

**MINUTES OF REGULAR MEETING OF THE
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING
VIRTUAL AND IN-PERSON MEETING
HELD June 17, 2025**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **June 17, 2025, at 6:00 P.M.** The following members were Present at the meeting: Clerk Kevin McKinley, Member Glen Rodriguez, and Member Chris Klasen.

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

1. Call to Order at 6:02 P.M. by Clerk Kevin McKinley

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

- Fire Chief James Tucker, Assistant Chief Allen Yalen, Battalion Chief Kris Middleton, 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 – Fire Chief Tucker led the Pledge of Allegiance.

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

- Confirmed by all board members present.

4. Call to the Public

- No response.

5. Employee Recognition

A. None.

6. Consent Agenda – 2025-071 – Review, discussion, and possible action of the Consent Agenda

- A. Approval of the Minutes of the May 15 Board Meeting.
- B. Boundary Change Resolution #25-024 – Brobst Annexation – 893 N Drystone Ct.
- C. Boundary Change Resolution #25-025 – Smith Annexation – 13630 S Bird Dog Ave.

- Motion by Member Klasen, seconded by Member Rodriguez, to approve the monthly consent agenda. The motion passed 3 to 0.

7. Reports and Correspondence

A. Board Member Report

- Board Member Chris Klasen attended the Professional Fire Fighters of Arizona (PFFA) Conference. Topics discussed included AZ State legislation regarding Firefighter Pensions and Benefits, Fire Incident Management Grants, and Wildland Fire Resources.

B. 2025-072 - Fire Chief's Report – Reviewed by the Board. Report on file.

- Annual NFPA 1582 physicals have been scheduled.
- The Fire Inspector position was filled internally with Eric Pettersen. He will start on July 7.
- Jillian Kincaid filled the Receptionist position. She will start on July 1.
- Chief Tucker was asked to meet with Supervisor Christy to discuss traffic issues in our area.
- Diamond Ventures' Vulcan property was rezoned, and Chief Tucker is discussing a future fire station site near it.
- FF Breeding resigned and accepted a job working in the hospital.
- We had 270 incidents and 113 transports.
- There were 57 new housing permits generated.

C. 2025-073 - May's Financial Reports—Review, discussion, and possible action for the district's financial status, including monthly summary reports for May 2025. Steven Rodriguez, with JVG, presented the financial report.

Key points:

- Revenues for May were \$1,522,317, which was \$491,789 over budget.
 - Pima County revenue for May is \$1,357,467, which is \$466,477 over budget.
 - Non-Tax Levy revenue for May is \$164,850, which is \$25,312 over budget.
- Expenses for May were \$798,875, which was \$11,450 under budget.
- Fiscal year revenue is \$7,985,533, over budget by \$198,841, and 98% of the total annual budget.
- Fiscal year expense is \$6,383,425, under budget by \$486,235, and 84% of the total annual budget.

-Member Rodriguez moved, seconded by Member Klasen, to approve the monthly financial reports. The motion passed 3 to 0.

8. Unfinished Business

A. 2025- 024f – Review, discussion, and possible action to approve Policy Revisions.

Chief Tucker is requesting that the Board approve the following new or revised policies:

- Policy 712 – District Use of Social Media
- Policy 1014 – FMLA
- Policy 220 – Financial Management
- Policy 1001 – Performance Evaluations
- Policy 211 – Purchasing and Procurement
- Policy 1000 – Recruitment and Selection

- Motion by Member Rodriguez, seconded by Member Klasen, to approve the new and revised Policies listed. The motion passed unanimously, 3 to 0.

9. New Business

B. 2025-074 – Public Hearing for the Rincon Valley Fire District Budget for Fiscal Year 25/26.

The public hearing is to hear feedback from the public concerning the tentative budget, which has been placed on our website and in three public places.

The proposed total budget is \$9,314,300. The operating tax rate will remain at \$2.7834. The Bond Rate will increase to \$0.3313. The combined tax rate is \$3.1147.

