



TUBAC FIRE DISTRICT

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TUBAC FIRE DISTRICT BOARD MEETING MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
November 29, 2023

1. Call to order and Pledge of Allegiance: The meeting was called to order at 1:30 p.m., by Mary Dahl. The Pledge of Allegiance was recited.
2. Roll call of Board Members: Rich Bohman, Sandy Johnson, Herb Wisdom and Mary Dahl were present at the Tubac Community Center, Peter Benequista attended via zoom. Also, in attendance at the Tubac Community Center, Fire Chief Ben Guerrero, Deputy Chief Genaro Rivera, Deputy Chief Hesly Guerrero, Captain John Conger, Bianca Hamric and Adriana Olea. Members of the public in attendance were Jennifer Tougas, John Combo, Kathi Campana, Ron Campana, Brenda Camou, Roberta Stabel, Mike Bader, and Nan Fitzpatrick.
3. Reading of public comments submitted via email: None.
4. Call to the Public: None.
5. Correspondence: Patricia Bach sent a thank you note to the EMT's of Tubac Fire District for treating and transporting her husband to the Veterans Hospital in Tucson.
6. Chairs Report: None.
7. Chief and Staff Report: Captain Hesly Guerrero, Deputy Chief Genaro Rivera and Fire Chief Ben Guerrero provided the following to the Board:
 - A. Operations update.
 - B. Training.
 - C. Wildland update.
 - D. Administration update: Fire Chief Benjamin Guerrero expressed his gratitude and updated the board that Deputy Chief Rivera will be retiring. His service of 37 years will come to an end December 8, 2023. Deputy Chief Rivera will be recognized for his service at the board meeting in December.
8. Monthly Financial Report for October 2023: Sara Simonton from James Vincent Group presented the financial report for the month. Sara reported to the board the total revenue projected for the month of October is \$1,430,807 and is over budget by \$140,021. Santa Cruz County property taxes are at \$1,353.842 and over budget by \$123,620. The non-tax levy revenue is \$76,983 and is over budget by

\$16,401. This revenue increase is driven by the higher interest income due to the funds that were transferred to the Arizona Investment Pool. Total expenses for the month of October are \$326,943. This is under budget by \$31,733 and this is across all categories for the month. Year to date the total revenue is \$1,828,881 and is over budget by \$94,680. Property tax year to date is \$1,451,074 which is \$134,218 over budget. Nontax levy revenue year to date is at \$377,807 and is under budget by \$39,538. Total expenditures year to date is at \$1,433,262 and is under budget by \$28,578. Most of the expenditures stem from personnel expenses, which are under budget by \$37,774. The increase in expenditure for buildings and land, as well as vehicles and equipment, are due to the recoating of the roof at station 2, and maintenance costs on apparatuses. Director Rich Bohman asked Sara how the ambulance fees for Tubac Fire are determined? Sara explained that the ambulance fees are determined by the Arizona Department of Health Services. She stated that it is also based on the type of insurance a patient has and contractual agreements the district has with insurance providers.

9. Consent Agenda:

A. Approval of the minutes from October 25,2023.

B. Approval of monthly financial reports.

Sandy Johnson made a motion to approve the consent agenda. Rich Bohman seconded the motion; all were in favor, the motion passed.

10. Fire Station 1 items:

a. Discussion only on the USDA Rual application status update:

Chief Benjamin Guerrero reported that Leisa Curtis from the USDA Rual Development grant informed him that we are getting close to receiving our letter of obligation. Chief Guerrero reported that he is working diligently to make sure the USDA has all the items they are requesting.

b. Discussion only CMAR Request for Proposal status update:

Chief Guerrero announced he will be hosting a CMAR pre-submittal meeting with potential construction companies who are interested in the project on December 11, at station 1. Director Rich Bohman asked the purpose for the pre-submittal meeting. Chief Guerrero stated that the purpose of the meeting is to answer any questions contractors or architects may have. Director Rich Bohman asked the Board Chair Mary Dahl if board members are eligible to attend. Mary Dahl stated that it would be a great idea for board members to attend and requested that a notice of possible quorum to be posted. Director Sandy Johnson asked when the submittals for the RFP's are due. Chief Guerrero stated they are due 12/22/2023.

c. Discussion only FSI tower status update:

Board Clerk Herb Wisdom asked about the individuals working on the tower last week. Chief Guerrero informed the board that the individuals working on the tower was Simply Bits making updates to their equipment. Chief Guerrero stated that he asked for possible quotes from companies to see what the tower costs would look like and that he was given a wide range of dollar amounts. Chief Guerrero informed the board that he reached out to the county for potential partnership. Director Rich Bohman asked Board Chair Dahl if it is encouraging to involve the county in this project. Mary Dahl stated that it is encouraging because the county and the district have something to share. The county has the goal of developing broadband and we have a site.

11. Future agenda Items: Discussion of Fire Station 1 project.
12. Next meeting: December 20,2023 at 1:30pm
13. Adjourn meeting: Sandy Johnson moved to adjourn the meeting at 2:30p.m., Herb Wisdom seconded the motion; all in favor; the motion passed.