TUBAC FIRE DISTRICT

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

REGULAR MEETING OF THE BOARD OF DIRECTORS

The Tubac Fire District Board of Directors will meet in regular session on October 28, 2026, at 1:30 pm at the Tubac Community Center Building located at 50 Bridge Rd in Tubac. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. The Board may consider any item on this agenda in any order and at any time during the meeting. The Board may convene into Executive Session for discussion or consultation for legal advice with its attorney regarding any item on this agenda, in accordance with A.R.S. § 38- 431.03(A)(3).

Members of the public may attend the meeting in person or view the livestream on the Tubac Fire District Facebook page. Members of the public may listen to the meeting via telephone by calling (346) 248-7799 and entering the Webinar ID, 81048276343, if prompted.

NOTE: Executive Sessions are CONFIDENTIAL pursuant to A.R.S. § 38-431.03(C). Members of the public may not attend or participate in Executive Sessions.

Members of the public who are not able to attend the meeting in person, may submit comments to the Board by email at bhamric@tubacfire.org. All comments received will be read aloud during the meeting.

Emails must be received no later than 5:00 p.m. on the day before the meeting and must include your full name and phone number to allow District staff to contact you with any questions.

Agenda

1. Call to order and Pledge of Allegiance.
2. Roll call of Board Members.
3. Reading of public comments submitted via email.
4. Call to the Public: "This is the time for the public to comment on items related to the Fire District. Members of the Board may not discuss items that are not on the agenda. Therefore, the Fire Board is not permitted to discuss or take action on any items raised during the *Call to the Public* unless those items are listed on the agenda. This is due to *Open Meeting Law* restrictions. However, individual Board members are permitted to respond to criticism directed to them. Otherwise, the Board has discretion to direct the Fire Chief to review the matter or that the matter is placed on a future agenda. Those wishing to address the Board need not request permission in advance. A member of the public may speak for a reasonable time as determined by the Board. If no time is specified, the presumed time limit will be 3 minutes per person. The Fire Board Chair may adjust time limitations, and all individuals desiring to address the Fire Board will have the same opportunity."
5. Correspondence.

6. Report from Board Members.
7. Chief and Staff Report:
    a. Operations Update.
    b. Training.
    c. Administration Update.
    d. Wildland Update.
8. Monthly Financial Report for September 2026.
9. Consent Agenda:
    a. Approval of minutes from September 30, 2026.
    b. Approval of monthly financial report for September 2026.
10. Communication Tower update and Fire Station #1 Update:
    a. Communication Tower Update.
    b. Fire Station #1 Update.
11. Discussion and Possible Action Regarding Review, Revision and Approval of the Tubac Fire District Policy Manual.
12. Future Agenda Items.
13. Next meeting: November 18, 2026.
14. Adjourn meeting.

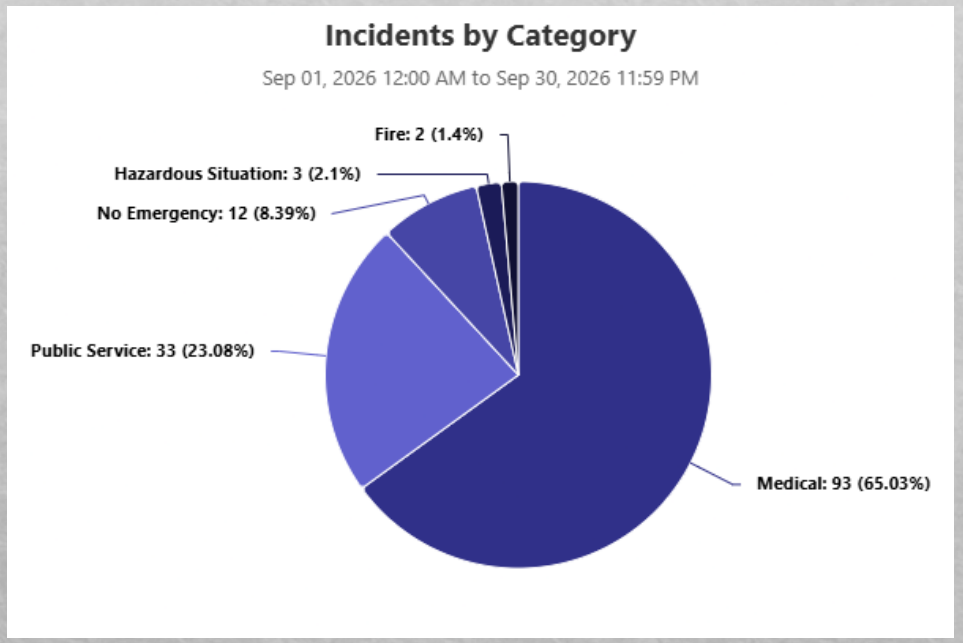
Notice of Meeting (Agenda) dated and posted October 23, 2026, by 5:00 p.m. local time by B. Hamric.
If any disabled person needs any type of accommodation, please notify the Tubac Fire District prior to the scheduled meeting time.

Staff Report
Tubac Fire Board
October 2026

Tubac Fire District is committed to the safety of our community through the delivery of fire suppression, medical services, and public education.

Responses By Call Type





EMS Calls : 95 (53 Transports, 2 transfers to air ambulance)
Fire : 5
Public Assist: 45
Total Calls: 145

