



TIMBER MESA FIRE AND MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened on December 19, 2022, 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 Amy Kay called the meeting to order at approximately 3:00 pm.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF BOARD MEMBERS

Chair Amy Kay (*by phone*), Clerk Lynn Browne-Wagner (*by phone*), Member Jamie Adams, Member Paul Wyatt, and Member Jim Molesa.

4. APPROVAL OF MINUTES

- a. Regular Session of November 21, 2022
- b. Executive Sessions of November 21, 2022

Member Paul Wyatt moved to approve the Regular Session minutes from November 21, 2022, as written and Clerk Lynn Browne-Wagner seconded the motion. The vote was unanimous, and the motion carried. The Executive Session minutes from November 21, 2022, will be approved at the next board meeting on January 23, 2022.

5. CALL TO THE PUBLIC

Chair Amy Kay opened the public session.

Mr. Scott Harrington stood up to share his concern and disapproval of annexing the Porter Mountain boundary. He expressed that TMFMD can't make the promised 10-minute response time, the District can't find houses in that area, there are no hydrants, and the roads aren't maintained. Mr. Roy Grace stood up to also share his concern and disapproval of annexing the same proposed boundary change and agreed with Scott Harrington.

Chair Amy Kay closed the call to the public.

6. EMPLOYEE RECOGNITION

- a. Jim Molesa will be sworn in as a member of the Timber Mesa Fire and Medical District Governing Board
- b. Firefighter Ty Ison has resigned from the District

7. REPORTS AND CORRESPONDENCE

- A. Fire Board Report – No items.
- B. Fire Chief's Report – Report included in the packet. No questions.
- C. Administrative Services Report – Report included in the packet. Member Paul Wyatt asked how the fuels mitigation process in Porter Mountain Estates was going. Chief Darren Cluff answered that they are halfway done at 35 acres.
- D. Operations, Medical Services and Training Report – Report included in the packet. No questions.
- E. Logistic, Support Services and Fleet Maintenance report – Report included in the packet. Member Jamie Adams brought up concern for how many stations were having water damage, water leaks, and mold. Chief Clay Wood explained that Logistics is looking for a more permanent solution to the water damage and possibly have three roofers to work on the damage. Member Paul Wyatt asked about buying bulk fuel for the District. Chief Clay Wood discussed wanting to get five fuel stations and the benefits it would have. Member Jamie Adams said that he would like to revisit the topic at a later time.
- F. Prevention and Community Risk Reduction report – Report included in the packet. No questions.

8. ANNOUNCEMENTS

- a. Change of Command Ceremony scheduled for January 5th, 2023, at the City of Show Low Campus Gym at 2pm.

9. BUSINESS

A. Discussion and Possible Action: November 2022 Financial Reports

Sara Simonton, Representative for James Vincent Group, presented the monthly financials for November 2022. She reviewed the key points which include the Revenue, Expenses and the Year-to-date Revenue and Expenses and Total Cash amount. The following were included in the board packet for review: Balance sheet as of November 30, 2022, Summary of Reconciled Cash Balances as of November 30, 2022, Income Statement of Revenues and Expenditures of General Fund for November 2022, including budget to actual and year-to-date balances, Capital Estimated vs. Actual expenses year-to-date, Income vs. Expenses graph for November 2022, Monthly Disbursement report, and 12-month cash flow. Sara Simonton said there is a delay in FEMA reimbursement and James Vincent Group is working with AMB for stronger collection in the first two weeks of December. Revenue for the month of November is \$1,745,835 which is \$171,401 under budget. Navajo County revenue is \$1,391,717 which is under budget by \$49,246. Non-levy revenue is \$354,117 which is under budget by \$122,145, driven by lower than anticipated Grant and Ambulance revenues. Expenses for November total \$1,153,533 which is under budget by \$80,585. Personnel Costs are \$909,579 which is \$16,955 under budget, driven by lower than anticipated health insurance benefit costs. Managerial Costs are \$78,768, which is \$52,690 under budget, driven by election costs. Year-to-Date revenue is \$9,090,250 which is \$38,369 under budget. Navajo County revenue is \$310,996 over budget. Wildland deployment revenue is \$178,164 under budget. Grant revenue is \$145,332 under budget. Fire Chief Bryan Savage stated that the Grant revenue trended under due to not receiving the SAFR Grant. Member Jamie Adams asked if that would affect the budget and Fire Chief Bryan Savage answered with yes. Ambulance revenue is \$29,778 under budget. Year-to Date expense is \$6,185,526 which is \$331,642 under budget, primarily driven by lower personnel costs related to Wildland deployments and the associated benefit costs and election costs. Total cash for November is \$7,178,683 which is \$1,272,445 higher compared to November 2021.

