

**INTER-CANYON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES OF MEETING
ICFPD Station 3
8445 S Highway 285, Morrison, CO 80465
April 12, 2023**

1. Call to Order

The ICFPD Board meeting was called to order by Board Secretary, Bob Scott at 6:07 pm.
A welcome message was given to the guests present. 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)

- a. Alan J. Dunn, resident – comments on confirming the plans to build a tower at the station 5 location have been abandoned in lieu of a new location.

3. Changes to Agenda -

- a. none

4. Attendance/Approval of Absences

Board Members Present:

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

Excused Absence – n/a

Mike Swenson, President

5. Guests Present

Peggy and Alan Dunn, residents
Roger and Jo Green, residents
Gayla Logan, ICFPD Vees

6. Approval of Minutes

a. March 08, 2023 Board Meeting

MOTION: A motion by Natalie Arnett, with a second by Ginny Riley, to approve the minutes from the March 08, 2023 board meeting. All in favor, none opposed, the motion is approved.

7. Financial Report – Treasurer, Ginny Riley

Cash: The District received \$543,000 from Jefferson County for property tax revenues in March.

P&L by Month: On the profit and loss monthly report, the District is starting to see the bell curve in revenue ramp up. Property tax receipts increased from \$25k in February to \$543k in March. Payroll and benefits include 2 months Elk Creek shared expenses in February. However, some of the variation to March is due to a three payroll month for the District. Three contributions were made to FPPA in March. Capital expenditures Communications for March were expenses related to Critchell maintenance and Station 4 electrical and engineering completion.

Budget to Actual: As mentioned in previous board meetings, the budget was allocated evenly each month for each line item. Salaries & Benefits (S&B) budget was calculated as total annual S&B spread over 12 months equally. Due to the nature of hiring and the billing structure from Elk Creek, some months' actual expense will vary significantly from the budget due to these timing issues. This will be true over the course of the year. Again, as noted in previous meetings, we expect that over the course of 2023 actual will approximate budget but significant monthly variances will persist.

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

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

8. Officers Reports

a. Chief Shirlaw

Tower and Communications System –

The alternative tower site is currently in contract negotiations. We are 99% of the way there. Moving forward with working on the radio and microwave equipment install to the communications system. Toured all sites with Motorola this month. Generator delivered today to Station 4. Hoping to be all done this year before the snow starts, preferably sooner. A proposal from the property owner for the new tower is anticipated to be ready for the next meeting.

Aging infrastructure – buildings, fleet, etc. -

Standard maintenance and repairs are on going. Adding 3 new enclosed offices and 2 new work stations to Station 1, we are in desperate need of space.

Consolidation Report –

New website addresses consolidation and open house opportunities in each district are scheduled with dates available on the website. A tax calculator gives individual cost of a new mill. The public is encouraged to please come and all questions are invited.

The next step is the consolidation IGA and then a consolidation resolution will be required to move forward to a vote. Attorneys will be giving us an idea shortly of what that ballot language will look like. Consolidated board and the chiefs are meeting continually.

b. Wildland Capt. Mandl

Wildland Fire and Mitigation Response –

EI Pomar grant successful for 10K. Will be used to update and replace some wildland gear. Seasonal fuels crew will coming on in May. Chipping schedule notifications are out. Grant for the chip truck received. Once the Elk Creek board approval for purchase has been approved, we will be adding that to extend our resources for the communities. Grant for SIM Table was awarded to us through the county and will also be for county use. It runs model simulations per geography, fuels, moisture, fire spread etc. Timeline for use is about a year, per the county actually processing and acquiring the gear.

c. Recruitment and retention Committee

Natalie and Jackie – we have been talking to other districts, taking notes and ideas for implementation. They would like to collaborate with staff for implementation of support for new volunteers. Suggestions were outlined. Retention is deemed to be a little bit higher priority. Focus will be on opportunities for maintaining volunteer relationships and keeping volunteers engaged. Suggestions were outlined. This is an ongoing discussion, there is more to come.

9. Unfinished Business – none

10. New Business –

- a. Inclusion – Curran Property Property location and intent to build was outlined to the board.

MOTION: A motion by Ginny Riley, with a second by Natalie Arnett, to approve the presented Inclusion of the Curran property into the Inter-Canyon Fire Protection District. All in favor, none opposed, the motion is approved.

- b. Consolidation IGA –

Consolidation committee meetings have been ramping up. An IGA it has been drafted per upcoming legal requirements. It will be put up for approval to all three boards. Highlights were discussed about the IGA itself and edits to the document were noted and agreed upon.

MOTION: A motion by Jackie White, with a second by Ginny Riley, to approve the Consolidation IGA inclusive of the edits agreed upon by this board. All in favor, none opposed, the motion is approved.

11. Executive session – not needed

12. Public Input Session II (3 min each)

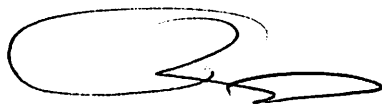
- a. none

13. Adjournment

There being no further business before the Board, the meeting was adjourned at 7:23 pm by Bob Scott.

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