2025/2026 Comparison

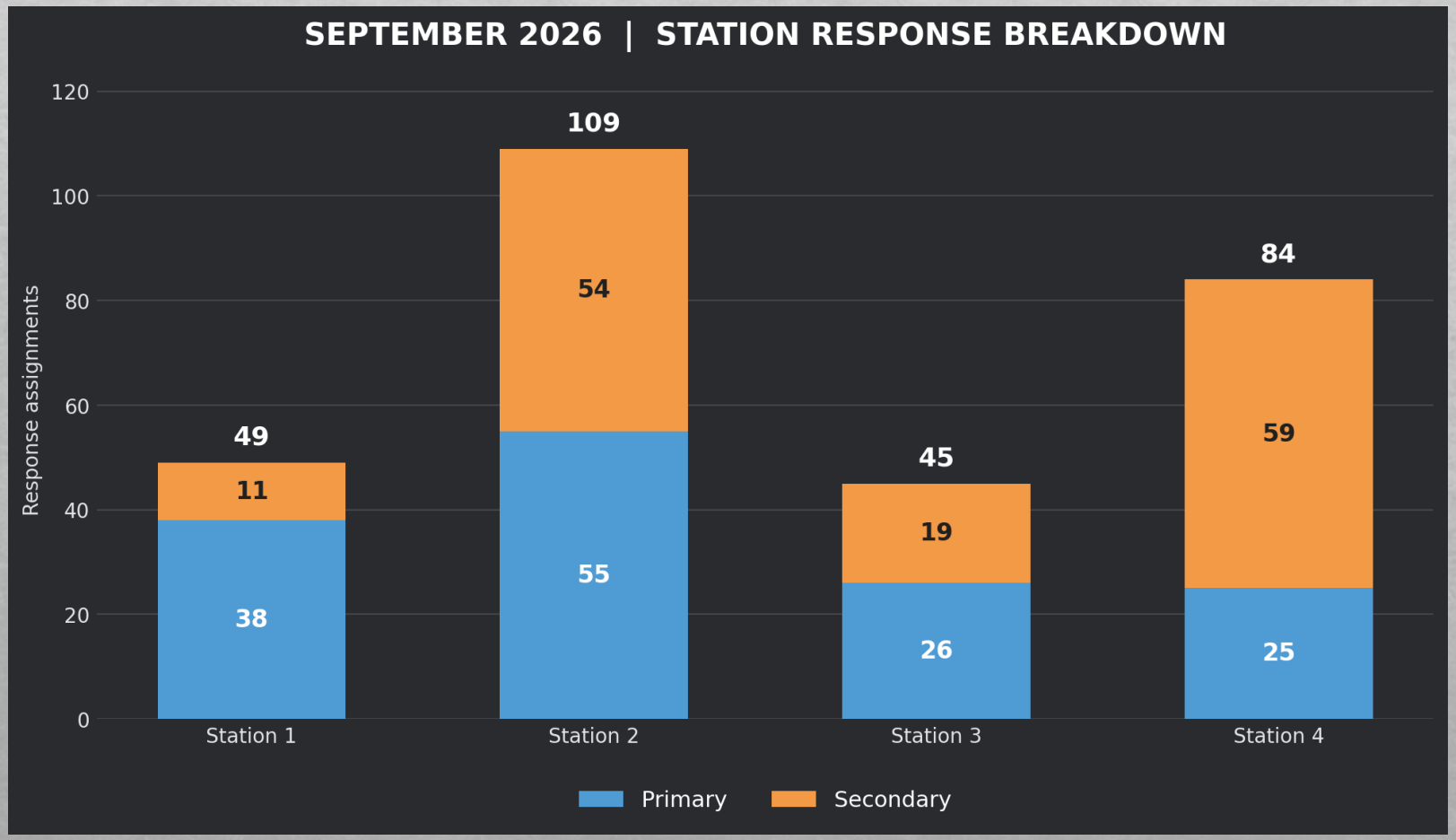
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Incidents by Category and Month
Jan 01, 2025 12:00 AM to Sep 30, 2026 11:59 PM

	2026									2026	
Incident Type Primary Category 1 (fiincident.03)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Grand Total - Current	% of Total Incidents - Current
fire	4	1	5	3	2	8	3	4	2	32	2.00%
hazardous situation	0	7	2	1	1	4	6	9	3	33	2.00%
medical	80	98	100	103	96	94	107	101	94	873	65.00%
no emergency	7	7	7	7	8	6	16	18	12	88	7.00%
public service	7	17	22	37	47	48	47	59	33	317	24.00%
rescue	1	0	0	1	0	0	1	0	0	3	0.00%
Grand Total	**99**	**130**	**136**	**152**	**154**	**160**	**180**	**191**	**144**	**1,346**	**100.00%**

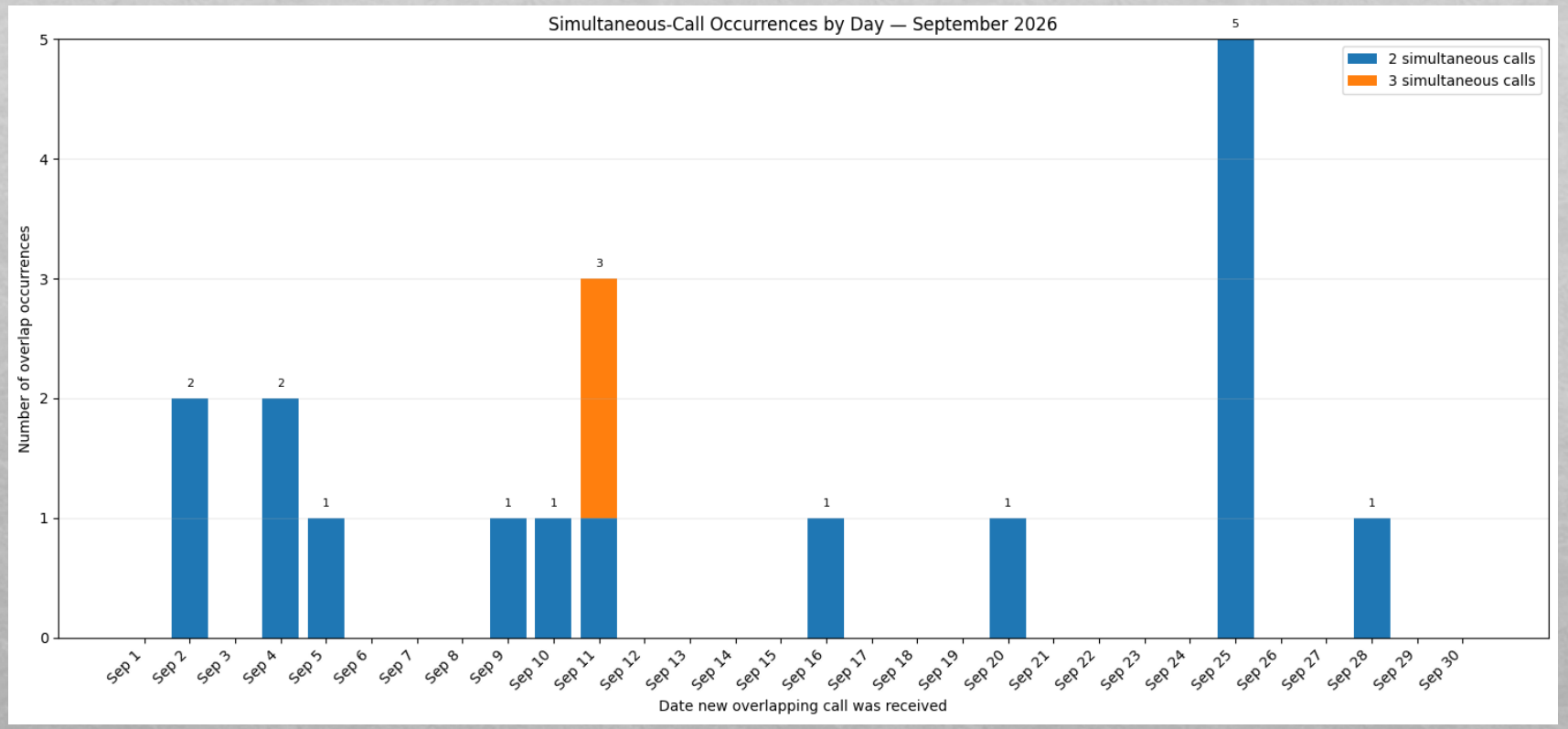
	2025											
Incident Type Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1 - Fire	4	8	7	4	1	5	5	5	4	4	4	1
3 - Rescue & Emergency Medical Service Incident	110	114	75	104	102	88	90	100	99	88	95	115
4 - Hazardous Condition (No Fire)	1	2	3	0	4	4	4	0	2	2	0	1
5 - Service Call	16	6	13	20	29	42	45	62	47	29	35	11
6 - Good Intent Call	5	6	8	11	21	9	13	12	9	8	7	4
7 - False Alarm & False Call	8	9	10	8	6	1	5	5	4	3	7	6
8 - Severe Weather & Natural Disaster	0	0	0	0	0	0	0	1	0	1	0	0
9 - Special Incident Type	0	1	2	0	1	0	0	0	0	0	0	0
Grand Total	144	146	118	147	164	149	162	185	165	135	148	138

