



**BOARD OF DIRECTORS MEETING
MARCH 11, 2020**

- **BOARD MEETING AGENDA**
- **FEBRUARY 2020 FINANCIAL REPORTS**
- **CHIEFS REPORT**
- **ELK CREEK FIRE INSPECTION FEES AND POLICY**
- **DIRECTOR RESPONSIBILITIES**
- **NEW DIRECTOR ORIENTATION**

**INTER-CANYON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
MEETING AGENDA
8445 S. HIGHWAY 285, MORRISON, CO 80465
MARCH 11, 2020**

- 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 February 12, 2020 Board Meeting.
- 3. Guests**
 - 3a. Acknowledgement/Introduction
- 4. Treasurer's Report**
 - 4a. Review of February 2020 Financial Statements
- 5. Chief's Report**
- 6. New Business**
 - 6a. Resolution to Adopt Elk Creek Fire Inspection Fees and Policy
- 7. Ongoing Business**
 - 7a. F&D Contract
 - 7b. New Director Orientation
 - 7c. Director Job Description
- 8. Public Comment**
- 9. Adjournment**

**INTER-CANYON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
MINUTES OF MEETING
8445 S. Highway 285, Morrison, CO 80465
March 11, 2020**

1. Call to Order:

1A. The ICFPD Board meeting was called to order by Mike Swenson at 19:01 hours at 8445 S. Highway 285, Morrison, CO 80465

1B. Board Members Present:

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

2. Guests Present

Chief Skip Shirlaw
Battalion Chief Dan Hatlestad
Bob Scott
Barb Davis
Gayla Logan
Nicole Leroux
Joey O'Neal
Dimitri Pantyukhin

3. President's Report

3a. Approval of Absences.

Ralph Dreher, Director

3d. Approval of Board Minutes

MOTION: There was a motion by Kerry Prielipp with a second by Mike Reddy to approve the minutes from the February 12, 2020 Board Meeting. The motion passed unanimously.

4. Treasurer's Report

4a. Review of December 2019 Financial Statements

Karl Firor reviewed the Balance Sheet noting a balance of \$1.8M in all accounts. Funds have been transferred from the old checking account into the new checking account. New signatures are in place and signors can sign. Beyond Feb 29th the District received \$446k in tax revenue from Jeffco. You will see the \$165k owing for the tactical tender, this was paid last Friday. Net income at the end of the month is a negative \$69k. The Profit and Loss Budget vs Actual indicates revenue received was \$37k, revenue spent was \$53k. For those not around in early 2019, last year the District received revenue of \$115k in advance due to the new tax law. This year revenue received was \$58k. Expenditures budgeted included \$100k related to the new truck. Karl noted the accounts payable balance of \$5200

and open purchase orders of \$7900. Questions? Kerry asked what the purchase order for Av Tech is for. Chief Shirlaw responded the purchase order is for communications equipment for the tactical tender.

MOTION: There was a motion by Kerry Prielipp with a second by Mike Reddy to approve the March 11, 2020 Treasurer's Report as presented. The Motion passed unanimously.

5. Chief's Report

Please see attached. Chief Shirlaw noted calls are a bit behind last year but he expects to catch up. Chief Shirlaw stated it is great having a crew here each day and announced Capt Mandl just finished EMT school on Saturday at the top of his class. Capt Mandl will take National Registry testing next week. We had a walk-in last week and were able to transport the patient while being able have other responders remain in district.

This week training is on Hazmat. Related to COVID 19, we are training personnel and communicating updates via emails. We continue to follow Denver Metro Protocols and Jeffcom. Agencies are providing a systematic approach. The main message is to look for cough, fever, difficulty breathing. Determine if personal protective equipment (PPE) is necessary. Procedure calls for 1 responder to initiate patient contact, keeping distance initially to confirm possible COVID 19 and if necessary, provide a surgical mask to the patient. Responders will wear N95 mask, gown, etc. If there is no life threat, we will attempt to convince the patient to stay home and not transport unless necessary. If transport is necessary, responders will make an early call to the emergency room and minimize treatment. After transport we will decontaminate the ambulance after the call, open vents on medic on the way back and wash down when we return. Will try to limit crew to a driver and one responder. We are promoting hand washing, keeping distance and use of hand sanitizer. Hootie (Mike Wood) went to Walmart, Walmart was out of hand sanitizer. As a result, Walmart donated hand sanitizer from their supply used for personnel. We are communicating with neighboring districts on all of this as well.

