



# TIMBER MESA FIRE & MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened on February 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 (*TEAMS*), Member Joseph (Joey) MacGregor and Member Roger Brown.

### 4. APPROVAL OF MINUTES

#### a. Regular Session of January 27<sup>th</sup>, 2025

Member Roger Brown motioned to approve the Regular Session minutes from January 27, 2025 as presented and Chair Jamie Adams seconded. The vote was unanimously approved, and the motion passed.

### 5. CALL TO THE PUBLIC

There were no public comments.

### 6. EMPLOYEE RECOGNITION

None

### 7. REPORTS

- A. Fire Board Report – Member Roger Brown attended the Ice Rescue training. Impressed with firefighter's skill. Involved with the Senior Center. Will be reaching out to have Prevention come and visit. Member Jim Molesa likes the direction that the communication with partners is going. Chair Jamie Adams attended a Show Low City Council meeting. Proud of the relationship between TMFMD, the City of Show Low and Show Low Police Department.
- B. Fire Chief's Report – Report included in the packet. Chief Chevalier updated the Board on House Bill 2124 and House Bill 2197. Chief Chevalier said AFDA Executive Director John Flynn will be retiring in June 2025. Chief Pat Moore from Bullhead City Fire District is retiring and has resigned his position as the AFDA President. Chief Danny Johnson has been appointed as AFDA President leaving the Vice

President (VP) position vacant. Submitted his name to fill the AFDA VP position. Member Joey MacGregor had some concerns about the request to change our IFT reporting with Summit with Chief Chevalier addressing those concerns. Chief Chevalier presented the Wildfire Response & Preparedness power point to the Board. This is what he presented to the Show Low City Council last week.

- C. Administrative Services Report – Report included in the packet. Chief Livermore gave an update on current firefighter/paramedic recruitment extension. PIO Trinity Savage is part of the White Mountain Restrictions Coordinating Group. Received the resignations for three firefighters. Member Joey MacGregor asked about exit interviews with Chief Livermore explaining the process. Member Roger Brown asked if the Board would do exit interviews with Chief Chevalier explaining no per the Board Bylaws.
- D. Operations, Medical Services, and Training Report – Report included in packet. Chief Heisler gave an update on the significant events of locating a missing person and an incident involving a vehicle vs. a pedestrian. January 25 was a Red Flag day with engines upstaffed and a Type 6 staffed for severity patrol.
- E. Prevention Report – Report included in the packet. Fire Marshal Pepper is out of the office. Chief Livermore said the Prevention Division has completed a large number of inspections with all the High Hazard inspections completed. The remaining occupancies are being classified using the Occupancy Vulnerability Assessment Profile scoring system.
- F. Logistic, Support Services and Fleet Maintenance report – Report included in the packet. Chief Wood said Speedie & Associates made an onsite visit to Station 13 for a partial test. The rest of the project is on hold at Station 13. Station 19 project is making good progress. Work is continuing on the Administration Building with the installation of an extractor, washer/dryer, and supply closet. Received quotes for the security of the Administration main entrance with Chief Wood explaining the ideas for the construction project. The new ambulance received earlier this month is in the process of being equipped. Anticipate the DHS inspection and in service by mid-March.

## **8. ANNOUNCEMENTS and CORRESPONDENCE**

None

## **9. BUSINESS**

### **A. Discussion and Possible Action: January 2025 Financial Reports**

Sara Simonton, Accounting Manager for James Vincent Group, presented the monthly financials for January 2025.

- Revenue for the month of January is \$1,461,467 which is \$505,968 over budget. Driven by timing of property tax collection. Navajo County revenue for the month is \$739,743 which is over budget by \$224,936. Non-levy revenue is \$721,724 which is over budget by \$281,032. Driven by Ambulance and Wildland collection. Ambulance revenue is over budget by \$84,251. Wildland revenue is over budget by \$183,531.
- Expenses for January total \$1,552,487 which is over budget by \$57,967. Buildings & Land over budget due to utilities. A few categories had significant overages. Meetings & Training is over budget \$23,706 driven by timing of trainings in January and Wildland operations. Wildland costs are reimbursed back to the District. Managerial costs are over budget by \$20,687 driven by timing of professional services. Invoices received from AMB for both December and January caused overage.
- Fiscal Year Revenue is \$15,418,209 which is \$2,281,045 over budget. Driven by Wildland operations. Navajo County revenue is \$46,775 over budget. Ambulance revenue is \$1,058,554 over budget. Wildland revenue is \$966,788 over budget.
- YTD expense is \$11,135,206 which is \$286,134 over budget driven by Wildland personnel costs which are reimbursable to the District.



o Total Cash for January is \$9,069,648 which is \$1,911,178 higher compared to January 2024. Discussion on the wildland fires that have been billed and the revenue collected. Member Joey MacGregor asked about the overage for training costs with Ms. Simonton explaining.

