

**Glacier View Fire Protection District**  
**Agenda**  
**February 8th at 7:00pm**

Call to Order – Roll Call

Confirm there are no changes to the Agenda

This Zoom Meeting WILL BE recorded

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

- (a) Approve Board Meeting Minutes of January 11th, 2021

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

- (a) Balance Sheet – As of January 2021
- (b) P&L – Detail – January 2021
- (c) Checks Over \$1000 – January 2021
- (d) P&L - Budget vs. Monthly Actual Budget – January 2021
- (e) P&L – Budget Overview vs. Actual +/- Year-to-Date – January 2021
- (f) GVFD Visa – As of January 2021

**3. Chief's Report – Chief Report Submitted to Board**  
Community Wildfire Protection Plan

**4. District Administrator's Report – District Administrator report submitted to the Board**

**5. Committee Reports**

- a) Handbook - (Cheryl Franz, Steve Switzer, and Randy Golden,) – Report submitted to Board in District Administrator Report
- b) Website/IT Committee – (Cheryl Franz, Paul Lameiro, Steve Switzer) - Report submitted to Board in District Administrator Report
- c) Patronage Committee - (David Thompson, Paul Lameiro) Nothing new to report this month
- d) Budget Committee – (Dave Burk, Fred Delano, David Thompson, Cheryl Franz)

**6. Unfinished Business:**

Community Wildfire Protection Plan – In Chief's Report  
Poudre Valley REA Pilot Program – Energy Assessment – District Administrator Report

**7. New Business:**

Boot Donation to the Thunder-Mountain Wind and Fire 501(C)(3) – **BOARD APPROVAL**  
Handbook – District Administrator Report

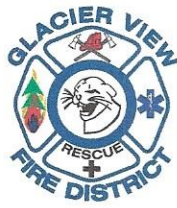
During Public Comment there will be three minutes per person. The Board cannot get into a long-detailed discussion about an item. If the Board feels the item needs to move forward it will then be put on a future agenda. For clarification, a public member speaking will need to identify who they are representing;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

8. Public Comment:

9. Director Comment:

10. Adjournment

Next Scheduled Board Meeting: Monday, March 8<sup>th</sup>, at 7:00PM



## Glacier View Fire Protection District

1414 Green Mountain Dr. • Livermore • Colorado • 80536

January 11th, 2021 at 7:00pm

Meeting was called to order at 7:06 PM via ZOOM

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

Excused absence: Treasurer David Thompson

Fire Department members present: Fire Chief Warren Jones, Assistant Chief Dan Knox, Captain Peter Henderson, and District Administrator Franz

Public members: 3

Confirmation that there are no changes to the agenda

Recognition of Firefighter/Rookie of the Year for 2020: The membership voted in December for the Firefighter of the Year and Rookie of the Year. Both were announced at the Membership Meeting on January 7th, 2021. Dan Knox was voted 2020 Firefighter of the Year and Art Jossart was voted 2020 Rookie of the Year. The Board congratulated each with a round of applause. Congratulations!

- 1. Secretary's Report:** Report was submitted and made part of the minutes. Secretary Lameiro made a motion to approve the December Board Meeting Minutes from December 14<sup>th</sup>, 2020 as presented. Vice President Golden seconded. Call for discussion, no discussion. All in favor, the motion carried.
- 2. Treasurer's Report:** District Administrator Franz presented the November Treasurer's Report in the absence of Treasurer Thompson. The balance in the Operating Account is \$128,533. The balance in the Money Market is \$179,931. She shared the donation amounts from El Pomar Foundation - \$10,000, Big D Properties - \$2,500, and Timberline Church - \$1,500. The \$10,000 donation from El Pomar Foundation was used to purchase two new Stihl chainsaws and four BK Wildland Radios in December. District Administrator Franz detailed the Checks Over \$1000. President Switzer entertained a motion to accept the Treasurer's Report. Vice President Golden 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.  
Chief discussed his bullet points as submitted in his report to the Board.



**(Chief's Report – continued)**

Covid-19 Update – Chief Jones reported that it is about a month out to schedule an appointment for a Covid vaccine. He noted that if the trend stays low for Covid outbreaks the members will move forward to outside field training using social distancing. Currently all training is being done through Zoom meetings and Fire Rescue 1 Academy video resources.

Operations Admin Support – Chief Jones and District Administrator Franz are continuing to review the job descriptions, and Chief Jones is looking for member support to fill some of the remaining operations and fire administrative duties.

Community Slash Piles – Member Peter Henderson has obtained the new State permits and will be getting with District Administrator Franz to complete and update the air quality and pollution control permit for 2021, along with the Larimer County air quality permit. Chief Jones stated that Peter is in the process of completing his certification for being a burn boss. At this time, the forest service will be assisting GVFD with the slash pile burning and we are waiting for the proper weather to ignite the slash piles. Peter added that he completed a complexity analysis for GVFD that was also required by the State for any prescribed fire, including pile burning. He stated that we have obtained all our signatures, both from the State and the LC Sheriff's Office. The Board thanked Peter for all the work he has done. Chief Jones added that GVFD does the approvals of private land burning through the Larimer County Burn Permit system, GVFD does not get involved or regulate the actual burning of the private slash piles.

Employee Assistance Program – GVFD offer its members, Board, and employees behavioral health services. See District Administrator report and attachments from Provident Insurance in the back of the Board Packet regarding the First Responder Assistance Program. Chief Jones added that he is working with the NW Fire Chiefs and possibly looking for a grant for GVFD to members of the First Response Trauma Organization, which Peter is a Peer Trauma Counselor with. This organization is out of Fort Collins and provides this kind of service to PFA, Loveland, Windsor, Wellington, and LC Sheriff's, and others. This type of service is costly, and the NW Chiefs will continue to discuss.

