

**MINUTES OF REGULAR MEETING OF THE  
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING  
VIRTUAL AND IN-PERSON MEETING  
HELD SEPTEMBER 21, 2023**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **September 17, 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. Member Matthew Messmer 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
Member Kevin McKinley	Present
Member Matt Messmer	Present - Virtually
Member Lora Gruner	Present - Virtually

- Also attending – Fire Chief James Tucker, Battalion Chief Allen Yalen, On-Duty crew, Administrative Manager Laura Bucklin, and Administrative Assistant Claudia McMullen.

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

**3. Date of the next meeting is scheduled for October 19, 2023, at 6:00 P.M.**

- Confirmed by all board members present.

**4. Call to the Public**

- Thank You Card from Rebecca Dubin. Ms. Dubin participated in a ride along with Station 292's B-Shift.

**5. Consent Agenda**

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

- A. Approval of August 17, 2023, Regular Board Meeting Minutes.
- B. Approval of Resolution #24-006 Centuri Development Annexation – 3851 E. Sahuarita Rd.
- C. Approval of Resolution #24-007 Holzkopf Annexation – 8391 S Pistol Hill Rd.

**6. Reports and Correspondence**

**A. Board Member Report**

- No comments

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

- Four employees participated in the Fire Captain promotional testing. Travis Mooney will be promoted to Captain; the remaining employees are on the eligibility list.
- Our new employees started on September 11, 2023.
- Fire Chief Tucker held meetings with each crew.
- AFDA will be attempting to modify the FDAT calculation. FDAT is capped at \$400,000. The proposed modification would increase our revenue by approximately \$500k per year. The presentation is attached.
- We have the draft lease agreement for the proposed cell tower. The agreement was sent to Donna Aversa for legal review and was included in the Board Packet.
- Had a meeting with Pastor Mike Blevins to discuss a fire station site on their property at 13300 E Colossal Cave Road. This location will have some challenges, but it may be possible.
- Heinfeld, Meech & Co. were onsite for our annual audit. So far, there are no findings or areas of concern.
- There were 58 new housing permits pulled in August.
- The District had 289 incidents and 96 transports.
- The new Engine will be delivered sometime next week.
- Question from Member Klassen regarding accreditation progress. Fire Chief Tucker informed the Board we are 50% done. PIs are to be completed and reviewed by the end of the year.

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

**Key points:**

- Revenues for August were \$105,745, which was \$9,430 over budget.
- Pima County revenue for August is \$9,137, which is \$3,699 over budget.
- Non-tax levy revenue for August is \$96,608, which is \$5,713 over budget.
- Expenses for August were \$541,234, which was \$3,957 under budget.
- Fiscal Year Revenue is \$289,730, over budget by \$90,788 and 4.16% of total annual budget.
- Fiscal Year Expense is \$1,017,165, budgeted by \$90,788 and 14.60% of the total annual budget.

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

**7. Unfinished Business**

- A. None.

**8. New Business**

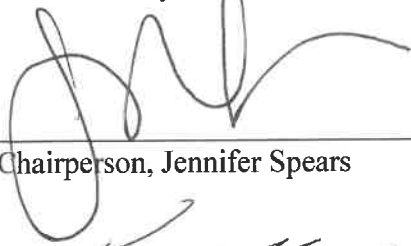
**A. 2024-014 – Employee Recognition for Years of Service Milestones.**

- Chief Tucker recognized the following employees who have reached years of service milestones.
  - Firefighter Michelle Isely has reached her 5th anniversary with the District.
  - Firefighter Chris Heady has reached his 5th anniversary with the District.
  - Captain Cameron McQuillen has reached his 20th anniversary with the District.
  - Captain Scott Haller has reached his 25th anniversary with the District.

- 9. ADJOURNMENT** - Motion by Member Klassen, second by Chairperson Spears, to adjourn. Motion passed 5 to 0. The meeting adjourned at 6:10 p.m.

Dated this 21st day of September 2023.

Rincon Valley Fire District Governing Board



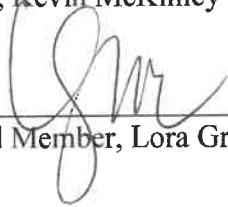
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Chairperson, Jennifer Spears



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Clerk, Kevin McKinley



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Board Member, Lora Gruner

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Board Member, Christopher Klasen

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Board Member, Matthew Messmer