

Minutes East Grand Fire Protection District
Board of Directors Meeting
December 11th, 2017

Board Directors Present: President Frank Dominguez, Vice President Mark Pappas, Treasurer Steve Loo, Secretary Richard Kramer, Director Peggy Woods.

Staff Present: Chief Todd Holzwarth, Assistant Chief Dennis Soles, Fire Technician Adam Gosey, Training Coordinator Steve Waldorf, Office Manager Kristen Rybij.

Board of Pension Trustees Present: Trustee Lisa MacKendrick by phone.

There was no public present at this meeting.

Director Frank Dominguez opened the Board of Directors meeting at 18:13 pm. There was a quorum of Directors present.

Frank asked if there were any additions to the agenda, there was not.

Frank asked if there was any public comment. There was no public present.

The November 22, 2017 minutes were reviewed with one correction noted. We had snow blowers donated to us, not snowmobiles. Kristen will make the necessary correction on the minutes.

- ❖ Director Peggy Woods moved to approve the corrected November minutes. Director Steve Loo seconded. The motion passed unanimously.

Kristen asked for permission to correct the meeting ending times for the September 2017 and October 2017 minutes.

- ❖ Director Mark Pappas moved to amend the September 2017 and October 2017 minutes. Director Steve Loo seconded. The motion passed unanimously.

Discussion of Financials: We are on track with our budget for the close of the 2017 fiscal year. We are at 98% for our tax revenue collection and have seemed to close the gap that has been felt at the end of the last few years. Fire Prevention Bureau fees are at 140%. Frank asked if we needed to separately identify the money we moved for the Tabernash Rural Water project. Todd explained that we do not need to do anything differently since we budget our reserves. He noted that it may be a call-out in the 2017 audit but that that is not a big deal. We had some accumulated money in our Sigma Financial investment account, so we have agreed to purchase a short term CD with it. Mark wanted to clarify the \$12,000 payment to Conroy Excavating showing on the report was the final payment. It was confirmed to be true.

- ❖ Director Peggy Woods moved to approve the bills. Director Rick Kramer seconded. The motion passed unanimously.

Todd proposed the 2018 budget for final review and approval. There were no significant changes to the budget after the final certification of values was received. It was pointed out that there is no way to tell from this document what percentage of the gross assessed valuation is from non-residential vs. residential property. Steve Loo was missing from the last Board of Directors meeting and asked to be filled in as to what the Board decided regarding the YMCA tax abatement. Todd told him we were directed by the Board to collect the full amount of principle and unrealized revenues, but no interest. The future investment of this abatement was also shortly discussed. Steve Waldorf pointed out that our office phone number was incorrect on the Certification of Tax Levies. It was corrected.

- ❖ Director Peggy Woods moved to approve Resolution 2017-12-11-A To Set Mill Levy. Director Mark Pappas seconded. The motion passed unanimously.
- ❖ Director Peggy Woods moved to approve Resolution 2017-12-11-B To Appropriate Sums of Money. Director Mark Pappas seconded. The motion passed unanimously.
- ❖ Director Peggy Woods moved to approve Resolution 2017-12-11-C To Adopt Budget. Director Mark Pappas seconded. The motion passed unanimously.
- ❖ Director Frank Dominguez moved to recess the Board of Directors meeting for the Pension Board meeting. Director Steve Loo seconded. The motion passed unanimously.

The Board of Directors meeting was recessed at 18:30 pm.

Director Frank Dominguez re-opened the Board of Directors meeting at 18:59 p.m.

Chief's Report: The Tabernash Rural Water project is complete and should be turned on this week. There are some extra steps Tabernash Meadows WSD has to take before the State Engineer's Office will give the final approval to open the valve. Todd has had contact with Fraser Town Mayor Phillip Vandernail concerning his request for assistance with Fraser's water project. The Board requested more information before discussion took place. Phillip told us that someone from the Town would contact us with more details, but in the meantime, it is confirmed that the project is located in the Upper Ptarmigan area of Fraser and its goal is to rid that area of dead end water lines. No commitments were made. We are 36 calls ahead of last year at this time although it has seemed quiet lately.

Fire Prevention Report: Construction is still busy, with inspections continuing to roll in. The Fireside Market and Eatery is now open. The Headwaters Ecological Center (HECC) is coming along but is at the rough inspection stage

still. Dennis reviewed the plans for the solar photovoltaics they are installing. He wanted to make sure that East Grand had access to the roof if needed. He also has reviewed the building for clearly labeled and accessible shut-offs and disconnects to the power supply. Dennis inspected some spaces that Cooper Creek Square had remodeled into residential employee housing. The Zephyr Mountain Lodge is the largest project that Dennis has taken on in the last several weeks; they are updating their systems as well as looking to replace all the elevators this summer. Dennis did an Employee Emergency Operations Plan with the Denver Health / East Grand clinic. The Town of Winter Park and the Town of Fraser have adopted the 2015 International Family of Codes. We will go in front of the Board of County Commissioners in January.

Training Coordinator Report: We had our annual CPR training this month. Planning to get into Timber Haus for Officer's training tomorrow in case there is an emergency we will be prepared. There will be an ice rescue training at the end of the month with the last Tuesday off for the holiday. Banning is now an engineer and they are working on Sullivan, Emal, and Janisch to become engineers. Steve and Jed are trying to get the probies finished with task books and should have three off probation this month. It seems like 5 is the magic number for bringing on new volunteers. When we have 5 new members they seem to feed off of each other with motivation and camaraderie. QDS came up to maintain the radios and were able to finish us and Grand Fire in one day. They then spent a day in Hot Sulphur Springs, and a half day in Kremmling. There are 38 1st Graders coming to the station for their annual field trip on Thursday. Pictures to follow.

Director Frank Dominguez asked if there was any public comment. There was no public present.

Board Business / Action Items: January 3rd, 12-4 is confirmed for the Board's annual Workshop. Frank asked that Kristen add procuring land from the YMCA to the workshop agenda. Todd discussed adding Frank, Steve, and me as a Sigma signer as Todd is currently the only one allowed to sign regarding investment changes.

- ❖ Director Rick Kramer moved to adjourn the Board meeting. Steve Loo seconded. The motion passed unanimously.

The Board meeting was adjourned at 19:27 pm.

Frank Dominguez

Rick Kramer

Margaret Woods

Mark Pappas

Steve Loo