

**MINUTES OF REGULAR MEETING OF THE
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING
VIRTUAL AND IN-PERSON MEETING
HELD February 15, 2024**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **February 15, 2024, 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 Lora Gruner. Member Matthew Messmer and Member Chris Klasen 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 at 6:05 pm.
Member Kevin McKinley	Present
Member Matt Messmer	Present - Virtually
Member Lora Gruner	Present

- Also attending – Fire Chief James Tucker, Battalion Chief Cornejo, On-Duty Crew, Administrative Manager Laura Bucklin, and Administrative Assistant Claudia McMullen. Steven Rodriguez with James Vincent Group was also in attendance.

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

3. Date of the next meeting is scheduled for March 21, 2024, at 6:00 P.M.

- Confirmed by all board members present.

4. Call to the Public

- Ms. Lewandowski with Cienega High School sent an email thanking the crew for attending the annual College and Career Fair.

5. Employee Recognition

- None.

6. Consent Agenda

Approval of Consent Agenda – Motion by Member Gruner, second by Clerk McKinley, to approve all items on the Consent Agenda. Motion passed 4 to 0.

- A. Approval of January 17, 2024, Regular Board Meeting Minutes.
- B. Approval of Boundary Change, Resolution #24-011 – Sutton Residence – (10980 S. Great Horned Owl).
- C. Approval of Boundary Change, Resolution #24-013 Smalling Residence. (7811 S. Avenida Catrina).

- D. Approval of Boundary Change, Resolution #24-014 Peterson Residence. (13757 E. Lipps Ln).

7. Reports and Correspondence

A. Board Member Report

- None.

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

- The DFFM grant was submitted.
- We are in the early stages of transitioning from ZOLL RMS to Image Trend. Golder Ranch IT is leading the transition.
- Chief Tucker attended several webinars, a two-day grant writing class, and off-site meetings.
- We have started preparing for 2024 firefighter recruitment. We will be doing testing for internal promotions for Engineer and Battalion Chief. Chief Tucker anticipates promoting an internal Assistant Chief in June.
- Preliminary Pima County assessment looks good, and we will probably have an increase similar to last year.
- We had 45 new housing permits in January; this is 14 more than we had in January 2023.
- There were 233 incidents and 108 ambulance transports.
- Accreditation Update

- Chris Klasen joined the meeting virtually at 6:05 pm.

C. January's Financial Reports – Review, discussion, and possible action of the district's financial status, including monthly summary reports for January 2024. Steven Rodriguez with JVG presented January's financial report.

Key points:

- Revenues for January were \$223,404, which was \$72,260 over budget.
 - Pima County revenue for January is \$70,180, \$9,913 over budget.
 - Non-tax levy revenue for January is \$153,224, which is \$62,347 over budget.
 - The district received an insurance claim for \$40,959 in January.
- Expenses for January were \$468,450, which was \$88,589 under budget.
- Fiscal year revenue is \$4,494,781, over budget by \$685,764 and 64.50% of the total annual budget.
 - The district received \$267,605 in ARPA funding in September.
- Fiscal year expense is \$3,443,599, which is under budget by \$572,651 and 49.41% of total annual budget.

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

8. Unfinished Business

A. None.

9. New Business

A. 2024-046 – Review, discussion, and possible action of the land purchase for future Station 293.

- Chief Tucker would like the Board to approve the lease purchase documents provided pending legal review if not already completed. This will allow the Board Chair and Fire Chief to execute the necessary documents and proceed with closing. Land acquisition is being done through a lease purchase with Zions Bank. Will be putting \$300,000 down using our Capital funds. 15-year loan @ 5.43% with bi-annual payments of approximately \$41,292.53
- \$300,000 from the Capital budget and approximately \$83,000 annually until bond funding pays off the loan.

- The board has decided to hold a special meeting on February 28, 2024. No action was taken. Discussion only.

B. 2024-047 - Review, discussion, and possible action to transfer budgeted funds from the General Fund to the Capital Fund.

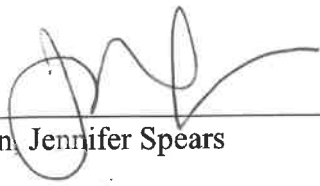
- Chief Tucker requests that the board authorize the transfer of \$300,000 from our General Fund into our Capital Projects Fund. This amount was budgeted in the FY 2023-2024 budget. \$300,000 will be transferred from the General Fund's Capital Projects Transfer line (5920) to the Capital Projects Fund's Transfer line (4410).

- Motion by Clerk McKinley, second by Member Gruner, to approve the transfer of \$300,000 from the General Fund to the Capital Projects Fund. Motion passed 5 to 0.

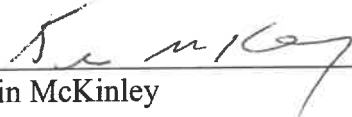
10. ADJOURNMENT - Motion by Clerk McKinley, second by Member Gruner, to adjourn. Motion passed 5 to 0. The meeting adjourned at 6:14 p.m.

Dated this 20th day of February 2024.

Rincon Valley Fire District Governing Board

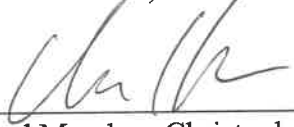


Chairperson, Jennifer Spears



Clerk, Kevin McKinley

Board Member, Lora Gruner



Board Member, Christopher Klasen

Board Member, Matthew Messmer