



TUBAC FIRE DISTRICT

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TUBAC FIRE DISTRICT BOARD MEETING MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
January 22, 2020

1. Call to order and Pledge of Allegiance: The meeting was called to order at 9:00 a.m. by Mary Dahl. The Pledge of Allegiance was recited.
2. Roll call of Board Members: Board Members present were Bill Kirkpatrick, Herb Wisdom, Mike Connelly and Mary Dahl. Board Member Candy Clancy was present telephonically. Also present were Chief Horvath, Deputy Chief Rivera, Sarai Ramirez, Melissa Tomlinson, Ben Archer Clowes, Gabe Buldra, and Darrell Miller. District residents in attendance were Rich Bohman, Earl Wilson, Kip Wilson, Kathleen Vandervoet, Bob Maurer, and Mike Jacoby.
3. Report from Board Members: None
4. Call to the Public: Mike Jacoby expressed concern about the lack of information available to the public regarding the Fire District's plan to build a new Station 1. He asked that the Board hold public meetings where members of the public can ask questions. He requested access to the "Needs Assessment" and a tour of Station 1. Mary Dahl encouraged all members of the public to speak with Chief Horvath to request more information and tour the facilities. Candy Clancy agreed with Mike Jacoby's concerns and asked that the Board hold public meetings to discuss the issues associated with Station 1.
5. Correspondence: None.
6. Chair's Report: Mary Dahl informed the Board that \$306 million per year is distributed by the Federal Government through the Assistance to Firefighters Grant Program based on the census data. The Tubac Fire District has succeeded in obtaining many of those grants. Mary Dahl reminded the Board and the public that, for this reason, it is important to ensure the community is counted in the upcoming 2020 census.
7. Chief and Staff Report: Chief Horvath presented the monthly activity report to the Board. Chief Horvath informed the Board that Nancy Lindsey was attending the PSPRS workshop in Phoenix. Additionally, Chief Horvath informed the Board of Captain testing taking place and that several candidates would be participating in an assessment process. The potential promotion of two successful candidates is to replace the previous positions held by Deputy Chief Ben Guerrero and Senior Captain Pete Mendoza, who is retiring. Regarding the modular at Station 1, permits have been approved with installation to hopefully begin by mid-February. The cost of installation was reduced by \$10,000 after negotiations brought the cost down to \$25,000.
8. Monthly Financial Report for December 2019: Melissa Tomlinson presented the financial reports for the month of December.

Key points for the month:

- A. Santa Cruz County revenue for December was \$397,712 which was \$628,068 under budget.
- B. Non-Levy revenue was \$114,602 which was over budget by \$61,352.
- C. Expenses for the month totaled \$232,513 which was under budget by \$11,965.
- D. Fiscal year revenues are \$2,400,460 which is \$74,518 over budget.
- E. Fiscal year expenses are \$1,742,049 which is \$81,716 over budget.

9. Consent Agenda

- A. Approval of minutes from December 18, 2019- Regular board meeting and executive session
- B. Approval of minutes from January 8, 2020- Special meeting and executive session
- C. Approval of monthly financial reports

Bill Kirkpatrick made a motion to approve the consent agenda and Mike Connelly seconded the motion; Candy Clancy abstained from voting on the special meeting and executive session from January 8, 2020 due to her absence, all other Board members were in favor; the motion passed.

- 10. Discussion and possible action to approve a policy regarding surplus equipment: Mike Connelly made a motion to approve the Fixed Asset Disposal Policy and Bill Kirkpatrick seconded the motion; all were in favor, the motion passed.
- 11. Discussion and possible action regarding a donation request: Bill Kirkpatrick made a motion to approve the donation of Shop #1014, a 1997 ambulance, to Wisdom Sport and Scholars as recommended by staff and Mike Connelly seconded the motion; all were in favor, the motion passed.
- 12. Discussion and possible action to approve purchase of a breathing air compressor: Mike Connelly made a motion to approve awarding the purchase of the air compressor unit as recommended by staff and Herb Wisdom seconded the motion; all were in favor, the motion passed.
- 13. Executive Session: The Board may vote to go into Executive Session pursuant to A.R.S. Sec. 38-431.03(A)(7) for discussion or consultation with designated representatives of the District in order to consider the District's position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property – the District's cell tower site.
 - a. Note: Executive Sessions are CONFIDENTIAL pursuant to A.R.S. Sec 38-431.03(C): Nothing to report.
- 14. Update on discussion and possible action on replacement of Station No. 1: No new information
- 15. Future Agenda Items: Mike Connelly would like to discuss other possible options besides a replacement for Station 1. Candy Clancy requested more information and a summary of the PSPRS workshop attended by Nancy Lindsey.
- 16. Call to the Public: Rich Bohman asked if TFD had consulted with an architect and Mary Dahl asked him to schedule a meeting with Chief Horvath for any inquiries regarding the plans for Station 1. Kathleen Vandervoet requested that the Public Safety Personnel Retirement System acronym be explained to the public and for the Tubac Fire District website to include all documents pertaining to the items on the agenda. **Earl Wilson supports the plan for something to be done to Tubac Station #1 but would like to see all the possible options whether remodeling, replacing or doing nothing.**
- 17. Next Meeting: February 26, 2020, at 9:00 a.m. at Tubac Fire Station #2, 1360 W. Frontage Road, Rio Rico.
- 18. Adjourn Meeting: Mary Dahl made a motion to adjourn the meeting at 11:45 a.m., and Mike Connelly seconded the motion; all were in favor, the motion passed.