



Grand Lake Fire Protection District Board Meeting Minutes from November 13, 2019

Call meeting to order: Meeting called to order at 1833 hours.

Members present: David Craig, Mindy Nelson, Chris Ruske (by phone), Hecky Heckendorf (by phone)

Others present: Chief Ratzmann, Assistant Chief St. Germain, Krystal Steward, Dr. Paulson, Tom Goodfellow, Colin Steward,

Members Absent: Dick Romshek, excused.

Board Chairman's Opening Remarks:

- None

Changes to the Agenda:

- In interest of valuing the time of those in the audience for specific updates, the Constitution Week Wrap-up and EMS Update were moved to the beginning of the agenda.
- Pension Board meeting is tabled until the December 11th meeting due to absent Pension Board members.

Constitution Week:

- Tom Goodfellow spoke to the board on this subject. He expressed gratitude to the local fire departments for their support and involvement. Mr. Goodfellow also expressed how impressed he is with the changes happening at GLFPD. Next year's event dates have been set at September 14 – 19, 2020. Mr. Goodfellow also updated the Board on growing interest in other municipalities to hold similar Constitution Week events and on the data collected from car-counts that put Constitution Week in 5th place of all time for highest car counts in Grand Lake. Mr. Goodfellow also left the board with an educational article regarding the Constitution to read on their own time.

EMS Update:

- Chief Ratzmann gave the board an update on GLFPD's progress pursuing an ambulance transport license from the County. The county requested more detailed information on the operations of EMS through GLFPD. Staff has created an in-depth EMS Operations Plan that has been provided to Grand County Dispatch. A meeting between stakeholders is scheduled for Friday at 9am. David Craig plans to be in attendance. Discussion continued on preparations that have been made to begin transporting as soon as license is issued and on long term financing plan, which includes the increased mill levy, billing for ambulance transporting and, if needed, financing from the reserves account.

- Citizens have shown their support with their votes by passing the ballot question to increase the mil levy to provide emergency medical services.
- It was noted that Grand County has adopted their 2020 budget and Grand County EMS continues to receive 2 mils from Grand Lake Fire's District area, and regardless of the transport license status of GLFPD, or any mutual aid agreements, they are contracted to continue to provide service to this area for 2020.

Public Input:

- None

Approve minutes from previous month's meeting:

- The minutes from the September 11, 2019 were reviewed. A motion was made by Mindy Nelson to accept minutes as presented. Chris Ruske seconded motion, approved by all at **1906**.
- The minutes from the October 9, 2019 were reviewed. A motion was made by Hecky Heckendorf to accept minutes as presented. Chris Ruske seconded motion, approved by all at **1906**.

Review/approve bills and financial statements:

- October financials were presented and a motion was made by Mindy Nelson to accept financials as presented. David Craig seconded motion, approved by all at **1919**.
- Discussion ensued on the benefits or disadvantages of monthly and annual budgets. Currently GLFPD only budgets annually. The Board requested that staff work towards having a monthly budget available for the sake of transparency and to more adequately forecast spending. For the time being the Board asks to keep the line item for current month's expenditures and create a comments sections with dates of comments and highlighting of current month budget items that are seeing overspending for the percentage of the year (ex. Line item at 50% of budget at 33% of the year).

Chief's report:

- See attached for details.
- Highlighted recent wildland deployments.
- Repairs on apparatus 371 came in lower than expected.
- Chiefs are working on preapproval for pile burning with Amy Sidener from Department of Natural Resources.
- GLFPD to start in-house EMT and Fire school in January. More details to come.

Old business:

- Ballot Update- Discussion ensued on having a clear understanding of the use of the new funds, that they be used the way the voters expect them to be used, in the spirit of providing emergency medical services to our constituents.
- Mindy Nelson motioned to adopt The Resolution for Supplemental Budget and Appropriation for the 2018 General Fund and read the resolution in its entirety to the Board. David Craig Seconded the motion. The resolution was adopted **1933**.
- Amendments to the 2019 budget has been tables until January 2020.

