



TUBAC FIRE DISTRICT

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TUBAC FIRE DISTRICT BOARD MEETING MINUTES REGULAR MEETING OF THE BOARD OF DIRECTORS August 26, 2026

1. Call to order and Pledge of Allegiance: The meeting was called to order at 1:30 p.m., by Sandy Johnson; the Pledge of Allegiance was recited.
2. Roll call of Board Members: Sandy Johnson, Gary Brasher, Mary Dahl, Herb Wisdom and Rich Bohman were present at Tubac Community Center. Also, in attendance at Tubac Community Center, Fire Chief Ben Guerrero, Deputy Chief Hesly Guerrero, Fire Marshal John Conger, Captain Martin Lujan, Reserve Firefighter Irlanda Lopez and Bianca Hamric. Gabe Buldra attended on behalf of James Vincent Group. Eric Frey attended on behalf of DL Norton General Contracting. Members of the public in attendance were Ron Campana, Kathi Campana, Nan Fitzpatrick and Kathleen Vandervoet.
3. Reading of Public Comments Submitted Via Email: None.
4. Call to the Public: Kathi Campana commented on the amount of contingency funds available. Board Chairman Sandy Johnson stated that an itemized budget is included in the monthly Fire Station #1 update and that the budget worksheet shows the amount of contingency funds used and remaining. Ms. Campana also asked about the ADOT required signage and payment markings for Fire Station #1, specifically questioning why these items were not included in the Guaranteed Maximum Price Contract.
5. Correspondence: None.
6. Report from Board Members: None.
7. Chief and Staff Report:
Fire Chief Ben Guerrero and Deputy Chief Hesly Guerrero presented the monthly staff report for July 2026:
 - a. Operations Update.
 - b. Training.
 - c. Administration Update.
 - d. Wildland Update.
8. Monthly Financial Report for August 2026: Gabe Buldra attended on behalf of James Vincent Group to present the financial reports for the month of August 2026. (Please refer to www.tubacfiredistrict.org under the Tubac Fire Board tab to review the report.)

9. Consent Agenda:

- a. Approval of minutes from July 24, 2026:
- b. Approval of monthly financial report for July 2026:

Rich Bohman made a motion to approve the items listed on the consent agenda. Mary Dahl seconded the motion; all were in favor, the motion passed unanimously.

10. Discussion and Possible Action to Approve the Purchase of BK Portable Radios in an amount not to exceed \$38,059.70: Tubac Fire District has budgeted \$40,000, representing 50% of the total purchase price required to qualify for the Homeland Security Grant Program award. Although the application was submitted, the District was not awarded the grant. Staff is requesting approval to purchase nine (9) BK portable radios at a total cost not to exceed \$38, 059.70, and to utilize the funds allocated for the 50/50 grant match. Mary Dahl moved to approve the purchase of nine (9) BK portable radios in an amount not to exceed \$38,059.70, utilizing the funds previously retained for the District radio grant match. Gary Brasher seconded the motion; all were in favor, the motion passed unanimously.

11. Station #1 Construction and Communication Tower Update:

- a. Communication Tower Update: None.
- b. Fire Station #1 Update: Fire Chief Guerrero presented the monthly funding summary to the Board of expenses and funds remaining for the Station #1 project.
Eric Frey updated the Board on upcoming activities for Station #1 construction and stated a projected completion date of November 23, 2026.
 - Final utility lines are installed on the outside of the building; the utility line will tie into the communication lines.
 - Preparing the exterior for stucco installation.
 - Santa Cruz County plumbing inspection.
 - Dry wall inside the building is nearly 100% completed.
 - Paint selection for the building's interior and exterior to prepare for surface preparation.
 - Preparing to install flooring and windows.

12. Discussion and Possible Action to approve the use of Contingency Funds in the amount of \$10, 135.13 to update the interior furniture package: Atmosphere Commercial Interior Furnishings' initial quote did not include certain furnishings needed for daily operations, which increased the total project cost. Staff is requesting for the Board to approve an additional \$10,135.13 in Contingency Funds to complete the interior furnishings package. Gary Brasher moved to approve \$10, 135.13 of Contingency Funds for the purchase of the interior package for Station #1. Rich Bohman seconded the motion; all were in favor, the motion passed unanimously.

13. Discussion and Possible Action to approve the use of Contingency Funds in the amount of \$13,870.00 for ADOT required signage and striping for the Frontage Road. Tubac Fire District is required by ADOT to install appropriate signage and striping to comply with the ADOT permit for connection to the Frontage Road right-a-way. These requirements are necessary to ensure the safety of all users of the road. Board Chair Sandy Johnson moved to approve the use of \$13,870.00 in Contingency Funds for the ADOT-required Frontage Road signage and striping. Mary Dahl seconded the motion; all were in favor, the motion passed unanimously.

14. Discussion and Possible Action to approve the exterior building signage design for Tubac Fire Station #1.
Fire Chief presented possible exterior signage design and placement options drafted by Cook and Company Sign Makers. Rich Bohman discussed potential sign font options that could be used for Station #1 signage. Mary Dahl moved to task Fire Chief Guerrero with Tubac Fire Station #1 final signage design that is generally consistent with Tubac Fire Station #3 and #4. Gary Brasher seconded the motion; all were in favor, the motion passed unanimously.
15. Discussion and Possible Action to approve the exterior building colors for Tubac Fire Station #1. Fire Chief Guerrero presented exterior color options to the Board as well as colors suggested by Breckenridge Architects. Fire Chief stated that he recommends the Board use at least 2 colors for the station exterior and Board Director Rich Bohman agreed. He recommended a lighter color be used for the apparatus bay to reflect heat and a deeper color for administration. Rich Bohman moved to approve Apache Tan for the apparatus bay and Mesa Tan for the station living quarters and administrative offices. Gary Brasher seconded the motion; all were in favor, the motion passed unanimously.
16. Future Agenda Items: None.
17. Next regular meeting: September 30, 2026.
18. Adjourn meeting: The meeting adjourned at 2:45 p.m.