	20.76	21.38	22.02	22.68	23.36	24.06	24.78	25.52	26.29
Fleet Manager	Regular Rate	28.85	29.72	30.61	31.53	32.48	33.45	34.45	35.48	36.54	37.64
		CEPIP	NHZIP	SWRIP	GHZIP						
		2.25	0.55	0.55	1.10						

# Verde Valley Fire District

## Wage Scale Effective January 1, 2024

		Probationary	1	2	3	4	5	6	7	8	9	10
<b>Reserve Firefighter</b>	<b>SQ</b>		\$ 14.35	\$ 14.28								
<b>Firefighter</b>	<b>FF</b>	\$ 15.14	\$ 15.52	\$ 15.91	\$ 16.31	\$ 16.72	\$ 17.14	\$ 17.57	\$ 18.01	\$ 18.46	\$ 18.92	\$ 19.39
*EMT estimated annual wages		\$ 47,267	\$ 48,453	\$ 49,671	\$ 50,920	\$ 52,200	\$ 53,511	\$ 54,854	\$ 56,227	\$ 57,632	\$ 59,068	\$ 60,536
*CEP estimated annual wages		\$ 54,292	\$ 55,478	\$ 56,696	\$ 57,944	\$ 59,224	\$ 60,536	\$ 61,878	\$ 63,252	\$ 64,657	\$ 66,093	\$ 67,560
<b>Engineer</b>	<b>ENG</b>		\$ 19.51	\$ 20.00	\$ 20.50	\$ 21.01	\$ 21.54	\$ 22.08	\$ 22.63	\$ 23.20	\$ 23.78	\$ 24.37
*EMT estimated annual wages		\$ 60,910	\$ 62,440	\$ 64,001	\$ 65,593	\$ 67,248	\$ 68,934	\$ 70,651	\$ 72,430	\$ 74,241	\$ 76,083	
*CEP estimated annual wages		\$ 67,935	\$ 69,465	\$ 71,026	\$ 72,618	\$ 74,272	\$ 75,958	\$ 77,675	\$ 79,455	\$ 81,266	\$ 83,108	
<b>Captain</b>	<b>CAP</b>		\$ 24.34	\$ 24.95	\$ 25.57	\$ 26.21	\$ 26.87	\$ 27.54	\$ 28.23	\$ 28.94	\$ 29.66	\$ 30.40
*EMT estimated annual wages		\$ 75,989	\$ 77,894	\$ 79,830	\$ 81,828	\$ 83,888	\$ 85,980	\$ 88,134	\$ 90,351	\$ 92,599	\$ 94,909	
*CEP estimated annual wages		\$ 83,014	\$ 84,918	\$ 86,854	\$ 88,852	\$ 90,913	\$ 93,004	\$ 95,159	\$ 97,375	\$ 99,623	\$ 101,933	
<b>Battalion Chief</b>	<b>BC</b>		\$ 30.44	\$ 31.20	\$ 31.98	\$ 32.78	\$ 33.60	\$ 34.44	\$ 35.30	\$ 36.18	\$ 37.08	\$ 38.01
*EMT estimated annual wages		\$ 95,034	\$ 97,406	\$ 99,842	\$ 102,339	\$ 104,899	\$ 107,522	\$ 110,207	\$ 112,954	\$ 115,764	\$ 118,667	
*CEP estimated annual wages		\$ 102,058	\$ 104,431	\$ 106,866	\$ 109,364	\$ 111,924	\$ 114,546	\$ 117,231	\$ 119,978	\$ 122,788	\$ 125,692	
<b>Assistant Chief</b>	<b>AC</b>		\$ 87,087	\$ 89,264	\$ 91,496	\$ 93,783	\$ 96,128	\$ 98,531	\$ 100,994	\$ 103,519	\$ 106,107	\$ 108,760
<b>EMS Coordinator</b>	<b>EMS</b>		\$ 24.34	\$ 24.95	\$ 25.57	\$ 26.21	\$ 26.87	\$ 27.54	\$ 28.23	\$ 28.94	\$ 29.66	\$ 30.40
*estimated annual wages		\$ 50,627	\$ 51,896	\$ 53,186	\$ 54,517	\$ 55,890	\$ 57,283	\$ 58,718	\$ 60,195	\$ 61,693	\$ 63,232	
<b>Fire Inspector</b>	<b>FI</b>		\$ 24.34	\$ 24.95	\$ 25.57	\$ 26.21	\$ 26.87	\$ 27.54	\$ 28.23	\$ 28.94	\$ 29.66	\$ 30.40
*estimated annual wages		\$ 50,627	\$ 51,896	\$ 53,186	\$ 54,517	\$ 55,890	\$ 57,283	\$ 58,718	\$ 60,195	\$ 61,693	\$ 63,232	
<b>Fire Marshal</b>	<b>FM</b>		\$ 55,402	\$ 56,787	\$ 58,207	\$ 59,662	\$ 61,154	\$ 62,683	\$ 64,250	\$ 65,856	\$ 67,502	\$ 69,190
<b>Support Staff</b>	<b>SS</b>		\$ 14.35	\$ 14.71	\$ 15.08	\$ 15.46	\$ 15.85	\$ 16.25	\$ 16.66	\$ 17.08	\$ 17.51	\$ 17.95
<b>Administrative Specialist</b>	<b>AS</b>		\$ 21.29	\$ 21.82	\$ 22.37	\$ 22.93	\$ 23.50	\$ 24.09	\$ 24.69	\$ 25.31	\$ 25.94	\$ 26.59
*estimated annual wages		\$ 44,283	\$ 45,386	\$ 46,530	\$ 47,694	\$ 48,880	\$ 50,107	\$ 51,355	\$ 52,645	\$ 53,955	\$ 55,307	
<b>Finance Assistant</b>	<b>FA</b>		\$ 22.02	\$ 22.57	\$ 23.13	\$ 23.71	\$ 24.30	\$ 24.91	\$ 25.53	\$ 26.17	\$ 26.82	\$ 27.49
*estimated annual wages		\$ 45,802	\$ 46,946	\$ 48,110	\$ 49,317	\$ 50,544	\$ 51,813	\$ 53,102	\$ 54,434	\$ 55,786	\$ 57,179	
<b>Administrative Manager</b>	<b>AM</b>		\$ 81,711	\$ 83,754	\$ 85,848	\$ 87,994	\$ 90,194	\$ 92,449	\$ 94,760	\$ 97,129	\$ 99,557	\$ 102,046



