

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

A public meeting of the Rincon Valley Fire District Governing Board was convened on **September 17, 2025, at 6:00 P.M.** The following members were Present at the meeting: 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 5:56 P.M. by Clerk McKinley

|                                            |         |
|--------------------------------------------|---------|
| A. Roll Call – Chairperson Jennifer Spears | Absent  |
| 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 Cassabaum, Captain McQuillen, the On-Duty Crew, Captain Scott Haller, and Administrative Manager Laura Bucklin attended. Gabe Buldra, with James Vincent Group, was also present.

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

**3. The next meeting is scheduled for October 16, 2025, at 6:00 P.M.**

- Confirmed by all board members present except for Member Klasen.

**4. Call to the Public**

- No response.

**5. Employee Recognition**

- N/A

**6. Consent Agenda – 2026-011 – Review, discussion, and possible action of the Consent Agenda**

- A. Approval of the Minutes of August 21, 2025, Board Meeting.
- B. Approval Resolution #26-002 Popenoe Annexation – 6440 S Upper Valley Rd.

- Motion by Member Klasen, seconded by Member Rodriguez, to approve the monthly consent agenda. The motion passed 4 to 0.

## 7. Reports and Correspondence

### A. Board Member Report

- No comment.

### B. 2026-012 - Fire Chief's Report – Reviewed by the Board. Report on file.

- Chief Yalen and Chief Tucker have met with Lloyd and Shive-Hattery biweekly.
- Pima County is in the process of updating the 2013 Wildfire Protection Plan.
- Requested F500 encapsulating agent through the ADEQ Emergency Response Fund.
- Attended the monthly VFFA-RVFD Leadership meeting.
- Presented to the Del Lago HOA.
- Attended the RTA meeting to advocate for Vail area transportation projects.
- We had 30 new housing permits last month.
- We had 266 incidents and 107 transports.

### C. 2026-013 - August's Financial Reports—Review, discussion, and possible action for the district's financial status, including monthly summary reports for August 2025. Gabe Buldra, with JVG, presented the financial report.

#### Key points:

- Revenues for August were \$190,344, which was \$68,314 over budget.
  - Pima County revenue for August is \$31,189 which is \$23,282 over budget.
  - Non-Tax Levy revenue for August is \$159,154, which is \$45,031 over budget.
- The district received a refund from the EMI Health Insurance Pool for \$30,795.
- Expenses for August were \$565,510, which was \$62,358 under budget.
- Fiscal year revenue is \$381,211, over budget by \$78,470 and 4% of the total annual budget.
- Fiscal year expense is \$1,197,340, which is under budget by \$159,179 and 15% of the total annual budget.

-Motion by Member Klasen, seconded by Member Gruner, to approve the monthly financial reports. The motion passed 4 to 0.

## 8. Unfinished Business

### A. 2025-014 - Review, discussion, and possible action to approve RVFD Policy revisions.

- Chief Tucker requests that the Board approve the new or revised policies listed below, which VFFA has reviewed.
- Outside Employment (reviewed by legal): The "Suppression" Employment restriction will be implemented on January 1, 2026.
- Paid Leave: The current Policy stops PTO accrual increases at 15 years of service. The revision increases accrual hours once an employee has reached 20 years of service. RVFD has nine employees with 20+ years of service.
  - Suppression: Increases the accrual rate of 1.38 hours at 20 + years

- Administration: Increases the accrual rate by 1.19 hours at 20 + years. The maximum PTO bank hours do not increase.
- Motion by Member Rodriguez, seconded by Member Klasen, to approve the Outside Employment Policy and the Paid Leave Policy. Motion passed unanimously, 4 to 0.

## **9. New Business**

### **A. 2026-015 – Review, discussion, and possible action to invest funds through the State of Arizona's Local Government Investment Pool (LGIP).**

- Chief Tucker has discussed the LGIP with JVG. Several other Fire Districts are using it. JVG will update the board on this process and the potential benefits of joining it.
- There was a general discussion and concerns regarding the four investment pool options. The board requested more information on each option. Chief Tucker and Gabe Buldra with JVG will provide more details at the next board meeting. The matter was tabled for the next Board Meeting. No action was taken.

## **10. ADJOURNMENT - Motion by Member Klasen, seconded by Member Rodriguez, to adjourn. The motion passed 4 to 0. The meeting was adjourned at 6:32 p.m.**

Dated 23rd day of September 2025.

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