

**MINUTES OF REGULAR MEETING OF THE  
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING  
HELD January 23, 2020**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **January 23, 2020 at 6:00 P.M.** at RVFD Station 2; 14550 E. Sands Ranch Rd. Vail, AZ 85641. Present at the meeting were the following members of the Rincon Valley Fire District Governing Board: Clerk Mark Tate, Member Christopher Klasen, Member Kevin McKinley and Member Jennifer Spears.

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

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

A. Roll Call - Chairperson Michelle Harrington	absent
Clerk Mark Tate	present
Member Jennifer Spears	present
Member Chris Klasen	present
Member Kevin McKinley	present

- Also attending – Fire Chief Jayme Kahle and Administrative Manager Laura Bucklin. (Sign-in sheet attached).

**2. Pledge of Allegiance – Clerk Tate lead the pledge of allegiance.**

**3. Date of next meeting scheduled for February 27, 2020 at 6:00 P.M.**

- Confirmed by four board members.

**4. Call to the Public**

- An article in the Vail Voice was presented regarding the lifesaving event for Mr. Larry Mosher.
- An email from Candy Tucker with Academy Villas was presented thanking the firefighters for their help with the assisted living.
- An email from a district resident was presented to thank “Santa” and the firefighters for the gifts and visit to their children on Christmas Day.
- An email from Stuart Katz with Wingview at Del Lago HOA wanted to thank the firefighters for their efforts in providing Santa’s Sleigh in their neighborhood.
- A Christmas card was sent to Laura and Frances from a resident thanking them for their assistance with a boundary change request.

**5. Consent Agenda**

**Approval of Consent Agenda – Motion by Member Spears, second by Member Klasen to approve all items on the Consent Agenda. Motion passed 4 to 0.**

- A. Approval of the Minutes of the December 19 2019 Regular Board Meeting.
- B. Approval of Resolution #20-100 Alderte Annexation (3981 E Sheldon Place).
- C. Approval of Resolution #20-101 Bernal Annexation (1151 N Vail View Rd).

- D. Approval of Resolution #20-102 Boehm & Ramos Annexation (3091 E Calle Bacardi).
- E. Approval of Resolution #20-103 Carter Annexation (12241 E Hillcrest Circle).
- F. Approval of Resolution #20-104 Clark Annexation (2481 E Wetstones Rd).
- G. Approval of Resolution #20-105 Davenport Annexation (2661 E Darlene Ln).
- H. Approval of Resolution #20-106 Francino Annexation (380 N Suntan Dr).
- I. Approval of Resolution #20-107 Futrell Annexation (14484 E Manhead Lookout Dr).
- J. Approval of Resolution #20-108 Gardner Annexation (13565 e Yorkie Place).
- K. Approval of Resolution #20-109 Runyon Annexation (894 N Drystone Ct).
- L. Approval of Resolution #20-110 Sloane Annexation (14700 E Colossal Cave Rd).
- M. Approval of Resolution #20-111 Smith Annexation (13474 E Buffalo Dance Trail).
- N. Approval of Resolution #20-112 Steele Annexation (3041 E Shasta Lane).
- O. Approval of Resolution #20-113 Weinstein/Goldstein Annexation (14615 E Colossal Cave Rd).

## 6. Reports and Correspondence

- A. **Fire Chief's Report** – Reviewed by the Board. Report on file.
  - Chief Kahle attended a Colossal Fourth Planning meeting and it was decided not to have fireworks in Vail this year. They will continue with the parade however.
  - Chief Kahle attended a Rosemont Mine Safety and Security meeting. Representatives do not feel that there will be any construction activity for about three years due to the legal issues.
  - Chief Kahle attended a safety meeting concerning the proposed Houghton Interchange. The project will start in May 2020 and has a 15-month completion schedule. The east side ramps will be shut down from May through July. Concurrently, the Vail Wentworth bridge will be restricted.
  - Chief Kahle met with Pima County's Economic Developer, John Moffat, and the Vail Chamber Director, MaRico Tippet, about Vail developments. He advised the Rancho del Lago developer has acquired the "Passages" land and is close to developing that area. He also stated that the Southeast is where all development is moving. The only restriction is the DM flight path.
  - Staffing. RVFD still has one firefighter off from an on duty injury.

Member Klasen asked Chief Kahle what the status is regarding hiring a Fire Marshal. Chief Kahle explained that it is not in the Strategic Plan to hire and stated that RVFD will continue to contract with Northwest Fire District for Fire Marshal Services.

**B. December's Financial Reports** – Review, discussion and possible action, of the district's financial status including monthly summary reports.

- Monthly Financial Report for the month of December 2019.
- Monthly Expense Report for the month of December 2019.
- Monthly Bank Reconciliations and Balance Sheet for the month of December 2019.

Mid-Year Financial Report was also provided with no questions or concerns.

-Motion by Member McKinley, second by Member Spears to approve the district's financial reports for the month of December 2019. Motion passed 4 to 0.

**7. Unfinished Business**

A. None.

**8. New Business**

**A. 2020-021 –Review, discussion and possible action to approve Amendment #1 of the PCWIN IGA.**

- It has almost been ten years, and PCWIN needs to upgrade some of the network's backhaul equipment. As such, our IGA needs to be updated to reflect these changes.

