

**INTER-CANYON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
MEETING AGENDA
8445 S. Highway 285, Morrison, CO 80465
June 12, 2019**

- 1. Call to Order**
- 2. President's Report**
 - 2a. Determination of additions to agenda and sequence
 - 2b. Approval of Board member absences, if needed
 - 2c. Approval of Board minutes from the May 8, 2019 Board Meeting.
- 3. Guests**
 - 3a. Acknowledgement/Introduction
- 4. Treasurer's Report**
 - 4a. Review of May 2019 Financial Statements
- 5. Chief's Report**
- 6. New Business**
 - 6a. **Vees Auxiliary – Formal Outline of Membership and Activities**
- 7. Ongoing Business**
 - 7a. **Station Building Process**
- 8. Public Comment**
- 9. Adjournment**

**INTER-CANYON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
MINUTES OF MEETING
8445 S. Highway 285, Morrison, CO 80465
May 8, 2019**

1. Call to Order:

1A. The ICFPD Board meeting was called to order by Jennifer Volkman at 19:06 hours at 8445 S. Highway 285, Morrison, CO 80465

1B. Board Members Present:

Jennifer Volkman, President

Karl Firor, Treasurer

Michael Swenson. Secretary

Ralph Dreher, Director – out ill

Kerry Prielipp, Director

2. Guests Present

Todd Fickien of F&D International, Inc.

Alex Kinectel of F&D International, Inc.

David Logan

Gayla Logan

3. President's Report

3a. Approval of Absences.

None.

3d. Approval of Board Minutes

MOTION: There was a motion by Karl Firor with a second by Mike Swenson to approve the minutes from the February 13, 2019 Board Meeting. The motion passed unanimously.

4. Treasurer's Report

4a. Review of April 2019 Financial Statements

Karl Firor reviewed the Balance Sheet, as of April 30 the report shows \$14k outstanding in accounts payable. Karl reviewed the Profit and Loss report noting the District received \$92k of which \$86k is tax revenue. Currently revenue is \$115k ahead of schedule due to timing on capital improvements. The balance of \$150k will be due for the tactical tender in June. \$42k in grant revenue has been received for pram lifts. Karl reviewed the budget comparison, and noted a positive \$73k due to tax revenue timing. Expenditures are a wash and revenues are at \$65k to the good for the first 4 months. Karl noted the Aging Report – all items were paid last week.

MOTION: There was a motion by Kerry Prielipp with a second by Jennifer Volkman to approve the May 8, 2019 Treasurer's Report as presented. The Motion passed unanimously.

5. Chief's Report

Please see attached. Chief Skip Shirlaw advised calls seem quiet, yet are up from last year.

New positions started April 1. Capt John Mandl has hit the ground running.

Chief Shirlaw advised Jennifer Volkman attended the first Operations Training. Jennifer confirmed the training was wonderful to see.

Chief Shirlaw advised the District was successful with a safety grant and received \$8k for purchase of SCBA face masks, hoods and de-con wipes.

Elevation Celebration – Donna Simpson is heading up this event. ICFPD will be providing EMS service on July 27th and will have participants running the race. Big Chili will be coming up as well.

The District will see costs for radio maintenance of \$70 to \$80k per year. These numbers are not as large as expected. Karl noted the District has paid its portion of capital improvement in communications.

Thermal Imaging Cameras (TIC) are in service along with new pagers. Better communication service is being reported.

We had a good extrication training at Grants Automotive. David Logan donated 2 cars. Capt Mandl is doing a great job with trainings.

Mike Swenson asked when the tender is expected to arrive. Chief Shirlaw confirmed it is looking like June. Kerry asked if there is an analogy for christening trucks. Chief Shirlaw confirmed yes, firefighters push/roll the new vehicle into the bay. It was noted it would be good to have media coverage. Kerry inquired as to a decision on the old truck. Chief Shirlaw indicated we may keep the truck for deployment, however, Chief Shirlaw would like to know what amount the truck might sell for.

6. New Business

6a. Todd Fickien, F&D International – Next Steps, Station Remodel Presentation

Todd began by stating the schematic design is done in Step 5, Todd addressed the two scenarios for potential funding issues. If logistics work out, there is economy of scale resulting in better bids.

