

**MINUTES OF REGULAR MEETING OF THE  
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING  
VIRTUAL AND IN-PERSON MEETING  
HELD August 19, 2021**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **August 19, 2021 at 6:00 P.M.** as a Virtual Meeting and In-Person. **Meeting ID: [meet.google.com/obn-kbhd-tdn](https://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 by virtual meeting
Member Chris Klasen	present
Member Kevin McKinley	present
Member Matt Messmer	present by virtual meeting

- Also attending – Assistant Chief Jim Tucker, Battalion Chief Edward Cornejo, Community Relations Manager Fiona De Young, Administrative Manager Laura Bucklin and Administrative Assistant Claudia McMullen.

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

**3. Date of next meeting scheduled for September 16, 2021 at 6:00 P.M.**

- Confirmed by all board members present.

**4. Call to the Public**

- No response from the public.

**5. Consent Agenda**

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

**A. Approval of the Minutes of the July 15, 2021 Regular Board Meeting.**

## 6. Reports and Correspondence

- A. Fire Chief's Report** – Reviewed by the Board. Report on file.
- No comments or questions from the Board. No action taken.
- B. July'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 July 2021.
  - Monthly Expense Report for the month of July 2021.
  - Monthly Bank Reconciliations and Balance Sheet for the month of July 2021.

-Motion by Chairperson Harrington, second by Member Klasen to approve the district's financial reports and expenses for the month of July 2021. Motion passed unanimously 5 to 0.

## 7. Unfinished Business

- A. None.**

## 8. New Business

**A. 2022-003 – Review, discussion, and possible action to transfer budgeted funds from the General Fund to the Capital Fund.**

- Preliminary and unaudited financial reports are showing that the General Fund has \$735,717.36 of revenues in excess of expenses for FY 20/21. Those funds can be used to lower tax rate, pay down debt, fund our capital replacement or be designated for future uses. The funds may not be used for current year operational costs. Historically, we use these funds to fund our Capital Replacement Plan (\$200,000). Our total preliminary and unaudited budget reports show a total general fund carryover from 2020/21 at \$2,603,476.49 (2021/22 budgeted at \$2,400,000). A \$200,000 transfer from General Fund's Capital Projects Transfer line (5920) to Capital Projects Fund's Transfer line (4410). Upon transfer, the capital projects budget will have a balance of \$1,492,621.57.

-Motion by Member McKinley, second by Member Klasen to approve the transfer of \$200,000 from the General Fund to the Capital Projects Fund. Motion passed unanimously 5 to 0.

**B. 2022-004 – Review and discussion regarding RVFD's current bond status.**

- The District consolidated its two bonds into Bond 2021. The payoff date is now July 2030. True interest rate of 2.34%. At the end of this fiscal year, we will owe \$1,655,000. Our original bond debt was \$6,715,000 which means we have now paid off 68% of our original

debt. The FY 21/22 is the last year of large bond payments.

Anticipated Bond Tax Rate:

2022	\$0.3382
2023	<b>\$0.1384</b>
2024	\$0.1327
2025	\$0.1244
2026	\$0.1220

FY 21/22 Debt Service is \$538,550. 68% paid.

No action taken. Review and discussion only.


- 9. ADJOURNMENT** - Motion by Member Klasen, second by Clerk Spears to adjourn. Motion passed 5 to 0. Meeting adjourned at 6:09 p.m.

Dated this 24th day of August 2021.

Rincon Valley Fire District Governing Board

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*Michelle Harrington*  
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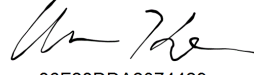
Chairperson Harrington

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Clerk Spears

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Member Klasen

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Member Messmer