Primary/Secondary Unit Response





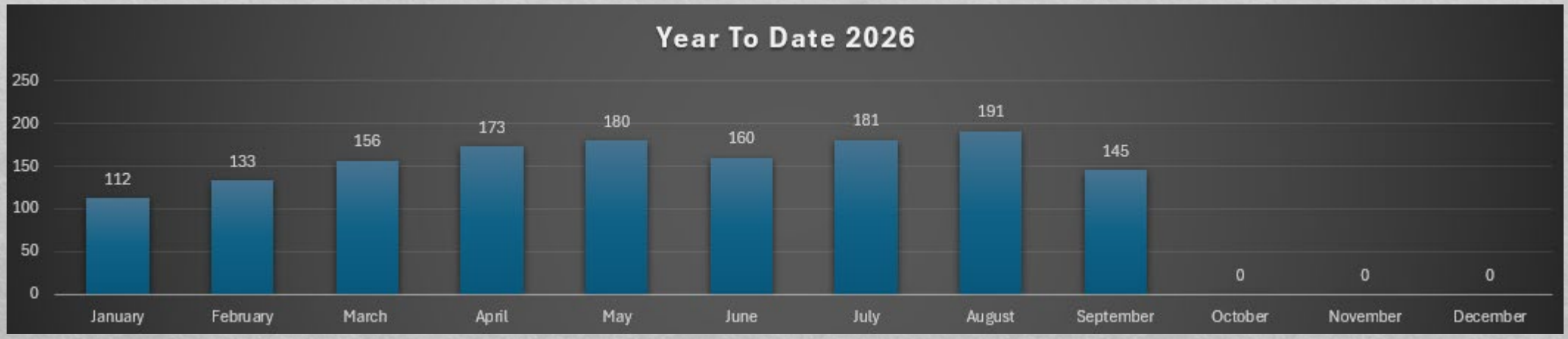
Overlapping Calls by Date



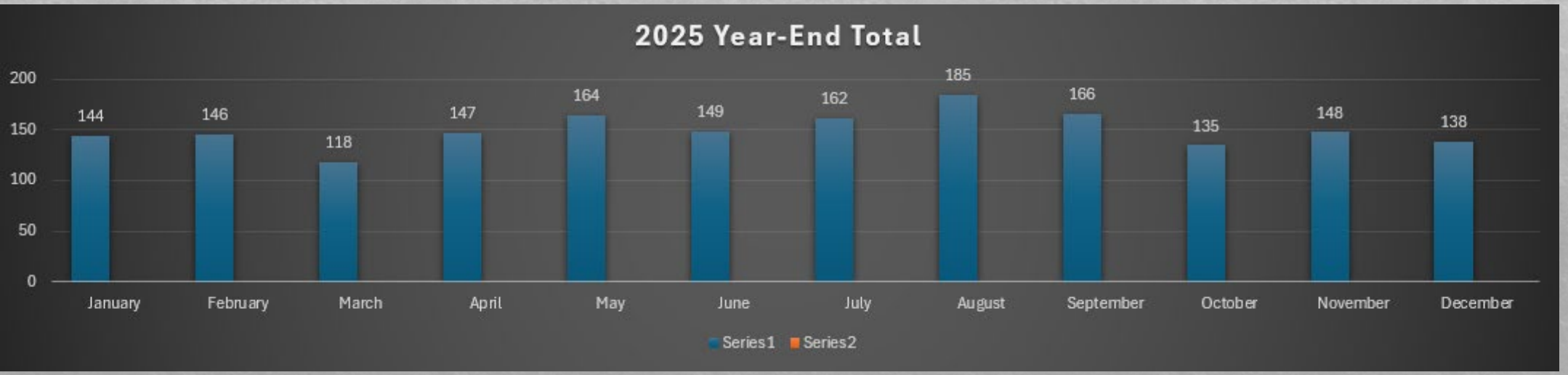


For September, there were **143 total calls** and **18 overlap occurrences**:
16 occurrences with **2 simultaneous calls**
2 occurrences with **3 simultaneous calls**
Maximum concurrency: 3 calls
Busiest overlap day: September 25 with **5 occurrences**

