

Board Directors' Meeting Minutes
Red Feather Lakes Fire Protection District
February 14, 2017

Amended and approved by RFLFPD Board of Directors on March 14, 2017

Board members present: Fred Sandal, Nancy Kay, Terry Ferebee and Andrew Short. Robin Whittington was an excused absence.

Fire Department members present: Chief Gerry Wagner

CALL TO ORDER

The meeting was called to order at 6:00 PM by President Fred Sandal who welcomed all attendees.

MINUTES REVIEW

Minutes of Board meeting held on January 10, 2017 were reviewed and a few typing errors were identified. Andrew Short made a motion that the minutes be approved as amended. Nancy Kay seconded the motion and the Board members present approved the motion.

FINANCIALS

The financial report received from Claudia Whitcomb of Dye and Whitcomb dated January 31, 2017. After discussion, Terry Ferebee made a motion to accept the financial statement and Nancy Kay seconded the motion. All Board members present approved the motion.

- Nancy advised the Board that she received the Dye and Whitcomb, LLC annual agreement between Dye and Whitcomb and RFLFPD Board of Directors. Nancy read the agreement to the Board and the Board agreed to the conditions of the agreement. Nancy will sign the agreement and send to Dye and Whitcomb.

CHIEF'S REPORT- Chief Wagner advised that the fire department had two medical runs during the past month.

OLD BUSINESS

- RFLFPD Supporters/Activities: The 501.c (3) should be submitted within a month and donations are still coming in from the solicitation letter that was sent out earlier.
- Coordination with VFD: Nancy advised the Board of her and Terry's meeting with the District's accountant, Claudia Whitcomb, on the accounting of money received from the RFL Firehouse Supporters. Claudia believed that the most transparent way to account for money received from the Supporters was to have it accounted for within the RFLFPD accounting and budget system. Both Nancy and Terry agreed with Claudia assessment. The Board agreed.

- Grant Opportunities: Fred and Andrew advised that the AED grant has been submitted for the 74E fire departments and that the grant was coordinated by the Livermore FD. Andrew advised that he is currently working on a grant “firehouse subs” which is due March 2nd. This grant will be asking for a thermal imaging camera. This camera will identify hot spots in structures that need attention. If it is determined that weight vests are consistent with this grant, then two of them will be added to the grant request.
- Web Site updates: Fred advised that changes have been made to the web site and the information on the Board is current.
- Resolutions and Filings (SDA, DOLG)
 - 2017 Budget documents along with Resolutions 2016-4, 2016-5 and 2016-6 were forwarded to District’s attorney on December 30, 2016
 - Resolutions 2017-1 and 2017-2, DOLA transparency notice, and District Map were forwarded via email to District’s attorney on January 12, 2017
 - RFLFPD Public Notice of the regular meeting schedule of the Board of Directors of the Red Feather Lakes Fire Protection District was delivered by Terry Ferebee to the Larimer County Clerk and Recorder’s Office on January 15, 2017. Nancy Kay posted this Public Notice at the three RFL locations identified in Resolution 2017-1
 - SDA Transparency Information was updated on February 13, 2017.

❖ Based on the Board’s attorney submitting these documents to DOLA last year, Terry thought that the same procedure would happen this year. However, he did not communicate that expectation to the Attorney. Therefore, the documents were not submitted until the Attorney received information from DOLA that they had not been received by DOLA. Kyna at the Lyons and Gaddis advised the Board via email of this communications from DOLA and Terry requested that Kyna submit the required documents to DOLA. Kyna has done this. Terry made the following motion to try to lessen the possibility of this happening again in the future.

Motion: That the Red Feather Lakes Fire Protection District Board request and authorize the District’s attorney of record, Lyons Gaddis Attorneys and Counselors, submit all District documents to respective agencies as required by Colorado Revised Statutes.

Nancy seconded the motion. After discussion, the Board approved the motion.

- FPPA Update: Nancy will update the FPPA contact list and annotate no changes in coverage.
- Credit Card: Chief Wagner advised that he is the only department member that has a SAMS’ credit card.

NEW BUSINESS:

- Gallagher Amendment: Fred, Nancy, Gerry and Terry attended a presentation at the Glacier View FD on this amendment and how an adjustment to the Residential Assessment Rate may affect property taxes and the RFLFPD budget. “This is the first time since 2003 that the study indicates a need to reduce the residential assessment rate.” A change in the assessment percentage from 7.96% to 6.56% could result in a loss of thousands of dollars to RFLFPD’s income. The Board will receive further clarification later in 2017.
- SDA Proposal to Move Election Dates. SDA advised all Special Districts that there is a proposal to move special district elections from even-numbered years to odd-numbered years. The Board didn’t interpose any objections to this proposal and Terry advised that he would so notify SDA.
- Insurance Status: F&W Insurance agents will meet with the Board on March 14th. Fred asked if any Board Directors had any questions for the agents, to get those questions to Nancy as soon as possible so that she can address them with the Agents before the meeting.
- Other: Fred advised that the RFL Planning and Advisory Board is looking into improving the RFL roads and working with the POA is applying for grants.

Accomplishments and Lessons Learned: At the January 20, 2017 RFLFPD Board meeting, Terry was asked to contact Colorado DOLA pertaining to the process to amend the District’s budget. Terry did contacted DOLA and received an email response which he in turn transferred into a Memorandum for the Record 2017-1 dated February 11, 2017. This Memorandum for the Record is filed in the Secretary’s 2017 Minute Book and in the RFLFPD’s resolution paper file.

Meeting adjourned at 7:40 PM
Terry Ferebee, Secretary