Board Operations Topic Briefings – Chief Jones discussed briefing the Board on operation topics throughout the year. The two that will be discussed this year will be Wildland Fire Season and Weather Predictions, and how GVFD will operate the wildfire season. Peter Henderson will be bringing this topic to the Board around May. Later in the summer or fall Bridget Knox will be presenting an update on the NLCERA contract and UC Health Ambulance Service that GVFD is contracted with through Poudre Fire Authority. The Board was asked to bring to the Chief any other briefing ideas they would like to hear about.

Chief Jones presented the 2021 leadership roles as follows:

Assistant Chief – Dan Knox – Emergency Operations. Communication, Apparatus and Equipment

Captain – Ryan Hammack

Captain/EMS Coordinator -Bridget Knox

Assistant Chief – Jim Perry – Training

Captain/Wildland Fire Coordinator – Peter Henderson

New Member Coordinator – Lynn Creekmore

Type 6 Replacement Project/Board Authorization for Sale of E502- Chief Jones reviewed and commented on the current situation with E502 and the benefit that Type 6 would have on GVFD. Peter Henderson is the project manager and put together the information sheets that are available in the Board Packet. He asked for a Board Approval on the sale of E502 in the price range of \$75,000 - \$87,500. Once E502 is sold Peter will move forward and present the future purchase of a Type 6 and how that will come together. Peter stated that this project would help GVFD become more efficient in its operations as a fire department. Vice President confirmed that GVFD had the maintenance records on E502, Chief Jones confirmed. Director Salmon expressed his appreciation on the great job staff was doing in putting this project together. Director Salmon made a motion to accept the price range on the sale of E502 for \$75,000-\$87,500. Vice President Golden seconded the motion. Call for discussion, no further discussion. All in favor, motion carried. Chief Jones added that any sale offer on E502 will be presented to the Board.

**4. District Administrator Report:** Report submitted to Board

District Administrator Franz reviewed the final balances in each Reserve within the Money Market Account and was presented as follows:

Capital Equipment Reserve	\$142,068 (\$35,821 is set aside for Type 1 Pumper - 2025)
Communications Reserve	\$ 10,000
Building Maintenance Reserve	\$ 15,360
Grants Reserve	\$ 3,000
Wildland Fire Reserve	\$ 9,876

Total Money Market Reserves \$180,304

There was Board discussion on the Poudre Valley REA – Energy Assessment. The Board agreed to move forward with the initial assessment and go from there to see what the outcome is and what direction the Board would like to take. District Administrator Franz will contact Poudre Valley REA and schedule the Energy Assessment.



**5. Committee Reports:**

- (a) Website Committee – IT Committee** (Steve Switzer, Paul Lameiro, Randy Golden, Cheryl Franz) District Administrator Franz stated that she had not heard anything from the Registrar at .gov but will continue to call them on the status of the .gov domain name. She is still working with Streamline on the website and continues to meet with them regularly on website updates. Director Salmon suggested that, while we are waiting on .gov, we move forward on getting a .org, set up the website on .org, then when we get the .gov we can point the .org to the .gov. President Switzer agreed and asked District Administrator Franz to contact .gov to find out the delay, and then get with Streamline to set up a .org and later move the website to the .gov domain.
- (b) Handbook Committee** – President Switzer asked for everyone to get all thoughts and comments for incorporation into the Handbook to District Administrator Franz so that the Handbook can be transmitted to Legal for review and updating after the February Board meeting.
- (c) Patronage Committee** - (David Thompson, Paul Lameiro) Secretary Lameiro offered to do Zoom conferencing to any potential donor for GVFD. President Switzer suggested the committee getting together and moving forward in whatever fashion the committee decides to see how effective the Zoom conferencing will be.

**6. Unfinished Business:** Community Wildfire Protection Plan. See attached document in the Chief's Report. Chief Jones added that this project is something that GVFD will not be able to do internally. He suggested that two Board members meet with Peter and himself as we get the proposals back, look at them and discuss in preparation for the February Board meeting. After further discussion, President Switzer confirmed with Chief Jones that we are waiting on the two proposals to come back by the end of the month, and that two Board members will sit down and review, and then present a follow-up at the next Board meeting. Chief Jones confirmed. Director Salmon and Secretary Lameiro volunteered as the two Board members to be involved with the Community Wildfire Protection Plan.

**7. New Business:** Briefings were discussed in Chief's Report. Poudre Valley REA – Pilot Program was discussed in District Administrator Franz's Report.

**8. Public Comment:** No public comment

**9. Directors Comments:**

Director Salmon expressed his appreciation for the work done from District Administrator Franz. He thanked everyone for the dialogue, teamwork, and new leadership established by Chief Jones.

President Switzer thanked the Petrie's for attending the meeting. He shared his appreciation to Dan Knox and Peter Henderson and thanked them for the leadership roles they have taken on for GVFD.

**Adjournment:** President Switzer entertained a motion to adjourn the meeting. Vice President Golden accepted the motion. Secretary Lameiro seconded. Meeting adjourned at 8:10PM.

