

**MINUTES OF REGULAR MEETING OF THE  
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING  
VIRTUAL AND IN-PERSON MEETING  
HELD March 19, 2026**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **March 19, 2026, at 6:00 P.M.** The following members were Present at the meeting: Chairperson Jennifer Spears, Clerk Kevin McKinley, Member Chris Klasen, and Member Glenn Rodriguez. 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 Chairperson Spears

A. Roll Call – Chairperson Jennifer Spears	Present
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, Administrative Manager Laura Bucklin, Battalion Chief Middleton were in attendance. Steven Rodriguez from the James Vincent Group was also present.

**2. Pledge of Allegiance** – Chairperson Spears led the Pledge of Allegiance.

**3. The next meeting is scheduled for April 16, 2026, at 6:00 P.M.**

- Confirmed by all board members present.

**4. Call to the Public**

- No response.

**5. Employee Recognition**

- Firefighter/EMT Jeramy Johnson – 5 Years of Service

**6. 2026-043 – Review, discussion, and possible action of the Consent Agenda**

- A. Approval of the Minutes of February 19, 2026, Board Meeting.
- B. Resolution #26-021 – Morales Annexation – 13620 E Greystokes Dr.
- C. Resolution #26-022 – DeSando Annexation – 1440 N Alderwood Dr.
- D. Resolution #26-023 – Hernandez Annexation – 13427 S Sundown Ranch Rd.

- 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 comments.

- B. 2026-044 - Fire Chief's Report** – Reviewed by the Board. Report on file. No action taken. Discussion only.
- Pima County has informed us of a tax role collection error, only two properties were in RVFD.
  - Applied for Fiscal Year 2027 appropriations from Juan Ciscomani, \$68,750 for two sets of extrication equipment with a District match of \$56k.
  - The transport membership documents were sent to AZDHS.
  - New Administrative position: 120 applications, 75 applications were complete, 54 met the minimum qualifications.
  - RVFD responded to 219 incidents and had 123 ambulance transports. There were 30 new housing permits in February.
- C. 2026-045 - February's Financial Reports**—Review, discussion, and possible action for the district's financial status, including monthly summary reports for February 2026. Steven Rodriguez, with JVG, presented the financial report.

Key points:

- Revenues for the month of February were \$366,142 which was \$47,403 over budget.
  - o Pima County revenue for February is \$223,219 which is \$6,103 over under budget.
  - o Non-Tax Levy revenue for February is \$142,924 which is \$41,301 over budget.
- Expenses for the month of February were \$615,359 which was \$1,947 over budget.
- Fiscal year revenue is \$5,865,017 which is over budget by \$274,966 and 63% of the total annual budget.
- Fiscal year expense is \$5,104,946 which is under budget by \$236,940 and 63% of the total annual budget.

Clerk McKinley asked about the Pima County Treasurer's response to the error in interest calculations. Chief Tucker stated that we are still waiting for a response.

Chief Tucker also mentioned that we will begin to wire transfer \$120,000 every week for the next nine weeks to the LGIP. Member Rodriguez asked what the investment rate is, and Steven Rodriguez from JVG will provide that information at the next board meeting.

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

## **8. Unfinished Business**

- A. 2026-046 - Review and discussion of the Station 293 project.** No action taken.
- Revised the landscape plan to reduce the scope of work.

- Reviewed and revised the plans confirming: electrical outlet locations, data drop locations, kitchen cabinet configuration, bunk room configuration, day room cabinet configuration.
- Reviewed and revised the outdoor lighting plan. Provided an appliance list to the contractor.

## 9. New Business

### A. 2026-047 - Review, discussion, and possible action to revise Policy 1300, Financial Management

- Policy 1300 was revised. In Section 1300.3, letter "h", the following statement was added:

The District may invest funds with the Pima County Treasurer's Office or the Arizona Treasury Local Government Investment Pool (LGIP) established under A.R.S. §35-326. Deposits into the LGIP do not require Board approval, withdrawal of funds from the LGIP will require Board approval.

-Motion by Member Klasen, second by Member Rodriguez to approve the revision to Policy 1300, Financial Management. Motion passed 5 to 0.

### B. 2026-048 - Review, discussion, of the FY 2026-2027 Budget.

- Budget Update – Waiting on rates for Workers Compensation, General Insurance and Health Insurance. Discussion only. No action taken.

## 10. ADJOURNMENT - Motion by Member Klasen, seconded by Chairperson Spears, to adjourn. The motion passed 5 to 0. The meeting was adjourned at 6:22 p.m.

Dated 25th day of March 2026.

Rincon Valley Fire District Governing Board

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Chairperson, Jennifer Spears

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Clerk, Kevin McKinley

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Board Member, Lora Gruner

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Board Member, Christopher Klasen

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Board Member, Glen Rodriguez