

Glacier View Fire Protection District
Agenda
June 15th at 7:00pm

Call to Order – Roll Call

Confirm there are no changes to the Agenda

Board of Directors - determine positions as Board Members

Recognition of member accomplishments – Mike Leaverton – Full Member

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

- (a) Approve Board Meeting Minutes of May 18th, 2020

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

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

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

Action Request: PPE Purchase Request

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

Generator Estimate

5. Committee Reports

- a) **Handbook Committee** – (Randy Golden, Steve Switzer, and Amanda Koncewicz, Cheryl Franz)
- 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) No Report submitted
- e) **Newsletter Committee** – (Cheryl Franz, Bridget Knox, Steve Switzer) Report submitted in the District Administrator Report

6. Unfinished Business:

Generator – District Administrator Report
Certificate presented to Russ Shumway
Certificate presented to Mike Dunlap

7. New Business:

IR Camera Disposal

8. Public Comment:

9. Adjournment

Next Scheduled Board Meeting: Monday, July 20th at 7:00PM



Glacier View Fire Protection District

1414 Green Mountain Dr. • Livermore • Colorado • 80536

May 18th, 2020 at 7:00pm

Call to Order via virtual meeting: Meeting started at 7:00 PM

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

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

Public members: 5

Confirmation that there are no changes to the agenda

- 1. Secretary's Report:** Report was submitted and made part of the minutes. President Burk entertained a motion to accept the April 20th, 2020 Board Meeting minutes as presented. Director Lameiro accepted the motion and President Burk seconded. Call for discussion, no discussion. All in favor, the motion carried. President Burk abstained due to his excused absence at the April Board meeting.
- 2. Treasurer's Report:** Treasurer Thompson submitted the Treasurer's Report. President Burk moved to accept the Treasurer's Report as presented. Secretary Switzer accepted and President Burk seconded. Call for discussion, no discussion. All in favor, the motion carried.
- 3. Chief's Report:** Report submitted to Board.
Glacier View Fire Department probationary members Mike Koncewicz and Steven Leenerts were recognized by Chief Jones as becoming full members of the department. Chief Jones stated that all the members have been busy with training and gave them credit for their hard work with the different tasks they have taken on. He recognized the past fire chief for her efforts in building a good relationship between the mountain departments.

Covid-19 Update - Chief Jones stated that the cases and deaths in Larimer County have decreased. He believes that the PPE requirements for the members will continue throughout the next year. Chief is concerned about the impact of what returning to "normal" will look like for our members and what their ability to respond to calls will be when everyone starts returning to work.

Chief's Report: (continued)

Action Request: Surplus Property Disposal – President Burk entertained a motion to approve the Surplus Property Disposal list presented by Chief Jones. Secretary Switzer accepted the motion and Director Lameiro seconded. Call for discussion, there was discussion on the bid. District Administrator Franz recommended the local contractor's bid for the surplus property removal as the other bids were from town and the bids were higher. No further discussion. All in favor, the motion carried. Treasurer Thompson and District Administrator Franz will work on the accounting end for the project.

Action Request: PPE Phase 1 Purchase Request – Chief Jones presented the PPE Purchase Request (attached). Phase 1.1 is not included in the Phase 1 purchase request and will be submitted later. Action requested is strictly for Phase 1.2 and 1.3 for a total of approximately \$15,000 in PPE purchasing. The Board and Chief Jones discussed the 2020 budgeted PPE Reserve and its proposed purchase plans. President Burk entertained a motion to approve the PPE purchase of Phase 1.2 and 1.3 for a total of approximately \$15,000. Treasurer Thompson accepted the motion and Director Lameiro seconded. Call for discussion, no further discussion. All in favor, the motion carried.

Chief Jones recognized member Lynn Creekmore and thanked her for her efforts in complying the PPE purchase information

Action Request: Preliminary 10-year Apparatus, Vehicle, and Equipment Plan – Chief Jones and the Board reviewed and discussed the 10-year plan. The Board was in support of the 10-year plan presented and advised Chief Jones to bring forth specific and detailed operational purchases and recommendations of equipment plans so the Board can have better input and assessments of GVFD needs of future replacement purchases.

Director Lameiro and Treasurer Thompson suggested to Chief Jones that he would like to add the IT Committee as well as the Patronage Committee to the Logistic Program to get more people involved supporting the fire department. The Logistic Program will continue to be discussed. Chief Jones and District Administrator Franz were asked to present what their roles would be in relation to the Logistic Program at a future Board meeting.

