



Glacier View Fire Protection District

1414 Green Mountain Dr. • Livermore • Colorado • 80536

July 12th, 2021 at 7:00pm

Meeting was called to order at 7:08 PM via in-person and ZOOM

Board of Directors present: Vice President Randy Golden, Treasurer David Thompson, Secretary Gordon Cunningham, Director Bill Salmon

Fire Department members present: Acting Chief Dan Knox, District Administrator Cheryl Franz, and Warren Jones via Zoom

Public members: 3

Confirmation that there are no changes to the agenda. Agenda date was corrected to show July 12th.

- 1. Open Board Seat** – Vice President Golden made a record for the minutes that past President Steve Switzer had to resign from the Board as of 7/1/2021 due to health issues. District Administrator Franz posted the open Board seat on the website. The Board reviewed the one self-nomination that was received. No other nominees were present at the meeting. Treasurer Thompson noted that the open Board seat will be until the Term ending 2022. The Board recognized Dave Burk as the self-nominee. Director Salmon thanked Dave Burk for his willingness to come back onto the Board. Secretary Cunningham stated that he was qualified for the job, and the other Board members agreed. Director Salmon made a motion to appoint Dave Burk to the open Board seat. Treasurer Thompson seconded. Call for discussion, no further discussion. All in favor, motion carried. Dave Burk was sworn in by Vice President Golden.

The Board discussed positions. Vice President Golden stated he is not able to fill the President position due to his fulltime job. Bill stated he was new to the Board and feels that the Board has been functioning on a high level due to the past leadership and felt Dave could continue in the same capacity as the past President. Treasurer Thompson expressed his continuation as the Treasurer. Secretary Cunningham stated that he had not been on the Board long and felt comfortable with Dave in the President position because of his knowledge in the fire industry and of GVFD and stated that Dave would be a great addition. Dave Burk stated that he would serve in whatever capacity that the Board would like. Vice President motioned to approve Dave Burk as President of the GVFD Board of Directors. Treasurer Thompson seconded. Call for discussion, no further discussion. All in favor, motion carried.

(Open Board Seat – continued)

All remaining Board members will hold their same positions: Randy Golden – Vice President, David Thompson – Treasurer, Gordon Cunningham – Secretary, Director – Bill Salmon.

Dave Burk will get with Steve Switzer for updated Board information.

2. **Secretary’s Report:** Report was submitted and made part of the minutes. Secretary Cunningham reported that the June Board minutes with the new additions were ready for approval. President Burk made a motion to approve the Board Meeting Minutes from June 14th, 2021, as presented. Vice President Golden seconded. Call for discussion. President Burk stated he would vote because he was at the June meeting and has reviewed the minutes. No further discussion. All in favor, the motion carried.
3. **Treasurer’s Report:** Treasurer Thompson presented the June Treasurer’s Report. He reviewed the Monthly P & L, Budget Overview vs Actual +/- Year-to-Date, P & L Detail, and Check Over \$1K. The Checks Over \$1K were used for PPE – facemasks and bunker gear. Treasurer Thompson stated that the expenses are under control. He highlighted the donation from Hawkeye Rentals and expressed his appreciation. President Burk made a motion to accept the Treasurer’s Report as presented. Vice President Golden accepted the motion. Director Salmon seconded. Call for discussion, no discussion. All in favor, the motion carried.
4. **Chief’s Report:** Report submitted to Board.

Chief Knox reviewed his report submitted to the Board. He added that the donations from Firewise will be reported at the August Board meeting.

Chief Knox discussed the LETA Amendment with the Board. The Board reviewed the Leta Amendment. LETA is an entity created by Larimer County to manage 911 and reverse 911 calls in an emergency. All fire districts and other emergency entities within Larimer County are included in the amendment process of LETA. Chief Knox and the Board agreed that the amendment was to ratify a name change. Chief Knox stated that this amendment would not affect GVFD or hold us liable in any way, and this would not change our relationship with LETA. He stated that LETA asks for acknowledgement from all entities of the Amendment, and he recommended for the Board to move forward with the Resolution to accept the Amendment. President Burk asked if there had been any comments from the other chief’s and Chief Knox had not heard anything but will ask at the next Chiefs meeting. Vice President Golden recommended that we accept the Resolution and give Chief Knox the authority to sign the Amendment at his discretion after talking with the other chiefs, or he could bring any concerns back to the Board. President Burk read the Resolution and made a motion to accept the Resolution as presented. Vice President Golden accepted the motion. Director Salmon seconded. Call for discussion, no discussion. All in favor, motion carried.

