



TIMBER MESA FIRE & MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened on March 24, 2025, at approximately 3:00 pm at the Timber Mesa Fire and Medical District Administration Building, located at 3561 East Deuce of Clubs, Show Low, AZ 85901.

BOARD MEETING

1. CALL TO ORDER

Chair Jamie Adams called the meeting to order at approximately 3:00 pm.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF BOARD MEMBERS

Chair Jamie Adams, Clerk Jim Molesa, Member Joseph (Joey) MacGregor and Member Roger Brown.

4. APPROVAL OF MINUTES

- a. Regular Session of February 24, 2025
- b. Executive Session of February 24, 2025
- c. Special Session of March 3, 2025

Member Jim Molesa moved to approve the Regular Session minutes from February 24, 2025 as presented and Member Joey MacGregor seconded. The vote was unanimously approved, and the motion passed.

Member Joey MacGregor moved to approve the Executive Session minutes from February 24, 2025 as presented and Member Roger Brown seconded. The vote was unanimously approved, and the motion passed.

Member Roger Brown moved to approve the Special Session minutes of March 3, 2025 as presented and Member Jim Molesa seconded. The vote was unanimously approved, and the motion passed.

5. CALL TO THE PUBLIC

None

6. EMPLOYEE RECOGNITION

None

7. REPORTS

- A. Fire Board Report – Member Roger Brown attended the wildfire presentation held at the Show Low Public Library. Good information given to the citizens. Thanked FM JD Pepper and Community Outreach/PIO Trinity Savage for a job well done.
- B. Fire Chief's Report – Report included in the packet. Chief Chevalier testified at the AZ State Senate regarding the affordability and availability of homeowners insurance. Appointed as the Vice President for Arizona Fire Chiefs Association. Still in Stage One fire restrictions.
- C. Administrative Services Report – Report included in the packet. Chief Livermore gave an update on the most recent firefighter/paramedic process. Interviews will be Wednesday, March 26, 2025. Recruitment continues to be a problem not only for TMFDM but nationwide for the fire service.
- D. Operations, Medical Services, and Training Report – Report included in packet. Chief Heisler updated the Board on few significant incidents. There were multiple brush and structure fires. Offers of help continue to be provided to those involved in the pediatric critical incident. Crews responded to a call involving a forklift rolling into a residence. Red flag conditions even with the small amount of moisture received.
- E. Prevention Report – Report included in the packet. Fire Marshal Pepper gave an update on the work being completed in the Buena Vista area in Show Low. Phase 3 will begin soon. Updated the Board on the data collected over the last two years for brush and structure fires investigated. Thanked Community Outreach/PIO Trinity Savage for the educational information provided to the citizens through social media.
- F. Logistic, Support Services and Fleet Maintenance report – Report included in the packet. Chief Wood is waiting for the soil testing results from Station 13. Will update when received. Construction project at Station 14 to remove fitness equipment out of the truck bay. Gave an update on the construction projects for the Administration building. Demonstrated the Thermal Imaging Cameras for the Board.

8. ANNOUNCEMENTS and CORRESPONDENCE

Wildfire Preparedness Expo March 29 from 11am – 2pm Blue Ridge School District Administration building

9. BUSINESS

- A. **Discussion and Possible Action: Vote to go into executive session pursuant to A.R.S. 38-431.03(A)(3) for legal advice and discussion for possible appointment of Fire Board Member pursuant to A.R.S. 38-431.03(A)(1)**

There were three applications received from the public for the open board member position. The individuals are Brian Goodman, L Jennette Larsen and Robert Baldwin. Chief Chevalier recommended a vote to enter into executive session.

Member Jim Molesa moved to go into Executive session pursuant to A.R.S. 38-431.03(A)(3) for legal advice and discussion for possible appointment of Fire Board Member pursuant to A.R.S. 38-431.03(A)(1) and Member Roger Brown seconded. The vote was unanimously approved, and the motion passed.

Thereafter, the Board entered into executive session at approximately 3:35 pm.

Thereafter, the Board reconvened the regular board meeting at approximately 5:19 pm.

B. Discussion and Possible Action: Selection of New Fire Board Member

The term for the open position is set to expire November 2026. Chair Jamie Adams explained the point system process to appoint the new board member. Votes were tabulated with Mr. Brian Goodman receiving the most votes. Chief Chevalier grateful for the candidates that submitted applications.

Member Jim Molesa moved to appoint Brian Goodman as a Fire Board member to complete the term that will expire November 2026. The new Fire Board Member shall be seated during the regular meeting in April and Member Joey MacGregor seconded. The vote was unanimously approved, and the motion passed.

C. Discussion and Possible Action: February 2025 Financial Reports

Gabe Buldra, Principal for James Vincent Group, presented the monthly financials for February 2025.