Chief Jones mentioned that he would be talking with the NW fire chiefs regarding the advanced cardiac monitor that GVFD has and the possible shared repair or replacement of the equipment from the other fire departments. Treasurer Thompson suggested looking into a grant.

4. District Administrator Report: Report submitted to Board.

David Thompson was sworn into office for the term 2020-2023 and Paul Lameiro were sworn into his formerly appointed term of office which will expire 2022.

Discussion was made by the Board regarding the candidate running for the open Board position. The Board presented questions to the candidate and the candidate responded. The Board unanimously voted to elect Bill Salmon to the open Board position. Bill Salmon was sworn in and will serve his term from 2020-2023.

District Administrator Report: (continued)

District Administrator Franz highlighted the repair work that has been completed or is in progress at the GVFD fire station. Garage door panels have been replaced, roof coating project is started and should be complete mid-week, and front door lock has been ordered. She also stated that the electrician will be at the fire station on Wednesday to upgrade the outside lighting at each lower door entrance and he will hard wire the first light inside the side door of the bay so it is on at all times for the safety of the members.

5. Committee Reports:

(a) Handbook/Website Committee – (Steve Switzer, Randy Golden, Amanda Koncewicz, Cheryl Franz) Secretary Switzer stated that Amanda has the Handbook completed and saved on a Google doc. He will get with Amanda before the next Board meeting to initiate the review of the Handbook and make sure everyone has a copy. Amanda will then start working on the GVFD website to complete.

(b) Patronage Committee - (David Thompson, Paul Lameiro) Treasurer Thompson stated there has been no activity. The committee is continuing to gather inventory information from Chief Jones. He is hoping a logistic person will be able to help on the patronage committee.

(c) IT Committee - (Paul Lameiro) Report submitted to the Board. Director Lameiro discussed looking to recruit a logistic person for the IT committee. He recommended continuing with the Strategic Plan that was set forth by Gordon Nuttall. Russ has stepped down from the IT committee and will be issued a Certification of Appreciation at the next Board meeting.

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

6. Unfinished Business:

Generator: President Burk recommends hiring or contracting with Justin Rogers to perform the monthly cycling of the generator since he already preforms the yearly maintenance of the generator. Secretary Switzer motioned to move forward in contacting Justin Rogers to see if he would perform the monthly cycling on the generator and what his bid would be, and determination of bid would be subject to a final Board approval. President Burk seconded. Call for discussion, no further discussion. District Administrator Franz will contact Justin Rogers for an estimate and present it at the June Board meeting.

- 7. New Business:** District Administrator Franz presented a quilt wall hanging made by Amy McBernie that was signed by Board members and GVFD members. He was also given an appreciation gift and thanked by ALL for his eight years of service with GVFD. President Burk expressed his honor and pleasure in serving on the Board. Thank you, Dave!

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

8. **Public Comment:** Ms. McBernie stated it was an honor making the wall hanging for President Burk and thanked President Burk for his service and leadership. She also welcomed Bill Salmon onto the Board and stated this would be her last Board meeting as she will be moving on to new adventures. Ms. McBernie sent well wishes to both the Board and GVFD. The Board thanked Amy for her years of service with GVFD and for attending Board meetings.

Mr. Shumway gave his suggestions on the 12-lead – advanced cardiac monitor.

Dan and Bridget Knox thanked President Burk for his service.

9. **“Executive Session”:** The GVFD Board discussed the new Board liaison’s for Chief Jones, they will be Treasurer Thompson and Vice President Golden. They discussed goals for Chief Jones and suggested setting up a special meeting with Chief Jones and the Captains. Secretary Switzer will get with Bill Salmon about a possible liaison position.

10. **Directors Comments:**

Director Lamerio thanked all for attending the virtual meeting and welcomed Bill Salmon to the Board.

Vice President Golden stated his appreciation for President Burk’s leadership during his two terms.

Secretary Switzer thanked President Burk for his contributions and welcomed Bill Salmon.

Treasurer Thompson expressed his gratitude for President Burk’s service. He asked Chief Jones to pass along to the GVFD membership his appreciation for those who showed up for his medical incident.

President Burk thanked Bill Salmon for stepping up for the open Board position.

President Burk called for adjournment of the May Board meeting at 9:15 PM. Secretary Switzer moved to adjourn the meeting. President Burk seconded. Meeting adjourned.