5. **District Administrator Report:** Report submitted to Board
District Administrator Franz stated that she had received comments back on the Handbook from Warren and Director Salmon. A committee will be formed to move forward with reviewing and revising the Handbook. Chief Knox has also reviewed the comments and will assist on the committee. It was recommended by the Board that the committee separate out the Board information and the membership information.

(District Administrator Report – continued)

The Board discussed the LCFG - Supplemental Grant. District Administrator Franz noted that it is advised by the Department of Local Affairs (DOLA) that grant money should be spent and reimbursed in the same fiscal year. President Burk noted that the grant might cover two fiscal years and the Board would need to be aware that it could affect the Budget. The Board decided it will make a determination upon the acceptance of the grant funds. Chief Knox, District Administrator Franz, and Treasurer Thompson will work together and bring this discussion back to the Board if money needs to be reallocated for the 2022 Budget year.

6. Committee Reports:

(a) Handbook Committee – (President Switzer, Randy Golden, **Cheryl Franz**) Submitted and discussed in the District Administrator Report

(b) Patronage Committee - (**David Thompson**, Gordon Cunningham) Treasurer Thompson stated that they have received a list of items from Ops for suggested donated items. They will start to work on the list very extensively. He is asking for members to help on this committee.

Treasurer Thompson shared and reviewed the updated 10-year Capital Equipment Replacement Plan – See Board Packet. This update was based on a 3% inflation rate increase from 2021. The Patronage Committee will include this plan when talking with donors. President Burk entertained a motion to accept the 10-year Capital Equipment Plan as presented with the date to be 7/12/2021. Director Salmon accepted the motion, President Burk seconded. Call for discussion, no further discussion. Motion carried.

Secretary Cunningham encouraged members to speak with possible donors when they are around town and keep the Patronage Committee updated of any potential donors if follow up is needed.

(c) Budget Committee – (**Dave Burk**, Fred Delano, David Thompson, Cheryl Franz, Ops member) President Burk submitted an update from the Budget Committee – See Board Packet. He stated that the Budget Committee is now waiting for the LC Residential Assessment Rate which will be out at the end of August. The next scheduled meeting is Wednesday, July 28th. President Burk advised the Board that in the 2021 Budget there is 10K in the Building Maintenance designated for the Station 2 training building. However, it was stated by Chief Knox that this project will not be done in 2021. The Budget Committee did not put \$10k in the 2022 Budget for Station 2 because this project has not been finalized, and now there is a possibility for a cooperative training building down in Livermore at the old Larimer County yard site to include all fire departments. Chief Knox stated that Ops would like to take the \$10K that is budgeted for 2021 in Building Maintenance Expense and reallocate it to the 2022 Building Maintenance Expense which will be put either towards the Livermore project or a new project at Station 2. Treasurer Thompson suggested a notation on the 2021 Budget for this request so the \$10K will not be spend for the duration of 2021. President Burk clarified he is looking for direction from the Board that for the 2021 Budget \$10K in Building Maintenance would not be spent in 2021, and in the 2022 Budget the \$10k would be carried in the same Building Maintenance line item to be used for station 2 or the LC training needs.

(Budget Committee – continued)

The Board agreed to take off the \$10K for 2021 and reallocate it to the 2022 Building Maintenance Expense Budget line item to be used in the 2022 Budget until there is more direction by Chief Knox.

President Burk brought up the November 2022 election for the Sunset of the 1.15 Mill Levy that is currently in use as a Bond for GVFD that pays for the Station 1 Fire Building. President Burk made a motion to designate District Administrator Franz as the Designated Election Official. Vice President Golden accepted the motion, Director Salmon seconded. Call for discussion. No discussion. All in favor, motion carried. District Administrator Franz will report back to the Board next month on the election calendar events and any other requirements needed from GVFD.

