



# TIMBER MESA FIRE AND MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened on October 24, 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, Clerk Lynn Browne-Wagner, Member Dennis Hughes, Member Jamie Adams, and Member Paul Wyatt.
4. **APPROVAL OF MINUTES**  
Regular Session of September 26, 2022  
  
Member Lynn Browne-Wagner moved to approve the Regular Session minutes from September 26, 2022, as written and Member Dennis Hughes seconded the motion. The vote was unanimous, and the motion carried.
5. **CALL TO THE PUBLIC**  
None
6. **EMPLOYEE RECOGNITION**
  - a. The following members completed the Captain's Academy: FF/CEP Jennifer Raymond, FF/CEP Jonathan Peters, FF/CEP Ty Bailey, ENG/CEP Steven Kramer, ENG/CEP Clay Wallace, FF/CEP Dustin Barth and FF Jake Russell
7. **REPORTS AND CORRESPONDENCE**
  - A. Fire Board Report – Chair Amy Kay thanked the shift for responding. Member Dennis Stern encouraged voters to vote yes on Prop 310.
  - B. Fire Chief's Report – Report included in the packet. Chief Savage out of office. Chief Wood referred the Board to the report. Member Jamie Adams asked about the land for Station 20. Discussion ensued with staff giving an update.
  - C. Administrative Services Report – Report included in the packet. No questions.
  - D. Operations, Medical Services and Training Report – Report included in the packet. Chief Livermore out of the office. Chief Loney referred the Board to the report. No questions.

- E. Logistic, Support Services and Fleet Maintenance report – Report included in the packet. Discussion on boats received through the grant. The Board was provided the opportunity to see the boats
- F. Prevention and Community Risk Reduction report – Report included in the packet. No questions.

## 8. ANNOUNCEMENTS

- a. Presentation: Mr. Jim Edwards in appreciation for the use of a home on his property for training purposes.
- b. Special Board meeting scheduled for October 27<sup>th</sup>, 2022, at 5:15pm to interview Fire Chief candidates.

## 9. BUSINESS

### A. Discussion and Possible Action: September 2022 Financial Reports

Gabe Buldra, Principal for James Vincent Group, presented the monthly financials for September 2022. He 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 September 30, 2022, Summary of Reconciled Cash Balances as of September 30, 2022, Income Statement of Revenues and Expenditures of General Fund for September 2022, including budget to actual and year-to-date balances, Capital Estimated vs. Actual expenses year-to-date, Income vs. Expenses graph for September 2022, Monthly Disbursement report, and 12-month cash flow. Mr. Buldra reviewed the Key Points for the monthly revenue and expenses and the year-to-date revenue and expenses. Revenue for the month of September is \$1,449,786 which is \$690,794 over budget, driven by tax collection. Navajo County revenue is \$928,962 which is over budget by \$598,593. Non-levy revenue is \$520,823 which is over budget by \$92,200, driven by higher than anticipated Wildland and Ambulance revenues. Expenses for September total \$1,245,322 which is over budget by \$21,569. Personnel Costs are \$941,759 which is \$19,530 over budget, driven by higher than anticipated Wildland wages and associated benefit costs. Year-to-Date revenue is \$2,530,725 which is \$488,194 over budget. Navajo County revenue is \$605,329 over budget. Wildland revenue is \$204,940 under budget. Ambulance revenue is \$84,924 over budget. Year-to Date expense is \$3,830,726 which is \$198,283 under budget, primarily driven by lower personnel costs related to Wildland deployments and the associated benefit costs. Total cash for September is \$2,807,769, which is \$1,921,735 higher compared to September 2021. Referred the Board to the ambulance revenue breakdown graph. Member Jamie Adams asked about Prop 310. Discussion ensued with Mr. Buldra on how the District would budget the revenue.

Member Dennis Hughes moved that we approve the financial reports for the month of September 2022 as presented, and Member Paul Wyatt seconded the motion. The vote was unanimous, and the motion carried.

### B. Discussion and Possible Action: Annexation of certain real property within Navajo County (Porter Mountain CON) into the Timber Mesa Fire and Medical District pursuant to A.R.S. § 48-262.1,.2, .3 and .4; (1) approval of Boundary Change Impact Statement; (2) establishing a date for a public hearing; (3) authorizing notification to property owners within the annexation area; (4) authorizing notification to the Navajo County Board of Supervisors

Chair Amy Kay said items B and C would be a discussion only with no action taken. Would be brought back as a future agenda item. Chief Russell gave the parcel number count and timeline for the public hearing. Discussion on future growth in the District. Chief Chevalier gave an update on the station response areas for Torreon and Porter Mountain Estates. City of Show Low is willing to work with the District for a location near Torreon. Trying to shore up the boundary lines with the District and CON.

### C. Discussion and Possible Action: Annexation of certain real property within Navajo County (Silverlake Estates) into the Timber Mesa Fire and Medical District pursuant to A.R.S. § 48-262.1,.2, .3 and .4; (1) approval of Boundary Change Impact Statement; (2) establishing a date for a public hearing; (3)

authorizing notification to property owners within the annexation area; (4) authorizing notification to the Navajo County Board of Supervisors

Discussion but no action taken.

**D. Discussion and Possible Action: Policy 2.18 Fraternalization**

Chief Wood referred the Board to the policy included in the packet. This is a minor change.

Member Dennis Hughes moved that we approve the Policy 2.18 Fraternalization as presented, and Chair Amy Kay seconded the motion. The vote was unanimous, and the motion carried.

**E. Discussion and Possible Action: Reschedule regular meeting of the Fire District Board in November**

Discussion on date.

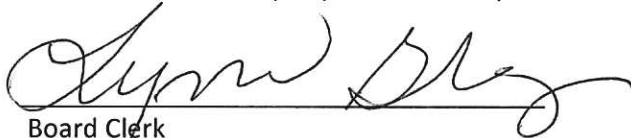
Member Jamie Adams moved that we reschedule the regular meeting of the Fire District Board in November to November 21<sup>st</sup>, 2022 at 3pm in consideration of the Holiday, and Member Dennis Hughes seconded the motion. The vote was unanimous, and the motion carried.

**10. NEW AGENDA ITEMS**

- a. Tentative approval of amended budget for Fiscal Year 2022-23

**11. ADJOURNMENT**

Thereafter, Chair Amy Kay declared the public session adjourned at approximately 3:40 pm.

  
Board Clerk

11-21-22  
Date