Mike Reddy asked if we are stepping up with information on the website. Are there recommendations to caregivers on what they should and should not do? Chief Shirlaw responded information is on social media, Facebook shows up first when the website is opened. Mike asked, what are recommendations for caregivers? Chief Shirlaw responded, sequester, no one in, on one out, it will be difficult. DC Hatlestad stated we will refer people to the elder at-risk hotline with Jeffco. We will not make specific recommendations as recommendations need to come from the Department of Health. Mike Reddy suggested links be provided on the website. DC Hatlestad added we are also providing the Colorado Health line number. If we see an at-risk adult, we expect a call and we will refer them to Jeffco, or Colorado Health. Wash hands, cover coughs. The situation will be ever changing and evolving.

Chief Shirlaw has not yet heard any calls from Jeffcom in the area. DC Hatlestad indicated we may see recommendations to limit social gatherings. DC Hatlestad recommended Face Book Live for future meetings. Residents can view the meeting without attending. Mike Swenson asked if this would also apply to trainings. DC Hatlestad responded trainings require hands on participation. Chief Shirlaw advised we will adapt and put off trainings if necessary.

Chief Shirlaw announced the first EMS training with Elk Creek Fire takes place next week, this is very exciting. Each month we will switch off locations. Chief Ware and Chief Shirlaw have been discussing hiring a training chief with a cost share approach between ICFPD and Elk Creek Fire. This would help especially with Academy each year and include managing the monthly trainings. Chief Shirlaw will bring more information to the Board over the next couple months. Kerry inquired as to expected salary. Chief Shirlaw responded salary will likely be in the \$70 to \$80k range. There is a plan to do a salary survey. As more districts join in, cost share will be spread out.

We are starting to recruit; recruiting will be in district volunteers only. Out of district participation has not worked out and is likely because we do not have people to oversee and to mentor etc. Two in district people have reached out in interest. We plan to advertise at the end of March.

We have started community meetings where we are discussing wildfire issues including risks and preparing the home. The first meeting was last Saturday at Station 1, it was a good meeting. The next meeting is March 21 at Station 3 and then April 4 is at Station 4. Mike Reddy asked if the EMT training scheduled afterwards is open to public. The response was no.

Chief Shirlaw noted new EMTs recently went through CPAP training, the very next night we had a call where the EMT needed to use the CPAP. A lot is going on, Chief Shirlaw is meeting with Chiefs every two weeks. Chiefs are working to bring SOGs together. We are becoming much more aligned. No meetings with Boards yet.

Mike Swenson thanked Chief Shirlaw for being aggressive with COVID 19. First Responders and hospitals are taking the brunt.

6. New Business

6a Resolution to adopt ECFR Inspection Fee Schedule and Policy

Chief Shirlaw advised he just recently spoke with Roger Parker and there will be an update to a job description and fee schedule coming up and suggested the Board may want to table this for a month.

MOTION: There was a motion by Mike Reddy with a second by Karl Firor to table the Inspection Fee Schedule and Policy until the April Board Meeting. The motion passed unanimously.

6b Education/Mitigation/Community Outreach Grant

Capt Mandl indicated he has received the first matching grant application. Lance Hauchey is part of the Homeowners Homestead Emergency Action Team (HEAT) and is taking the Home Ignition Zone course. The course cost is \$500. Lance took the course in Nevada as a class in Colorado would have been later in the year. Lance is spearheading the process of home inspections with the HEAT group. Capt Mandl will tag along with the first few inspections, Lance will then take the lead. This is a great time and manpower saver for the District. Capt Mandl recommended the grant application be approved. Mike Reddy asked how many other community members would likely take this class. Capt Mandl responded he does not expect many as homes inspections are a very large task and time consuming. Lance services will be available only to the HEAT group for now. Capt Mandl stated he does not feel comfortable with Lance taking on the district at this time. HEAT alone could be 400 homes. Mike Swenson stated for guests attending the Homestead Emergency Action Team is a community group putting together a wildfire implementation plan for responders and for themselves. Capt Mandl added they are planning for event where people must shelter in place. The group obtained an NFPA grant of \$500 and are putting grant funds toward community outreach. The group has a lot of momentum and can potentially get a lot done. Kerry Prielipp noted the group recently had two meetings outside of ICFPD, Commissioner Dahlkemper attended one and there was a write up in Canyon Courier. Mike Swenson thanked Capt Mandl and Kerry for helping to move the project along. Kerry Prielipp acknowledged Jackie White is doing a lot of work. Mike Swenson asked for confirmation the grant amount is \$250. Capt Mandl confirmed.

