



## Glacier View Fire Protection District

1414 Green Mountain Dr. • Livermore • Colorado • 80536

August 8th at 7:00pm

Meeting was called to order at 7:03 PM via in-person and ZOOM

Board of Directors present: Treasurer David Thompson, Director Steve Groeteke, and President Dave Burk, Vice President Bill Salmon and Secretary Ron Lindroth via Zoom

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

Public members: 5

Confirm no changes made to the Agenda

- 1. Secretary's Report:** Report was submitted and made part of the Board Packet. **Secretary Lindroth made a motion to approve the Board Meeting Minutes from July 11<sup>th</sup>, 2022, as presented. President Burk seconded. Call for discussion. No discussion. All in favor, the motion carried.**
- 2. Treasurer's Report:** Report submitted and made part of the Board Packet. Treasurer Thompson presented the July Treasurer's Report. He reviewed the Monthly P & L statement: Firewise donations were \$840 with \$200 being cash donations, the rest were food donations and prize drawing ticket sales. \$2,400 was received from the sale of an enclosed trailer. He noted that the total Revenue and Expense percentages for the month were on track. Annual P & L – Equipment purchase was from the Firehouse Grant received in March of 2022 and the Expense was shown in Equipment Purchases. He mentioned that Training was low, but Chief Knox stated that there are a few training opportunities coming up with members attending. Checks over \$1K include the 2<sup>nd</sup> Qtr Payroll Taxes of \$1,527.50, wildland PPE purchase of \$3,031, fuel expense of \$1,039.89, FirstBank visa charges as submitted, and payroll.

Secretary Lindroth asked what the interest rate is on the building loan. It was not known at the time. District Administrator Franz commented that there are two remaining payments, and the building will be paid off. Secretary Lindroth suggested paying off the loan early to save on any additional interest. District Administrator Franz will update on the percent of interest.

Secretary Lindroth asked about firefighter reimbursements. Chief Knox stated that full members are paid \$25/call and probationary members \$20/call. He expressed his appreciation to Bridget Knox for her dedication to the fire department based on her attendance on calls in for the 2<sup>nd</sup> Qtr.

**(Treasurer's Report – continued)**

**President Burk made a motion to approve the Treasurer's Report as presented. Director Groeteke seconded. Call for discussion. No further discussion. All in favor, the motion carried.**

**3. Chief's Report:** Chief Knox highlighted his report as presented.

Chief Knox recognized the membership for the great job performed at the Red Feather Lakes structure fire. Secretary Lindroth echoed the Chief for the members performance as he viewed the fire site and saw what was done to contain the fire.

The Board gave Chief Knox the go ahead to work on the Local Firefighter Safety Resources grant. This grant does not have any matching funds required for GVFPD and will be used mostly for PPE.

Chief Knox reported that two EMT's will be attending IV class next month, currently three of the six EMT's are IV certified.

Chief Knox presented the Surplus Property as submitted. **Secretary Lindroth motioned to approve donating or discarding Surplus Property as submitted with Chief's Report. President Burk seconded. Call for discussion, no discussion. All in favor, the motion carried.**

Chief Knox added that the strategic plan mentioned in his report will include both a long-term and short-term plan for his vision for the direction of the fire department with training and the equipment we have, and what equipment operations is looking for, and it will explain why Operations functions as they do. This will give a good strong direction but will allow for change if needed. He noted that he would like this completed by the end of the year and would like to start implementing the plan in 2023.

**4. District Administrator Report:** Report submitted and made part of the Board Packet

Treasurer Thompson commented on grant funding revenues and expenditures and expressed that he is not in favor of Budget Amendments for smaller grants but would recommend a Budget Amendment for larger grants as suggested by the auditor. Secretary Lindroth suggested a one-time aggregate Budget Amendment at the end of the year. District Administrator Franz will follow up on the timeline for filing the Audit Exemption.

**ACTION ITEMS:**

**Election Update** - The election packet was discussed as presented and there was discussion on the election process. Director Groeteke read the IGA Resolution 2022-08-01. **Treasurer Thompson made a motion to adopt the Resolution 2022-08-01 as presented with the date correction in paragraph two. President Burk seconded. Call for discussion. No further discussion. All in favor, the motion carried.**

**FAMLI** – Director Groeteke read Resolution 2022-08-02. **Director Groeteke made a motion to accept Resolution 2022-08-02 as presented. Treasurer Thompson seconded. Call for discussion, no discussion. All in favor, the motion carried.**

## 5. Committee Reports:

(a) **Sunset Election Committee – (Cheryl Franz, David Thompson, Dan Knox)** (Campaign Committee – Randy Golden, Henry Hudson, Kathy Hudson) Administrator Franz stated that their next meeting was August 17<sup>th</sup> at 7PM. She has a phone meeting with Legal on election forms and the committee will be going over budget language and make a plan for the Campaign Committee for moving forward.

