



TUBAC FIRE DISTRICT

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TUBAC FIRE DISTRICT BOARD MEETING MINUTES October 31, 2018

1. Call to order and Pledge of Allegiance: The meeting was called to order at 9:00 a.m. by Mike Connelly. The Pledge of Allegiance was recited.
2. Roll call of Board Members: Board Members present were Bill Kirkpatrick, Mike Connelly, Mary Dahl and Candy Clancy. Herb Wisdom was absent. Also present were Chief Horvath, Asst. Chief Rivera, Brenda Holbrook, Nancy Lindsey, Uriel Gonzalez, Laura Summerfield, Esai Tapia, Darrell Miller, Pete Mendoza, Dottie Bergmann, Al Kingsley, Patrick Talley, Brian Summerfield, Robert Maurer, Josh Gaither, Gary Pundt, Thomas Waniewski, Curt Stowell, Kay Williams, Anne Getty, Carl Mare, Thomas Beckel, Doug Stevenson, Kathleen Vandervoet, Melissa Tomlinson, and Ben Archer Clowes.
3. Report from Board Members: None
4. Presentation: Southern Arizona Veterans and First Responders Memorial: Kay Williams and Curt Stowell presented the design and a video outlining the plans for the Southern Arizona Veterans and First Responders Living Memorial that will be built on a 2.5-acre site allocated by the Town of Oro Valley overlooking the Catalina Mountains. The memorial will be the only Living Memorial in the region and will honor the fallen and all men and women who have served and continue to serve our country and community. It will be 100% privately funded through the contributions of Southern Arizona business, citizens and foundations.
5. Presentation: Commendation for TFD Station 3 crew and LifeNet 6 crew: Chief Horvath presented CEP Laura Summerfield, EMT Esai Tapia and LifeNet 6 flight medic Jason Nicolls with a certificate of excellence recognizing them for a job well done in assessing and attending to a walk-in patient at Station 3 on September 11, 2018 who was suffering from a critical cardiac event.
6. Call to the Public: None
7. Approval of minutes from September 26, 2018: Mary Dahl made a motion to approve the September 26, 2018 minutes and Candy Clancy seconded the motion; all were in favor, the motion passed.
8. Correspondence: Chief Horvath informed the Board that she had received Resolution #2018-15 from Santa Cruz County Board of Supervisors cancelling the Tubac Fire District election for the November 6, 2018 general election and that candidates Mike Connelly and Herb Wisdom are hereby appointed to fill these offices.

9. Approval of financial reports for the month of September 2018: Melissa Tomlinson from the James Vincent Group presented the monthly financial reports.

Key points:

- A. Santa Cruz County tax revenue for September was \$13,222 which was under budget by \$14,563
- B. Non-Levy revenue was over budget by \$105,122 attributed primarily to wildland revenue
- C. Expenses for the month totaled \$272,789 which were over budget by \$266
- D. Fiscal year revenues are overbudget by \$228,232; fiscal year expenses are also over budget by \$54,336

Mary Dahl made a motion to approve the financial reports for the month of September 2018 and Bill Kirkpatrick seconded the motion; all were in favor, the motion passed.

10. Chief's Report:

- A. Ambulance Transport Collections: collections report reflected \$22,107.57 received for the month of September.
- B. Staff Report: Chief Horvath presented the report that detailed the call volume, call type and response times on EMS 911 calls for the month of September. The report also provided updates on wildland billings that reflect a total of \$470,198.93 earned in this fiscal year with a total of \$406,971.82 still being owed to the District as of September 30th. The final section of the report detailed current development projects under review by Assistant Chief Rivera.

11. Discussion, possible action to approve a regional grant MOU for the procurement of portable and mobile radios through the Assistance to Firefighters Grant Program: Chief Horvath explained to the Board that with their approval Tubac Fire District will be the host agency for the 2018 Assistance to Firefighters (AFG) Grant for radios for the following fire districts: 1)Tubac; 2)Rio Rico; 3)Sonoita-Elgin, and 4)Nogales Suburban, and will be responsible for the accountability of the radio equipment as well as all reporting requirements of the AFG program. Mary Dahl made a motion to approve Tubac Fire District to be the host agency for the 2018 Assistance to Firefighters Grant for radios for Tubac Fire District, Rio Rico Fire District, Sonoita-Elgin Fire District, and Nogales Suburban Fire District. Candy Clancy seconded the motion; all were in favor, the motion passed.

12. Discussion and information only regarding the 5-year Financial Outlook as presented by James Vincent Group: Melissa Thomlinson and Ben Archer Clowes presented the 5-year projection of the fire district as it relates to capital acquisitions and operations which included a detailed and independent assessment of the current financial environment.

13. Executive Session: The Board may vote to go into Executive Session pursuant to A.R.S. Sec 38-431.03(A)(3) for discussion or consultation for legal advice with the attorney for the District regarding potential transaction with American Tower regarding tower location:

A. NOTE: Executive Sessions are CONFIDENTIAL pursuant to A.R.S. Sec. 38-431.03(C). Mary Dahl made a motion to go into executive session pursuant to A.R.S. Sec 38-431.03(A)(3) and Bill Kirkpatrick seconded the motion; all were in favor, the motion passed.

14. Discussion and possible action to approve an engagement letter with Lake & Cobb PLC for the purposes of negotiating a potential transaction with American Tower: Mary Dahl made a motion to not pursue the services of Lake & Cobb PLC at this time and Bill Kirkpatrick seconded the motion; all were in favor, the motion passed.

15. Future Agenda items: The following future agenda items were proposed:

- A. 5-year financial outlook update

16. Next Meeting: November 28, 2018 at 9:00 a.m. at Tubac Fire Station #2, 1360 W. Frontage Road, Rio Rico.

17. Adjourn Meeting: Mary Dahl made a motion to adjourn the meeting at 11:45 a.m., and Candy Clancy seconded the motion; all were in favor, the motion passed.