

**MINUTES OF REGULAR MEETING OF THE
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING
VIRTUAL AND IN-PERSON MEETING
HELD March 25, 2021**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **March 25, 2021 at 6:00 P.M.** as a Virtual Meeting and In-Person. **Meeting ID: meet.google.com/obn-kbhd-tdn. Join by phone: (US) +1 470-705-0523 PIN: 711 030 489#** Present at the meeting were the following members of the Rincon Valley Fire District Governing Board: Chairperson Michelle Harrington, Clerk Jennifer Spears, Member Kevin McKinley, Member Christopher Klasen and Member Matthew Messmer.

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

1. Call to Order at 6:03 P.M by Chairperson Harrington

A. Roll Call - Chairperson Michelle Harrington	present
Clerk Jennifer Spears	present
Member Chris Klasen	present
Member Kevin McKinley	present
Member Matt Messmer	present

- Also attending – Fire Chief Jayme Kahle, Battalion Chief Jim Tucker, Battalion Chief Allen Yalen, Community Relations Manager Fiona De Young, and Administrative Manager Laura Bucklin.

2. Pledge of Allegiance – Chairperson Harrington lead the pledge of allegiance.

3. Date of next meeting scheduled for April 15, 2021 at 6:00 P.M.

- Confirmed by all board members present.

4. Call to the Public

- Chief Kahle shared some thank you emails and notes from the public.

5. Consent Agenda

Approval of Consent Agenda – Motion by Member Spears, second by Member Messmer to approve all items on the Consent Agenda. Motion passed 5 to 0.

- A. Approval of the Minutes of the February 18, 2021 Regular Board Meeting.
- B. Approval of Resolution #21-078 - Thomas and Jessica Lauwers Annexations (17975 E Rega Dr, Vail, AZ 85641).
- C. Approval of Resolution #21-079 - Nathan Donaldson Annexation (1062 N Vail View Rd, Vail, AZ 85641).

- D. Approval of Resolution #21-080 - Smith Family Trust Annexation (17561 E Mountain Canyon Rd, Vail, AZ 85641).
- E. Approval of Resolution #21-081 - Gollhofer Family Revoc Trust Annexation (13356 S Sundown Ranch Rd, Vail, AZ 85641).
- F. Approval of Resolution #21-082 - Kevin Kennedy Annexation (3235 E Shade Rock Pl, Vail, AZ 85641).
- G. Approval of Resolution #21-083 - Douglas and Sue Obal Annexation (201 N Slate Dr, Vail, AZ 85641).
- H. Approval of Resolution #21-084 - Polly A Perry Annexation (13590 E Fire Dancer Rd, Vail, AZ 85641).
- I. Approval of Resolution #21-085 - Carr Family Living Trust Annexation (8040 S Avenida Ana, Vail, AZ 85641).
- J. Approval of Resolution #21-086 - Joseph and Becky Wittig Annexation (13367 S Sundown Ranch Rd).
- K. Approval of Resolution #21-087 - Michael and Hannah Coy Annexation (1232 N Darlene Dr., Vail, AZ 85641).
- L. Approval of Resolution #21-088 - Clark Deborah Ann Revoc Living TR Annexation (13555 E Buffalo Dance Trail, Vail, AZ 85641).
- M. Approval of Resolution #21-089 - Cynthia J Elias Annexation (14243 E Avenida Elena, Tucson, AZ 85647).
- N. Approval of Resolution #21-090 - Mark and Gayle Patton Annexation (14350 E Costello Ranch Pl, Vail, AZ 85641).
- O. Approval of Resolution #21-091 - Olivia Lopez Annexation (10000 S Big Thunder Dr., Vail, AZ 85641).
- P. Approval of Resolution #21-092 - Four R Properties Ranel A Cox Annexation (Whestones Shadows II, Lots 27-43).
- Q. Approval of Resolution #21-093 – Jacob & Karlana Wolhart Annexation (14241 E Camino Dorotea).

6. Reports and Correspondence

- A. **Fire Chief's Report** – Reviewed by the Board. Report on file.
 - COVID-19
 - We were requested by ADFFM to assign two paramedics to the State COVID Vaccination Pod. Both individuals are serving with distinction.
 - Fiona and Chief Kahle continue to participate with the SERC COVID task force on a weekly basis.
 - We held four COVID-19 vaccination clinics at Old Vail Middle School in partnership with United Community Health Center. We vaccinated approximately 1200 residents 65 and older.
 - We have lowered our restrictions and we have not had any employees contract COVID in February. We continue to work with Pima County Health Department for vaccination process.

