



**BOARD OF DIRECTORS MEETING
DECEMBER 11, 2019**

- **BOARD MEETING AGENDA**
- **NOVEMBER 2019 FINANCIAL REPORTS**
- **CHIEFS REPORT**
- **RESOLUTION TO AMEND BUDGET**
- **RESOLUTION TO APPOINT DEO**

**INTER-CANYON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
MEETING AGENDA
8445 S. HIGHWAY 285, MORRISON, CO 80465
DECEMBER 11, 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 November 4th Strategic Planning Meeting, the November 13th Board Meeting and the December 4th Budget Meeting.

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

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

 - 4b. Resolution to Adopt Amended 2019 Budget

- 5. Chief's Report**

- 6. New Business**
 - 6a. Resolution to Appoint DEO for 2020 Election

- 7. Ongoing Business**
 - 7a.

- 8. Public Comment**

- 9. Adjournment**

**INTER-CANYON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
MINUTES OF MEETING
8445 S. Highway 285, Morrison, CO 80465
December 11, 2019**

1. Call to Order:

1A. The ICFPD Board meeting was called to order by Mike Swenson at 19:03 hours at 8445 S. Highway 285, Morrison, CO 80465

1B. Board Members Present:

Mike Swenson, President
Karl Firor, Treasurer
Kerry Prielipp, Secretary
Ralph Dreher, Director
Mike Reddy, Director

2. Guests Present

Chief Skip Shirlaw
BC Dan Hatlestad
Bob Scott, Homestead resident
Bob Cole, Attorney
Gayla Logan
Anne Imse

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 Reddy to approve the minutes from the November 4, 2019 Strategic Planning Meeting. The motion passed unanimously.

MOTION: There was a motion by Kerry Prielipp with a second by Ralph Dreher to approve the minutes from the November 13, 2019 Board Meeting. The motion passed unanimously.

MOTION: There was a motion by Mike Reddy with a second by Karl Firor to approve the minutes from the December 4, 2019 Budget Meeting. The motion passed unanimously.

Mike Swenson welcomed guests and advised public comment takes place at the end of the agenda. The F&D review was moved to the front of the agenda. A discussion about CWIP was added to the agenda.

Mike Swenson introduced Bob Cole to go over the F&D proposed contract. Bob Cole thanked directors for inviting him. Bob stated we have been fortunate to date as the districts legal needs have been at a low level to date. Bob

provided information on his background stating he has 35 years of experience in fire. The legal firm works mainly with special districts to include fire, water, recreation etc. Bob does some municipal work for Pagosa Springs and Gypsum. Bob also has a role as City Attorney for Centennial. Most of Bob's work is with emergency service providers. Bob was a firefighter originally, started in 1976 in California and worked with the United States Forest Service for 9 years. Bob noted the District is in an exciting time to be looking at new station projects. Bob stated he understands the desire to make sure there is a good system to move forward. Bob previously provided comments on the F&D contract and stated suggested changes should be resolvable. Bob has had other clients who have worked with F&D. The comments are typical comments. Bob reviewed each comment for clarity.

One item Bob made a comment on was the provision end of contract on probable cause. When they complete design work and provide an estimate so you can deal with magnitude and scope, these appear to be construction costs and appears clearer than Bob initially thought. Other provisions are not out of line with what is reasonable and generally recommended. Documents are a little confusing on scope and what is included. Bob is understanding the District wants F&D to do design work all the way thru. Karl clarified the contract is primarily for the management fees, correct? Bob confirmed yes. Mike Swenson noted discussions have taken place in open meetings and the project has been discussed broadly even prior to the mill vote. However, for the benefit of guests present Mike provided some history. We need upgraded buildings and the focus is on Stations 1 and 3. Mike stated we are in Station 3 right now. Station 1 stairs are not ADA compliant. We are now at a point in time where we are considering an organization called F&D, a reputable company who provides design and construction. F&D can also assist in seeking funds in the form of grants. We've asked attorneys to give this a fine tuning to make sure all is up to where it needs to be. Bob continued stating the difference in cost he believes is in the management fees during construction of the projects.

Bob advised to focus mostly on page 2 where the contract looks at the ability to change the scope of services. The contract price could be changed due to changes unilaterally. Mike Reddy asked if this had been in prior contracts. Bob responded no we did not have to edit this out of previous contracts. There were additional costs with a prior client which may have caused F&D to include the change. Mike Reddy asked how we would deal with changes moving forward. Bob responded there would be an agreement to the scope of services and if there are additions they would of course be paid more, if less you would pay less. Mike Reddy asked specific to the service agreement now, we would go back to F&D with these suggestions. Bob requested the District allow legal counsel to work with F&D to resolve issues moving forward. All agreed.

