

**INTER-CANYON FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS MEETING  
MINUTES OF MEETING  
ICFPD Station 3  
8445 S Highway 285, Morrison, CO 80465  
December 14, 2022**

**1. Call to Order:**

The ICFPD Board meeting was called to order by Board President, Mike Swenson at 6: 03 pm. Welcome to neighborhood guests, thank you for joining. Mike stated no decision will be made tonight on the Tower at Station 5. Mike explained the role of the District Board. He spoke to the fiscal responsibility and of making sure the staff and volunteers are able to provide the best service possible to that community that they are able to provide with the resources available.

**2. Public Input Session (3min. max. and 5 speakers max.)**

a. None

**3. Changes to Agenda -**

a. None

**4. Attendance/Approval of Absences**

**Board Members Present:**

Mike Swenson, President

Bob Scott, Secretary

Ginny Riley, Treasurer

Jackie White, Director

Natalie Arnett, Director

**Excused Absence – none**

**5. Guests Present**

Sharon Trilk My Mountain Town

Barbara Davis

Gayla Logan, Veas

Deb Brobst, Canyon Courier

Jo & Roger Green, Hilldale Pines HOA

Liz Fedyna, Doubleheader Hillview Planning Unit

Linda & Richard Marrs

Taylor & Craig Ferguson

Ashley Ortiz

Cathleen & Matthew Harrington, Hilldale Pines resident

Alan & Peggy Dunn

Joe Musca, Homestead

Ken & Sharon Evridge, Woodside

## **6. Approval of Minutes**

### **a. November 09, 2022 District Board Meeting**

**MOTION:** A motion by Bob Scott, with a second by Jackie White, to approve the minutes from the November 09, 2022 board meeting. All in favor, none opposed, the motion is approved.

### **b. November 28, 2022 District Special Board Meeting**

**MOTION:** A motion by Natalie Arnett, with a second by Jackie White, to approve the minutes from the November 28, 2022 special board meeting. All in favor, none opposed, the motion is approved.

### **c. December 01, 2022 District Special Board Meeting**

**MOTION:** A motion by Jackie White, with a second by Ginny Riley, to approve the minutes from the December 01, 2022 special board meeting. All in favor, none opposed, the motion is approved.

## **7. Financial Reports**

### **a. Financial Report - Treasurer, Ginny Riley**

There are no significant changes to the balance sheet from October to November of this year. A payment of approximately \$450,000 for the radio equipment was made in December to Motorola. No transfer from the Trust account was required to make the payment.

On the profit and loss monthly report, there were no unusual variances or transactions to note in revenues. As noted in October, all the Fire Assignment receipts for 2022 were received, with the final \$1290 receipt in November. Pay reimbursement related to the Fire Assignments of \$14,620 has been expensed in November. Payroll and benefits include 2 months Elk Creek shared expenses in October.

The District continues to operate at or below budget in all categories. The revenues in excess of budget which were not utilized on current year capital projects will allow the District to fund future planned capital expenditures, including the deficit in the 2023 budget, which is included later in this meeting.

The monthly cash reconciliation was reviewed by Ginny Riley. There were no unusual items to report.

**MOTION:** A motion by Bob Scott, with a second by Natalie Arnett, to approve the November Financial Report as presented. All in favor, none opposed, the motion is approved.

### **b. 2023 Budget Hearing and adoption of Budget Resolutions**

2023 Budget Resolutions are up for approval. Previous budget discussion occurred in the November 28<sup>th</sup> meeting. Filing with the County and DOLA must be completed by the December 15<sup>th</sup> deadline, tomorrow. There was a review of the annual budget resolutions and required filing. The following resolutions will adopt the budget for 2023, allow the district to spend revenues acquired from property taxes on purposes stated in the budget and to approve levying general property taxes for the year 2023 as outlined in the Certification of Tax Levies, Form DLG 70 document. The budget documents are filed with the Colorado Department Of Local Affairs and are publicly accessible on that website.

i. Resolution 2022-02: Resolution to Adopt 2023 Budget

**MOTION:** A motion by Ginny Riley, with a second by Jackie White, to approve Resolution 2022-02; Resolution to Adopt the 2023 Budget. All in favor, none opposed, the motion is approved.

ii. Resolution 2022-03: Resolution to Appropriate Sums of Money

**MOTION:** A motion by Ginny Riley, with a second by Bob Scott, to approve Resolution 2022-03; Resolution to Appropriate Sums of Money. All in favor, none opposed, the motion is approved.

iii. Resolution 2022-04: Resolution to Set Mill Levies

**MOTION:** A motion by Ginny Riley, with a second by Bob Scott, to approve Resolution 2022-04; Resolution to Set Mill Levies. All in favor, none opposed, the motion is approved.

