



## TIMBER MESA FIRE AND MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened on February 28, 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 Jamie Adams, Member Dennis Hughes, and Member Paul Wyatt.
4. **APPROVAL OF MINUTES**  
Regular Session of January 24, 2021

Member Dennis Hughes motioned to approve the Regular Session minutes from January 24, 2022, as written and Clerk Lynn Browne-Wagner seconded the motion. The vote was unanimous, and the motion carried.

5. **CALL TO THE PUBLIC**  
None
6. **EMPLOYEE RECOGNITION**
  - A. Employees who have recently completed their probationary period:  
Austin Reaves  
Zach Wilson  
Warren Robertson  
Jake Russell
  - B. Employees recently hired and completed the firefighter academy:  
Ty Stirling  
Brad Burton  
Jared Robberts  
Isaac Schimmel  
Ryan Short  
Cauy Fillingim

## **7. REPORTS AND CORRESPONDENCE**

- A. Fire Board Report – Member Dennis Hughes congratulated Chief Taber Heisler on his appointment to the Pinetop/Lakeside town council. Member Jamie Adams thanked Timber Mesa for responding to the fire at his business. Thankful for the safety of all involved.
- B. Fire Chief’s Report – Report included in the packet. No questions from the board members.
- C. Administrative Services Report – Report included in the packet. No questions from the board members.
- D. Operations, Medical Services and Training Report – Report included in the packet. Chief Livermore spoke about the fire at Member Jamie Adams’ business. There were multiple agencies involved with full use of the system utilized. Both mutual aid and auto aid were used. Chief Savage said all fire agencies, Show Low police department, City of Show Low and ADOT worked well together. No questions from the board members.
- E. Logistic, Support Services and Fleet Maintenance report – Report included in the packet. No questions from the board members.
- F. Prevention and Community Risk Reduction report – Report included in the packet. Chief Savage referred the board members to the risk classification analysis being done by Prevention. If the public has any questions, please have them contact Timber Mesa.

## **8. ANNOUNCEMENTS**

None

## **9. BUSINESS**

### **A. Budget Study Session**

Chair Amy Kay opened the budget study session at approximately 3:20 pm. Chief Savage presented a power point for fiscal year 2022-2023 also included was the 2022 Fire District Levy Limit Worksheet and a memo from Navajo County Assessor Cammy Darris. Topics covered in the presentation were Budget Limitations, Revenues, Impact of the Bond Election, 2022 Revenue Projections Actual, Tax Rate History, Personnel Expenses, Buildings and Land, Vehicles and Equipment, Emergency Medical Services, Communications and Training, Management Expenses, Capital Needs and a Review with discussions on the sales tax initiative that AFDA and PFFA are working on, grants, pay compression, wages, workers compensation rates, multiple construction projects, vehicle replacement schedule, dispatch fees, “off the street” academy, board member elections, CON purchase, and totals for capital needs. Board members were asked to provide direction for additional budget study session. The budget study session was closed at approximately 4:30 pm.

### **B. Discussion and Possible Action: January 2022 Financial Reports**

Mr. Gabe Buldra, Principal for James Vincent Group, presented the monthly financials for January 2022. He informed the board that Timber Mesa Fire and Medical District has received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the 4<sup>th</sup> straight year. Mr. Buldra reviewed the key points which include the Revenue, Expenses and the Year-to-date Revenue and Expenses. The following were included in the board packet for review: Balance sheet, Summary of reconciled cash balances, Income Statement of Revenues and Expenditures, Capital Estimated vs. Actual expenses YTD, Income vs. Expenses graph, Monthly Disbursement report and 12-month cash flow. He reviewed the Key Points for the monthly revenue and expenses and the year-to-date revenue and expenses. Revenue for the month of January is \$794,647 which is \$37,035 over budget. Navajo County revenue is \$408,302 which is under budget by \$32,243. Non-levy revenue is \$386,346 which is over budget by \$69,279. Expenses for January total \$1,211,465 which is over budget by \$80,046. Vehicles and Equipment is \$210,947 which is \$92,026 over budget driven by Opticom and two engine repairs. YTD revenue is \$10,978,888 which is \$993,047 over budget. Property tax collection is \$179,370 and ambulance revenue is \$594,092. YTD expenses are \$7,848,015 which is \$23,455 under budget. Mr. Buldra informed the board that the financial reserves total \$4.2 million.

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

**C. Discussion and Possible Action: Fire Chief's performance evaluation and employment contract**

Chair Amy Kay asked for a motion to enter into executive session. Member Jamie Adams moved that we go into executive session pursuant to A.R.S. 38-431.03 (A)(1) for personnel matter specific to the Fire Chief's performance evaluation and employment contact, and Chair Amy Kay seconded the motion. The vote was unanimous, and the motion carried.

Thereafter, the Board entered into executive session at 4:44 pm.

Thereafter, the Board reconvened the regular board meeting at 5:15 pm.

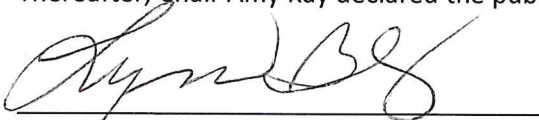
Member Jamie Adams moved that we approve the Fire Chief's employment contact as indicated in executive session, and Member Lynn Browne-Wagner seconded the motion. The vote was unanimous, and the motion carried.

**10. NEW AGENDA ITEMS**

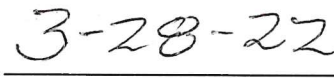
None

**11. ADJOURNMENT**

Thereafter, Chair Amy Kay declared the public session adjourned at approximately 5:18 pm.



Board Clerk



Date