

**CORTEZ FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING
November 8, 2017**

CALL TO ORDER and PLEDGE OF ALLEGIANCE

President Orly Lucero called the meeting to order at 6:00 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, Buck Woodman, Kent Lindsay, Sherri Wright, and Orly Lucero. Administrative Assistant Wendy Mimiaga, Asst. Chief Shawn Bittle and Chief Jeff Vandevoorde were also present.

APPROVAL OF THE AGENDA

Sherri Wright made a motion to approve the agenda for the November 8, 2017 Board of Directors meeting, Kent Lindsay 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 of Directors meeting, held on October 11, 2017, 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 October 11, 2017, Buck Woodman 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 inquired about the water tap fee to the City of Cortez for \$6,489.00, and thought it was included in the trade with the City for the old training property at 928 S. Broadway. The Chief explained that the trade was for the review of the plans and building permits. The extra water tap fee was not included.

Mr. Lindsay asked about the bill for The Geeks for \$242.50 for onsite service and power supply. What was the cost for the power supply and what was the cost for the service, noting the cost for the power supply should be around \$45. It was explained that it was mostly for the server (*note: hardware \$40, 2.25 hrs onsite service for server, virus scan and reconfigure WiFi.*) There was also another bill included to replace the hard drive as well. Mr. Lindsay asked how old the server was, and if it would still be under warranty. It is past the warranty, and is about four (4) years old. We only pay an hourly service fee and the cost of the hardware, (no monthly fee or mileage fee.) This helps keep our I.T. costs very low. We only pay for what we need and not a contract with a monthly fee whether we use it or not.

Kent Lindsay made a motion to accept the bills and financials including the supplemental list of bills, Sherri Wright 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.

CONSTRUCTION UPDATE

Kyle Blackmer, Project Manager, for Weeminuche Construction Authority was present to update the Board. Mr. Blackmer reported that the hydronic heating is in the floors, and the polished concrete is completed on the living quarters side of the building. They have begun the masonry. At this point in the calendar year, they need to use every good day available, so they (WCA) will start working on Friday's and Saturday's as the weather permits. They are still tracking on schedule and don't want to lose any time and have to catch up. Things are moving along well, and there should be structural steel going up mid December.

CORRESPONDENCE

Included in the packet were inclusions from the Cortez Journal from October 13, 17, November 7, 2017, and a thank you note from the Good Samaritan Center.

Chief Vandevoorde reported to the Board that they had been very busy. One Friday they had a brush fire on CR C and had to respond to a trailer fire on S. Chestnut immediately after.

The Chief also commented on the trick or treating article. Two children won an opportunity to go trick or treating with a firefighter at the J.Fargo's fundraiser. Firefighter Tyler Dykes took the winners all along Montezuma Ave. One of the kids was the grandson of Patrick Fisher, a Dolores firefighter for whom the recent cadet academy was named. Another of the kids father is a firefighter in Mancos. All were very happy for the opportunity.

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 \$15,618.25 to the district for the month of October, 2017. \$12,360.43 for the general mill levy, and \$3,257.82 for the additional mill levy.

The balance in the State Farm account, as of October 31, 2017, was \$785,259.78. Interest earned in October, 2017 was \$300.06. The interest rate remained at 0.45%.

The jumbo CD at 1st Southwest Bank of \$261,766.20, rolled over on February 14, 2017, at 1.25%, for three (3) years, earned \$268.82 on October 14, 2017, for an updated balance of \$263,894.72.

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%, has a balance of \$258,071.96 as of June 6, 2017.

The \$300,000.00 CD deposited at the Community Banks of Colorado, now the Four Corners Community Bank, for five (5) years at 1.15% on April 13, 2015, has a balance of \$306,949.23 as of May 6, 2017.

The total amount in the CD's is \$828,915.91.

The total earned on the reserve funds for October, 2017 was \$568.88, and the total in the reserve accounts was \$1,614,175.69.

We have not yet received the third payment request from WCA. We should receive it soon. We are also still waiting on the fourth payment from DOLA. We are set up for direct deposit. Depending on the upcoming pay request, and if we receive the payment from DOLA, we may need to transfer additional matching funds from the State Farm account to the general fund.

REPORT FROM THE ASST. CHIEF

Asst. Chief Shawn Bittle included his report and a list of meetings, events and trainings he attended. Asst. Chief Bittle reported he had met with the teachers on October 18, 2017 to train them how to seal off their class room doors and shelter in place prior to the haz-mat drill that was held on November 8, 2017.

Tip-A-Firefighter fundraiser held on October 28, 2017 went very well. Chad Erts, Gage Krob and Tyler Dykes were very involved and took on an active role for the fundraiser. We had a good turnout with a lot more participation this year from off duty firefighters.

REPORT FROM THE FIRE CHIEF

Chief Vandevoorde went over his report and list of meetings that were included in the packet. The Chief reported that we have received two (2) payments from DOLA to date, totaling \$278,355.28. We are still waiting on the third payment of \$133,089.16. Hopefully the payments will be expedited now with the direct deposit in place.

Chief Vandevoorde explained that we met with VFIS again for a new quote for our liability insurance. They claim to have lowered their rates to be more competitive. We are waiting for an updated quote. Updating our insurance quotes is something we will probably need to do on a yearly basis with insurance costs being so high.

We have a weekly construction meeting every Thursday with WCA and all the subcontractors as well as the architects and engineers. We will then usually meet with Kyle Blackmer, Project Manager, on Friday to further discuss the project.

The Tip-A-Firefighter fundraiser at J.Fargo's was again successful, raising \$1,624.00. The Chief was able to meet and talk with many people at the event about the fire district.

There were 166 calls during the month of October, 135 EMS calls, 23 fire calls and 8 vehicle accidents. The total calls for the year is 1,763. This is about 166 calls over last year.

NEW BUSINESS

There was no new business

OLD BUSINESS

Public Hearing 2018 Budget – The Public Hearing for the 2018 Budget was opened by President Lucero at 6:15 p.m. A first reading of the budget was presented at the October 11, 2017 regular meeting of the Board of Directors, and was available for public viewing in the administration office. The Notice of Budget was posted at all three designated posting places, the County Clerk’s office, and in the Cortez Journal, the paper of record, on November 3, 2017. There were no request for or comments filed from the public on the 2018 proposed budget.

There were no comments made for or against the proposed 2018 budget by the public at the public hearing. President Lucero closed the public hearing at 6:16 p.m.

Ms. Mimiaga reported that the 2017 Budget will need to be revised due to the lease purchase of \$1.2 million for the new station that was finalized in March, 2017. It was not included in the adoption of the 2017 budget as it was still a work in progress. We will need to hold a separate public hearing for the 2017 budget amendment at the December 13, 2017 regular Board of Directors meeting as it was not included in the public hearing set for the November 8, 2017 meeting. The notice for the public hearing will be posted at all three (3) regular posting places, the County Clerk’s office, and will run in the Cortez Journal on December 1, 2017.

Sherri Wright made a motion to approve the public hearing and notice for the 2017 Budget Amendment to be held at regular Board of Directors meeting, December 13, 2017, 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, Sherri Wright made a motion to adjourn the meeting, Kent Lindsay seconded. The motion passed as follows:

Branson	Lindsay	Woodman	Wright	Lucero
Yes	yes	yes	yes	yes

The meeting adjourned at 6:20 p.m.

Orly Lucero – President

Attest:

Kent Lindsay – Secretary/Treasurer