Bob continued, the other item to brief the Board on is the topic of the other memo on his firms letter head which is Integrated Project Delivery (IPD). Bob earlier confirmed with Karl, there has not been conversation with F&D about the type of price construction this would be done under. Traditionally construction for local governments is design, bid, build. After the design there is a request for bids, a contractor is selected and paid a lump sum to build. For lots of reasons there are better ways to do this. IPD is a term that encompasses other ways. There is a different standard. Originally a district had to take the lowest responsible bidder. With IPD you get to select a contractor based on best value. Yes, you would take price into consideration, but you can consider other things, the process is more flexible. You can go thru an RFQ, you can prequalify and only those selected can bid. You can select other forms of contract as it relates to payment. Mike Swenson asked if F&D did IPD before. Bob confirmed yes. You will need to work with F&D on what works best for this design. You can look at cost plus. Time and material is usually used on smaller projects, not these projects. Another viable way is guaranteed maximum price a good way to go with design build. If costs or time are less, you can obtain savings. Bob will need to talk with F&D about what is the best method. IPD sounds like a collaborative approach. The bid build is becoming a painful execution often fraught with litigation. Mike Swenson stated he would ask that directors look strongly at the IPD. You are informed all along the

way and IPD is usually a better price and less litigation. The goal is to work together to resolve the issue. Bob agreed and added another benefit is you can select your contractor early on so they can sit in with the design team.

Moving forward if you select IPD you do have to adopt a formal resolution prepared by Bob Cole. Mike Reddy asked if the traditional IPD has the best value. Bob stated the best value is how you choose your contractor. This could be guaranteed max price, cost plus all can be done under IDP. We would request F&D use the standard AIA and CDC contracts. We would ask F&D to use our package and stick with form contracts and allow us to review so we can look out for your interests and make sure standard provisions are worded in your favor and that we are in compliance with the state laws. Form contracts are easily adaptable. It is a streamlined process for us to work with bid documents. We will let to F&D know if this is where you want to go. Questions?

Bob Scott suggested directors consider not to exceed pricing or cost-plus pricing and look at what the contractor is allowed to charge on a profit margin. Take things into consideration so you know exactly what that building is going to be. Bob Scott stated best practices and best value are what he believes in. Bob Scott stated he thinks it is great for Bob Cole to work directly with F&D to bring things back to the Board for consideration. Bob Scott commented he is curious how F&D came up with their fees. Bob Cole stated he is not sure how they are coming up with pricing. Mike Swenson confirmed we have not agreed to figures. F&D has knowledge and parameters on time and rates. Bob Scott stated typically fees are based on square footage costs. Unless these rebuilds are massive it is important to know how they got to pricing. Kerry stated he agrees it is not out of line to ask for how they arrived at the estimation.

Kelley asked what a general timeline would be moving forward. Bob Cole stated he would like to see something documentation wise at the January meeting, unless the holidays hold things up. Mike Swenson advised we do have a Study Session scheduled for January 6th if a checking in would be appropriate prior to the Board Meeting on the 8th. Bob Cole indicated it is potentially doable. Bob Cole responded further to say what this contemplates in terms of preparation of a timeline. There is no timeline in the scope provided. Karl noted in prior meetings they gave a timeline of 30 to 36 months from beginning to end as far as design. Bob advised other fire stations under re construct or major construction, the design and bid phase is taking a year to 18 months. With that and with adequate preparation just over 12 months if it goes well, 24 to 36 months. Bob Cole cautioned the permitting side can get frustrating, you don't have control of the people doing the work. Mike Swenson thanked Bob Cole for attending and for agreeing to speak on behalf of ICFPD with F&D.

4. Treasurer's Report

4a. Review of November 2019 Financial Statements

Karl Firor reviewed the Balance Sheet noting at the end of November there is \$1,984,000 in bank. At month end liabilities were \$168k to include the \$105k pension contribution which has been paid. The liability for the tender is still outstanding. Chief Shirlaw noted the recent SVI statement does not include credits discussed. Karl reviewed the Profit and Loss Report noted the District received \$43k of which \$28K is tax revenue and \$8k in donations. You will see at the end of statement the District spent \$44k more than was received half of which was for the command vehicle. There is \$331k to the good at this point. The only other large liability is the payment for the tactical tender at about \$158k. We will probably pay that next year.

Karl reviewed the Budget versus Actual report noting based on the budget the District received \$188k more than anticipated. We will have a resolution this evening to incorporate the full funding. Karl reviewed accounts and noted the bank reconciliations attached. Questions? Karl advised the pension contribution is included in the payables and was paid last Friday by electronic transfer. Karl confirmed the State will contribute the same \$18,500.

MOTION: There was a motion by Karl Firor with a second by Ralph Dreher to approve the December 11, 2019 Treasurer's Report as presented. The Motion passed unanimously.

4b. Resolution to Adopt Amended 2019 Budget Karl explained the resolution is done in order to reflect higher revenue, part of which is grants received. The District is required to submit the Amendment.

