

Glacier View Fire Protection District
Agenda
July 20th at 7:00pm

Call to Order – Roll Call

Confirm there are no changes to the Agenda

1. Secretary's Report – ACTION: Approve as presented

- (a) Approve Board Meeting Minutes of June 15th, 2020

2. Treasurer's Report – ACTION: Approve as presented

- (a) Balance Sheet – As of June 2020
- (b) P&L – Detail – June 2020
- (c) Checks Over \$1000 - June 2020
- (d) P&L - Budget vs. Monthly Actual Budget – June 2020
- (e) P&L – Budget Overview vs. Actual +/- Year-to-Date – June 2020
- (f) Visa charges – June 2020

3. Chief's Report – Chief Report Submitted to Board

Action Request: Authorize purchase of Squad

Action Request: Authorize purchase of refurbished cardiac monitor

Action Request: Authorize purchase of remaining PPE for new members

Action Request: Authorize Extractor Project

Action Request: Board approval for driver/operator age change

4. District Administrator's Report - Report submitted to the Board

Action Request: Board Approval to move \$6825 from Operating to MM Account

Action Request: Authorize purchase of water heater from Building Debt Reserve

Action Request: Board approval outside building maintenance – See Report

5. Committee Reports

- a) **Handbook Committee** – (Randy Golden, Steve Switzer, and Amanda Koncewicz, Cheryl Franz) Report in District Administrator Report
- b) **Website Project** – (Amanda Koncewicz, Steve Switzer, Cheryl Franz, David Thompson)
- c) **Patronage Committee** - (David Thompson, Paul Lameiro) No report to submit
- d) **IT Committee** – (Paul Lameiro)
- e) **Newsletter Committee** – (Cheryl Franz, Bridget Knox, Steve Switzer) Report submitted in the District Administrator Report

- f) **Budget Committee** – (Fred Delano, David Thompson, Cheryl Franz, Warren Jones, Dave Burk) Fred will report

6. Unfinished Business:

Board Discussion on Gallagher – Chief Jones

7. New Business:

Board Liaisons for Chief/District Administrator

Board Approval – Surplus Property Disposal

Set up Work Session

During Public Comment there will be three minutes per person. The Board cannot get into a long-detailed discussion about an item. If the Board feels the item needs to move forward it will then be put on a future agenda. For clarification, a public member speaking will need to identify who they are representing; community member or GVM HOA Board member, etc.

8. Public Comment:

9. Director Comment:

10. Adjournment

Next Scheduled Board Meeting: Monday, August 17th at 7:00PM



Glacier View Fire Protection District

1414 Green Mountain Dr. • Livermore • Colorado • 80536

June 15th, 2020 at 7:00pm

Call to Order via virtual meeting: Meeting was called to order at 7:05 PM

Board of Directors present: Vice President Randy Golden, Secretary Steve Switzer,
Treasurer David Thompson, Director Paul Lameiro, Bill Salmon

Fire Department members present: Fire Chief Warren Jones, District Administrator Cheryl Franz

Public members: 3

Confirmation that there are no changes to the agenda

The Board positions were discussed and voted on as follows:

Randy Golden nominated Steve Switzer for President. David Thompson seconded. Steve Switzer accepted. David Thompson nominated Randy Golden for Vice President. Steve Switzer seconded. Randy accepted. Randy Golden nominated David Thompson for Treasurer. Paul Lameiro seconded. David Thompson accepted. David Thompson nominated Paul Lameiro for Secretary. Steve Switzer seconded. Paul Lameiro accepted. Bill Salmon will be a Board Director. The Board unanimously voted in Steve Switzer as President, Randy Golden as Vice President, David Thompson as Treasurer, Paul Lameiro as Secretary, and Bill Salmon as Board Director. All positions are filled for the Glacier View Fire Protection District Board of Directors.

1. **Secretary's Report:** Report was submitted and made part of the minutes. President Switzer entertained a motion to accept the May 18th, 2020 Board Meeting minutes as presented. Treasurer Thompson accepted the motion and Vice President Golden seconded. Call for discussion, no discussion. All in favor, the motion carried.
2. **Treasurer's Report:** Treasurer Thompson submitted the Treasurer's Report. Treasurer Thompson reviewed the checks over \$1000. President Switzer entertained a motion to accept the Treasurer's Report. Secretary Lameiro accepted the motion and Director Salmon seconded. Call for discussion, no discussion. All in favor, the motion carried.
3. **Chief's Report:** Report submitted to Board.

Wildland fire preparation - Chief Jones added that the fire danger has now moved to above average and is concerned about the wildfire season as there has become more and more traffic up in this area.

Chief's Report: (continued)

Chief Jones brought up the issue of GVFD possibly going to election in November to De-Gallagherize. More information will be brought to the Board during the July Board meeting. The deadline for a preliminary ballot issue is at the end of July. Treasurer Thompson stated that he has some Gallagher information and will send out to the Board members. Chief Jones and District Administrator Franz will also work together to compile information on Gallagher for the Board to review. This will be added to the July Agenda.

Chief Jones discussed with the Board in changing the age requirement of a member from 21 years of age to 18 years, limiting the driving to still be 21 years of age. District Administrator Franz has checked with GVFD insurance and was advised that this is the normal approach, to limit the driving ability of members under 21 years of age, but they would still be considered a rostered members and have Worker's Compensation coverage. Chief Jones will present this as a change to the Handbook for the Board to approval. This will be added to the July Agenda.

4. District Administrator Report: Report submitted to Board.

GVFD Credit Cards - The Board discussed the issuing of credit cards. President Switzer made a motion for Director Salmon to oversee the GVFD emergency credit card in the amount of \$5000 and a credit card will be issued to Chief Jones for \$1000. Vice President Golden seconded. Call for further discussion, no discussion. All in favor, the motion carried. District Administrator Franz will have FirstBank prepare the necessary documents, based on the Board positions, to update the Board of Directors signature card for signing GVFD checks.

Election 2020 Update – A Notice of Appointment was signed by Vice President Golden for Bill Salmon and this completes the 2020 Board of Director Election.

Workman's Compensation – In addition to the District Administrator Report the Board discussed the necessary paperwork for Chief Jones to submit to District Administrator Franz in the event he is performing his role as a member of the NE Colorado Type III Incident Management Team and deployment away from the fire district. Chief Jones will initiate a mutual-aid incident in CAD and provide a copy of the mutual-aid incident which will be kept on file. District Administrator Franz confirmed with the Board and Chief Jones that all Logistic members are covered with a Provident insurance accident and sickness policy for any incident that is GVFD related.

SDA Regional Workshop – District Administrator Franz stated the SDA Workshop is on-line and has sent out the information to all Board members. She also stated that there will not be a 2020 Board Member Manual due to some legislature issues being delayed from COVID-19. SDA will update their website as new legislature is introduced and will wait until 2021 for the new Board Member Manual.

5. Committee Reports:

(a) Handbook/Website Committee – (Steve Switzer, Randy Golden, Amanda Koncewicz, Cheryl Franz) President Switzer has been exchanging emails with Amanda. He will send out Amanda's information to the Board, District Administrator Franz, and Chief Jones for review. He stated that we should have the Handbook from Amanda before the July meeting. President Switzer will get the proposed age requirement change to Amanda to incorporate into the Handbook and then move towards Board approval of the age requirement at the July meeting. Director Salmon offered his assistance to Amanda for the completion of the Handbook if needed and will possibly be added to the committee once the Handbook is presented for the review process. Director Salmon stressed the importance of the website and an internal page for the membership. Secretary Lameiro has been asked to look at Streamline for assistance into the website development, and parallel it with what Amanda is trying to develop. This will be put on the July Agenda.

(b) Patronage Committee - (David Thompson, Paul Lameiro) Treasurer Thompson stated there has been no activity.

(c) IT Committee - (Paul Lameiro) Secretary Lameiro will wait for further direction from the Board and shared his thoughts on GVFD SOG's and retention of procedures. Chief Jones is working on the SOG's and is having the membership review them. Once the SOG's have been completed District Administrator Franz will reformat and present an updated version of GVFD SOG's.

(d) Newsletter Committee – (Cheryl Franz, Bridget Knox, Steve Switzer) Report in District Administrator Report and submitted to Board.

6. Unfinished Business:

Generator: District Administrator Franz brought forth the bid from Justin Rogers regarding the monthly maintenance of the generator for \$50 and installing an hour meter that would track the usage in scheduled oil changes for \$125. The Board unanimously agreed to have District Administrator Franz move forward with this project.

7. New Business:

There was discussion on the old IR Camera for possible use as a backup camera. Chief Jones stated that it did not work anymore. District Administrator Franz contacted the manufacturer of the IR camera, Scott Safety, and they stated that the camera is obsolete, and no parts are available for that model of IR Camera. The old IR Camera will be declared as Surplus Property for Disposal in July.

President Switzer stated that during Public Comment there will be three minutes per person. The Board cannot get into a long-detailed discussion about an item. If the Board feels the item needs to move forward it will then be put on a future agenda.

President Switzer stated that, for clarification, the public member speaking identifies who they are representing; community member or GVM HOA Board member.

(c) **Public Comment:** Mr. Burk thanked the Board for having the meeting and he is looking forward to in-person meetings again.

(d) **Directors Comments:** No Director comments

President Switzer called for adjournment of the June Board meeting at 8:45 PM. Vice President Golden moved to adjourn the meeting. Treasurer Thompson seconded. Meeting adjourned.

