

**PINEWOOD SPRINGS FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

Minutes of the December 13, 2011, Regular Meeting

The meeting was held in Larimer County, Colorado at the Pinewood Springs Firehouse and was called to order at 7:43PM by President Carl Pender.

Determination of Quorum/Attendance: The following directors were present, constituting a quorum: Carl Pender, Gary Clements, Bruce McQueen, Bob Shaw and Ardean Johnson. Also, present were Chief Dick Wilcox and Assistant Chief Andy Lucas.

Pension Board Meeting – Carl opened the meeting at 7:12 PM and it closed at 7:42 PM. Minutes are filed separately.

Minutes: The minutes of the November 8th meeting were presented. Carl moved that the minutes be approved with a correction. **Motion passed.**

Treasurer's Report:

Bank Balances as of 11-30-11 from Bank Statements

Operations

Valley Bank - Operations Checking	\$22,594.58
COLOTRUST - Operations	\$47,343.88
COLOTRUST - Firehouse Fund	\$15,002.52
Operations Balance	\$84,940.98

Gary reported that some tax revenues have been received. All bills are paid and current including the FPPA contribution.

Chief's Report: Chief Wilcox stated there are 13 active fire fighters. Another experienced individual has applied and is currently under probation. The Lyons Christmas Parade went well and an anonymous cash contribution was received. Gary also read a letter from Allenspark Fire Protection District thanking PSFPD for assistance at the St. Malo Conference Center fire on Nov 14th.

Agenda Additions:

Website – Gary met with Pat Rolfe about possibly reviewing/updating the PSFPD website. She is also working with the Water Board's on their website. Gary will follow up with her directly. Andy will get with Kristen Owen to obtain the sign-on and passwords. He'll also discuss with the staff to insure what changes might need to be made.

Old Business:

Capital Improvement – Andy requested this be discussed at the Feb. meeting.

ColoTrust New Plan Administrator – Discussion followed. Focus needs to remain on this subject.

New Business:

Adoption of 2012 Budget – Gary reviewed the final 2012 budget. Gary moved that a Resolution to Adopt Budget for 2012 be accepted. **Motion Passed.** Gary moved that a Resolution to Set Mill Levies for Budget year of 2012 be accepted.

Motion Passed. Gary moved that we accept the Resolution to Appropriate Sums of Money for Budget year of 2012.

Motion passed.

Transparency Notice – Gary and Carl discussed the fact that SDA requires the updating by 1/15/2012. Carl will handle.

Executive Order 5 – Carl took the class and will be the contact person for PSFPD. When the State or Federal government come up with a rule that could financially affect PSFPD, they will notify the District. This is to provide better communication to the Districts. This item should remain as new business throughout 2012.

Compliance Calendar - SDA provided Statutory Deadline dates for 2012. Board individuals will need to review.

Dates for 2012 Meeting – Second Tuesday of a month: (these dates were accepted by the Board for 2012)

Jan 10	Feb 14 (Valentines)	Mar 13	April 10
May 8	June 12	Jul 10	Aug 14
Sept. 11	Oct. 9	Nov 13	Dec 11

Ardean made a motion to accept the Resolution Concerning Posting of Notice of Regular Meetings of the Pinewood Springs Fire Protection District which Carl will sign. These documents will be disseminated according to SDA regulations.

2012 Election - Carl will get with Gabi Bensen to see if she'll accept the DEO responsibility to insure PSFPD meets the filing dates.

Tabled Items from old agenda – all old unfinished agenda items will be removed from the agenda shell.

Gary moved that we adjourn at 9:14 PM. **Motion Passed.**

Respectfully submitted,

Ardean Johnson,
Approved, January 10, 2012

12-13-2011