Year to Date Call Volume



1431
Total

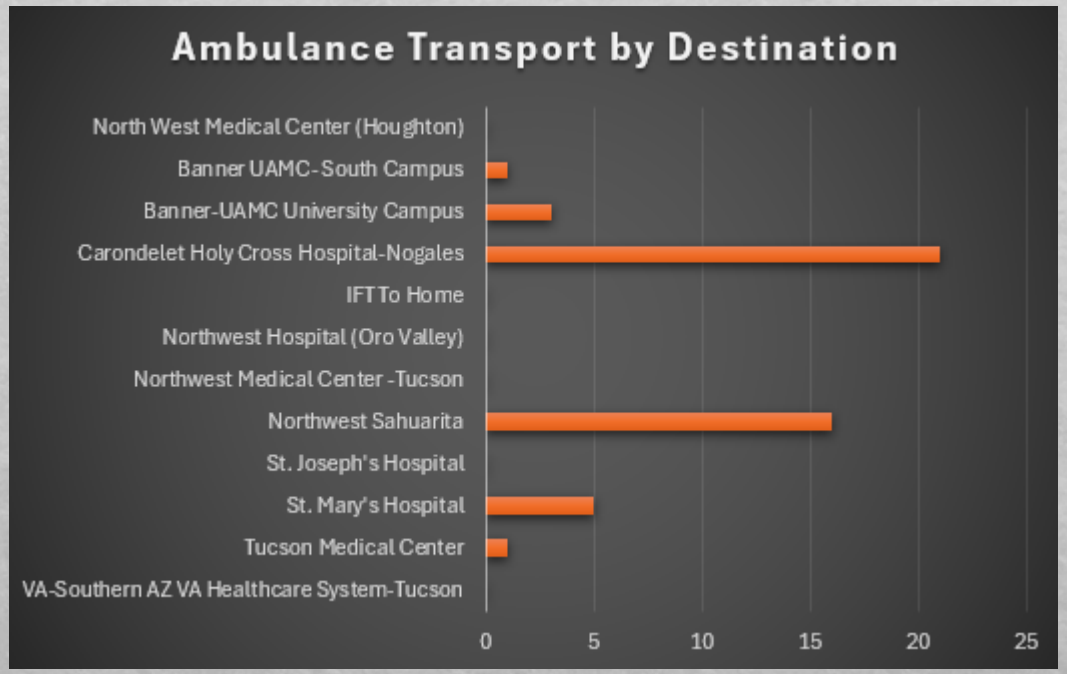


1802
Total

Ambulance Transports by Destination







Transports by Destination Summary

Sep 01, 2026 to Sep 30, 2026

Hospital		Transports		Transport Time		Patient Arrival to Transfer of Care		Patient Arrival to Transfer of Care Signature		Patient Arrival to Unit Back in Service	
Name	ID	Total	% of Total	Median	90th Percentile	Median	90th Percentile	Median	90th Percentile	Median	90th Percentile
Banner University Medical Center - South Campus	MED2863	1	2.13%	44:43	44:43	15:18	15:18	12:01	12:01	89:56	89:56
Banner University Medical Center - Tucson Campus	MED0257	3	6.38%	48:13	51:27	13:23	37:20	14:08	51:55	23:10	103:43
Carondelet Holy Cross Hospital - Nogales	MED0343	21	44.68%	20:26	25:26	07:07	11:23	05:52	11:39	25:25	34:30
Carondelet St. Mary's Hospital - Tucson	MED0254	5	10.64%	47:36	59:58	09:58	18:51	10:29	16:53	55:38	81:15
Northwest Sahuarita	MED8984	16	34.04%	36:04	40:38	10:14	15:58	10:42	16:35	41:59	65:37
Tucson Medical Center	MED0256	1	2.13%	70:45	70:45	10:19	10:19	10:49	10:49	88:32	88:32
Overall		**47**	**100.00%**	**27:00**	**47:51**	**08:30**	**15:58**	**08:17**	**15:22**	**31:29**	**73:05**

Significant Calls and Wildland Deployments

Wildland Deployments

- C Shift responded to a 3-year-old experiencing an anaphylactic reaction after consuming nuts. The crew provided appropriate pediatric care with a positive outcome
- Crews responded to a report of a woman in labor, they were able to transport the patient in time to the hospital for the delivery.
- Crews responded to three-year-old female, who was having a severe reaction to a suspected scorpion bite.

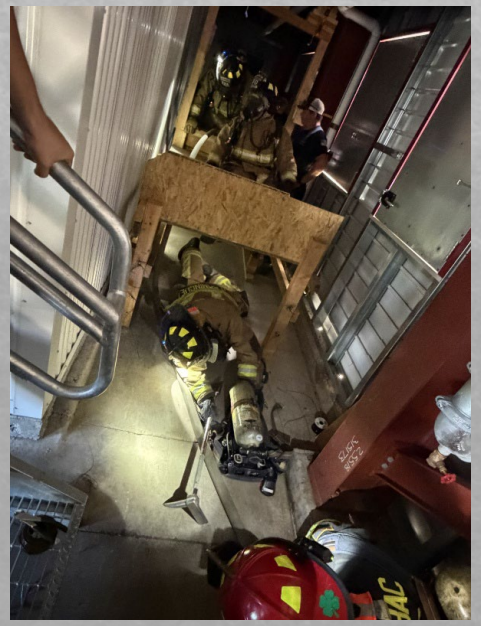
Training

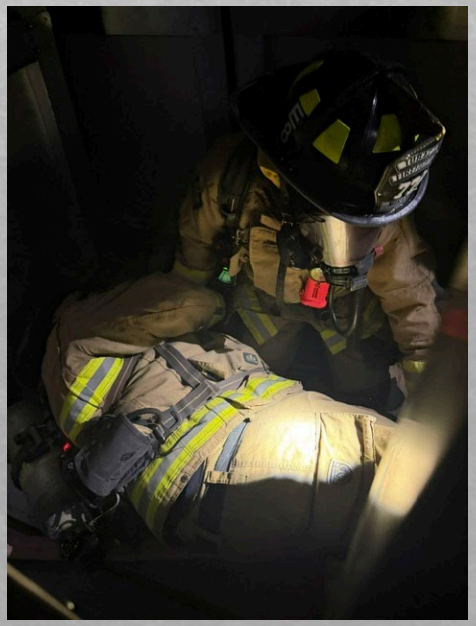
- Surviving the Fireground Training
- Blue Card Incident Management
- Tubac Physical Ability Test











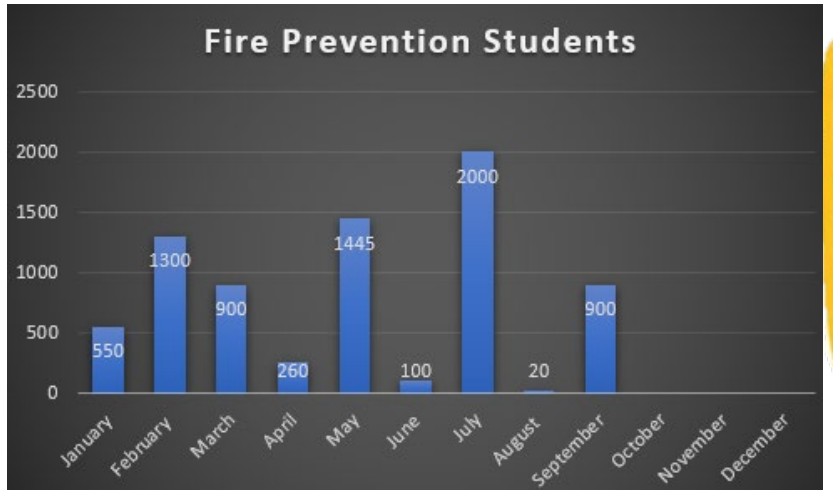
Public Education/Fire Prevention and Events

* 9/11 Memorial Ceremony at San Cayetano Elementary
* 9/11 Memorial Stair Climb
* Participated in Montessori School Annual Peace Day
* Participated in Nogales Police Department Night out community event



