



TIMBER MESA FIRE & MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened on December 15, 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 3:01 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 November 17, 2025
- b. Executive Session of November 17, 2025

Member Roger Brown moved to approve the Regular Session minutes from November 17, 2025, as presented and Member Brian Goodman seconded. The vote was unanimously approved, and the motion passed.

Clerk Jim Molesa moved to approve the Executive Session minutes from November 17, 2025, as presented and Member Joey MacGregor seconded. The vote was unanimously approved, and the motion passed.

5. CALL TO THE PUBLIC

None.

6. RECOGNITION

Sheriff Deputy Recognition
Presentation of Academy 25-03 class flag

7. REPORTS

- A. Fire Board Report – None
- B. Fire Chief's Report – Report included in the packet. Chief Chevalier spoke on the AZ Fire Chiefs Association Presidential Forum and the AZ Insurance Review Task Force. He attended meetings with the AZ State House of Representatives where they influence mitigation efforts.
- C. Administrative Services Report – Report included in the packet. Finance Clerk Robyn McNeil gave an overview on the IRS tax changes and the process to comply with the "no tax on overtime" law.
- D. Community Outreach Report – Report included in the packet. PIO Trinity Savage informed the board of our current hiring process. She reminded the board about the upcoming Annual Appreciation Dinner in January.
- E. Operations, Medical Services, Training Reports, and Fleet Services – Report included in the packet. Chief Chris Francis welcomed our three new recruits and our three new lateral paramedics to the district. He

gave an overview on the completed engineer testing. Jeff Milton created a revised fleet services report and the board gave feedback.

- F. Prevention Report – Report included in the packet. Chief Pepper updated the board on major projects including the Show Low Event Center and the Summit Trail apartment complex. There was discussion on hydrant maintenance and how Timber Mesa maintains them. Chief Pepper gave an overview on how the hydrants are tested.
- G. Logistic and Support Services Report – Report included in packet. Chief Clay Wood gave a facility update on both station 13 and station 14. They are working on the gym process at station 14. Chief Wood gave an overview of the T-Mobile cell site and the agreement we have with Cell One. He updated the board on the Type-1 Engine.

8. ANNOUNCEMENTS and CORRESPONDENCE

AFDA Conference in January

9. BUSINESS

A. Discussion and Possible Action re: November 2025 Financial Reports

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

- o Revenue for the month of November is \$5,305,109 which is \$2,988,592 over budget. Navajo County revenue for the month is \$4,949,123 which is over budget by \$3,165,565. Non-levy revenue is \$355,985 which is over budget by \$176,974. Ambulance revenue is under budget \$155,442. Miscellaneous revenue is under budget \$15,113. Interest income is over budget \$13,459.
- o Expenses for November total \$1,468,960 which are under budget by \$52,132. Personnel costs are over budget \$17,001, driven by higher than anticipated OT. Vehicles and Equipment is under budget by \$38,582, driven by timing of grant, PPE, and maintenance expenses. Managerial costs are under budget \$10,673, driven by timing of professional fees.
- o Fiscal Year revenue is \$11,422,963, which is \$357,539 under budget. Navajo County revenue is \$907,862 under budget. Wildland revenue is \$914,899 over budget.
- o YTD expense is \$8,526,773, which is \$27,122 over budget.
- o Total Cash for November is \$11,047,524 which is \$1,793,027 higher compared to November 2024.

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

B. Discussion and Possible Action re: Fiscal Year 2024-2025 Financial Presentation. The Fire District's independent auditing firm will be attending virtually to present audit findings

Lydia Hunter from Beach Fleishman presented the Audit Results for the year 2025. We were given an unmodified opinion. Chief Chevalier gave his thanks to the firm. Member Brian Goodman asked Gabe Buldra what the PSPRS and IRS rate differences were and discussed the rates.

