

# **AGENDA**

## **Grand Valley Fire Protection District Regular Board Meeting – July 20, 2011**

- **Call meeting to order**
- **June 15, 2011 Regular Board Meeting Minutes**
- **June Financial Report**
- **Public Comment**
- **2011 Audit Draft**
- **Fire Chief's Report**
  - **Administrative Specialist update**
  - **Property assessment projections**
  - **Other**
    - **Electric sign**
    - **Budget preparation**
    - **Strategic planning, facilitated**
    - **Volunteer Pension Fund handbook**
- **Staff Report**
  - **District participation in recent events**
- **Other Business**

## **Don't post this part. BOD agenda details**

### **➤ Fire Chief's Report**

- **Administrative Specialist update**

Diana Connell has tendered resignation. She will be moving to Broomfield. Her last day will be August 12, 2011. Staff has been assisting Chief Blair by putting together an aggressive hiring process and timetable to search for a qualified replacement. 134 applications were submitted. The list was pared down to approximately 20 and ultimately 8 have been chosen to be interviewed. A hiring board has been assembled and interviews will be held July 16<sup>th</sup>. Chief Blair and staff will be following up with reference calls the week of July 18<sup>th</sup> and a selection will be made by Chief Blair on or before Sunday July 24<sup>th</sup>. The selected applicant will be required to report to work on August 08, 2011 in order to job shadow Diana for a week. If possible, we are asking the applicant to report on the 1<sup>st</sup> in order to job shadow for 2 weeks. This will allow the applicant to be a part of a payroll cycle as well.

- **Property assessment projections**

The Fire Chief's of Garfield County met with the County Assessor and Deputy Assessor at their July meeting on the 5<sup>th</sup>. The Assessor's office presented the Fire Chief's with copies of their individual District projections, based on information known as of July 01, 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 has contacted two additional sign companies in Grand Junction. Both are interested in submitting bids for the electronic sign to be placed in the front of Station 1. Quotes are supposed to be in by the meeting on the 20<sup>th</sup>.

- **Budget preparation**

Chief Blair will start working on the 2112 budget soon. He has asked that staff start considering “special items/projects” that we need to include in the 2012 budget. The next agenda item may significantly help with this process.

- **Strategic planning, facilitated**

Chief Blair will be looking into having a facilitated strategic planning meeting set up next month to assist the District with setting up short-term and long-term goals (direction). Line staff and admin staff met and feel that this might help ALL members of the District realize what is important and what our focus should be as we move forward next year and years to come.

- **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<sup>th</sup> meeting. The document will then be presented to the Regular District Board of Directors at the August 17<sup>th</sup> meeting for approval.

- **Staff Report**

- **District participation in recent events**

Deputy Chief Ferguson will discuss some of the events that the District has participated in during the past month, as well as what the Operations Staff has been doing.

- **Other**