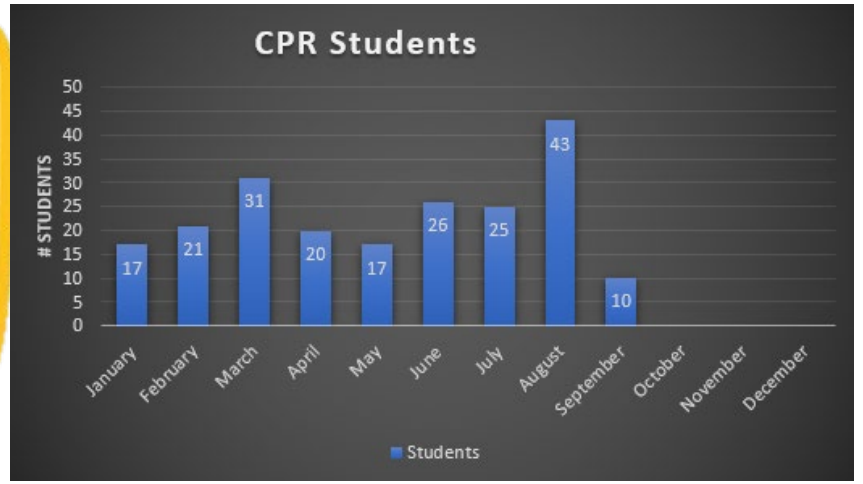




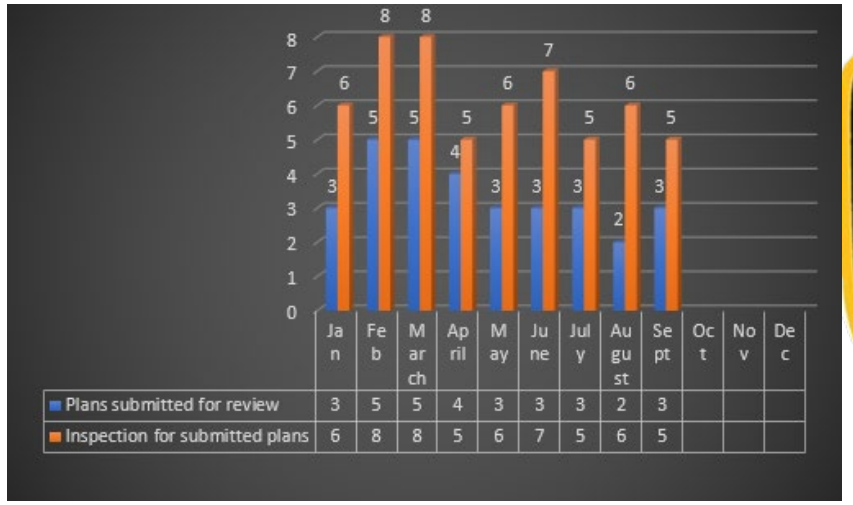


Fire Prevention Students: 900

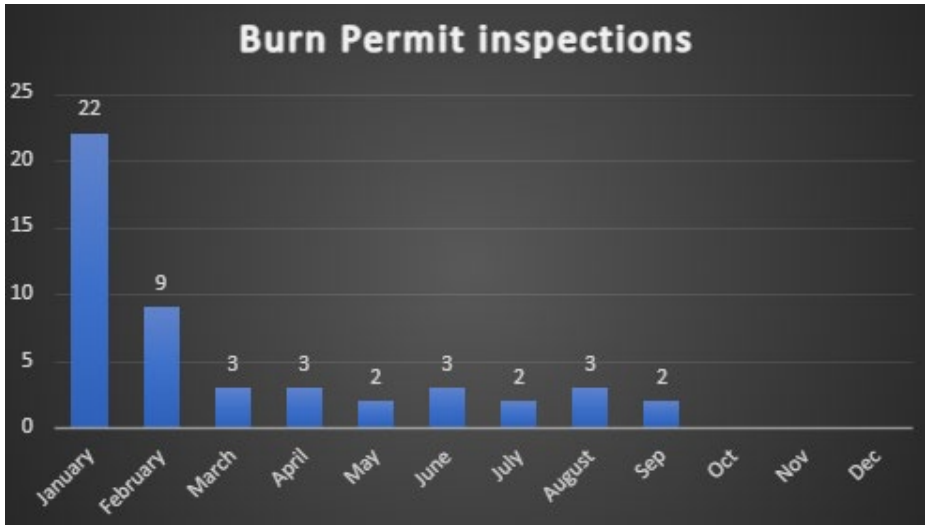
TUBAC FIRE DIST. SINCE 1974



CPR Students:10



Plans Review Submittals:3
Plan Inspections Completed:5

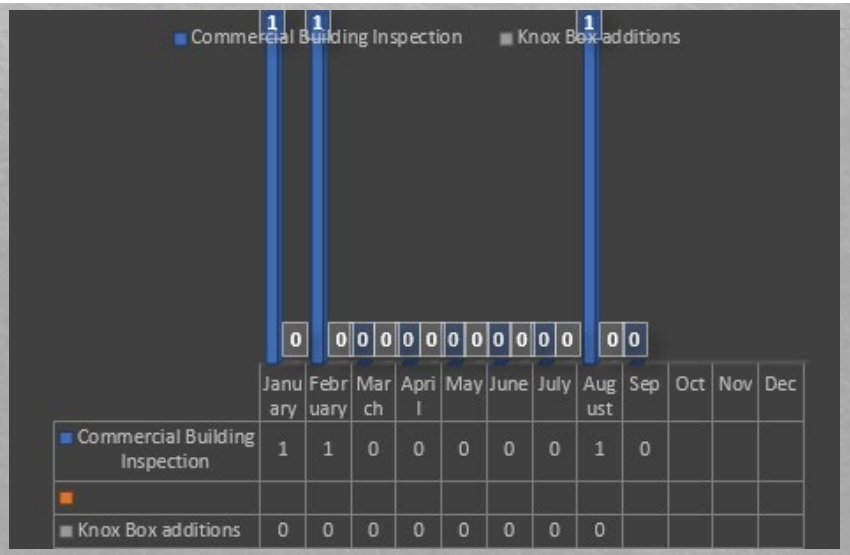


Burn Permit Inspections:2

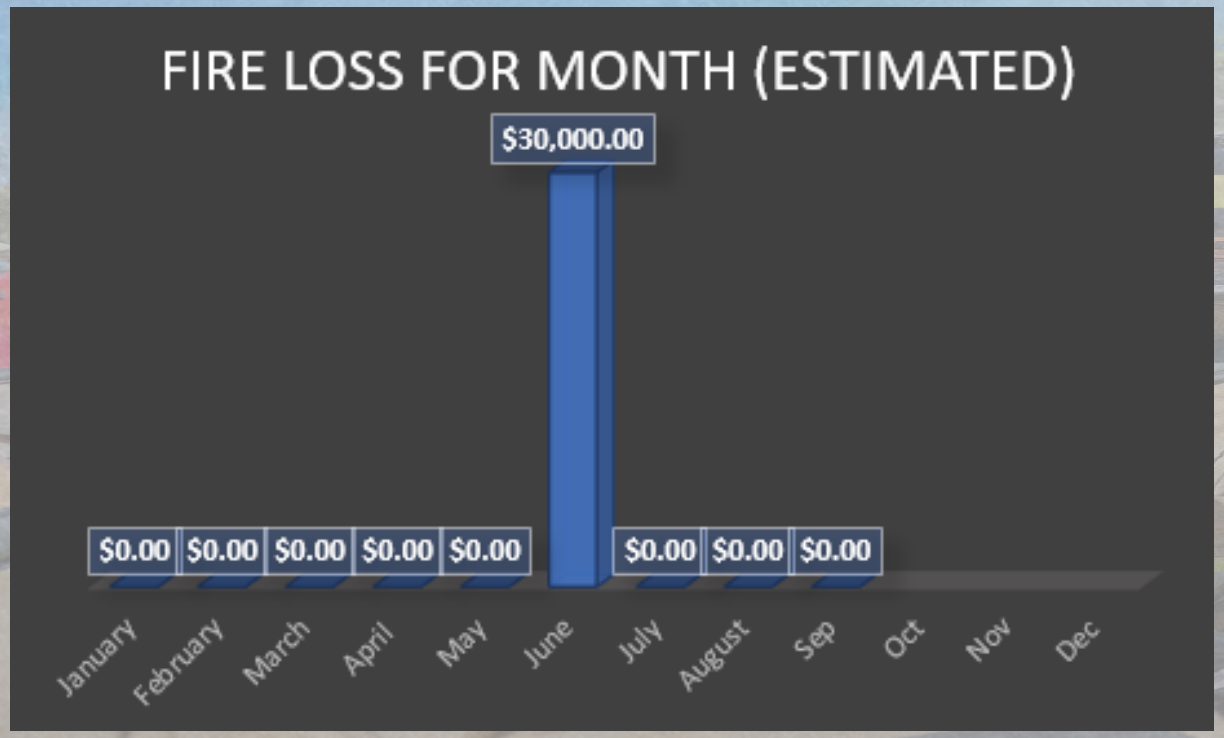
Plans and Burn Inspections

Commercial Building Inspections : 0

Knox Box additions: 0



Fire Loss



August:$0.00 YTD: $30,000.00

Station/Apparatus Maintenance Request



Requests:10

Completed: 7

Pending:3



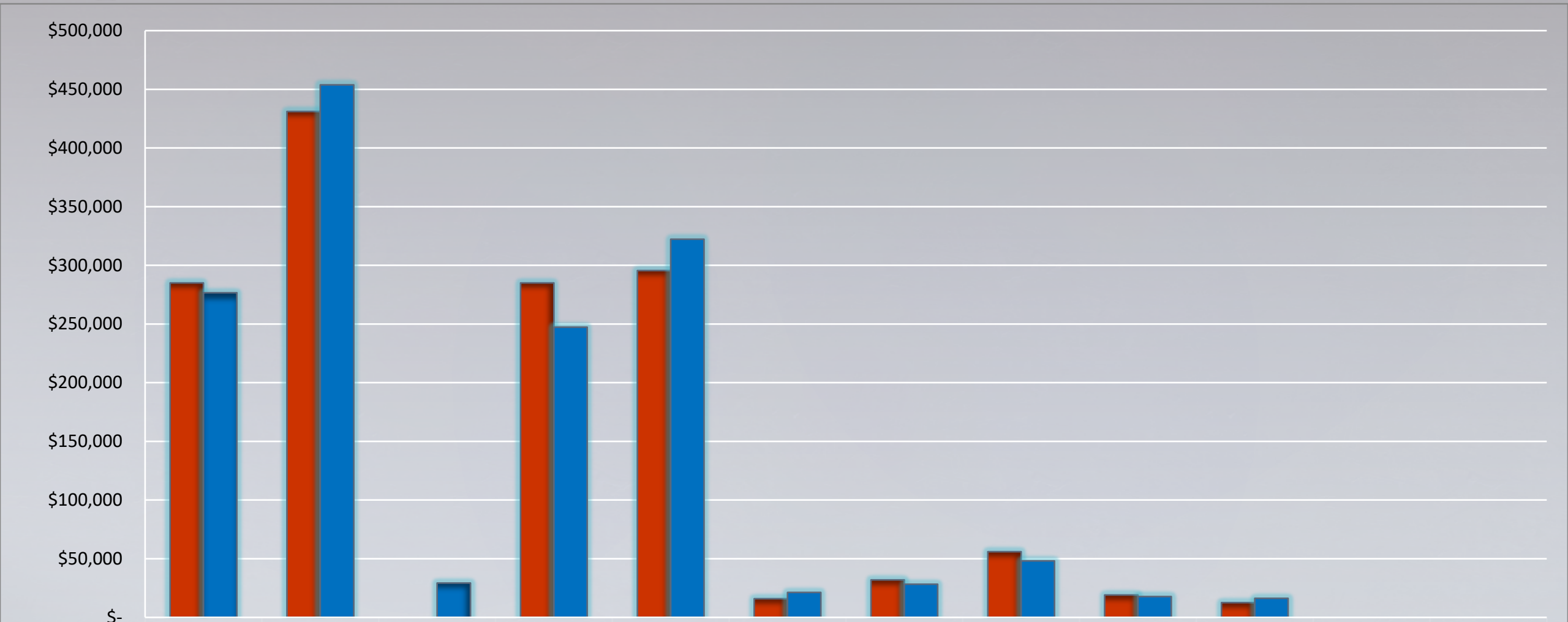


