

**MINUTES OF REGULAR MEETING OF THE
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING
VIRTUAL AND IN-PERSON MEETING
HELD May 16, 2024**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **May 16, 2024, at 6:00 P.M.** The following members were Present at the meeting: Chairperson Jennifer Spears, Clerk Kevin McKinley, and Member Chris Klasen. Member Matthew Messmer 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	Absent
Member Kevin McKinley	Present
Member Matt Messmer	Present - Virtually
Member Lora Gruner	Present

- Also attending were Fire Chief James Tucker, Assistant Chief Allen Yalen, Battalion Chief Kris Middleton, Captain Travis Mooney, the On-Duty Crew, VFFA Vice President Steve Rodriguez, and Administrative Assistant Claudia McMullen. Steven Rodriguez with James Vincent Group were also present.

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

3. Date of the next meeting is scheduled for June 20, 2024, at 6:00 P.M.

- Confirmed by all board members present.

4. Call to the Public

- VFFA Vice President Steve Rodriguez spoke on the Local 5100's behalf regarding Fire Chief James Tucker's accomplishments within our District both physically and interpersonally. Steve further shared that the VFFA officially endorses James Tucker as Fire Chief and hopes the Board continues his contract.

5. Employee Recognition

- No official recognitions. Chairperson Spears thanked the on-duty crew for their work.

6. Consent Agenda

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

A. Approval of the Minutes from the April 18th Board Meeting

7. Reports and Correspondence

A. Board Member Report

- Member Messmer reported he has seen positive feedback on social media regarding the land purchase and location of Station 293.

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

- Our AZDHS transport rate increased to \$1,885.50
- Crews participated in several community outreach events.
- VFFA is working on a Memorandum of Understanding document.
- We had **41** new housing permits in March.
- We had **294** incidents and **115** transports, and AMR transported one district resident.
- There is a proposed residential subdivision planned with 696 residential lots behind the VUSD administrative building.
- Rocking K is proposing to add an additional 320 rental homes and 22,000 sqft. of commercial space.
- Received an email on May 2nd stating we were not approved for the Type-6 grant. FC Tucker is unaware of any other local agencies that received awards.

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

Key points:

- Revenues for April were \$522,961, which was \$1,379,071 under budget.
 - Pima County revenue for April is \$392,360, which is \$1,418,795 under budget.
 - Non-tax levy revenue for April is \$130,601, which is \$39,724 over budget.
- Expenses for the month of April were \$475,070, which was \$66,699 under budget.
- Fiscal year revenue is \$5,744,472, which is \$571,161 under budget and 82.43% of the total annual budget.
 - The district received \$267,605 in ARPA funding in September.
- Fiscal year expenses are \$4,866,051, which is \$762,066 under budget and 69.83% of the total annual budget.

Member Messmer moved, seconded by Member Gruner, to approve the monthly financial reports. The motion passed 4 to 0.

8. Unfinished Business

- A. None.

9. New Business

Motion by Clerk McKinley, second my Member Gruner, to adjourn the Regular Board Meeting and enter Executive Session at 6:09 PM. Clerk McKinley called the Executive session to review and discuss Board Memo 2024-064, Fire Chief Employment Agreement. No action was taken during the executive session. Discussion only.

Motion by Chairperson Spears, second by Member Gruner, to adjourn Executive Session and reconvene Regular Board Meeting at 6:15 PM.

A. 2024-064 – Review, discussion, and possible action to amend the Fire Chief Employment Agreement.

- The current Fire Chief Employment agreement is effective through November 30, 2025. Some items in the agreement have been changed to reflect our current practice, such as PTO hours, the removal of sick time hours, and an increase in the uniform allowance. The current Fire Chief's annual salary is \$127,974.
 - FC Tucker requested:
 - Extension through May 31, 2026.
 - Salary increase effective July 6, 2024.
 - Chairperson Spears praised FC Tucker for his accomplishments and the relationships built throughout the District.
- Member Gruner motioned, seconded by Chairperson Spears, to approve the Fire Chief Employment Agreement as discussed in the Executive Session.

