

**CORTEZ FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING
May 11, 2016**

SWEARING IN OF NEW BOARD MEMBERS

Re-elected Board President Orly Lucero was sworn in by Montezuma County Clerk and Recorder Kim Percell on Friday, May 6, 2016 in the Clerks' office at the County building. President Lucero administered the Oath of Office, pursuant to C.R.S. 32-1-901 and Colorado Constitution Article 12, to new board member Rodney Branson and re-elected Board member Buck Woodman.

CALL TO ORDER and PLEDGE OF ALLEGIANCE

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

ELECTION OF BOARD OFFICERS

Sherri Wright made a motion to appoint Orly Lucero as President of the Board of Directors of the Cortez Fire Protection District, Buck Woodman seconded. The motion was approved on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
yes	yes	yes	yes	yes

Before the appointment of the Secretary/Treasurer, Mr. Woodman started a discussion by asking who wanted to be appointed to the position. Mr. Lindsay stated that you just nominate someone, and if they do not want the position they will decline.

Rodney Branson made a motion to appoint James Kent Lindsay as the Secretary/Treasurer of the Board of Directors of the Cortez Fire Protection District, Sherri Wright seconded. The motion was approved on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
yes	yes	yes	yes	yes

APPROVAL OF THE AGENDA

Chief Vandevoorde added FPPA, Fire and Police Pension Association, Deferred Compensation Plan under Bew Business A, and noted that the CD Rates should be listed under Old Business A.

Sherri Wright made a motion to approve the agenda for the April 13, 2016 with the Board of Directors meeting with the stated changes, Rodney Branson seconded. The agenda was approved on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
yes	yes	yes	yes	yes

APPROVAL OF MINUTES

The minutes from the regular Board meeting, held on April 13, 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 April 13, 2016, Kent Lindsay seconded. The minutes for the meeting were approved on the following vote:

Branson	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. Wright asked about the WS Darley charge on the credit card for \$398.21. Chief Vandevoorde explained that is a company we purchase equipment from.

Sherri Wright made a motion to accept the bills and financials including the supplemental list of bills, Buck Woodman seconded. The motion passed on the following vote:

Branson	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 April 22, May 6, 10, 2016, including an article on our new Asst. Chief Shawn Bittle, and a thank you note from the Lindsay and King Family.

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 \$291,966.09 to the district for the month of April, 2016. \$171,092.27 for the general mill levy, and \$120,873.82 for the additional mill levy.

The balance in the State Farm account, as of April 30, 2016, was \$649,518.77 with interest earned in April, 2016 of \$240.19, year to date earnings are \$912.75. The interest rate remained at 0.45%.

The business money market account at 1st Southwest Bank had a balance of \$130,101.57 as of April 29, 2016, Interest earned in April, 2016 was \$26.73, year to date earnings are \$107.77. The annual percentage yield remained at 0.25%.

The 3 year jumbo CD of \$257,092.42 at 0.60% earned \$132.69 on April 13, 2016. Total interest paid on the CD to date is \$3,356.10 for an updated balance of \$260,448.52.

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. The 1st quarter interest payment was made on 3/23/16 for \$1,049.18, for a current balance of \$303,260.96.

It was reported that the total earned on the reserve funds for April was \$399.61 and the total in the reserve accounts was \$1,598,272.04.

The unemployment rate remained at 5.0% in April, with the economy added 160,000 jobs. The labor force participation rate decreased from 63% to 62.8%. With less completion for jobs, there is less pressure to increase wages. The Federal Reserve watches these numbers, and will probably remain cautious about future rate increases.

The District held its regular election on Tuesday, May 3, 2016 at Station one. There were a total of 105 ballots voted, with the count as follows: for the two (2) four (4) year terms, Rodney Branson 72 votes, Orly Lucero 68 votes and Lori Johnson 45 votes; for the one (1) two (2) year term, Buck Woodman 91 votes. We had a good election day, despite not having many electors show up to vote, due to having four (4) very good election judges. We have just over 10,000 registered voters in our district, not to mention the approximate 3,000 (give or take) property owners who are also eligible to vote as long as they are a registered voter in the State of Colorado. This makes holding a mail ballot election for Directors unfeasible due to the extreme costs involved. Since we are still able to hold a polling place election for Directors, we must to keep the cost contained, and hope that the electors of our District choose to participate in the election process.

Mr. Woodman pointed out that 105 voters is not a lot and does not even represent the employees and their families. And that only about 167 voters turned out for the previous polling place election.

Ms. Mimiaga also pointed out that there was nothing in the paper about it being election day for the Fire District, but that there was an election story on KSJD that morning, which most of the voters, who showed up to vote, heard. The Managing Editor at the Cortez Journal was contacted and asked to put something on their web site and facebook page, which they did. President Lucero asked that the election judges be thanked for all their work. It is a very long day for them.

REPORT FROM THE ASST. CHIEF

Asst. Chief Shawn Bittle included a copy of his report and a list of meetings, events and trainings he attended. Asst. Chief Bittle reported that he is working on three (3) major projects.

The first will be putting together a Fire Academy that will include the Firefighter I and II certifications. Currently there ten (10) individuals who will be participating, however, people can enroll up to the first class. There is no cost for our members, and members from outside agencies will only be charged the cost for the books, textbooks and study guides, about \$95.00. Each of the training academy classes will be named after a former volunteer firefighter in honor of their dedication to the department. This class will be the Jack Click Class. It will remind the new firefighters of the individuals that came before them, and the sacrifices they made, and gives them a team work atmosphere and something for them to be proud of. The class will finish up around the first week of October.