MOTION: There was a motion by Karl Firor with a second by Mike Reddy to Adopt the 2019 Amended Budget to included revenues not originally budgeted. The motion passed unanimously.

5. Chief's Report

Please see attached. Chief Shirlaw advised we are currently waiting on results of the communications study which is underway. We have toured the district and will likely hear first of year due to holidays. Hilldale is as good as it gets right now. Hoping study will show we can get rid of and move to new towers.

The tactical tender driveline has been replaced, drives better. Mike Onken will drive as well. Chief Shirlaw stated he thinks we are okay and will be transferring equipment and adding radios. Tender 673 will go on the market the first of the year.

Chief Shirlaw stated it has been a great year. Training has been great. We have 2 new quality firefighters who are very motivated, have refreshing energy and lots of participation. We plan to recruit again in late spring. We will be looking in district as we have not had luck with out of district members.

Call numbers are down in November. The same trend is seen in all Jeffco and appears to be an anomaly. The addition of Battalion Chief Hatlestad and Capt Mandl has shown in trainings and grant work, etc. Chief Shirlaw stated he is excited for 2020. Chief Shirlaw noted each director has a gift of a Leatherman tool, thank you for your support and leadership.

6. New Business

6a Resolution to Appoint DEO for 2020 Election

Kelley explained the need to appoint a Designated Election Official (DEO) for the upcoming 2020 election year. There is a lot to running an election, election tasks begin in January. It is not required the DEO be a part of a law firm. Anyone can attend classes to become a DEO, it is a fulltime job during elections. Crystal Schott of Collins, Cockrel and Cole has been the Districts DEO previously.

MOTION: There was a motion by Karl Firor with a second by Mike Reddy to Adopt the Resolution to Appoint a DEO for the 2020 Election. The motion passed unanimously.

6b. CWIPP

Capt John Mandl began with a reminder about the previous discussion about the grant proposal to community members. John passed around an updated document noting the Application did not change, instruction was added to describe process. The grant program will only be offered to citizens living in district. The Board will approve or disapprove grant requests fielded by Capt Mandl. Criteria will require the request benefit the community and the District as a whole. The District will not prepay any grants. Recipients must show work has been done, receipts provided. If approved the recipient will have 1 year to apply for grant. Grant match will max out at \$500. Capt Mandl advised someone in the community wants to take a home ignition class. This is a good opportunity for that

individual to meet with other homeowners and helps the District with manpower. This grant would cost the District \$250. Grant projects do not need to be completed in the first year, but work should be moving along. As mentioned previously the District has a line item of \$2800 for community outreach, we can cap this year and maybe increase next year if there is good response. I do have citizen groups interested and would be moving forward with it. Kerry and Karl both stated this sounds good.

MOTION: There was a motion by Karl Firor with a second by Kerry Prielipp to approve the CWIP grant program as outlined in the Application and Instructions provided by Capt Mandl. The motion passed unanimously.

Capt Mandl requested a consultant to mentor him thru the first CWIP project. The basic rate is \$30 per hour. We are looking at 4 community meetings, the consultant explains the background process. Mike Swenson asked Capt Mandl to explain the CWPP for the benefit of guests. Capt Mandl advised the CWPP was created in 2007 as a study of the entire district and includes suggestions to mitigate noting district hazards. The CWIP is the implementation of the plan to increase safety in the neighborhood. The CWIP would be a plan put in place and supported by the District. Capt Mandl estimates costs at \$900 for the first go around with the consultant. The consultant would provide Capt Mandl with the knowledge. The District will not be burdened with that cost in the future. Karl agreed along with Mike Swenson who stated this is great for community. Bob Scott asked if this ties into emails from Jackie White. Capt Mandl replied yes, she is leading the group and they are building momentum.

The group is working to develop a chipping program outside of the county support. The county is funding the slash program for 2020. Kerry commented he has been attending meetings and there is great momentum. There are 2 identified dates for slash pick up and a potential contractor work in place. Kerry stated Capt Mandl has provided good insight. Capt Mandl advised organization of a CWP3 is under consideration and would put the group at the top of the list for state grant money. The state will give closer to \$10k. These are stepping-stones. Mike Swenson commented the model of success will engage other communities to work on the CWIP. Capt Mandl advised currently we have 2 regions combining, with over 12 CWIP organizations moving forward, it is snow balling. Kerry noted moving forward, one of the next tasks for the group is to ask for people in the community to provide professional resources. Mike Swenson thanked Kerry for his leadership on the project. BC Hatlestad noted Jackie White has invested a lot of time and effort. Kerry noted grant money is being used for the first round of mailings and getting Firewise packets together. Kerry stated it is very exciting, it is the first tangible project with traction.

7. Ongoing Business

7a F&D Contract Review was moved to the top of the Agenda.