Respectfully submitted by

Cheryl Franz
District Administrator

Next Scheduled Board Meeting: Monday, July 20th, 2020

3:02 PM

GLACIER VIEW FIRE PROTECTION DISTRICT

07/01/20

Balance Sheet

Accrual Basis

As of June 30, 2020

	Jun 30, 20
ASSETS	
Current Assets	
Checking/Savings	
106 · Operating Account	188,324.12
116 · Money Market Account	130,201.51
Total Checking/Savings	318,525.63
Other Current Assets	
145 · Grants Receivable	7,526.00
Total Other Current Assets	7,526.00
Total Current Assets	326,051.63
Fixed Assets	
152 · Building	304,013.86
154 · Fire Fighting Equipment	189,337.44
164 · Trucks	733,147.40
185 · Accumulated Depreciation	-649,606.25
Total Fixed Assets	576,892.45
TOTAL ASSETS	902,944.08
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
240 · Payroll Liabilities	1,616.14
Total Other Current Liabilities	1,616.14
Total Current Liabilities	1,616.14
Long Term Liabilities	
235 · Building Loan	52,219.52
Total Long Term Liabilities	52,219.52
Total Liabilities	53,835.66
Equity	
300 · Fund Balance	769,046.23
32000 · Retained Earnings	-2,469.18
Net Income	82,531.37
Total Equity	849,108.42
TOTAL LIABILITIES & EQUITY	902,944.08

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07/01/20

Accrual Basis

GLACIER VIEW FIRE PROTECTION DISTRICT

Profit & Loss Detail

June 2020

Type	Date	Num	Name	Memo	Split	Amount
Ordinary Income/Expense						
Income						
401 · Property Taxes						
Deposit	06/10/2020	EFT	Larimer County Trea...	Current Year Tax - May 20	106 · Operatin...	8,413.39
Total 401 · Property Taxes						8,413.39
402 · Auto Taxes						
Deposit	06/10/2020	EFT	Larimer County Trea...	Specific Ownership Tax - May 20	106 · Operatin...	1,182.24
Total 402 · Auto Taxes						1,182.24
403 · Bldg Levy (1.150 Mill for 2017)						
Deposit	06/10/2020	EFT	Larimer County Trea...	Bldg Levy (1.15 Mil)	106 · Operatin...	1,697.69
Total 403 · Bldg Levy (1.150 Mill for 2017)						1,697.69
440 · Interest Income						
Deposit	06/10/2020	EFT	Larimer County Trea...	Current Year Interest - May 20	106 · Operatin...	4.94
Total 440 · Interest Income						4.94
Total Income						11,298.26
Expense						
502 · Accounting						
Check	06/24/2020	2226	First Bank	Intuit - Payroll - mntly emp fee	106 · Operatin...	4.00
Total 502 · Accounting						4.00
505 · Admin (Supplies)						
513 · Telephone Expense						
Check	06/04/2020	EFT	Century Link	Bill Date 5-12-2020 470329205	106 · Operatin...	11.80
Check	06/09/2020	EFT	Century Link	Bill date 5-19-2020	106 · Operatin...	228.26
Check	06/22/2020	EFT	Century Link	Bill date 6-1-2020	106 · Operatin...	66.11
Total 513 · Telephone Expense						306.17
505 · Admin (Supplies) - Other						
Check	06/24/2020	2226	First Bank	Weebly - website	106 · Operatin...	14.00
Total 505 · Admin (Supplies) - Other						14.00
Total 505 · Admin (Supplies)						320.17
506 · FF Administration						
Check	06/11/2020	2215	International Assoc ...	Motion lights - Bay light Inv 1316	106 · Operatin...	240.00
Check	06/24/2020	2226	First Bank	CBI - Banner - Flags	106 · Operatin...	217.88
Total 506 · FF Administration						457.88
510 · LCT Fees						
Deposit	06/10/2020	EFT	Larimer County Trea...	Current Year Fees - May 20	106 · Operatin...	198.27
Total 510 · LCT Fees						198.27
520 · Payroll Tax Expense						
Paycheck	06/30/2020	2227	Cheryl A Franz		106 · Operatin...	0.00
Paycheck	06/30/2020	2227	Cheryl A Franz		106 · Operatin...	112.84
Paycheck	06/30/2020	2227	Cheryl A Franz		106 · Operatin...	26.39
Paycheck	06/30/2020	2227	Cheryl A Franz		106 · Operatin...	0.00
Paycheck	06/30/2020	2228	Edwin V Sather Jr.		106 · Operatin...	0.00
Paycheck	06/30/2020	2228	Edwin V Sather Jr.		106 · Operatin...	33.48
Paycheck	06/30/2020	2228	Edwin V Sather Jr.		106 · Operatin...	7.83
Paycheck	06/30/2020	2228	Edwin V Sather Jr.		106 · Operatin...	0.00
Total 520 · Payroll Tax Expense						180.54
525 · Payroll and Benefits						
Paycheck	06/30/2020	2227	Cheryl A Franz		106 · Operatin...	1,820.00
Paycheck	06/30/2020	2228	Edwin V Sather Jr.		106 · Operatin...	540.00
Total 525 · Payroll and Benefits						2,360.00
528 · Election Costs						
Check	06/11/2020	2216	Ireland Stapleton	2020 Election Result Filing - Inv 122051	106 · Operatin...	176.50

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07/01/20

Accrual Basis

GLACIER VIEW FIRE PROTECTION DISTRICT

Profit & Loss Detail

June 2020

Type	Date	Num	Name	Memo	Split	Amount
Total 528 · Election Costs						176.50
530 · Appreciation						
Check	06/18/2020	2223	Imprints Fort Collins	department jackets - 2019 gift	106 · Operatin...	203.91
Total 530 · Appreciation						203.91
531 · Bldg Maintenance / Repair						
Check	06/11/2020	2214	Robert's Electrical S...	Motion lights - Bay light Inv 1316	106 · Operatin...	593.26
Check	06/11/2020	2217	Ankele Garage Doors	Keyless Entry-Exit Device - Invoice 13...	106 · Operatin...	1,337.50
Check	06/24/2020	2225	John's Pest Control	Station #2 - Bldg Maint	106 · Operatin...	225.00
Total 531 · Bldg Maintenance / Repair						2,155.76
570 · EMS Supplies						
Check	06/11/2020	2219	Dan Knox - Exp Rei...	EMS Supplies - Scheels/WMart	106 · Operatin...	18.31
Check	06/24/2020	2224	Life-Assist	EMS Supplies - Inv 1009536	106 · Operatin...	586.12
Total 570 · EMS Supplies						604.43
600 · Stations						
636 · Utilities-Electric						
Check	06/04/2020	EFT	Poudre Valley REA	Bill date 5-19-2020	106 · Operatin...	142.41
Check	06/04/2020	EFT	Poudre Valley REA	Bill date 5-19-2020	106 · Operatin...	29.00
Total 636 · Utilities-Electric						171.41
638 · Pest Control - Trash						
Check	06/11/2020	2218	Glacier View Road ...	roadi - 02075A-r02075a - Trash Fee 2...	106 · Operatin...	50.00
Total 638 · Pest Control - Trash						50.00
Total 600 · Stations						221.41
601 · Fire Fighting Supplies						
605 · FF Supplies						
Check	06/11/2020	2219	Dan Knox - Exp Rei...	Dry Erase Board - WMart	106 · Operatin...	9.36
Check	06/18/2020	2223	Imprints Fort Collins	job shirt	106 · Operatin...	34.96
Check	06/24/2020	2226	First Bank	FF Supplies - wtr, ladder, tool set, job ...	106 · Operatin...	1,189.80
Total 605 · FF Supplies						1,234.12
606 · Wildland Gear						
Check	06/15/2020	2222	ROI Fire & Ballistic ...	PPE Wildland/Structure Gear - 16263 ...	106 · Operatin...	4,046.00
Total 606 · Wildland Gear						4,046.00
607 · Personal Protection Equip						
Check	06/24/2020	2226	First Bank	Key - EMS - Coveralls	106 · Operatin...	31.11
Total 607 · Personal Protection Equip						31.11
Total 601 · Fire Fighting Supplies						5,311.23
650 · Training						
651 · EMS Training						
Check	06/11/2020	2220	Susan B Cruz	EMS - CPR Training 6-13-2020	106 · Operatin...	60.00
Check	06/11/2020	2221	Susan B Cruz	EMS - CPR Training 6-13-2020 - 9 m...	106 · Operatin...	540.00
Check	06/24/2020	2226	First Bank	lunch - CPR Training	106 · Operatin...	66.30
Total 651 · EMS Training						666.30
652 · FF Training						
Check	06/04/2020	2212	Warren Jones - Exp ...	FF Training 5-30-20	106 · Operatin...	131.18
Check	06/24/2020	2226	First Bank	FF Training - WJones	106 · Operatin...	25.00
Total 652 · FF Training						156.18
Total 650 · Training						822.48
660 · Vehicles						
692 · R&M 2013 Dodge Engine 502						
Check	06/04/2020	2213	Interstate Batteries	Disc - 502 - Inv 1906901013339	106 · Operatin...	302.40
Total 692 · R&M 2013 Dodge Engine 502						302.40

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GLACIER VIEW FIRE PROTECTION DISTRICT

07/01/20

Profit & Loss Detail

Accrual Basis

June 2020

Type	Date	Num	Name	Memo	Split	Amount
Total 660 · Vehicles						302.40
Total Expense						13,318.98
Net Ordinary Income						-2,020.72
Other Income/Expense						
Other Income						
441 · MM interest income						
Deposit	06/11/2020		Interest		116 · Money M...	3.35
Total 441 · MM interest income						3.35
Total Other Income						3.35
Other Expense						
750 · Depreciation Expense						
General Jou...	06/25/2020	79	Depreciation Expense - June 2020		185 · Accumul...	5,367.35
Total 750 · Depreciation Expense						5,367.35
Total Other Expense						5,367.35
Net Other Income						-5,364.00
Net Income						-7,384.72

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Accrual Basis

GLACIER VIEW FIRE PROTECTION DISTRICT

Check Over \$1000

June 2020

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Jun 20				
	06/11/2020	2217	Ankele Garage Doors	-1,337.50
	06/15/2020	2222	ROI Fire & Ballistic Equipm...	-4,046.00
	06/24/2020	2226	First Bank	-1,548.09
	06/30/2020	2227	Cheryl A Franz	-1,544.77
Jun 20				<u>-8,476.36</u>

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07/07/20

Accrual Basis

GLACIER VIEW FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Monthly Actual Budget
June 2020