## Fiscal Year 2025 Employee Payroll Rates Current Scale

Employee Name	Full-Time	Bobbi Doss	Jeff Yungkans	Brian Wiggins	Full-Time	Full-Time	Sean Minniss	Angie Lecher
Classification	Chief	Captain 1	Captain 2	Captain 3	Engineer 1	Engineer 2	Engineer 3	Administrative
Type of Pay	Exempt	Non-Exempt	Non-Exempt	Non-Exempt	Non-Exempt	Non-Exempt	Non-Exempt	Non-Exempt
FLSA Work Period Annual Hours		2990	2990	2990	2990	2990	2990	2080
<b>Yearly Salary</b>	<b>\$ 89,811</b>	<b>\$ 91,176</b>	<b>\$ 82,579</b>	<b>\$ 77,336</b>	<b>\$ 60,725</b>	<b>\$ 54,725</b>	<b>\$ 64,747</b>	<b>\$ 86,481</b>
Average Bi-Weekly Pay	\$ 3,454	\$ 3,507	\$ 3,176	\$ 2,974	\$ 2,336	\$ 2,105	\$ 2,490	\$ 3,326
<b>Hourly Wage</b>	<b>\$ 43.18</b>	<b>\$ 30.49</b>	<b>\$ 27.62</b>	<b>\$ 25.86</b>	<b>\$ 20.31</b>	<b>\$ 18.30</b>	<b>\$ 21.65</b>	<b>\$ 41.58</b>
<b>OT Wages</b>	<b>\$ 64.77</b>	<b>\$ 45.74</b>	<b>\$ 41.43</b>	<b>\$ 38.80</b>	<b>\$ 30.46</b>	<b>\$ 27.45</b>	<b>\$ 32.48</b>	<b>\$ 62.37</b>
<b>Wage + Benefits</b>	<b>\$ 129,399</b>	<b>\$ 130,021</b>	<b>\$ 124,117</b>	<b>\$ 114,573</b>	<b>\$ 89,150</b>	<b>\$ 81,468</b>	<b>\$ 97,843</b>	<b>\$ 115,769</b>

