

**CORTEZ FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING
June 11, 2014**

CALL TO ORDER

President Orly Lucero called the meeting to order at 6 p.m. in the meeting room at Station #1. Roll call followed and the board members present were Lori Johnson, Kent Lindsay, Diane Fox, Sherri Wright and Orly Lucero. Administrative Assistant Wendy Mimiaga, Asst. Chief Charles Balke, Chief Jeff Vandevoorde and Dudley Locke from VFIS were present for the meeting.

APPROVAL OF MINUTES

The minutes from the regular meeting, held on May 14, 2014, were brought before the board for approval. Ms. Johnson commented on the wording of the discussion regarding the County fire permits at the end of the Chief's report.

Lori Johnson made a motion to approve the minutes for the regular Board of Directors meeting held on May 14, 2014 with the discussed change to page 5, paragraph 6 under the Chief's Report, Diane Fox seconded. The minutes for the meeting were approved on the following vote:

Fox	Lindsay	Wright	Johnson	Lucero
Yes	yes	yes	yes	yes

BILLS AND ACCOUNTS

The board reviewed the list of bills and accounts and the financials included in the Board packet.

Ms. Johnson continued the conversation from the last Board meeting, May 14, 2014, regarding staff bringing any purchase over a certain amount to the Board for approval, stating that she would like to discuss it at the upcoming workshop and put together a resolution for pre-approval of bills for the agenda for the next scheduled Board meeting.

Ms. Johnson also asked why the workman's comp charge for April, 2014 doubled. Ms. Mimiaga explained that it included the audit premium that is charged after the first of the year when Pinnacol has the actual year end salaries as opposed to the amounts reported in October.

Lori Johnson made a motion to accept the bills and financials including the supplemental list of bills, Kent Lindsay seconded. The motion passed as follows:

Fox	Lindsay	Wright	Johnson	Lucero
Yes	yes	yes	yes	yes

PUBLIC COMMENT

Dudley Locke from VFIS came to our district to hold four (4) sessions for Harassment and Discrimination Training, and to address the new Board with an update of our insurance coverage. Mr. Locke handed out a summary of both the Property and Casualty policy and the Accident and Sickness policy, and reviewed in detail the coverage's and deductibles of each policy. Mr. Locke explained that any of the limits can be changed. VFIS was founded in 1969 on the principle of claims management, and works hard to help its customers, primarily fire

departments, navigate such. VFIS also pays 100% defense cost if we were to end up in court. It was also explained that the claims made bases covers the District if a claim was to be made going back to the inception of the District, not just the time that we have had coverage with VFIS. Mr. Locke reminded the staff that making sure all events are properly documented will help expedite any claim that is made. The policy renewal date is January 1, 2015.

CORRESPONDENCE

Included in the packet were inclusions from the Cortez Journal from May 16, 20, 2014. Also included were thank you notes from the Good Samaritan Center and the Montelores Early Childhood Council.

REPORT FROM THE ADMINISTRATIVE ASSISTANT

A report of the current financial accounts was included in the packet. The county treasurers' office distributed a total of \$128,662.09 to the district for the month of May, 2014. \$75,656.18 for the general mill levy, and \$53,005.91 for the additional mill levy.

The business money market account at 1st Southwest Bank had a balance of \$129,079.39 as of May 30, 2014 with Interest earned in May, 2014 of \$26.52. The annual percentage yield remained at 0.25%, and the interest paid year to date was \$132.54. The 3 year jumbo CD of \$257,092.42 at 0.60% earned \$126.94 on May 13, 2013. Total interest paid in 2014 is \$376.40 for an updated balance of \$257,468.82.

The \$250,000 was deposited in a jumbo CD, at 0.98%, for 5 years at the First National Bank of Cortez on February 14, 2014 has earned \$597.40 year to date for an updated balance of \$250,597.40.

The balance in the State Farm account, as of May 31, 2014, was \$742,479.14 with interest earned in May, 2014 of \$409.77, and year to date \$2,207.46. The interest rate remained at 0.65%. The total in the reserve accounts is \$1,379,624.75.

The unemployment rate was unchanged in May, 2014 at 6.3%, adding 217,000 jobs, and the labor force participation rate also remained unchanged at 62.8%. The Federal Reserve cut the quantitative easing another \$10 billion and are looking to end the purchasing program this year, possibly as early as October, 2014. The fed will no longer be injecting \$85 billion into the market which could affect the stock market, however since the fed has been decreasing the amount monthly, hopefully the stock market is adjusting for the slowdown and will act accordingly. This should not affect the investments of the district, other than hopefully increasing interest rates, but it could cause a decrease in the mutual fund investments in the Volunteer Pension Fund. The federal reserve will not increase the Fed Funds rate, leaving it near 0%. They will reevaluate the rate next year.