8. Public Comment

Mike Swenson thanked all for attending this evening. Mike confirmed with Gayla Logan the Christmas Party starts at 4:00 p.m. on Saturday at the Woodlands Event Center. Mike thanked the owners of the event center for donating the facility to ICFPD as a kind gesture. Chief Shirlaw advised a staffed engine and ambulance will be present.

9. Adjournment

There being no further business before the Board, the meeting was adjourned at 8:09 hours.

Minutes by Kelley D. Wood, District Administrator

Submitted by:

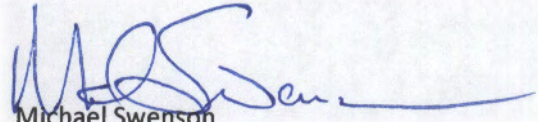
Approved by:



Kerry Prielipp

Secretary

ICFPD Board of Directors



Michael Swenson

President

ICFPD Board of Directors

Attachments:

1. Meeting Agenda
2. Treasurer's Report
3. Resolution to Amend Budget
4. Resolution to Appoint DEO
5. Chief's Report

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

	Nov 30, 19	Nov 30, 18	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
100-000 · Cash	1,984,140.55	1,538,001.67	446,138.88
Total Checking/Savings	1,984,140.55	1,538,001.67	446,138.88
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	3,262,461.99	2,524,805.83	737,656.16
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	6,313,268.17	5,789,101.05	524,167.12
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
200-200 · Accounts Payable	168,317.39	8,695.35	159,622.04
Total Accounts Payable	168,317.39	8,695.35	159,622.04
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	1,466,955.34	965,132.38	501,822.96
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	2,063,857.34	1,767,792.38	296,064.96
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	331,668.76	306,577.50	25,091.26
Total Equity	4,249,410.83	4,021,308.67	228,102.16
TOTAL LIABILITIES & EQUITY	6,313,268.17	5,789,101.05	524,167.12

Inter-Canyon Fire Protection District - New

Profit & Loss

November 2019

12/05/19

Accrual Basis

	Nov 19	Jan - Nov 19
Income		
300-000 · Revenues	34,986.14	1,419,757.54
300-660 · Donated Funds	8,676.70	46,109.58
Total Income	<u>43,662.84</u>	<u>1,465,867.12</u>
Gross Profit	43,662.84	1,465,867.12
Expense		
400-000 · Administrative	2,225.75	72,490.71
425-101 · Payroll & Benefits	32,118.53	358,678.62
500-000 · FireFighting	3,509.06	57,501.92
550-550 · EMS Services	3,838.21	30,924.96
600-000 · FF Apparatus/Equip Maintenance	1,181.89	74,392.39
660-000 · Firefighter General Expenses	1,682.83	11,373.78
665-000 · Auxiliary Operations	0.00	982.72
670-000 · Station 1	2,113.24	27,178.03
680-000 · Station 2	853.19	10,848.67
690-000 · Station 3	1,696.10	19,558.23
691-000 · Station 4	974.62	10,079.06
692-000 · Station 5	685.25	5,645.53
700-000 · Communications	1,214.65	46,971.16
900-000 · Capital Expenditures	36,047.00	407,572.58
900-825 · Stations	0.00	0.00
Total Expense	<u>88,140.32</u>	<u>1,134,198.36</u>
Net Income	<u><u>-44,477.48</u></u>	<u><u>331,668.76</u></u>

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

	Jan - Nov 19	Budget	\$ Over Budget	% of Budget
Income				
300-000 · Revenues	1,419,757.54	1,276,925.17	142,832.37	111.2%
300-502 · Specific Ownership Taxes	0.00	0.00	0.00	0.0%
300-570 · Inter-Governmental Revenues	0.00	0.00	0.00	0.0%
300-660 · Donated Funds	46,109.58	0.00	46,109.58	100.0%
Total Income	1,465,867.12	1,276,925.17	188,941.95	114.8%
Gross Profit	1,465,867.12	1,276,925.17	188,941.95	114.8%
Expense				
400-000 · Administrative	72,490.71	66,629.00	5,861.71	108.8%
425-101 · Payroll & Benefits	358,678.62	350,095.00	8,583.62	102.5%
500-000 · FireFighting	57,501.92	78,209.00	-20,707.08	73.5%
550-550 · EMS Services	30,924.96	37,170.00	-6,245.04	83.2%
600-000 · FF Apparatus/Equip Maintenance	74,392.39	69,544.83	4,847.56	107.0%
660-000 · Firefighter General Expenses	11,373.78	20,605.00	-9,231.22	55.2%
665-000 · Auxiliary Operations	982.72	3,100.00	-2,117.28	31.7%
670-000 · Station 1	27,178.03	21,043.00	6,135.03	129.2%
680-000 · Station 2	10,848.67	10,699.50	149.17	101.4%
690-000 · Station 3	19,558.23	21,731.50	-2,173.27	90.0%
691-000 · Station 4	10,079.06	12,330.50	-2,251.44	81.7%
692-000 · Station 5	5,645.53	3,925.25	1,720.28	143.8%
700-000 · Communications	46,971.16	50,830.00	-3,858.84	92.4%
750-000 · Depreciation Expense	0.00	0.00	0.00	0.0%
800-900 · Pension-State Contribution	0.00	0.00	0.00	0.0%
800-902 · Pension-Contribution GOVT-WIDE	0.00	0.00	0.00	0.0%
900-000 · Capital Expenditures	407,572.58	503,350.00	-95,777.42	81.0%
900-825 · Stations	0.00			
Total Expense	1,134,198.36	1,249,262.58	-115,064.22	90.8%
Net Income	331,668.76	27,662.59	304,006.17	1,199.0%

