



TUBAC FIRE DISTRICT

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TUBAC FIRE DISTRICT BOARD MEETING MINUTES June 27, 2018

1. Call to order and Pledge of Allegiance: The meeting was called to order at 6:00 p.m. by Mike Connelly. The Pledge of Allegiance was recited.
2. Roll call of Board Members: Board Members present were Herb Wisdom, Mary Dahl, and Mike Connelly. Candy Clancy attended telephonically. Bill Kirkpatrick was absent. Also present were Chief Keeley, Asst. Chief Rivera, Brenda Holbrook, Nancy Lindsey, Chuck Mills, Charlie Alvarez, Dennis Eshleman, Dotty Bergmann, Melissa Tomlinson, and Kathleen Vandervoet.
3. Approval of minutes from May 30 (2 sets), and Special Meetings of June 7 and June 21, 2018: Herb Wisdom made a motion to approve the May 30th, June 7th and June 21st, 2018 minutes and Mary Dahl seconded the motion; all were in favor, the motion passed.
4. Correspondence: None
5. Approval of financial reports for the month of May 2018: Melissa Tomlinson from the James Vincent Group provided a detailed presentation of the May financial reports. Mary Dahl made a motion to approve the May 2018 financial reports and Herb Wisdom seconded the motion; all were in favor, the motion passed.
6. Operational Information Reports:
 - A. Ambulance Transport Collections: Brenda Holbrook provided the collections report that reflected \$26,289.92 received for the month of May and \$345,347.32 year-to-date, both amounts net of any refunds.
 - B. Fire District Operations: Assistant Chief Rivera provided the monthly and year-to-date call data per station and summarized the calls both medical and fire overall Districtwide.
7. Discussion, Possible Action to adopt preliminary 2018-2019 budget: Melissa Tomlinson provided a brief overview of the preliminary budget. She explained that the only changes from the prior month's preliminary budget included an adjustment to the personnel costs that reduced the estimated transfer of cash to the capital fund at year end to \$88,351 a difference of \$1,677. Melissa further explained that she estimates \$150,000 from the operations fund can be transferred to the capital reserve fund at the end of this fiscal year June 30, 2018. Candy Clancy commented that she feels the Board needs to really consider purchasing only one ambulance in the upcoming fiscal year and another the following year, not both in one year. Mary Dahl made a motion to approve the tentative

fiscal year 2018-2019 budget as presented to be posted per statute for public viewing and Herb Wisdom seconded the motion; all were in favor, the motion passed.

8. Discussion, Possible Action on Bank of America operations account signers: Chairman Connelly explained that the Board approved the signers on the account at the special meeting on June 21, 2018; therefore, no further action needs to be taken by the Board at this time.
9. Update on Station #1 sleeping quarters: A.C. Rivera explained to the Board that the Station #1 crews are now utilizing the trailer for their sleeping quarters and that the wildland personnel have been relocated to Station #2.
10. Update on 4th of July activities: A.C. Rivera explained to the Board that extra staffing will be brought in the day of the event and that the fireworks display at the Tubac Golf Resort will only take place if weather conditions are favorable. Herb Wisdom added that a beer and brats stand will be set up at the ball field for the 4th of July celebration.
11. Report from Legal Counsel: None
12. Announcements / Community Events: A.C. Rivera announced that Captain Ben Guerrero was recognized as the outstanding Tubac Fire District employee of the year at the 5th Annual Santa Cruz County Public Safety Officers Awards Dinner on June 8th. A. C. Rivera further informed the Board that the District was successful in applying for and being awarded a grant from the Tubac Healthcare Foundation to fund two employees through the Paramedic program at Pima Community College.
13. Call to the Public: Kathleen Vandervoet asked what station the new chief would have her office and what her start date would be, to which the Board replied her office will be at Station #1 and her contract start date is July 1st. Dennis Eshleman asked if the district had a theory as to why there have been so many rollovers on the I-19 freeway to which A.C. Rivera replied a common factor has been tire blowouts probably due to the heat and people being negligent in checking the air pressure or condition of their tires. Charlie Alvarez explained that he and several other employees have met with Chief Horvath and are requesting formation of an Honor Guard. Mary Dahl presented a plaque signed by current and past board members for Chief Keeley to A.C. Rivera thanking him for his service to the Tubac Fire District.
14. Next Meeting: July 25, 2018 at 9:00 a.m. at Tubac Fire Station #2, 1360 W. Frontage Road, Rio Rico.
15. Adjourn Meeting: Herb Wisdom made a motion to adjourn the meeting at 6:45 p.m., and Mary Dahl seconded the motion; all were in favor, the motion passed.