- Revenue for the month of February is \$973,327 which is \$131,426 over budget. Navajo County revenue for the month is \$281,405 which is under budget by \$67,519. Non-levy revenue is \$691,923 which is over budget by \$198,946. Ambulance revenue is over budget by \$53,464. Wildland revenue is over budget by \$147,744. Non-levy revenue is strong for the month of February with ambulance and wildland contributing.
- Expenses for February total \$1,382,765 which is over budget by \$19,137. Personnel costs are over budget \$42,707. Vehicles & Equipment is under budget by \$12,045, driven by timing of managed services. Managerial costs are under budget by \$8,752, driven by timing of professional services.
- Fiscal Year Revenue is \$16,383,669 which is \$2,404,604 over budget. Navajo County revenue is \$20,744 under budget. Ambulance revenue is \$1,109,935 over budget. Wildland revenue is \$1,108,748 over budget.
- YTD expense is \$12,520,014 which is \$307,217 over budget.
- Total Cash for February is \$8,737,670 which is \$2,121,945 higher compared to February 2024.

Chair Jamie Adams moved that we approve the financial reports for the month of February 2025 as presented and Member Jim Molesa seconded. The vote was unanimously approved, and the motion passed.

D. Budget Study Session: James Vincent Group and Staff will present factors affecting budget prepare including capital improvement projects and seek consensus direction from the Fire Board regarding budget development

Opened the study session at approximately 5:39 pm.

Gabe Buldra presented the budget review power point. This information was presented at the February board meeting. Review is a little more in-depth. Budget request are due Friday, March 28. Mr. Buldra explained Prop 117 funds. The District has limited sources of funding. The primary sources of funding were discussed. Member Jim Molesa asked if the District had access to information on the growth of the area with Chief Chevalier saying it is limited. The relationship with the Cities and County are improving. The PSPRS and ASRS percentages were reviewed. Discussion on the current number of steps on the wage scale and a COLA increase. This will continue to be part of the budget discussions. Workers Compensation saw a decrease. Mr. Buldra explained bonds, lease purchases and certificate of participation. Staff was asked about Station 19 in White Mountain Lakes. Any major changes are a few years down the road. Mr. Buldra said we are taking a slow approach in the budget process with more information provided at next month's meeting. No additional questions.

Closed the study session at approximately 6:10 pm.

E. Discussion and Possible Action: AZ DFFM Grant Agreement

The floor was turned over to Chief Livermore. The grant was awarded for fuels mitigation in the Buena Vista area in Show Low. This is the 3rd phase with the City of Show Low managing the first 2 phases. He explained the cost share percentages and how the funding works for the property owners. Chief Livermore was asked about the process of verifying the work being completed. He said TMFDM takes care of that. Asking for approval to sign the agreement between TMFDM and Department of Forestry and Fire Management.

Member Jim Molesa moved to approve acceptance of AZ DFFM Grant Agreement No. NFHF 24-204, and Member Roger Brown seconded. The vote was unanimously approved, and the motion carried.

F. Discussion and Possible Action: Capital Purchase of Fitness Equipment

Chief Wood stated that part of this year's planned capital projects, funds were set aside to purchase fitness equipment. This is an effort to replace older equipment as it enters end of life. The request includes 2 treadmills, 1 fitness bike and 1 stretch trainer.

Member Roger Brown moved to authorize staff to purchase fitness equipment, as presented, at a cost not to exceed \$14,595.86 and Member Jim Molesa seconded. The vote was unanimously approved, and the motion carried.

G. Discussion and Possible Action: Capital Purchase of Forcible Entry Training Door Kits

Chief Wood stated as part of the capital plan, funds were allocated to purchase training equipment. The District currently owns one door prop, but it isn't very portable. The purchase of these two doors would allow staff to move them around as needed for training. With multiple training props, crews will be able to get more training evolutions which will increase competency. Asking for approval to purchase 2 door props. Member Joey MacGregor asked if other quotes were received with Chief Wood saying this prop has been used by Training staff and these props fit the training needs.

Member Jim Molesa moved to authorize staff to purchase two forcible entry door kits from P.A.R. Training and Props LLC at an amount not to exceed \$8,945.48 and Chair Jamie Adams seconded. The votes was unanimously approved, and the motion carried.

H. Discussion and Possible Action: Capital Purchase of Thermal Imaging Cameras (TICs)

Chief Heisler stated this item is also part of the capital plan with fund set aside to purchase TICs. With the purchase of two more TICs, there would be reserve equipment, and the front-line units would be in a position to always have a camera available to use. The \$10,000.00 amount would cover the cost for two complete sets.

Chair Jamie Adams moved to authorize staff to purchase Thermal Imaging Cameras at an amount not to exceed \$10,000.00 and Member Roger Brown seconded. The vote was unanimously approved, and the motion carried.

I. Discussion and Possible Action: Capital Purchase of Station Furniture

The floor was turned over to Chief Wood. This request is to replace various station furniture at all stations. Initially furniture at Station 15 would be replaced but with the remodel project on hold, the money in the general facility fund would be used to replace furniture at all stations. The proposal would be to use \$15,865.00 to replace 10 recliners and 4 report room desks at Station 15 and 10 office chairs

for Stations 13, 14, 15 17 and 19. Approval of this request would ensure staff have necessary furniture to maintain a comfortable and functional working environment.

Member Roger Brown moved to authorize staff to proceed with the purchase of office furniture as presented, not exceeding \$15,865,00 and Member Jim Molesa seconded. The vote was unanimously approved, and the motion carried.

10. NEW AGENDA ITEMS

Budget

11. ADJOURNMENT

Thereafter, Chair Jamie Adams declared the public session adjourned at approximately 6:24 pm.


Board Clerk chair

4/28/25
Date