Respectfully submitted by

Cheryl Franz
District Administrator

Next Scheduled Board Meeting: Monday, June 15th, 2020

3:40 PM

06/03/20

Accrual Basis

GLACIER VIEW FIRE PROTECTION DISTRICT

Balance Sheet

As of May 31, 2020

	May 31, 20
ASSETS	
Current Assets	
Checking/Savings	
106 · Operating Account	178,755.61
116 · Money Market Account	141,280.31
Total Checking/Savings	320,035.92
Other Current Assets	
145 · Grants Receivable	7,526.00
Total Other Current Assets	7,526.00
Total Current Assets	327,561.92
Fixed Assets	
152 · Building	304,013.86
154 · Fire Fighting Equipment	189,337.44
164 · Trucks	733,147.40
185 · Accumulated Depreciation	-644,238.90
Total Fixed Assets	582,259.80
TOTAL ASSETS	909,821.72
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
240 · Payroll Liabilities	1,109.06
Total Other Current Liabilities	1,109.06
Total Current Liabilities	1,109.06
Long Term Liabilities	
235 · Building Loan	52,219.52
Total Long Term Liabilities	52,219.52
Total Liabilities	53,328.58
Equity	
300 · Fund Balance	769,046.23
32000 · Retained Earnings	-2,469.18
Net Income	89,916.09
Total Equity	856,493.14
TOTAL LIABILITIES & EQUITY	909,821.72

2:59 PM

06/11/20

Accrual Basis

GLACIER VIEW FIRE PROTECTION DISTRICT
Profit & Loss Detail
May 2020

Type	Date	Num	Name	Memo	Split	Amount
Ordinary Income/Expense						
Income						
401 - Property Taxes						
Deposit	05/08/2020	DEP	Larimer County Treasury	Current Year Tax - APR 20	106 - Operating Ac...	47,417.65
Total 401 - Property Taxes						47,417.65
402 - Auto Taxes						
Deposit	05/08/2020	DEP	Larimer County Treasury	Specific Ownership Tax - A...	106 - Operating Ac...	8,611.64
Total 402 - Auto Taxes						8,611.64
403 - Bldg Levy (1.150 Mill for 2017)						
Deposit	05/08/2020	DEP	Larimer County Treasury	Building Levy (1.15 mil)	106 - Operating Ac...	1,257.17
Total 403 - Bldg Levy (1.150 Mill for 2017)						1,257.17
415 - Contract & Agreements						
Deposit	05/27/2020	DEP	Air Evac EMS Inc	AIR EVAC Membership reimb	106 - Operating Ac...	287.40
Total 415 - Contract & Agreements						287.40
420 - Donations						
Deposit	05/05/2020	DEP	Jeanne and Michael Cor...	donation	106 - Operating Ac...	200.00
Total 420 - Donations						200.00
421 - Fund Raising						
Deposit	05/27/2020	DEP	Kroger - King Soopers	KSC107427 - Loyalty Card	106 - Operating Ac...	215.59
Total 421 - Fund Raising						215.59
Total Income						57,989.45
Expense						
502 - Accounting						
Check	05/28/2020	2209	First Bank	Credit Intuit Payroll Online	106 - Operating Ac...	-35.00
Check	05/28/2020	2209	First Bank	QB Desktop Pro Plus 2020	106 - Operating Ac...	138.45
Check	05/28/2020	2209	First Bank	OB Payroll mntly chg	106 - Operating Ac...	4.00
Total 502 - Accounting						107.45
505 - Admin (Supplies)						
513 - Telephone Expense						
Check	05/06/2020	EFT	Century Link	Bill Date 4/12/2020	106 - Operating Ac...	11.80
Check	05/20/2020	EFT	Century Link	Bill Date 4/19/2020	106 - Operating Ac...	228.26
Check	05/20/2020	EFT	Century Link	Bill date - 5/1/2020	106 - Operating Ac...	66.11
Total 513 - Telephone Expense						306.17
505 - Admin (Supplies) - Other						
Check	05/28/2020	2209	First Bank	Weebly	106 - Operating Ac...	14.00
Total 505 - Admin (Supplies) - Other						14.00
Total 505 - Admin (Supplies)						320.17
506 - FF Administration						
Check	05/12/2020	2197	Imprints Fort Collins	Jacket - Chief	106 - Operating Ac...	49.98
Check	05/20/2020	2200	Colorado State Fire Chi...	2020 Membership Dues - In...	106 - Operating Ac...	310.00
Check	05/28/2020	2209	First Bank	CBI - Ankele	106 - Operating Ac...	5.00
Total 506 - FF Administration						364.98
510 - LCT Fees						
Deposit	05/08/2020	DEP	Larimer County Treasury	Current Year Fees - APR 20	106 - Operating Ac...	1,116.79
Total 510 - LCT Fees						1,116.79
516 - Pinnacol Insurance - Expense						
Check	05/27/2020	2207	Pinnacol Assurance	Renewal installment 1 of 4 -...	106 - Operating Ac...	503.00
Total 516 - Pinnacol Insurance - Expense						503.00
520 - Payroll Tax Expense						
Paycheck	05/28/2020	2210	Cheryl A Franz		106 - Operating Ac...	0.00
Paycheck	05/28/2020	2210	Cheryl A Franz		106 - Operating Ac...	104.78