B. 2024-065 - Review, discussion, and possible action to adopt the Tentative Budget for Fiscal Year 2024-2025.

- The tentative budget for FY 2024-2025 was provided.
 - The proposed tax rate is \$2.7834, the same as last year.
 - The proposed bond rate is \$0.1033
 - The combined rate is \$2.8867
 - Budget forecasting through FY 2030 does not indicate a shortfall.
 - Capital Budget funding at \$572,773
 - Public Hearing to adopt the proposed budget at the June 20th meeting.
 - Total Revenue - \$8,024,806
 - Total Expenses - \$8,024,806
 - General Discussion
- Motion by Member Mesmer, second by Clerk McKinley to adopt the Tentative Budget for Fiscal Year 2024-2025. Motion passed 4 to 0.

C. 024-066 - Review, discussion, and possible action to approve the IGA with Northwest Fire District for dispatching services.

- Changes to the Existing IGA are as follows:
 - The IGA will be good for 5 years instead of one.
 - The annual cost will be \$66,937 for FY 2024-2025 and will increase by 2% each year.

- Motion by Member Gruner, second by Chairperson Spears, to approve the IGA with Northwest Fire District for dispatching services. Motion passed 4 to 0.

D. 2024-067 - Review, discussion, and possible action to purchase one Ferno Power X-1 gurney.

- Our Ferno sales representative contacted me on Monday, May 15, and advised that they have 15 discounted Power X-1 gurneys. It sounds like an agency had ordered them with their specifications and cannot proceed with the purchase.
- Fiscal Impact: \$20,299.48 Capital Budget Purchase.
- FC Tucker provided a cost breakdown compared to our 2022 purchase.

	<u>2022</u>	<u>2024</u>
Gurney	\$13,913.00	\$13,992.30
Surface Extender	\$1,905.32	\$1,880.90
Knee Leg Rest	\$724.28	\$715.40
Head O2 Mount	\$181.64	\$182.00
In mount charging (not ordered)		\$1,473.50
Charging Tracker (not ordered)		\$138.60

- Motion by Clerk McKinley, second by Chairperson Spears, purchase one discounted Ferno Power X-1. Motion passed 4 to 0.

E. 2024-068 – Review discussion and possible action regarding the November 2024 Election Process.

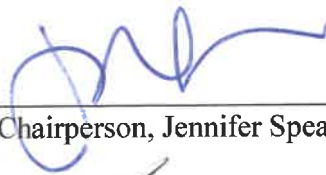
- The Rincon Valley Fire District will hold a general election for two (2) Board Member vacancies on November 5, 2024.
- Attached was an Election Timeline with important notice dates and publishing requirements. The following notices will need to be signed, sent, and published at the May 16, 2024 Board Meeting:
 - Notification of Fire Board Vacancies to the Pima Co. Board of Supervisors
 - Call of Election Resolution approved by the Board.
 - Notice of Call of Election to publish in local newspaper and 3 public places.
- Candidate Petition filing dates are between June 8, 2024 and July 8, 2024.
- A candidate must file between 66 and 250 signatures.
- Budgeted \$15,000 for FY 24/25 in new account #7090, Election Costs.

- Motion by Chairperson Spears, second by Clerk McKinley to approve the Notification of Fire Board Vacancies, the Election Resolution, and the Election Notice for the November 5, 2024 General Election. Motion passed 4 to 0.

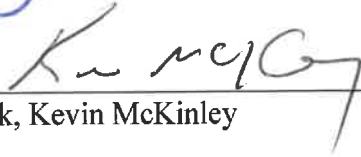
10. **ADJOURNMENT** - Motion by Member Mesmer, second by Member Gruner, to adjourn. Motion passed 4 to 0. The meeting adjourned at 6:23 p.m.

Dated this 20th day of May 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