President Burk discussed with the Board the 2021 November ballot issue that will affect the residential assessment rate (RAR) if voted in. This ballot issue will reduce the (RAR) to 6.15% and is approximately a \$30k loss in revenue for the fire department. The Special District Association (SDA) is suggesting District's prepare two Budgets for the 2022 cycle, having the Board approve both Budgets, and, when the November election is over, the Board will adopt one of the two Budgets that fits the November election outcome. President Burk stated that the RAR affects two Budget Revenue lines, and the Expenses would not change at this time. The Board agreed in having the Budget Committee present two Budgets for the Board's review in August. The Budget Committee will keep the Board updated on any changes.

Present Burk asked if the Board would like a Budget line-item review. The Board agreed with a line-item review of the 2022 Budget. This will be presented at the August Meeting. The Board would also like a Budget Workshop in September. This informational workshop will be Monday, September 20th, a notice will be sent out to the public. No action can be taken by the Board at the workshop.

- (d) **Firewise Committee** – (Doug Bond, Eric Ford, Dave Burk, Cheryl Franz) District Administrator Franz and member Doug Bond will complete the donations report and present it at the August Board Meeting.
- (e) **CWPP Committee** - (Warren Jones, Peter Henderson, Bill Salmon, Randy Golden) Warren stated that the data gathering is moving along. They received information back from some of the District HOA's, Magic Sky, and The Sundance Guest Ranch. The Core Team is working on the Planning Area with The Ember Alliance. The Ember Alliance is working on the fueling modeling as to what could happen at different levels of fire. Casey Johnson, a new member with GVFD, has experience in GIS mapping and is working with Warren on that project for the district. The Core Team will not be meeting in July, but in August they will have some work product to look at from The Ember Alliance.

- 7. Unfinished Business: Board Approval of Chief Selection and Assistant Chief's – Swearing in of Acting Fire Chief Dan Knox** – The Chief Selection and Assistant Chiefs were sworn in at the June Board Meeting, but as per the Handbook these positions need to be approved by the Board. President Burk motioned for the Board to approve the three Assistant Chief's by Warren at the previous Board meeting as per the Handbook. Treasurer Thompson seconded. Call for discussion, no discussion. All in favor. Motion carried. Dan Knox was sworn in as Acting Fire Chief. The Assistant Chiefs are approved by the Board.

President Burk motioned the Boards approval for Dan Knox as Acting Chief. Vice President Golden seconded. Call for discussion, no discussion. All in favor, motion carried. Dan Knox is approved by the Board as Acting Fire Chief.

8. New Business:

- 9. Public Comment:** No Public Comments. President Burk thanked the public for attending.

10. Directors Comments:

Treasurer Thompson expressed his appreciation to Dan and the Assistant Chiefs for stepping forward with their service. He also thanked President Burk for assistance and being back on the Board.

Secretary Cunningham commented on the excellent turnout for the Firewise Event and how well it was put together. He enjoyed the educational experience from the helicopter crew. He extended his congratulations to Dan for taking over in Warren's absence. Secretary Cunningham stressed his appreciation for what everyone does.

Director Salmon stated that there has been a lot of change, and everyone has been flexible. He thanked Dan for stepping up. He shared his appreciation to District Administrator Franz, the Board, and the public.

Vice President Golden thanked Dave Burk for being on the Board and taking on the President position. He thanked District Administrator Franz for the work she has done. Vice President Golden shared his appreciation to Dan Knox for taking over the Chief position and for the job he is doing. He thanked everyone who was involved in the Firewise Event and stated it was very well.

President Burk thanked Chief Knox, Doug Bond, and Eric Fore for organizing Firewise.

Adjournment: Vice President Golden entertained a motion to adjourn the meeting. Director Salmon accepted the motion. Treasurer Thompson seconded. Meeting adjourned at 8:45PM.

Respectfully submitted by
Cheryl Franz
District Administrator

Next Scheduled Board Meeting: Monday, August 9thth, 2021
The Board meeting WILL BE in-person.