

**INTER-CANYON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES OF MEETING
ICFPD Station 3
8445 S Highway 285, Morrison, CO 80465
June 14, 2023**

1. Call to Order

The ICFPD Board meeting was called to order by Board President, Mike Swenson at 6:01 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

Barbara Davis -Grant Consultant, ICFPD

Gayla Logan -ICFPD Vees

Sharon Trilk -Elk Creek FPD

Roger & Jo Green -Resident

Linda & Richard Mars -Resident

Craig Ferguson -Resident

Denise Haddad -Resident

Peggy & Alan Dunn -Resident

5. Approval of Minutes

a. May 10, 2023 Board Meeting

MOTION: A motion by Ginny Riley, with a second by Bob Scott, to approve the minutes from the May 10, 2023 board meeting as amended by Jackie White. All in favor, none opposed, the motion is approved.

b. May 18, 2023 Special Board Meeting

MOTION: A motion by Ginny Riley, with a second by Natalie Arnett, to approve the minutes as amended by Jackie White from the May 18, 2023 special board meeting. All in favor, none opposed, the motion is approved.

6. Financial Report – Treasurer, Ginny Riley

Cash:

The District received \$279,866 from Jefferson County for property tax in May. There were no expenditures that were not 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. Line item 670-000 Station 1 exceeds YTD budget due to the \$16,000 renovations to add offices at Station 1. Line item 700-000 exceeds budget due to prior year budgeted expenditure of \$48,891 to KNS Communications Consultant for the microwave portion of the radio communication project. Line item 900-000 is lower than budgeted due to delays in completing the new tower.

P&L by Month:

As noted on the balance sheet review, the District received \$279,866 for property taxes against a monthly budget of \$272,835. Line item 660-000 FF Apparatus/Equipment Maintenance exceeded budget due to necessary repairs on vehicles 680 and 681. Line item 670-000 April expenditure of \$15,950 reflects the cost of renovations at Station 1 to create private offices. There were no capital expenditures in May.

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 Bob Scott, to approve the May 2023 financial reports as presented. All in favor, none opposed, the motion is approved.

7. District Reports

a. Chief Shirlaw

Capt. Buckles given a welcome with the announcement of his move from part-time staff to full-time staff. He will be in charge of training operations and will be working with Elk creek to create a mutual training program.

Announcement given regarding a new volunteer having joined the membership.

Tower and Communications System –

The board has approved and a lease agreement has been signed for a new location currently being referred to as Chief Mtn. Placing equipment is the next step and that progress has begun. Other towers and radio equipment are almost complete at the other sites in the system. This site provides better coverage in some areas and less in others than previously proposed sites.

Aging infrastructure – buildings, fleet, etc.

None

Consolidation Report –

The three districts created a specific joint email address for internal communications. Committees are forming to develop potential processes to assist in making the three districts more uniformly aligned. Ballot language was developed in a 1st draft and is now back to the attorney for review.

b. Wildland Capt. Mandl

Wildland Fire and Mitigation Response –

Chief Shirlaw standing in for Capt. Mandl's report.

*Home assessments are booking into July currently.

*Ambassadors are getting mitigation, chipping and fire awareness word out in a rapid manner. We now have 37 ambassadors covering 32 of 46 designated ambassador regions.

*Fuels crew is ahead of schedule. Moisture readings they are active in taking are providing great information that is being used to calculate areas of heightened fire awareness weekly.

*Capt. Mandl and Capt. Yellin of Elk Creek are currently deeply involved in programs at the county level to provide informational input to wildland fire needs.

*A successful grant effort has been awarded and will be providing a PIO, Public Information Officer, position that has had incredible response locally, statewide and nationwide. This is a big and varied position that will assist both internally and with public information systems.

*Samson planning unit mastication project gearing up to begin shortly.

c. Board Committee - Recruitment and Retention

Committee would like to restate its current focus on retention of current members over recruitment due to the pending intention of the districts toward consolidation.

Committee suggests to introduce a statistic to the Chief's report on the status of regular communication with the volunteer members. Discussion determined not add this to the Chief's report. Committee suggestion on more information provided to the board as to the life cycle and milestone reports of the new volunteers with specific information on the new individuals. Discussion ensued. Board agreed it does not need this type of individual information but would like to reinstate the statistics on call response detail that also included membership counts.

8. Unfinished Business – none

9. New Business –

a. Election of Board Officers

Mike Swenson nominates Bob Scott for the office of President and was seconded by Ginny Riley. The board approved unanimously. Bob Scott accepted.

Bob Scott nominates Jackie White for the Secretary position and was seconded by Mike Swenson. The board approved unanimously. Jackie White accepted.

There were no changes to the office of Treasurer held by Ginny Riley.

b. Ballot language for consolidation

Discussion as to the type of ballot language that is to be included and the ability of such to be clearly understood by the voter. Bob Scott clarified specifics of the language and its development as it falls under state statutes.

10. Executive session – not needed

11. Public Input Session II (3 min each)

- a. Richard Mars – concerns regarding finalization of new tower location and lease.

Note: Clarification was provided by the board of the new location being approved and finalized with no outstanding issues.

12. Adjournment

There being no further business before the Board, the meeting was adjourned at 7:27 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