



## MEETING MINUTES

The Fire Board of the Rio Rico Medical and Fire District (RRMFD) met in regular session on Thursday, February 26, 2026, at 5:30 p.m. The meeting was held at the Rio Rico Medical and Fire District administrative office, 822 Pendleton Drive, Rio Rico, AZ..

### 1. CALL MEETING TO ORDER

- Meeting is being recorded
- Meeting Called to order by Frank Bejarano at 5:33 p.m.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL OF BOARD MEMBERS

- Present: Frank Bejarano, Brad Beach, Michael Carlson and Henry Thysell
- Absent: Dora Urias

### 4. CALL TO THE PUBLIC

- None

### 5. CONSENT AGENDA

#### a. Approval of minutes

#### i. Regular Session of January 29, 2026 and Special Session of February 12, 2026

- Motion to approve regular session minutes of January 29, 2026 and Special Session minutes of February 12, 2026 made by Brad Beach second by Henry Thysell
- Motion passed unanimously by verbal vote

### 6. REPORTS AND CORRESPONDENCE:

#### a. Correspondence

- Letter received from Karen Durilla on behalf of Terry Cederstrom acknowledging RRMFD and FF/CEP Jeremy Carrillo for their professionalism, care and compassion. Letter included a donation of \$2,722.27 to be used to support community events.
- Email received from Danny Lawson (contractor working on equipping vehicles) thanking RRMFD for the get well card sent to his wife
- Letter received from Jake Merry, Banner Prehospital Coordinator, acknowledging the level of professionalism and dedication demonstrated by Karla Manjarrez and Adriane Demotica while instructing the 24 hour EMT Refresher Course. He noted the caliber of training speaks volumes about the strength of the RRMFD organization. Karla Manjarrez acknowledged Adriane Demotica for knowledge, preparation and genuine passion for EMS education.
- Phone call received from Jim and Linda Wilson stating they have had numerous calls answered by RRMFD and are thankful and grateful for all. Individuals on calls were Alex Armenta, Luis Moreno, Luis Saenz, Miguel Grambs, Adriane Demotica, Fabian Winters and Ana Morales
- Ruben Alderete, Director of Emergency Services for Tucson 1-800 Boardup, sent an email regarding an event which they were able to assist with emergency services and clean up for a cardboard and plastic fire. A reminder they do more than just board up properties and encourage

local fire departments to call them on any fire incidents

- Captain Sanchez' sister-in-law friends, Gabby and Cesar Fierros, are friends with Maria Escuelas whose husband is part of Operation Gratitude who supplied the cords given to each Board Member and RRMFD personnel, along with thank you and appreciation cards for first responders and military personnel. Maria's husband and Cesar Fierros were stationed together in South Carolina while in the Marines.
  - Letter received from Paul Hathaway complimenting James Sheldon and fire crew for a professional job during the controlled burn on their property February 20, 2026
- b. Fire Chief's Report
- Report presented by Chief Amezaga, posted on website and copy of report is on file
  - Training Tower Inauguration March 9, 2026 at 10 a.m. followed by tours and lunch
- c. Fire Marshal Report
- Report presented by Fire Marshal Cluff. Copy of report on file.
- d. Fire Board Member Report
- Henry Thysell noted during a recent incident in his neighborhood, RRMFD was on scene immediately where the Sheriff took 30 minutes to arrive
  - Brad Beach complimented all the correspondence received noting it is a testament to the amount of training and professionalism. New tower is impressive.
  - Frank Bejarano believes visibility is important – website and professionalism shown on calls.
- e. Financial Report
- i. Presentation of Financial Reports of January 2026
- Report presented by Ana Holman. Copy of Report on file
  - Ana Holman noted FY 26-27 net assessment valuation increase will net \$180,174 however, assessed value percentage remains within the same range as prior years.
  - Chief Amezaga queried regarding the range and values with the growth in the District. Michael Carlson suggested meeting with the assessor to discuss concerns.
  - Election year for Brad Beach, Frank Bejarano and Michael Carlson
  - Need 2 Board volunteers to form the 26-27 Budget Committee. Michael Carlson and Frank Bejarano volunteered; alternate Brad Beach and Henry Thysell

## 7. OLD BUSINESS

- a. Discussion, and possible action re: Executive Session - The Fire Board may vote to go into Executive Session pursuant to A.R.S. 38-431.03(A)(1) for legal advice regarding the Santa Cruz County Treasurer
- i. **Note: Executive Sessions are confidential pursuant to A.R.S. section 38-431.03(C) anything discussed within Executive Session is to remain within Executive Session**
- ii. **Note: No Action is taken during an Executive Session. Any action taken by the Board will take place during an open meeting**
- iii. This is a continuation of previous discussion related to the Santa Cruz County Treasurer

### **MOVED TO NEW BUSINESS 8 a.**

- Motion to enter Executive Session made by Michael Carlson, second by Brad Beach
  - Motion passed unanimously by verbal vote
  - Entered Executive Session at 7:40 p.m.
  - Returned from Executive Session at 8:01 p.m.
  - Notes i. and ii. read
- b. Discussion and possible action re: Santa Cruz County Treasurer
- i. This is a continuation of previous discussion related to the Santa Cruz County Treasurer
- No action taken

## 8. NEW BUSINESS

- a. Discussion and possible action re: Approval of financial reports for January 2026.
  - Motion to approve financial reports of January 2026 made by Michael Carlson, second by Henry Thysell
  - Motion passed unanimously by verbal vote
- b. Discussion and possible action re: Review and approval of the revised adoption of the RRMFD 2024 IFC changes with a 30-day comment period.
  - Chief Amezaga noted that when there is adoption by the State to the new standard RRMFD has adopted as well. 30 day comment period is not mandatory but shows good faith to the public.
  - Fire Marshal Cluff noted the State has adopted to move to the 2024 code. RRMFD is currently using the 2018 IFC; 2024 IFC is same as the 2012 only with formatting changes and information regarding lithium-ion battery storage has been added. Michael Carlson noted going with the 2024 IFC, nothing would impact the community. Fire Marshal Cluff would like the county to adopt the 2024 IFC as well.
  - Motion to authorize putting out the 2024 IFC changes for a 30 day comment period made by Michael Carlson, second by Brad Beach
  - Motion passed unanimously by verbal vote
- c. Discussion and possible action re: Services Provided to Areas Outside the Rio Rico Medical & Fire District Boundaries (Including South32) – Compensation Structure and Service Expansion
  - Chief Amezaga noted concerns RRMFD as de facto agency to respond for county; even with mutual aid agreement, responsibility is to provide service to constituents however, responding out of District can affect response time performance, staffing, apparatus and fleet placement, fuel costs, water supply and emergency access. Would like collaboration with the county and Board of Supervisors; need to be proactive; growth within county – trust but verify.
  - Frank Bejarano agrees we need better relationships with County and has made contact with John Fanning who has expressed an interest in meeting with RRMFD.
  - Michael Carlson would like to work with Chief Amezaga, do some research and come back to the board with suggestions and information including a fee schedule for services provided.
  - Suggest adding to future agenda for follow up
- d. Discussion and possible action re: Creation of Fire Corp
  - Chief Amezaga would like to bring structured volunteerism back to the District; engage community members; fire extinguisher training; smoke detectors installation, taking vitals at trainings and help within office. National Volunteer Council has a structure for Fire Corps.
  - Michael Carlson handed out information regarding the Fire Council and noted he is a member of the CERT group and 10 members of that group have expressed an interest in becoming a part of the Fire Corp who are willing to learn, train and participate in activities mentioned in handout. Michael Carlson volunteers for the leader of the Corp; has been working on policies for review, would step back if there were to be a conflict of interest or recuse himself from voting on topics related to the Fire Corp
  - Frank Bejarano expressed concern regarding liability if there is an injury of a Fire Corp member while volunteering (covered under Workmen's Comp insurance); background check would be required (fingerprinting); policy and code of conduct will be established
  - Motion to approve the Fire Corp for RRMFD made by Brad Beach, second by Frank Bejarano
  - Motion passed unanimously by verbal vote

- e. Discussion and possible action re: Intergovernmental coordination with Santa Cruz County on current and future development within the Rio Rico Medical & Fire District boundaries and its impact on emergency service planning; possible direction to staff.
  - Chief Amezaga noted this item is to establish structured communications between RRMFD and Santa Cruz County Planning and development agencies.
    - Regular notification of approved and pending development within District boundaries
    - Participation in planning or development review discussion where appropriate
    - Quarterly or semi-annually interagency coordination meetings
    - Long term possibly enter into an MOU (Memorandum of Understanding)
  - More to allow for the growth of the district, staffing, infrastructure, apparatus, budget impact, etc.
  - Chief Amezaga and Michael Carlson will work together with the county and bring feedback to the Board
- f. Discussion and possible action re: Employee-Owned Equipment Use Agreement form
  - Frank Bejarano noted there are two documents in the packet regarding this form
  - Chief Amezaga noted with all the projects and towing of vehicles, personal items of employees have been used for some of the work. Frank Granados used personal trailer for District business and it was damaged. District taking responsibility for usage and damage, but need some form of agreement for future use of personal items. Legal has reviewed – protects RRMFD and the employee.
  - Michael Carlson noted the current HR policy provides for mileage when using personal vehicles for District business.
  - Brad Beach questioned knowing the equipment being used is up to par. Chief Amezaga stated Frank Granados is responsible for maintenance and fleet facility-has the knowledge and training. Brad Beach also asked if there is a fee schedule; liability for injury of employee or lawsuit and if our insurance company covers costs. Chief Amezaga noted there would be an umbrella to the insurance policy.
  - Board recommends stopping use of employee equipment until clarification with legal is received.

**RETURNED TO OLD BUSINESS 7 a.**

**9. FUTURE MEETING AGENDA ITEMS**

- a. Next Board Meeting – March 26, 2026 5:30
  - Chief Amezaga would like to discuss the Board Retreat – bullet points, communications ½ day whole day
  - Update and review of Strategic Plan
  - Purchase of Admin vehicle
  - Financial Audit presentation

**10. ADJOURNMENT**

- Meeting adjourned at 8:06 p.m.

Dated this 26 day of March, 2026.  
 Rio Rico Medical & Fire District Elected Official

Brad Beach,



Clerk of the Board