	Jun 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
401 · Property Taxes	8,413.39	17,545.76	-9,132.37	48.0%
402 · Auto Taxes	1,182.24	866.88	315.36	136.4%
403 · Bldg Levy (1.150 Mill for 2017)	1,697.69	783.32	914.37	216.7%
415 · Contract & Agreements	0.00	41.66	-41.66	0.0%
420 · Donations	0.00	250.00	-250.00	0.0%
421 · Fund Raising	0.00	83.33	-83.33	0.0%
422 · Equipment Grant	0.00	208.33	-208.33	0.0%
425 · Firewise Donations	0.00	500.00	-500.00	0.0%
440 · Interest Income	4.94	8.20	-3.26	60.2%
450 · Miscellaneous/Reimb Income	0.00	41.66	-41.66	0.0%
Total Income	11,298.26	20,329.14	-9,030.88	55.6%
Expense				
502 · Accounting	4.00	233.33	-229.33	1.7%
503 · Office PC/Printer Supplies	0.00	203.50	-203.50	0.0%
505 · Admin (Supplies)				
513 · Telephone Expense	306.17			
505 · Admin (Supplies) - Other	14.00	320.00	-306.00	4.4%
Total 505 · Admin (Supplies)	320.17	320.00	0.17	100.1%
506 · FF Administration	457.88	450.00	7.88	101.8%
509 · Bldg Interest	0.00	0.00	0.00	0.0%
510 · LCT Fees	198.27	200.00	-1.73	99.1%
515 · General Insurance	0.00	0.00	0.00	0.0%
516 · Pinnacol Insurance - Expense	0.00	0.00	0.00	0.0%
517 · Firewise Expense	0.00	0.00	0.00	0.0%
520 · Payroll Tax Expense	180.54	273.92	-93.38	65.9%
522 · FF/EMS Reimbursement	0.00	0.00	0.00	0.0%
525 · Payroll and Benefits	2,360.00	3,580.16	-1,220.16	65.9%
526 · Legal Expense	0.00	0.00	0.00	0.0%
527 · Newsletter	0.00	0.00	0.00	0.0%
528 · Election Costs	176.50	200.00	-23.50	88.3%
530 · Appreciation	203.91	200.00	3.91	102.0%
531 · Bldg Maintenance / Repair	2,155.76	720.00	1,435.76	299.4%
540 · Communications	0.00	0.00	0.00	0.0%
570 · EMS Supplies	604.43	600.00	4.43	100.7%
600 · Stations				
636 · Utilities-Electric	171.41	213.70	-42.29	80.2%
637 · Utilities - Propane	0.00	0.00	0.00	0.0%
638 · Pest Control - Trash	50.00			
Total 600 · Stations	221.41	213.70	7.71	103.6%
601 · Fire Fighting Supplies				
605 · FF Supplies	1,234.12			
606 · Wildland Gear	4,046.00			
607 · Personal Protection Equip	31.11			
601 · Fire Fighting Supplies - Other	0.00	5,300.00	-5,300.00	0.0%
Total 601 · Fire Fighting Supplies	5,311.23	5,300.00	11.23	100.2%
630 · Pension Trust Expense	0.00	0.00	0.00	0.0%
631 · Pension Contribution	0.00	0.00	0.00	0.0%
650 · Training				
651 · EMS Training	666.30	670.00	-3.70	99.4%
652 · FF Training	156.18	160.00	-3.82	97.6%
654 · Admin Staff & Board Training	0.00	2,500.00	-2,500.00	0.0%
Total 650 · Training	822.48	3,330.00	-2,507.52	24.7%
660 · Vehicles				
692 · R&M 2013 Dodge Engine 502	302.40			
660 · Vehicles - Other	0.00	300.00	-300.00	0.0%
Total 660 · Vehicles	302.40	300.00	2.40	100.8%
Total Expense	13,318.98	16,124.61	-2,805.63	82.6%

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07/07/20

Accrual Basis

GLACIER VIEW FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Monthly Actual Budget
June 2020

	Jun 20	Budget	\$ Over Budget	% of Budget
Net Ordinary Income	-2,020.72	4,204.53	-6,225.25	-48.1%
Other Income/Expense				
Other Income				
441 · MM interest income	3.35			
Total Other Income	3.35			
Other Expense				
750 · Depreciation Expense	5,367.35			
Total Other Expense	5,367.35			
Net Other Income	-5,364.00			
Net Income	-7,384.72	4,204.53	-11,589.25	-175.6%

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07/07/20

Cash Basis

GLACIER VIEW FIRE PROTECTION DISTRICT
Profit & Loss Budget Overview - Actual +/- Year-to-Date
January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
401 · Property Taxes	169,730.29	262,978.00	-93,247.71	64.5%
402 · Auto Taxes	20,335.12	28,802.00	-8,466.88	70.6%
403 · Bldg Levy (1.150 Mill for 2017)	18,736.44	12,075.00	6,661.44	155.2%
415 · Contract & Agreements	484.20	500.00	-15.80	96.8%
420 · Donations	4,325.00	3,000.00	1,325.00	144.2%
421 · Fund Raising	476.03	1,000.00	-523.97	47.6%
422 · Equipment Grant	0.00	2,500.00	-2,500.00	0.0%
425 · Firewise Donations	0.00	500.00	-500.00	0.0%
440 · Interest Income	12.93	100.00	-87.07	12.9%
450 · Miscellaneous/Reimb Income	2,257.54	500.00	1,757.54	451.5%
Total Income	216,357.55	311,955.00	-95,597.45	69.4%
Expense				
502 · Accounting	2,462.45	2,800.00	-337.55	87.9%
503 · Office PC/Printer Supplies	1,117.83	2,600.00	-1,482.17	43.0%
505 · Admin (Supplies)				
513 · Telephone Expense	1,845.91			
505 · Admin (Supplies) - Other	410.77	5,000.00	-4,589.23	8.2%
Total 505 · Admin (Supplies)	2,256.68	5,000.00	-2,743.32	45.1%
506 · FF Administration	2,687.61	3,000.00	-312.39	89.6%
509 · Bldg Interest	1,786.02	3,338.77	-1,552.75	53.5%
510 · LCT Fees	3,996.41	4,000.00	-3.59	99.9%
515 · General Insurance	11,347.00	12,000.00	-653.00	94.6%
516 · Pinnacol Insurance - Expense	503.00	3,000.00	-2,497.00	16.8%
517 · Firewise Expense	0.00	500.00	-500.00	0.0%
520 · Payroll Tax Expense	1,060.57	3,287.00	-2,226.43	32.3%
522 · FF/EMS Reimbursement	4,160.00	17,000.00	-12,840.00	24.5%
525 · Payroll and Benefits	13,863.75	42,962.00	-29,098.25	32.3%
526 · Legal Expense	465.00	3,000.00	-2,535.00	15.5%
527 · Newsletter	0.00	3,000.00	-3,000.00	0.0%
528 · Election Costs	531.50	5,000.00	-4,468.50	10.6%
530 · Appreciation	618.57	2,000.00	-1,381.43	30.9%
531 · Bldg Maintenance / Repair	15,517.27	2,000.00	13,517.27	775.9%
540 · Communications	1,349.77	1,500.00	-150.23	90.0%
570 · EMS Supplies	1,738.08	2,500.00	-761.92	69.5%
600 · Stations				
636 · Utilities-Electric	1,055.21	2,564.40	-1,509.19	41.1%
637 · Utilities - Propane	3,051.75	4,435.60	-1,383.85	68.8%
638 · Pest Control - Trash	1,595.00			
Total 600 · Stations	5,701.96	7,000.00	-1,298.04	81.5%
601 · Fire Fighting Supplies				
605 · FF Supplies	3,560.24			
606 · Wildland Gear	4,413.31			
607 · Personal Protection Equip	5,409.17			
601 · Fire Fighting Supplies - Other	451.68	14,000.00	-13,548.32	3.2%
Total 601 · Fire Fighting Supplies	13,834.40	14,000.00	-165.60	98.8%
630 · Pension Trust Expense	202.16	600.00	-397.84	33.7%
631 · Pension Contribution	669.82	6,000.00	-5,330.18	11.2%
650 · Training				
651 · EMS Training	706.30	6,500.00	-5,793.70	10.9%
652 · FF Training	1,225.81	6,500.00	-5,274.19	18.9%
654 · Admin Staff & Board Training	-50.00	5,000.00	-5,050.00	-1.0%
Total 650 · Training	1,882.11	18,000.00	-16,117.89	10.5%
660 · Vehicles				
662 · Fuel Expense	566.80			
668 · R&M 1995 Pierce International	105.00			
669 · R&M 1992 Int'l Tender 1	732.00			
672 · R&M 2009 Chev - Squad 2	146.15			
676 · R&M 2010 Dodge Ambulance R3	29.00			
691 · R&M 2013 Dodge Engine 501	302.40			
692 · R&M 2013 Dodge Engine 502	1,518.32			

2:53 PM

07/07/20

Cash Basis

GLACIER VIEW FIRE PROTECTION DISTRICT
Profit & Loss Budget Overview - Actual +/- Year-to-Date
January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
693 · R&M Skidster	3,525.00			
695 · R&M E302	200.00			
660 · Vehicles - Other	0.00	16,000.00	-16,000.00	0.0%
Total 660 · Vehicles	7,124.67	16,000.00	-8,875.33	44.5%
699 · Equipment Purchase	6,825.00			
Total Expense	101,701.63	180,087.77	-78,386.14	56.5%
Net Ordinary Income	114,655.92	131,867.23	-17,211.31	86.9%
Other Income/Expense				
Other Income				
441 · MM interest income	79.55			
Total Other Income	79.55			
Other Expense				
750 · Depreciation Expense	32,204.10			
Total Other Expense	32,204.10			
Net Other Income	-32,124.55			
Net Income	82,531.37	131,867.23	-49,335.86	62.6%

To: Glacier View Fire District, Board of Directors

From: Warren Jones, Fire Chief

Re: July 2020 Chief's Report

New members: Much of our effort in the last month has been devoted to on-boarding seven new members. These are in addition to the four other new members earlier this year. This puts our emergency responder membership at 23. We're working now on getting all our new members outfitted with PPE, beginning their probationary checklists and initial training. Several of our senior members are instrumental in this and are continuing to contribute well above and beyond their normal responsibilities. A later agenda item requests funds from the PPE reserve to purchase additional PPE. We also have one new logistics member and we'll be talking with others in the next month.

Fire training: In addition to our regular training three members attended a special training session in Wellington using the Division of Fire Prevention and Control interior fire attack simulator. With this experience Steven Leenerts completed sufficient training to be considered an entry firefighter. We are working with Estes Valley FD and our neighboring NW Larimer fire districts on our basic fire academy in September.

Equipment repairs: Tender 2 is at SVI in Fort Collins for repairs to its tank valve and pump controller. These repairs will be approximately \$1,200. We are also getting an estimate to add a swivel dump valve so that the tank can be unloaded from either side and the rear.

Emergency Medical Responder (EMR) training: Several current and new members will be attending EMR training this fall. If purchases requested in a later agenda item are approved this will allow us to reinstate our squad response system later this year.

COVID pandemic: All of our operations continue to be impacted by the COVID pandemic. Our emergency response precautions continue and we expect them to be in place for some time, maybe permanently. Our day-to-day precautions also continue including social distancing, limits on the number of people in various areas of our building, face coverings, and interior disinfection. These precautions will continue into the foreseeable future.