MOTION: There was a motion by Mike Reddy with a second by Karl Firor to approve the matching grant request of \$250 payable to Lance Hauchey. The motion passed unanimously.

Capt Mandl will submit the documentation for payment.

6c DOLA

DC Hatlestad indicated he has updates on 2 grants. Barbara Davis set up a meeting with Clay Brown of DOLA last month. In attendance were Barbara Davis, Mike Reddy, Capt Mandl and DC Hatlestad. Clay was extremely helpful with the process and timing of the application. We will be applying for a \$1M grant for the remodel and restoration projects. Clay has a 100% success rate and we will be working closely with him. This was a very positive meeting. Clay also spoke highly of F&D indicating they are a good firm to work with, they know the DOLA process and know fire departments.

Last fall DC Hatlestad met with FEMA, North Central Region 8 which covers the Rocky Mountain area to discuss the Urban Area Security Initiative (UASI). Together they looked at our radio sites and confirmed they are in need significant update. The District spent \$24k on Pericle radio study, the study showed clearly the radio system is at risk. The radio system was crippled by lightning this past year. DC Hatlestad received positive feedback on the UASI grant submitting a grant request for \$725k. They didn't blink at the amount. We are requesting letters of support. Commissioner Dahlkemper has been very supportive and indicated she will obtain a letter of support from the entire Board of Commissioners. We hope to have the letter this week. DC Hatlestad advised he received positive feedback on a letter of support from Congressman Neguse as well.

If you have read Pericle report, we requested level 2 in the report. We are looking at improving resiliency and redundancy and focusing on coverage in the eastern part of the District. In Deer Creek Park radio communications are shielded by the hills. The Dancing Deer site was determined to be too expensive. Portable communications have been tested throughout Mesa around Station 4. There is coverage from Deer Creek and Ute to S Deer Creek. Station 4 to Critchell or Mt Lindo. Pericle must perform the tests and we do not have expertise to request a Request for Proposal (RFP). DC Hatlestad's Pericle request is a 3 phase project to test at Station 4, develop an RFP for a company and do the work. The work involves VHF, UHF and micro links, it is a complicated system. Pericle is proposing a ring of communications. Chief Shirlaw added Pericle will work with Jeffcom to make sure Jeffcom is dialed in as well. Surrounding areas are included as well.

Mike Reddy asked is the overall communications authority Jeffcom. DC Hatlestad advised we are responsible for maintaining our system. Chief Shirlaw advised he is serving on a committee to work on policy for the mountain area. Mike Reddy stated when we think about the long view, this is a large investment, we want to have their buy in, we don't want them to decide to change their system. Chief Shirlaw reported Jeffcom responded very positively. There are three independent entities who need to work together, we have ICFPD, JCMARS, who supports mountain dispatch and Jeffcom. Pericle will address issues with all these agencies working together. Mike Reddy stated he worries about the second piece, in depending on another system we have no say over. Chief explained Jeffcom links to Evergreen Station 2 and then to all the towers. This is our system, i.e. West Metro works on a different system, we have VHF. Pericle was a big part of JCMARS. Unfortunately, we do not have say over communications companies, i.e. Motorola has a big grip on this.

DC Hatlestad noted Motorola is the sole vendor of choice and they are not cheap. One issue is repairing the system. Original construction was a combo of mixed breed. Equipment was either handmade or is outdated. DC Hatlestad stated the Pericle quote came back at \$38k. DC Hatlestad is requesting the Board review the quote and consider for approval at the April meeting. Mike Reddy inquired as to where the district will be if approved. DC Hatlestad responded we will be guessing and hoping if we do not move forward with Pericle. We do not have the expertise for

project management. Mike Swenson stated he would amend the grant application as this speaks volumes about our seriousness as it applies to the grant. We are serious and we are getting experts involved. DC Hatlestad responded he did include the original \$24k spent and noted consideration of Pericle doing further work in the grant application. Mike Swenson noted Pericle's work is very high quality. We have researched Pericle and they are top notch.

