

MINUTES

for
October 14, 2024

Before the Budget Hearing a public Budget Review was held from 6:00pm until 7:00pm in the lower level of Fire Station #1.

Action President Burk asked if there were any corrections or additions to the Agenda for October 14, 2025, Budget Hearing and Regular Board meeting. Hearing none, he requested that the agenda be accepted. Agreed without dissent.

2025 Budget Hearing

President Burk opened the GVFPD 2025 Budget Hearing at 7:00pm.

Board of Directors Members present: President Dave Burk, Vice President Warren Jones, Treasurer David Thompson, Secretary Berton Lee. Lamb.

Board of Directors Members absent: Director Steve Groeteke (excused).

Fire Department Members present: Tom Hausfeld (CWPPIT); Ted Sammond (CWPPIT); Henry Hudson (CWPPIT); Dan Knox (Chief); Amari Victoria (Recording Secretary).

Public Members present: Les Thurman, Linda Petrie, Jim Petrie, Larry Peterson.

Vice President Jones read the following items into the record:

1. The proposed 2025 GVFPD budget was submitted to the Board at the September 16, 2024, budget work session by the budget committee.
2. A public hearing notice was published in the Fort Collins Coloradoan newspaper in accordance with state law. The public hearing notice was also made available to the public via Nextdoor.
3. No challenges or inquiries were submitted when the budget was made available in accordance with the published hearing notice. No other inquiries were received by district email or to district staff prior to this public hearing.

Public Comments were invited, however, there were no public comments.

Board of Directors Comments were invited, however, there were no Directors' comments.

Action GVFPD 2025 Budget Hearing Closure. Vice President Jones moved to close the GVFPD 2025 Budget Hearing. Treasurer Thompson seconded. Motion carried 4-0.

President Burk closed the 2025 Budget Hearing at 7:03pm.

Regular Board Meeting

The Regular GVFPD Board meeting was called to order by President Burk at 7:03pm

Board of Directors Members present: President Dave Burk, Vice President Warren Jones, Treasurer David Thompson, Secretary Berton Lee. Lamb.

Board of Directors Members absent: Director Steve Groeteke (excused).

Fire Department Members present: Tom Hausfeld (CWPPIT); Ted Sammond (CWPPIT); Henry Hudson (CWPPIT); Dan Knox (Chief); Amari Victoria (Recording Secretary).

Public Members present: Les Thurman, Linda Petrie, Jim Petrie, Larry Peterson.

Secretary's Report

Secretary Lamb asked if there were corrections or additions to the September 16, 2024, Minutes. Vice President Jones offered a correction to the Committee Reports section. The meaning of the acronym "DOLA" was mis-translated as "Department of Legislative Affairs" and should have read "Department of Local Affairs".

Action Secretary Lamb moved to approve the minutes of September 16, 2024, as corrected. President Burk seconded.
Motion carried 4-0.

Treasurer's Report

Treasurer Thompson summarized the Treasurer's Report focusing on checks over \$1,000 with an explanation of the purpose of the checks. A question was asked about whether the GVFPD spending so far this year was within the budgeted amounts. It was confirmed that the GVFPD was indeed in-budget. The Profit & Loss (P&L) accounting was presented. The full Treasurer's Report is available in the Board Packet for October, 2024.

Action Vice President Jones moved to approve the 2025 budget as presented by the Budget Committee and amended by transferring \$1000 from the Operations line item to the Training line item, making the 2025 Training budget \$4000. Treasurer Thompson seconded.
Motion carried 4-0.

Chief's Report

Chief Knox requested that the Board approve signing the "Statement of Intent to Participate" letter as a participating jurisdiction in the Larimer County Multi-Jurisdictional Hazard Mitigation Plan (HMP). The Statement of Intent to Participate was part of the Chief's Report included in the October 2024 Board Packet.

Chief Knox mentioned that this letter is used for FEMA grants, covering tasks already completed as well as items in the future.

ACTION Vice President Jones moved to authorize President Burk to sign the Statement of Intent to Participate in the HMP. President Burk seconded.
Motion carried 4-0.

Chief Knox's addressed GVFPD compliance with requirements of the Americans with Disabilities Act (ADA) and Colorado Statutes governing accessibility. He reported that the compliance Procedures had been reviewed and all documents are compliant. Discussion about accessibility procedures focused on removal of last year's Board Packets from the website. This led to a discussion about Document Retention required under Federal & State laws and GVFPD policies.

Chief Knox also reviewed Facilities updates as presented in the Board Packet, including moving email to the new hosting service from .GMAIL to .GOV; telephone pole parking barriers in the station parking lot; and reflective snow posts; cost for work on Station #1 garage doors is approximately \$1500; Station #2 power cable is not operational and repair cost is approximately \$1500-\$2000; and grading the parking is on-going.

