

**MINUTES OF REGULAR MEETING OF THE
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING
VIRTUAL AND IN-PERSON MEETING
HELD January 15, 2026**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **January 15, 2026, at 6:00 P.M.** The following members were Present at the meeting: Chairperson Jennifer Spears, Clerk Kevin McKinley, Member Chris Klasen, Member Lora Gruner, and Member Glenn Rodriguez.

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

1. Call to Order at 6:00 P.M. by Clerk McKinley

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

- Fire Chief James Tucker, Assistant Chief Allen Yalen attended virtually, Administrative Manager Laura Bucklin, Battalion Chief Cassabaum, and B-Shift Crew were in attendance. Steven Rodriguez from the James Vincent Group and Chris Heinfeld with Heinfeld Meech C.P.A.s were also present.

2. Pledge of Allegiance – Clerk McKinley led the Pledge of Allegiance.

3. The next meeting is scheduled for February 19, 2026, at 6:00 P.M.

- Confirmed by all board members present.

4. Call to the Public

- No response.

5. Employee Recognition

- 5 Years of Service - Administrative Assistant Claudia McMullen
- 15 Years of Service - Captain Travis Mooney
- **Code Save:**
 - Paramedic Luis SantaMaria
 - Firefighter Kelton Cabrera
- **Childbirth: B Shift Station 292**
 - Battalion Chief Michael Cassabaum
 - Captain Cameron McQuillen
 - Paramedic Richard Graham
 - Engineer Andy Lauber
 - Firefighter Andrew Brooks
 - Firefighter Alex Anduaga

- **Childbirth: B-Shift Station 291**
 - Paramedic Martin Diaz
 - Paramedic Edgar Sawada
 - Engineer Addam Roads
 - Firefighter Kelton Cabrera
 - Firefighter Jeramy Johnson
 - Firefighter Rhett Taylor

6. 2026-030 – Review, discussion, and possible action of the Consent Agenda

- A. Approval of the Minutes of December 18, 2025, Board Meeting.
- B. Resolution #26-013 – Green Annexation – (13710 E Greystokes Dr).
- C. Resolution #26-014 – Perry Annexation (12211 E Hillcrest).

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

7. Reports and Correspondence

A. Board Member Report

- No comment.

B. 2026-031 - Fire Chief's Report – Reviewed by the Board. Report on file.

Attended several webinars, including a training session on the 11th Edition Self Assessment Manual for accreditation.

Our crews attended several community events over the holidays.

We had 21 new housing permits in December and ended the year with 550. New construction permits were down 6% over last year, but growth remains steady.

We had 251 incidents in December. We ended 2025 with 3,097, representing a 1.3% increase from 2024. However, unit response increased 9% over 2024.

We had 139 transports in December and ended 2025 with 1,321. This is an increase of 11.47% over 2024.

C. 2026-032 - December's Financial Reports—Review, discussion, and possible action for the district's financial status, including monthly summary reports for December 2025. Steven Rodriguez, with JVG, presented the financial report.

Key points:

- Revenues for December were \$507,799, which was \$87,913 over budget.
 - o Pima County revenue for December is \$172,099 which is \$178 over budget.
 - o Non-Tax Levy revenue for December is \$335,700, which is \$87,735 over budget.
- Expenses for December totaled \$631,151, \$12,261 under budget.
- Fiscal year revenue is \$5,206,264, which is over budget by \$187,743 and 56% of the total annual budget.
- Fiscal year expenses are \$3,859,086, which are under budget by \$249,468, or 48% of the total yearly budget.

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

8. Unfinished Business

- None.

9. New Business

A. 2026-033 – Review and discussion of the FY 2024-2025 Annual Financial Audit of the District.

- The FY 24-25 Draft Annual Audit has been attached for the Board's review. The audit was prepared and presented by C.P.A. Chris Heinfeld with Heinfeld, Meech & Co.

-Motion by Member Klasen, seconded by Member Rodriguez, to accept the FY 24.25 Annual Financial Audit. Motion passed unanimously, 5 to 0.

B. 26-034 - Review, discussion, and possible action to approve the new Financial Hardship Policy.

- Chief Tucker attached a new policy pertaining to financial hardship and EMS billing. The policy was sent to Attorney Donna Aversa for her review.

-Motion by Member Klasen, seconded by Member Rodriguez, to approve the EMS transport financial hardship policy. Motion passed unanimously, 5 to 0.

C. 2026-035 - Review, discussion, and possible action to revise ambulance transport billing.

- Historically, RVFD residents have not been charged for balances not paid by insurance. For FY 2026 and prior years, the Medicare payor mix average is just over 50%. Residents on Medicare will be affected the most.
- Additional billing equals additional charges. RVFD pays GRFD 6% of the revenue collected. Golder can begin billing as early as February 1st if the Board wishes to implement this right away.

-Motion by Member Rodriguez, seconded by Member Klasen, to revise the RVFD EMS transport billing process and invoice patients regardless of district residency status starting on May 1, 2026. Motion passed unanimously, 5 to 0.

D. 2026-036 - Review and discussion of the Station 293 project.

- The Schematic Design estimate has come back and is attached for the Board's review. Chief Tucker has asked for comparison pricing for the decorative wall panels compared to simply masonry block.
- We are now in the Design Development Phase of the schedule.
- No action was taken. Review and discussion only.

E. 2026-037 - Review, discussion, and possible action to renew and update the existing mutual aid agreement with Sonoita Elgin Fire District.

- The new agreement has been attached for the Board's review and was signed by Attorney Donna Aversa.

-Motion by Member Rodriguez, seconded by Member Klasen, to approve the updated mutual aid agreement with Sonoita-Elgin Fire District. Motion passed unanimously, 5 to 0.

F. 2026-038 - Review and discussion of the PSPRS Actuarial Valuation Report.

- The latest actuarial report has been attached for the Board's review. Our funded status decreased from 88.3% to 82.3%. The primary causes of this are disability retirement, higher-than-projected salaries, and the average age of our retirees. We have had four regular retirements, but the age of the last retiree lowered the average from 58.4 to 53.8, as shown on page 24.
- PSPRS performs an experience study every five years to determine salary increases, see page 32.
- Our Unfunded Actuarial Accrued Liability or "outstanding balance" is \$3.3 million. Page 12 outlines the impact of making one-time payments and how this will affect the funded status and RVFD's contribution rate. If we had zero unfunded liability, RVFD's employer rate would be 15.06% instead of 25.86%, as shown on page 13. The outstanding balance is amortized over the next 10-15 years, as shown on page 17.
- Chief Tucker has included the PSPRS Pension Funded Status by employer so the Board can see how RVFD compares to some other agencies.
- Employer contributions will increase next fiscal year to 26.26% for Tier 1 & 2, and the Tier 3 contribution will increase to 8.58%.
- No action was taken. General discussion only.

10. ADJOURNMENT - Motion by Member Rodriguez, seconded by Member Klasen, to adjourn. The motion passed 5 to 0. The meeting was adjourned at 6:37 p.m.

Dated 20th day of January 2026.

Rincon Valley Fire District Governing Board

Chairperson, Jennifer Spears

Clerk, Kevin McKinley

Board Member, Lora Gruner

Board Member, Christopher Klasen

Board Member, Glen Rodriguez