Employee Cost								
Medical Coverage	\$ 9,910	\$ 9,910	\$ 9,910	\$ 9,910	\$ 9,910	\$ 9,910	\$ 9,910	\$ 9,910
Dependent Coverage	\$ 1,140	\$ -	\$ 5,195	\$ 100	\$ 100	\$ -	\$ -	\$ -
Pension (ASRS 12.12/PSPRS 14.62-8.89)	\$ 13,130	\$ 13,330	\$ 12,073	\$ 11,307	\$ 5,398	\$ 4,865	\$ 9,466	\$ 10,481
Pension PSPRS Unfunded 3.44%	\$ 3,089	\$ 3,136	\$ 2,841	\$ 2,660	\$ 2,089	\$ 1,883	\$ 2,227	\$ -
PSPRS DC Plan 401a 3%	\$ -	\$ -	\$ -	\$ 2,320	\$ 1,822	\$ 1,642	\$ 1,942	\$ -
ASRS LTD Post Tax Contribution .15%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130
457 b in lieu of Social Security 6.2%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,362
Short/Long Term/Life .006431%	\$ 578	\$ 586	\$ 531	\$ 497	\$ 391	\$ 352	\$ 416	\$ 556
Cancer Benefit	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ -
NFPA Annual Physicals	\$ 850	\$ 850	\$ 850	\$ 850	\$ 850	\$ 850	\$ 850	\$ -
Medicare 1.45%	\$ 1,302	\$ 1,322	\$ 1,197	\$ 1,121	\$ 881	\$ 794	\$ 939	\$ 1,254
Cell Phone Cost	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700
Clothing Allowance	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800
Workman's Comp 8.95%/.11%	\$ 8,038	\$ 8,160	\$ 7,391	\$ 6,922	\$ 5,435	\$ 4,898	\$ 5,795	\$ 95
<b>Total</b>	<b>\$ 39,588</b>	<b>\$ 38,845</b>	<b>\$ 41,538</b>	<b>\$ 37,237</b>	<b>\$ 28,425</b>	<b>\$ 26,743</b>	<b>\$ 33,096</b>	<b>\$ 29,288</b>
Burden %	44.08%	42.60%	50.30%	48.15%	46.81%	48.87%	51.12%	33.87%

### Fiscal Year 2025 Employee Payroll Rates w/Increase

Employee Name	Full-Time	Bobbi Doss	Jeff Yungkans	Brian Wiggins	Full-Time	Full-Time	Sean Minniss	Angie Lecher
Classification	Chief	Captain 1	Captain 2	Captain 3	Engineer 1	Engineer 2	Engineer 3	Administrative
Type of Pay	Exempt	Non-Exempt	Non-Exempt	Non-Exempt	Non-Exempt	Non-Exempt	Non-Exempt	Non-Exempt
FLSA Work Period Annual Hours		2990	2990	2990	2990	2990	2990	2080
<b>Yearly Salary</b>	\$ 95,750	\$ 94,272	\$ 87,135	\$ 82,701	\$ 64,500	\$ 58,500	\$ 67,882	\$ 86,481
Average Bi-Weekly Pay	\$ 3,683	\$ 3,626	\$ 3,351	\$ 3,181	\$ 2,481	\$ 2,250	\$ 2,611	\$ 3,326
<b>Hourly Wage</b>	\$ 46.03	\$ 31.53	\$ 29.14	\$ 27.66	\$ 21.57	\$ 19.57	\$ 22.70	\$ 41.58
<b>OT Wages</b>	\$ 69.05	\$ 47.29	\$ 43.71	\$ 41.49	\$ 32.36	\$ 29.35	\$ 34.05	\$ 62.37
<b>Wage + Benefits</b>	\$ 137,066	\$ 134,018	\$ 129,999	\$ 121,661	\$ 93,921	\$ 86,238	\$ 101,984	\$ 115,769

