



# TUBAC FIRE DISTRICT

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## TUBAC FIRE DISTRICT BOARD MEETING MINUTES REGULAR MEETING OF THE BOARD OF DIRECTORS November 17, 2021

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: Mary Dahl, Mike Connelly, Herb Wisdom, Bill Kirkpatrick, and Pete Benequista were present at Station No. 2. Also, in attendance at Station #2 were Chief Horvath, Deputy Chief Rivera, Deputy Chief Guerrero, Chris Farmer, and Nancy Lindsey. District residents in attendance were Clem Shute, John Combo, Candy Clancy, Dennis Eshleman, Dave Strausbaugh, Mike Pettypool, and Don Robidoux. (***Spelling of some names may not be correct due to difficulty in interpretation***). In attendance telephonically were Gabe Buldra and Julie Arma.
3. Report from Board Members: None
4. Reading of public comments submitted via email: Nancy Lindsey read an email from Lee Blackwell regarding questions pertaining to the District's bond debt.
5. Call to the public: District resident Clem Shute commended Chief Horvath for her presentation to the Santa Cruz Valley Citizens Council and Candy Clancy asked the Board if they approved working space for the Chamber of Commerce at Station #1.
6. Correspondence: Notes received commending Chief Horvath for her presentation at the Santa Cruz Valley Citizens Council meeting.
7. Chair's Report: Mary Dahl provided a Covid-19 vaccination update
8. Chief and Staff Report: Chief Horvath delivered the following to the Board:
  - An overview of the monthly staff report.
  - An update on a joint meeting held earlier in the day with the Fire Chiefs from Santa Cruz County in which they discuss common items and issues within their departments.
  - Provided the dates of December 9<sup>th</sup> and December 18<sup>th</sup> from 9 to 11 am for an open house tour of Station #1.
9. Monthly Financial Report for October 2021: Gabe Buldra presented the financial reports for the month of October 2021.
10. Consent Agenda: Pete Benequista made a motion to approve the October 27, 2021, meeting minutes and financial reports and Mike Connelly seconded the motion; all were in favor, motion passed.

11. Discussion on current physical facility conceptual planning for Station 1, funding scenarios, operations and cash reserves needs and impacts, and bonding capacity and projections: Mike Connelly led the discussion and inquiry with staff responding:

- Mr. Connelly: What will it take to balance the budget? Mr. Buldra: The pending ambulance rate increase from Arizona Department of Health Services; an expected increase in assessed valuation that will increase property tax revenues as well as a potential small tax rate increase. These increases should make up for the loss of revenue from the tower as well.
- Mr. Connelly: The current outstanding bonds that will be paid off in July 2028 are a little over \$3 million. Our overall bonding capacity currently is \$5.8 million so around \$3 million is available through bonds. With the cash reserves the District has from the sale of the tower, the District could potentially have \$5 to \$5.5 million to work with for the station and admin space. Would that be enough for an 11,000 to 12,000 square foot fire station that would include a meeting room as well as administration offices? Chief Horvath: The fire station alone that would include living quarters is approximately 8,700 square feet and the size of the admin offices and meeting room could potentially be worked into the plan in phases, but that those figures are still being worked on and costs evaluated.
- Mr. Connelly: What would be considered a reasonable amount of money to keep in reserves? Mr. Buldra: A minimum of \$1.2 million or \$2 million on the high end as well as a to-be-determined amount that would be allocated based on a 10-year capital replacement/purchase plan.
- Mr. Connelly: How do we proceed on getting more real on what a building might look like as far as square footage or are we going to look at more plans? Chief Horvath: The development project plan and schedule that was approved back in July should be implemented, and a site secured, as the prerequisite for real building layout and construction planning to occur. Chairman Dahl concurred. Pete Benequista commented that the development project plan presented by WSM Architects in July did not include purchasing the land to which Chairman Dahl responded that the plan was contingent upon the property already being in place. Chief Horvath reiterated that WSM was not tasked with assisting with property acquisition and that is why it does not appear on the approved development project plan and schedule.

12. Future Agenda Items:

- Open Meeting Law refresher training presentation by Attorney Coppersmith

13. Next meeting: December 15, 2021

14. Adjourn meeting: Herb Wisdom made a motion to adjourn the meeting at 2:35 p.m. and Pete Benequista seconded the motion; all were in favor, the motion passed.