Accrual Basis

May 2020

Type	Date	Num	Name	Memo	Split	Amount
Paycheck	05/28/2020	2210	Cheryl A Franz		106 · Operating Ac...	24.50
Paycheck	05/28/2020	2210	Cheryl A Franz		106 · Operating Ac...	0.00
Paycheck	05/28/2020	2211	Edwin V Sather Jr.		106 · Operating Ac...	0.00
Paycheck	05/28/2020	2211	Edwin V Sather Jr.		106 · Operating Ac...	29.76
Paycheck	05/28/2020	2211	Edwin V Sather Jr.		106 · Operating Ac...	6.96
Paycheck	05/28/2020	2211	Edwin V Sather Jr.		106 · Operating Ac...	0.00
Total 520 · Payroll Tax Expense						166.00
525 · Payroll and Benefits						
Paycheck	05/28/2020	2210	Cheryl A Franz		106 · Operating Ac...	1,690.00
Paycheck	05/28/2020	2211	Edwin V Sather Jr.		106 · Operating Ac...	480.00
Total 525 · Payroll and Benefits						2,170.00
530 · Appreciation						
Check	05/27/2020	2208	Imprints Fort Collins	Member Jackets Inv-E29088	106 · Operating Ac...	301.88
Total 530 · Appreciation						301.88
531 · Bldg Maintenance / Repair						
Check	05/12/2020	2194	Ankele Garage Doors	Inv 1310 - Garage door repair	106 · Operating Ac...	456.00
Check	05/27/2020	2204	Absolute Commercial R...	Roofing Final Payment - Inv...	106 · Operating Ac...	12,116.43
Check	05/27/2020	2204	Absolute Commercial R...	Repair Gutter Hangers - No ...	106 · Operating Ac...	0.00
Check	05/27/2020	2204	Absolute Commercial R...	Add reinforcement to 5 Pipe...	106 · Operating Ac...	100.25
Total 531 · Bldg Maintenance / Repair						12,672.68
570 · EMS Supplies						
Check	05/12/2020	2198	Life-Assist	1000051	106 · Operating Ac...	123.89
Check	05/12/2020	2198	Life-Assist	1000205	106 · Operating Ac...	13.38
Check	05/12/2020	2198	Life-Assist	1000788	106 · Operating Ac...	102.60
Check	05/28/2020	2209	First Bank	EMS Supplies	106 · Operating Ac...	261.43
Total 570 · EMS Supplies						501.30
600 · Stations						
636 · Utilities-Electric						
Check	05/07/2020	EFT	Poudre Valley REA	Bill Date 4/21/2020	106 · Operating Ac...	29.00
Total 636 · Utilities-Electric						29.00
638 · Pest Control - Trash						
Check	05/20/2020	2203	NiKy Contracting	Trash Surplus Disposal - Inv...	106 · Operating Ac...	1,545.00
Total 638 · Pest Control - Trash						1,545.00
Total 600 · Stations						1,574.00
601 · Fire Fighting Supplies						
605 · FF Supplies						
Check	05/12/2020	2195	Darley	Flares for ignition	106 · Operating Ac...	221.90
Check	05/28/2020	2209	First Bank	FF Supplies - Maintenance	106 · Operating Ac...	833.74
Check	05/28/2020	2209	First Bank	FF Misc Supplies -Sam's	106 · Operating Ac...	60.62
Total 605 · FF Supplies						1,116.26
607 · Personal Protection Equip						
Check	05/20/2020	2199	The Supply Cache	PPE Project 1.2 - Inv 24493...	106 · Operating Ac...	4,257.15
Check	05/28/2020	2209	First Bank	PPE - Key Coveralls	106 · Operating Ac...	155.55
Total 607 · Personal Protection Equip						4,412.70
Total 601 · Fire Fighting Supplies						5,528.96
630 · Pension Trust Expense						
Check	05/27/2020	2206	Fire & Police Pension A...	QTR Direct Expense Allocat...	106 · Operating Ac...	202.16
Total 630 · Pension Trust Expense						202.16
660 · Vehicles						
662 · Fuel Expense						
Check	05/12/2020	2196	Glacier View Road & Re...	Fuel - 5-4-2020	106 · Operating Ac...	141.18
Total 662 · Fuel Expense						141.18
669 · R&M 1992 Int'l Tender 1						