Inter-Canyon Fire Protection District - New

A/P Aging Detail

As of November 30, 2019

Type	Date	Num	Name	Due Date	Aging	Open Balance
Current						
Bill	11/21/2019	11/21/...	Daniel Hatlestad	12/01/2019		207.33
Bill	11/21/2019	3474667	Rhinehart Oil Comp...	12/01/2019		921.27
Bill	11/22/2019	11/22/...	Daniel Carcone	12/02/2019		116.61
Bill	11/22/2019	11/22/...	First Bank	12/02/2019		1,032.42
Bill	11/22/2019	11/22/...	Staples Credit Plan	12/02/2019		15.45
Bill	11/23/2019	98427...	Verizon Wireless	12/03/2019		424.09
Bill	11/24/2019	11/24/...	Travis Barr	12/04/2019		1,395.00
Bill	11/25/2019	11/25/...	Daniel Hatlestad	12/05/2019		357.72
Bill	11/25/2019	11/25/...	Rachel Shirlaw	12/05/2019		70.00
Bill	11/26/2019	66327...	Xcel Energy	12/06/2019		222.00
Bill	11/27/2019	11/27/...	Homestead Water	12/07/2019		80.19
Bill	11/27/2019	11/27/...	Shane Buckles	12/07/2019		50.00
Bill	11/27/2019	11/27/...	IREA	12/07/2019		255.23
Bill	11/30/2019	11/30/...	Ken Caryl Ranch W...	12/10/2019		25.84
Bill	11/30/2019	11/30/...	Collins, Cockrel & C...	12/10/2019		108.00
Bill	11/30/2019	11/30/...	Mary Holmstrom	12/10/2019		25.87
Total Current						5,307.02
1 - 30						
Bill	11/06/2019	01417...	Galls	11/16/2019	14	69.99
Bill	11/08/2019	01420...	Galls	11/18/2019	12	58.99
Bill Pmt -Check	11/22/2019	31785	Subcarrier Communi...			-360.50
Bill	11/17/2019	MB D...	Mountain Broadband	11/27/2019	3	49.00
Bill	11/18/2019	413046	Pacific Office Autom...	11/28/2019	2	108.90
Bill	11/18/2019	413045	Pacific Office Autom...	11/28/2019	2	43.60
Bill	11/19/2019	IN139...	MES Rocky Mountai...	11/29/2019	1	1,239.39
Total 1 - 30						1,209.37
31 - 60						
Bill	10/17/2019	84338	Mountain Broadband	10/27/2019	34	49.00
Total 31 - 60						49.00
61 - 90						
Total 61 - 90						
> 90						
Bill	07/15/2019	7/15/19	Super Vacuum Man...	07/25/2019	128	161,752.00
Total > 90						161,752.00
TOTAL						168,317.39

4:00 PM
12/05/19

Inter-Canyon Fire Protection District - New
OPEN PURCHASE ORDERS

All Transactions

Date	Num	Name	Source Name	Memo	Deliv Date	Qty	Rcv'd	Backordered	Amount	Open Balance
Parts										
Communication R&M										
08/30/2019	19-044	Crosspoint Comm...	Crosspoint Comm...	Repeater pe...	08/30/2019	1	0	1	2,350.00	2,350.00
Total Communication R&M						1	0	1	2,350.00	2,350.00
Computer Supply/Maintenance										
10/17/2019	19-051	ESO Solutions Inc.	ESO Solutions Inc.	ESO EHR 2 ...	10/17/2019	1	0	1	3,472.55	3,472.55
Total Computer Supply/Maintenance						1	0	1	3,472.55	3,472.55
FF Reward										
11/22/2019	19-056	First Bank Credit ...	First Bank Credit ...	Christmas G...	11/22/2019	45	0	45	2,428.20	2,428.20
11/22/2019	19-056	First Bank Credit ...	First Bank Credit ...	engraving	11/22/2019	45	0	45	101.25	101.25
11/22/2019	19-056	First Bank Credit ...	First Bank Credit ...	tax	11/22/2019	1	0	1	101.18	101.18
Total FF Reward						91	0	91	2,630.63	2,630.63
Total Parts						93	0	93	8,453.18	8,453.18
TOTAL						93	0	93	8,453.18	8,453.18