Employee Cost								
Medical Coverage	\$ 9,910	\$ 9,910	\$ 9,910	\$ 9,910	\$ 9,910	\$ 9,910	\$ 9,910	\$ 9,910
Dependent Coverage	\$ 1,140	\$ -	\$ 5,195	\$ 100	\$ 100	\$ -	\$ -	\$ -
Pension (ASRS 12.12/PSPRS 14.62-8.89)	\$ 13,999	\$ 13,783	\$ 12,739	\$ 12,091	\$ 5,734	\$ 5,201	\$ 9,924	\$ 10,481
Pension PSPRS Unfunded 3.44%	\$ 3,294	\$ 3,243	\$ 2,997	\$ 2,845	\$ 2,219	\$ 2,012	\$ 2,335	\$ -
PSPRS DC Plan 401a 3%	\$ -	\$ -	\$ -	\$ 2,481	\$ 1,935	\$ 1,755	\$ 2,036	\$ -
ASRS LTD Post Tax Contribution .15%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130
457 b in lieu of Social Security 6.2%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,362
Short/Long Term/Life .006431%	\$ 616	\$ 606	\$ 560	\$ 532	\$ 415	\$ 376	\$ 437	\$ 556
Cancer Benefit	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ -
NFPA Annual Physicals	\$ 850	\$ 850	\$ 850	\$ 850	\$ 850	\$ 850	\$ 850	\$ -
Medicare 1.45%	\$ 1,388	\$ 1,367	\$ 1,263	\$ 1,199	\$ 935	\$ 848	\$ 984	\$ 1,254
Cell Phone Cost	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700
Clothing Allowance	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800
Workman's Comp 8.95%/.11%	\$ 8,570	\$ 8,437	\$ 7,799	\$ 7,402	\$ 5,773	\$ 5,236	\$ 6,075	\$ 95
<b>Total</b>	\$ 41,316	\$ 39,746	\$ 42,864	\$ 38,960	\$ 29,421	\$ 27,738	\$ 34,102	\$ 29,288
Burden %	43.15%	42.16%	49.19%	47.11%	45.61%	47.42%	50.24%	33.87%



**HELLSGATE FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board  
FROM: Morey Morris, Fire Chief  
DATE: April 17, 2024  
SUBJECT: Fire Chief – Hiring Process  
ITEM #: 5. E.

REQUIRED ACTION:       Discussion Only       Formal Motion       Resolution

RECOMMENDED ACTION:       Approve       Conditional Approval       Deny

PRESENTED BY:       Administration       Fire Chief       Staff

REVIEWED BY:       Legal       Outside Consult

**BACKGROUND**

The board must decide on the methodology for evaluating candidates for the fire chief position.

In 2020, the procedure involved inviting candidates to complete a questionnaire and a budget exercise. These materials are enclosed for your consideration. Following the submission of their responses, the board reviewed them before inviting candidates to present their budget exercise and engage in a panel review. The panel comprised all board members, a labor representative, the business manager, and the incumbent chief.

**RECOMMENDED MOTION**

**No suggested motion. Board should discuss freely for ideas to be determined at the next board meeting.**

## QUESTIONS

1. Please explain why you are interested in the Hellsgate Fire Chief position and why you are looking to move on from your current position. (If you intend to keep working for your current employer, are they aware of your intentions)
2. Please provide one or more examples of a significant operational improvement in your organization (present or past). What role did you serve in implementing the improvements? How was this new program received by fellow employees?
3. How would your current, or most recent supervisor describe you and your abilities? How would your current, or most recent subordinates describe you?
4. Please describe any programs you have been involved in which focused on mentoring and employee development.
5. Please describe your approach to supervising subordinates and what level of delegation you are comfortable with.
6. Please describe your experience in developing AND managing a budget that you were responsible for, including your rank at the time, the amount in dollars and the number of budgets you developed.
7. Where do you see the Hellsgate Fire District in 5 years under your leadership? How would you direct the Hellsgate Fire District to accomplish those goals?
8. Please describe any experience, if any, in working directly with city council members, or fire district board members, and describe the relationship.
9. What will be your action plan for your first three months as fire chief for the Hellsgate Fire District?
10. How do you intend to balance workload of being a chief with the districts ability to only be able to fund a part time position?

