

**INTER-CANYON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES OF MEETING
ICFPD Station 3 @ 6 pm
8445 S Highway 285, Morrison, CO 80465
November 8, 2023**

1. Call to Order

The ICFPD Board meeting was called to order by Board President, Bob Scott at 6:01 pm and the ICFPD Mission Statement was read.

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

- a. No speakers

3. Changes to Agenda –

- a. None

4. Attendance/Approval of Absences/ Guests present

Board Members Present:

Bob Scott, President

Ginny Riley, Treasurer

Mike Swenson, Director

Jackie White, Secretary

Natalie Arnett, Director

Excused Absence – n/a

Guests Present

Gayla Logan

-ICFPD

Sharon Trilk

-My Mountain Town

Barbara Davis

-Consultant

5. Approval of Minutes

a. October 11, 2023 Board Meeting

MOTION: A motion by Mike Swenson, with a second by Natalie Arnett, to approve the minutes from the October 11, 2023 board meeting. 1 abstain, 4 in favor, the motion is approved.

6. Financial Report – Treasurer, Ginny Riley

Cash: The District received \$12,045 from Jefferson County for property tax in October. The District made its annual contribution of \$105,679 to the Pension Plan. All other disbursements were in the ordinary course of business, including three payrolls.

Budget to Actual: Revenues continue to be ahead of budget. Year to date received from Jeffco for property taxes is \$1,627,862, against a budget of \$1,565,559. Year to date interest income exceeds budget by \$49,245 due to rising interest rates. The remaining budget to actual is due to unbudgeted income items: grants of \$150,255, EMS supplemental pay of \$26,271, and donations of \$11,251. Legal and accounting fees exceeded budget year to date by \$29,410 due primarily to issues related to Station 5 tower and the new lease site for the communications tower and due to

increased audit fees. Station 1 year to date variance is due to pump repair in October of \$6243 and the renovations for additional office space in April of \$15950. There were no other unusual items to report in October. Total District expenditures continue to lag behind budget, with budget at \$1,819,000 and actual year to date expenditures of \$1,642,000. Capital expenditures lag \$332,000 behind budget due to delays related to the Communications Project.

P&L by Month: Payroll and Benefits show a marked increase in October as there were three payrolls recorded. The District paid \$8169 for legal expenses in October primarily due to election and budget issues. Line 600-000 shows increased expense in October due to the purchase of replacement hoses and a quarterly purchase of diesel fuel. The increase in Station 1 expense is due to the pump repair previously noted of \$6243. Communications line 700-000 increased in part due to the quarterly payment for dispatch service of \$3923. The annual pension contribution for prior years' underfunding of \$105679 was made in October. The Pension Board voted at their quarterly October meeting to revise the bylaws of the Pension Fund to restrict benefit increases only in an overfunded position and that any benefit increases must be supported by actuarial study. The study must show that benefit increases would not require a contribution by the District. Capital expenditures continue to lag behind budget due to the delays in the tower renovation project. There were no other unusual items to report.

Cash Reconciliation: The monthly cash reconciliations were reviewed by Ginny Riley. There were no unusual items to report.

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

7. District Reports

- a. **Chief Shirlaw** – The Chief provided the response statistics for the month of October highlighting another month of increased mutual aid out of our District.

Tower and communications –

Stonegate tower continues in legal negotiations. Gathering data for the negotiations is taking longer than expected due to coordinating efforts. History of the land use provided.

Aging infrastructure – buildings, fleet, etc.

Nothing new at this time.

Consolidation –

Thank you from the Chief to the Board of Directors for their efforts toward the consolidation vote and their support of the district throughout.

1. Unofficial results for consolidation moving forward was not voted on positively as a whole. The Inter-Canyon District voted in favor of the two ballot issues presented, roughly 65%.
2. The Chiefs will be meeting to regroup and revisit other options in moving forward to reach the goals that would have been accomplished through consolidation.
3. Bob Scott would like to formulate a thank you communication to the Inter-Canyon District community for their support of our fire district through the vote.
4. Commentary between the directors was given on the path and process to the vote, the strong leadership, goals and determination.
5. Election results show that Proposition HH was voted down and so that proposed budget has become null. The prepared budget including SB22-238 will most likely be the final budget for adoption at the next meeting. A new copy will be provided to the directors for review prior to that hearing meeting.

b. Wildland Captain Mandl –

The chipping program data has shown 2023 to be the most successful year so far in biomass collected. Thank you to county for processing that turned in material for us. The communities and specifically the community ambassador program are to be commended for their work towards the program's success.

Grant participation is beginning to pay out grant reimbursements to homeowners who have submitted completions.

Six homes have now earned their certification of completion in the home assessment program.

c. Board Committee - Recruitment and Retention

Nothing to report.

Bob Scott suggested a new officer report be provided by Training Captain Shane Buckles for updates on his efforts. The Board agreed his report should be added beginning with the December 2023 meeting.

8. Unfinished Business – None

9. New Business – None

10. Executive session – not needed

11. Public Input Session II (3 min each) -

a. None

12. Adjournment

There being no further business before the Board, the meeting was adjourned at 6:59 pm by Bob Scott, President, ICFPD Board of Directors.

Minutes recorded by Toni McManus, District Administrator

Submitted by:



Jackie White
Secretary,
ICFPD Board of Directors

Attested by:



Bob Scott
President,
ICFPD Board of Directors