Member Roger Brown moved to accept the audit findings from the Fire District's independent auditing firm for fiscal year 2024-2025 and approve the Annual Comprehensive Financial Report as presented, and Clerk Jim Molesa seconded. The vote was unanimously approved, and the motion passed.

C. Discussion and Possible Action re: Authorization to Purchase Custom Steel Bumpers for All District Ambulances Utilizing Capital Funds

Chief Devin Wood and Jeff Milton presented custom steel front bumpers for all district ambulances. The purpose of these bumpers is to focus on firefighter safety, the purpose and benefits of front bumpers related to interfacility transports, and their role in reducing apparatus damage. Manufacturer information, the process for obtaining new bumpers, and which vehicles will be equipped were reviewed. Insurance considerations were discussed, along with the possibility of refurbishing the bumpers when new rescues are purchased and pricing considerations. Additional discussion was provided by member Brian Goodman regarding animal strike statistics and vehicle warranty considerations. It was noted that fleet maintenance would be managed internally. A discussion with Chief Chevalier addressed the importance of protecting firefighters while maintaining the lowest possible cost.

Member Brian Goodman moved to authorize staff to purchase steel bumpers for all district ambulances from capital funds in an amount not to exceed \$36,000, and Member Joey MacGregor seconded. The vote was unanimously approved, and the motion passed.

D. Discussion and Possible Action re: Authorization for Phase II Security Facility Upgrade Project Utilizing Capital Funds

Chief Clay Wood presented the Phase II security facility upgrades, including additional card access and door at station 15, installing card access at the front and side doors of administration, and adding cameras at the lobby door and warehouse area. Alarm and smoke alarm monitoring were discussed. The board discussed the number of future phases anticipated and potential security needs for other facilities.

Member Brian Goodman moved to authorize staff to continue with the Phase II Security Project as presented, and a budget not to exceed \$17,000, and Member Roger Brown seconded. The vote was unanimously approved, and the motion passed.

E. Discussion and Possible Action re: Authorization for Station 14 Facility Upgrade Project Utilizing Capital Funds

Chief Clay Wood gave an overview of station 14 and the need to adjust the living quarters to make the area flow better. The area is tight for the number of personnel staffed at the station. It was discussed for the bunk rooms to have more privacy. Internal personnel will be utilized for the projects.

Chair Jamie Adams moved to authorize staff to proceed with the Station 14 facility upgrade project using capital funding, not to exceed \$25,000, and Member Brian Goodman seconded. The vote was unanimously approved, and the motion passed.

F. Discussion and Possible Action re: Authorization for Station 15 Facility Upgrade Project Utilizing Capital Funds

Chief Clay Wood gave an overview of station 15 and the need to approve the living space to make it more comfortable for our personnel. He discussed the plan on adding a shower.

Member Brian Goodman moved to authorize staff to proceed with the Station 15 facility upgrade project using capital funding, not to exceed \$30,000, and Clerk Jim Molesa seconded. The vote was unanimously approved, and the motion passed.

G. Consideration of purchase offer for real property; Possible approval of counteroffer; Possible amendment to offer. 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, for (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

Clerk Jim Molesa 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, for (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, and Member Roger Brown seconded. The vote was unanimously approved, and the motion passed.

Thereafter the Board enters into executive session at approximately 4:07 pm.

Thereafter the Board reconvened into regular session at approximately 4:22 pm

Chair Jamie Adams motioned to approve the counter offer as presented in executive session and to authorize the Fire Chief and Erin Amos, the real estate official, to execute necessary documents to finalize this transaction and to communicate that acceptance to the seller in conjunction with legal counsel, and Clerk Jim Molesa seconded. The vote was unanimously approved, and the motion passed.

10. NEW AGENDA ITEMS

Chief Chevalier's Performance Evaluation
Rate Increase
Update on land
Bond Discussion

11. ADJOURNMENT

Thereafter, Chair Jamie Adams declared the public session adjourned at approximately 4:47 pm.



Board Clerk

01-26-2026
Date