2:59 PM

06/11/20

Accrual Basis

GLACIER VIEW FIRE PROTECTION DISTRICT

Profit & Loss Detail

May 2020

Type	Date	Num	Name	Memo	Split	Amount
Check	05/20/2020	2201	Super Vacuum Manufac...	Valve - Tender 1 - Inv 103834	106 · Operating Ac...	732.00
Total 669 · R&M 1992 Int'l Tender 1						732.00
691 · R&M 2013 Dodge Engine 501						
Check	05/20/2020	2202	Interstate Batteries	E501 Battery - 1906901013...	106 · Operating Ac...	302.40
Total 691 · R&M 2013 Dodge Engine 501						302.40
Total 660 · Vehicles						1,175.58
699 · Equipment Purchase						
Check	05/27/2020	2205	ROI Fire & Ballistic Equi...	IR Camera - E105 - Inv 16233	106 · Operating Ac...	6,825.00
Total 699 · Equipment Purchase						6,825.00
Total Expense						33,529.95
Net Ordinary Income						24,459.50
Other Income/Expense						
Other Income						
441 · MM interest income						
Deposit	05/12/2020			Interest	116 · Money Mark...	3.29
Total 441 · MM interest income						3.29
Total Other Income						3.29
Other Expense						
750 · Depreciation Expense						
General Jo...	05/27/2020	78		Depreciation Expense - May...	185 · Accumulated...	5,367.35
Total 750 · Depreciation Expense						5,367.35
Total Other Expense						5,367.35
Net Other Income						-5,364.06
Net Income						19,095.44

3:00 PM

GLACIER VIEW FIRE PROTECTION DISTRICT

Check Over \$1000

06/11/20

Accrual Basis

May 2020

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
May 20				
	05/20/2020	2199	The Supply Cache	-4,257.15
	05/20/2020	2203	NiKy Contracting	-1,545.00
	05/27/2020	2204	Absolute Commercial Roofi...	-12,216.68
	05/27/2020	2205	ROI Fire & Ballistic Equipm...	-6,825.00
	05/28/2020	2209	First Bank	-1,437.79
	05/28/2020	2210	Cheryl A Franz	-1,443.72
May 20				<u>-27,725.34</u>