7. Ongoing Business

7a F&D Contract

Mike Swenson noted the F&D contract has been discussed a lot. Karl indicated he spoke with the attorney and we met with F&D. That said, Karl indicated he would like to table the signing of the contract. Karl would like to talk to Todd Finken and separate Phase 3 and 4 out of the contract. Once this is done, we can sign the contract. Karl will have Todd's response back to directors as soon as he can. After receipt of the modified contract Karl suggested the Board have a special meeting, within the next week in order to sign so as not to delay further.

MOTION: There was a motion by Karl Firor with a second by Mike Reddy to table the signing of the F&D Contract to enable Karl to discuss with Todd Finken the removal of Phases 3 and 4 from the contract. Once done the Board will have a special meeting in order to sign the contract. The motion passed unanimously.

Mike Reddy asked if we at the end of Phase 1 and 2, are we shooting our selves in the foot by doing so. Karl indicated the sole commitment is on us to use them for 3 and 4, with no scope of cost or work on 3 and 4. We may continue with F&D on 3 and 4 in the future but it will be our choice. Mike Reddy asked if at the end of Phase 2, is there a downside to having separating those. Karl stated he does not see a reason not to continue with Phase 3 and 4 but we should have an out. Mike Swenson noted the unwillingness by a contractor of any sort, is not uncommon and not surprising. There is logic in that they are not specific. Mike agreed Phase 3 and 4 should be separate. Both parties will be much more informed. We will not be guessing where we will be.

7b New Director Orientation.

Kelley Wood advised she would like to have approval of the documents this evening, especially the Responsibilities document so it can be posted on the website. This is informative and shows candidates what to expect. Kerry asked about tips from SDA, specifically the reference to clicks. Kelley responded, she cannot change the SDA's document, but suggested removing that line from the document. Kerry agreed. Mike Reddy commented on a great job by Mike Swenson on the Director responsibilities document. Mike Swenson commented the information is helpful in the overall package and provides key elements from various sources and people for a new director to understand about the District.

MOTION: There was a motion by Karl Firor with a second by Kerry Prielipp to approve Director Introduction and Orientation packet. The motion passed unanimously.

Mike Swenson thanked Kelley for taking the lead on this.

7c Director Job Description

MOTION: There was a motion by Mike Reddy with a second by Kerry Prielipp to approve the Director Responsibilities document as written. The motion passed unanimously.

8. Public Comment

Mike Swenson asked if there are any questions, thoughts, issues? Dimitri Pantyukhin asked for a description of Phase 1 and 2 sections of the F&D contract. Karl Firor responded Phase 1 consists of the initial design of both stations 1 & 3. Phase 2 is completion of building plans to put out for bid. It will be necessary to work in how to function as a district while under construction, i.e. where trucks will be located etc. There will be determinations about land use here at Station 3 and at Station 1, i.e. how do we design buildings to fit existing lots. We will require surveys, permits, etc. Mike Reddy added NFPA requirements will need to be met. Mike Reddy added existing stations were designed years ago, today we will be integrating finances from the mill to design and address issues for the long term. Mike Swenson noted these are challenges we face today; past work was done by volunteers and over the years were built for yesterdays needs rather than future needs. We don't want to be critical, but today we are looking forward. What is the best approach for a fire department of our type? Phase I and II will get us to that point. Mike Reddy added we are recognizing integration of services is the future. When we look at training, we will be working with other departments, 2 at minimum. We are looking at size of bays, 2 other departments may be parking apparatus in these stations.

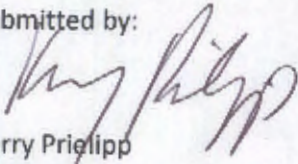
Gayla Logan asked for clarification about the upcoming EMS training, is there a fire training as well. Chief Shirlaw clarified currently the joint trainings are EMS only, not fire. Gayla asked to repeat the fire districts Chief Shirlaw meets with every two weeks. Information was provided.

9. Adjournment

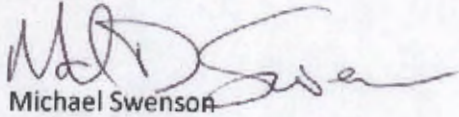
There being no further business before the Board, the meeting was adjourned at 20:08 hours.