Respectfully submitted by

Cheryl Franz  
District Administrator

**Next Scheduled Board Meeting: Monday, February 8<sup>th</sup>, 2021**

## GLACIER VIEW FIRE PROTECTION DISTRICT

## Balance Sheet

As of January 31, 2021

	Jan 31, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
106 · Operating Account	144,731.24
116 · Money Market Account	179,936.85
Total Checking/Savings	324,668.09
Other Current Assets	
145 · Grants Receivable	7,526.00
Total Other Current Assets	7,526.00
Total Current Assets	332,194.09
Fixed Assets	
152 · Building	304,013.86
154 · Fire Fighting Equipment	189,337.44
164 · Trucks	733,147.40
185 · Accumulated Depreciation	-687,177.70
Total Fixed Assets	539,321.00
<b>TOTAL ASSETS</b>	<b>871,515.09</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
240 · Payroll Liabilities	605.42
Total Other Current Liabilities	605.42
Total Current Liabilities	605.42
Long Term Liabilities	
235 · Building Loan	44,141.13
Total Long Term Liabilities	44,141.13
Total Liabilities	44,746.55
Equity	
300 · Fund Balance	769,046.23
32000 · Retained Earnings	45,383.40
Net Income	12,338.91
Total Equity	826,768.54
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>871,515.09</b>



11:29 AM

02/03/21

Accrual Basis

## GLACIER VIEW FIRE PROTECTION DISTRICT

## Profit &amp; Loss Detail

January 2021

Type	Date	Num	Name	Memo	Split	Amount
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>402 · Auto Taxes</b>						
Deposit	01/11/2021	EFT	Larimer County...	Specific Ownership Tax - ...	106 · Ope...	1,697.83
Total 402 · Auto Taxes						1,697.83
<b>420 · Donations</b>						
Deposit	01/12/2021	DEP	FNBO - Noel B...	donation - CPF	106 · Ope...	20,000.00
Deposit	01/12/2021	DEP	Great Western ...	donation	106 · Ope...	4,000.00
Deposit	01/14/2021	DEP	David and Patri...	Donation	106 · Ope...	300.00
Deposit	01/14/2021	DEP	Timothy and Le...	Donation - CPF	106 · Ope...	5,000.00
Deposit	01/14/2021	DEP	Francis A Feist	donation	106 · Ope...	300.00
Deposit	01/14/2021	DEP	David and Alea...	donation	106 · Ope...	100.00
Deposit	01/26/2021	DEP	Anita and Jeff ...	donation	106 · Ope...	100.00
Total 420 · Donations						29,800.00
Total Income						31,497.83
<b>Expense</b>						
<b>502 · Accounting</b>						
Check	01/27/2021	2417	Anderson & W...	QB Audit info - Inv 24040	106 · Ope...	272.00
Check	01/27/2021	2419	First Bank	Intuit Payroll - CFCC	106 · Ope...	8.00
Total 502 · Accounting						280.00
<b>505 · Admin ( Supplies)</b>						
<b>513 · Telephone Expense</b>						
Check	01/05/2021	EFT	Century Link	Bill Date 12/12/20200	106 · Ope...	11.80
Check	01/07/2021	EFT	Century Link	Bill Date 12/19/20	106 · Ope...	241.61
Check	01/20/2021	EFT	Century Link	Bill Date 1/1/2021	106 · Ope...	66.11
Total 513 · Telephone Expense						319.52
<b>505 · Admin ( Supplies) - Other</b>						
Check	01/20/2021	2411	Special District ...	Annual Subscription 2021	106 · Ope...	441.20
Check	01/20/2021	2412	Streamline	Monthly website	106 · Ope...	50.00
Check	01/27/2021	2419	First Bank	Weebly - website - CFCC	106 · Ope...	14.00
Check	01/27/2021	2419	First Bank	Google Storage - CFCC	106 · Ope...	1.99
Check	01/27/2021	2419	First Bank	Year-end office supplies - ...	106 · Ope...	169.26
Check	01/27/2021	2419	First Bank	Microsoft 365 - CFCC	106 · Ope...	99.99
Check	01/27/2021	2419	First Bank	OfficeMax - Supplies - CF...	106 · Ope...	85.46
Total 505 · Admin ( Supplies) - Other						861.90
Total 505 · Admin ( Supplies)						1,181.42
<b>506 · FF Administration</b>						
Check	01/20/2021	2410	Emergency Re...	Annual Subscription 2021	106 · Ope...	1,633.07
Check	01/20/2021	2413	Colorado State...	Annual Subscription 2021	106 · Ope...	310.00
Check	01/27/2021	2419	First Bank	Christmas delivery - WJCC	106 · Ope...	44.11
Total 506 · FF Administration						1,987.18
<b>520 · Payroll Tax Expense</b>						
Paycheck	01/27/2021	2420	Cheryl A Franz	VOID:	106 · Ope...	0.00
Paycheck	01/27/2021	2420	Cheryl A Franz	VOID:	106 · Ope...	0.00
Paycheck	01/27/2021	2420	Cheryl A Franz	VOID:	106 · Ope...	0.00
Paycheck	01/27/2021	2420	Cheryl A Franz	VOID:	106 · Ope...	0.00
Paycheck	01/28/2021	2421	Edwin V Sather...		106 · Ope...	0.00
Paycheck	01/28/2021	2421	Edwin V Sather...		106 · Ope...	32.74
Paycheck	01/28/2021	2421	Edwin V Sather...		106 · Ope...	7.66
Paycheck	01/28/2021	2421	Edwin V Sather...		106 · Ope...	0.00
Paycheck	01/28/2021	2423	Cheryl A Franz		106 · Ope...	0.00
Paycheck	01/28/2021	2423	Cheryl A Franz		106 · Ope...	119.21
Paycheck	01/28/2021	2423	Cheryl A Franz		106 · Ope...	27.88
Paycheck	01/28/2021	2423	Cheryl A Franz		106 · Ope...	0.00
Total 520 · Payroll Tax Expense						187.49