12:06 PM

06/04/20

Accrual Basis

GLACIER VIEW FIRE PROTECTION DISTRICT

Profit & Loss Budget vs. Monthly Actual Budget

May 2020

	May 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
401 · Property Taxes	47,417.65	48,000.00	-582.35	98.8%
402 · Auto Taxes	8,611.64	4,500.00	4,111.64	191.4%
403 · Bldg Levy (1.150 Mill for 2017)	1,257.17	1,200.00	57.17	104.8%
415 · Contract & Agreements	287.40	41.66	245.74	689.9%
420 · Donations	200.00	250.00	-50.00	80.0%
421 · Fund Raising	215.59	83.33	132.26	258.7%
422 · Equipment Grant	0.00	208.33	-208.33	0.0%
425 · Firewise Donations	0.00	0.00	0.00	0.0%
440 · Interest Income	0.00	8.20	-8.20	0.0%
450 · Miscellaneous/Reimb Income	0.00	0.00	0.00	0.0%
Total Income	57,989.45	54,291.52	3,697.93	106.8%
Expense				
502 · Accounting	107.45	233.33	-125.88	46.1%
503 · Office PC/Printer Supplies	0.00	203.00	-203.00	0.0%
505 · Admin (Supplies)				
513 · Telephone Expense	306.17			
505 · Admin (Supplies) - Other	14.00	416.66	-402.66	3.4%
Total 505 · Admin (Supplies)	320.17	416.66	-96.49	76.8%
506 · FF Administration	364.98	365.00	-0.02	100.0%
509 · Bldg Interest	0.00	0.00	0.00	0.0%
510 · LCT Fees	1,116.79	1,100.00	16.79	101.5%
515 · General Insurance	0.00	9,753.00	-9,753.00	0.0%
516 · Pinnacol Insurance - Expense	503.00	503.00	0.00	100.0%
517 · Firewise Expense	0.00	0.00	0.00	0.0%
520 · Payroll Tax Expense	166.00	273.92	-107.92	60.6%
522 · FF/EMS Reimbursement	0.00	0.00	0.00	0.0%
525 · Payroll and Benefits	2,170.00	3,580.16	-1,410.16	60.6%
526 · Legal Expense	0.00	0.00	0.00	0.0%
527 · Newsletter	0.00	0.00	0.00	0.0%
528 · Election Costs	0.00	0.00	0.00	0.0%
530 · Appreciation	301.88	300.00	1.88	100.6%
531 · Bldg Maintenance / Repair	12,672.68	550.00	12,122.68	2,304.1%
540 · Communications	0.00	0.00	0.00	0.0%
570 · EMS Supplies	501.30	650.00	-148.70	77.1%
600 · Stations				
636 · Utilities-Electric	29.00	213.70	-184.70	13.6%
637 · Utilities - Propane	0.00	0.00	0.00	0.0%
638 · Pest Control - Trash	1,545.00			
Total 600 · Stations	1,574.00	213.70	1,360.30	736.5%
601 · Fire Fighting Supplies				
605 · FF Supplies	1,116.26			
607 · Personal Protection Equip	4,412.70			
601 · Fire Fighting Supplies - Other	0.00	1,300.00	-1,300.00	0.0%
Total 601 · Fire Fighting Supplies	5,528.96	1,300.00	4,228.96	425.3%
630 · Pension Trust Expense	202.16	200.00	2.16	101.1%
631 · Pension Contribution	0.00	0.00	0.00	0.0%
650 · Training				
651 · EMS Training	0.00	0.00	0.00	0.0%
652 · FF Training	0.00	0.00	0.00	0.0%
654 · Admin Staff & Board Training	0.00	0.00	0.00	0.0%
Total 650 · Training	0.00	0.00	0.00	0.0%
660 · Vehicles				
662 · Fuel Expense	141.18			
669 · R&M 1992 Int'l Tender 1	732.00			
691 · R&M 2013 Dodge Engine 501	302.40			
660 · Vehicles - Other	0.00	1,200.00	-1,200.00	0.0%
Total 660 · Vehicles	1,175.58	1,200.00	-24.42	98.0%
699 · Equipment Purchase	6,825.00			

12:06 PM

06/04/20

Accrual Basis

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

	May 20	Budget	\$ Over Budget	% of Budget
Total Expense	33,529.95	20,841.77	12,688.18	160.9%
Net Ordinary Income	24,459.50	33,449.75	-8,990.25	73.1%
Other Income/Expense				
Other Income				
441 · MM interest income	3.29			
Total Other Income	3.29			
Other Expense				
750 · Depreciation Expense	5,367.35			
Total Other Expense	5,367.35			
Net Other Income	-5,364.06			
Net Income	19,095.44	33,449.75	-14,354.31	57.1%

12:11 PM

06/04/20

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	161,316.90	262,978.00	-101,661.10	61.3%
402 · Auto Taxes	26,507.35	28,802.00	-2,294.65	92.0%
403 · Bldg Levy (1.150 Mill for 2017)	9,684.28	12,075.00	-2,390.72	80.2%
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	7.99	100.00	-92.01	8.0%
450 · Miscellaneous/Reimb Income	2,257.54	500.00	1,757.54	451.5%
Total Income	205,059.29	311,955.00	-106,895.71	65.7%
Expense				
502 · Accounting	2,458.45	2,800.00	-341.55	87.8%
503 · Office PC/Printer Supplies	1,117.83	2,600.00	-1,482.17	43.0%
505 · Admin (Supplies)				
513 · Telephone Expense	1,539.74			
505 · Admin (Supplies) - Other	396.77	5,000.00	-4,603.23	7.9%
Total 505 · Admin (Supplies)	1,936.51	5,000.00	-3,063.49	38.7%
506 · FF Administration	2,229.73	3,000.00	-770.27	74.3%
509 · Bldg Interest	1,786.02	3,338.77	-1,552.75	53.5%
510 · LCT Fees	3,798.14	4,000.00	-201.86	95.0%
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	880.03	3,287.00	-2,406.97	26.8%
522 · FF/EMS Reimbursement	4,160.00	17,000.00	-12,840.00	24.5%
525 · Payroll and Benefits	11,503.75	42,962.00	-31,458.25	26.8%
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	355.00	5,000.00	-4,645.00	7.1%
530 · Appreciation	414.66	2,000.00	-1,585.34	20.7%
531 · Bldg Maintenance / Repair	13,361.51	2,000.00	11,361.51	668.1%
540 · Communications	1,349.77	1,500.00	-150.23	90.0%
570 · EMS Supplies	1,133.65	2,500.00	-1,366.35	45.3%
600 · Stations				
636 · Utilities-Electric	883.80	2,564.40	-1,680.60	34.5%
637 · Utilities - Propane	3,051.75	4,435.60	-1,383.85	68.8%
638 · Pest Control - Trash	1,545.00			
Total 600 · Stations	5,480.55	7,000.00	-1,519.45	78.3%
601 · Fire Fighting Supplies				
605 · FF Supplies	2,326.12			
606 · Wildland Gear	367.31			
607 · Personal Protection Equip	5,378.06			
601 · Fire Fighting Supplies - Other	451.68	14,000.00	-13,548.32	3.2%
Total 601 · Fire Fighting Supplies	8,523.17	14,000.00	-5,476.83	60.9%
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	40.00	6,500.00	-6,460.00	0.6%
652 · FF Training	1,069.63	6,500.00	-5,430.37	16.5%
654 · Admin Staff & Board Training	-50.00	5,000.00	-5,050.00	-1.0%
Total 650 · Training	1,059.63	18,000.00	-16,940.37	5.9%
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	1,215.92			
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	6,822.27	16,000.00	-9,177.73	42.6%
699 · Equipment Purchase	6,825.00			
Total Expense	88,382.65	180,087.77	-91,705.12	49.1%
Net Ordinary Income	116,676.64	131,867.23	-15,190.59	88.5%