Minutes by Kelley D. Wood, District Administrator

Submitted by:


Kerry Priglipp
Secretary
ICFPD Board of Directors

Approved by:


Michael Swenson
President
ICFPD Board of Directors

Attachments:

1. Meeting Agenda
2. Treasurer's Report
3. Chief's Report
4. Fire Inspection Fees
5. Director Responsibilities and Orientation

Inter-Canyon Fire Protection District - New Balance Sheet Prev Year Comparison As of February 29, 2020

	Feb 29, 20	Feb 28, 19	\$ Change
ASSETS			
Current Assets			
Checking/Savings 100-000 · Cash	1,844,037.95	1,274,996.33	569,041.62
Total Checking/Savings	1,844,037.95	1,274,996.33	569,041.62
Accounts Receivable 120-000 · Accounts Receivable	1,276,679.94	1,276,679.94	0.00
Total Accounts Receivable	1,276,679.94	1,276,679.94	0.00
Other Current Assets 140-143 · Prepaid Insurance	1,641.50	1,641.50	0.00
Total Other Current Assets	1,641.50	1,641.50	0.00
Total Current Assets	3,122,359.39	2,553,317.77	569,041.62
Fixed Assets			
170-000 · Capital Assets	2,813,291.18	2,813,291.18	0.00
Total Fixed Assets	2,813,291.18	2,813,291.18	0.00
Other Assets			
185-000 · Deferred Outflow	237,515.00	237,515.00	0.00
Total Other Assets	237,515.00	237,515.00	0.00
TOTAL ASSETS	<u>6,173,165.57</u>	<u>5,604,123.95</u>	<u>569,041.62</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable 200-200 · Accounts Payable	165,416.52	9,504.81	155,911.71
Total Accounts Payable	165,416.52	9,504.81	155,911.71
Other Current Liabilities 200-209 · Deferred Revenue 200-225 · Accrued Liabilities	1,215,895.16 82,742.79	1,215,895.16 82,742.79	0.00 0.00
Total Other Current Liabilities	1,298,637.95	1,298,637.95	0.00
Total Current Liabilities	1,464,054.47	1,308,142.76	155,911.71
Long Term Liabilities			
210-399 · Net Pension Obligation	504,869.00	504,869.00	0.00
280-000 · Deferred Inflows	92,033.00	92,033.00	0.00
Total Long Term Liabilities	596,902.00	596,902.00	0.00
Total Liabilities	2,060,956.47	1,905,044.76	155,911.71
Equity			
290-291 · Equity	3,155,777.20	3,155,777.20	0.00
290-300 · Net Assets - Prior Year	1,254,748.75	1,254,748.75	0.00
290-999 · Designated-Current	-549,965.02	-549,965.02	0.00
320-000 · Unrestricted Net Assets	321,440.99	57,181.14	264,259.85
Net Income	-69,792.82	-218,662.88	148,870.06
Total Equity	4,112,209.10	3,699,079.19	413,129.91
TOTAL LIABILITIES & EQUITY	<u>6,173,165.57</u>	<u>5,604,123.95</u>	<u>569,041.62</u>

8:37 AM

03/06/20

Accrual Basis

**Inter-Canyon Fire Protection District - New
Profit & Loss
February 2020**

	<u>Feb 20</u>	<u>Jan - Feb 20</u>
Income		
300-000 · Revenues	37,178.23	56,987.59
300-660 · Donated Funds	100.00	1,850.00
Total Income	<u>37,278.23</u>	<u>58,837.59</u>
Gross Profit	37,278.23	58,837.59
Expense		
400-000 · Administrative	3,305.48	8,238.35
425-101 · Payroll & Benefits	38,032.73	80,018.17
500-000 · FireFighting	1,514.34	4,929.04
550-550 · EMS Services	3,385.79	5,068.06
600-000 · FF Apparatus/Equip Maintenance	1,778.96	8,233.78
660-000 · Firefighter General Expenses	349.87	967.88
66900 · Reconciliation Discrepancies	0.00	0.20
670-000 · Station 1	1,748.44	4,231.21
680-000 · Station 2	128.86	1,097.41
690-000 · Station 3	1,527.24	3,688.21
691-000 · Station 4	554.20	1,702.21
692-000 · Station 5	228.57	638.23
700-000 · Communications	822.21	8,404.02
900-000 · Capital Expenditures	0.00	1,413.64
Total Expense	<u>53,376.69</u>	<u>128,630.41</u>
Net Income	<u><u>-16,098.46</u></u>	<u><u>-69,792.82</u></u>

