



TUBAC FIRE DISTRICT

2227 EAST FRONTAGE ROAD
P.O. BOX 2881
TUBAC, ARIZONA 85646
TELEPHONE: (520) 398-2255

TUBAC FIRE DISTRICT BOARD MEETING MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
JUNE 26, 2024

1. Call to order and Pledge of Allegiance: The meeting was called to order at 1:30 p.m., by Sandy Johnson.
2. Roll call of Board Members: Sandy Johnson, Mary Dahl, Rich Bohman and Herb Wisdom were present at Tubac Community Center. Board Treasurer Pete Benequista attended via Zoom. Also, in attendance at Tubac Community Center, Fire Chief Ben Guerrero, Deputy Chief Hesly Guerrero, Captain John Conger, Captain Esai Tapia and Adriana Olea. Gabe Buldra attended on behalf of James Vincent Group via Zoom. Members of the public in attendance were Ron & Kathi Campana, Francisco Parra, Araceli Parra, Karen Wilson, Kathleen Vandervoet, Ofelia Saavedra, Katelyn Saavedra, Yalitz Saavedra, Ruben Saavedra, Alexis Alvarado, Daniel Dominguez, Judy Pena, Gracie Pena, Ana Maria Acevedo, Yazmene Corrales- Cerezo, Andi Miritello, Dennis Eshleman, and Arlene Parra.
3. Badge Pinning:
 - a. Alan Acevedo
 - b. Daniel Dominguez
 - c. Chris Parra
 - d. Hiram Saavedra
4. Reading of public comments submitted via email: None.
5. Call to the public: None.
6. Correspondence: None
7. Report from Board Members: Mary Dahl invited the community to attend the 4th of July Celebration at the Tubac Presidio Historic Park.
8. Chief and Staff Report: Deputy Chief Hesly Guerrero, Captain John Conger, Captain Esai Tapia and Fire Chief Ben Guerrero provided the monthly Staff Report for May 2024.
 - a. Operations Update
 - b. Training
 - c. Wildland Update
 - d. Administration Update
9. Monthly Financial Report for May 2024: Gabe Buldra from James Vincent Group presented the financial reports for the month of May via Zoom. Total Revenue for the month of May is \$753,225. Tax Levy Revenue is \$667,619. Non-Tax Levy Revenue is \$85,606 in which is under budget due to no wildland billing for the month. Total Expenses for the month of May are \$428,518, which is over budget by \$63,065. Personnel Expenses and Managerial Expenses are the two main categories for the overage in expenses due to the cost of new hires and a pre-payment for commercial liability insurance for the FY 2024-2025. Year to Date total revenue is at \$4,926,819 which is over

budget by \$83,120. Year to Date total expenses is at \$3,903,851, which is under budget by \$72,012.