12:11 PM

06/04/20

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
Other Income/Expense				
Other Income				
441 · MM interest income	76.20			
Total Other Income	76.20			
Other Expense				
750 · Depreciation Expense	26,836.75			
Total Other Expense	26,836.75			
Net Other Income	-26,760.55			
Net Income	89,916.09	131,867.23	-41,951.14	68.2%

To: Glacier View Fire District, Board of Directors

From: Warren Jones, Fire Chief

Re: June 2020 Chief's Report

Wildland fire preparations: We've completed our seasonal wildland fire preparations. Our members are completing their individual on-line knowledge refresher and individual pack tests. We completed the refresher skill training during Saturday training in May. All of our apparatus is ready. There have been several small fires in the area already, including two in Poudre Canyon that required aircraft. We had one very small fire last week. While the large fire potential is estimated to be average, based on the fire activity we've experienced already and projected weather, I expect we'll have an active season.

New members and open house: We have two new emergency response volunteers, Cheryl Franz and Jim Perry. Jim is a returning member with many years of experience, including as chief. Our new member open house is Wednesday, June 17th at 7 pm. One membership issue the Board may wish to discuss is the minimum age requirement. Our current District Handbook sets the minimum age at 21. All of our neighboring fire districts have a minimum age of 18. Two restrict driving district vehicles until 21.

Trash removal: Our trash removal project is complete. We're working now on getting the fire station/storage/training building on Bald Mountain Drive cleaned and sanitized so we can use it again. Planning for the future use of this building will be a project later this year.

2021 operations budget: We're working on the 2021 operations budget request, including the capital replacement projects of replacing E502, acquiring a second squad vehicle and replacing our rescue tool.

PPE purchases: We've submitted the PPE purchases approved by the Board last month. Some has been delivered and distributed to members. We have not made any new progress on the purchase and installation of a PPE extractor. We have however, taken some PPE to wash at Livermore. I expect we'll make at least one more PPE purchase this summer based on the results of our new member open house. This may require asking for more funds from the PPE reserve.

RETAC grant equipment: We've taken delivery of the disinfectant fogger and reusable facemasks purchased with the joint NW chiefs RETAC grant. This was a major success of our NW chief relationship and will serve as a springboard for future cooperative activities.

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

Submitted newly elected Board Members Oath of Office and Bond documents to DOLA, SDA, LC Clerk & Recorder, LC Elections Office, and Ireland Stapleton. Contacted FirstBank for new signature cards and change of credit card information.

Gathered, prepared, and updated new member and Board information. Update GVFD brochure and prepared flyer for upcoming New Member Open House scheduled for Wednesday, June 17th, 7 PM.

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

Operation purchases – GVFD received the IR Camera. I paid the invoice of \$6,825 and filed the documents and proof of invoice payment with Lori Hodges for the Larimer County Grant Program. I was notified that all documents were accepted and are being send on for the GVFD reimbursement. One of the PPE purchases, approved at the May Board meeting, was made to The Supply Cache in the amount of \$4,257.15.

Transfer of funds made from the Money Market Reserve Accounts to the Operating Account were as follows: (As per Board Approval at the May Board Meeting)

\$4,257.15 from 2020 PPE Reserve (MM) to Operating Account. This will be adjusted when 2020 year-end Budget transfers are made.