# GLACIER VIEW FIRE PROTECTION DISTRICT

## Profit & Loss Detail

### January 2021

Type	Date	Num	Name	Memo	Split	Amount
<b>522 · FF/EMS Reimbursement</b>						
Check	01/07/2021	2384	Warren Jones - ...	4th Qtr Reimbursement	106 · Ope...	475.00
Check	01/07/2021	2385	Ryan Hammac...	4th Qtr Reimbursement	106 · Ope...	50.00
Check	01/07/2021	2386	Dan Knox - FF ...	4th Qtr Reimbursement	106 · Ope...	275.00
Check	01/07/2021	2387	jim Perry - FF ...	4th Qtr Reimbursement	106 · Ope...	75.00
Check	01/07/2021	2388	Peter Henders...	4th Qtr Reimbursement	106 · Ope...	250.00
Check	01/07/2021	2389	Steve Leenerts...	4th Qtr Reimbursement	106 · Ope...	200.00
Check	01/07/2021	2390	Chris Serafin - ...	4th Qtr Reimbursement + ...	106 · Ope...	325.00
Check	01/07/2021	2391	Drake Dayton - ...	4th Qtr Reimbursement	106 · Ope...	50.00
Check	01/07/2021	2392	Lynn Creekmor...	4th Qtr Reimbursement	106 · Ope...	275.00
Check	01/07/2021	2393	Theresa Simm...	4th Qtr Reimbursement	106 · Ope...	75.00
Check	01/07/2021	2394	Mike Leaverton...	4th Qtr Reimbursement	106 · Ope...	150.00
Check	01/07/2021	2395	Bridget Knox - ...	4th Qtr Reimbursement	106 · Ope...	350.00
Check	01/07/2021	2396	Jessica Fritts - ...	4th Qtr Reimbursement	106 · Ope...	120.00
Check	01/07/2021	2397	Doug Bond - F...	4th Qtr Reimbursement	106 · Ope...	260.00
Check	01/07/2021	2398	Seth Gibbs - F...	4th Qtr Reimbursement	106 · Ope...	20.00
Check	01/07/2021	2399	Josh Kasik - F...	4th Qtr Reimbursement	106 · Ope...	20.00
Check	01/07/2021	2400	Adam T Ankele...	4th Qtr Reimbursement	106 · Ope...	40.00
Check	01/07/2021	2401	Art Jossart - F...	4th Qtr Reimbursement	106 · Ope...	140.00
Check	01/07/2021	2402	Donnie Smith - ...	4th Qtr Reimbursement	106 · Ope...	20.00
Check	01/07/2021	2403	Cheryl Franz - ...	4th Qtr Reimbursement	106 · Ope...	200.00
Check	01/07/2021	2404	Eric Ford - FF ...	4th Qtr Reimbursement	106 · Ope...	160.00
Check	01/07/2021	2405	Andy Brown - F...	4th Qtr Reimbursement	106 · Ope...	240.00
Check	01/07/2021	2406	Steve Groetek...	4th Qtr Reimbursement	106 · Ope...	40.00
Check	01/07/2021	2407	Daisy Yates - F...	4th Qtr Reimbursement	106 · Ope...	160.00
Check	01/07/2021	2408	Edwin Sather - ...	4th Qtr Reimbursement	106 · Ope...	250.00
Total 522 · FF/EMS Reimbursement						4,220.00
<b>525 · Payroll and Benefits</b>						
Paycheck	01/27/2021	2420	Cheryl A Franz	VOID:	106 · Ope...	0.00
Paycheck	01/28/2021	2421	Edwin V Sather...		106 · Ope...	528.00
Paycheck	01/28/2021	2423	Cheryl A Franz		106 · Ope...	1,922.80
Total 525 · Payroll and Benefits						2,450.80
<b>531 · Bldg Maintenance / Repair</b>						
Check	01/27/2021	2414	Justin Rogers	Generator - Monthly Maint...	106 · Ope...	50.00
Total 531 · Bldg Maintenance / Repair						50.00
<b>570 · EMS Supplies</b>						
Check	01/27/2021	2415	Life-Assist	EMS Supplies - Invoice 10...	106 · Ope...	588.24
Check	01/27/2021	2416	Life-Assist	EMS Supplies - Inv 1069550	106 · Ope...	87.69
Check	01/27/2021	2419	First Bank	EMS Storage cabinet - CF...	106 · Ope...	84.00
Total 570 · EMS Supplies						759.93
<b>600 · Stations</b>						
<b>636 · Utilities-Electric</b>						
Check	01/07/2021	EFT	Poudre Valley ...	Bill Date 12/22/2020	106 · Ope...	184.70
Check	01/07/2021	EFT	Poudre Valley ...	Bill Date 12/22/02020	106 · Ope...	29.00
Total 636 · Utilities-Electric						213.70
<b>637 · Utilities - Propane</b>						
Check	01/12/2021	2409	Schrader Prop...	Station 1 - Propane - Stmt ...	106 · Ope...	1,823.10
Total 637 · Utilities - Propane						1,823.10
Total 600 · Stations						2,036.80
<b>601 · Fire Fighting Supplies</b>						
<b>607 · Personal Protection Equip</b>						
Check	01/27/2021	2418	ROI Fire & Balli...	FF Boots - Fritts - 16897	106 · Ope...	319.00
Total 607 · Personal Protection Equip						319.00
Total 601 · Fire Fighting Supplies						319.00
<b>650 · Training</b>						

11:29 AM

02/03/21

Accrual Basis

## GLACIER VIEW FIRE PROTECTION DISTRICT

## Profit &amp; Loss Detail

January 2021

Type	Date	Num	Name	Memo	Split	Amount
<b>651 · EMS Training</b>						
Check	01/27/2021	2419	First Bank	CPR - Amer Heart x 4 - CF...	106 · Ope...	124.00
Total 651 · EMS Training						124.00
Total 650 · Training						124.00
<b>660 · Vehicles</b>						
<b>695 · R&amp;M E302</b>						
Check	01/28/2021	2422	Colorado Divisi...	FEPP - Annual Fee E302 ...	106 · Ope...	200.00
Total 695 · R&M E302						200.00
Total 660 · Vehicles						200.00
Total Expense						13,796.62
Net Ordinary Income						17,701.21
<b>Other Income/Expense</b>						
<b>Other Income</b>						
<b>441 · MM interest income</b>						
Deposit	01/12/2021			Interest	116 · Mon...	5.05
Total 441 · MM interest income						5.05
Total Other Income						5.05
<b>Other Expense</b>						
<b>750 · Depreciation Expense</b>						
General J...	01/26/2021	86		Depreciation Expense - Ja...	185 · Acc...	5,367.35
Total 750 · Depreciation Expense						5,367.35
Total Other Expense						5,367.35
Net Other Income						-5,362.30
Net Income						12,338.91