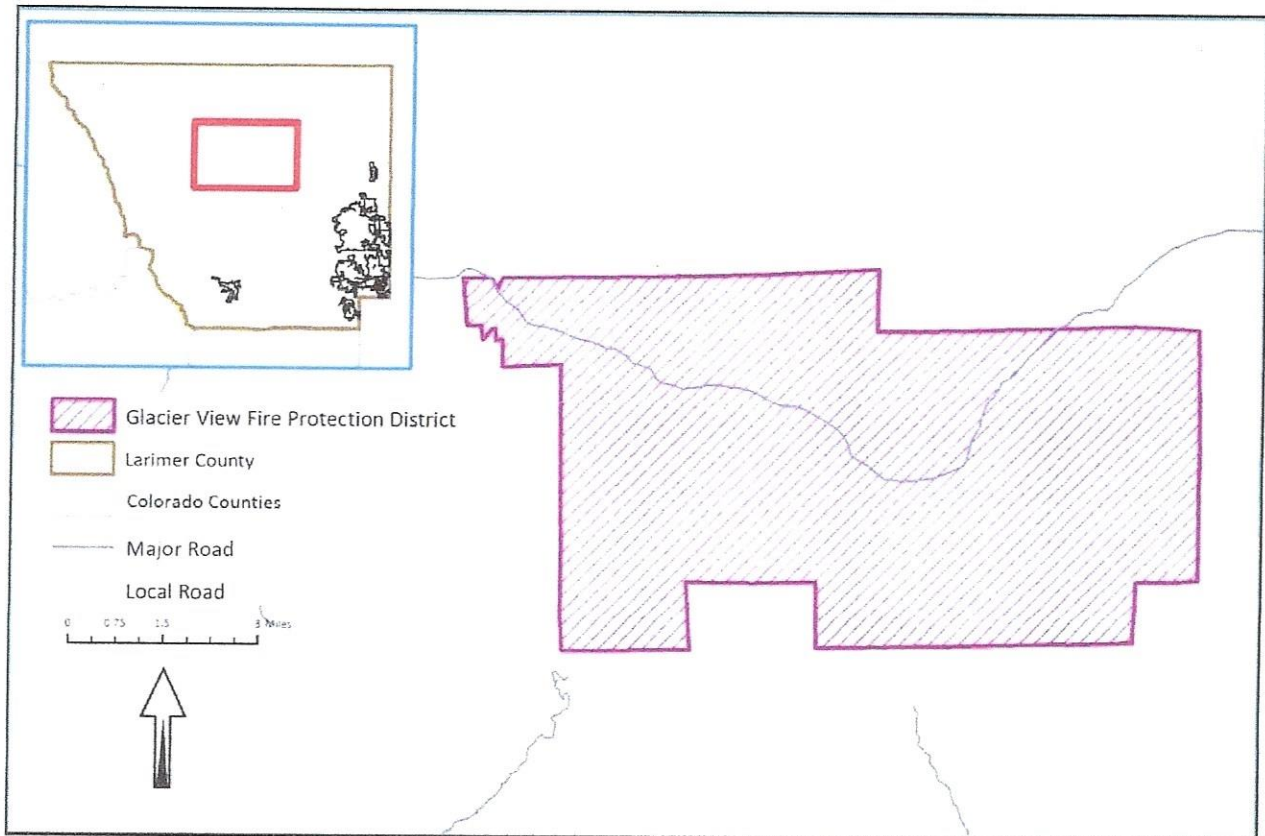
Larimer County Hazard Mitigation Plan: Larimer County is updating its Hazard Mitigation Plan. When this was last done in 2015 GVFD was a participant agency. We are participating again this year. Attached is the section on our district in the 2016 plan. I expect that our involvement will be primarily to update this information. There are two sections that I believe are important. The first is the Hazard Identification and Risk Assessment. The 2016 plan identified wildland fire and winter storm as our high risks. I think these are still current. Second, three specific mitigation actions were described: (1) developing a Districtwide Community Wildfire Plan, (2) providing

educational meetings for residents, and (3) providing fire mitigation assessments. With the exception of our annual FireWise program I don't think we've implemented any of these. I'll discuss this in more detail as a separate agenda item at your August meeting.

Glacier View Fire Protection District

Community Profile

Glacier View Fire Protection District (GVFPD) is a volunteer department with over 20 firefighters and a support group of 8 members. The district covers approximately 56 miles; average response time for the first fire vehicle to arrive on scene is approximately 8 to 11 minutes after being paged. GVFPD responds to all emergencies within the district, except for strictly law enforcement calls. GVFPD is located in central portion of Larimer County in the mountains northwest of Fort Collins.



Hazard Identification and Risk Assessment

The following Hazard Identification and Risk Assessment Summary table is based on jurisdiction-specific responses to the risk factor exercise and differs from the risk factor results that were determined at the county scale.

NATURAL HAZARD	PROBABILITY	IMPACT	SPATIAL EXTENT	WARNING TIME	DURATION	RF RATING
Fire – Wildland	1.2	0.9	0.8	0.4	0.3	3.6
Winter Storm (Blizzard Conditions, Heavy Snow Accumulation)	1.2	0.75	0.7	0.3	0.3	3.2

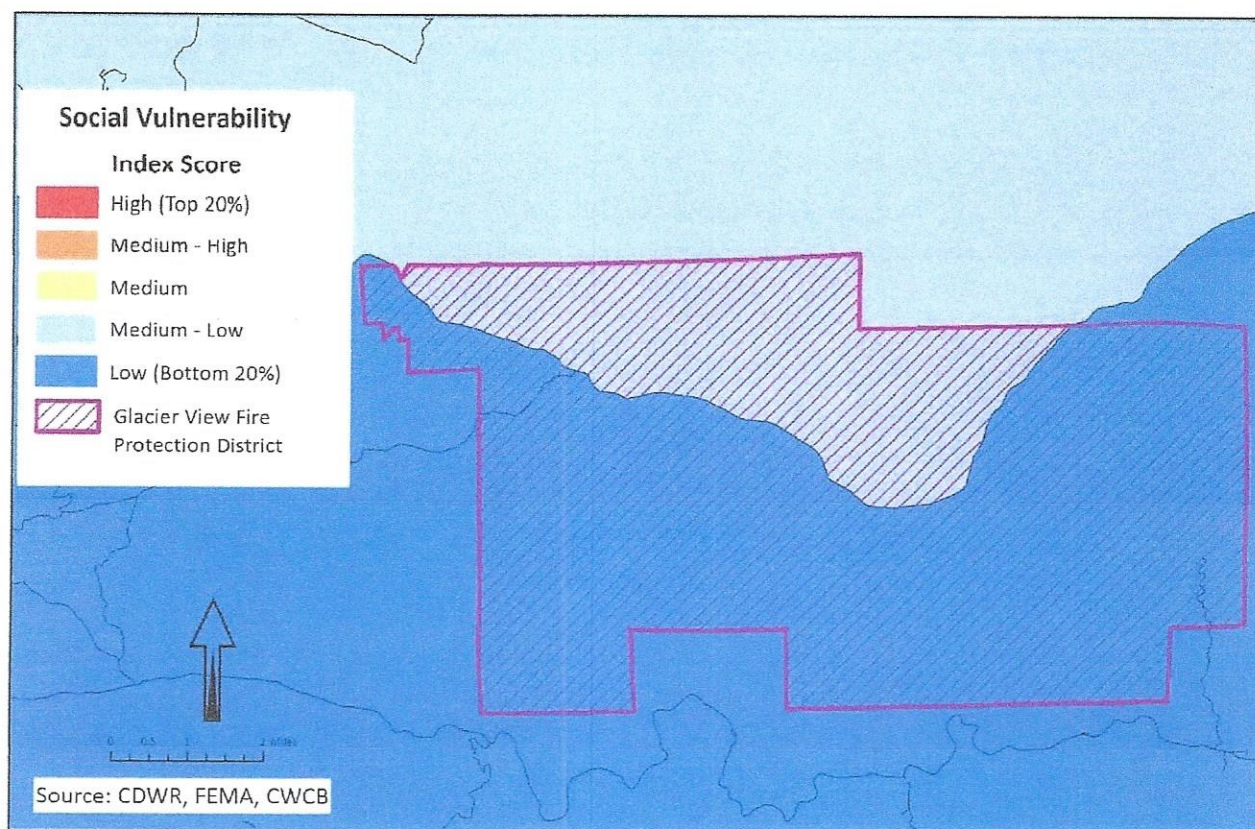
Spring / Summer Storm (Hail, Thunderstorm, Wind Storm, Lightning)	0.9	0.4	0.6	0.3	0.2	2.4
Flood – Flash and Riverine	0.6	0.6	0.5	0.4	0.3	2.4
Utility Disruption	0.6	0.4	0.4	0.4	0.15	2
Erosion / Deposition	0.9	0.3	0.2	0.4	0.1	1.9
Earthquake	0.6	0.4	0.2	0.4	0.1	1.7
Hazmat – Fixed and Transport	0.6	0.3	0.3	0.4	0.1	1.7
Civil Disturbance	0.6	0.3	0.2	0.4	0.1	1.6
Landslide / Rockslide	0.4	0.3	0.2	0.4	0.1	1.4
Biological Hazards / Contagion	0.3	0.3	0.2	0.4	0.1	1.3
Tornado	0.3	0.3	0.2	0.4	0.1	1.3
HIGH RISK (2.5 or higher): Fire – Wildland; Winter Storm (Blizzard Conditions, Heavy Snow Accumulation)						
MODERATE RISK HAZARD (2.0 - 2.4): Flood – Flash and Riverine; Utility Disruption; Spring / Summer Storm (Hail, Thunderstorm, Wind Storm, Lightning)						
Low Risk (1.9 and lower): Erosion / Deposition; Earthquake; Hazmat – Fixed and Transport Civil Disturbance; Landslide / Rockslide; Biological Hazards / Contagion; Tornado						

Vulnerability Assessment

This section provides a refined vulnerability assessment, specific for the Glacier View Fire Protection District, for those hazards that were identified as being rated HIGH in the preceding section. This analysis was conducted separately from that of the county-wide vulnerability assessment to specifically focus on the population, structures, infrastructure, and other assets unique to the District.

The results of the social vulnerability assessment are displayed on the map below. On the map, social vulnerability is represented at the census tract level by 5 classes of vulnerability: Low (bottom 20% of the county), Medium-Low, Medium, Medium-High, and High (top 20% of the county). The District's social vulnerability map shows social vulnerability within the district.

Social Vulnerability Map – Glacier View Fire Protection District¹⁴⁵



Social vulnerability is represented as the social, economic, demographic, and housing characteristics that influence a community's ability to respond to, cope with, recover from, and adapt to hazard events. The pre-existing social conditions that contribute to disaster losses can be identified using social vulnerability indicators. Using methods identified in the Social Vulnerability Index (SoVI) developed by Cutter et. al. (2003) this layer shows the social vulnerability index scores for the State of Colorado at the census tract level. Social vulnerability is represented at the Census tract level by five classes of vulnerability: Low, Medium-Low, Medium, Medium-High, and High.

The Glacier View Fire Protection District is characterized by a mix of low to medium-low levels of social vulnerability. Currently, the social vulnerability indicators that contribute to higher vulnerability to hazards in the district are lower than they are in the majority of Larimer County. This does not mean, however, that there are not any vulnerable populations within the district. Over time, the district should continue to monitor their social vulnerability as demographic, economic, and housing related conditions change.

