



TUBAC FIRE DISTRICT

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TUBAC FIRE DISTRICT BOARD MEETING MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
July 26, 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 Station #2. Peter Benequista joined via Zoom. Also, in attendance at Station #2, Fire Chief Ben Guerrero, Deputy Chief Genaro Rivera, Acting Deputy Chief Hesly Guerrero, Bianca Hamric and Adriana Olea. Members of the public in attendance were Clem Shute, and Mike Pettypool.
3. Report from Board Members: None.
4. Reading of public comments submitted via email: Mindy Maddock recommended that the board move to approve item number #12 on the agenda to have the monthly board meetings at the Tubac Community Center.
5. Call to the Public: Clem Shute, representing the Citizens Council of Tubac, spoke in support of future fire board meetings at the Tubac Community Center. Mr. Shute indicated that the Tubac Community Center Foundation had received a grant from the county which was used to upgrade the internet.
6. Correspondence: None.
7. Chairs Report: Chairman Mary Dahl, noting his recent passing, acknowledged the many and significant contributions of Earl Wilson to the community.
8. Chief and Staff Report: Acting Deputy Chief Hesly Guerrero, Deputy Chief Genaro Rivera and Fire Chief Ben Guerrero provided the following to the board:
Transportation
June trends:
 - Snake removals- These are the highest number of calls for the district.
 - Brush fires (9)
 - Vehicle/Trailer fires
 - Fire alarm activationsTraining:
 - Tubac Fire District hosted a Fire camp for students from the community for ages 7-16 years.

Inspections

Burn Permits:

- Control burns (TDF will not allow burns due to the lack of rain).

Prevention:

- CPR certification and training have been higher than usual due to the start of the new school year beginning next month.

9. Monthly Financial Report for June 2023: Sara Simonton with James Vincent Group presented the financial reports for the month of June 2023.

10. Discussion and possible action to approve resolution 2023-002 establishing an account with the State Treasurer of Arizona's Local Government Investment Pool.

Sara Simonton stated that Tubac Fire District has a significant amount of funds that can be used for investment. Based on the needs of the organization and the performance of this particular investment, James Vincent Group has selected the investment pool mentioned in item #10. Rich Bowman asked if this investment is at a fixed rate and Sara informed the board that this investment is not at a fixed rate and will fluctuate based on stock market. Sandy Johnson stated that this investment seems like a money market investment and asked if there would be costs associated with this investment. Sara stated that there would be no costs associated with this investment and that it would be easy to move money in and out of the investment. Sara also stated this account will receive interest earnings incurred each month money is in the account. Peter Benequista commented on the liquidity feature of the investment. He asked if this is because not all the money is invested all at one time. Sara stated that in general this is a very large pool that other organizations utilize to help with the liquidity of this investment. Sandy Johnson asked if the investment is insured with FDIC. Sara stated that this investment is in fact FDIC insured. Rich Bowman stated that to his knowledge these types of money market investments would not be insured by FDIC since it is a money market type of fund. Sara stated that she would get back to the board with a definitive answer if the board chooses.

Mary Dahl made a motion to approve Resolution 2023-002, Pool #5 and Herb Wisdom seconded the motion; all in favor, the motion passed.

11. Consent Agenda:

- a. Approval of minutes from June 28, 2023.
- B. Approval of minutes from special board meeting April 14, 2023.
- C. Approval of monthly financial reports.

Mary Dahl moved to approve the consent agenda, Rich Bohman, seconded the motion; all in favor, the motion passed.

12. Discussion and possible action to move our monthly Board meetings to the North County Building in Tubac.

Peter Benequista stated that due to a public request, he has requested this action to be put on the agenda. He is requesting that the board try to hold the monthly board meetings in Tubac. He stated that it would be convenient for residents in the Tubac area and that more people would attend. Mr. Benequista said that the county building in Tubac can accommodate more people than the current setup at Station #2 in Rio Rico. Chairman Mary Dahl reported she had the opportunity to talk to the president of the Tubac Community Center Foundation which manages the building on behalf of the county. Mary discussed with her some of the improvements that have been made over the summer and some that are still in the process. Chairman Mary Dahl suggested that meetings begin in September to give the community center time to complete the improvements that are still in the process. She also suggested that the board meeting alternate locations and move back to Rio Rico Station #2 in October and so forth. Sandy Johnson made a motion to move Tubac Fire Districts Board meetings beginning September and will be held at a location based on the agenda until the new Tubac Fire Station #1 is built.

Peter Benequista seconded the motion; all in favor, the motion passed.

13. Discussion only on Tubac Fire Districts radio coverage map.

Deputy Chief Rivera reported on the radio coverage map provided to the board. He highlighted areas on the map where coverage is reached and where TFD does not receive coverage. Deputy Chief Rivera stated that a tower of 180 feet, proposed by AT&T, a new repeater, and the relocation the tower to the northeast corner of the property would improve the fire districts radio frequency coverage. Rich Bohman stated that there may be some hesitation from the community regarding the tower height. He suggested that the district may be able to put a repeater on the Keystone Peak tower located on a mountain west of Continental Road in Green Valley. Mr. Bohman suggests that the district should investigate the Keystone Peak tower before discussing the install of a new tower that is 180 feet in height. Fire Chief Ben Guerrero stated that the current tower gives a revenue stream to the district, and therefore the need to coordinate the construction of the new station #1 building and the relocation of the tower is necessary. Mary Dahl stated that we need to think about the tower differently and investigate all areas regarding the tower and if it is benefiting the district.

14. Fire Station 1 Items

- a. Discussion only on USDA Rural application status: Fire Chief Guerrero reported that the USDA Rural Development Application has been submitted. Fire Chief reported that we should know how to proceed with the project in about 30 days as the application is being reviewed. Peter Benequista stated that he was impressed and pleased with the feasibility report and the architects at WSM, but curious to know the role of the governments architect at the USDA. Rich Bohman concern when reading through the grant documents from the USDA, that the grant requires competitive bids, and all contracts will need to be approved before releasing grant funds. Sandy Johnson aired his concerns and put to question the stipulations that may come with the grant funds.
- b. Discussion and possible action to approve WSM Architects proposal and as presented. This discussion has been tabled until the next board meeting.
- c. Discussion and possible action on station #1 needs assessment and a selection of an architect. Rich Bohman discussed with Deputy Chief Rivera the construction of the other fire stations in the district. Deputy Chief Rivera stated that the architects of the projects would release a bid for contracting services. Mary Dahl commented that the idea for this project would be a traditional design, bid, build project and the architect would be the agent and work simultaneously with the architect from the USDA. Mary Dahl stated that in her personal experience the design, bid, build process brings the most value to the client. Mary Dahl stated that she is in favor for this method for the project. Fire Chief Guerrero stated he would find more information based on the building requirements for the USDA grant. Sandy Johnson suggested that the district seek other architectural firms besides WSM architects to bid for the project. Mr. Benequista stated that from his experience government contracts are subject to change and there needs to be a budget that allow for change orders if they come forth. He also stated that he is most comfortable with the design, bid, build process although it is not the preferred choice of the USDA. Mr. Benequista stated that based on the fire districts policy we should have a three-bid selection process, and this should be for the architect selection. Fire Chief Guerrero proposed that the district release a request for proposal for architectural firms interested in the project. There was general agreement with this approach.

15. Future Agenda items: none

16. Next meeting: August 30,2023, at 1:30pm

17. Adjourn meeting: Mary Dahl moved to adjourn the meeting at 3:27p.m. and Sandy Johnson seconded the motion, all in favor; the motion passed.