Chair Amy Kay moved that we approve the financial reports for the month of November 2022 as presented, and Member Jamie Adams seconded the motion. The vote was unanimous, and the motion carried.

- B. Discussion and Possible Action: Board Officer Elections, Per the Fire District Board Bylaws, the current Board Clerk will ascend to the Board Chairperson position and the Board will elect from themselves a new Board Clerk**

Member Paul Wyatt nominated Member Jamie Adams to serve as the Board Clerk for the next year, after which, he will ascend to the Board Chairperson's position.

Member Paul Wyatt moved that we elect Member Jamie Adams to serve as the Board Clerk for the next year, after which, he will ascend to the Board Chairperson's position, and Chair Amy Kay seconded the motion. The vote was unanimous, and the motion carried

- C. Public Hearing: PROPOSED BOUNDARY CHANGE (re. Silver Lake Estates). Pursuant to A.R.S. § 48-262 (A)(S) the Board shall consider any comments by the Navajo County Board of Supervisors, hear those who appear for and against the proposed change and determine whether the proposed change will promote the public health, comfort, convenience, necessity, or welfare**

Clerk Jamie Adams opened the public hearing at 3:31pm

Mr. Ed McCarty asked how much their taxes would go up with the annexation. Fire Chief Bryan Savage answered that based on a house with \$150,000 in limited property value, the taxes would go up by \$476 per year. Mr. McCarty stated that it was too much. Mr. Gene Boudin stated that he understands that the Silver Lake Estates is not in Timber Mesa's District and that TMFMD is under no obligation to respond. Mr. Boudin also asked if the value of a house was prorated. Fire Chief Bryan Savage said yes. Fire Chief Bryan Savage stated that in order for the annexation to pass, 51% of accessed signatures would need to be yes. Mr. Roy Grace asked if the annexation was requested and Fire Chief Bryan Savage said yes, it was requested by a property owner in the area. Chief Brian Russell stated that if the Board moves the proposed annexation, the District will have one year to gather the petition votes that will be mailed out. Mrs. Jeanie Forten asked if it was possible to change the amount on each property accessed. Fire Chief Bryan Savage answered with no and directed her to the Navajo County Accessors Office. Mr. Scott Harrington expressed his concern about response time with TMFMD expanding their area. Mr. Sam Nelson also shared a concern with response time. Chief Josh Livermore, Chief Conrad Loney, and Fire Chief Bryan Savage shared and had a discussion on data from response time to show that TMFMD is meeting all response times. Mr. Roy Grace asked questions about response time and discussing TMFMD ability to fight fires. The station out on Porter Mountain road was being discussed with Member Amy Kay and Fire Chief Bryan Savage. There was a discussion about taxes and bills between Member Jim Molesa, Fire Chief Bryan Savage, and Mr. Roy Grace. Member Amy Kay gave information on the firehouse on Porter Mountain and that it was never built to be fully staffed. Fire Chief Bryan Savage joined the discussion. Member Paul Wyatt said that if the annexation passed, they would look in to staffing the Porter Mountain firehouse. Mr. Gene Boudin said he would rather be guaranteed the response and be annexed. Mr. Scott Harrington discussing house fires and response time to medical calls. Fire Chief Bryan Savage discussing the water supply issue.

