

**MINUTES OF REGULAR MEETING OF THE
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING
VIRTUAL AND IN-PERSON MEETING
HELD June 14, 2023**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **June 14, 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 Fire Chief James Tucker

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 Kris Middleton, On-Duty crew and Administrative Assistant Claudia McMullen.

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

3. Date of next meeting scheduled for July 20, 2023 at 6:00 P.M.

- Confirmed by all board members present.

4. Call to the Public

- Local resident gave thanks to 291C Shift for a snake removal.
- Thank you letter from Empire High School for Station 292B Shift for their time during a station tour and demonstration of our trucks.
- General discussion and praise from board members.

5. Consent Agenda

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

- A. Approval of the Minutes of the May 18, 2023 Regular Board Meeting.
- B. Approval of Resolution #23-015 Burnham Annexation (100 N Sharon Rd.)
- C. Approval of Resolution #23-016 Bear Annexation (1040 N Solar Dr.)
- D. Approval of Resolution #23-017 Reiter Annexation (14412 E Sands Ranch Rd.)

6. Reports and Correspondence

A. Board Member Report

- No comments

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

- The person who gave us the notice of claim has withdrew. Our insurance company will keep the file active in the event he hires a new lawyer.
- We are waiting for our new ambulance to be shipped. A recall is yet to be cleared.
- We are still waiting for the Dodge ambulance to be repaired. A leak in the oil pan was discovered, repairs may be finished by the end of the month.
- The final inspection for our new engine will be in July.
- Fire Chief Tucker had the monthly meeting with L-5100. Chris Heady is the new President and Steve Rodriguez is the Vice President.
- 71 new housing permits in May.
- The District responded to 293 incidents and had 97 ambulance transports.
- Included in the board's packet were photos of land in our response area that the City of Tucson intends to annex.
- Question from Clerk McKinley on the effect on our District. Fire Chief Tucker stated that the intended annexation by the City of Tucson reduces our area by one square mile.

C. April's Financial Reports – Review, discussion and possible action, of the district's financial status including monthly summary reports for the month of May 2023. JVG presented May's financial report.

- General introduction and presentation of JVG practices and services by Gabe Buldra.
- Question from Member Klasen regarding PSPRS liability reduction payments. Gabe responded to Member Klasen's question and gave his professional opinion regarding the matter.

Balance Sheet as of May 31, 2023

- Pima County revenue for May is \$235,434.
- Non-Tax Levy revenue for May is \$123,104.
 - Ambulance revenue makes up the majority of this amount with \$98,616 revenue for the month of May.
- Expense for May is \$533,171.
- Fiscal year revenue is \$6,771,034 which is over budget by \$177,433.
 - This does not include carryover funds or transfers.
- Fiscal year expense is \$5,503,214 which is under budget by \$1,141,386.

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

7. Unfinished Business

A. None

8. 2023-051 Public Hearing on the Rincon Valley Fire District Budget for Fiscal Year 2023/2024.

This is an opportunity for the public to address the Board, make comments, and ask questions regarding the budget. Please state your name and address. Comments are limited to 3 minutes.

A. Open Public Meeting at 6:20 PM

- The public hearing is established to hear feedback from the public concerning the tentative budget. The budget has been placed on our website and in three public places.
- The proposed total budget is \$7,209,506
- The operating tax rate will remain at \$2.7834
- The Bond Rate will increase to \$0.1164 from the original \$0.1154 that was proposed.
- The combined tax rate \$2.8998
- Fiscal Impact
 - Combined Revenue Budget - \$7,209,506
 - General Fund - \$6,968,906
 - Bond Fund - \$230,600
 - Capital Fund - \$10,000
- No public attendance, no comments from public.

B. Close Public Meeting at 6:22 PM

9. 2023-052 - Budget Adoption

Review, discussion and possible action regarding approval of Rincon Valley Fire District's Fiscal Year 2023/2024 budget and adoption of Resolution #23-018 formally adopting the Rincon Valley Fire District's Fiscal Year 2023/2024 Budget.

- It was recommended by Fire Chief Tucker we adopt the Fiscal Year 2023-2024 budget. The budget documents were attached for the Board's review.
- The proposed total budget is \$7,209,506
- The operating tax rate will remain at \$2.7834
- The Bond Rate will decrease to \$0.1164
- The combined tax rate \$2.8998
- Employee benefits will be enhanced, the PTO buyback policy fiscal impact is factored and the uniform allowance balance was increased.
- Fiscal Impact
 - Combined Revenue Budget - \$7,209,506
 - General Fund - \$6,968,906
 - Bond Fund - \$230,600
 - Capital Fund - \$10,000

– Motion by Member Gruner, second by Clerk McKinley to adopt Resolution #23-018 to formally adopt the Rincon Valley Fire District Fiscal Year 2023-2024 Budget. Motion passed 5 to 0.

10. New Business

- A. 2023-053 – Review, discussion, and possible action to approve policy revisions and additions.**
- This item has been moved to the next board meeting pending legal review.
- B. 2023-054 – Review, discussion, and possible action to approve the revised shift trade policy.**
- It was suggested that the District revise the shift trade policy.
 - The primary changes were:
 - Increasing the hours worked from 48 to 56, this will be consistent with the work schedule policy.
 - Adding “Extenuating Circumstance” that will allow the Fire Chief to temporarily suspend the “like for like” rule, the number of open trades allowed, and/or the amount of time an open trade must be satisfied. If there is a life altering event or severe medical issue.
 - General discussion and explanation from Fire Chief Tucker.
 - Fiscal Impact: None

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

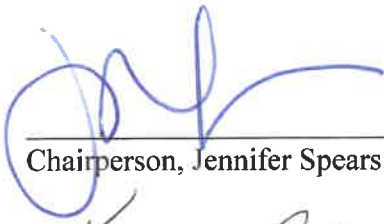
- C. 2023-055 - Review and discussion to provide the 6-month review for the Fire Chief.**
- Per the Fire Chief’s employment agreement, the Fire Board is to review Fire Chief Tucker’s performance for the past six months.
 - Fire Chief Tucker requested the Board to provide feedback on his performance and make any suggestions for improvement if needed.
 - Member Klasen stated Fire Chief Tucker is doing a great job, other members in agreement.
 - Chairperson Spears thanked Fire Chief Tucker for the effort he has put into the District and the positive advancements for the overall District environment. All members in agreement.

– No motion. Information only

- 9. ADJOURNMENT -** Motion by Member Gruner, second by Member Klasen to adjourn. Motion passed 5 to 0. Meeting adjourned at 6:28 p.m.

Dated this 19th day of June 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