# HELLSGATE FIRE DISTRICT FIRE CHIEF ASSESSMENT BUDGET EXERCISE CANDIDATE INSTRUCTIONS

As Fire Chief, you are responsible for the overall preparation of the annual operating budget for the District. If selected to become the new Fire Chief, you will come into the position with the budget set for the current fiscal year. However, within a fairly short time, it will be necessary for you to be giving thought to the budget planning process for the future. While many fire districts in Arizona were hit hard by the economic downturn in recent years, few experienced as significant of a decline in their budget as HFD. While the economy is beginning to improve and the District's assessed valuations have begun to rise, HFD continues to struggle to recover from the economic downturn and some poor financial management in the past. Thus, it is paramount that HFD continue to control costs and keep the District a solvent entity during the coming years, while striving to maintain acceptable service levels.

For purposes of this exercise, you are being provided with a copy of the current FY 2020/2021. Additionally, below is some further financial data that will be useful in your analysis and planning.

In an attempt to become familiar with your philosophies and strategies around financial planning and management, the Fire Board has asked that you prepare a written report outlining your strategic approach to financial planning and management for the next two upcoming fiscal years.

You are to submit your report via email to [ALecher@hellsgatefire.org](mailto:ALecher@hellsgatefire.org) no later than 0800 hours on August 19, 2020. The report will be provided to the Fire Board for their review prior to your scheduled interview.

Additionally, prior to your interview with the Fire Board, you will be asked to make a presentation to the Fire Board that outlines and explains what you have addressed in your written report. A computer and power point projector will be available; thus, you are asked to bring your presentation on a flash drive when you come for your interview. Your presentation should last no more than 30 minutes. You should expect that the members of the Board may opt to ask you questions either during or after your presentation, so please plan your time accordingly.

## ADDITIONAL FINANCIAL DATA

- Assessed Valuation is projected to increase 3% for each of the next two fiscal years. Recent AV history is as follows:

FY 2020/2021:	\$ 26,685,778
FY 2019/2020:	\$ 25,367,373
FY 2018/2019:	\$ 24,313,352
FY 2017/2018:	\$ 23,248,907

- HFD typically recognizes a 97% - 98% tax collection rate
- While current capital reserves are at \$296,000, it is anticipated that the District will have to spend \$196,382 of contingency monies in order to meet the operational expenses for the current fiscal year
- This fiscal year, HFD recognized a 1.8% decrease in group health insurance premiums. According to the broker, HFD is anticipating the rates should remain stable for at least the next year
- The District currently pays 100% of employee health insurance premiums but does not contribute to the dependent coverage premiums. The Fire Board has expressed concern that the District may not be able to continue the 100% contribution rate for employees, so they have mentioned the possibility of having employees pay a small portion of their own coverage. Part of the Fire Board's discussion was the idea of potentially using those savings to help fund future pay increases. Currently, the cost of providing 100% of employee coverage is approximately \$57,000
- Pension (PSPRS) costs are currently an average of 36.25% across the three tiers. PSPRS has indicated there is a possibility of rate increases for the next couple of years but there is no projections that the District can rely on
- As of July 1, 2020, HFD entered into a newly established Workers' Compensation pool for Arizona Fire Districts. While this resulted in a slight increase for the startup, it is anticipated that any potential increases next year should be minimal
- Over the past two years, HFD has phased in a new wage scale; as of this fiscal year, all current employees' pay rates have now been adjusted to fit into the scale. There have been no Step/Merit or COLA increases in recent years
- The City of Payson provides dispatch services for HFD. The District pays an annual fee of \$21,770 for the repeater plus a \$35/call fee. The contract has a built in annual increase of 4% on the flat fee
- Thus far in 2020, HFD has brought in over \$100,000 in wildland revenues; while July has been somewhat slow, it is anticipated that there will be some additional revenue from wildland fires throughout the remainder of the summer and fall. The District is hopeful that the wildland revenues will be able to cover a significant part of the contingency monies that will be needed to meet the operational expenses budgeted for the fiscal year
- The current tax rate is \$ 3.25

- The District currently has 8 full-time employees:
  - Fire Chief
  - Business Manager
  - 6 line personnel
    - 3 Captains
    - 2 Engineers
    - 1 Firefighter (anticipated to become an Engineer later this year)
  
- The stations are currently staffed as follows:
  - Station 21 (Star Valley) -- 2 personnel/shift
  - Station 22 (Tonto Village) -- unmanned
  - Station 32 (Meads Ranch) -- unmanned