2020 Budget Discussion

- Chairman Craig gave a short summary of discussion from the previous meeting.
- Tax income for 2020 will see an increase in income from the mill levy by \$380,000. This budget included a loan in the amount of \$15,000,000 (an advance on the mill) and income from Wildland Assignments, EMS transports, MOA with MPH, Short Term Rental Inspections, and Wildland Mitigation. The monies from the loan will be used to move the department forward with purchases of new Fire and EMS apparatuses,

and the renovation of Station 3 to include employee housing and create a manned station. Salaries and benefits increase by the difference between current wages and market value by 50%. David Craig did a simple calculation and estimated per member salary increases at approximately 12% in 2020. The budget reflects the creation of a new Volunteer and Resident Firefighter FPPA package. Wildland salaries calculated using the 2019 DFPC standard plus expected 5% increase for 2020 wage rates. GLFPD budgets for 6 additional Paramedics to staff one ALS Ambulance 24/7 and one full time EMS billing administration personnel. Increased budgeting for educational and training materials. Upgrades to Station 1 living quarters. Updating the GLFPD emergency service communication capabilities with the purchase of new Motorola 8500 Radios.

- The Board discussed the loan amount, capital expenditures and ISO requirements. This loan would essentially be an advance on mill levy income. Station 1 was built as a 20-year plan for employee housing and facility needs and the department is now at the end of that 20-year time frame and the budget reflect this need for improvement.
- This discussion included conversation on having committees for large purchases such as buildings and apparatus and what role the community and the board would have in the purchasing process. One view is that the board has always been most successful when working collaboratively and voices of those with experience can only add to the value of the purchasing decision. An opposing opinion is that the Board's role is fiduciary management and not process management and that having board members on a committee for purchasing an apparatus would give their opinions more weight than the other staff members because of their position. Through the course of discussion all parties were able to find common ground and agree that it is best to keeping the board informed of anticipated purchases and the reasoning behind the choice, as opposed to informing the board of a large purchase after it has been made.
- Much discussion was had regarding the details on the loan and determining how the monies would be spent.
- Board members commented on the generous expenses provided for in this budget, the suggestion for researching pros and cons of a line of credit versus different loan types, previous precedents set for spending tax dollars on employee housing, prioritizing one apparatus and Station 1 remodel over other capital purchases for pieces of apparatus and building, uneasiness over including some of the less certain income in the budget (*Wildland income, which had not been budgeted for in the past at GLFPD*), and reflection on the step plan for salary raises and staffing levels.
- Mindy motioned to adopt **Resolution 11-13-C Resolution to Adopt Budget for the 2020 Budget Year** with the agreed upon changes of (1) removing \$300,000 in forecasted revenue from wildland assignments and short-term rental inspections and (2) removing \$1,200,000 from apparatus capital expenditures. The updated document would be provided to the board by the end of the week. David Craig seconds the motion. The motion passes unanimously, and the **resolution is adopted at 2132.**
- Mindy motions to adopt **Resolution 11-13-A, A Resolution Levying General Property Taxes for the Year 2019 to Help Defray the Costs of Governments for the Grand Lake Fire Protection District, Colorado, for the 2020 Budget Year.** David Craig seconds. Motion Passes unanimously and the resolution is adopted at **2132.**
- Mindy motions to adopt **Resolution 11-13-B, A Resolution Appropriating Sums of Money to the Various Funds and Spending Agencies in the Amounts and for the Purposes as Set Forth Below for the Grand Lake Fire Protection District, Colorado, For the 2020 Budget Year.** David Craig seconds and the motion passes unanimously adopting the resolution at **2133.**

New Business:

- None

Executive Session:

- None

NEW Business after Executive Session:

- None

Adjournment:

- Mindy Nelson made the motion to adjourn the board meeting and David Craig seconded. Approved by all. General meeting adjourned at **2140**.

The next Board of Directors regular meeting will be held on Wednesday December 11th, 2019.

Future Board meeting dates for 2019:

December 11th (2020 Budget approval) (Pension Board Meeting)