11:31 AM

02/03/21

Accrual Basis

# GLACIER VIEW FIRE PROTECTION DISTRICT

## Check Over \$1000

January 2021

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Jan 21				
	01/12/2021	2409	Schrader Propane	-1,823.10
	01/20/2021	2410	Emergency Reporting	-1,633.07
	01/26/2021	E-pay	United States Treasury	-1,829.98
	01/28/2021	2423	Cheryl A Franz	-1,627.71
Jan 21				<u>-6,913.86</u>



12:46 PM

02/03/21

Accrual Basis

# GLACIER VIEW FIRE PROTECTION DISTRICT

## Profit & Loss Budget vs. Monthly Actual Budget

### January 2021

	Jan 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
Income				
401 · Property Taxes	0.00	21,815.75	-21,815.75	0.0%
402 · Auto Taxes	1,697.83	1,700.00	-2.17	99.9%
403 · Bldg Levy (1.150 Mill for 2017)	0.00	2,389.33	-2,389.33	0.0%
415 · Contract & Agreements	0.00	0.00	0.00	0.0%
420 · Donations	29,800.00	3,000.00	26,800.00	993.3%
421 · Fund Raising	0.00	0.00	0.00	0.0%
422 · Equipment Grant	0.00	0.00	0.00	0.0%
425 · Firewise Donations	0.00	0.00	0.00	0.0%
440 · Interest Income	0.00	100.00	-100.00	0.0%
450 · Miscellaneous/Reimb Income	0.00	0.00	0.00	0.0%
<b>Total Income</b>	<b>31,497.83</b>	<b>29,005.08</b>	<b>2,492.75</b>	<b>108.6%</b>
Expense				
502 · Accounting	280.00	280.00	0.00	100.0%
503 · Office PC/Printer Supplies	0.00	0.00	0.00	0.0%
505 · Admin (Supplies)				
513 · Telephone Expense	319.52			
505 · Admin (Supplies) - Other	861.90	1,200.00	-338.10	71.8%
<b>Total 505 · Admin (Supplies)</b>	<b>1,181.42</b>	<b>1,200.00</b>	<b>-18.58</b>	<b>98.5%</b>
506 · FF Administration	1,987.18	2,000.00	-12.82	99.4%
509 · Bldg Interest	0.00	0.00	0.00	0.0%
510 · LCT Fees	0.00	375.00	-375.00	0.0%
515 · General Insurance	0.00	1,016.66	-1,016.66	0.0%
516 · Pinnacol Insurance - Expense	0.00	250.00	-250.00	0.0%
517 · Firewise Expense	0.00	500.00	-500.00	0.0%
520 · Payroll Tax Expense	187.49	190.00	-2.51	98.7%
522 · FF/EMS Reimbursement	4,220.00	4,220.00	0.00	100.0%
525 · Payroll and Benefits	2,450.80	2,500.00	-49.20	98.0%
526 · Legal Expense	0.00	0.00	0.00	0.0%
527 · Newsletter	0.00	0.00	0.00	0.0%
530 · Appreciation	0.00	0.00	0.00	0.0%
531 · Bldg Maintenance / Repair	50.00	50.00	0.00	100.0%
540 · Communications	0.00	0.00	0.00	0.0%
570 · EMS Supplies	759.93	760.00	-0.07	100.0%
600 · Stations				
636 · Utilities-Electric	213.70			
637 · Utilities - Propane	1,823.10			
600 · Stations - Other	0.00	2,000.00	-2,000.00	0.0%
<b>Total 600 · Stations</b>	<b>2,036.80</b>	<b>2,000.00</b>	<b>36.80</b>	<b>101.8%</b>
601 · Fire Fighting Supplies				
607 · Personal Protection Equip	319.00			
601 · Fire Fighting Supplies - Other	0.00	320.00	-320.00	0.0%
<b>Total 601 · Fire Fighting Supplies</b>	<b>319.00</b>	<b>320.00</b>	<b>-1.00</b>	<b>99.7%</b>
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	124.00			
650 · Training - Other	0.00	124.00	-124.00	0.0%
<b>Total 650 · Training</b>	<b>124.00</b>	<b>124.00</b>	<b>0.00</b>	<b>100.0%</b>
660 · Vehicles				
695 · R&M E302	200.00			
660 · Vehicles - Other	0.00	200.00	-200.00	0.0%
<b>Total 660 · Vehicles</b>	<b>200.00</b>	<b>200.00</b>	<b>0.00</b>	<b>100.0%</b>
699 · Equipment Purchase	0.00	0.00	0.00	0.0%

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02/03/21

Accrual Basis

**GLACIER VIEW FIRE PROTECTION DISTRICT**  
**Profit & Loss Budget vs. Monthly Actual Budget**  
**January 2021**

	Jan 21	Budget	\$ Over Budget	% of Budget
Total Expense	13,796.62	15,985.66	-2,189.04	86.3%
Net Ordinary Income	17,701.21	13,019.42	4,681.79	136.0%
Other Income/Expense				
Other Income				
441 - MM interest income	5.05			
Total Other Income	5.05			
Other Expense				
750 - Depreciation Expense	5,367.35			
Total Other Expense	5,367.35			
Net Other Income	-5,362.30			
Net Income	12,338.91	13,019.42	-680.51	94.8%