- CON Project. We received our response time change request from 100% at 30 minutes to 98% at 30 minutes.

B. February'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 February 2021.
- Monthly Expense Report for the month of February 2021.
- Monthly Bank Reconciliations and Balance Sheet for the month of February 2021.

-Motion by Member McKinley, second by Member Spears to approve the district's financial reports and expenses for the month of February 2021. Motion passed unanimously 5 to 0.

7. Unfinished Business

A. 2021-037(a) - Review, discussion and possible action concerning the FY 20/21 Annual Budget.

- Chief Kahle was able to meet with the budget advisors and we now have our first draft of our budget. As it stands today, we are approximately \$40,000 over budget on our general fund. We hope that this gap can be minimized over the next few weeks once we hear additional information. Please note that the budget is incomplete at this time. We still do not have exact rates for Workers Comp, General, and Health Insurance impacts as well as NWFD Prevention and Dispatch IGA's. Our bond and capital fund is balanced. Chief Kahle is anticipating excess revenues over expenses this year. We may want to use that money to make additional payments towards unfunded pension actuarial liability. Budget is currently \$40,000 over budget. Discussion only. No action taken.

8. New Business

A. 2021-041 - Presentation of the Compressed Pay Study.

- Chief Kahle has been working with Local 5100 on the perceived issue of pay compression. This issues keeps being brought up without any definitive proof of compression. Therefore, we decided to engage in a compression study as recommended by the Society of Human Resource Management (SHRM). SHRM defines pay compression "when less experienced people earn as much or more than longer-term employees due to rising starting salaries." To determine compression, an agency should perform compa-ratio where you plot each employee on a graph with pay on the x-axis and years of service on a y-axis. If your trend line is positive and your folks generally fall within range of the line, then you

don't have compression. Once we did this analysis, we found that four employees were compressed by one step. As a result, Chief Kahle has increased their pay by one step and will take effect on 3/19/21. Chief Kahle hopes this issue is now resolved. Annual financial impact of \$6,000. However, will only cost us \$2,001.33 in FY20/21. We have sufficient budget to cover. Discussion only. No action taken.

B. 2021-042 - Review and discussion concerning the refinancing of our current bond debt.

- Chief Kahle would like to refinance our current bond debt. We have two bonds - A and B. At the beginning of Fiscal Year 2021/22, we will owe \$465,000 from Bond A. (Down from original debt of \$5,065,000). Likewise, we will still owe \$1,650,000 from Bond B. However, Bond B becomes callable on 7/1/2021. As such, we should be able to take advantage of much lower interest rates. Our combined interest rates for the bonds is at 5.68%. By calling our bonds in July, we hope to lower our interest rate to 2.34%. The lowering of interest rates will save us \$330,653 over the course of the next 9 years. We are planning to maintain the same principal payments and principal years as decided by the previous board in 2008 and 2010. Chief Kahle has signed a letter of engagement with a state contract firm, Stifel. Our next step is to engage a bond attorney and prepare a resolution to refinance. Our financing firm feels that we could save \$318,052 (net present value). This should also lower our annual bond tax rate by approximately 2 cents. Discussion only. The Board gave Chief Kahle direction to continue to pursue refinancing our current bond debt.

C. 2021-043 - Presentation of Rincon Valley Fire Districts newly hired and promoted personnel.

- As part of the 2019 SAFER Grant we have been able to hire three additional firefighters. Our newest firefighters are: Luis Montanez, Parker Burnett, and Jeramy Johnson. We have also added the Assistant Chief Position. We have promoted one of our battalion chiefs to Assistant Chief - Jim Tucker. That created a void at the BC level. Although we did not have any internal candidates, we found a great external candidate to fill that role - Kris Middleton. Family and friends were in attendance to celebrate. Congratulations!

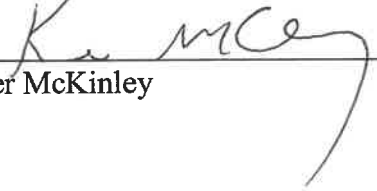
9. **ADJOURNMENT** - Motion by Member Spears, second by Member Messmer to adjourn. Motion passed 5 to 0. Meeting adjourned at 6:37 p.m.

Dated this 30rd day of March 2021.

Rincon Valley Fire District Governing Board


Chairperson Harrington


Clerk Spears


Member McKinley

Member Klasen

Member Messmer