12:58 PM

12/05/19

**Inter-Canyon Fire Protection District - New
Reconciliation Summary
100-107 - First Bank Savings, Period Ending 11/30/2019**

	Nov 30, 19
Beginning Balance	31,250.78
Cleared Transactions	
Deposits and Credits - 1 item	1.33
Total Cleared Transactions	1.33
Cleared Balance	<u>31,252.11</u>
Register Balance as of 11/30/2019	31,252.11
Ending Balance	31,252.11

1:29 PM

12/05/19

**Inter-Canyon Fire Protection District - New
Reconciliation Summary
100-106 · First Bank Checking, Period Ending 11/30/2019**

	<u>Nov 30, 19</u>
Beginning Balance	305,826.29
Cleared Transactions	
Checks and Payments - 51 items	-43,969.93
Deposits and Credits - 7 items	40,434.87
Total Cleared Transactions	<u>-3,535.06</u>
Cleared Balance	<u><u>302,291.23</u></u>
Uncleared Transactions	
Checks and Payments - 33 items	-48,960.13
Deposits and Credits - 1 item	1,622.15
Total Uncleared Transactions	<u>-47,337.98</u>
Register Balance as of 11/30/2019	<u><u>254,953.25</u></u>
New Transactions	
Deposits and Credits - 1 item	80,861.76
Total New Transactions	<u>80,861.76</u>
Ending Balance	<u><u>335,815.01</u></u>

12:55 PM

12/05/19

**Inter-Canyon Fire Protection District - New
Reconciliation Summary**
100-105 · ColoTrust Account, Period Ending 11/30/2019

	<u>Nov 30, 19</u>
Beginning Balance	1,695,710.62
Cleared Transactions	
Deposits and Credits - 1 item	<u>2,224.57</u>
Total Cleared Transactions	<u>2,224.57</u>
Cleared Balance	<u>1,697,935.19</u>
Register Balance as of 11/30/2019	1,697,935.19
Ending Balance	1,697,935.19



INTER-CANYON FIRE PROTECTION DISTRICT

**ICFPD BANK STATEMENTS
ARE AVAILABLE BY REQUEST**

PLEASE CONTACT

DISTRICT ADMINISTRATOR KELLEY WOOD

303-697-4413

KELLEY.WOOD@INTERCANYONFIRE.ORG



Account Number: [REDACTED]

Billing Questions: 303-237-5000
1-800-964-3444
Website: efirstbank.com

Send Billing Inquiries To: FirstBank, P.O. Box 150427, Lakewood, CO 80215

FIRSTBANK CREDIT CARD CENTER Credit Card Account Statement
October 25, 2019 to November 22, 2019

SUMMARY OF ACCOUNT ACTIVITY

Previous Balance	\$816.42
- Payments	\$816.42
- Other Credits	\$0.00
+ Purchases	\$1,032.42
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$1,032.42

PAYMENT INFORMATION

New Balance: \$1,032.42
Minimum Payment Due: \$31.00
Payment Due Date: December 18, 2019

Account Number XXXX XXXX XXXX 7618
Credit Limit \$10,000.00
Available Credit \$8,967.00
Statement Closing Date November 22, 2019
Days in Billing Cycle 29

TRANSACTIONS

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
11/18	11/18	7473120A200XSSS0D	PAYMENT - THANK YOU	\$816.42-
10/28	10/29	24323009D05JSFSJB	STOP 4 GAS MORRISON CO MCC: 5542 MERCHANT ZIP: 80465	\$53.55
11/07	11/10	24247609REJB8PYML	EGNYTE INC 650-968-4018 CA MCC: 5734 MERCHANT ZIP: 94043	\$90.00
11/08	11/10	24269799TEJDEYL5S	PUG RYANS DILLON CO MCC: 5812 MERCHANT ZIP:	\$133.53
11/08	11/10	24445009R8PPK694H	KING SOOPERS # 0687 FUEL CONIFER CO	\$60.63

Transactions continued on next page

NOTICE: SEE REVERSE SIDE OF PAGE 1 FOR IMPORTANT ACCOUNT AND ANNUAL FEE INFORMATION

5547 0001 BHH 001 7 16 191122 0 PAGE 1 of 2 15 3390 2000 VBUS 01AD5547 8156

FIRSTBANK CREDIT CARD CENTER
PO BOX 150427
LAKEWOOD CO 80215-0427



Account Number: [REDACTED]
New Balance: \$1,032.42
Minimum Payment Due: \$31.00
Payment Due Date: December 18, 2019

Please use enclosed envelope to remit payment.