Chief Knox reviewed Operations updates as presented in the Board Packet:

- The Pearl Fire final size (138 acres),
- Some GVFPD resources used for the fire, and no injuries or equipment problems,
- The new stretcher was more expensive than expected, however there was adequate money in the budget,
- Collaboration with Lexipol to locate grant opportunities for a fee of \$1000 which includes grant writing assistance, and
- Use of the fuel tank owned by Glacier View Meadows Home Owners Association.

Chief Knox asked for Board approval to dispose of eight old radios and equipment.

Action Vice President Jones moved to declare the old radios and equipment as surplus property with no value and approve appropriate disposal of the radios. President Burk seconded.

Motion carried 4-0.

Chief Knox reported Training updates as presented in the Board Packet. A discussion of training opportunities followed.

CWPPIT

Tom Hausfeld summarized the CWPPIT activities as presented in the Board Packet. Ted Sammond reported on the application for a grant to acquire a tractor and trailer to haul the tractor. It was noted that 29 homeowner wildfire mitigation assessments have been completed to-date.

Discussion included whether or not Mitigation Ambassadors were reimbursed for mileage for their personal vehicles while traveling to perform mitigation. This was confirmed. In further discussion it was noted that the Ambassadors should be using the correct Personal Protection Equipment (PPE) while doing the assessments and mitigation.

Discussion covered the subject of a letter concerning commending Reina Eshleman of the Office of Emergency Management (OEM) on the occasion of her retirement and especially expressing appreciation for Ms. Eshleman and the OEM providing great value to the GVFPD. It is considered highly important that Ms. Eshleman's position be filled.

Action Vice President Jones moved to direct CWPPIT Coordinator Hausfeld and Chief Knox to draft a letter praising the work that has been done by Raina Eshleman, encouraging the Larimer County Sheriff's Office of Emergency Management to fill her position as soon as possible, and authorizing President Burk to sign the letter. President Burk seconded. Motion carried 4-0.

Further discussion included whether the public would be welcome at the slash pile burn using the air curtain burner. This was confirmed. A question was raised asking if the iPads used by CWPPIT were in the GVFPD inventory. The iPads have not yet been accessioned into the GVFPD inventory. There was discussion about the history of the iPads, including from what entity they were obtained, the fact that CWPPIT was previously part of the GVM HOA, and the necessity of including them in the GVFPD equipment inventory.

A question was asked where tractor would be kept by the GVFPD; Chief Knox replied that it would be kept indoors at Station #2.

Committee Reports

Fred DeLano, Chair of the Budget Committee, thanked the GVFPD Board of Directors for the monetary support of the CWPPIT members who attended at the recent conference. Chair DeLano and the Committee were thanked for their efforts.

Unfinished Business

Designated Election Official Report. Vice President Jones updated the Board on the status of the search for a Designated Election Official (DEO). Chief Knox will be speaking with a potential candidate to fill the position.

New Business

No new business was presented.

Public Comments:

Ted Sammond, speaking as a GVM HOA member, thanked Assistant Chief Henderson (Wildfire) for their support. He also mentioned that due to the trees (North side of Gate 6), that traffic visibility when turning North (left) was obstructed, creating a dangerous situation. Chief Knox, speaking as a GVFPD member, mentioned the Halloween Trunk or Treat event to be held at Station #1 on Saturday, October 26, 2024, at 7pm.

Directors Comments:

Vice President Jones commented that the Board should do Strategic Planning, including future Board of Director changes, to affect a smooth transition. He also mentioned that he was impressed with the work going on, including risk reduction, CWPPIT, whom he thanked, good GVFPD emergency service, as well as the Budget Committee.

Treasurer Thompson expressed his appreciation for Fred DeLano's work, as well as the Pearl Fire firefighters.

Secretary Lamb expressed his appreciation for Recording Secretary Amari Victoria, the Budget Committee, and acknowledged the positive changes in the GVFPD during his tenure on the Board.

President Burk expressed his appreciation for everyone's contributions.

Adjournment

Action Treasurer Thompson moved to adjourn the October 14, 2024, meeting of the GVFPD Board of Directors. Vice President Jones seconded.
Motion carried 4-0.

President Burk adjourned the meeting at 8:09pm.

Respectfully Submitted,



Berton Lee Lamb
Secretary
and Amari Victoria
Recording Secretary

Board Actions

- Added \$1,000 from the Operations line item to the Training line item in the 2025 budget.
- Approved the 2025 budget as amended.
- Approved signing the Statement of Intent to Participate in the HMP.
- Approved classifying old radios and associated equipment as surplus, and disposal of same.
- Directed the Chief and CWPPIT Coordinator to draft a letter to the Larimer County Sheriff's Office of Emergency Management and authorized President Burk to sign the letter.