**GLACIER VIEW FIRE PROTECTION DISTRICT**  
**Profit & Loss Budget Overview vs Actual +/- Year-to-Date**  
 January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
401 · Property Taxes	0.00	261,789.00	-261,789.00	0.0%
402 · Auto Taxes	1,697.83	12,000.00	-10,302.17	14.1%
403 · Bldg Levy (1.150 Mill for 2017)	0.00	28,672.00	-28,672.00	0.0%
415 · Contract & Agreements	0.00	500.00	-500.00	0.0%
420 · Donations	29,800.00	3,000.00	26,800.00	993.3%
421 · Fund Raising	0.00	1,000.00	-1,000.00	0.0%
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	0.00	100.00	-100.00	0.0%
450 · Miscellaneous/Reimb Income	0.00	500.00	-500.00	0.0%
<b>Total Income</b>	<b>31,497.83</b>	<b>310,561.00</b>	<b>-279,063.17</b>	<b>10.1%</b>
<b>Expense</b>				
502 · Accounting	280.00	3,000.00	-2,720.00	9.3%
503 · Office PC/Printer Supplies	0.00	2,900.00	-2,900.00	0.0%
505 · Admin (Supplies)				
513 · Telephone Expense	319.52			
505 · Admin (Supplies) - Other	861.90	5,200.00	-4,338.10	16.6%
<b>Total 505 · Admin (Supplies)</b>	<b>1,181.42</b>	<b>5,200.00</b>	<b>-4,018.58</b>	<b>22.7%</b>
506 · FF Administration	1,987.18	10,000.00	-8,012.82	19.9%
509 · Bldg Interest	0.00	2,377.72	-2,377.72	0.0%
510 · LCT Fees	0.00	4,500.00	-4,500.00	0.0%
515 · General Insurance	0.00	12,200.00	-12,200.00	0.0%
516 · Pinnacol Insurance - Expense	0.00	3,000.00	-3,000.00	0.0%
517 · Firewise Expense	0.00	6,000.00	-6,000.00	0.0%
520 · Payroll Tax Expense	187.49	2,678.00	-2,490.51	7.0%
522 · FF/EMS Reimbursement	4,220.00	22,500.00	-18,280.00	18.8%
525 · Payroll and Benefits	2,450.80	35,000.00	-32,549.20	7.0%
526 · Legal Expense	0.00	5,000.00	-5,000.00	0.0%
527 · Newsletter	0.00	3,000.00	-3,000.00	0.0%
530 · Appreciation	0.00	2,900.00	-2,900.00	0.0%
531 · Bldg Maintenance / Repair	50.00	15,700.00	-15,650.00	0.3%
540 · Communications	0.00	11,800.00	-11,800.00	0.0%
570 · EMS Supplies	759.93	2,500.00	-1,740.07	30.4%
600 · Stations				
636 · Utilities-Electric	213.70			
637 · Utilities - Propane	1,823.10			
600 · Stations - Other	0.00	8,000.00	-8,000.00	0.0%
<b>Total 600 · Stations</b>	<b>2,036.80</b>	<b>8,000.00</b>	<b>-5,963.20</b>	<b>25.5%</b>
601 · Fire Fighting Supplies				
607 · Personal Protection Equip	319.00			
601 · Fire Fighting Supplies - Other	0.00	19,000.00	-19,000.00	0.0%
<b>Total 601 · Fire Fighting Supplies</b>	<b>319.00</b>	<b>19,000.00</b>	<b>-18,681.00</b>	<b>1.7%</b>
630 · Pension Trust Expense	0.00	600.00	-600.00	0.0%
631 · Pension Contribution	0.00	6,000.00	-6,000.00	0.0%
650 · Training				
651 · EMS Training	124.00			
650 · Training - Other	0.00	18,000.00	-18,000.00	0.0%
<b>Total 650 · Training</b>	<b>124.00</b>	<b>18,000.00</b>	<b>-17,876.00</b>	<b>0.7%</b>
660 · Vehicles				
695 · R&M E302	200.00			
660 · Vehicles - Other	0.00	19,000.00	-19,000.00	0.0%
<b>Total 660 · Vehicles</b>	<b>200.00</b>	<b>19,000.00</b>	<b>-18,800.00</b>	<b>1.1%</b>
699 · Equipment Purchase	0.00	8,000.00	-8,000.00	0.0%
<b>Total Expense</b>	<b>13,796.62</b>	<b>228,855.72</b>	<b>-215,059.10</b>	<b>6.0%</b>
<b>Net Ordinary Income</b>	<b>17,701.21</b>	<b>81,705.28</b>	<b>-64,004.07</b>	<b>21.7%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
441 · MM interest income	5.05			
<b>Total Other Income</b>	<b>5.05</b>			
<b>Other Expense</b>				
750 · Depreciation Expense	5,367.35			

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02/03/21

Cash Basis

**GLACIER VIEW FIRE PROTECTION DISTRICT**  
**Profit & Loss Budget Overview vs Actual +/- Year-to-Date**  
January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Total Other Expense	5,367.35			
Net Other Income	-5,362.30			
Net Income	12,338.91	81,705.28	-69,366.37	15.1%



11:24 AM

02/03/21

## GLACIER VIEW FIRE PROTECTION DISTRICT

## First Bank - Visa

January 2021

Type	Date	Num	Memo	Account	Split	Amount
<b>First Bank</b>						
Check	01/27/2021	2419	Stmt date Dec 16 - Jan 15	106 · Operating Account	-SPLIT-	-630.81
Check	01/27/2021	2419	Weebly - website - CFCC	505 · Admin ( Supplies)	106 · Oper...	14.00
Check	01/27/2021	2419	Google Storage - CFCC	505 · Admin ( Supplies)	106 · Oper...	1.99
Check	01/27/2021	2419	Year-end office supplies - CF...	505 · Admin ( Supplies)	106 · Oper...	169.26
Check	01/27/2021	2419	Microsoft 365 - CFCC	505 · Admin ( Supplies)	106 · Oper...	99.99
Check	01/27/2021	2419	Intuit Payroll - CFCC	502 · Accounting	106 · Oper...	8.00
Check	01/27/2021	2419	OfficeMax - Supplies - CFCC	505 · Admin ( Supplies)	106 · Oper...	85.46
Check	01/27/2021	2419	EMS Storage cabinet - CFCC	570 · EMS Supplies	106 · Oper...	84.00
Check	01/27/2021	2419	CPR - Amer Heart x 4 - CFCC	651 · EMS Training	106 · Oper...	124.00
Check	01/27/2021	2419	Christmas delivery - WJCC	506 · FF Administration	106 · Oper...	44.11