Amount Enclosed: \$ [REDACTED]

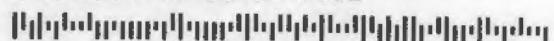
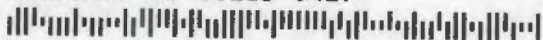
Indicate name or address change on reverse side and check here.

Please return this portion of the statement with payment.

Make Check Payable to:

FIRSTBANK
PO BOX 150427
LAKEWOOD CO 80215-0427

[REDACTED] 8156
INTER-CANYON FIRE PRO
7939 S TURKEY CREEK RD
MORRISON CO 80465-9552





Account Number: [REDACTED]

TRANSACTIONS (continued)

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
11/18	11/19	2432300A305JSH402	MCC: 5542 MERCHANT ZIP: 80433 STOP 4 GAS MORRISON CO	\$60.14
11/18	11/19	2449215A2RS9RKA3B	MCC: 5542 MERCHANT ZIP: 80485 PAYPAL *EBAY JULIEHASBRO 402-935-7733 CA	\$320.64
11/18	11/19	2449215A2RS9RQTDE	MCC: 5999 MERCHANT ZIP: 95131 PAYPAL *EBAY PAPPAMOE40 402-935-7733 CA	\$313.93
			MCC: 5999 MERCHANT ZIP: 95131	

REWARDS SUMMARY

PREVIOUS FIRSTCASH BALANCE	=	\$76.76
DOLLARS EARNED THIS STATEMENT	+	\$10.32
DOLLARS ISSUED THIS STATEMENT	-	\$0.00
DOLLARS FORFEITED THIS STATEMENT	-	\$0.00
ENDING FIRSTCASH BALANCE	=	\$87.08

INTEREST CHARGE CALCULATION

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	18.65% (v)	\$0.00	29	\$0.00
Cash Advances	19.65% (v)	\$0.00	29	\$0.00

(v) - variable

Interest Charge adjustments are not in this amount, but will appear in the body of the statement

NOTICE: SEE REVERSE SIDE OF PAGE 1 FOR IMPORTANT ACCOUNT AND ANNUAL FEE INFORMATION

1-2

BHH

Date:	Amount:	Description:	Total:
10/28/2019	\$53.55	Fuel for command vehicle	\$1,032.42
11/7/2019	\$90.00	Egnyte	
11/8/2019	\$133.53	Dinner for members at EMSAC	
11/8/2019	\$60.63	Fuel for command vehicle	
11/18/2019	\$60.14	Fuel for command vehicle	
11/18/2019	\$320.64	Amazon, I/O drill; ems equipment	
11/18/2019	\$313.93	Amazon, I/O drill; ems equipment	

**A RESOLUTION CALLING FOR THE 2020 REGULAR DISTRICT ELECTION AND
APPOINTING A DESIGNATED ELECTION OFFICIAL**

WHEREAS, the Inter-Canyon Fire Protection District (the "District") is a quasi-municipal corporation and political subdivision of the State of Colorado and a duly organized and existing special district pursuant to Title 32, Article 1, C.R.S.; and

WHEREAS, the terms of office of Directors Michael Swenson, Ralph Dreher and Michael Reddy shall expire after their successors are elected at the regular special district election to be held on May 5, 2020 ("Election") and have taken office; and

WHEREAS, in accordance with the provisions of the Special District Act ("Act") and the Colorado Local Government Election Code ("Code") (the Act and the Code being referred to jointly as the "Election Laws"), the Election must be conducted to elect three (3) Directors to serve for a term of three (3) years pursuant to Section 1-13.5-111, C.R.S. which moves the regular special district elections to May of each odd-numbered years commencing in May, 2023 and, in connection therewith, adjusts the length of terms served by Directors elected in 2020 and 2022 in order to implement the new election schedule.

NOW, THEREFORE, be it resolved by the Board of Directors of the Inter-Canyon Fire Protection District in the County of Jefferson, State of Colorado that:

1. The regular election of the eligible electors of the District shall be held on May 5, 2020, between the hours of 7:00 a.m. and 7:00 p.m. pursuant to and in accordance with the Election Laws, and other applicable laws. At that time, three (e) Director(s) will be elected to serve a three-year.
2. There shall be one election precinct for the convenience of the eligible electors of the District, the boundaries of which shall be identical to the boundaries of the District, and there shall be one (1) polling place(s) at the following location(s):

Inter-Canyon Fire Protection District
Station 3
8445 S. Highway 285, Morrison, CO 80465

situated in the County of Jefferson, State of Colorado, and which shall also be the polling place(s) for disabled electors and for eligible electors not residing within the District. If the Designated Election Official deems it to be more expedient for the convenience of the eligible electors of the District (who are also eligible electors in other special districts with overlapping boundaries which are conducting elections on the Election day), the Election may be held jointly with such special districts in accordance with coordinated election procedures as set forth in an agreement between all participating special districts. In such event, the election precincts and polling places shall be as set forth in such agreement. The Designated Election Official is authorized to execute such agreement on behalf of the District, which agreement shall include provisions for the allocation of responsibilities for the conduct and reasonable sharing of costs of the coordinated Election.