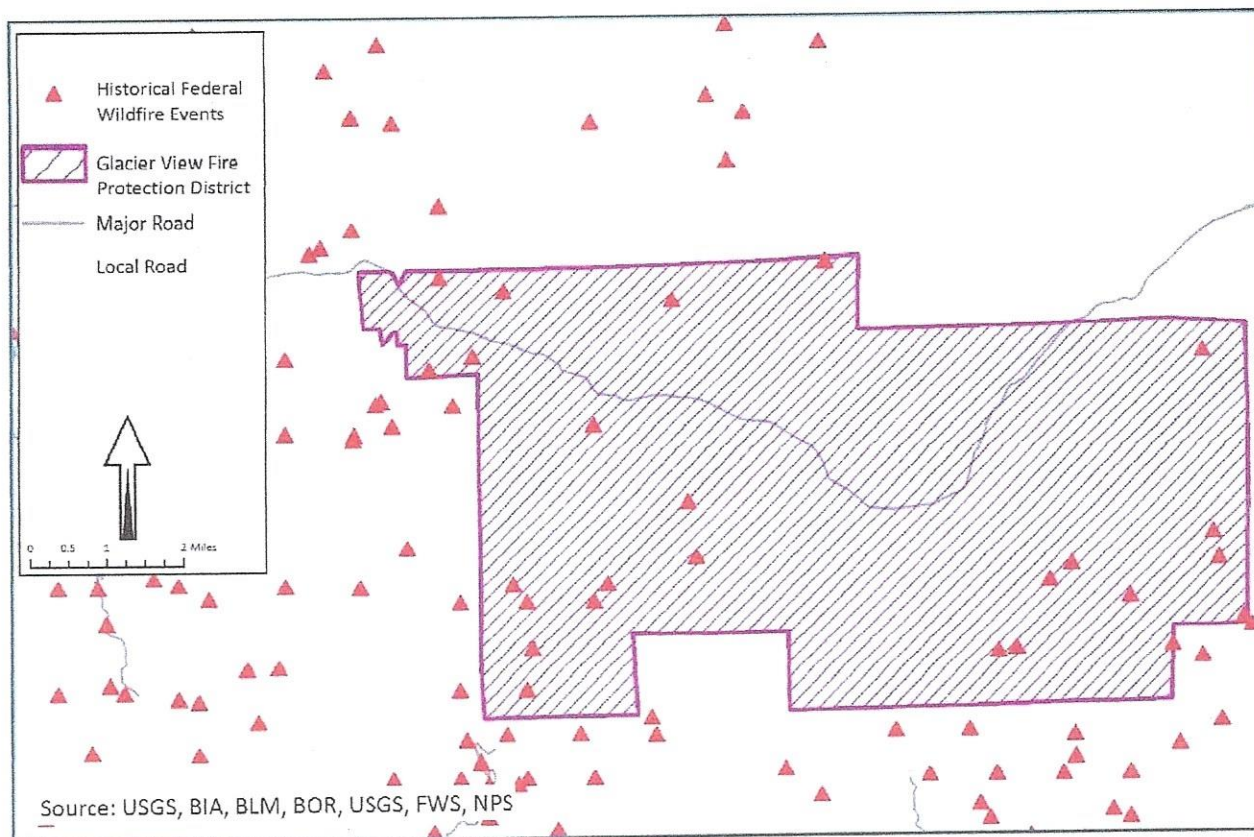
¹⁴⁵ Source: Colorado Division of Water Resources Dam Safety Branch, FEMA, Colorado Water Conservation Board (CWCB)

Fire – Wildland

Previous Occurrences

According to NOAA's Storm Events Database there have been 24 reported wildfire events in the Glacier View Fire Protection District. Based on the historic data showing hazardous impacts on district, there is a great potential for wildfire events to occur at any given time.

Glacier View Fire Protection District Historical Federal Wildfire Map¹⁴⁶

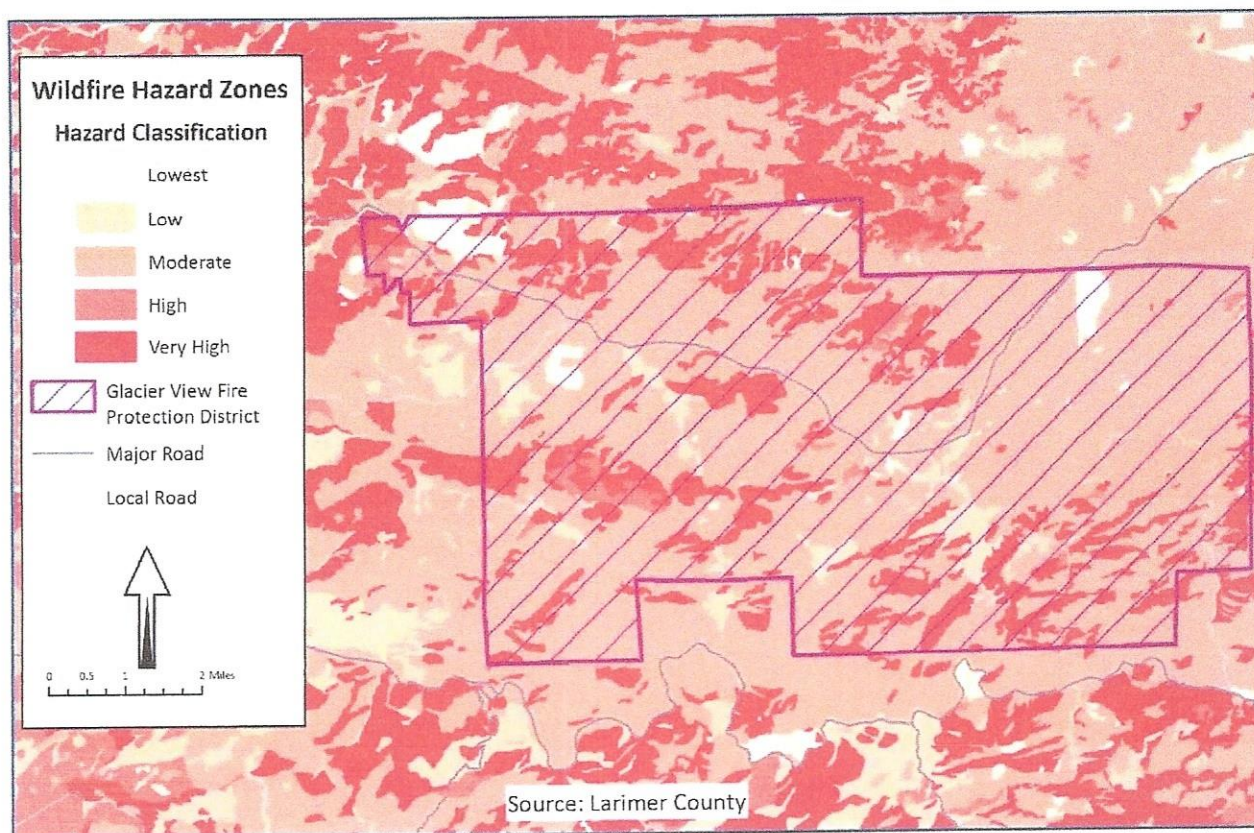


Inventory Exposed

The following Wildfire Hazard Zone map identifies the expected wildfire behavior. There are areas with the highest wildfire hazard zones throughout the district. These areas are characterized by lower population densities.

¹⁴⁶ Historical wildland fire occurrence data compiled by USGS from 1980 - 2013, from BIA, BLM, BOR, USGS, FWS, and NPS.

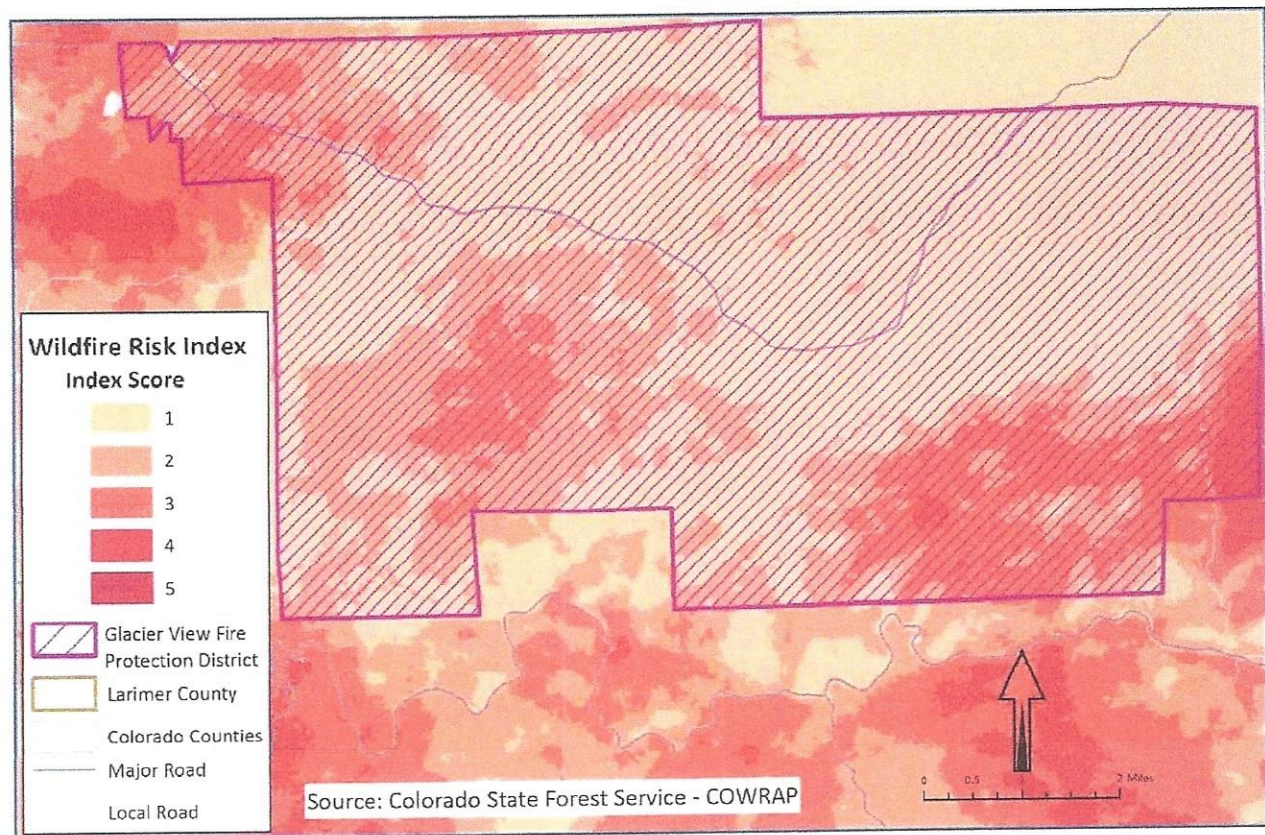
Glacier View Fire Protection District Wildfire Hazard Zone Map¹⁴⁷



The following Wildfire Risk map identifies areas with the greatest potential impacts from a wildfire, in other words, those areas most at risk. There are areas with the highest wildfire hazard zones throughout the district. These areas are characterized by lower population densities.

