

Glacier View Fire Protection District
Agenda
November 16th at 7:00pm

Call to Order – Roll Call

Confirm there are no changes to the Agenda

This Zoom Meeting WILL BE recorded

- 1. Secretary's Report – ACTION: Approve as presented**
 - (a) Approve Board Meeting Minutes of October 8th, 2020

- 2. Treasurer's Report – ACTION: Approve as presented**
 - (a) Balance Sheet – As of October 2020
 - (b) P&L – Detail – October 2020
 - (c) Checks Over \$1000 - October 2020
 - (d) P&L - Budget vs. Monthly Actual Budget – October 2020
 - (e) P&L – Budget Overview vs. Actual +/- Year-to-Date – October 2020
 - (f) GVFD Visa – As of October 2020

- 3. Chief's Report – Chief Report Submitted to Board**

Community Wildfire Protection Plan

- 4. District Administrator's Report – District Administrator report submitted to the Board**

- 5. 2021 Budget Presentation**

Final Approval for 2021 Budget
GVFPD Budget Message
Resolution to Adopt 2021 Budget
Budget Resolution to Set Mill Levies
Resolution to Appropriate Sums of Money for Budget Year 2021
GVFPD Statement of Budget Assumptions
Board Approval to move money from Operating Account to Money Market Account as Per
2020 Projected Budget: See District Administrator Report

- 6. Committee Reports**
 - a) **Handbook/Website Committee** – (Randy Golden, Steve Switzer, and Cheryl Franz) Report submitted to Board in District Administrator Report

 - b) **IT Committee** – (Paul Lameiro, Cheryl Franz) Report submitted to Board in District Administrator Report

 - c) **Patronage Committee** - (David Thompson, Paul Lameiro) Nothing new to report this month

7. Unfinished Business:

8. New Business:

Employee Evaluations

During Public Comment there will be three minutes per person. The Board cannot get into a long-detailed discussion about an item. If the Board feels the item needs to move forward it will then be put on a future agenda. For clarification, a public member speaking will need to identify who they are representing; community member or GVM HOA Board member, etc.

9. Public Comment:

10. Director Comment:

11. Adjournment

Next Scheduled Board Meeting: Monday, December 21stst at 7:00PM

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Next Scheduled Board Meeting: Monday, December 21stst at 7:00PM



Glacier View Fire Protection District

1414 Green Mountain Dr. • Livermore • Colorado • 80536

October 8th, 2020 at 7:00pm

Call to Order via virtual meeting: Meeting was called to order at 7:02 PM. This meeting is a combined meeting for September and October due to the Cameron Peak Fire. The Board meeting was originally scheduled for Monday, September 21st.

Board of Directors present: President Steve Switzer, Secretary Paul Lameiro,
Treasurer David Thompson, Director Bill Salmon

Board of Director's absent: Vice President Golden

Fire Department members present: Fire Chief Warren Jones, District Administrator Franz

Public members: 2

Confirmation that there are no changes to the agenda

- 1. Secretary's Report:** Report was submitted and made part of the minutes. President Switzer entertained a motion to accept the August 16th, 2020 Board Meeting minutes as presented. Director Salmon accepted the motion and Treasurer Thompson seconded. Call for discussion, no discussion. All in favor, the motion carried.
- 2. Treasurer's Report:** Treasurer Thompson submitted the Treasurer's Report for both September and October. Treasurer Thompson detailed the Checks Over \$1000. He noted the PPE Expenses, Cardiac Monitor Purchase, and the Building Payment. President Switzer entertained a motion to accept the Treasurer's Report. Secretary Lameiro accepted the motion and Director Salmon seconded. Call for discussion, no discussion. All in favor, the motion carried.
- 3. Chief's Report:** Report submitted to Board.
Chief Jones updated the Board on the Cameron Peak fire, additional report submitted. Chief Jones will be involved in several meetings and will keep the FF members and Board members informed of the fire's progression.

Chief Jones corrected his report and stated that there are two new members.

GVFDD held a flu vaccination clinic for members and their families which included the other local fire departments. There were about 35 vaccinations given and GVFDD paid for their members.

District Administrator Franz will be starting the grant process for the generator with GVFDD members Andy Brown and Lynn Creekmore.

(Chief Report's – continued)

Chief Jones stated that GVFD will not be participating with the Coalition for the Poudre River Watershed on fuel mitigation because the grant agency decided that we are not eligible recipients of the funds. The Coalition expressed their appreciation that GVFD would consider collaborating with them.

Chief Jones added that a solar powered 911 call box will be installed at the GVFD fire station within the next couple of weeks. This will allow people to access ONLY 911 directly from the station.

Chief Jones presented an action request for the purchase of an 800 mgh vehicle-based radio for his personal vehicle. He elaborated the need for the vehicle-based radio due to a higher wattage allowing better coverage verses the portable radio with lessor wattage. Chief Jones added that It is also safer to maintain communication with the radio permanently mounted in the vehicle. Fred Delano made a note that the funds would come from Communications Expense for 2020 and the 2021 Budget would be adjusted to show that. The Board discussed the request further. Director Salmon made a motion for the 800 mgh vehicle-based radio to be installed in the chief's personal vehicle, Secretary Lameiro seconded. Call for further discussion, no discussion. All in favor, motion carried. Chief Jones stated, for clarification, that radios installed in the 2021 Squad purchase are included in the \$30,000 vehicle project as set in the 10-year Capital Replacement Plan.

