

**INTER-CANYON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
MEETING AGENDA
8445 S. Highway 285, Morrison, CO 80465
July 17, 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 June 12, 2019 Board Meeting.

- 3. Guests**
 - 3a. Acknowledgement/Introduction

- 4. Treasurer's Report**
 - 4a. Review of June 2019 Financial Statements

- 5. Chief's Report**

- 6. New Business**
 - 6a.

- 7. Ongoing Business**
 - 7a. Station Building Process Update

- 8. Public Comment**

- 9. Adjournment**

**INTER-CANYON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
MINUTES OF MEETING
8445 S. Highway 285, Morrison, CO 80465
July 17, 2019**

1. Call to Order:

1A. The ICFPD Board meeting was called to order by Jennifer Volkman at 19:25 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

Kerry Prielipp, Director

2. Guests Present

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 June 12, 2019 Board Meeting. The motion passed unanimously.

4. Treasurer's Report

4a. Review of June 2019 Financial Statements

Karl Firor reviewed the Balance Sheet; we are doing well. Revenue is at \$1,885,000 at the end of June, an increase of \$220k from last year. We issued a check this morning for \$162k, for the remaining payment for the tactical tender. Currently we have \$22k in payables, the only debt except for the pension plan. Karl reviewed the Profit and Loss Report. Cash flow is a positive \$200k with the tactical tender paid in full.

Karl reviewed the Budget Comparison noting on the 10th of this month \$366,000 in tax revenue was received of which \$350k was transferred to the Colorado Trust account. Currently there is \$1,800,00 in the Colorado Trust account. The only discrepancy is timing on the tactical tender as it was originally expected to be paid for in June.

Karl noted \$23k was paid to MES for new 45-minute SCBA tanks. There was Veeco spending for good and welfare in the amount of \$248.77. Karl noted the Purchase Order Report and Bank Reconciliations. Are there any questions? Kerry Prielipp asked why on the Balance Sheet is cash not broken out between the Colorado Trust and First Bank accounts. Karl responded the report is condensed for ease of reading; details are broken out by account in the detailed report.

MOTION: There was a motion by Karl Firor with a second by Mike Swenson to approve the July 17, 2019 Treasurer's Report as presented. The Motion passed unanimously.

5. Chief's Report

Please see attached. Calls were down in June. Operations Trainings began and are going well. Capt John Mandl is working with Jefferson Conservation Group and coming up with grant funding to help homeowners mitigate. The group provided photos of the Summer Road area showing the thinning of trees that has been done. The group has also worked in other districts. We are looking at a bigger picture of fuel breaks and strategical placement. We did a recent tour of the District, including Sampson Road. Chief Shirlaw advised, our area is now the number one wildland fire risk in the nation due to density, fuel models and weather. It is good to see this work being done.

We are also working with the Colorado State Forest Service and Mountain Parks. Capt Mandl is working with neighborhoods on mitigation plans. Kerry asked if Skip would describe the scope and breadth as compared to 5 or 10 years ago. Chief Shirlaw responded the difference is night and day, no plans were previously in place. A lot happened in 2012, many new agencies cropped up. Agencies are working to protect the water shed, create fire adaptive communities etc., 3 to 5 years ago these meetings started. A lot of these groups are taking off now. i.e. Elk Creek Fires chipping program. Evergreen fire hired a wildland specialist. Jennifer Volkman confirmed agencies were not communicating previously. Chief Shirlaw stated political changes have and are happening.

Training has been awesome. BC Dan Hatlestad is working on grants. We have great coverage for call response, 1 paramedic goes to St. Anthony's and 2 remain in district.

Vees did awesome job with the retiree dinner, there have been awesome reviews and there was a good turn-out. The Firefighter appreciation dinner was great and the recent Vitalant blood drive went well.

There have been some interesting calls, recently a bicycle went about 80 feet off of High Grade Rd. resulting in only a broken wrist. We have had a lot of good cardiac call responses.

The loss of Randy has been difficult. Chief Shirlaw thanked the Board for their support to the family, the members, Vees etc. We have a lot we are working on. Immediate needs are inspections. Evergreen Fire staffed our station on Saturday. All our surrounding districts offered help. Evergreen Fire will take some of our pending driveway approvals. Mountain Chiefs are pushing forward to hire an inspector for the mountain areas, originally planned for December, we need to proceed now. North Fork Fire, Indian Hills, Genesee and Coal Creek all have lost an inspector.

We plan to cover some of the duties in house. Mike Wood will coordinate and take on some of the tasks. Our focus is covering tasks. Mike Swenson thanked Chief Shirlaw for having sent out the recent thank you note.

Ralph Dreher noted a cemetery plot located within the District. There was some discussion about the history, location and ownership of the property.

6. New Business

6a None

7. Ongoing Business

7a Station Building Process

Karl stated the Board is currently doing due diligence and is researching F&D International as well as looking at other companies. Kerry noted Kelley has followed up on the offer to find some contacts through SDA. There is an architecture firm who Kerry plans to contact. More to come next meeting.

8. Public Comment

Do we know when the tender will be here? Chief Shirlaw responded we do not have a firm date. Mike asked if it arrives ready to roll. Chief Shirlaw responded we will have to add equipment and radios but otherwise the truck is ready to go. Radio installation and programming are usually done in house. The tactical tender will be housed at Station 2.

Mike asked if there is anything new on a radio tower generator. Chief Shirlaw indicated the first bid was high, he is following up with another contractor who has been working for Indian Hills Fire.

