TUBAC FIRE DISTRICT

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TUBAC FIRE DISTRICT BOARD MEETING MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
October 28, 2026

1. Call to order and Pledge of Allegiance: The meeting was called to order at 1:30 p.m., by Sandy Johnson; the Pledge of Allegiance was recited.

2. Roll call of Board Members: Sandy Johnson, Mary Dahl, Herb Wisdom, Rich Bohman were present at Tubac Community Center. Gary Brasher was absent. Also, in attendance at Tubac Community Center, Fire Chief Guerrero, Deputy Chief Hesly Guerrero, Fire Marshal John Conger and Bianca Hamric. Gabe Buldra attended on behalf of James Vincent Group. Eric Frey attended on behalf of DL Norton General Contracting. Members of the public in attendance were Kathi Campana, Ron Campana, Kathleen Vandervoet, Nan Fitzpatrick and Genaro Rivera.

3. Reading of Public Comments Submitted Via Email: None.

4. Call to the Public: Nan Fitzpatrick recognized Fire Marshall John Conger for supporting the *Knox Box*, a secure exterior lock box used for emergency home access. Nan stated that she would like the community to learn about this resource and is recommending the Fire District promote this emergency system to the community.

5. Correspondence: None.

6. Report from Board Members: None.

7. Chief and Staff Report:
   Fire Chief Ben Guerrero, Deputy Chief Hesly Guerrero and Fire Marshal John Conger presented the monthly staff report for September 2026:
   a. Operations Update.
   b. Training.
   c. Administration Update.
   d. Wildland Update.

8. Monthly Financial Report for October 2026: Gabe Buldra attended on behalf of James Vincent Group (JVG) to present the financial report for September 2026. Mr. Buldra reported that Santa Cruz County property tax values for July were received but payments for August and September are pending. (Please refer to www.tubacfiredistrict.org under the Tubac Fire Board tab to review the report.)

9. Consent Agenda:
   a. Approval of minutes from September 30, 2026:
   b. Approval of monthly financial report for September 2026:

Mary Dahl made a motion to approve the items listed on the consent agenda. Herb Wisdom seconded the motion; all were in favor; the motion passed.

10. Station #1 Construction and Communication Tower Update:
    a. Communication Tower Update: Fire Chief Guerrero informed the Board that Santa Cruz County will begin construction of the County communications shelter November 4th through the 6th.
    b. Fire Station #1 Update: Fire Chief Guerrero presented the monthly funding summary to the Board of expenses and funds remaining for the Station #1 project.
    Eric Frey updated the Board on upcoming activities for the Station #1 construction.
        - Exterior stucco application.
        - Exterior apparatus bay paint application.
        - Cement slab to be poured for the sidewalk.
        - Cement slab to be poured for the trash enclosure.
        - Interior drywall priming and painting of the building will continue.
        - The grid ceiling will be initiated.
        - Dorm room doors and ceiling fans will be installed.
        - Kitchen ceiling fan will be installed.
        - Interior flooring will begin.
        - Unisource will connect meters.
        - Unisource transformers will be installed.

11. Discussion and Possible Action regarding the review, revision, and approval of the Tubac Fire District Policy Manual: Fire Chief Guerrero presented the revised Tubac Fire District policy manual to the Board of Directors. Fire Chief stated that he engaged Brenda Tranchina of HR Solutions to assist in amending policy language, including the medical clearance policy and physical fitness policy. Board director Rich Bohman commended Fire Chief Guerrero for his efforts to review and update the policy manual to ensure it remains current. Mary Dahl made a motion to approve the revisions to the Tubac Fire District Policy Manual as presented. Rich Bohman seconded the motion; all were in favor; the motion passed.

12. Future Agenda Items: Rich Bohman suggested for discussion the ribbon cutting ceremony for Station #1.

13. Next regular meeting: November 18, 2026.

14. Adjourn meeting: The meeting adjourned at 2:15 p.m.