

# PINEWOOD SPRINGS FIRE PROTECTION DISTRICT

## BOARD OF DIRECTORS

### Minutes of the May 10, 2017, Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on May 10, 2017. The meeting was held at the Pinewood Springs Community Church in Larimer County, Colorado. President John Bologna called the meeting to order at 7:05 P.M.

**Determination of Quorum/Attendance:** The following directors were present, constituting a quorum: John Bologna, Russ Hardy, Bruce McQueen, and Ardean Johnson. Also present were: Chief Dick Wilcox, Asst. Chief Andy Lucas, Captain Ted Plank, and Jessica Bologna. Jon Andrews absence was excused.

**Addition/Deletions to the Agenda** – Water rescue project, mutual aid documents need signature

**Approval of Minutes** - John made a motion that the April 12, 2017, minutes be approved. **Motion Passed.**

**Chief's Report** – Chief Wilcox reported that there are 18 active firefighters (17 active, 1 medical). In April there were zero calls. Once Occupancy Permit is received, they'll start moving from the old station to the new building. Dick presented a Mutual Aid Agreement with Hygiene Fire District. Bruce moved to approve the Agreement between PSFPD and Hygiene Fire Protection District. **Motion Passed.** The hydrant at Crescent Lake will be worked on by PSPOA, Art Caruso and volunteers.

**President Report** – John reported

**Director Secretary Report** – Ardean stated that she'd be gone for the June meeting. She'll ask Jon if he'll be able to record the minutes. She also stated that she'd recently signed up for the Estes Park Duck Race which is a fund raiser for many non-profit organizations. She had noticed the PSFPD wasn't listed, even though other local FD were. She'd visited their HQ and requested PSFPD be added for the 2018 race. She'll follow in the November/December time period to see what action they may have taken. The Bulletin Board on Estes Park Estates Road is being repaired and currently unusable.

**Director Treasurer Report** – Bruce announced the first payment for the lease/purchase has been sent. We will be having a full audit in 2018.

#### Bank Balances as of 4/30/2017 from Bank Statement:

<u>Operations</u>		<u>Fire Station/Community Center</u>	
First Bank	66,163.27	First Bank	\$126,679.17
Colorado Trust - Operations	5,406.05	Colorado Trust	105,512.83
Colorado Trust – Tabor RSV	2,025.72	Cash in PayPal	125.32
Cash at Banks	0.00	Due from Operations Acct.	
<b>TOTALS:</b>	<b>\$73,595.04</b>		<b>\$232,17.32</b>

**Director Liaison to Fire Station Project report** – Russ reviewed the Bookkeeping/Account document. General, project, and pension funds are now combined in QuickBooks online. The account codes have changed. He's still working on the pension account structure, removing the storage shed from the books, banking interface to enables data imports/reconciliation, fixed assets vs. expense definition, and restricted revenue accounts received. The Balance Sheet and Budget vs. Actuals: 2017 – FY2017 P&L were reviewed and discussed. Bruce creates/signs checks while Russ will input the information into the bookkeeping accounts.

Capital Construction Project:

Phase 1 w/2 changes	Phase 2 w/change	Contingency all changes	TOTAL
\$376,934	\$439,428	\$36,686	\$853,048

Items left are: concrete, generator, gas line, culvert, seal the floor

Art Caruso should have the plans for Phase 2 to the committee on Monday. Review and discussion of the Project Budget Detail followed.

#### New Business:

**Water Rescue Station Project** – Andy shared that Jeff Foreman was given “go-fund me” funds and donations which exceeded their expenses. He requested stations be established at places where individuals may need to use equipment to rescue individuals within the Pinewood Valley. Mr. Foreman has donated \$7,000 to fund this project. PSPOA, and the Water Board have been involved with the Fire Dept to figure out the correct equipment and best locations. Russ clarified that in addition to the \$7,000 restricted gift, an additional \$100 should be donated from the PSFPD Board. Russ made a motion that the fire district be authorized not to exceed \$7,100 on water rescue equipment. **Motion Passed.**

#### **Adjournment**

Bruce moved that the meeting be adjourned at 9:11 PM. **Motion Passed.**

Respectfully submitted,

Ardean Johnson, Secretary

Approved, 06-14-2017

05-10-2017