Financial Report

September 2026

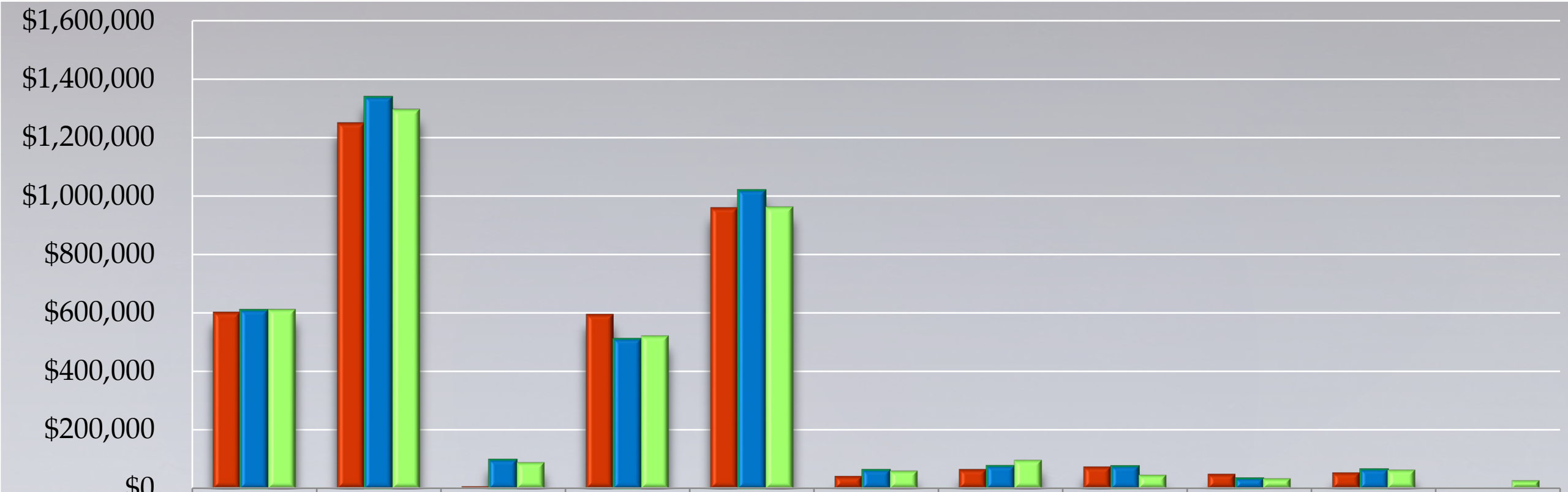


September 2026



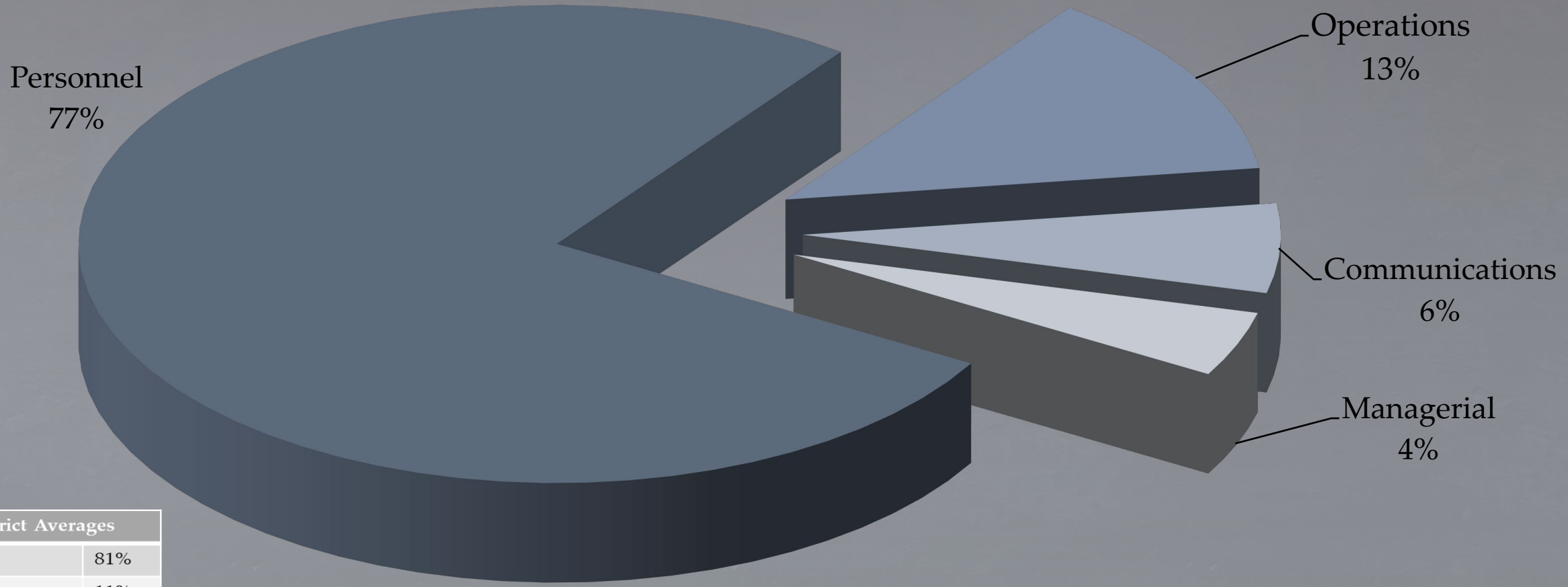
	Total Revenue	Total Expense	Tax Levy	Non-Tax Levy	Personnel Expenses	Buildings & Land	Vehicles & Equipment	Comm & IT	Travel & Training	Managerial	Grant Expense	Bond Interest
Actual	$284,994	$431,169	$0	$284,994	$295,600	$15,952	$31,986	$55,931	$19,169	$12,531	$0	$0
Budget	$276,656	$453,836	$29,281	$247,375	$322,223	$21,250	$28,249	$48,071	$17,699	$16,344	$0	$0
Variance	8,338	(22,667)	(29,281)	37,619	(26,623)	(5,298)	3,737	7,860	1,470	(3,813)	-	$0

Fiscal Year to Date Budget to Actual



