



## TIMBER MESA FIRE AND MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened June 22, 2020 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** Board Clerk Dennis Hughes called the meeting to order at approximately 3:00 pm.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF BOARD MEMBERS** – Clerk Dennis Hughes, Member Ed Lindquist, Member Amy Kay and Member Lynn Browne-Wagner (*telephonically*) were present.

4. **APPROVAL OF MINUTES**  
Regular Session of May 27, 2020

Member Amy Kay motioned to approve the Regular Session minutes from May 27, 2020, and Member Ed Lindquist seconded the motion. The vote was unanimous, and the motion carried.

5. **CALL TO THE PUBLIC**  
None

6. **REPORTS AND CORRESPONDENCE**

- A. Fire Board Report – none.
- B. Fire Chief's Report – Report included in the packet.
- C. Operations, Medical Services and Training Report – Clerk Dennis Hughes asked about various shift trainings and an explanation was given by the Training Division.
- D. Logistic, Support Services and Fleet Maintenance report – Report included in the packet.
- E. Prevention and Community Risk Reduction report – Report included in the packet. Explanation was given regarding Guardian Angel installation.

7. **ANNOUCEMENTS**

4<sup>th</sup> of July Parade and Freedom Festival have been canceled but the fireworks show will continue. No department picnic.

8. **BUSINESS**

- A. **Discussion and Possible Action: May 2020 Financial Report**

Gabe Buldra, Principal for James Vincent Group, referred the Board to the May 2020 Financial Report in the packets. Mr. Buldra discussed the Key Points of the report, which included Revenues and Expenditures for the month of May. Revenue was \$1,114,373 which was \$44,519 over budget. Expenses

were \$887,669 which was under by \$156,505. Year to date revenues are \$11,198,395 and expenses are \$10,229,148.

Member Ed Lindquist moved to approve the financial reports for the month of May 2020 as presented, and Clerk Dennis Hughes seconded the motion. The vote was unanimous, and the motion carried.

**B. Public Hearing: The Board will consider public comment concerning the Fiscal Year 2020-21 Fire District Budget**

Public hearing was opened at 3:18 pm.

No public input.

Public hearing was closed at 3:18 pm.

**C. Discussion and possible Action: Approval of the Fiscal Year 2020-21 Fire District Budget**

The floor was turned over to Chief Savage. Since the tentative approval of the budget from last month's meeting, no input from the public has been received. He reviewed the highlights from the budget. Chief Savage recommended that the Board approve the 2020-21 budget in the amount of \$13,088,506.

Member Amy Kay moved that we approve the fiscal year 2020-21 Fire District budget in the amount of \$13,088,506, and Member Lynn Browne-Wagner seconded the motion. The vote was unanimous, and the motion carried.

**D. Discussion and Possible Action: Engagement letter with William R DeHaan, Greenberg Traurig, LLP for bond counsel services**

Chief Savage referred the Board to the engagement letter in the packet. He introduced Mr. William DeHaan. Mr. DeHaan thanked the Board for hiring him. He informed the Board of his responsibilities. Discussion ensued regarding the taxes, the average impact to the citizens and information for the public.

Clerk Dennis Hughes moved that we approve the engagement letter with Attorney William R DeHaan and the firm Greenberg Traurig, LLP., for bond counsel services related to the possible general obligation bond election and sale, and Member Ed Lindquist seconded the motion. The vote was unanimous, and the motion carried.

**E. Discussion and Possible Action: Presentation from Staff and bond consultant concerning Bond committee proceedings, community survey results and bond committee recommendation as to Bond election**

Chief Savage introduced Mr. Paul Ulan. Mr. Ulan presented a power point to the Board and Staff containing the survey demographics. Clerk Dennis Hughes asked how the graphs compared to last years. Mr. Ulan stated that they were pretty much the same. Chief Savage referred the Board to the bond committee members listed in the packet. He said that they had meet twice in person and once digitally and that the committee voted unanimously to recommend pursuing voter approval. Chief Savage gave a brief description of the bond needs. There were no further questions from the Board.

**F. Discussion and possible Action: Consider and if deemed advisable, order and call a special Bond election to be held in and for the District on November 3, 2020**

Chief Savage referred the Board to Resolution #2020-0622 prepared by Mr. DeHaan that was included in the packet calling for an election to seek voter approval to issue general obligation bonds in the amount of \$18,935,000.

Clerk Dennis Hughes moved that we approve resolution #2020-0622 a Resolution of the District Board of Timber Mesa Fire and Medical District, ordering and calling a special bond election to be held on November 3, 2020, in and for Timber Mesa Fire and Medical District, to submit to the qualified electors thereof the question of selling and issuing general obligation bonds of Timber Mesa Fire and Medical District in the principle amount not to exceed \$18,935,000, and Member Amy Kay seconded the motion. The vote was unanimous, and the motion carried.

**G. Discussion and Possible Action: Approval of IGA with the Arizona Department of Transportation for the installation of traffic preemption technology at each controlled intersection within the Fire District**

Chief Chevalier informed the Board that Navajo County Attorney Jason Moore and Mr. Whittington have reviewed the IGA with Arizona Department of Transportation. The IGA is the same one for the City of Show Low and the Town of Pinetop-Lakeside. This document will be signed digitally by all parties. Mr. Whittington gave a recommendation on what the motion would need to include.

Clerk Dennis Hughes moved that we approve the Intergovernmental Agreement between the State of Arizona and the Timber Mesa Fire and Medical District to install and operate traffic preemption equipment at each of the controlled intersections in the Fire District and authorize the Fire Chief to make any minor changes as approved by legal counsel and authorize the Fire Chief to execute the agreement once modified, and Member Ed Lindquist seconded the motion. The vote was unanimous, and the motion carried.

**H. Discussion and Possible Action: Financial Policy 1335 – change policy to conform to new digital services available through our payroll vendor**

Chief Savage referred the Board to the draft version and clean version of the Financial Policy 1335. This is a housekeeping measure. Since the District has moved to Paychex as the payroll vendor, the employees can now log into their account and make withholding changes without submitting paperwork to human resources.


Clerk Dennis Hughes moved that we approve the change to Financial Policy 1335 Payroll Administration as presented to authorize employees to make changes to their withholdings directly within the payroll vendor's system, and Member Ed Lindquist seconded the motion. The vote was unanimous, and the motion carried.

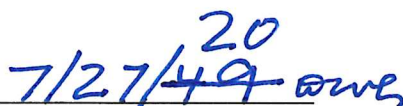
**9. New Agenda Items:**

Bond information

**10. Adjournment**

Thereafter, Clerk Dennis Hughes declared the public session adjourned at approximately 4:10 pm.

  
Board Clerk

  
Date