

**CORTEZ FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING
April 13, 2016**

CALL TO ORDER and PLEDGE OF ALLEGIANCE

President Orly Lucero called the meeting to order at 6:30 p.m. in the meeting room at Station #1. Roll call followed after the Pledge of Allegiance and the board members present were Lori Johnson, Kent Lindsay, Buck Woodman, Sherri Wright and Orly Lucero. Administrative Assistant Wendy Mimiaga and Chief Jeff Vandevoorde were present for the meeting. Also present was our new Asst. Chief Shawn Bittle.

APPROVAL OF THE AGENDA

Kent Lindsay made a motion to approve the agenda for the April 13, 2016 Board of Directors meeting, Sherri Wright seconded. The agenda was approved on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
yes	yes	yes	yes	yes

APPROVAL OF MINUTES

The minutes from the regular Board meeting, held on March 9, 2016, were brought before the board for approval.

Sherri Wright made a motion to approve the minutes for the regular Board of Directors meeting held on March 9, 2016, Lori Johnson seconded. The minutes for the meeting were approved on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
yes	yes	yes	yes	yes

BILLS AND ACCOUNTS

The board reviewed the list of bills, accounts and the financials included in the Board packet. Ms. Mimiaga informed the Board that there was an additional bill/check included that was not on the Supplemental Bill Listing for the Public Sector Health Care Group, for health insurance. The check was printed just prior to the meeting.

Ms. Johnson asked about the bill for Cumming, updated cost estimate. Chief Vandevoorde explained that Cumming is the third party estimator used for the estimated cost for the new station. Ms. Johnson also inquired about the repair for the front end of the F-350. The Chief explained it was for maintenance and to replace the tire rod ends, ball joints, etc. The truck is used as a crew vehicle and an EMS response vehicle. Ms. Johnson also pointed out that the Dodge Durango was still listed on the P&L and shows that over \$5,000 has been spent on it. *(The Dodge Durango was totaled in an accident in 2015 and we no longer have the vehicle)* The Chief explained that it is really the new F-150, but has not yet been changed on the P&L. The expense shown was for the new radios and installation on the new vehicle.

Mr. Lindsay commented that we should have the tires on the F-350 torqued again. He stated that when the Hospital did this, the tires came off on a trip to Durango.

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

Johnson	Lindsay	Woodman	Wright	Lucero
yes	yes	yes	yes	yes

PUBLIC COMMENT

There was no public comment.

CORRESPONDENCE

Included in the packet were inclusions from the Cortez Journal from March 11, 25, 29, April 1, 2016, and a thank you note from Debie McCutcheon Schmitt and Leadership Montezuma.

Ms. Johnson again gave 'kudos' to Lt. Mike Cabell and his wife Heather for their very generous gift of an RV to Mr. Ellis who was left homeless after a house fire.

Chief Vandevorde told the Board that he and the crew made a presentation to Leadership Montezuma for government day. They were able to give a 'tour' of the engine and the rescue and talk to them about the equipment, gear, manpower, etc. and all the associated costs. It was very informative for the citizens. They were then called away for a structure fire and unable to finish the presentation.

REPORT FROM THE ADMINISTRATIVE ASSISTANT

A report of the current financial accounts was included in the packet. The county treasurer's office distributed a total of \$187,622.63 to the district for the month of March, 2016. \$111,276.68 for the general mill levy, and \$76,345.95 for the additional mill levy.

The balance in the State Farm account, as of March 31, 2016, was \$649,278.58 with interest earned in March, 2016 of \$248.10, year to date earnings are \$672.56. The interest rate remained at 0.45%.

The business money market account at 1st Southwest Bank had a balance of \$130,074.84 as of March 31, 2016, Interest earned in March, 2016 was \$27.61, year to date earnings are \$81.04. The annual percentage yield remained at 0.25%.

The 3 year jumbo CD of \$257,092.42 at 0.60% earned \$124.06 on March 13, 2016. Total interest paid on the CD to date being \$3,223.41 for an updated balance of \$260,315.83.

The \$250,000.00 CD deposited at the First National Bank of Cortez on February 14, 2014 for five (5) years with an interest rate of 0.98% earned \$628.19 for the 1st quarter, February 12, 2016, for a current balance of \$254,942.22.

The \$300,000.00 CD deposited at the Community Banks of Colorado for five (5) year CD at 1.15% is updated quarterly. It was reported that the first quarter payment was mad on March 23, 2016 for \$3,260.96 and that the updated balance was \$305,472.74.

(This was incorrect. As no statement is generated for this CD account, the Chief has to go to the bank each quarter for the update. This was just an amount written on a piece of paper that was mistakenly read and reported as the first quarter earnings as the quarterly earnings is what was requested. After additional review, it is believed that the \$3,260.96 is the total amount earned in interest since inception, which would make the first quarter amount earned \$1,049.18, making the updated balance \$303,260.96. This will be looked into further.)

It was reported that the total earned on the reserve funds for March was \$4,288.92 and the total in the reserve accounts was \$1,600,084.21.