\$6,825.00 was transferred from the Capital Reserve (MM) to the Operating Account for the purchase of the IR Camera and will be adjusted when reimbursement is issued to GVFD.

BOARD DISCUSSION: Credit cards have been issued in the past for the Fire Chief, District Administrator and one Board Member. Please appoint one Board member that I can reissue an emergency credit card too. I will also get Chief Jones his credit card. A new signature card will need to be signed by all Board members to allow for check signing.

Run Log for May 2020 – 5 medical calls, 1 fire calls

b. Election 2020 Recap – Recapping the 2020 Election of the GVFD Board of Directors is as follows: David Thompson - Term 2020-2023, Paul Lameiro - Term 2020-2022 (Paul was elected from his appointed position in 2018), and Bill Salmon – Term 2020-2023. **Please determine tonight everyone's position on the Board.**

c. Budget Committee – We are looking to start up the 2021 Budget Committee. I have reached out to the past committee members, and Chief Jones and I are working through the 2020 Budget for 2021 numbers.

d. Repairs – A keyless entry system was installed at the front door by Adam with Ankele Garage Door. Unfortunately, the keyless entry did not allow the front door to remain unlocked after entering, so the nonworking bar lock was replaced at the same time. The cost for the whole repair was \$1350. The front door repair is complete and meets safety standards.

Josh with Robert's Electric came and replaced the two outside motion lights and extended the timers for the lighting at night. He also hard wired the first light in the bay which allows a safer entry at night for the members. The safety lighting project has been completed.

Ben with Absolute Commercial Roofing has completed the roof coating repair. He also repaired the gutter hangers at no charge and reinforced the supports to the pipe vent coming out of the roof. A final payment was issued to Absolute Commercial Roofing for \$12,116.43. Ben charged us \$100 to reinforce the supports. The roofing job is now complete. I will work on the men's bathroom repair later this fall or after the new year.

e. Worker' Comp – Ron Tribbett with Tribbett Agency advised me of the underwriter's statement regarding Chief Jones's request of Worker's Compensation coverage while working away from our district. The underwriter stated that Chief Jones is covered under GVFD's Worker's Compensation as a statutory volunteer while he is performing his role as a member of the Northeast Colorado Type III Incident Management Team and deployed away from the fire district. Please see attached email from Sabrina at Pinnacol for the description of the statutory volunteer.

Discussion was brought up at the April Board meeting regarding Worker's Compensation for logistic members. GVFD carries a blanket accidental/sickness insurance policy through Provident that is provided to logistic type volunteers who assist GVFD in light performance duties for the fire department. These volunteers are not eligible to receive worker's compensation benefits. See attached email from Sabrina at Pinnacol.

f. Newsletter – I am still gathering information for the newsletter and will work with Bridget Knox and Secretary Switzer to complete the first draft in the next week or two. I am waiting until after the Open House to finalize. The newsletter will hopefully be sent to the printer by the end of June.

g. Correspondence/Donations – A check in the amount of \$56,169.67 was received from the Larimer County Treasurer for April 2020. AirEvac reimbursed GVFD \$287.40 for new memberships received. Kroger-King Soopers donated back to GVFD \$215.59 for the first quarter of 2020. GVFD received \$200 in donations.

Thank you for your donations!

Respectfully Submitted,
Cheryl Franz
District Administrator

From: Sabrina Willis [mailto:sabrina.willis@pinnacol.com]
Sent: Monday, June 01, 2020 2:25 PM
To: Ronald Tribbett
Subject: RE: Glacier View Fire Protection District Policy#1523772

Ron,

The Chief would be covered as he is a statutory volunteer. The logistics team would not be covered as they are not statutory.

The Colorado Workers' Compensation Act provides coverage for statutory volunteers and emergency service volunteers pursuant to **8-40-202 (1)(a)(1)(A)C.R.S.**

Statutory volunteers and emergency service volunteers are defined as:

- Volunteer Ambulance Teams or Groups and drivers
- Volunteer Disaster Teams
- Volunteer Firefighter
- Any person ordered by the chief or a designee of the chief's at the scene of an emergency or during the period of an emergency to become a member of that department for the duration of an emergency, and to perform the duties of a firefighter
- Only if the person reports any claim within ten days of the cessation of the emergency
- Volunteer Police Officers
- Members of volunteer police departments, reserves, police teams performing actual duties as a volunteer police officer
- Volunteer rescue teams or groups
- Members of the civil air patrol, Colorado wing while performing duties as volunteer firefighter, search and rescue, ambulance
- Persons called to serve on a posse

I hope this helps.