3. The Board of Directors hereby designates Crystal Schott as the Designated Election Official for the conduct of the Election on behalf of the District and he/she is hereby authorized and

directed to proceed with any action necessary or appropriate to effectuate the provisions of this Resolution and of the Election Laws or other applicable laws. Among other matters, the Designated Election Official shall publish the call for nominations, appoint election judges as necessary, appoint the Canvass Board, arrange for the required notices of election, printing of ballots, and direct that all other appropriate actions be accomplished.

4. Self-Nomination and Acceptance forms are available at the Designated Election Official at 7939 S. Turkey Creek Rd., Morrison, CO 80465. All candidates must file a Self-Nomination and Acceptance form with the Designated Election Official no earlier than January 1, 2020, nor later than the close of business on Friday, February 28, 2020.

5. If the only matter before the electors is the election of Directors of the District and if, at the close of business on March 3, 2020, there are not more candidates than offices to be filled at the Election, including candidates timely filing affidavits of intent no later than March 2, 2020, the Designated Election Official shall cancel the Election and declare the candidates elected. Notice of such cancellation shall be published and posted in accordance with the Code.

6. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this Resolution, it being the Board's intention that the various provisions hereof are severable.

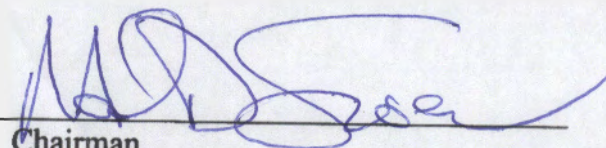
7. Any and all actions previously taken by the Designated Election Official, the Secretary of the Board of Directors, or any other persons acting on their behalf pursuant to the Election Laws or other applicable laws, are hereby ratified and confirmed.

8. All acts, orders, and resolutions, or parts thereof, of the Board which are inconsistent or in conflict with this Resolution are hereby repealed to the extent only of such inconsistency or conflict.


9. The provisions of this Resolution shall take effect immediately.

ADOPTED this 11th day of December 2019.

INTER-CANYON FIRE PROTECTION DISTRICT

By 
Chairman

ATTEST:

By 
Secretary, BOARD OF DIRECTORS
INTER-CANYON FIRE PROTECTION DISTRICT

**Inter-Canyon Fire Protection District
Resolution to Adopt Amended Budget**

A resolution summarizing expenditures and revenues for each fund and adopting a budget for the Inter-Canyon Fire Protection District, of Colorado, for the calendar year beginning on the first day of January 2019 and ending on the last day of December, 2019.

Whereas, the Board of Directors of Inter-Canyon Fire Protection District has appointed Karl Firor, Budget Officer to prepare and submit a proposed budget to said governing body at the proper time, and;

Whereas, Karl Firor, Budget Officer has submitted a proposed amended budget to this governing body on or before December 11, 2019, for its consideration, and;

Whereas, upon due and proper notice, published or posed in accordance with the laws, said proposed budget was open for inspection on date by the public at a designated place, a public hearing was held on December 11, 2019 and interested taxpayers were given the opportunity to file or register any objections to said budget, and ;

Now: Therefore, be it resolved by the Board of Directors of the Inter-Canyon Fire Protection District:

Section 1: That estimated expenditures for operating expense and reserves are \$1,653,814;

Section 2: That estimated revenues, transfers and other financing sources are as follows:

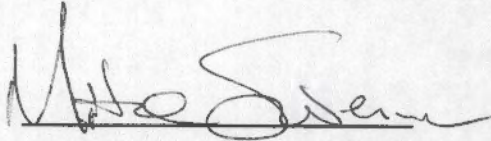
Property Taxes	\$ 1,299,732
Other Income	354,082
Transfers/Proceeds from Financing	-0-
Total Revenue/Transfers	\$ 1,653,814

Section 3: That the budget submitted, amended and herein above summarized by fund hereby is Approved and adopted as the budget of the Inter-Canyon Fire Protection District for the Year stated above.

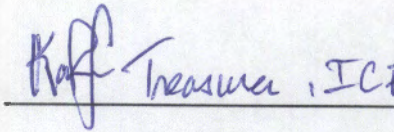
Section 4: That the budget hereby approved and adopted shall be signed by the President and Treasurer, and made part of the public records of Jefferson County.

Inter-Canyon Fire Protection District
Resolution to Adopt Amended Budget

Adopted, this 11th day of December, A. D. 2019

 President
ICFPD

Mike Swenson, President

 Treasurer, ICFPD

Karl Firor, Treasurer

LGID 30044/1