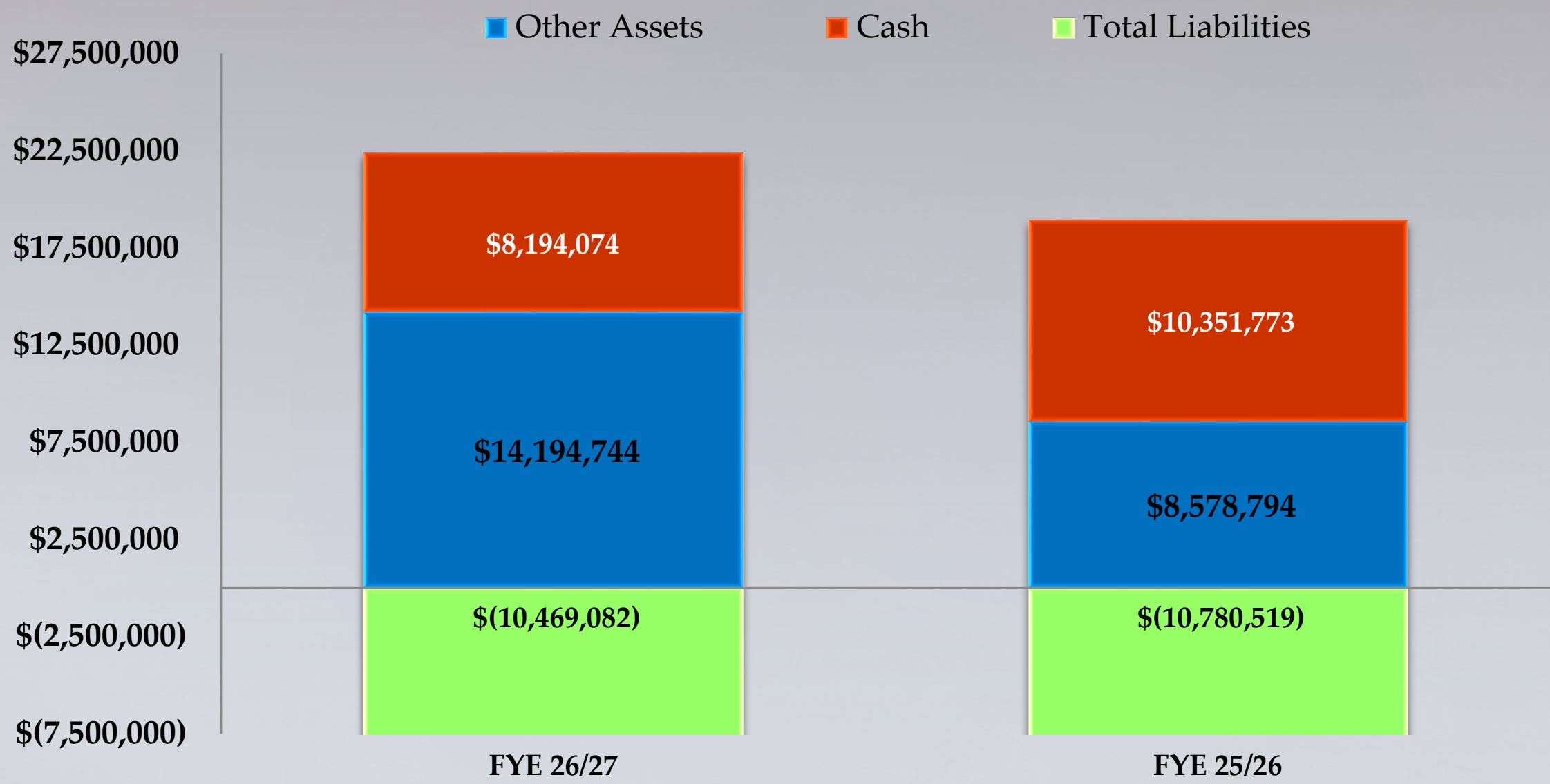
	Total Revenue	Total Expense	Tax Levy	Non-Tax Levy	Personnel Expenses	Buildings & Land	Vehicles & Equipment	Comm & IT	Travel & Training	Managerial	Grant Expenses
Actual	604,112	1,251,009	7,615	596,497	960,715	42,971	66,332	75,598	50,307	55,087	-
Budget	610,132	1,337,904	99,007	511,125	1,019,337	63,750	77,247	76,713	35,097	65,760	-
Prior Year	613,202	1,296,870	90,262	522,939	963,533	61,064	97,766	46,971	34,723	64,742	28,071
Budget Variance	(6,020)	(86,895)	(91,392)	85,372	(58,622)	(20,780)	(10,915)	(1,115)	15,210	(10,673)	-
% of Budget	8%	22%	0%	26%	23%	17%	21%	44%	57%	21%	0%

