

**RECORD OF THE PROCEEDINGS OF THE PUBLIC HEARING ON THE PROPOSED
BUDGET OF THE PAGOSA FIRE PROTECTION DISTRICT AND THE REGULAR
MEETING OF THE PAGOSA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS**

November 14, 2017

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, November 14, 2017, in the training room at Station #1, 191 N. Pagosa Blvd., Pagosa Springs, Colorado.

1. Call to Order

The meeting of November 14, 2017 was called to order at 6:30 p.m. by Chairman Thompson.

Board Members in Attendance

John Thompson (Chairman), Jason Webb (Vice Chairman), David Blake (Director), Don Peterson (Director). Ed Ainsworth joined the meeting via telephone.

Staff Present

Chief Larson, Deputy Chief Macht, Executive Administrative Assistant Brinkmann

2. Pledge of Allegiance

3. Additions/Deletions to the Agenda

Add: Public Comments, following Additions/Deletions to the Agenda.

Add: Mill Levy Report under Chief's Report.

Add: Training Plan Review under New Business C.

Add: Lt. Macht's presentation under the Deputy Chief Report.

4. Public Comments

None.

5. Approval of Minutes

The minutes of the October 10, 2017, were approved on a motion by David Blake, seconded by Jason Webb and passed.

6. New Business

A. Oath of Office: Josh Montoya and Devin Fulton took their Oath of Office facilitated by Vice-Chairman Webb.

B. Review of the 2017 and 2018 General Fund Budget: Chief Larson reported the following on the final draft of the 2018 budget: Property values were reassessed this year and the property values went up across the county. The Gallagher amendment took effect and dropped our taxable assessed evaluation. Health insurance went up by \$38,000. Workman's Compensation will decrease this next year due to the Modification Analysis. PFPD can expect the Workman's Compensation to go up in 2019 due to claims in 2017. This preliminary budget includes a 2.25% cost of living raise for all non-exempt employees, not including the two probationary firefighters. Unless there are changes, this budget will be presented for approval at the next board meeting in December. Webb inquired about the capital outlay. Chief Larson explained that PFPD plans on purchasing

a command vehicle, a zircon type building for storage at station 7, communications equipment and a new air compressor system for SCBAs.

Larson reported that PFPD is in the process of writing a grant for a new Type 3 engine, a Type 1 engine to replace Engine 6, which is old and obsolete. A grant is being written for an air handling system for Station 1 to keep the diesel smoke out, and we are looking into USDA grants. Chief Larson stated that if the bid for mill levy increase is successful, Pagosa Fire will immediately write and be prepared for a Safer grant for staffing.

Webb inquired about the fund balance predictions. Brinkmann explained, the outline of the budget to the board, stating that the allocated funds are reflected in the opening balance however, the monies are allocated for specific use by state statute.

Ainsworth inquired if the impact fees could be used for a command vehicle. Larson explained that we could use the impact fees however, he would like to be able to purchase the command vehicle utilizing other fees and build the impact fund.

Webb inquired about the unrestricted general reserve. Larson explained that a partial unrestricted general reserve account is reflected in the 2018 budget.

The Board of Directors were in agreement, the budget will be presented for adoption at the December board meeting.

- C. Training Plan Review: Chief Larson acknowledged Deputy Chief Macht, Lt. Calavan and Firefighter Thad McKain for putting a tremendous amount of work into the Training Plan Review. Pagosa Fire put together a Training Track System, where each firefighter is given a track based upon their preferences and desire. The Training Track System includes Structural Firefighter, Special Operations, Wildland Tracks and Fire Prevention. Chief Larson presented a realignment of the volunteers into stations. Vice-Chairman Webb recommended to make each track a milestone moment for people when they achieve something that is outstanding, he recommended to make it an agenda item in order for the board of directors can congratulate them and show their support.

7. Reports

A. Financial:

- Brinkmann presented the Profit and Loss and Balance Sheet to the board.
- Pagosa Fire received a check from Fire Recovery for \$5,380 for the half bridge incident at Wolf Creek.
- Burn permit issued to date is 687.
- Pagosa Fire is still waiting on the last 3 Wildland Assignment Checks.

B. Chief's Report:

- September and October were pretty busy months, Pagosa Fire had 5 structural fires.
- Station 1's roof is in the process of getting repaired. The Insurance company gave PFPD \$11,000 to repair the roof. Chief Larson contracted with PC Industries to repair the roof.
- As of the new pay period, beginning January 1st, PFPD will go to a bi-weekly payroll.

- Larson presented the mill levy recommendation and asked the board of directors to consider the recommendation and bring to a vote at the December board meeting asking for a mill levy increase to 9.686. Ken Rogers was present and has agreed to lead the campaign as Friends of Pagosa Fire Protection District.

C. Deputy Chief's Report:

- Macht reported Pagosa Fire had 55 calls.
- The volunteers have completed 201 hours of training.
- Total calls for the year is 495. 36 of those calls, since the last board meeting, occurred between 5:00 p.m. to 8:00 a.m.
- Macht informed the board of directors that Lt. Megan Macht prepared a short presentation from her previous assignment in Puerto Rico. Lt. Macht gave a presentation to the board explaining the conditions and the experience and challenges she met on the Puerto Rico incident. She presented a slide show and was informative about the assignment.

8. **Old Business**

Actuarial Proposal: Director Peterson informed the board that the committee interviewed 2 companies to perform PFPD's Actuarial Study. One of the two companies backed out right before the interview process. The committee had a phone interview with Gabriel, Roeder, Smith & Company (GRS). They were satisfied the GRS would be professional and provide a good actuarial study. The Board will be making the final decision at the December board and pension meeting. The board directed Chief Larson to have the attorneys look at the contract.

9. **Good of Order:**

- Captain Clark is in Colorado Springs on a "Ride Along" with the Colorado Springs Fire Department. Captain Montoya and Captain Robertson are in the process of scheduling a "Ride Along" in the future.
- Chief Larson will be working on having Deputy Chief Macht go back east and ride with a friend out of Albemarle County, Virginia.
- Captain Robertson and Firefighter Liberton are taking a class this week in Montrose on ANSUL Suppression Systems for the prevention program.
- Chief Larson will be travelling to Lakewood to attend Gordon Grahams presentation on Management and Leadership.

There being no further business, the meeting was adjourned at 8:40 p.m.

Respectfully Submitted,

DISTRICT SEAL


Don Peterson, Acting Secretary/Treasurer

