

**MINUTES OF REGULAR MEETING OF THE
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING
HELD July 26, 2018**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **July 26, 2018 at 6:00 P.M.** at RVFD Station 2; 14550 E. Sands Ranch Rd. Vail, AZ 85641. Present at the meeting were the following members of the Rincon Valley Fire District Governing Board: Chairperson Raymond Phillips, Clerk Michelle Harrington, Member Mark Tate, and Member Terry Newman.

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

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

A. Roll Call - Chairperson Raymond Phillips	present
Clerk Michelle Harrington	present
Member Terry Newman	present
Member Kirsten Schlenker	present - telephonically
Member Mark Tate	present

- Also attending – Fire Chief Jayme Kahle, Administrative Manager Laura Bucklin, Battalion Chief Allen Yalen, Battalion Chief Bisnar. (See hand written sign in sheet attached for others present).

2. Pledge of Allegiance – Chairperson Phillips lead the pledge of allegiance.

3. Date of next meeting August 16, 2018 at 6:00 P.M.

- Confirmed by five board members.

4. Call to the Public

- Chief Kahle gave the Board Members copies of Thank You letters from the community regarding responding to a structure fire, attending a community block party, attendance at the Colossal Fourth 2018 event, and Letter of Appreciation from PCWIN.
- RVFD Captain Scott Laird stated the Eloy Fire Department visited Station #2 to see our new Engine. They are interested in purchasing an Engine and wanted to duplicate our design.

5. Consent Agenda

Approval of Consent Agenda – Motion by Member Tate, second by Chairperson Phillips to approve all items on the Consent Agenda.

Motion passed 5 to 0.

- A. Approval of the Minutes of the June 21, 2018 Regular Board Meeting.
- B. Approval of the Minutes of the June 21, 2018 Executive Session.
- C. Approval of Resolution **#19-001** Drowning Impact Awareness Month.

- D. Approval of Resolution #19-002 Gomez Annexation (13669 S. Hound Dog Rd).
- E. Approval of Resolution #19-003 Zahm Annexation (13840 E. Fire Dancer Rd).
- F. Approval of Resolution #19-004 Colpo Annexation (12222 E. Thunderhead Ranch Rd).

6. Reports and Correspondence

- A. Fire Chief's Report – Reviewed by the Board. Report on file.
 - No comments from the Board.

- B. June's Financial Reports – Review, discussion and possible action, of the district's financial status including monthly summary reports.
 - Monthly Financial Report – Motion by Clerk Harrington, second by Member Tate to approve the Financial Report for the month of June 2018. Motion passed unanimously 5 to 0.
 - Expense Report – Motion by Clerk Harrington, second by Member Tate to approve the expenses for the month of June 2018. Motion passed unanimously 5 to 0.
 - Monthly Bank Reconciliations and Balance Sheet – Motion by Clerk Harrington, second by Member Tate to approve the Bank Reconciliations and Balance Sheet for the month of June 2018. Motion passed unanimously 5 to 0.

7. Unfinished Business

- A. **2018-036c** – Review, discussion and possible action regarding the November 2018 Election.
 - All requirements have been met up to this point. The next step in the election process is to call the Elections Department after August 8, 2018 to determine how many candidates filed petitions and if an election will be held. No action taken, discussion only.

8. New Business

- A. **2019-002 - Review, discussion, and possible action to approve the 2018/19 Workplan.**
 - The 2018/19 workplan incorporates both strategic and operational goals for the next budget year. Rincon will be focusing on 3 main goals next year and they are:
 - Maintain our Safety
 - Maintain our Operational Readiness
 - Maintain our Management Systems

Please note that we have extended the 2013/18 Strategic Plan. One strategic objective of the 33 is yet to be completed. We plan to have a

new strategic plan for 2019/24. All required funds are incorporated into the 2018/19 budget.

Motion by Chairperson Phillips, second by Clerk Harrington to approve the 2018/19 Workplan. Motion passed unanimously 5 to 0.

10. Future Agenda Items (no discussion)

- Annexations
- Annual Financial Audit FY 17/18 Process.


11. Adjournment - Motion by Member Schlenker, second by Chairperson Phillips to adjourn. Motion passed 5 to 0. Meeting adjourned at 6:07 p.m.

Dated this 27th day of July 2018.

Rincon Valley Fire District Governing Board



Chairperson Phillips



Clerk Harrington



Member Newman



Member Schlenker



Member Tate