FY 25-26 Annual Budget = \$9,314,300

- **Opening of Public Hearing** – Motion by Member Klasen, seconded by Member Rodriguez, to adjourn the Regular Meeting and enter the Public Hearing at 6:12 pm. The motion passed unanimously, 3 to 0.
No comments from the public.

- **Closing of Public Hearing** – Motion to adjourn the Public Hearing and reconvene the Regular Meeting at 6:13 pm. The motion passed 3 to 0.

C. 2025-075 – Review, discussion, and possible action to adopt Resolution #25-026 for the Fiscal Year 2025-2026 Budget.

- The budget documents have been attached for your review. The proposed total budget is \$9,314,300. The operating tax rate will remain at \$2.7834. The Bond Rate will increase to \$0.3313. The combined tax rate is \$3.1147.

-Motion by Member Klasen, seconded by Member Rodriguez, to adopt Resolution #25-026 to formally adopt the Rincon Valley Fire District FT 2025-2026 Budget. The motion passed unanimously, 3 to 0.

D. 2025-076 – Public Hearing to adopt the 2024 International Fire Code with Rincon Valley Fire District amendments.

- The public hearing is established to hear feedback from the public concerning adopting the 2024 International Fire Code with amendments. The hearing information has been placed on our website and in three public places.

- **Opening of Public Hearing**—Member Klasen moved, seconded by Member Rodriguez, to adjourn the Regular Meeting and enter the Public Hearing at 6:14 p.m. The motion passed unanimously, 3 to 0.

No comments from the public.

- **Closing of Public Hearing** – Motion by Member Klasen, seconded by Member Rodriguez, to adjourn the Public Hearing and reconvene the Regular Meeting at 6:15 pm. The motion passed unanimously, 3 to 0.

E. 2025-077 – Review, discussion, and possible action to adopt Resolution 25-023 for the 2024 International Fire Code.

- Chief Tucker recommends adopting the 2024 International Fire Code with our amendments. The State Fire Marshal's Office has approved our amendments.

-Motion by Member Rodriguez, seconded by Member Klasen, to adopt Resolution #25-023 to formally adopt the 2024 International Fire Code with Rincon Valley Fire District amendments. The motion passed 3 to 0.

F. 2025-078 - Review, discussion, and possible action to enter into a backup ambulance agreement with Santa Rita Fire District.

- RVFD has the same agreement with the Tucson Fire Department. The primary benefit is that we need additional transport units if we have an incident within our southwestern CON. Donna Aversa has reviewed the agreement, and we have updated citations that were no longer applicable.

-Motion by Member Rodriguez, second by Member Klasen, to approve the backup ambulance agreement with the Santa Rita Fire District. The motion passed unanimously, 3 to 0.

G. 2025-079 - Review, discussion, and possible action approve Shive-Hattery to perform Phase 2 Design for Station 293.

- Chief Tucker recommends we continue to use Shive-Hattery for the Phase 2 design work for Station 293. The proposal for professional design services will cost \$328,365.92 from our Bond Fund.

-Motion by Member Klasen, seconded by Member Rodriguez, to approve the professional design services with Shive-Hattery. The motion passed 3 to 0.

H. 2025-080 – Review, discussion, and possible action to approve Policy 222 – Pension Funding Policy.

- The district is required to update this policy annually. The Tier 1 & 2 funded ratio increased from 83.6% to 88.3%. Tier 3 remains over 100%. Total Employer Cost decreased from 24.23% to 22.31%. Account 5200 decrease in annual expense of 1.94%. The district should be fully funded by the year 2028.

-Motion by Member Klasen, seconded by Member Rodriguez, to approve the FY 2026 PSPRS Pension Funding Policy. The motion passed unanimously, 3 to 0.

10. ADJOURNMENT - Motion by Member Rodriguez, seconded by Member Klasen, to adjourn. The motion passed 3 to 0. The meeting was adjourned at 6:20 p.m.

Dated this 18th day of June 2025.

Rincon Valley Fire District Governing Board

Chairperson, Jennifer Spears

Clerk, Kevin McKinley

Board Member, Lora Gruner

Board Member, Christopher Klasen

Board Member, Glen Rodriguez