The Memo outlines what F&D would do. How does the project management and design work to get us from point A to point B. Karl asked should the District consider your offer, what are we talking to get to schematics, etc. Todd responded his thoughts are around cost for the whole project, over 30 months around \$450k is his rough estimate. Mike asked about who would be the actual project manager, what is the range of help within F&D. Todd responded he will remain involved as the principal contact. The district will have access to other people in the company. Mike noted working with banks is a special expertise. Todd acknowledged and indicated he would be the principal with respect to work with banks. Todd added there is a lot of interaction among himself and members in his company.

Mike asked about a potential flood plain, has Todd looked into potential flooding. Todd advised he would look at that, as a public entity, you would want to be flood resistant. As emergency response and a place of refuge, we would have to consider all of that for sure. Mike added flood plain property can be an issue with banks.

Kerry complemented on the terrific context presented. All agreed and thanked Todd and Alex for attending this evening.

Mike noted the Board needs to make a decision. Jennifer suggested a decision could be made by the June meeting. Karl asked if this is about hiring our project management team. All agreed yes. Kerry asked if the sub committee has had any communication about F&D. The response was no, and in fact we are currently 60 days behind schedule. To date both Chief Shirlaw and BC Hatlestad have been meeting with Todd. It was agreed to work toward a decision at the June Board Meeting.

7. Public Comment

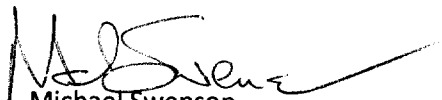
None.

8. Adjournment

There being no further business before the Board, the meeting was adjourned at 20:15 hours.

Minutes by Kelley D. Wood, District Administrator

Submitted by:



Michael Swenson

Secretary

Approved by:



Karl Firor

Treasurer

Attachments:

1. Meeting Agenda
2. Treasurer's Report
3. Chief's Report
4. F&D Int'l Power Point

Inter-Canyon Fire Protection District - New

Profit & Loss Budget vs. Actual

January through May 2019

06/07/19

Accrual Basis

	Jan - May 19	Budget	\$ Over Budget
Income			
300-000 · Revenues	856,533.54	681,959.36	174,574.18
300-660 · Donated Funds	8,720.25	0.00	8,720.25
Total Income	865,253.79	681,959.36	183,294.43
Gross Profit	865,253.79	681,959.36	183,294.43
Expense			
400-000 · Administrative	58,286.60	23,375.00	34,911.60
425-101 · Payroll & Benefits	142,740.58	135,625.00	7,115.58
500-000 · FireFighting	38,385.71	38,187.00	198.71
550-550 · EMS Services	8,602.00	12,750.00	-4,148.00
600-000 · FF Apparatus/Equip Maintenance	25,909.83	29,764.49	-3,854.66
660-000 · Donated Funds Expense	2,408.07	9,175.00	-6,766.93
670-000 · Station 1	16,757.11	9,899.00	6,858.11
680-000 · Station 2	6,612.37	4,783.50	1,828.87
690-000 · Station 3	11,723.34	10,031.50	1,691.84
691-000 · Station 4	5,895.99	5,473.50	422.49
692-000 · Station 5	3,141.14	1,758.75	1,382.39
700-000 · Communications	29,028.66	26,100.00	2,928.66
900-000 · Capital Expenditures	195,731.10	403,450.00	-207,718.90
Total Expense	545,222.50	710,372.74	-165,150.24
Net Income	320,031.29	-28,413.38	348,444.67



Chief Skip Shirlaw
Chief's Report to the Inter-Canyon Fire Protection Board Meeting
June 12, 2019

Current Membership Firefighters 28 (23 EMS are Included)
 Rookies 7

 Total Membership 35

Call Comparisons:
Year to date: 181

Last Year to date: 179

For the Month of May 2019	For the Month of May 2018
Fire 0	Fire 1
Rescue & Emergency Medical 17	Rescue & Emergency Medical 13
Good Intent Calls 15	Good Intent Calls 10
False Alarm 2	False Alarm 1
Mutual Aid: received given	Mutual Aid: 8 received 6 given
TOTAL for the Month: 34	TOTAL for the Month: 25
Total Members Responding 138	Total Members Responding 229
Total Staff Hours 88	Total Staff Hours 231
Average Turnout Per Call 4	Average Turnout Per Call 9

Training

This Month Operations: Maintain Power Plants

 Drill Meeting: Forcible Entry
 Drafting

Monthly Vehicle Report

Notes from the Chief: