

GRAND VALLEY FIRE PROTECTION DISTRICT  
MINUTES REGULAR BOARD MEETING January 17, 2018, 9:00am  
Battlement Mesa Fire Station  
0124 Stone Quarry Rd. Parachute, CO 81635

Attendance: Fire District Board of Directors  
Bill Nelson (5/2018, 2nd Term) Keith Lammey (5/2020, 2nd Term)  
Kevin Whelan (5/2020, 2nd Term) Ted Anderson (5/2018, 2nd Term)

Absent: Michelle Foster (5/2018, 1<sup>st</sup> Term)

Staff: David Blair, Fire Chief Rob Ferguson, Deputy Fire Chief  
Kim Reeves, Administrative Specialist Bob Tipping, Captain

Public: None

President Whelan called the meeting to order at 9:00 a.m.

Whelan moved to excuse Foster. Seconded by Nelson. All approved.

### MINUTES

Minutes from the November 15, 2017 Regular Board Meeting were presented and reviewed. Nelson moved to approve the minutes. Seconded by Lammey. All approved.

Minutes from the December 6, 2017 Special Board Meeting were presented and reviewed. Lammey moved to approve the minutes. Seconded by Nelson. All approved.

### FINANCIAL REPORT

Financial reports for November 2017 were reviewed and discussed. Anderson moved to approve the financial reports, subject to audit. Seconded by Nelson. All approved.

Financial reports for December 2017 were reviewed and discussed. Whelan moved to approve the financial reports, subject to audit. Seconded by Anderson. All approved.

### PUBLIC COMMENT

None

### Foster came into the meeting at 9:06am

### PRESIDENT AND BOARD MEMBER COMMENTS

President Whelan elaborated on discussions he had with Colorado River Fire Rescue this past month.

President Whelan asked the Board of Directors to let him know of any issues or comments which need to be included during his 6 month informal review with Chief Blair.

Lammey asked that staff repaint the bay door in the training room once the weather and temperatures permit.

### FIRE CHIEF'S REPORT

- **Old Business**

- **OROI Update**

- The Captain's job description has been completed and staff is now focused on completing the Lieutenant's job description. It is the Chief's intent to have this task completed by the end of January. Deputy Chief Ferguson has been in contact with Martin Goughnour and a schedule has been started to accommodate interviews with on duty staff. Work is still underway in order to accommodate part time and volunteer staff. President Whelan wants to have some

discussion as to scope, process and outcome of the meetings Mr. Goughnour will be conducting and ensure that Board of Directors do not have any additional concerns.

- **2018 Budget**

The 2018 Budgets were delivered to Garfield and Mesa County Commissioners, Assessors and Treasurers, as well as the Department of Local Affairs.

- **New Business**

- **Designation of the “Official” posting place for 24-hour (agenda) notice of District Meetings**

As per Section 24-6-402(2)©, C.R.S., the Board of Directors needs to designate an Official posting place for 24 hour (agenda) notice of District Meetings. Chief Blair is suggesting that this notice location be the Public Notice Board in the lobby of Station #1, 0124 Stone Quarry Road, Parachute, CO 81635. Whelan moved that the official posting place be the lobby of Station #1. Seconded by Nelson. All approved.

- **Designation of posting of BOD Meeting Time & Location**

Chief Blair is suggesting to the Board of Directors that the current locations for posting Board Meeting Time & Location be retained. The current locations are:

- GVFPD District Offices, Station #1
- GVFPD Station #2
- Parachute Post Office
- Garfield County Clerk & Recorder
- Mesa County Clerk & Recorder

After discussion in an earlier Board Meeting last year, it has been suggested that the Dates for Board Meetings be changed to the:

- January – October, third Wednesday for the months of
- November, the Wednesday prior to the week of Thanksgiving
- December , the first Wednesday of the month

The 9:00 am start time would stay the same. Foster moved that the current locations for posting Board Meeting dates, times and locations remain as presented. Seconded by Whelan. All approved.

