

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

Minutes of the June 10, 2015, Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on June 10, 2015. The meeting was held at the Pinewood Springs Fire Station in Larimer County, Colorado. President Matt Schnizer called the meeting to order at 7:03 PM. John Bologna agreed to take meeting minutes in Ardean's absence.

Determination of Quorum/Attendance: The following directors were present, constituting a quorum: Matt Schnizer, John Bologna, Bruce McQueen. Also present were: Chief Dick Wilcox, Asst. Chief Andy Lucas and Kelly Child. Jon Andrews and Ardean Johnson were absent.

Approval of Minutes – Matt moved the May 13, 2015 minutes be approved. **Motion Passed.**

Treasurer's Report: Bank Balances as of May 31, 2015 from Bank Statement:

<u>Operations</u>		<u>Fire Station/Community Center</u>	
First Bank	\$51,411.69	First Bank	76,480.67
Colorado Trust - Operations	5,364.70	Colorado Trust	\$104,704.14
Colorado Trust – Tabor RSV	2,010.25	Cash in PayPal	2,160.02
TOTALS:	\$58,786.64		\$183,344.83

Bruce reviewed the financial statements. Bruce will clarify the negative \$9,765 item in the Brigade Event revenue section of the Project Income Statement. Matt recommended Bruce look into whether we accept Pay Pal's new terms and conditions or look for another alternative to clear credit cards (potentially First Bank).

Chief's Report:

- Andy reported there are 20 fire fighters. He reported on activity for May.
- He's received the reimbursement for the missing radios.
- Andy stated that the district is being approached by the Insurance Services Office (ISO) to review our last assessment (all changes should be positive). This occurs approximately every ten years. ISO is reviewing the preliminary information Dick submitted. This may be sufficient for the review.
- Andy requested funds to order two sets of bunker gear. Bunker gear should be replaced every 10 years. With a staff of 20 fire fighters, this equates to replacing two sets of gear per year. Bruce moved that funds not to exceed \$4,000 be approved for ordering two sets of bunker gear. **Motion Passed.**

Director President Report: Nothing to report this month.

Director Secretary Report: Nothing to report this month.

Director Liaison to Fire Station Project Report:

- The Project is currently managing five main sub-projects or threads: Building design and costing, lot combination, bond election, DOLA grant application and presentation, ongoing fundraising.
- No grants won or lost in the last month.
- May 16th Boot Day raised \$2,148. John recommended that we have a Boot Day every month through September. Andy and/or Dick to supply dates.
- May 20th: John attended PSPOA's annual meeting. PSPOA is counting on the balance of the LCF grant (approx. \$6,500) to use for Crescent Lake restoration.
- May 30th Spring Run Off: The event was a success. Funds are still being collected from sponsors and Active.com. Approximately \$1800 received. Possibly \$2500 more.
- May 27th: Ted attended Water Board meeting and notified of intent to merge properties. Water Board is supportive and would like to share Fire District office when built. Ted will contact the County to get an estimate on their costs for combining the lots. This will likely include a land survey which we'll ask for authorization after Idiam supplies revised estimates and after the Water Board signs the merged lot agreement, but during the design phase (for DOLA reimbursement). John made a motion that he be authorized to spend not-to-exceed \$500 (legal costs) to create an agreement between the Water and Fire Districts to combine lots. **Motion Passed.** The Board asked that this be done in one step or, if a preliminary memorandum of understanding is required, that we write the memorandum ourselves.
- Cook Book: 275 pre-orders. There is a financial incentive with the publisher for ordering by the end of June. Ads + pre-orders = \$8555 revenue committed. EFC will decide on exact number of books to order at June 22nd meeting. Bruce made a motion to authorize the EFC to spend not-to-exceed \$4,750 to order cook book production. **Motion Passed.**
- DCC: The DCC and Fire Department Command prioritized requirements to fit within the \$550,000 project budget, including remodeling the community room and adding 1500 sq ft of new bay space. Idiam will have revised cost estimates by June 30th. John made a motion to authorize Ted to spend an additional, not-to-exceed, \$500 with Idiam to complete conceptual drawings and preliminary budget. **Motion Passed.**
- Bond: The critical date is Sep 4 – Board certified ballot issue (pass resolution with ballot language) due to County Clerk. The Board discussed and agreed that only a bond is required – additional operating costs for the new building should be limited to increased electricity and propane utility costs that will likely be covered by increased property valuations.

Continuing Business: Nothing this month.

New Business: Nothing this month.

Adjournment: Matt moved that the meeting be adjourned at 8:34 PM. **Motion Passed.**

Respectfully submitted,

John Bologna, Director

Approved, _____

06-10-2015