(b) **Budget Committee – (Dave Burk, Dan Knox, David Thompson, Cheryl Franz, Fred Delano, Ops member)**  
President Burk reviewed the 08AUG 22 Budget Committee Board Update attached and added that at the September Board Meeting the Budget Committee will ask for a Preliminary approval. He suggested having a Budget Workshop an hour before the September Board Meeting, at 6PM.

Fred presented Budget documents as attached. He feels confident in the 2022 projection for the year end Budget. Everyone on the committee is comfortable with the 2023 Budget that is being developed knowing that there might be some change if needed. There will be two more Budget meetings before the September Board Meeting. Fred noted that we will be prepared to present the Board with detailed information at the Budget Workshop, so the Board feels confident in discussing the Budget at the Board Meeting. He mentioned that the 2023 Budget falls within the parameters that the Board has set. He highlighted the increase to Administration for GVFPD insurance and fuel and projected carryovers for 2023 and 2024. Treasurer Thompson added that we will get firmer numbers on the 2023 revenues from the Larimer County Assessors later this month.

**Vice President Salmon motioned to have a Budget Workshop on Monday, September 12<sup>th</sup> at 6PM. President Burk seconded. Call for discussion. No further discussion. All in favor, the motion carried.**

(c) **Financial Procedures** – This committee is being formed to set financial policies and procedures on spending caps for the Chief and Administrator. The committee will be made up of Treasurer Thompson, Chief Knox, Administrator Franz, and Director Groeteke. President would like to see public members involved to maintain transparency. Secretary Lindroth asked what the purpose was and what would be accomplished. Treasurer Thompson stated that it was apparent there is no written document as far as policies and procedures and who can do what, so this will be a way to identify and document procedures moving forward. Vice President Salmon added that this committee would identify financial policies so that the organization could function cleanly. Secretary Groeteke suggested documenting what has already been policy and make sure everyone is clear on the

**(Committee Reports – Financial Procedures – continued)**

procedures and clarify any questions or make any adjustments. This will be worked on in the next several months with a completion date set for the end of the year.

**6. Unfinished Business:**

- a. Generator submitted in the District Administrator Report.
- b. NLCERA – EMS Training - No update from Joel at Livermore Fire. Chief Knox spoke with PFA, and they will get with UC Health to discuss our concerns on training and the contract with GVFPD. PFA will report back to Chief Knox. He added that UCH live training should start again in September.

- 7. New Business:** CWPP Workshop – Vice President Salmon and Assistant Chief Jones will meet to work on the Resolution concept brought up at the CWPP Workshop. This will be up for review and discussion at the September Board Meeting. The CWPP group is continuing to work on the two-track plan focusing on the tactical issues, and they will be doing preplanning on future projects. Assistant Chief Jones noted that they will be looking at a name for the group and the various programs within the group. He will bring group name suggestions to the Board at the next Board meeting. He mentioned that they met with the Sheriff representative and are working on preliminary roadway mitigation along CR74E and 68C. The group will meet with GVM HOA manager to see how they can work together on projects that will require their participation. Assistant Chief Jones recognized those doing work on their own projects outside of CWPP on various properties including the GVM HOA who is mulching the current slash piles. He talked about the Community Wildfire Defense Grant. This grant is due to be submitted by October 7<sup>th</sup> and they will be looking into this for various projects. These grants have a 25% match, by either money or labor. Treasurer Thompson noted that moving forward any project/grant would be for District wide implementation and would have to be evenly distributed among projects. Secretary Lindroth added his appreciation for the presentation at the CWPP Workshop and suggested working with County GIS and have a map made that would show the mitigated addresses and put it on our website and the map could possibly identify safety zones. Assistant Chief Jones stated that the group will be talking about information to add to the website but mentioned that safety zones are not conducive to this area and recommended to evacuate when told to do so by the Sheriff's Office. The current GIS information from the CWPP is on the GVFPD website.

**8. Public Comment:**

Mr. Hudson – He asked what the percentage of the vote was when the original 1.15 Mill Levy was set. District Administrator Franz will look into the question.

## 9. Directors Comments:

Secretary Lindroth expressed his appreciation to everyone.

Vice President Salmon thanked Administrator Franz for the work on the Election as DEO for GVFPD. He thanked Operations for their dedication to GVFPD. He expressed that it was an honor to be here.

Director Groeteke thanked Operations and Administrator Franz for keeping things going and thanked the Board and Committees for the work they all do.

Treasurer Thompson expressed his appreciation for the work from the CWPP group.

President Burk thanked everyone for coming.

**Adjournment: Treasurer Thompson made a motion to adjourn the meeting at 08:47 PM. Director Groeteke accepted the motion. Treasurer Thompson seconded. Call for any further discussion, no discussion. All in favor. Meeting adjourned.**

Respectfully submitted by  
Cheryl Franz  
District Administrator

**Next Scheduled Meetings: Monday, September 12<sup>th</sup>, 2022**  
**Board Meeting 7:00PM - in-person - Station 1**