9. Adjournment

There being no further business before the Board, the meeting was adjourned at 19:50 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

**Inter-Canyon Fire Protection District - New
Balance Sheet Prev Year Comparison
As of June 30, 2019**

	Jun 30, 19	Jun 30, 18	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
100-000 · Cash	1,885,405.99	1,620,619.44	264,786.55
Total Checking/Savings	1,885,405.99	1,620,619.44	264,786.55
Accounts Receivable			
120-000 · Accounts Receivable	1,276,679.94	970,104.87	306,575.07
Total Accounts Receivable	1,276,679.94	970,104.87	306,575.07
Other Current Assets			
140-143 · Prepaid Insurance	1,641.50	16,699.29	-15,057.79
Total Other Current Assets	1,641.50	16,699.29	-15,057.79
Total Current Assets	3,163,727.43	2,607,423.60	556,303.83
Fixed Assets			
170-000 · Capital Assets	2,813,291.18	2,968,982.22	-155,691.04
Total Fixed Assets	2,813,291.18	2,968,982.22	-155,691.04
Other Assets			
185-000 · Deferred Outflow	237,515.00	295,313.00	-57,798.00
Total Other Assets	237,515.00	295,313.00	-57,798.00
TOTAL ASSETS	<u>6,214,533.61</u>	<u>5,871,718.82</u>	<u>342,814.79</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
200-200 · Accounts Payable	22,784.42	12,096.99	10,687.43
Total Accounts Payable	22,784.42	12,096.99	10,687.43
Other Current Liabilities			
200-209 · Deferred Revenue	1,215,895.16	947,812.00	268,083.16
200-225 · Accrued Liabilities	82,742.79	8,625.03	74,117.76
Total Other Current Liabilities	1,298,637.95	956,437.03	342,200.92
Total Current Liabilities	1,321,422.37	968,534.02	352,888.35
Long Term Liabilities			
210-399 · Net Pension Obligation	504,869.00	683,456.00	-178,587.00
280-000 · Deferred Inflows	92,033.00	119,204.00	-27,171.00
Total Long Term Liabilities	596,902.00	802,660.00	-205,758.00
Total Liabilities	1,918,324.37	1,771,194.02	147,130.35
Equity			
290-291 · Equity	3,155,777.20	3,155,777.20	0.00
290-300 · Net Assets - Prior Year	1,254,748.75	1,062,941.75	191,807.00
290-999 · Designated-Current	-549,965.02	-502,334.98	-47,630.04
320-000 · Unrestricted Net Assets	57,181.14	-1,652.80	58,833.94
Net Income	378,467.17	385,793.63	-7,326.46
Total Equity	4,296,209.24	4,100,524.80	195,684.44
TOTAL LIABILITIES & EQUITY	<u>6,214,533.61</u>	<u>5,871,718.82</u>	<u>342,814.79</u>

**Inter-Canyon Fire Protection District - New
Profit & Loss Budget vs. Actual
January through June 2019**

	Jan - Jun 19	Budget	\$ Over Budget
Income			
300-000 · Revenues	982,271.45	899,001.36	83,270.09
300-660 · Donated Funds	19,013.53	0.00	19,013.53
Total Income	<u>1,001,284.98</u>	<u>899,001.36</u>	<u>102,283.62</u>
Gross Profit	1,001,284.98	899,001.36	102,283.62
Expense			
400-000 · Administrative	63,438.48	33,750.00	29,688.48
425-101 · Payroll & Benefits	171,850.16	176,970.00	-5,119.84
500-000 · FireFighting	44,555.70	53,494.00	-8,938.30
550-550 · EMS Services	9,454.40	15,230.00	-5,775.60
600-000 · FF Apparatus/Equip Maintenance	54,795.94	35,634.49	19,161.45
660-000 · Donated Funds Expense	2,668.47	10,930.00	-8,261.53
665-000 · Auxiliary Operations	285.75	900.00	-614.25
670-000 · Station 1	18,292.29	11,629.00	6,663.29
680-000 · Station 2	7,500.18	5,741.00	1,759.18
690-000 · Station 3	13,355.01	11,933.00	1,422.01
691-000 · Station 4	6,718.80	6,676.50	42.30
692-000 · Station 5	3,554.93	2,131.50	1,423.43
700-000 · Communications	30,212.04	28,930.00	1,282.04
900-000 · Capital Expenditures	196,135.66	420,100.00	-223,964.34
Total Expense	<u>622,817.81</u>	<u>814,049.49</u>	<u>-191,231.68</u>
Net Income	<u><u>378,467.17</u></u>	<u><u>84,951.87</u></u>	<u><u>293,515.30</u></u>



Chief Skip Shirlaw
 Chief's Report to the Inter-Canyon Fire Protection Board Meeting
 July 10, 2019

Current Membership Firefighters 29 (23 EMS are Included)
 Rookies 9

Total Membership 38

Call Comparisons:
Year to date: 220

Last Year to date: 230

<p>For the Month of June 2019 Fire 3 Rescue & Emergency Medical 21 Good Intent Calls 10 False Alarm 3 Mutual Aid: 9 received 5 given TOTAL for the Month: 37 Total Members Responding 126 Total Incident Hours 102.03 Average Turnout Per Call 8</p>	<p>For the Month of June 2018 Fire 18 Rescue & Emergency Medical 28 Good Intent Calls 4 False Alarm 2 Mutual Aid: 20 received 10 given TOTAL for the Month: 50 Total Members Responding 100 Total Incident Hours 284.90 Average Turnout Per Call 3</p>
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Training

This Month Operations: None - holiday

Drill Meeting: MCI Parts I and II

Monthly Vehicle Report

Notes from the Chief: