

**MINUTES OF REGULAR MEETING OF THE
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING
VIRTUAL AND IN-PERSON MEETING
HELD July 20, 2023**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **July 20, 2023, at 6:00 P.M.** Present at the meeting were the following members of the Rincon Valley Fire District Governing Board: Chairperson Jennifer Spears, Clerk Kevin McKinley, and Member Chris Klasen. Board Member Matt Messer and Member Lora Gruner attended virtually.

The following matters were discussed, considered, and decided at the meeting:

1. Call to Order at 6:00 P.M. by Chairperson Jennifer Spears

A. Roll Call – Chairperson Jennifer Spears	Present
Member Chris Klasen	Present - Virtually
Member Kevin McKinley	Present
Member Matt Messmer	Present - Virtually
Member Lora Gruner	Present - Virtually

- Also attending – Fire Chief James Tucker, Battalion Chief Edward Cornejo, VFFA Union Board Members, On-Duty crew and Administrative Manager Laura Bucklin.

2. Pledge of Allegiance – Fire Chief James Tucker led the pledge of allegiance.

3. Date of the next meeting is scheduled for August 17, 2023, at 6:00 P.M.

- Confirmed by all board members present.

4. Call to the Public

- No Response.

5. Consent Agenda

Approval of Consent Agenda – Motion by Member Messmer, second by Member Gruner to approve all items on the Consent Agenda. Motion passed 5 to 0.

- A. Approval of the Minutes of the June 14, 2023 Regular Board Meeting.
- B. Approval of Resolution #24-001 Ray Annexation (3509 E Slippery Rock Dr.)
- C. Approval of Resolution #24-002 Mackness Annexation (3730 E Tapia Dr.)

6. Reports and Correspondence

A. Board Member Report

- No comments

B. Fire Chief's Report – Reviewed by the Board. Report on file.

- Personnel matters consumed the majority of the Chief's time last month.
- Chief Tucker is still working on a future fire station site.
- The new Dodge ambulance was shipped on June 26th and arrived on July 4th. The next steps include registration, mounting equipment, and AZDHS inspection.
- The 2019 Dodge ambulance is still waiting for the oil pan repair. We will send it to the Dodge dealer for recall repairs once completed.
- 38 new housing permits in June.
- Responded to 212 incidents and had 81 ambulance transports.
- Chris Jackson of Continental Battery Systems of Tucson donated 140 nine-volt batteries to the fire district. These batteries have been distributed to both stations to support the smoke alarm program.

C. June's Financial Reports – Review, discussion, and possible action, of the district's financial status, including monthly summary reports for June 2023. Steven Rodriguez with JVG presented June's financial report.

Key points:

- Pima County revenue for June is \$17,084.
- Non-Tax Levy revenue for June is \$234,249
 - Plan Review Fees of \$82,139, primarily for Moderne at Rocking K Apartments.
 - Ambulance Revenue of \$69,230.
 - Prop 207 Sales Tax Revenue of \$67,344.
- Expense for June is \$642,819.
- Fiscal year revenue is \$7,022,367, over budget by \$428,767.
 - This does not include carryover funds or transfers.
- Fiscal year expense is \$6,000,939, under budget by \$643,661.

– Motion by Member Gruner, second by Member Messmer, to approve the monthly financial reports. Motion passed 5 to 0.

7. Unfinished Business

A. 2023-053a - Review, discussion, and possible action to approve policy revisions and additions.

- The following revised and new policies were sent for legal review:
 - 3-007 Work Schedule
 - 4-002 Holidays
 - 4-003 Paid Time Off
 - 4-004 Leave Assistance
 - 4-022 PTO Buyback
- 04-022 PTO Buyback increases 5111 Payroll \$61,818 but is not a fixed cost and depends on the number of employees who can

- use the benefit.
- 04-002 Holiday increases 5113 Holiday Pay \$7,000
- These costs are included in the FY 23-24 budget.

-Motion by Clerk McKinley, second by Member Gruner to adopt policies 3-007, 4-002, 4-003, 4-004, 4-002 to become effective 7/21/23. Motion passed unanimously 5 to 0.

8. New Business

A. 2024-004 – Review, discussion, and possible action to renew the Meet and Confer Agreement with VFFA Local 5100.

- Local 5100 and the administration want to renew our Meet and Confer Agreement. The current agreement went into effect in March 2018. The agreement has been renewed annually. Minor grammar adjustments have been made to this agreement. We have typically been meeting on a monthly basis. Discussing items of concern and seeking feedback before implementing any changes has been beneficial. Administration and L-5100 have an excellent working relationship.

-Motion by Member Messmer, second by Clerk McKinley, to approve the 2023 Meet and Confer Agreement. The motion passed unanimously 5 to 0.

B. 2024-005 – Review, discussion, and possible action to order a new F-150 to replace Shop 1303.

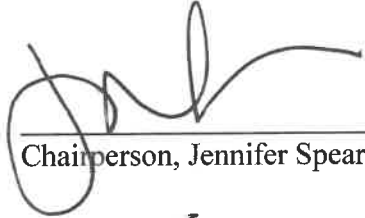
- Chief Tucker would like to order a new F-150 4x4 to replace the existing Battalion Chief truck, Shop 1303. He asked for bids from the following dealerships:
 - Jim Click Ford - No Bid
 - San Tan Ford - \$53,294.42
 - Jones Ford Buckeye - \$51,793.59
- This is a budgeted capital purchase. Future items to purchase from the capital budget will include new emergency lighting, center console, bed slide out, truck topper, RVFD graphics, MDT mount, MDT router, and dome antenna. Once Chief Tucker has a better estimate on the additional equipment, he will bring this to the Board for approval. We have budgeted \$60,000 for this purchase.

– Motion by Chairperson Spears, second by Member Gruner to authorize the Fire Chief to order a new Ford F-150 for \$51,793.59 from Jones Ford Buckeye. Motion passed unanimously 5 to 0.

9. ADJOURNMENT - Motion by Member Messmer, second by Member Gruner to adjourn. Motion passed 5 to 0. Meeting adjourned at 6:11 p.m.

Dated this 25th day of July 2023.

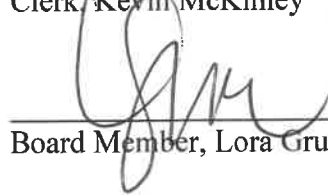
Rincon Valley Fire District Governing Board



Chairperson, Jennifer Spears



Clerk, Kevin McKinley



Board Member, Lora Gruner

Board Member, Christopher Klasen

Board Member, Matthew Messmer