Clerk Jamie Adams closed the public hearing at 4:01pm

- D. Discussion and Possible Action: Pursuant to A.R.S. § 48-262 (A)(5) if the Board has determined that the proposed boundary change (re. Silver Lake Estates) will promote public health, comfort, convenience, necessity, or welfare, it shall approve the boundary change impact statement and authorize circulation of petitions**

Member Paul Wyatt moved that we have determined that the proposed annexation of the Silver Lake Estates community will promote public health, comfort, convenience, necessity, or welfare and therefore that we approve the boundary change impact statement as presented and authorize the

circulation of petitions, and Clerk Jamie Adams seconded the motion. The vote was unanimous, and the motion carried.

- E. Public Hearing: PROPOSED BOUNDARY CHANGE (re. Porter Mountain and Jacques Marsh) Pursuant to A.R.S. § 48-262 (A)(5) the Board shall consider any comments by the Navajo County Board of Supervisors, hear those who appear for and against the proposed change and determine whether the proposed change will promote the public health, comfort, convenience, necessity, or welfare**

Clerk Jamie Adams opened the public hearing at 4:06pm

Member Paul Wyatt stated that there is no water supply in the Porter Mountain area and understands that it's a problem. TMFMD wants to provide service.

Clerk Jamie Adams closed the public hearing at 4:07pm

- F. Discussion and Possible Action: Pursuant to A.R.S. § 48-262 (A)(5) if the Board has determined that the proposed boundary change (re. Porter Mountain and Jacques Marsh) will promote public health, comfort, convenience, necessity, or welfare, it shall approve the boundary change impact statement and authorize circulation of petitions**

Member Paul Wyatt moved that we have determined that the proposed annexation of the Porter Mountain and Jacques Marsh will promote public health, comfort, convenience, necessity, or welfare and therefore that we approve the boundary change impact statement as presented and authorize the circulation of petitions, and Clerk Jamie Adams seconded the motion. The vote was unanimous, and the motion carried.

Chair Lynn Browne-Wagner said she appreciates those who showed up for the public hearings and will take into consideration all their concerns. Member Paul Wyatt thanked the people who were there.

Five-minute recess

Clerk Jamie Adams called the meeting back in session at 4:19pm.

- G. Public Hearing: The Board will consider public comment concerning the amended Fiscal Year (FY) 2022-2023 Fire District Budget**

Clerk Jamie Adams opened the public hearing at 4:20pm

No discussion.

Clerk Jamie Adams closed the public hearing at 4:20pm

- H. Discussion and Possible Action: Final approval of the amended FY 2022-23 Fire District Budget**

Member Paul Wyatt moved that we approve the budget for Fiscal Year 2022-23 in the amount of \$18,350,746 and the pay scale which includes a cost-of-living adjustment in the amount of 11.5% as presented, and Clerk Jamie Adams seconded the motion. The vote was unanimous, and the motion carried.

I. Discussion and Possible Action: Transition of Fire Chief Bryan Savage to the position of Senior Advisor to the Fire Chief

Member Paul Wyatt moved that pursuant to the impending retirement of Fire Chief Bryan Savage, the Timber Mesa Board of Directors elects to have Chief Savage transition to the role of Senior Advisor to the Fire Chief effective January 8, 2023, at which time Randy Chevalier will take on the role of Fire Chief. There salary (inclusive of the 11.5% COLA) and benefits set forth in Chief Savage's existing Fire Chief contract shall remain intact for the duration of his employment through April 30, 2023. Accordingly, the existing contract between TMFMD and Chief Savage will no longer be in effect beginning January 8, 2023, and Clerk Jamie Adams seconded the motion. The vote was unanimous, and the motion carried.

10. NEW AGENDA ITEMS

Approval for the Executive Session Minutes of November 21, 2022.

11. ADJOURNMENT

Thereafter, Chair Amy Kay declared the public session adjourned at approximately 4:28pm.


Board Clerk

1-23-2022
Date