To: Glacier View Fire District, Board of Directors

From: Warren Jones, Fire Chief

Re: February 2021 Chief's Report

Below are topics for my monthly report. I'll add more details verbally at the meeting.

- COVID
- Firewise
- Community slash piles (attached public notice)



# GLACIER VIEW FIRE PROTECTION DISTRICT

## Notice of Planned Slash Pile Burning Operations

### CONTACT:

Peter Henderson, Wildland Fire Captain - Glacier View Fire Protection Dist.

[phendersonfire@yahoo.com](mailto:phendersonfire@yahoo.com)

970-402-4286

### 2021 Slash Pile Burning Planned For Glacier View Meadows

January 18, 2021 – The Glacier View Fire Protection District in cooperation with the Colorado Division of Fire Prevention and Control will be burning two community slash pile sites in the Glacier View Meadows subdivision during late winter or early spring 2021. Burning operations will occur as weather and snow conditions permit. Due to the size and number of piles, we expect burning operations to last several days.

Site #1: Mt. Parnassus at Green Mountain Drive

Site #2: Straw Ct at Haystack Dive

Burning will only be conducted under specific guidelines established by the Colorado Division of Fire Prevention and Control, including having adequate snow cover on the ground and acceptable weather forecasts that meet guidelines for safe and effective burning and adequate smoke dispersal.

The main objective of burning the slash pile sites is to reduce remaining woody fuels for the purpose of public safety. The existing community slash piles are a result of Glacier View Meadows HOA free community slash disposal program aimed to assist landowners reduce hazardous fuels in the wildland-urban interface.

Glacier View Fire Protection District works closely with partner agencies such as the Colorado Air Pollution Control Division, Colorado Division of Fire Prevention and Control, Larimer County Sheriff's Department and the Larimer County Department of Public Health in developing and implementing any pile burning project.

Smoke may affect your health. Visit <https://www.colorado.gov/pacific/cdphe/wood-smoke-and-health> for additional health-related information or contact your doctor or other health professional.

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  
**Subject:** Community Wildfire Protection Plan  
**Date:** February 8, 2020

**Agenda Item:**

Community Wildfire Protection Plan (CWPP)

**Action Requested**

The Board schedule a special meeting for the purpose of meeting with the Forest Stewards Guild to discuss their CWPP proposals. At the conclusion of this discussion the Board may wish to take action to move forward with the Forest Stewards Guild, or move in another direction.

**Background**

In late December I sent requests for proposals (RFP) to two CWPP consultants, the Forest Stewards Guild and Peak Forestry. These consultants were recommended by other jurisdictions. A third consultant, Anchor Point, after initial conversation did not participate. The Forest Stewards Guild submitted a proposal by the deadline on January 29 (attached). Peak Forestry indicated on January 29 that they would submit a proposal Monday, February 1. This has not been received to date.

The Forest Stewards Guild provided three proposals as requested in our RFP. These ranged from managing the CWPP process completely, all technical analyses, stakeholder engagement, recommendations and final document preparation, to only the technical assessment and recommendations. These proposals are summarized in table below.

Board member Bill Salmon, Wildland Fire Coordinator Pete Henderson and I, as an evaluation team, reviewed the Forest Stewards Guild proposals on February 2. We recommend that the Board pursue Proposal 1. More specifically, we recommend that the Board schedule a special meeting for later in February for the purpose of meeting with key personnel from the Forest Stewards Guild to discuss their proposal in detail. After meeting with the Forest Stewards Guild, the Board may wish to make a decision to move forward with this proposal, or go in another direction.

The following funding sources for a total of \$43,500 are potentially available for this project. It may also be possible to apply for a Larimer Fire Grant to fund a portion of this project.

\$20,000 unappropriated donation received in January

\$ 5,000 unappropriated donation received in December 2020



\$ 6,000 anticipated unappropriated donation to be received in February,

\$ 3,500 in 2021 budget for CWPP

\$ 9,000 El Pomar donation received in November 2020 used to purchase four replacement VHF radios. \$9,000 could be reappropriated from the radio reserve.

	<b>Proposal 1</b> Full CWPP	<b>Proposal 2</b> Stakeholder Engagement and Wildfire Risk Assessment	<b>Proposal 3</b> Wildfire Risk Assessment
Sate Compliant CWPP	Yes	No	No
Project Management	Yes	No	No
Implantation Planning	Yes	No	No
Stakeholder Engagement	Yes	Yes	No
Wildfire Risk Assessment	Yes	Yes	Yes
Neighborhood Risk Ratings	Yes	Yes	Yes
Evacuation and Roadway Ratings	Yes	Yes	Yes
Recommendations	Yes	Yes	Yes
<b>Costs</b>			
Personnel	\$27,552	\$18,368	\$10,752
Travel	\$ 800	\$ 800	\$ 500
Supplies	\$ 800	\$ 800	
Indirect	\$ 7,288	\$ 4,992	\$ 2,813
<b>Total Cost</b>	<b>\$36,440</b>	<b>\$24,960</b>	<b>\$14,065</b>
Timeline	Feb-Jan 02	Feb-Nov	Feb-Aug

**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. Filed all quarterly Payroll reports, MyUI, 941 taxes, W-2's and W-3.

