



# TUBAC FIRE DISTRICT

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## TUBAC FIRE DISTRICT BOARD MEETING MINUTES REGULAR MEETING OF THE BOARD OF DIRECTORS May 27, 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 and Herb Wisdom were present at Tubac Community Center. Rich Bohman was absent. Also, in attendance at Tubac Community Center, Fire Chief Guerrero, Deputy Chief Hesly Guerrero, Captain Esai Tapia, and Bianca Hamric. Sara Simonton attended via Zoom on behalf of James Vincent Group. Eric Frey attended on behalf of DL Norton General Contracting. Members of the public in attendance were Kathleen Vandervoet.
3. Reading of Public Comments Submitted Via Email: Resident John Combo submitted an email stating items on the website that are out of date and is curious to know if the removal of the items is needed.
4. Call to the Public: Kathleen Vandervoet asked the Board where the furniture for Station #1 will be stored pending the building's completion.
5. Correspondence: None.
6. Report from Board Members: Gary Brasher raised his concern about the servicing of fire hydrants owned by the private water company in the Barrio of Tubac.
7. Chief and Staff Report:  
Fire Chief Ben Guerrero, Deputy Chief Hesly Guerrero, Fire Marshal John Conger and Captain Esai Tapia presented the monthly Staff Report for May 2026:
  - a. Operations Update.
  - b. Training.
  - c. Administration Update.
  - d. Wildland Update.
8. Presentation and Discussion of the April 2026 Monthly Financial Report: Sara Simonton attended via Zoom on behalf of James Vincent Group to present the financial reports for the month of April 2026. (Please refer to [www.tubacfiredistrict.org](http://www.tubacfiredistrict.org) under the Tubac Fire Board tab to review the report.)
9. Discussion and Possible Action regarding tentative approval of the fiscal year 2026-2027 budget: Sara Simonton from James Vincent Group presented the FY 2026/2027 budget workshop. (Please refer to [www.facebook.com/tubacfiredistrict](https://www.facebook.com/tubacfiredistrict), Facebook livestream dated 5/27/2026 to view the presentation.) Mary Dahl moved to approve the tentative budget for the fiscal year 2026-2027 as presented. Gary Brasher seconded the motion; all were in favor, the motion passed unanimously.

10. Consent Agenda:

a. Approval of minutes from April 29, 2026:

b. Approval of monthly financial report for April 2026:

Mary Dahl made a motion to approve the items listed on the consent agenda. 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: Fire Chief Guerrero stated that there is no update at this time regarding the communication tower.

b. Fire Station #1 Update: Eric Frey updated the Board on the upcoming projects pending for the Station #1 construction.

- Apparatus bay framing continues and is nearing completion.
- Pouring of concrete slab floors for the electrical room and turnout room.
- Sprinkler system will begin throughout the building.
- Roofing will begin over the administrative offices.
- Power infrastructure has been installed for the property.
- Electrical and plumbing.

Fire Chief Guerrero presented to the Board the funding analysis for the Station #1 project and discussed the need to utilize contingency funds for IT infrastructure and the fire station alerting system. He also stated that there will be a Special Board Meeting early in the month of June to discuss and possibly approve these operational systems as soon as the proposals are received.

12. Discussion and possible action to approve an intergovernmental Agreement (IGA) between Tubac Fire District and Santa Cruz County regarding the 2026 Future Firefighters Summer Camp. Chief Guerrero discussed the Future Firefighters Summer Camp funded by Santa Cruz County. He stated that the summer camp will be a two-week event beginning in June, and 25 children will be attending. Mary Dahl moved to approve the IGA between the Tubac Fire District and Santa Cruz County regarding the 2026 Future Firefighters Summer Camp. Gary Brasher seconded the motion; all were in favor, the motion passed unanimously.

13. Discussion and possible action to approve employee benefit offerings for Fiscal Year 2026/2027:

a. Medical Coverage: Fire Chief recommends that we continue with Aetna for employee medical insurance for the 2026/2027 fiscal year.

b. Dental and Vision Coverage: Fire Chief recommends that we continue with EMI- Cigna Dental for employee dental insurance. Fire Chief is recommending that we move insurance to a VSP vision plan under MetLife insurance for the 2026/2027 fiscal year.