Ms. Johnson thanked Ms. Mimiaga for the Board Handbooks that were given to each Board member. Ms. Mimiaga suggested that the Board add the insurance summaries handed out by Mr. Locke of VFIS to their handbooks, and they are a good overview of the coverage for the District.

REPORT FROM THE ASST. CHIEF

Asst. Chief Balke went over his report that was included in the packet along with a list of the trainings, meetings and events he attended. Asst. Chief Balke reported that the new Volunteer orientation is pending, waiting on four of the six candidates to complete their new hire paperwork.

There is still no news on the AFG grant, we have passed several rounds and have not been denied. The AFG grant was submitted for SCBA's and apparatus replacement for a pumper tender. The DOLA Gaming Grant for a new Brush Truck has been submitted.

A graph of the monthly calls and response times for May, broken down by district, was included. The weighted average response time for the month of May, taking into consideration all districts, was seven minutes, twenty-one seconds.

REPORT FROM THE FIRE CHIEF

Chief Vandevoorde went over his report and list of meetings that was included in the packet. Chief Vandevoorde reported that the District will be hosting a blood drive on Tuesday, June 24 from 4:30 – 6:30, and requested that anyone available please show support. The District tries to host two or three blood drives a year to help support the community.

The Chief thanked everyone who helped out with the annual open house and food drive that was held on May 3, 2014. There were many other events going on that same weekend, as well as an air monitoring class here, but we were able to collect a good amount of food for the Good Samaritan Center, who was very appreciative and sent a nice thank you note to the District.

There were 133 calls during the month of May, 93 EMS calls, 34 fire calls and 6 vehicle accidents for a total of 701 total calls for the year.

On Wednesday, May 28, 2014 we once again hosted the foreign exchange students who come through our area each year. They camp out in the training room in the fire station and the crew cooks up a big dinner for them. They especially liked riding through town on the antique fire truck. President Lucero added that he received a call from them thanking everyone for the hospitality.

Farmers Telephone will be in the office on Thursday, June 12, 2014 to switch over the phone system, at which point we will be completely off the City's service.

Chief Vandevoorde again approached the Board about retaining Collins, Cockril & Cole in Denver, who just did the recent SDA training in Durango, for future legal services. They are more versed in Special District laws, work with the Special District Association, and will also be able to help in reviewing our service plan and determining if we do need to update it. We will contact them to see what the process is and report back to the Board.

Ms. Johnson agreed, that it would be in the Districts best interest to have an attorney on retainer that understands fire districts. The Board was all in agreement.

Also included in the Chiefs report was a list of the fire inspections conducted by Sean Canada, Cortez Fire Inspector. Chief Vandevoorde further explained that if there is not a follow up inspection scheduled, then they passed the inspection.

OLD BUSINESS

A copy of the Request for Proposal for a new fire station was included in the packet. This will be needed to advertise for bid documents. It has been requested that three hard copies and a copy on CD be submitted to the District.

Ms. Johnson asked that an extra office space be added to the request under Administration Building Requirements as the position of the Fire Inspector has been handed back and forth between the City and the District, just to plan for the future if needed.

Chief Vandevorde added that we have also added an administrative conference room for meetings and plan review.

Chief Vandevorde further explained that this is to find out what the estimated cost will be to build the station, not the final plans. After the proposals are submitted, we will then approach DOLA for a grant, with a 50% match, to have actual plans drawn up. We will then need to submit for grants to build the station.

Mr. Lindsay inquired if we were going to build this to be energy efficient. The Chief explained that if we are to use certain grants, we will have to build to L.E.A.D. specifications. After we receive the proposals and choose who we want to proceed with the plans, then we will work on the details.

Diane Fox made a motion to approve the proposal and move forward with the RFP, Kent Lindsay seconded. The motion passed as follows:

Fox	Lindsay	Wright	Johnson	Lucero
Yes	yes	yes	yes	yes

NEW BUSINESS

There was no new business.

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

Having no further business to come before the board, Kent Lindsay made a motion to adjourn the meeting, Sherri Wright seconded. The motion passed as follows:

Fox	Lindsay	Wright	Johnson	Lucero
Yes	yes	yes	yes	yes

The meeting adjourned at 7:28 p.m.

Orly Lucero – President

Attest:

Kent Lindsay – Secretary/Treasurer