



# TIMBER MESA FIRE & MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened on November 17, 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, Member Joseph (Joey) MacGregor, Member Roger Brown, Clerk Jim Molesa and Member Brian Goodman.

### 4. APPROVAL OF MINUTES

- a. Regular Session of October 27<sup>th</sup>, 2025

Member Roger Brown moved to approve the Regular Session minutes from October 27<sup>th</sup>, 2025 as presented and Member Brian Goodman seconded. The vote was unanimously approved, and the motion passed.

### 5. CALL TO THE PUBLIC

None

### 6. RECOGNITION

None

### 7. REPORTS

- A. Fire Board Report – Member Roger Brown observed the Academy’s search and rescue training. Member Jim Molesa chaired the Pension Board meeting and thanked Staff for their work.
- B. Fire Chief’s Report – Report included in the packet. Long-time Board member Amy Kay passed away. Attended the People’s Voice Committee meeting. They are an active advocacy group in Pinetop-Lakeside community. We may see individuals at our board meetings. Attended CON stakeholder meetings in Phoenix with House of Representative Julie Willoughby.
- C. Administrative Services Report – Report included in the packet. Chief Livermore introduced Mary Scott as our new receptionist. Four Firefighter/Paramedics are scheduled for Chiefs interview this week. All components of the audit have been completed. Expect to have the findings presented at an upcoming board meeting.
- D. Community Outreach Report – Report included in the packet. PIO Trinity Savage updated the Board on events. TMFMD is continuing to be out in the community. Wildland not active.
- E. Operations, Medical Services, Training Reports, and Fleet Services – Report included in the packet. Chief Heisler said the Propane burn training has been completed. Fire and EMS personnel traveled to Flagstaff to provide coverage during funeral services for one of their chief officers. Referred the Board to the updated Fleet Services summary. Gave a brief description of the report.

- F. Prevention Report – Report include in the packet. FM JD Pepper gave information on fall-related injuries and assistance calls. These types of calls are our second most frequent call type. Held a Falls Prevention symposium with Summit Regional Medical Center that was well attended. Education campaign continues in the community. Did not experience any structure fires requiring investigators for the month of October.
- G. Logistic and Support Services Report – Report included in packet. Chief Clay Wood gave an update on the MagneGrip system failure at Station 14. Remodel has started on the fitness room. Station 15's new AC unit installed and no reported issues. Work continues on computer (MDTs) installations in all apparatus. Internet service for Station 19 is now provided by CellularOne.

## 8. ANNOUNCEMENTS and CORRESPONDENCE

Confirmation of attendance for the winter AFDA conference

## 9. BUSINESS

### A. Discussion and Possible Action re: October 2025 Financial Reports

Gabe Buldra, Principal for James Vincent Group, presented the monthly financials for October 2025. He presented a power point to the Board reviewing the October financials.

- Revenue for the month of October is \$3,157,162 which is \$3,367,252 under budget. Navajo County revenue for the month is \$2,573,127 which is under budget by \$3,418,328. Non-levy revenue is \$584,036 which is over budget by \$51,077. Ambulance revenue is under budget \$164,704. This the second month of ambulance revenue decline. Working with AMB on collecting claims in a timely manner. Wildland revenue is over budget \$164,461. Miscellaneous revenue is over budget \$51,553.
- Expenses for October total \$2,169,759 which are under budget by \$43,856. Personnel costs are under budget \$70,571, driven by timing of health insurance. Vehicles and Equipment is over budget by \$47,888, driven by timing of fuel, grant expenses, uniforms and PPE. Managerial costs are under budget \$9,981, driven by timing of professional fees. Year-to-Date expenses are at 34%, which is slightly over the targeted amount of 33%. Reviewed the Expense charts in the power point.
- Fiscal Year revenue is \$6,117,854, which is \$3,346,131 under budget. Navajo County revenue is \$4,073,427 under budget. Spoke with Navajo County on tax collections and the County assures us that the funds are coming. Two other Counties are having issues with tax collections due to late tax bills being sent in a timely manner. Wildland revenue is \$914,899 over budget.
- YTD expense is \$7,009,271, which is \$30,712 over budget.
- Total Cash for October is \$6,687,593 which is \$2,329,519 lower compared to October 2024. Have healthy cash reserves so we are not using a line of credit while waiting for the tax collections from Navajo County.

Mr. Buldra thanked the Board for continuing to build financial reserves.

Chair Jamie Adams moved to approve the financial reports for the month of October 2025 as presented and Member Jim Molesa seconded. The vote was unanimously approved, and the motion passed.

### B. Discussion and Possible Action re: Consideration of purchase offer for real property. The Board may choose to go into executive session pursuant to A.R.S. §38-431.03 (A)(3) for legal advice, (A)(4) for instructions to legal counsel, or (A)(7) consultation with the designated representative to consider its position and instruct its representative regarding negotiations for the purchase of real property re: Central Lakeside parcel

Chair Jamie Adams moved to enter into Executive Session pursuant to A.R.S. §38—431.03(A)(3) for legal advice, (A)(4) for instructions to legal counsel and (A)(7) consultation with the designated representative regarding central Lakeside parcel, and Member Brian Goodman seconded. The vote was unanimously approved, and the motion passed.

Thereafter the Board enter into executive session at approximately 3:33 pm.

Thereafter the Board reconvened into regular session at approximately 4:52 pm

Chair Jamie Adams motioned to authorize Management and the Board's real estate representative to proceed with the development of an offer to purchase the central Lakeside property consistent with the directions given in executive session and tender an offer proposed to purchase consistent with those terms, and Member Brian Goodman seconded. The vote was unanimously approved, and the motion passed.

