



TIMBER MESA FIRE AND MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened on February 27, 2023, 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 Lynn Browne-Wagner called the meeting to order at approximately 3:00 pm.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF BOARD MEMBERS

Chair Lynn Browne-Wagner, Clerk Jamie Adams, Member Paul Wyatt, Member Jim Molesa and Member Amy Kay.

4. APPROVAL OF MINUTES

- a. Regular Session of January 23, 2023

Member Paul Wyatt moved to approve the Regular Session minutes from January 23, 2023 as written, and Member Amy Kay seconded the motion. The vote was unanimous, and the motion carried.

5. CALL TO THE PUBLIC

None

6. EMPLOYEE RECOGNITION

- a. Resignation of two firefighters: Firefighter Ethan Neff and Firefighter Jake Russell

7. REPORTS AND CORRESPONDENCE

- A. Fire Board Report – none.
- B. Fire Chief's Report – Report included in the packet. Chief Chevalier gave an update on the budget development, provided information on the Limited Property value. The Torreon property closes tomorrow. The District currently has 6 firefighter job openings. Discussion ensued regarding hiring for firefighter positions and the struggles and difficulties for the District and nationwide.
- C. Administrative Services Report – Report included in the packet. Chief Cluff gave an update on the 3 grants. Regional grants for radios, a Tender and diesel exhaust removal system. Member Jamie Adams asked if the Tender was on order with Chief Cluff responding yes.
- D. Operations, Medical Services and Training Report – Report included in the packet. Chief Livermore said the crews are staying busy with the weather which presents many customer service opportunities. Completed the ice rescue training. Discussion on EMP Response SOB and current challenges.
- E. Logistic, Support Services and Fleet Maintenance report – Report included in the packet. Chief Wood updated the Board on Station 13 repairs. Discussion on the testing and treatment of the mold issue.

- F. Prevention and Community Risk Reduction report – Report included in the packet. Chief Russell referred the Board to the current construction projects. Gave an update on the annexation process for Silver Lake Estates and the Porter Mountain area. Assisted with fire investigation in the Springerville/Eagar area.

8. ANNOUNCEMENTS

- a. Letter from City of Show Low Mayor John Leech Jr
- b. Thank you card from Retired Chief Dee McClusky

9. BUSINESS

A. Discussion and Possible Action: January 2023 Financial Reports

Gabe Buldra, Principal for James Vincent Group, presented the monthly financials for January 2023. The key points were reviewed 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 January 31, 2023, Summary of Reconciled Cash Balances as of January 31, 2023, Income Statement of Revenues and Expenditures of General Fund for January 2023, including budget to actual and year-to-date balances, Capital Estimated vs. Actual expenses year-to-date, Income vs. Expenses graph for January 2023, Monthly Disbursement report, and 12-month cash flow. Revenue for the month of January is \$932,389 which is \$81,337 under budget. Navajo County revenue is \$362,640 which is under budget by \$74,813. Non-levy revenue is \$569,749 which is under budget by \$6,524, driven by a delay in SAFER Grant reimbursements offset by an increase in Ambulance revenue. Expenses for January total \$1,732,949 which is over budget by \$106,083. Personnel Costs are \$1,278,289, which is \$27,366 over budget, driven by an increase in overtime costs and associated benefit costs. Building and Land Costs are \$23,478, which is \$11,398 over budget, driven by the purchase of office equipment, down payment of Station 13 roof repairs and timing of utility costs. Vehicle s & Equipment Costs are \$199,348, which is \$50,032 over budget, driven by timing of Opticom payment and EMS Supplies. Year-to-Date revenue is \$11,244,504 which is \$217,401 under budget. Navajo County revenue is \$154,904 over budget. Grant revenue is \$248,142 under budget. Year-to Date expense is \$9,341,452 which is \$144,760 under budget, primarily driven by lower personnel costs related to Wildland deployments and the associated benefit costs. Total cash for January is \$6,320,664 which is \$1,013,526 higher compared to January 2022. Mr. Buldra informed the board we were awarded the GOFA award. The District is currently ahead in tax collection. District is doing okay overall. Mr. Buldra asked that the Board review the cover page, balance sheet and 12-month cash flow closely each month.

Member Paul Wyatt moved that we approve the financial reports for the month of January 2023 as presented, and Clerk Jamie Adams seconded the motion. The vote was unanimous, and the motion carried.

B. Mirabelli leave and possible collection matter. It is anticipated that the Board may vote to go into Executive Session pursuant to A.R.S. §38-431.03(A)(3) for legal advice and A.R.S. §38-431.03(A)(4) to give instructions to legal counsel relating to the same

After a brief discussion and a recommendation from Chief Chevalier, Chair Lynn Browne-Wagner asked for a motion.

Member Amy Kay moved that we go into executive session pursuant to A.R.S. §38-431.03(A)(3) for legal advice, and A.R.S. §38-431.03(A)(4) to give instructions to legal counsel relating to the Mirabelli matter, and Clerk Jamie Adams seconded the motion. The vote was unanimous, and the motion carried.

Thereafter, the Board entered into executive session at approximately 3:27 pm.

Thereafter, the Board reconvened the regular board meeting at approximately 4:26 pm.

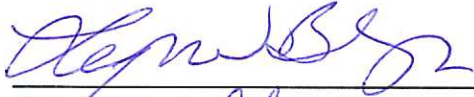
Chair Lynn Browne-Wagner moved that we direct legal counsel to proceed as recommended in executive session, and Member Paul Wyatt seconded the motion. The vote was unanimous, and the motion carried.

10. NEW AGENDA ITEMS


Follow up on fuel tanks

11. ADJOURNMENT

Thereafter, Chair Lynn Browne-Wagner declared the public session adjourned at approximately 4:29 pm.



Board Clerk *Chair*



Date