

**GRAND VALLEY FIRE PROTECTION DISTRICT  
MINUTES REGULAR BOARD MEETING – JULY 20, 2011**

Attendance: Fire District Board of Directors  
Lynn Shore (5/2012, 2<sup>nd</sup> term) Keith Lammey (5/2012, 1<sup>st</sup> term)  
Bill Nelson (5/2014, 1<sup>st</sup> term) Ted Anderson (5/2014, 1<sup>st</sup> term)

Absent: Kevin Whelan (5/2012, appointed)

Staff: David Blair, Fire Chief Robert Ferguson, Deputy Fire Chief  
Diana Connell, Admin. Specialist

Public: Marlo Coates, Colorado CPA Services, PC  
Michelle Foster

President Shore called the meeting to order at 9:00 am.

Anderson moved to excuse the absence of Whelan. Seconded by Lammey. All approved.

**MINUTES**

Minutes from the June 15, 2011 Regular Board Meeting were presented and reviewed. Lammey moved to approve the minutes as presented. Seconded by Anderson. All approved.

**FINANCIAL REPORT**

The financial reports for June, 2011 were reviewed and discussed. Nelson moved to approve the June, 2011 financials subject to audit. Seconded by Lammey. All approved.

**PUBLIC COMMENT**

Michelle Foster said the picnic was wonderful. She said all the members did a great job.

**2011 AUDIT DRAFT**

Marlo Coates, from Colorado CPA Services, presented and reviewed the 2011 Audit. The Independent Auditor's Report states Colorado CPA gave a "clean opinion" and presented it fairly, which means from the documents they audited they found nothing wrong. They feel very confident that everything was materially correct. Nelson moved to accept the 2011 Audit prepared and presented. Seconded by Lammey. All approved.

**FIRE CHIEF'S REPORT**

- **Administrative Specialist Update** – On July 17, 2011, Diana Connell submitted a letter of resignation. She will be moving to Broomfield, CO and her last day will be August 12, 2011. The job was posted and the District received over 150 applications. The list was pared down to approximately 20, and from those 20, eight were chosen to be interviewed. A hiring board was assembled and the interviews were held on Saturday, July 16, 2011. Chief Blair made an offer to Barbara "Kim" Reeves and she accepted. She will start on August 1, 2011 and will job shadow Connell for two weeks.
- **Property Assessment Projections** – The Fire Chiefs of Garfield County met with the County Assessor and Deputy Assessor at their July 5, 2011 meeting. The Assessor's office presented the Fire Chief's with copies of their individual District projections, based

on information known as of July 1, 2011. It was stressed several times that these are only projections and that the first official assessments for budget preparations would be out in August. The initial projections forecast that most of the taxable lines will be as much as 38% lower than last year; however, oil and gas production rates have increased by just over 26%. This will result in an increase of 22% in “potential” assessed valuation of property values in the District.

➤ **Other**

- **Electric Sign** – Chief Blair had contacted two additional sign companies in Grand Junction. Neither of the companies responded with a bid. Chief Blair discussed the bid that was prepared by Bud Signs. After discussion, Lammey moved to spend up to \$32,000 for an electronic sign to be installed in front of the Battlement Mesa Station, Station 1. Seconded by Shore. Lammey, Shore, and Anderson said Aye. Nelson said Nay. The motion was passed. Chief Blair will submit an application to the Battlement Mesa Architectural Review Committee for their review and approval prior to moving forward with construction of the sign.
- **Budget Preparation** – Chief Blair will soon start preparing the 2012 budget. He has asked that staff start considering special items/projects that should be included in the 2012 budget. There was discussion about refinancing or paying off the new fire station. Chief Blair will get more information from John Self, Wells Fargo, on the refinancing and present it at the next Board meeting.
- **Strategic Planning, Facilitated** – Chief Blair expressed a desire to set up a facilitated strategic planning meeting next month to assist the District with setting up short-term and long-term goals. Line staff and administration staff met and feel this might help all members of the District realize what is important and what the District’s focus should be as the District moves forward next year and years to come. The Board agreed with Chief Blair and by consensus gave permission to set up the session.
- **Volunteer Pension Fund handbook** – Chief Blair will be sending out the Draft copy of the Volunteer Pension Fund handbook to all current volunteers and retirees for their review. All comments will be made available to the Pension Board at the August 9, 2011 meeting. The document will then be presented to the Regular District Board of Directors at the August 17, 2011 Board meeting for approval.
- Chief Blair distributed and reviewed the Press Release about the combining of Burning Mountains Fire Protection District, Glenwood Springs Rural Fire Protection District, the City of Glenwood Springs, and Rifle Fire Protection District. The four entities have begun explorations of opportunities to improve efficiencies through shared and cooperative services. Shore felt the Board needed to be aware of this situation and to state that Grand Valley Fire Protection District is not involved in this consolidation. It was also stated by those present that there is no desire to consider any consolidation conversion with these groups at this time.
- Chief Blair asked the Board’s permission to buy a new Plotter printer and for the funds to come out of the Unreserved/Undesignated Expense account. He presented the Board with quotes from All Copy Products and United

Reprographic. The Board gave Chief Blair approval to purchase the plotter from All Copy Products.

- The District will be participating in the Grand Valley Days Parade. The Mack along with other apparatus's will be in the Parade. The climbing wall will be there and the staff will help with the street sports.

### **STAFF REPORT**

Deputy Chief Ferguson discussed the District's previous and upcoming activities.

- Mesa County and DeBeque Fire will be having a mass casualty drill on September 24, 2011 from 12:00 pm to 4:00 pm. The GVFPD staff will participate.
- The staff is assisting with the Lifeguard training at the Activity Center

### **OTHER BUSINESS**

Michelle Foster asked about the acoustics in the Training room. Chief Blair is looking into getting a dropped ceiling installed. He thinks this will help greatly with the acoustics.

### **ADJOURN**

There being no further business or discussions the meeting was adjourned at 10:50 a.m.

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Kim Reeves, Administrative Assistant

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Lynn Shore, Board President

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Bill Nelson, Board Secretary/Treasurer