-Motion by Member Spears, second by Member McKinley to approve Amendment 1 of the PCWIN IGA. Motion passed unanimously 4 to 0.

**B. 2020-022 – Review and discussion concerning our Ambulance Billing System.**

- At the beginning of this fiscal year, RVFD changed our ambulance-billing provider. Staff completed a comparison between our old biller and our new billing agency. It appears, given only six months, that the switch to Golder Ranch Fire District is providing better value. Our preliminary analysis for July - December 2019 shows: Revenue is up 10% despite transports being down 13%, and average earnings per transport has increased. Discussion only. No action taken.

**C. 2020-023 – Review, discussion and possible action to approve revised Policy #5-007, Pension Funding Policy.**

- HB2097 requires that a PSPRS employer update its funding policy annually. The updated policy must contain funding objectives that address the following: 1) how to maintain the stability of the governing body's contribution to the system, 2) how and when the governing body's funding requirements of the system will be met, 3) defining the governing body's funded ratio target under the system and the timeline for reaching

the targeted funded ratio. The policy must also formally accept the employer's share of liabilities and then post the pension policy on our website. Since last year, our assets increased by \$773,902 but our unfunded liability increased by \$1,413,019. As a result, our unfunded liability also increased by \$639,177 and is now \$1,873,788. Our funded ratio also decreased by 4.5% to 80.2%. Please note that our employer rate increased by 3.5%. Still fourth lowest for our region. This increases our annual cost by approximately \$100,000 and increases our unfunded liability by \$639,117.

-Motion by Member Klasen, second by Member Spears to approve the revised Policy #5-007 Pension Funding Policy. Motion passed 4 to 0.

**D. 2020-024 - Review, discussion and possible action to approve the 2020/21 Capital Replacement Plan.**

- At the beginning of every annual budget process, the Logistics Manager, Danny Lawson and Chief Kahle get together to review the status of RVFD's fixed assets and predict the needs for the next ten years. Attached is the latest capital replacement plan that covers Years 20/21 - 29/30. This plan calls for the replacement of an ice machine (\$3,500), elliptical (\$8,000), and a hose tester (\$7,500). We are also planning to carry over the \$19,000 for AFG grant radios that were approved in FY19/20 but are not anticipated to be expensed until FY 20/21. This plan does not include any new capital items. The capital budget is predicted to have a beginning balance of \$950,000 and \$200,000 is estimated to be transferred in July 2020 for a total of \$1,150,000. The current annual cost of capital replacement is estimated at \$225,000 per year. We have no gaps in predicted expenses to funding.

-Motion by Member Spears, second by Member McKinley to approve the FY 2020/21 Capital Replacement Plan. Motion passed 4 to 0.

**E. 2020-025 – Review, discussion and possible action to authorize the new Community Relations Manager Position.**

- This is a position that was identified by our external input group as part of our CRA-SOC and 2020/24 Strategic Plan, as approved by this board. Specifically, this position will address CRA-SOC Findings 1, 2, 4, and 6 which identified high out of district response, high response times, high growth, and low staffing. Likewise, Strategic Goal #3 identified the need to enhance community outreach and visibility. This position will have two functions - public education and annexation. Our current public education efforts are completed by a shift firefighter as collateral duty and as such is limited. Likewise, we only have staff to complete passive annexations. This position will allow us to improve the safety of the public and to convert RVFD service receivers into RVFD district residents. This position will eventually become self-funded in FY 21/22. The anticipated cost for this fiscal year is \$61,666.67. The net present value for this position is \$777,293 over a 6.5-year period.

Member McKinley asked about the recruitment process and Chief Kahle explained that it would be a dual recruitment process with internal and external candidates.

-Motion by Member Spears, second by Member McKinley to authorize the new Community Relations Manager position, a vehicle, and to transfer \$62,000 from Contingency to fund the position. Motion passed 4 to 0.


**F. 2020-026 – Review and discussion regarding the FY 20/21 Budget Process.**


- In accordance with this budget schedule, Chief Kahle hopes to present the first draft budget at the March meeting and a final budget by May meeting. Fortunately, we already know the status of our assessed valuation numbers for FY20/21. Our new assessed valuation is \$144,757,090, which translates to a 10.54% increase. As part of the first draft, Chief Kahle is considering the following financial implications: funding to maintain benefits and maintain our capital replacement plan. We will also incorporate any budget requests submitted from the membership and board. Chief Kahle would also ask that the board provide a budget advisor for this year's process again. Member Spears volunteered to be the budget advisor for FY 2020/21 Budget. Discussion only. No action taken.

**9. ADJOURNMENT** - Motion by Member Klasen, second by Member McKinley to adjourn. Motion passed 4 to 0. Meeting adjourned at 6:35 p.m.

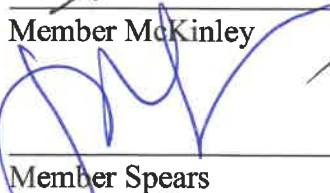
Dated this 28th day of January 2020.


Rincon Valley Fire District Governing Board

  
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Chairperson Harrington

  
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Clerk Tate

  
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Member McKinley

  
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Member Spears

  
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Member Klasen