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

**B. Discussion and Possible Action: Budget Study Session – James Vincent Group (JVG) and Staff will present factors affecting budget preparation including capital improvement projects and seek consensus direction from the Fire Board regarding budget development**

Opened the study session at approximately 4:14pm.

Sara Simonton, Accounting Manager for James Vincent Group (JVG), presented the Fiscal Year 2026 Budget Workshop power point. She said the numbers are very preliminary. Ms. Simonton explained the objectives that would be discussed. The FY 2026 Revenue was reviewed. The primary and alternate funding sources were explained and discussed. Significant Budget Numbers were presented and reviewed. The Financial Goals for Future were discussed with the 10 year Capital Improvement Plan spreadsheet provided to the Board. Chief Chevalier and Ms. Simonton explained the proposed plan. Ms. Simonton gave an overview of the budget schedule with the final adoption in June. The \$3.30 split tax rate for Maintenance and Operations and Capital needs were explained. The budget is a fluid process and will be changed before the final adoption in June.

Closed the study session at approximately 5:17pm.

**C. Discussion and Possible Action: Capital Purchase of Facility Security System**

The floor was turned over to Chief Wood. Received three quotes from local vendors for our facilities security system. Our current process relies on a 4-digit code that has been in use for many years. He explained with a new system it would provide immediate control over access. This system will include security cameras for monitoring the main exteriors and parking areas. Vendors would be given a temporary code when repairs are needed for the facilities.

Chair Jamie Adams moved to authorize staff to process as presented with the AMK Solutions Facility Security, not exceeding \$68,000.00 and Member Roger Brown seconded. The vote was unanimously approved, and the motion passed.

**D. Discussion and Possible Action: Capital Purchases of Equipment including a Gurney Loading System, a Gurney and a Cardiac Monitor**

Floor turned over to Chief Heisler. He stated that equipment from a surplus rescue was going to be moved to the new rescue. Staff had been discussing the possibility of refurbishing the surplus rescue to save money and time. Turnaround time for a refurbished apparatus is significantly faster than ordering a new rescue. Zoll is offering a significant discount on the monitor of around \$17,000.00. The \$113,000.00 should cover any ancillary fees also. With the purchase of this equipment, it will be installed in the new rescue.

Member Joey MacGregor moved to authorize Staff to purchase EMS equipment in an amount not to exceed, \$113,000.00 and Member Jim Molesa seconded. The vote was unanimously approved, and the motion passed.

**E. Discussion and Possible Action: Capital Purchase of Thermal Imaging Cameras**

Floor turned over to Chief Wood. He explained to the Board what a Thermal Imaging Camera (TIC) is and how it is used. With this purchase, engines will have new and updated equipment. There will be a couple of demo TICs for the crews to use before the final purchase. Discussion on vendors and pricing.

Chair Jamie Adams moved to authorize Staff to proceed as presented with the thermal imaging cameras with the purchase of two to five cameras not to exceed \$18,000.00 and Member Joey MacGregor seconded. The vote was unanimously approved, and the motion carried.

**F. Discussion and Possible Action: Fire Chief's performance evaluation and employment contact. The Board may choose to go into executive session pursuant to A.R.S. §38-431.03(A)(1) for a personnel matter. The Fire Chief has been notified in writing of this meeting and has the option to have this session in public**

Member Roger Brown moved to enter into executive session pursuant to A.R.S. §38-431.03(A)(1) for a personnel matter specific to the Fire Chief's performance and employment contact and Member Joey MacGregor seconded. The vote was unanimously approved, and the motion carried.

Thereafter, the Board entered into executive session at approximately 5:41pm.

Thereafter, the Board reconvened the regular board meeting at approximately 6:40pm.

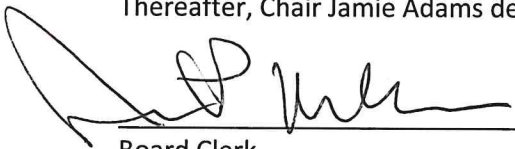
Chair Jamie Adams motioned to proceed as discussed in executive session and Chief Chevalier will receive his annual increase based on policy in addition to amending Chief Chevalier's contact with legal counsel as discussed and Member Roger Brown seconded. The vote was unanimously approved, and the motion carried.

**10. NEW AGENDA ITEMS**

Report on Station 13  
May Regular Board Meeting Date Change  
Fire Chief Contract

**11. ADJOURNMENT**

Thereafter, Chair Jamie Adams declared the public session adjourned at approximately 6:43pm.

  
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Board Clerk

3-24-2025  
Date