10. Consent Agenda: Mary Dahl made a motion to approve the consent agenda and Rich Bohman seconded the motion; all were in favor, the motion passed unanimously.
11. Public Hearing on proposed FY 2024/2025 budget: Mary Dahl made a motion to open the public hearing to the public. Herb Wisdom seconded the motion. All were in favor; the motion passed. Board Chair Sandy Johnson opened the public hearing for any members of the public who would like to comment on the budget. Kathleen Vandervoet stated that in previous public hearings on the budget a presentation was presented. She also stated that last month's Board meeting the budget continued to have fluctuation and for this reason the budget could not be studied. Kathleen asked the Board for the primary and secondary tax rates for this upcoming budget and how it is different from the current year. Gabe Buldra stated that the primary tax rate is at \$3.0139 which is a slight decrease from the prior year. Gabe stated that the bond rate is at \$0.5724 and is a slight increase due to the recent bond sale. Kathi Campana wanted to know if any loss from the County Treasurer investigation and findings will impact the District's budget. Gabe stated that the potential County losses do not have an impact on the District budget. Mary Dahl made a motion to adjourn the public hearing and to reconvene into regular session. Rich Bohman seconded the motion. All were in favor; the motion passed unanimously.
12. Discussion and possible action to adopt the 2024/2025 budget: Mary Dahl made the motion to adopt the FY 2024/2025 budget as presented. Herb Wisdom seconded the motion. All were in favor; the motion passed unanimously. Mary Dahl expressed her gratitude to staff for their hard work and to Gabe Buldra for supporting the District with this fiscal year's budget cycle.
13. Discussion and possible action to approve the 2025 Pension Funding Policy. Gabe Buldra presented the Pension Funding Policy and the statutory requirements of Laws 2018, Chapter 112. the District fire employees who are regularly assigned to hazardous duties participate in the Public Safety Personnel Retirement System (PSPRS). PSPRS is administered as an agent multiple-employer pension plan. Under an agent multiple-employer plan each agency participating in the plan has an individual trust fund reflecting that agencies' assets and liabilities. Under this plan all contributions are deposited to and distributions are made from that fund's assets, each fund has its own funded ratio and contribution rate, and each fund has a unique annual actuarial valuation. The Fire Board formally accepts the assets, liabilities and current funding ratio of the Fire District PSPRS trust funds from the June 30,2023 actuarial valuation.
Liabilities and Funded Ratios:
Tier 1 &2= 72.5%
Tier 3= 107.3%
Local Pension Board Chair Rich Bohman asked Gabe when the valuation and actuarial is determined for the next fiscal year. Gabe stated that the actuarial is a year behind the fiscal year schedule and a new actuarial is posted in the time frame of November/December 2024 impacting FY 2025/2026 budget. Mary Dahl commented on the Liability and Funded Ratios decreasing for the FY 2024/2025. Mary asked Gabe if this reflects a positive result for the PSPRS or a negative one. Gabe stated that the decrease in the contribution rate to the PSPRS Liability and Funded Ratios is a positive outcome to the District. Mary Dahl made a motion to approve the PSPRS 2025 Pension Funding Policy. Herb Wisdom seconded the motion. All were in favor; the motion passed unanimously.
14. Discussion and update only on General Obligation bond sale. Gabe Buldra briefed the Board on the General Obligation bond sale. Gabe presented the sources and uses of the funds which included the bond proceeds, the project fund deposits, and the delivery date expenses. Gabe stated that Stifel Group reported the sale of the bonds exceeded expectations resulting in more buyers interested than bonds available, permitting a lower interest rate for the District. Stifel Group sold a total of \$4.5 million in bonds resulting in a District payoff amount of \$4.2 million. The District was allowed the total amount of \$4.4 million for the Station #1 project with total interest cost of 4.4%. Gabe also stated that the bond proceeds officially closed 6/26/2024 and will be reflected in next month's balance sheet.
15. Discussion and possible action reference: Fire Chief's job description. Board Treasurer Pete Benequista stated his goal to reduce the length and complexity of the job description set forth for the position of Fire Chief. Board

Chair Johnson asked Mary if she would volunteer to work with Pete and bring this back to the Board for a final resolution. Mary agreed.

16. Discussion and possible action to approve Resolution No. 2024-004 appointing Fire Chief Guerrero as the District's designated agent for purposes of seeking grant funding from Tohono O'odham Nation's 12% grant.

Captain Esai Tapia presented an offer to the Board for a Tohono O'odham Nation grant that would help to fund the training and certification of Arizona Fire Districts. Proposition 202 requires Tribal/State Gaming to contribute 12% of gaming revenue to local governments and non-profit organizations. The District is requesting permission to accept this grant as it would benefit staff in emergency operations. Mary Dahl made a motion to approve Resolution 2024-004 appointing Fire Chief Guerrero as the District's designated agent for purposes of securing grant funding from the Tohono O'odham Nation 12% grant. Herb Wisdom seconded the motion. All were in favor; the motion passed unanimously.

17. Discussion and possible action to purchase a radio repeater in an amount not to exceed \$32,846.31. Captain John Conger requested the Board approve the purchase of a new radio repeater. Captain Conger stated that the repeater currently in use has been in service for over a decade and is scheduled for replacement this year. Rich Bohman made a motion to purchase a radio repeater in an amount not to exceed \$32,846.31. Mary Dahl seconded the motion. All were in favor; the motion passed unanimously.
18. Discussion and update only on County Treasurer investigation as it relates to the Fire District. Fire Chief Guerrero briefed the Board on the status regarding the ongoing investigation of the Santa Cruz County Treasurers Office. Fire Chief Guerrero and District Accountant Gabe Buldra representing James Vincent Group assured the Board that the District was not impacted by the alleged fraud.
19. Fire Station #1 and Tower items:
- a) USDA Rural Development update: Fire Chief Guerrero reported to the Board that the USDA grant continues to be in pending approval status. Chief Guerrero stated a list of objectives to complete for submission; the District must have available funds for the project, the District must complete a right-of-way document and the USDA needs to approve Station #1 project design.
 - b) Station update: Fire Chief Guerrero stated the Station #1 project is estimated to break ground October 2024.
 - c) Tower update: Fire Chief Guerrero stated that the foundation of the tower has been completed and only the assembly of the tower is pending.
20. Next meeting: July 31, 2024 at 1:30 p.m.
21. Adjourn meeting: Herb Wisdom made a motion to adjourn the meeting at 2:54 p.m. Mary Dahl seconded the motion. All were in favor; the motion passed.