8:36 AM
 03/06/20
 Accrual Basis

**Inter-Canyon Fire Protection District - New
 Profit & Loss Budget vs. Actual
 January through February 2020**

	Jan - Feb 20	Budget	\$ Over Budget
Income			
300-000 · Revenues	56,987.59	115,000.00	-58,012.41
300-660 · Donated Funds	1,850.00	0.00	1,850.00
Total Income	<u>58,837.59</u>	<u>115,000.00</u>	<u>-56,162.41</u>
Gross Profit	58,837.59	115,000.00	-56,162.41
Expense			
400-000 · Administrative	8,238.35	15,220.00	-6,981.65
425-101 · Payroll & Benefits	80,018.17	78,281.66	1,736.51
500-000 · FireFighting	4,929.04	24,362.00	-19,432.96
550-550 · EMS Services	5,088.06	6,080.00	-1,011.94
600-000 · FF Apparatus/Equip Maintenance	8,233.78	12,914.17	-4,680.39
660-000 · Firefighter General Expenses	967.88	1,170.00	-202.12
670-000 · Station 1	4,231.21	4,979.00	-747.79
680-000 · Station 2	1,097.41	3,181.00	-2,083.59
690-000 · Station 3	3,688.21	4,934.20	-1,245.99
691-000 · Station 4	1,702.21	2,467.22	-765.01
692-000 · Station 5	638.23	805.00	-166.77
700-000 · Communications	8,404.02	8,880.64	-476.62
900-000 · Capital Expenditures	1,413.64	100,000.00	-98,586.36
Total Expense	<u>128,630.41</u>	<u>263,274.89</u>	<u>-134,644.48</u>
Net Income	<u>-69,792.82</u>	<u>-148,274.89</u>	<u>78,482.07</u>

8:39 AM
03/06/20

**Inter-Canyon Fire Protection District - New
A/P Aging Detail
As of February 29, 2020**

Type	Date	Num	Name	Due Date	Aging	Open Balance
Current						117.00
Bill	02/19/2020	67723	Interstate Sign Prod...	02/29/2020		97.70
Bill	02/19/2020	102772	Super Vacuum Man...	02/29/2020		245.00
Bill	02/20/2020	509287	Mike Onken	03/01/2020		120.31
Bill	02/21/2020	2/21/2...	Matt Araki	03/02/2020		612.29
Bill	02/21/2020	2/21/2...	First Bank	03/02/2020		745.00
Bill	02/22/2020	11184	Clint Clark	03/03/2020		52.50
Bill	02/22/2020	656271	Sandy Onken	03/03/2020		280.00
Bill	02/22/2020	509288	Mike Onken	03/03/2020		177.15
Bill	02/22/2020	2/22/2...	Henry Schein Medical	03/03/2020		70.00
Bill	02/23/2020	2/23/2...	Rachel Shirlaw	03/04/2020		391.86
Bill	02/23/2020	98489...	Verizon Wireless	03/04/2020		194.06
Bill	02/24/2020	2/24/2...	Clint Clark	03/05/2020		70.00
Bill	02/24/2020	309038	Peggy Lucatuorto	03/05/2020		500.00
Bill	02/25/2020	2/25/2...	Matt Araki	03/06/2020		425.66
Bill	02/25/2020	446	ADPI	03/06/2020		46.18
Bill	02/25/2020	74257...	Henry Schein Medical	03/06/2020		349.81
Bill	02/26/2020	67439...	Xcel Energy	03/07/2020		420.00
Bill	02/27/2020	509289	Mike Onken	03/08/2020		216.93
Bill	02/27/2020	03397...	Safeguard Business...	03/08/2020		81.39
Bill	02/29/2020	2/29/20	Homestead Water	03/10/2020		26.87
Bill	02/29/2020	2/29/2...	Ken Caryl Ranch W...	03/10/2020		
Total Current						5,239.71
1 - 30						
Bill	02/12/2020	30128...	Rocky Mountain Air ...	02/22/2020	7	172.98
Bill	02/14/2020	2/14/2...	Karl Firor	02/24/2020	5	135.97
Bill	02/17/2020	656270	Sandy Onken	02/27/2020	2	52.50
Bill	02/17/2020	0021400	Interconnected Tech...	02/27/2020	2	919.25
Bill	02/17/2020	588725	Pacific Office Autom...	02/27/2020	2	35.21
Bill	02/17/2020	588726	Pacific Office Autom...	02/27/2020	2	108.90
Total 1 - 30						1,424.81
31 - 60						
Total 31 - 60						
61 - 90						
Total 61 - 90						
> 90						
Bill	07/15/2019	7/15/19	Super Vacuum Man...	07/25/2019	219	158,752.00
Total > 90						158,752.00
TOTAL						165,416.52