**8. Officers Reports**

**a. Chief Shirlaw—**

We have added two new volunteers recently, the first is approved and going through the physical and background checks required prior to signing on and the other is scheduled for an interview next week. The previous two volunteers are doing well. There were three, however one being a doctor determined his schedule would not support volunteering in that manner. He is participating with our Community Paramedicine program instead. That makes four new volunteers in the last three months.

The survey on consolidation opened last month is closing today. Survey company will be analyzing the data and getting back to us soon. This survey is the first phase of potential consolidation. How we move forward will depend on those results. The chiefs continue to meet weekly along with the consolidated board of directors who are set to meet next in January to review survey results.

Chief is continuing to meet with F&D International to work on design for Station 3.

Incident response stats were given for the last month. In general, response times have been reduced –this is good news and something we have been working on.

The RETAC grant purchase order was received for the Community Paramedic vehicle. So now the search is on to acquire that.

A 2<sup>nd</sup> command vehicle has been found and purchased. The 2 old command vehicles being replaced are also being purchased by a dealership which further benefits the bottom line budgeted for the two vehicles. That total amount is still just under \$80,000 which is below the \$100,000 budgeted.

**b. Wildland Capt. Mandl – 2022 year stats will be available next month meeting.**

**9. Unfinished Business –**

- a. Discussion of required emergency communications facilities, including proposed tower at Station 5** (Consideration of options to meet emergency communications needs will continue and no decisions regarding this specific project will be made at this board meeting.)

Chief Shirlaw gave the history and developmental facts and timeline of the communications project overall up to the present. It was implemented specifically to support the safety of first responders, residents, community and visitors to and through the district. Due to geography, this system has holes, blank spots, where there is no contact available at all, even within line of sight. Delayed responses occur in Deer Creek Mesa, Turkey Creek, Hilldale and Deer Creek Canyon areas. The system lacks redundancy, resiliency and critical infrastructure. Various obstacles were provided as to why the current Horizon View pole near Station 5 cannot be upgraded. The ultimate goal is to build the very best communications system the District is able in order to protect and to serve our firefighters, EMS personnel, and the people they serve. District has requested additional information from consultants on alternate locations.

**10. New Business**

- a. Recruiting discussion – Jackie White**

Director White provided comments referring to the TEAM of volunteers in this District. She addressed the continual turn around in this dept, for various reasons, and she feels it is important to be diligent to develop a strong program of recruitment. References were cited from the consolidation study and copies of page 39 from that report was distributed to the board for reference. She would like to propose that the identified critical issues as notated in the study should be addressed every month at the board meeting.

1. Volunteer numbers have decreased.
2. Failing communications system (noted that has been on-going)
3. Infrastructure and stations not being safe
4. Wildland fire response/mitigation
5. Recruiting and budget sustainability efforts

Ginny Riley asked Jackie to formulate specifics that she wants to see every month.

Natalie Arnett spoke to the comparison of recruiting in Evergreen vs. the Inter-Canyon area and to be mindful of our budget and resources. Jackie would like to have discussions over recruiting points that are plausible, and entertain suggestions on how developing to promote recruiting. Chief Shirlaw agreed with the need and wants to point out there needs to be a new point of view of what constitutes a volunteer and what can be provided other than just emergency response for the district. Jackie suggests a strategy session to focus on a plan for recruiting and would like find a date. Bob Scott stated it would be important to establish a solid goal for the future of the district that is concrete before strategizing the support for that. An agreement was reached to meet for a board strategy session on Friday, January 20<sup>th</sup>, 9am – 1pm, with an agenda to discuss 1. Vision 2. Recruiting 3. Top 5 issues for 2023

**11. Executive session, if needed – None needed**

**12. Public Input Session – 3 min each**

- a. Jo Green -comments on three items from the current meeting.
- b. Rodger Green -comments given to experience being offered for district utilization.
- c. Linda Marrs -comments on tower concerns.
- d. Richard Marrs -comments on tower concerns.
- e. Alan Dunn -comments on tower concerns.
- f. Kevin Kammerzell -comments on tower concerns.
- g. Cathy Harrington -comments for tower concerns. Received printed literature.

Mike Swenson stated here that any decision must be made in a public forum and there is no timetable at this moment to make a formal decision on the tower. There is more research being done and the focus is the safety of our members and the members of the district.

- h. Sharon Evridge - Thank you for a personal rescue response and to all the mountain fire departments. Thought there was a topic of consolidation on the agenda that they wanted to hear more about.

**13. Adjournment**

There being no further business before the Board, the meeting was adjourned at 6:42 pm by Mike Swenson.

Minutes recorded by Toni Lucero, District Administrator

Submitted by:



Bob Scott  
Secretary,  
ICFPD Board of Directors

Attested by:



Mike Swenson  
President,  
ICFPD Board of Directors