

**INTER-CANYON FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS MEETING  
MINUTES OF MEETING  
ICFPD Station 3  
8445 S Highway 285, Morrison, CO 80465  
May 10, 2023**

**1. Call to Order**

The ICFPD Board meeting was called to order by Board President, Mike Swenson at 6:00 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 speakers

**3. Changes to Agenda –**  
None

**4. Attendance/Approval of Absences/ Guests present**

**Board Members Present:**

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

**Excused Absence – n/a**

**Guests Present**

Deb Brobst	-Canyon Courier
Peggy & Alan Dunn	-Resident
Joe Westerberg	-Resident
Gayla Logan	-ICFPD Vees

**5. Approval of Minutes**

**a. April 12, 2023 Board Meeting**

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

## **6. Financial Report – Treasurer, Ginny Riley**

### **Cash:**

The District received \$124,880 from Jefferson County for property tax and \$13,542 in grants, including \$10,000 from El Pomar Foundation Grants Program, in April. Payments related to the consolidation of \$11,346, build out of additional offices at Station 1 of \$15,950 and communications project expense of \$6329 were paid in April. All other expenditures were in the ordinary course of business.

### **Budget to Actual:**

Revenues are ahead of budget due to a higher early receipt of property taxes than budgeted. Total 2023 estimated property taxes remain unchanged: this is strictly a timing issue. Grants received of \$13,541 increased this variance, always an unbudgeted item. Total interest income in 2022 was \$500 YTD. Interest income YTD in 2023 is \$17875. Interest income in the month of April was \$4694.

### **P&L by Month:**

As noted on the balance sheet review, the District received \$124,880 for property taxes against a monthly budget of \$117,785. Grants of \$13,541 were received, which is an unbudgeted item. Interest income was \$4694 against a budget of \$12 due to the increase in interest rates. Line item 670-000 expenditure of \$15,950 reflects the cost of renovations at Station 1 to create private offices. Capital expenditures related to the consolidation were \$11346, and communications project expense of \$6329 occurred in April.

### **Cash Reconciliation:**

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 April 2023 financial reports as presented. All in favor, none opposed, the motion is approved.

## **7. District Reports**

### **a. Chief Shirlaw**

An update on the progress of the newer volunteers was provided and notification of a pending interview.

Governor is coming to Station 1 on this Friday the 12th He will be signing senate bills involving wildland programs.

### **Tower and Communications System –**

Motorola has been staging equipment to the Critchell tower and to Station 4. Generator is in place at station 4 and the electrician work is ongoing at all locations. Additional problems have developed with communications pagers, investigation ongoing. A breakdown of communications channels used by dispatch was given and how the communications system uses those.

Aging infrastructure – buildings, fleet, etc.

No new information at this time. A fleet inventory is being compiled currently.

Consolidation Report –

Four open houses have been completed so far and two more are upcoming. Attendance is increasing a bit, engagement with the public is a good here and in community events district wide. Turn corps has added a new 1 page sheet to website that breaks down the survey info.

a. **Property Tax Notice of Evaluation** - discussion on the increase in property taxes which is a community issue right now. Board and staff addressed how we are communicating with the community about needing the additional mil in relation to this topic. Several factors discussed relating to legislation future as to a possible reduction, backfill, Ongoing developments are being monitored daily by staff as this impacts our district directly. A great tool is to encourage people to go to the tax calculator on the consolidation site: [www.mountainfireresources.com](http://www.mountainfireresources.com) test specific scenarios to see the actual values.

b. **Wildland Capt. Mandl**

Wildland Fire and Mitigation Response –

Mod, fuels and seasonals are on board – 100% return participation. Chipping program is set to begin shortly, initial notices have been sent out. Kelley is booked out through June right now with home assessments. Another home has been certified. This month is wildland fire awareness month. Various community events have been organized by the ambassadors to connect the importance of mitigation programs heading into fire season.

c. **Board Committee - Recruitment and Retention** – Natalie Arnett proposes to retire this topic for a bit. Discussion ensued. Chief has created documentation to start tracking resources to display what is being done for connecting with volunteers. Chief notes the district covers volunteer expenses. Exit interviews have always been conducted, results are usually work needs and family needs being greater obligation than volunteering. Board agreed to keep on agenda.

8. **Unfinished Business – none**

9. **New Business –**

a. Oaths of Office – swearing in of 2 Directors to new terms

Mike Swenson and Bob Scott were sworn in to new terms as Board Directors.

b. Review and approval of new tower property lease –

Discussion of terms for approval with the new tower lease. Three specific issues were outlined for further discussion via conference call with the attorney, chief will arrange that call. Directors Jackie White and Ginny Riley will participate in the discussion on behalf of the board. Potential approval of the lease is tabled to the June meeting or to a special meeting to be determined if a final agreement is reached prior to that.

10. **Executive session – not needed**

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

- a. Barbara Davis – comments were given on a program for mental wellness training.

**12. Adjournment**

There being no further business before the Board, the meeting was adjourned at 7:18 pm by Mike Swenson.

Minutes recorded by Toni Lucero, District Administrator

Submitted by:

Handwritten signature of Robert Scott in blue ink, with the initials "RSC" circled below the name.

Bob Scott  
Secretary,  
ICFPD Board of Directors

Attested by:

Handwritten signature of Mike Swenson in blue ink, with the initials "MS" circled below the name.

Mike Swenson  
President,  
ICFPD Board of Directors