Percentage of Expenses Year to Date



Fire District Averages	
Personnel	81%
Operations	11%
Communications	2%
Administrative	6%

Cash Position



TUBAC FIRE DISTRICT

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

TUBAC FIRE DISTRICT BOARD MEETING MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
September 30,2026

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, Rich Bohman, Gary Brasher were present at Tubac Community Center. Herb Wisdom was absent. Also, in attendance at Tubac Community Center, Fire Chief Guerrero, Deputy Chief Hesly Guerrero, Fire Marshal John Conger, Captain Esai Tapia, and Bianca Hamric. Gabe Buldra attended on behalf of James Vincent Group. Scott Giles, Tanya Giles and Eric Frey attended on behalf of DL Norton General Contracting. Members of the public in attendance were Kathi Campana, Ron Campana, Amy Trempre, Steve Trempre, Mike Cooper, Diana Cooper and Genaro Rivera.

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

4. Call to the Public: None.

5. Years of Service Recognition Pin:
    a. Engineer Henry Valdez, 10 years of service.
    b. Administrative Captain Esai Tapia, 10 years of service.

6. Recognition for the Tubac Health Care Foundation: Fire Chief Guerrero presented a plaque of appreciation to the Tubac Health Care Foundation in recognition of its support for the Tubac Fire District.

7. Correspondence: None.

8. Report from Board Members: None.

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

10. Monthly Financial Report for September 2026: Gabe Buldra attended via Zoom on behalf of James Vincent Group (JVG) to present the financial reports for August 2026. Mr. Buldra reported that Santa Cruz County property tax values had not been reported for the current fiscal year, July and August are

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pending. He further noted that JVG accountant Sara Simonton was communicating with the County Treasurer while awaiting the necessary reports. (Please refer to www.tubacfiredistrict.org under the Tubac Fire Board tab to review the report.)

11. Consent Agenda:
    a. Approval of minutes from August 26, 2026:
    b. Approval of monthly financial report for August 2026:
    Mary Dahl made a motion to approve the items listed on the consent agenda. Gary Brasher seconded the motion; all were in favor, the motion passed unanimously.

12. Station #1 Construction and Communication Tower Update:
    a. Communication Tower Update: Fire Chief Guerrero informed the Board that Santa Cruz County was invited to have an onsite meeting on 10/01/2026, to discuss the anticipated construction of the County communications structure.
    b. Fire Station #1 Update: Fire Chief Guerrero presented the monthly funding summary of expenses and funds remaining for the Station #1 project. Rich Bohman stated that he is curious to know if the wooden beams underneath the outside porch will be treated to preserve the wood against environmental elements.
    Eric Frey updated the Board on upcoming activities for the Station #1 construction.
        - Station #1 construction site experienced flooding due to Monsoons and this has interfered with the site work timeline.
        - Exterior work is awaiting soil drainage on the north and east sides of the building.
        - Interior drywall priming and painting of the turnout room, dorm rooms and administration area of the building.
        - Interior door frames have been installed.
        - The grid ceiling will be initiated.
        - Electrical will be completed for lighting.
        - Air distribution and diffusers will be installed, followed by an inspection before closing the ceiling with tiles.
        - Exterior stucco will begin as soon as the building masonry is completed.

13. Discussion and Possible Action to approve the use of Contingency Funds in an amount not to exceed $17,000.00 for the purchase of Tubac Fire Station #1 Appliances: Captain John Conger presented the quote from Home Depot to purchase appliances for Station #1. Tanya Giles stated that all the appliances in the quote presented are standard General Electric appliances. Rich Bohman made a motion to approve the use of contingency funds not to exceed $17,000 for the purchase of Tubac Fire Station #1 appliances. Mary Dahl seconded the motion; all were in favor, the motion passed unanimously.
14. Discussion and Possible Action to Approve a Change Order for the Fire Station #1 Project Extending the Contract Time by 55 Calendar Days Due to Weather-Related Delays: Fire Chief Ben Guerrero, on behalf of DL Norton, requested that the Board approve a change order extending the contract time by 55 calendar days. Scott Giles of DL Norton stated that the extension was requested because of rainfall and weather-related conditions. These weather events caused saturated soil and standing water at the construction site resulting in unfavorable working conditions. Mary Dahl made a motion to approve the change order at no cost to the Station #1 project, extending the contract by 55 days calendar days because of weather-related conditions. The revised contract will terminate December 18, 2026. Gary Brasher seconded the motion; all were in favor, the motion passed unanimously.

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15. Discussion and Possible Action on the Second Amendment to the Lease Agreement with Air Methods, LLC for Fire Station #3: Fire Chief Guerrero presented to the Board a lease agreement with Air Methods L.L.C. for quarters at Tubac Fire Station #3. The lease is for a three-year term, commencing November 1, 2026, and ending October 31, 2029. The lease amendment reduces the annual rent increase from 5% to 2%, with the 2% increase applying to each calendar year. However, the landlord retains the discretion to restore the annual rent increase to 5%.

16. Future Agenda Items: None.

17. Next regular meeting: October 28, 2026.

18. Adjourn meeting: The meeting adjourned at 2:30 p.m.

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