The second project is putting together a daily training schedule for the crews. The first day of each shift (48 hours) will be a fire training, the second day will be an EMS training. Each could be anywhere to an hour, or up to four hours or more, long, depending on the individual trainings.

The third project is getting to know each of the firefighters individually. As the Asst. Chief, part of the job is making sure our internal customers, the members, are taken care of first. If they are taken care of, they can then take care of our external customers, the public. Asst. Chief Bittle has met with each member to better understand where they are coming from, and where they want to go, to better assist them to attain their goals professionally and personally.

Mr. Woodman inquired about the individuals in the academy class, and if they were all testing to be volunteers. Asst. Chief Bittle explained that to date, eight (8) are individuals that have tested to be volunteers for our District, and two (2) are from Towaoc.

Mr. Lindsey commented that he liked the letter that Asst. Chief Bittle included in the packet. The asst. Chief explained that the letter is hanging in his office, and as he meets each firefighter, he asks them to read the letter before they leave so they better understand where he is coming from and how he sees things here at the Cortez Fire District. It is important that we understand where we came from and who came before us. *(The letter accompanies an old leather volunteer helmet the Asst.,. Chief found in the warehouse and has on display in this office, and refers to the past volunteers and the time they sacrificed to serve their community.)*

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 Cody Rogers has submitted his resignation effective May 6, 2016. He has accepted a full time position with Southwest Memorial Hospital. The Chief wished Cody the best of luck in his new position.

Firefighter testing was held on Saturday, April 23, 2016. Six (6) individuals tested for volunteer positions, one (1) for part time and one (1) for full time. The academy for the volunteer firefighters will begin in June.

The one individual who tested for the full time position was hired. Scott Heidergott is from Telluride, and his first day will be Monday, May 16, 2016. He will work days for a week and then will be put on shift.

Notice that we are testing for firefighters was also put out to the Fire Academy graduates at San Juan College. Several individuals, including the academy instructors, highly recommended Dylan Daves, who is graduating from the San Juan Academy. He lives in this area and will interview and test this week for a full time position.

There were 134 calls during the month of April, 109 EMS calls, 21 fire calls and 4 vehicle accidents. The total number of calls to date, for 2016, is 639. We are averaging about 5.5 calls per day.

The SDA, Special District Association, workshop for board members will be held on Monday, June 14, 2016 in Durango from 8:30 a.m. to 12:30 p.m. Let Ms. Mimiaga know if you can attend so she can register you for the workshop.

Chief Vandevoorde welcomed Rodney Branson to the Board and thanked Lori Johnson for her years of service on the Board of Directors. Ms. Johnson was instrumental in keeping the District moving forward.

President Lucero, on behalf of the board of Directors, thanks Ms. Johnson for all her hard work, and requested that we have a plaque made to present to her.

Sherri Wright made a motion to have a plaque made for Lori Johnson to thank her for her time served on the Board of Directors, Buck Woodman seconded. The motion passed on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
yes	yes	yes	yes	yes

Also included was the list of fire inspection for the month of April from Sean Canada.

NEW BUSINESS

FPPA 457 Deferred Compensation Plan – This is a voluntary retirement investment plan available to the full time firefighters, in addition to their qualified pension plan. It would be funded by a deduction from payroll. There is no cost to the District. The adoption agreements, “Model FPPA Deferred Compensation Plan’ and the ‘Model FPPA Deferred Compensation Trust Agreement’ need to be approved by the Board of Directors and sent to the FPPA Board of Directors for their approval.

Mr. Lindsay inquired if FPPA is sound. Ms. Mimiaga explained that FPPA is probably one of the most sound pensions around, and that they are already 100% fully funded. This is an additional retirement savings for the firefighters, and is very well managed.

Mr. Woodman added that the Cortez Police Department participates in this same FPPA Deferred Compensation Plan, and they are very happy with it. It helps to build your retirement, and you can decide how much you would like to contribute.

Kent Lindsay made a motion to adopt the FPPA Deferred Compensation Plan agreements, Rodney Branson seconded. The motion passed on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
yes	yes	yes	yes	yes

OLD BUSINESS

CD Rates – As requested by the Board at the April 13, 2016 meeting, new CD rates were compiled from all the local banks. Chief Vandevoorde inquired about the penalty for early withdrawal of our CD at the First National Bank. It would be \$616.05. Based on the rates available, it was the Chief's opinion that it would not be worth moving the CD.

Mr. Lindsay asked if we have looked into annuities. Ms. Mimiaga explained that based on the State Statues, annuities are not permissible investments for public money. We are very restricted on where we can put public money. Not even Colorado Municipal Bonds. Only Government securities, i.e. treasuries, CD's and some commercial paper (which we do not have enough in the reserve funds to make it worth trading)

Mr. Lindsay asked if we could put some money in the Discover Bank. It was explained that we would have to look into the criteria for the bank, how it is structured and set up, and if it met the requirements for depositing public money. These credit card banks seem a little risky, and not suitable for public money.

Sherri Wright made a motion to leave the CD at the First National Bank until maturity, Buck Woodman seconded. The motion passed on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
yes	yes	yes	yes	yes

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:

Branson	Lindsay	Woodman	Wright	Lucero
yes	yes	yes	yes	yes

The meeting adjourned at 6:32 p.m.

Orly Lucero – President

Attest:

Kent Lindsay – Secretary/Treasurer