**C. Discussion and Possible Action re: Authorize the purchase of radios with the Assistance to Firefighters Grant funding (AFG FY 2025 Award)**

Chief Clay Wood reported that TMFMD's application for the AFG grant was approved. The award includes \$73,500.00 of which \$66,681.18 is federal funding and \$6,681.82 or 10%, is matching funds from TMFMD. He explained the need for updated radios due to replacement parts are increasingly difficult to source. Have been gradually transitioning to the newer BK5000 model. Currently in the field there are 42 new radios. Total radios needed are 108. This grant provided an additional 27 radios. Discussion on vendor quotes. The BK5000 model is a good radio with the software updates. Radios are used both in and out of District.

Member Brian Goodman moved to approve the purchase of radios in the amount not to exceed \$73,500.00 as awarded through the AFG, and Member Jim Molesa seconded. The vote was unanimously approved, and the motion passed.

**D. Discussion and Possible Action re: Authorize the purchase of radios and equipment with Capital Funds**

Chief Clay Wood said the District continues to seek additional funding to purchase radios. With the award of the AFG grant, total radios in inventory is 69 leaving a shortfall of 39. To help close the gap, Staff recommended the Board authorize the capital purchase of radios and equipment in the amount not to exceed \$45,250.00

Member Jim Molesa moved to approve the purchase of radios and equipment through capital funding in an amount not to exceed \$45,225.00, and Member Brian Goodman seconded. The vote was unanimously approved, and the motion passed.

**E. Discussion and Possible Action re: Authorize an amendment for the August Type I engine do not exceed amount to include 2% Show Low sales tax**

Chief Clay Wood said at the August board meeting, the Board approved the purchase of the Type I fire engine from Redsky. Legal explained that the District is not exempt from sales tax on purchases. It was subsequently identified that the 2% Show Low sales tax in the amount of \$20,922.00 was inadvertently excluded. Requesting to amend the authorized expenditure to reflect this tax.

Member Brian Goodman moved that we amend the previously authorized purchase of the Type I engine to include the 2% Show Low sales tax of \$20,922.02. The revised total expenditure for the engine, sales tax, and associated equipment shall not exceed \$1,345,189.00, and Member Joey MacGregor seconded. The vote was unanimously approved, and the motion passed.

**F. Discussion and Possible Action re: Authorize a lease purchase with Zions Bancorporation, N.A., for the Type I engine; possible approval of Addendum to Lease Purchase; possible approval of Waiver of Conflict; possible approval of Resolution #2025-02; possible approval of Certificate of Authority**

Chief Chevalier referred to the lease purchase from Zions/National Bank in the packet. Worked with Mr. Buldra to find the best possible lease purchase option. All of our current lease purchases are through Zions/National Bank. Legal explained the additional documents.

Member Roger Brown moved that we approve the Lease Purchase documents, including but not limited to the Lease Purchase Agreement dated November 25, 2025, together with the exhibits and attachments thereto, Addendum thereto, and the Board Resolution relating to the same and the Certificate of Authority, and authorizing the Chair and the Chief to execute the documents. I further authorize the Fire Chief to modify the documents as needed to consummate the transaction and approve the consent and waiver developed in association therewith, and Member Jim Molesa seconded. The vote was unanimously approved, and the motion passed.

- G. Discussion and Possible Action re: Authorize the purchase of a Type I ambulance from Capital Funds**  
Chief Heisler said earlier this year, the purchase of two ambulances was approved. Five-point harness would have to be installed, which would increase the price. Staff made the decision to look for demo units. Chief Devin Wood and his team solicited vendors quotes for a demo unit. The Republic EVS Medix units are what we currently have in our fleet. Discussion on the chassis, brakes, equipment, color, etc. The unit could be delivered by February 2026 with the caveat that we are asked to take the unit down to the summer AFDA/AFCA conference in Glendale to display.

Member Brian Goodman moved to approve the purchase of a Ford F-450 4x4 Medix Type I Ambulance and associated equipment in an amount not to exceed \$280,000.00 from Capital funds, and Member Joey MacGregor seconded. The vote was unanimously approved, and the motion carried.

- H. Discussion and Possible Action re: Authorize the purchase of a travel vehicle from Capital Funds**  
Chief Livermore said we are working on replacing two unassigned staff vehicles that are around 20 years old with high mileage with one new replacement. This vehicle would typically be non-emergent and available for in and out of town travel. The quotes were reviewed with the recommendation to purchase the 2026 Chevrolet Equinox from Horne Auto Center with the purchase price not to exceed \$34,000.00.

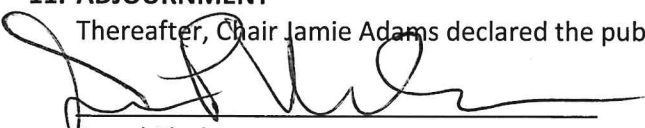
Chair Jamie Adams moved to approve the use of capital funds for the purchase of one 2026 Chevrolet Equinox from Horne Auto Center in an amount not to exceed \$34,000, and Member Roger Brown seconded. The vote was unanimously approved, and the motion carried.

## 10. NEW AGENDA ITEMS

Audit  
Capital Purchases

## 11. ADJOURNMENT

Thereafter, Chair Jamie Adams declared the public session adjourned at approximately 5:20 pm.

  
Board Clerk

12-15-2025  
Date