Gathered Auditor information in preparation for the Exemption of Audit. As soon as the Audit is complete, I will email it to Treasurer Thompson for review and I should have a Resolution accepting the Audit at the March Board meeting.

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

Other items I am working on:

Ongoing completion of projects as reported on below

Changing over files from 2020 to 2021 and reorganizing

**Run Log for January 2021 – 2 medical calls**

**a. Boot Donations – BOARD APPROVAL** - During this past year GVFD member Lynn Creekmore has been going through all the PPE Structure and Wildland Gear. As the members are being outfitted with newer gear, we now have a surplus of boot inventory that we can either throw out or we can donate to the Thunder-Mountain Wind and Fire 501(c)(3) for their work with Mexican fire departments. Lynn is going through them now to finalize which boots still have some remaining service life to them, that can be donated. There will be around 10 pairs to donate and the rest will be thrown out. I will need Board Approval for the donation to the Thunder-Mountain Wind and Fire 501(c)(3) and for the disposal of the surplus property of boots.

**b. SHSG Grant** – The Homeland Security Grant (SHSG) has been completed and was filed on Thursday, January 21<sup>st</sup>. This grant requires a match of 20% from GVFD for the estimated generator proposal of \$25,703. The grant this year had a last-minute requirement to it. SHSG required a soft target for some type of security to be added to the grant project. We decided to add a 6' security fence to the north side of the building which would contain the generator, power switch, utilities, propane tanks, and leach field. I discussed the fencing with Larry at GVM and he suggested using the same material that is around the GVM HOA Maintenance building. The fencing project has an added cost to the grant of \$13,600. (\$20,562 - less the 20% - for the generator and \$13,600 for the total grant request being \$34,162) GVFD would be responsible for \$5,141 for the generator portion of the grant. The security portion of the grant (\$13,600) is



**(SHSG Grant – continued)**

to be paid by SHSG at 100%. However, a hearing on the grant is set for February 18<sup>th</sup>. I will be present for that if there are any questions. One question that might come up is that they may ask if GVFD would pay for 20% of the security portion to the grant, which would be an additional \$2,720. I am asking for Board discussion on this possible change to the SHSG grant so I will know how to proceed if asked. The Grant Reserve currently has a balance of \$3,000 but was budgeted for an additional \$10,000 in the 2021 Budget. This would bring the total in the Grant Reserve to \$13,000.

There is a possibility that we will be starting a Grants Committee. GVFD member Andy Brown is compiling information on grants that would be suitable for GVFD. We will then meet with other departments to see what they are doing and see if we can collaborate when putting future grants together. This might also help with the Patronage Committee once Chief Jones, Assistant Chief's, and other Officers put in place some specific needs for the fire department.

**c. Handbook** – In preparation for the Handbook update, I have communicated with Michelle at Ireland Stapleton that we are looking to submit the Handbook for review and updating on current legislative changes to policies. Last month the Board asked for everyone to bring their comments or suggestions as we move forward. I will take any that I receive to Michelle for clarification and/or changes. I will be sending her a copy of the Handbook along with changes made to our current 2017 Handbook during the past four. Michele does recommend staying with one Handbook as there are numerous policies that apply to both volunteers and employees and we can easily differentiate those that apply only to one group or the other.

**d. Poudre Valley REA – Energy Assessment** – The Energy Audit was completed on Tuesday February 2<sup>nd</sup>. I am waiting for the Audit Report and information on how the program will work.

While Poudre Valley REA was here for the Energy Assessment, we discussed the orange balls that hang from the power lines for when Lifeline needs to land at the GVFD LZ and how they have faded. Tony from PVREA stated that they will update them for us and that if we have any designated Landing Zones within the District that had power lines near it, they will add the orange balls to the power lines.

**e. IT information/website** – Our dotgov domain name is now official! It is [glacierviewfire.gov](http://glacierviewfire.gov). I will be working with Streamline to incorporate the domain name and finish up any remaining work on the new GVFD website. As a reminder, there will be a yearly charge of \$400 to keep the domain name registered with dotgov.

**f. 2021 SDA Conference** – Mark your calendar for the 2021 SDA Conference. The Conference is scheduled for Tuesday, September 14 through Thursday, September 16. Right now, the plan is for the conference to be held in Keystone, but there will be more information later on the exact location.

**g. FPPA** – Each year GVFD contributes \$5,900 to the Fire & Police Pension Association for its members. I fill out paperwork each year to update the current volunteer member list as well as the past retiree members information. In December of 2020 I applied for a State Matching Fund and GVFD received a State Match for \$5,310. This was paid out and automatically put into our FPPA volunteer account.

**h. Firewise** – GVFD received its 2020 National Firewise Certificate of Recognition through the year of 2021. GVFD remains in good standing as a Firewise Community.

**i. Ongoing Projects –**

**Extractor** – The extractor IS working as it should and I am looking to purchase a small swimming pool to catch excess water that drips from the clothing to avoid any accidents in the PPE area.

**Garage Doors** – Adam has completed all but one garage bay door with the installation of new openers, red/green lights, and heat detector shut-off switches as there is still one item on back order.

**j. Correspondence/Donations** – GVFD received more generous donations during the month of January. One was from a local private party for \$5,000. The other was from the Noel Barrett Shuler Foundation for \$20,000. Thank you for the donations!

Two United Way volunteers sent GVFD a donation of King Sooper Gift Cards which will be used to supply the members with snacks and other munchies.

A check in the amount of \$1,697.83 was received from the Larimer County Treasurer for the December 2020 tax period. GVFD received a total of \$29,800 in donations for the month of January. Thank you for your donations!

Respectfully Submitted,

Cheryl Franz  
District Administrator