¹⁴⁷ To be used to identify wildfire hazards within the Wildfire Mitigation Area. The hazards are determined according to the Wildfire Hazard Area Mapping (WHAM) guidelines.

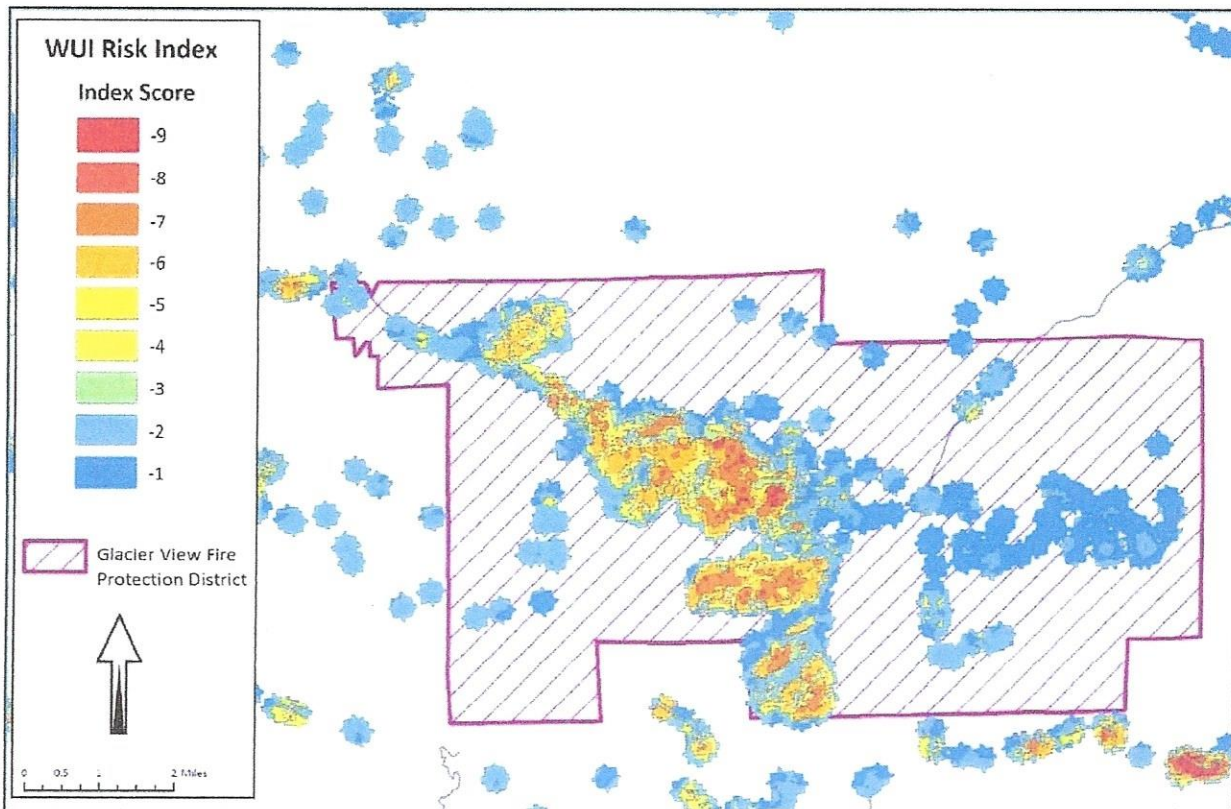
Glacier View Fire Protection District Wildfire Risk Index Map¹⁴⁸



There are a number of areas in the central region of the district that are within the medium to highest level on the WUI Risk Index Scale. This means that the potential impact on people and homes from a wildfire in those areas is medium to high in relationship to the rest of Larimer County. This level of risk is derived by combining housing density with predicted flame length.

¹⁴⁸ Wildfire Risk represents the possibility of loss or harm occurring from a wildfire. Risk is derived by combining wildfire threat and fire effects. The COWRAP data set was produced statewide and ranks areas on a scale that includes: lowest risk to highest risk. All risk rankings are present in Larimer County.

Glacier View Fire Protection District WUI Map

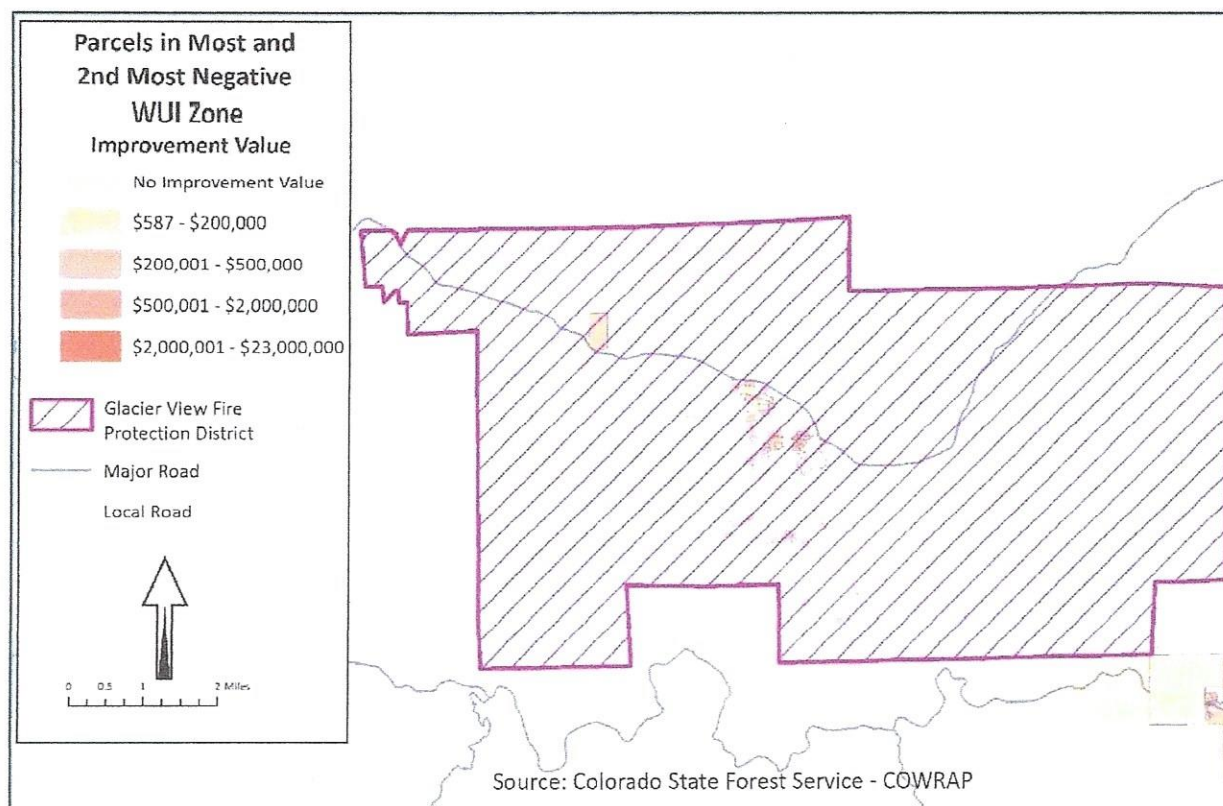


Fires can extensively impact the economy of an affected area, including the agricultural, recreation and tourism industries, water resources, and the critical facilities upon which the Glacier View Fire Protection District depends. There are areas of high and medium wildfire threat in the central portion of the district according to the WUI Risk Index. There are no critical facilities located in areas with the *most negative* and *2nd most negative* wildfire threat total.

Potential Losses

The exposure data provided in the previous section (Inventory Assets Exposed) provides the clearest picture of potential losses to wildfire in the Glacier View Fire Protection District. There are 46 parcels/structures located in areas with the *most negative* and 115 parcels/structures located in areas with the *2nd most negative* wildfire threat total. The appraisal value of the parcels/structures within these *most* and *2nd most negative* threat areas is over \$22.1 million dollars. The risk assessment uses worst case scenario loss estimates. For this reason it is important to plan for relative levels of loss rather than specific potential loss dollar amounts.

Glacier View Fire Protection District Parcels in the Most Negative and Second Most Negative WUI Zone¹⁴⁹



Probability of Future Occurrences

The likelihood of wildfires attaining significant size and intensity is unpredictable and highly dependent on environmental conditions and firefighting response. Weather conditions, particularly drought events, increase the likelihood of wildfires occurring. That said, it is important to note that 98% of wildfires are human-caused. Ultimately, the occurrence of future wildfire events will strongly depend on patterns of human activity and events are more likely to occur in wildfire-prone areas experiencing new or additional development.

Wildfires can occur at any time of day and during any month of the year. Moreover, the length of a wildfire season and/or peak months may vary appreciably from year to year. As evidenced by the wildfire risk assessment, areas within the Glacier View Fire Protection District that are characterized by

¹⁴⁹ Wildland Urban Interface Risk represents the potential impact on people and their homes from a wildfire. Risk is derived by combining housing density with predicted flame length.

dense development and single family homes along the wildland-urban interface are most vulnerable to wildfire.

Winter Storm (Blizzard Conditions, Heavy Snow Accumulation)

Previous Occurrences

According to NOAA's Storm Events Database, the Glacier View Fire Protection District has experienced 175 Winter Storms since 1996. On March 17, 2003 there was report of a winter storm causing \$15,500,000 in property damage in areas within western Larimer County above 6,000 feet. There were no deaths, injuries or damage to crops reported for any of these storms. The District is at high risk of experiencing Winter Storms during the winter months.

Inventory Exposed

All assets located in the Glacier View Fire Protection District can be considered at risk from winter storms. This includes all people, or 100% of the District's population, and all buildings and infrastructure within the district. Damages primarily occur as a result of high winds, lightning strikes, hail, snow-loading, and flooding. Most structures, including the District's critical facilities, should be able to provide adequate protection from hail but the structures could suffer broken windows and dented exteriors. Those facilities with back-up generators are better equipped to handle a severe weather situation should the power go out.