8:38 AM
03/08/20

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										
Comms Equipment										
01/02/2020	20-001	AV Tech Electronics	AV Tech Electronics	Installation o...	01/02/2020	1	0	1	3,974.99	3,974.99
						1	0	1	3,974.99	3,974.99
Total Comms Equipment										
FF Training Books/Supplies										
12/09/2019	19-059	Julia Kalish	Julia Kalish	Hazmet Instr...	12/09/2019	1	0	1	3,000.00	3,000.00
12/16/2019	19-063	John Chapman	John Chapman	CWPIP Con...	12/16/2019	33	0	33	990.00	990.00
						34	0	34	3,990.00	3,990.00
Total FF Training Books/Supplies										
Total Parts										
						35	0	35	7,964.99	7,964.99
TOTAL						35	0	35	7,964.99	7,964.99



INTER-CANYON FIRE PROTECTION DISTRICT

ICFPD BANK STATEMENTS
ARE AVAILABLE BY REQUEST

PLEASE CONTACT
DISTRICT ADMINISTRATOR KELLEY WOOD

303-697-4413

kwood@icfpd.net

3:41 PM
03/02/20

**Inter-Canyon Fire Protection District - New
Reconciliation Summary**
100-106 · First Bank Checking, Period Ending 02/29/2020

	Feb 29, 20
Beginning Balance	249,405.30
Cleared Transactions	
Checks and Payments - 60 items	-65,527.56
Deposits and Credits - 5 items	35,719.01
Total Cleared Transactions	-29,808.55
Cleared Balance	<u>219,596.75</u>
Uncleared Transactions	
Checks and Payments - 22 items	-11,248.78
Total Uncleared Transactions	-11,248.78
Register Balance as of 02/29/2020	<u>208,347.97</u>
New Transactions	
Deposits and Credits - 1 item	1,842.00
Total New Transactions	1,842.00
Ending Balance	<u>210,189.97</u>

3:16 PM

03/02/20

**Inter-Canyon Fire Protection District - New
Reconciliation Summary**
100-105 · ColoTrust Account, Period Ending 02/29/2020

	<u>Feb 29, 20</u>
Beginning Balance	1,602,315.23
Cleared Transactions	
Deposits and Credits - 1 item	<u>1,930.27</u>
Total Cleared Transactions	<u>1,930.27</u>
Cleared Balance	<u><u>1,604,245.50</u></u>
Register Balance as of 02/29/2020	1,604,245.50
Ending Balance	1,604,245.50

8:32 AM
03/06/20

Inter-Canyon Fire Protection District - New
Reconciliation Summary
100-107 · First Bank Savings, Period Ending 02/29/2020

	<u>Feb 29, 20</u>
Beginning Balance	31,254.81
Cleared Transactions	
Deposits and Credits - 1 Item	<u>1.20</u>
Total Cleared Transactions	<u>1.20</u>
Cleared Balance	<u><u>31,256.01</u></u>
Register Balance as of 02/29/2020	31,256.01
Ending Balance	31,256.01

Date:	Amount:	Description:	Total:
2/8/2020	(\$19.03)	Credit from King Soopers	\$612.29
1/28/2020	\$78.65	Fuel for command vehicle	
2/6/2020	\$72.15	Fuel for command vehicle	
2/7/2020	\$90.00	Egnyte	
2/7/2020	\$3.37	CO department of Public Health, re-cert State Paramedic	
2/8/2020	\$19.74	King Soopers, retiree breakfast	
2/8/2020	\$38.07	King Soopers, retiree breakfast	
2/14/2020	\$69.56	Fuel for command vehicle	
2/20/2020	\$183.04	Avenza map subscription renewal	
2/20/2020	\$71.25	Fuel for command vehicle	
2/21/2020	\$5.49	Transaction fee	



Chief Skip Shirlaw
Chief's Report to the Inter-Canyon Fire Protection Board Meeting
March 11, 2020