Mary Dahl moved to approve the fiscal year 2026/2027 employee benefits beginning July 1, 2026, that include Aetna medical, Cigna Dental and MetLife VSP/Vision and MetLife AD&D as recommended by staff. Gary Brasher seconded the motion; all were in favor, the motion passed unanimously.

14. Discussion and possible action to approve Resolution No. 2026-001 appointing Fire Chief Guerrero as the District's designated agent for purposes of seeking funding through the Tohono O'odham Nation 12% grant program for the purchase of two (2) cardiac monitors. Captain Esai Tapia is requesting that the Board approve Chief Guerrero as the designated agent to pursue funding for the purchase of two (2) cardiac monitors through the Tohono O'odham Nation grant program. Mary Dahl moved to approve

Resolution No. 2026-001 appointing the Fire Chief as designated agent and authorizing application for a Tohono O'odham 12% grant for the purchase of two (2) cardiac monitors as presented. Gary Brasher seconded the motion; all were in favor, the motion passed unanimously.

15. Discussion and possible action to approve Resolution No. 2026-002 appointing Fire Chief Guerrero as the District's designated agent for purposes of seeking Assistance to Firefighters Grant (AFG) funding for the purchase of five (5) cardiac monitors: Captain Esai Tapia is requesting that the Board approve Chief Guerrero as the designated agent to pursue funding for the purchase of (5) cardiac monitors to fulfill the minimum requirement needed for the District. Captain Tapia informed the Board that if the District is awarded the grant a 10% cost share will be associated with the award. Mary Dahl moved to approve Resolution No. 2026-002 appointing the Fire Chief as designated agent and authorizing application for five (5) cardiac monitors through the Assistance to Firefighters Grant (AFG) as presented. Gary Brasher seconded the motion; all were in favor, the motion passed.
16. Discussion and possible action to approve Resolution No. 2026-003 appointing Fire Chief Guerrero as the District's designated agent for purposes of seeking Assistance to Firefighters Grant (AFG) funding for the self-contained breathing apparatus as a participating agency in a regional grant application: Captain Esai Tapia is requesting that the Board approve Chief Guerrero as the designated agent to pursue funding for the purchase of self-contained breathing apparatus. Captain Tapia stated that if the District is awarded this grant, the fiscal impact to the District will be \$60,000.00. Mary Dahl moved to approve Resolution No. 2026-003 appointing the Fire Chief as designated agent and authorizing application to pursue funding for the purchase of a self-contained breathing apparatus through the Assistance to Firefighters Grant (AFG) as presented. Gary Brasher seconded the motion; all were in favor, the motion passed.
17. Discussion and possible action to enter into Executive Session pursuant to A.R.S. § 38-431.03 (A) (1) for discussion or consideration of employment, evaluation, compensation, and contract matters regarding Fire Chief Benjamin Guerrero. Board Treasurer Gary Brasher discussed the evaluation process for the Fire Chief and gave an overview of the evaluation form. Gary Brasher moved to go into executive session; Herb Wisdom seconded the motion. All were in favor, the motion passed.
  - a. Executive session commenced at 2:35 p.m. The Board reconvened in regular session at 2:50 p.m.
18. Discussion and Possible Action regarding the annual evaluation, compensation adjustment, and employment agreement matters concerning Fire Chief Benjamin Guerrero. Gary Brasher made a motion to increase the compensation of the Fire Chief by 10% beginning July 1, 2026, and continue to evaluate the Fire Chief's performance for the next fiscal year. Herb Wisdom seconded the motion. All were in favor, the motion passed.
19. Future Agenda Items: Special Board meeting, private water companies in the Tubac Barrio and the water meters.
20. Next regular meeting: June 24, 2026.
21. Adjourn meeting: Herb Wisdom moved to adjourn the meeting at 3:25 p.m., Gary Brasher seconded the motion; all were in favor, the motion passed unanimously.