- **Designation of Official Newspaper**

Chief Blair suggested to the Board of Directors that the current newspaper, the Citizen Telegram be retained as the official newspaper for public notifications. Lammey moved to approve retention of the Citizen Telegram as the official news paper. Seconded by Anderson. All approved.

- **May 8, 2018 Election of Board of Director Members**

The District will have 3 Director positions up for election this year. 2 positions will be for current members that will be term limited and the third position will be for a member that has completed one term and eligible to run for re-election if they chose. The District will need to adopt an Election Resolution calling for either mail ballot or regular election and appoint a Designated Election Official. Chief Blair recommended that the District use the mail ballot form of election and designate Administrative Specialist Kim Reeves as the Designated Election Official. Chief Blair is not recommending any ballot question at this time. The Board of Directors has until the February Board Meeting to decide if there is a need to submit a ballot question or issue to the electors. The formal call for nominations is planned for the week of January 29<sup>th</sup>, which is the earliest a call can be published in the official newspaper. Chief Blair will attach an election calendar to the agenda. Whelan moved that the 2018 election be held by mail in ballot. Seconded by Lammey. All approved. Whelan moved to appoint Administrative Specialist Kim Reeves as the Designated Election Official. Seconded by Nelson. All approved.

- **Abatement Update.**

Chief Blair and President Whelan updated the Board of Directors as to the status of the current abatement.

- **Mill Levy increase implications**  
Chief Blair was asked to prepare some possible mill levy increase scenarios that will include funding for future Capital Projects and Future Operational Reserves. Chief Blair presented the election process for a ballot question. Depending on when and if a question is approved, there is some thinking that the existing Board of Director's may want to develop an opinion statement for the future Board as to the "Opinion of the Existing Board" as it relates to the current financial status of the District and potential corrective actions that may be appropriate, KNOWING FULL WELL that any opinions can not commit future Boards to actions that they may deem appropriate. The Board of Directors opted to not take any action at this time.
- **ISO Review**  
Chief Blair is pleased to report that the District's ISO rating has remained the same, 03/03Y. Chief Blair is proud of the work and time that staff has put into ensuring that the District's review was a success.
- **Other**  
Chief Blair will be attending the AOP Meeting.  
Chief Blair discussed Winterfest and the Districts involvement.

## **STAFF REPORT**

- **Deputy Fire Chief Report**
  - **District participation in recent events**  
Deputy Chief Ferguson discussed some of the events that the District has participated in during the past couple of months, as well as what the Operations Staff has been doing.
  - **OPS Report**  
Deputy Chief Ferguson discussed the handout outlining the November 2017 and December 2017 Operations report.
  - **Accreditation Update**  
Deputy Chief Ferguson gave an update to the BOD as to progress being made as it pertains to the Community Risk Assessment: Standards of Coverage.
- **Admin. Specialist/HR Report**  
None

## **BOARD OF DIRECTORS REPORT/COMMENT**

Nelson presented information pertaining to moving some of the Districts funds to Colotrust as the interest rate is much higher than at a traditional bank. The Board of Directors discussed the information. Whelan moved to approve Resolution 2018-001, A resolution authorizing the use of funds from the Future Operational Reserves Fund to join with other Local Governments as a Participant in the Colorado Local Government Liquid Asset Trust (the "Trust") in order to pool funds for investment, and Resolution 2018-002 a resolution authorizing the use of funds from the Capital Projects Savings Fund to join with other Local Governments as a Participant in the Colorado Local Government Liquid Asset Trust (the "Trust") in order to pool funds for investment. And to authorize the President and Secretary Treasurer to sign the Resolutions. Seconded by Nelson. All approved.

## **EXECUTIVE SESSION:**

There was no Executive Session held.

## **ADJOURN**

There being no further business or discussions the meeting was adjourned at 10:49 a.m.

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Kim Reeves, Administrative Assistant

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Kevin Whelan, Board President

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Bill Nelson, Board Secretary/Treasurer