

GRAND VALLEY FIRE PROTECTION DISTRICT  
MINUTES REGULAR BOARD MEETING November 18, 2015

Attendance: Fire District Board of Directors  
Kevin Whelan (5/2016, 1<sup>st</sup> Term)    Bill Nelson (5/2018, 2nd Term)  
Keith Lammey (5/2016, 1<sup>st</sup> Term)     Michelle Foster (5/2018, 1<sup>st</sup> Term)  
Ted Anderson (5/2018, 2nd Term)

Absent:            None

Staff:            David Blair, Fire Chief     Kim Reeves, Administrative Specialist  
                     Andrew Duprey, Lieutenant     Bob Tipping, Captain

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

Munro Wilcox with Woodriver Energy presented information on their business and the possible natural gas savings to the District. The District tabled any decision until a later date in order to review the proposal and to seek other interested parties.

Hilary with Jviation updated the Board of Directors on the Strategic Planning process and the Board of Directors set the retreat/workshop for December 18, 2015.

Public:            None

**MINUTES**

Minutes from the October 21, 2015 Regular Board Meeting were presented and reviewed.

Lammey moved to approve the minutes. Seconded by Nelson. All approved.

**FINANCIAL REPORT**

Financial reports for October 2015 were reviewed and discussed Foster moved to approve the financial reports, subject to audit. Seconded by Nelson. All approved.

**PUBLIC COMMENT**

None

**FIRE CHIEFS REPORT**

- **Old Business**
  - **Acoustical Upgrades**

Climate Control has started the work on the retrofit of the Training Room ventilation system. Work on the East side ventilation system should be completed by the Board of Directors meeting. Work on the West side ventilation system will begin the week of the 16<sup>th</sup>.
  - **Strategic Planning**

Update given by Hilary earlier in the meeting.
  - **Remote Area Water Tanks**

Chief Blair has contacted Louie Gibson with Encana. He is very interested in having one of the remote area water tanks placed up at the High Mesa Plant. WPX Energy has also given a location for a tank.
  - **New Performance Review with Staff**

Chief Blair met with District staff on November 12<sup>th</sup> for the regularly scheduled quarterly staff meeting and explained the new performance review process that the Board of Director Performance Review committee has proposed. There were some questions by staff that Chief Blair was unable to answer and will therefore be seeking clarification at the November BOD meeting. It was decided that the Performance Review Committee would meet again with Chief Blair and make a final presentation for acceptance at the December Special Board Meeting.

- **TABOR Reserve Training**  
Chief Blair, Deputy Chief Ferguson, Kim Reeves and Bill Nelson met with Marlo Coates, the District's CPA for TABOR Reserve calculations training and general budget presentation review. The result of the training was better templates for figuring future TABOR calculations and adjustments for budget preparations.

- **Additional Operational Personnel**  
There was some discussion at the October meeting about the amount of un-filled shifts by part-time and volunteer members. Deputy Chief Ferguson has calculated 469, 24 hour shifts have not been filled this year from January 01 to October 21. Chief Blair requested an additional 3 Volunteer persons to bring the operational response personnel to 40. It was the consensus of the Board of Directors to raise the operational response personnel to 40 and hold administrative staff level to 3. New member testing will take place after the first of the year to fill the 3 approved positions.

- **New Business**

- **Budget time**  
Chief Blair presented the November updates to the 2016 Draft General Fund, Capital Projects Fund and Volunteer Pension Fund Budgets. Chief Blair will requested that the Board of Directors set a Special Meeting Date for the December Budget Approval meeting. The budgets were reviewed and discussed. The December 16, 2015 Regular Board Meeting and the December 8, 2015 Regular Pension Board Meeting will be held on December 9, 2015. The Special Pension Board Meeting will be at 9:00AM. The Special Board Meeting will be at 9:15 AM.

➤ **Staff Report**

- **District participation in recent events**  
Chief Blair 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**  
The October 2015 Operations report was not presented during the meeting.

**EXECUTIVE SESSION:**

President Whelan made a motion that the Board of Directors hold an Executive Session per CRS-246-402(4) related to the discussion of the purchase, acquisition, lease transfer, or sale of real, personal, or other property interest. Session attendance Whelan, Lammey, Anderson, Nelson, Foster, and Blair. Executive session began at 10:48 a.m.

The Executive Session was concluded at 11:22 a.m. and the Regular Board Meeting resumed.

Anderson moved to have a certified appraisal completed for the Station #2 property. Seconded by Lammey. All approved.

Whelan moved to approve that the District move forward with the purchase of the Station #2 property. Seconded by Foster. All approved.

Whelan moved that the District's Attorney be invited to attend an Executive Session to be held at the December 9, 2015 Special Board Meeting to discuss the Station #2 property purchase. Seconded by Lammey. All approved.

**ADJOURN**

There being no further business or discussions the meeting was adjourned at 11:24 a.m.

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Kevin Whelan, Board President

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Bill Nelson, Board Secretary/Treasurer