Potential Losses

Winter storms affect the entire planning area of the Glacier View Fire Protection District including all above-ground structures and infrastructure. Although losses to structures are typically minimal and covered by insurance, there can be impacts with lost time, maintenance costs, and contents within structures. A timely forecast may not be able to mitigate the property loss, but could reduce the casualties and associated injury.

It appears possible to forecast these extreme events with some skill, but further research needs to be done to test the existing hypothesis about the interaction between the convective storm and its environment that produces the extensive swath of high winds. Winter storms will remain a highly likely occurrence for the District.

Probability of Future Occurrences

Severe winter storms can be predicted with a reasonable level of certainty. Through the identification of various indicators of weather systems, and by tracking these indicators, warning time for snow storms can be as much as a week in advance. Understanding the historical frequency, duration, and spatial extent of severe winter weather assists in determining the likelihood and potential severity of future occurrences. The characteristics of past severe winter events provide benchmarks for projecting similar conditions into the future. The probability that the Glacier View Fire Protection District will experience a severe winter storm event can be difficult to quantify. However, based on historical records and frequencies there is nearly a 100% chance of this type of event will occur somewhere in the district at least once every year.

Capabilities Assessment

The capability assessment examines the ability of the Glacier View Fire Protection District to implement and manage the comprehensive mitigation strategy laid out in this Plan. The strengths, weaknesses, and

resources of the community are identified here as a means for evaluating and maintaining effective and appropriate management of the District's hazard mitigation program.

Local Personnel

The ability of a community to implement a comprehensive mitigation strategy depends, in part, on available resources, including people and staff. The following table outlines the District's capabilities as they relate to key personnel.

	Full Time	Part Time	None or Not-Identified
Emergency Manager			X
Floodplain Administrator			X
Community Planner			X
GIS Specialist			X
Grant Writer			x

Land Use Planning and Codes

Local land use plans and building codes are tremendous tools for evaluating local policies related to hazard mitigation and risk reduction. Additionally, comprehensive master plans, capital improvement plans, stormwater plans and zoning ordinances all present opportunities for enhanced local capabilities. The following table outlines the district's current capabilities as they relate to land use planning and codes.

	Yes (Y); No (N)
A zoning ordinance	N
A hazard-specific ordinance	-
Local building codes	Y
A Comprehensive Plan / Master Plan	-
A Capital Improvements Plan	-
A Stormwater Plan	-
A Continuity of Operations Plan (COOP)	-
An Emergency Operations Plan (EOP)	Y
A Long-Term Recovery Plan	-
Participates in the NFIP	-

Plan Maintenance and Implementation

Glacier View Fire Protection District has developed a Plan Maintenance and Implementation Strategy outlining their method and schedule for keeping the plan current. The Implementation Strategy below also includes a discussion of how the district will continue public participation in the plan maintenance process.

Jurisdiction	Plan Maintenance and Implementation Strategy
Glacier View Fire Protection District	<p>"Annually, the district will review the plan and determine mitigation action progress."</p> <p>"Monthly Board meetings will be open to public where the plan can be discussed. Additionally we have a website that information can be posted for viewing."</p>

Integrating Hazard Mitigation into Local Planning

Through discussions at planning meetings and the use of an online survey, individual outreach, and phone calls, each participating jurisdiction brainstormed with the planning team to identify processes for integrating hazard mitigation into their local planning mechanisms and policies. The following table lists the specific integration strategy identified by the district based on the mitigation actions listed in this plan.

Jurisdiction	Strategy
Glacier View Fire Protection District	<i>"We will conduct community outreach program where we advise residents on how to mitigate their own properties, Glacier does have community slash piles. In our annual review of fire codes we'll look for opportunities to integrate and strengthen our fire codes with mitigation actions."</i>

Mitigation Action Guides

The following Mitigation Action Guide present Glacier View Fire Protection District's new mitigation actions that were developed for the 2016 Plan.

Glacier View Fire Protection District: Community Wildfire Protection Plan (Glacier View FPD – 1)	
PRIORITY: High	HAZARDS ADDRESSED: Wildfire / Urban Interface Wildfire
LOCATION: 1414 Green Mountain Dr., Livermore, CO 80536	GOALS ADDRESSED: 1, 2, 3, 4, 5
RECOMMENDATION DATE: 11/11/2015	OBJECTIVES ADDRESSED: A - E
TARGET COMPLETION DATE: 12/31/2021	
ISSUE: The Glacier View Fire Protection District has identified the need to update the Districtwide Community Wildfire Plan.	
RECOMMENDATION: To investigate and develop an update of this plan with staff assistance.	
ACTION: The purpose of the Community Wildfire Protection Plan is risk analysis, fire behavior analysis and community wildfire hazard rating (WHR). The results of the Community Wildfire Protection Plan is to provide a comprehensive, scientifically-based assessment of the wildfire hazards and risk within our jurisdiction.	
LEAD AGENCY: Glacier View Fire	EXPECTED COST: staff hours 40 / staff cost \$3,500.00

Prevention District	
SUPPORT AGENCIES: Larimer County Sheriff's Office, Emergency Services	POTENTIAL FUNDING SOURCES: District revenues from property taxes (gas/oil revenue included) and specific ownership taxes
PROGRESS MILESTONES: Research Community Outreach Plan, Issue RFP, Select Vendor, Create Plan, Implement Plan, Review & Update Plan as needed.	

Glacier View Fire Protection District: Community Outreach (Glacier View FPD – 2)	
PRIORITY: High	HAZARDS ADDRESSED: Flood / Fire
LOCATION: Glacier View Fire Protection District	GOALS ADDRESSED: 2, 4
RECOMMENDATION DATE: 11/11/2015	OBJECTIVES ADDRESSED: A, B
TARGET COMPLETION DATE: ongoing	
ISSUE: Property owners in the Glacier View Fire Protection district need education in the most effective fire mitigation steps to take, when and how to safely evacuate in case of flood or fire, how to sign up for LETA, and how to ensure that their insurance is sufficient to allow them to recover from a disaster.	
RECOMMENDATION: Community outreach and education efforts.	
ACTION: Hold regular educational meetings covering the subjects of fire mitigation, evacuation, and property insurance. These meetings to take place on multiple occasions during the summer (when more property owners are in the area).	
LEAD AGENCY: Glacier View Fire Prevention District	EXPECTED COST: Staffing for each meeting (all volunteer): one presenter, 2-3 people to set up/tear down meeting area. Having a LETA rep on hand for at least some of the presentations is helpful. Cost: funding for copying and purchase of educational handouts and refreshments. \$2000
SUPPORT AGENCIES: LETA, possibly LCES	POTENTIAL FUNDING SOURCES: Glacier View Fire Protection District; possible grants for materials costs.
PROGRESS MILESTONES: Continue to hold 4-5 presentations each summer, covering the subjects of fire mitigation, evacuation, and property insurance.	

Glacier View Fire Protection District: Fire Mitigation Assessments (Glacier View FPD – 3)

PRIORITY: High

HAZARDS ADDRESSED: Flood

LOCATION: Glacier View Fire Protection District

GOALS ADDRESSED: 2, 4

RECOMMENDATION DATE: 11/11/2015

OBJECTIVES ADDRESSED: A, B, E

TARGET COMPLETION DATE: 12/31/2021

ISSUE: Property owners in the Glacier View Fire Protection district need education in the most effective fire mitigation steps to take and assistance in determining if they've done all they can to mitigate their property.

RECOMMENDATION: One-on-one mitigation assessments.

ACTION: Provide fire mitigation assessments to district property owners. At the request of local property owners, teams of two or more members of the fire department will meet with them to tour their property and provide mitigation advice and assessment.

LEAD AGENCY: Glacier View Fire Protection District

EXPECTED COST: Staffing (all volunteer) of two-member teams for assessments throughout the year (with the majority in the summer). Funding for copying and purchasing educational handouts. \$1500

SUPPORT AGENCIES: None

POTENTIAL FUNDING SOURCES: Glacier View Fire Protection District; grants for materials costs.

PROGRESS MILESTONES: Continue to provide assessments to property owners upon request, performing each assessment within two weeks of request as often as possible.

Letter of Intent to Participate



GLACIER VIEW FIRE PROTECTION DISTRICT

LETTER OF INTENT TO PARTICIPATE

December 15, 2014

Lori R. Hodges
Larimer County Emergency Management
200 West Oak Street
Fort Collins, CO 80526

Re: "Statement of Intent to Participate" as a participating jurisdiction in the Larimer County Multi-Jurisdictional Hazard Mitigation Plan (HMP)

Dear Ms. Hodges,

In accordance with the Federal Emergency Management Agency's (FEMA) Local Hazard Mitigation Plan (HMP) requirements, under 44 CFR §201.6, which specifically identify criteria that allow for multi-jurisdictional mitigation plans, the Glacier View Fire Protection District is submitting this letter of intent to confirm that Glacier View Fire Protection District has agreed to participate in the Larimer County Multi-Jurisdictional Hazard Mitigation Planning effort.

Further, as a condition to participating in the mitigation planning, Glacier View Fire Protection District agrees to meet the requirements for mitigation plans identified in 44 CFR §201.6 and to provide such cooperation as is necessary and in a timely manner to Larimer County OEM to complete the plan in conformance with FEMA requirements.

Glacier View Fire Protection District understands that it must engage in the following planning process, as more fully described in FEMA's *Local Mitigation Planning Handbook* dated March 2013 including, but not limited to:

- Identification of hazards unique to the jurisdiction and not addressed in the master planning document;
- The conduct of a vulnerability analysis and an identification of risks, where they differ from the general planning area;
- The formulation of mitigation goals responsive to public input and development of mitigation actions complementary to those goals. A range of actions must be identified specific for each jurisdiction;
- Demonstration that there has been proactively offered an opportunity for participation in the planning process by all community stakeholders (examples of participation include relevant involvement in any planning process, attending meetings, contributing research, data, or other information, commenting on drafts of the plan, etc.);
- Documentation of an effective process to maintain and implement the plan;
- Formal adoption of the Multi-Jurisdictional Hazard Mitigation Plan by the jurisdiction's governing body (each jurisdiction must officially adopt the plan).

Therefore, with a full understanding of the obligations incurred by an agreement between the Lead Jurisdiction and the Participating Jurisdiction, I David Burk, commit Glacier View Fire Protection District to the Larimer County Multi-Jurisdictional Hazard Mitigation Planning effort.

Executed this 15 day of December 2014

David Burk
Board President

1414 Green Mountain Drive
Livermore, CO 80536

Office 970.493.3353
Fax 970.493.3376

To: GVFD Board of Directors
From: Warren Jones, Fire Chief
Cheryl Franz, District Administrator
Subject: EMS delivery improvements
Date: July 20, 2020

Action Requested

The Board consider moving improvements to the EMS delivery system from 2021 to the second half of 2020. This includes the purchase of a used squad vehicle from the capital equipment replacement reserve and purchase of a refurbished used cardiac monitor from the 2020 operating fund.

