

**INTER-CANYON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES OF MEETING
ICFPD Station 3
8445 S Highway 285, Morrison, CO 80465
August 09, 2023**

1. Call to Order

The ICFPD Board meeting was called to order by Board President, Bob Scott at 6:03 pm and the ICFPD Mission Statement was read.

2. Public Input Session I (3 min. max. and 5 speakers max. see sign in sheet prior to meeting)

No Comments

3. Changes to Agenda –

None

4. Attendance/Approval of Absences/ Guests present

Board Members Present:

Bob Scott, President
Ginny Riley, Treasurer
Jackie White, Secretary
Mike Swenson, Director
Natalie Arnett, Director

Excused Absence – n/a

Guests Present

Gayla Logan	-ICFPD Veas
Sharon Trilk	-Elk Creek FPD
Deb Brobst	-Canyon Courier
Sharon Woods	-Elk Creek FPD
Steve Brown	-North Fork FPD

5. Approval of Minutes

a. July 12, 2023 Board Meeting

MOTION: A motion by Natalie Arnett, with a second by Mike Swenson, to approve the minutes from the July 12, 2023 board meeting. All in favor, none opposed, the motion is approved.

6. Financial Report – Treasurer, Ginny Riley

Cash:

The District received \$387,741 from Jefferson County for property tax in July. All disbursements were in the ordinary course of business. There were no capital expenditure disbursements in the month of July.

Budget to Actual:

Revenues continue to be slightly ahead of budget. Total 2022 estimated property taxes are \$1,578,185. Year to date received from Jeffco is \$1,560,568. There has been no indication that the total 2022 taxes to be received have increased. However, review of 2022 budget to actual indicated that ICFPD received \$80,000 more than budgeted in prior year. We are unable to explain the increase as the county controls the estimate and taxes collected. Year to date interest income exceeds budget by \$33,000 due to rising interest rates. Regarding interest rates, ICFPD received a promotional email from their primary bank for increased interest rates on savings. However, a comparison with interest rates earned from using Colorado Trust showed an almost ½ % better rate of return than the offer. The treasurer determined it was more beneficial to stay with the current investment plan. There were no other unusual items to report in July.

P&L by Month:

As noted on the balance sheet review, the District received \$387,741 for property taxes against a monthly budget of \$334,575. There were no capital expenditures in July and no line items varied significantly from budget, other than Salaries & Benefits which continue to lag behind budget.

Cash Reconciliation:

The monthly cash reconciliations were reviewed by Ginny Riley. There were no unusual items to report. There were no old uncleared transactions.

Audit Update:

An audit extension was filed with and accepted by the State. The review process within the audit firm is not complete. It is anticipated by all parties that the audit report will be filed well before the deadline by the State of September 30, 2023. At this time there are no material audit adjustments identified or anticipated.

MOTION: A motion by Natalie Arnett, with a second by Jackie White, to approve the July 2023 financial report as presented. All in favor, none opposed, the motion is approved.

7. District Reports**a. Wildland Capt. Mandl****Wildland Fire and Mitigation Response –**

Mod is back from assignment in Wyoming and northern Colorado – great reviews of their performance and they have been requested specifically to return for future scheduled projects. They are representing our districts well.

Fuels crew, did 2 lightning strike responses which delayed the chipping schedule which is currently slightly behind due to that response.

Grant for PIO position was received. PIO position had several applicants, interviews are done, recommendations are made by the interviewing panel. Should see that position filled in the near future.

Home assessments with Kelley are booked out into September currently.

An explanation of the specifications of the wildfire prepared program provided.

Battalion Chief Dan Hatlestad –
Nothing at this time.

- b. Board Committee - Recruitment and Retention**
Nothing to report.

8. Unfinished Business – None

9. New Business

a. Resolution 2023-02: Calling for an Election on Consolidation

Director Scott called for any discussion, no discussion presented or requested.

MOTION: A motion by Ginny Riley, with a second by Mike Swenson, to approve Resolution 2023-02 as presented. All in favor, none opposed, the motion is approved.

b. IGA for Election Coordination with the County

Director Scott called for any discussion, no discussion presented or requested.

MOTION: A motion by Ginny Riley, with a second by Natalie Arnett, to approve the IGA for Election Coordination with the County as presented. All in favor, none opposed, the motion is approved.

c. September Board Meeting discussion

Discussion on the timing and calendar conflicts of the September board meeting. Several options were reviewed.

MOTION: A motion by Bob Scott, with a second by Mike Swenson, to cancel the regular September Board Meeting but to hold a Special Board Meeting via Zoom, date and time to be determined, in order to approve the 2022 Audit when it is completed. All in favor, none opposed, the motion is approved.

10. Executive session – not needed

11. Public Input Session II (3 min each)

- a. Sharon Wood – Comments to Cpt. Mandl on beneficial mitigation home assessment.**

12. Adjournment

There being no further business before the Board, the meeting was adjourned at 6:30 pm by Bob Scott, President, ICFPD Board of Directors.

Minutes recorded by Toni Lucero, District Administrator

Submitted by:



Jackie White
Secretary,
ICFPD Board of Directors

Attested by:



Bob Scott
President,
ICFPD Board of Directors