Current Membership Firefighters 28 (23 EMS are Included)
 Rookies 6

 Total Membership 34

Call Comparisons:
Year to date: 70

Last Year to date: 84

For the Month of February 2020	For the Month of February 2019
Fire 1	Fire 4
Rescue & Emergency Medical 25	Rescue & Emergency Medical 22
Good Intent Calls 2	Good Intent Calls 4
False Alarm 0	False Alarm 3
Mutual Aid: 1 received 3 given	Mutual Aid: 9 received 5 given
TOTAL for the Month: 29	TOTAL for the Month: 33
Total Members Responding 170	Total Members Responding 171
Total Incident Hours 122.26	Total Staff Hours 124
Average Turnout Per Call 6	Average Turnout Per Call 5

Training

This Month Operations: Pre-Incident Survey

 Drill Meeting: Hazmat/Firefighter Support

Fire Prevention Fee Schedule:

Type of Permit/Activity	Definition	2016 Fee Schedule
Building plan review with inspections (new construction and tenant finish) Commercial	0 - 1,500 sq. ft:	\$150
Building plan review with inspections (new construction and tenant finish) Commercial	1,500 - 5,000 sq. ft:	\$150 + \$.04/sq/ft starting at 1,501 sq. ft.
Site Plan review for new construction, Commercial	Preliminary and Final site plan review for fire access, fire hydrants and all letters required by county	\$100
Site Plan review for new/existing construction, Residential	Covers site visit, all letters required by County. Does not include cistern, fire alarm/sprinkler system or building	\$100 each letter
Access and Will serve letters required by Insurance Companies	Covers site visit and letter(s) required by Insurance Company.	\$100
Cistern Easements Agreements	Cistern Easement Agreement between client and Evergreen Fire Protection District on installed Cistern(s), reviewed by Staff, our Attorneys and signed by District board Members.	\$225
Sprinkler/alarm systems, Commercial and Residential	0-50,000 sq ft:	\$125 + .040/sq.ft
Sprinkler/alarm systems, Commercial and Residential	Over 50,000 sq ft:	\$2125 + \$.030/sq ft
Other plan reviews	Water cistern, tank removal, fire pump, standpipe, hazardous material and others not covered/listed. Underground water lines to fire hydrants and to commercial buildings for tie into sprinkler systems	\$100 + \$100/hr if over 1 hour
Other Fire Suppression system plan reviews and permits	Fire suppression plan review with inspection. Hood , Spray paint booths fire suppression system and clean agent systems.	\$200
Permits per 2012 International Fire Code	List of permits in 2012 IFC unless covered by fees listed above	\$80
Re-issue of permit/plan review comments	Re-issue of any permit, plan review comments or stamping of plans	\$75
Hourly rate, review/inspection after hours; accelerated project review	Hourly rate for before or after standard work hours 8:00- 4:00. Same for Accelerated project review added to cost of construction project review	\$100 per hour, two hour min

Work without a permit or approval	To be assessed whenever any work for which a permit is required by the fire department has been commenced without first obtaining a permit	\$500
Removal of a stop work order	This inspection fee is to remove a "Stop Work Order" issued by the fire department.	\$500
Pyrotechnic, fireworks, or other events	2-3 personnel: Fire Marshal or Fire Inspector(s):	\$100 Per hour per person, minimum of two hours
" " "	If firefighters and/or paramedics are needed for a event	Use current Crrf Agreement cost per firefighter/paramedic and fire truck/ambulance
Restitution of Intentional False Alarm		Use current Crrf Agreement cost per firefighter/paramedic and fire truck/ambulance
Nuisance calls to Fire Department	Including false alarms/nuisance alarms: after the 3rd alarm in a twelve month period	\$200 for the fourth false alarm and doubling for every alarm after that in a 12 month period.
Defacing fire alarm and/or fire suppression system		Use current Crrf Agreement cost per firefighter/paramedic and fire truck/ambulance
Illegal Burn	Without a permit or burning with a permit (only 1 warning then fine) during burn season and failing to call Dispatch. Burning with a permit, but during non burn times or not in burn season or during a fire ban or restrictions or other violations of permit	Use current Crrf Agreement cost per firefighter/paramedic and fire truck/ambulance
" "	If a wildland or structure fire is caused by an illegal burn	Use current Crrf Agreement cost per firefighter/paramedic and fire truck/ambulance
Interference with any Fire Department Personnel		\$500
Fire Code Violation without compliance		\$50 per day per violation
Operational permits		
Hazardous Materials		\$150
Special Event Permit or Fireworks/Pyro Display (fee waived for non profits)		\$150
Fireworks Stand		\$1500