(Due to the error in the Community Banks CD, the total in reserves would more probably be \$1,597,872.43)

Ms. Johnson pointed out the discrepancy between the three (3) month earnings on the CD's held at First National Bank and Community Bank, noting that based on what was reported, the amount earned in three months at the First National Bank was substantially less than what was earned at the Community Bank. Ms. Mimiaga stated that there is an additional \$50,000 deposited in the Community banks and the interest rate is a little higher, and perhaps they are compounded differently. These figures are based on the information given to us by the banks, and again noted there are no statements issues, and we rely on having to physically go to the bank each quarter to get an update, and the information that is supplied to us. It is difficult to report on these CD's without officially being sent an official updated statement periodically. Ms. Johnson suggested we look into what the penalty would be, and moving the CD from First National Bank. This will be looked into and reported back to the Board.

Kent Lindsay made a motion to withdraw and move the CD from First National Bank and re-invest if the penalty is not too much, Sherri Wright seconded. The motion was approved on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
yes	yes	yes	yes	yes

The unemployment rate increased to 5.0% in March, from an eight (8) year low of 4.9%. The economy added 215,000 in March. The Fed is not anticipated to address raising interest rates until the September, 2016 meeting. The labor force participation rate increased to 63%, a two (2) year high. About 2.4 million people entered or re-entered the labor force since September, 2015.

The District will hold the polling place election on Tuesday, May 3, 2016 from 7 a.m. – 7 p.m. at Statin One, 30 N. Ash St. The notice of election ran in the Cortez Journal legal section on April 8 and 12, 2016.

REPORT FROM THE ASST. CHIEF

Shawn Bittle, the new Assistant Chief, attended the Board meeting, his official start date is April 17, 2016. Asst. Chief Bittle stated it is an honor to be here, and how impressed he is with the members of the department. Everyone he has spoken to regarding the Cortez Fire Protection District holds it in high regard. He looks forward to assisting Chief Vandevoorde, continuing the mission of the Cortez Fire District, and ensure that our firefighters stay safe and educated.

The Board welcomed Asst. Chief Bittle to the District.

REPORT FROM THE FIRE CHIEF

Chief Vandevoorde went over his report and list of meetings that was included in the packet. The Chief reported that Kevin Dunn has submitted his resignation effective March 25, 2016. He has accepted a full time position with the Montrose Fire Department, and will be relocating his family to Montrose. The Chief wished Kevin the best of luck.

Chief Vandevoorde pointed out that he has met with Duane Dale with the USDA regarding an additional grant to be used in conjunction with the new station. They do not have a lot of funding available, but we are looking into possible funding half of the generator needed for the new station. This could be about \$35,000.

The Chief also participated in the lock down drills at Kemper Elementary and the Middle School. He thanked the Police Department for including the District in these trainings, as well as the recent active shooter training at the High School.

The duty crew participated in the 9 Health Fair on March 26, 2016, showing the vehicles to the public and handing out safety information. They also had Too Tall there to interact with the public. The event was attended by many local citizens.

The DOLA Energy Impact Grant has been submitted. A lot of work, time and statistics went into putting this together. The Chief thanked Ms. Mimiaga for all the time she put into the grant. A copy was also sent to our DOLA representative, Ken Charles, who liked it, and a copy was sent to Dennis Ross, our architect, who was also very helpful with some of the information needed for the grant.

Ms. Johnson inquired about the current projected estimate for the cost of the station. The Chief stated it is currently around \$4.2 million. This is based on a third party estimate by Cumming. We have request \$2 million in funding from the grant. President Lucero thanked the staff for working on the DOLA grant.

There were 171 calls during the month of March, 139 EMS calls, 27 fire calls and 5 vehicle accidents. The total number of calls to date, for 2016, is 464.

The Chief announced that there will be testing on April 23, 2016 for full time, part time and volunteer firefighters. We currently have two (2) applicants for full time, two (2) for part time and seven (7) for volunteer. A couple of the applicants are not yet eighteen (18) years old, and will be require to bring a waiver from their parents. We will put them through the process, and get them into the firefighter academy Asst. Chief Bittle is putting together. We will also invite the surrounding departments to participate in the academy. It will be scheduled at night and some weekends to accommodate those who work during the day or are still in school. We have several applicants who are very excited for the academy. We are going to make it welcoming for them. They are excited to be part of this organization.

Also included was the list of fire inspection for the month from Sean Canada. The Chief has been working closely with the building department. The Chief stated that he has been working with the building department on the new Osprey building and the new court building, and what needs to be done for the fire department.

Mr. Woodman asked about the time line to start building the new fire station. The Chief said it will take about two to three months, after we receive notice of funding from the grant, to finish the architectural plans and bid documents, and then probably start construct around the first of the year. Ms. Mimiaga added the she and the Chief have met with Kinder Morgan to inquire about a donation to put toward the new station. They currently pay around \$13 million in property taxes to the County, but the Cortez Fire Protection District does not receive any of the taxes paid by the energy industry.

NEW BUSINESS

There was no new business.

OLD BUSINESS

There was no old business.

EXECUTIVE SESSION

There was no executive session

ADJOURNMENT

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

Johnson	Lindsay	Woodman	Wright	Lucero
yes	yes	yes	yes	yes

The meeting adjourned at 6:58 p.m.

Orly Lucero – President

Attest:

Kent Lindsay – Secretary/Treasurer