Background

One of the operations strategy priorities for 2021 is the improvement of our EMS delivery system. This includes three components.

1. Reinstate the squad response.
2. Replace our cardiac monitor.
3. Increase the number of medical responders.

Because we are significantly increasing the number of emergency responders this summer and anticipate unspent funds in some operational and administrative accounts, I believe we can implement these improvements in the second half of this year. To do this, I request the Board take two actions.

1. Authorize the treasurer to spend up to \$35,000 from the capital equipment replacement fund to purchase a used pickup or SUV for a first response squad. There is currently \$ 83,796 in the capital replacement account.

We have five current and new members taking an Emergency Medical Responder (EMR) class this fall. One of our new members is a paramedic. This will more than double our current number of medical responders. With this increase in medical response capability we can reinstate our squad response system.

This proposal would include purchase of the vehicle itself, radios, markings, and emergency equipment (lights and siren). With our new members we will have two paramedics and two EMTs in the GVM 9th, 10th and 11th filings and we would locate this squad in that area.

2. Authorize staff to transfer anticipated unused funds in 2020 operations lines to purchase a used and refurbished cardiac monitor.

Ryan Hammack has researched the purchase of a replacement cardiac monitor. He has located a refurbished LifePak 12 for approximately \$5,000. This is a unit like what we have now. The next level of refurbished units with more capability is approximately \$20,000. Both he and our new paramedic recommend the purchase of the refurbished LifePak 12.

To: GVFD Board of Directors
From: Warren Jones, Fire Chief
Cheryl Franz, District Administrator
Subject: New member PPE
Date: July 20, 2020

Action Requested

The Board authorize the treasurer to transfer up to \$ 25,852 from the PPE Reserve to the Operating Fund to purchase PPE for new members, this includes 6 new gear lockers for members from U-line for \$2,295.

Background

We have seven new members who will be on-boarded over the summer. Part of this process is equipping them with structure and wildland PPE. While we have PPE in our stock, we anticipate that we'll have to order some new. Until all these new members are measured and their needs compared to our stock, we won't know how exactly how much new PPE we'll need to purchase. For this reason, I request that the treasurer be authorized to transfer up to \$ 25,852 from the PPE reserve to make these purchases.

To: GVFD Board of Directors
Fr: Warren Jones, Fire Chief
Cheryl Franz, District Administrator
Re: Extractor Installment Project Request
Date: July 20, 2020

Below are two options for an extractor/wash machine purchase for cleaning PPE gear. Option 1 is a request to expend \$ 17,300 for the second phase of our Personal Protective Equipment Improvement Project. Option 2 is a request to expend \$1,700 for an upgraded to our existing washer. This funding is requested to come from the PPE reserve account established in the 2020 budget.

Phase 2

1. Option 1: Purchase and installation of a PPE cleaning extractor inside the bay by the gear. This setup would allow the department members to clean their gear without bringing it through the inside lounge/office area limiting contamination.

- Ready Rack EW30 PPE extractor for - 8,500
- Contractors for installation: Estimates: Contractor - 4,500
Plumbing - 1,900
Electric - 1,900
Permit - 500

TOTAL: \$ 17,300

Option 2: Purchase an AddWash Steam Front Load Washer with Super Speed such as the machine that Crystal Lakes is using for their PPE cleaning. This machine costs \$1700 with delivery and would replace what we currently have as a washer in the storage area. Members would then be asked to carry their gear in a bag to the washing area, helping to eliminate the spread of contaminants in the lounge/office area.

To: GVFD Board of Directors
From: Warren Jones, Fire Chief
Subject: Minimum age of membership
Date: June 14, 2020

Action Requested

The Board consider amending the District Handbook, Section 9, to reduce the minimum age of membership from 21 to 18.

Background

The current District Handbook, Section 9, Additional Volunteer Information, Part A (2) sets the minimum membership age at 21. As part of our overall strategy to increase membership I recommend the Board amend the Handbook to reduce this minimum age to 18. Additionally, I recommend that the driving of district vehicles, except for supervised training, be prohibited for members between 18 and 21.

I've been in contact with Chiefs of the NW Larimer fire districts and all allow membership at 18. However, two prohibit driving of district vehicles between 18 and 21. Cheryl has been in contact with our insurance company and they are not opposed to this change. I talked with a number of our members and their consensus is to make this change as well. If approved, this change will increase the number of community members eligible for membership and bring us in line with the membership requirements of the other NW Larimer fire districts.

Suggested new wording

Section 9, Additional Volunteer Information, A. Application Process (2).

Must be 18 years of age or older. Members 18 to 21 years of age shall not drive District vehicles except for supervised training.

Cheryl Franz
District Administrator Report
Agenda Item 4

a. Administrative -

Usual work product such as prepare Board Meeting Agenda & Minutes, phones, e-mails and correspondences, post/code/pay/mail/copy/file bills, make monthly bank deposits, prepare donation letters and insurance letters, reconcile Quick Books for GVFD Operating Account and Money Market Account

Prepared Budget information for Chief and assisted in preparing July Board requests and authorizations.

I purchased another month of the GVFD Weebly Website for \$14 and will continue to do so each month until further notice.

Operation purchase follow-up from June purchase of IR Camera on LC Grant – GVFD received \$6,825 from the Larimer County Grant Program which matches the grant money spent by GVFD in June for the purchase of the IR Camera. The money was deposited into our Operating Account in July. I will ask for **BOARD APPROVAL** to move the \$6,825 back into the Money Market Capital Reserve Account.

Run Log for June 2020 – 2 medical calls, 4 fire calls with one fire call being cancelled

b. Pest Control/Building Maintenance – BOARD DISCUSSION/APPROVAL -The GVFD members have started using Station 2 for training. When going to clean Station 2 it was noticed that there was a considerable amount of mouse debris. I hired a pest control company to do an immediate treatment for mouse control. Devin with John's Pest Control came and did an initial attach and gave me a quote for an annual maintenance cost of \$660.

I would like to ask the Board to consider giving Ed Sather an additional 1-2 hours a week to continue the maintenance of this project as well as outside maintenance to clear weeds around the building, entrance and flag area, and the immediate snow removal from the building in the wintertime rather than hiring a contractor for this. Last years grounds maintenance was done by a person needing community service hours.

c. Budget Committee – I have included a PPE Reserve Summary for Board information. Reminder: The PPE Reserve has not been funded yet as the Reserve Account funds are transferred as the end of the 2020 Budget year.

PPE Reserve Summary: 60,000 – 2020 Budget

PURCHASES/PURPOSED PURCHASES

15,000 approved – May (3,443 was not spent)

25,852 Request PPE Purchase for New Members – July

17,300 Request PPE Extractor Project - July

58,152 – TOTAL

Remaining Balance for the PPE Reserve - \$1,848

d. EMR Class – I would like to attend the Thompson Valley EMR class which will start up in August and run through October. The classes will be held Monday and Wednesday nights which will interfere with me being present at the August and September, and possibly October, Board meetings. I will need to have someone record the Board meeting so I can prepare the minutes.

c. FirstBank Signature Card – The signature card authorization is now available in the office for all Board members to sign. As soon as this is done, I will send it on to FirstBank to put on file allowing all Board members to sign checks. FirstBank is in the process of changing out our Credit Card information and new cards are being issues to Director Salmon and Chief Jones.

d. Beneficiary paperwork – GVFD provides an accidental and health insurance policy for our members, employees, and Board members. Ron Tribbett with Tribbett Agency sent over our annual beneficiary paperwork for all members, employees, and Board members to sign. They have been distributed to each member's box and the Board members will need to come to the office to sign their paperwork. I also signed the Colorado Bodily Uninsured Motorist Coverage Document for GVFD that we are now required to sign annually instead of every three years.

e. Newsletter – The Newsletter is being reviewed and will go to print by the end of the week.

f. Correspondence/Donations – A check in the amount of \$11,099.99 was received from the Larimer County Treasurer for May 2020. Kelly Townsend with Wellington Fire personally paid \$38.91 to cover the cost of propane used during the Fire Training Simulator, that our members trained on in June, as a donation to GVFD. A donation letter was sent. GVFD received \$100 in donations.

Thank you for your donations!

Respectfully Submitted,
Cheryl Franz
District Administrator

To: GVFD Board of Directors
Fr: Cheryl Franz, District Administrator
Re: Water Heater Replacement
Date: July 20, 2020

This is a request to expend \$1,500 for replacement of the water heater at GVFD Station #1 that is now 22 years old. This funding is requested to come from the Building Reserve Account and replaced at the time of the PPE Improvement Project. The Building Reserve Account currently has a balance of \$17,608. The balance remaining in the Building Reserve Account would be \$16,108.

To: GVFD Board of Directors
From: Warren Jones, Fire Chief
Subject: Surplus property
Date: July 20, 2020

Action Requested

The Board declare and approve the items listed below as surplus property for disposal.

Trash items (no value):

The items shown as trash have no value and will be disposed of.

- IR Camera
- 3 trash bags of worn out and expired PPE gear

10 Year Capital Equipment Replacement Plan **Glacier View Fire Protection District** 7/17/20

	Current Cost	Year	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Beginning Balance			81,000.00 *	69,148.69	61,556.89	47,069.23	42,197.57	9,891.63	(39,513.60)	(260.45)	69,739.55	139,739.55
Annual Budget Contribution	70,000.00		53,000.00 **	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00
Capital Reserve (to MM)												
Squad 1	35,000.00	2020	35,000.00									
Rescue tool (New)	20,000.00	2021		21,218.00								
Type 6 (Used or local build)***	25,000.00	2021		26,522.50								
Tender 1 inframe rehab	50,000.00	2022			54,636.35							
Emergency generator	40,000.00	2023				45,020.35						
UTV (New)	25,000.00	2024					28,981.85					
Portable radio replacement	37,500.00	2024					43,472.78					
Type 1 pumper (used)	190,000.00	2025						226,869.94				
Required withhold	(125,000.00)	2025	29,851.31	29,851.31	29,851.31	29,851.31	29,851.31	(149,256.54)				
SCBA	35,000.00	2025						41,791.83				
Squad 2 (Used)	25,000.00	2026							30,746.85			
Ambulance rehab	75,000.00	2029										100,793.73
Total Capital Reserve			69,148.69	61,556.89	47,069.23	42,197.57	9,891.63	(39,513.60)	(260.45)	69,739.55	139,739.55	108,945.83

Assumptions:

Inflation 3%
Budget Escalation 0%

Notes:

- * 84k(as of 7/15/2020)-3k skidsteer buyout
- ** 23k budget + 30k from wildland reserve
- *** Assumes existing type 6 sale