

**MINUTES OF REGULAR MEETING OF THE
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING
VIRTUAL AND IN-PERSON MEETING
HELD August 21, 2025**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **August 21, 2025, at 6:00 P.M.** The following members were Present at the meeting: Chairperson Jennifer Spears, Clerk Kevin McKinley, Member Lora Gruner, Member Glen Rodriguez, and Member Chris Klasen.

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

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

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| A. Roll Call – Chairperson Jennifer Spears | Present |
| Member Chris Klasen | Present |
| Member Kevin McKinley | Present |
| Member Glen Rodriguez | Present |
| Member Lora Gruner | Present |

- Fire Chief James Tucker, Assistant Chief Allen Yalen, Battalion Chief Kris Middleton, Captain Travis Mooney and the On-Duty Crew, Captain Scott Haller, and Administrative Manager Laura Bucklin attended. Steven Rodriguez, with James Vincent Group, was also present.

2. Pledge of Allegiance – Firefighter/Medic Nicole De La Garza led the Pledge of Allegiance.

3. The next meeting is scheduled for September 17, 2025, at 6:00 P.M.

- Confirmed by all board members present.

4. Call to the Public

- No response.

5. Employee Recognition

A. New Hire Badge Pinning – Nicole De La Garza.
B. Promotion to Fire Inspector Badge Pinning – Eric Pettersen.

6. Consent Agenda – 2026-007 – Review, discussion, and possible action of the Consent Agenda

A. Approval of the Minutes of July 17, 2025, Board Meeting.
B. Approval Resolution #26-001 – Layton Annexation – 13605 E Greystokes Dr.
C. Approval Resolution #26-003 – Norton Annexation – 1000 N Davidson Canyon Rd.

- Motion by Member Rodriguez, seconded by Member Gruner, to approve the monthly consent agenda. The motion passed 5 to 0.

7. Reports and Correspondence

A. Board Member Report

- No comment.

B. 2026-008 - Fire Chief's Report – Reviewed by the Board. Report on file.

- The SAFER Grant Performance and Financial reports were completed.
- Applied for \$13,842 in funding from the 100 Club of Arizona to purchase three sets of structural PPE.
- Attended the monthly VFFA-RVFD Leadership Meeting.
- I presented to two local resident groups, the Southeast Area Council and the Arizona Senior Academy, about the district and wildland fire response.
- Chief Yalen was a keynote speaker for the Pima Paramedic Graduation.
- We had 40 new housing permits last month.
- We had 252 incidents and 110 transports.

C. 2026-009 - July's Financial Reports—Review, discussion, and possible action for the district's financial status, including monthly summary reports for July 2025. Steven Rodriguez, with JVG, presented the financial report.

Key points:

- Revenues for July were \$190,867, which was \$10,156 over budget.
 - Pima County revenue for July is \$18,841, which is \$10,620 under budget.
 - Non-Tax Levy revenue for July is \$172,027, which is \$20,777 over budget.
- Expenses for July were \$629,679, which was \$98,972 under budget.

-Motion by Member Gruner, seconded by Member Rodriguez, to approve the monthly financial reports. The motion passed 5 to 0.

8. Unfinished Business

- ### A. None.

9. New Business

A. 2026-010 – Review, discussion, and possible action to approve RVFD Policy revisions.

- Chief Tucker is requesting that the Board approve the new or revised policies listed below. These policies have been reviewed by VFFA.
- Minimum Staffing Levels
- News, Media, & Community Relations Physical Asset Management
- Training

-Motion by Clerk McKinley, seconded by Chairperson Spears, to approve the revised policies listed. Motion passed 5 to 0.

10. ADJOURNMENT - Motion by Chairperson Spears, seconded by Clerk McKinley, to adjourn. The motion passed 5 to 0. The meeting was adjourned at 6:12 p.m.