4. **District Administrator Report:** Report submitted to Board. District Administrator Franz and the Board discussed the IT information presented in the Board Packet. President Switzer expressed his concern about getting a .gov domain name since we are a government entity. A motion was made by President Switzer for the IT Committee to move forward with Streamline to develop our website using the domain name glacierviewfire.gov or .org. Treasurer Thompson seconded. The IT Committee will continue to discuss the specific issues of the domain name and consider the interoffice email options for simplicity and consistency of use. Call for further discussion. No discussion. All in favor, motion carried.

District Administrator Franz discussed the current issue with the two garage door openers in the bay. The Board decided that GVFD would purchase six new garage door openers to bring them all up to date. These garage door openers will allow the doors, when opened, to shut off the overhead heat. The openers feature a timer that can be set to automatically close the garage doors after exiting. Red and Green signal lights will also be installed to notify driver/operator of door clearance when exiting the fire station. Bill motioned to purchase six garage door openers and signal lights for GVFD station 1 using the Building Debt Reserve. Treasurer Thompson seconded the motion. Call for further discussion. No discussion. All in favor, motion carried.

District Administrator Report (continued)

Donations were highlighted and District Administrator Franz shared that multiple residents were stopping by the office, when returning to their homes, to say "thank you" to the firefighters.

District Administrator Franz stated that, due to Covid-19, the deadline for the Certification of Valuation by Larimer County Assessor for the Mil Levy was extended to October 13.

District Administrator Franz added that the extractor project has been started and should be completed by the end of November.

September Run Report: 1 Medical Call, 2 Fire Calls- 1 fire call was a false alarm, 12 Fire Calls for Cameron Peak Fire

5. Committee Reports:

(a) **Website Committee – IT Committee** (Steve Switzer, Paul Lameiro, Randy Golden, Cheryl Franz) Comments for the IT Committee and Website Committee were made during the District Administrator. No further discussion.

(b) **Patronage Committee** - (David Thompson, Paul Lameiro) Treasurer Thompson stated the Patronage Committee is on hold due not being able to have personal contact with potential donors.

(c) **Budget Committee** – (Fred Delano, David Thompson, Cheryl Franz, Warren Jones, Dave Burk) Report submitted in the Board Packet. Fred started off by expressing his appreciation for the fire district, leadership, and membership. The fire has made him and others aware to be more prepared for situations like this. Fred highlighted some items in the 2021 Budget: Revenue is holding constant going into 2021 since we did not have our Certificate of Valuation from Larimer County. Fred will make the change in 2021 Communication Expense to \$11,800 and add \$2200 to the Communication Expense line for 2020. Treasurer Thompson added that the 2021 Preliminary Budget has been looked over extensively by all and he feels it is ready for Board Approval with the adjustment being made as stated by Fred. The Budget Committee will come back next month for the final approval of the 2021 Budget. District Administrator Franz noted that a public hearing will follow the Board Approval of the 2021 Preliminary Budget and will also be presented at the next Board meeting, if needed. President Switzer made a motion to approve the GVFD 2021 Preliminary Budget, noting the change in the Communication Expense. Director Salmon seconded. Call for further discussion. No further discussion. All in favor, motion carried. President Switzer expressed his appreciation for all the work everyone did in preparing the 2021 Preliminary Budget.

6. Unfinished Business: President Switzer and Director Salmon thanked Bridget Knox for her work on expediting the fire badges for the NW fire department members, including Rist Canyon, the GVFD Board members, and the North 40 Alliance.

Treasurer Thompson shared the 10-year Capital Equipment Plan and its benefit to the future of GVFD. He appreciated the help of Chief Jones in getting some of the numbers together to create this plan. Treasurer Thompson expressed that the Board approval is only for the plan as it has

potential to update annually, and it is flexible. Each individual line is NOT being approved, and each project will need to go before the Board for approval. President Switzer entertained a motion to accept the 10-year Capital Equipment Plan, as a guide, for the next ten years with a rolling adjustment, as necessary. Director Salmon accepted the motion, Secretary Lameiro seconded. Call for discussion. No discussion. All in favor, motion carried. President Switzer and Director Salmon thanked Chief Jones and Treasurer Thompson.

7. **New Business:** No new business discussed.

8. **Public Comment:** No public comment

9. **Directors Comments:**

Treasurer Thompson expressed his appreciation for the individual donation of \$5000 which went to purchase the Cardiac Monitor. Thank you!

Director Salmon stated that it is a pleasure to be on the GVFD Board. He appreciates all the thought on the decisions that were made. He thanked Chief Jones for the work done with the Cameron Peak Fire.

Secretary Lameiro is grateful for the input from everyone and is glad to see everything coming together.

Chief Jones thanked the Board, District Administrator Franz, Fred Delano, and David Burk for the work they have put in to the 2021 Preliminary Budget and 10-year Capital Equipment Plan. This will allow the Operations side of the fire department to complete some much-needed projects next year and in the coming year. Chief Jones added that these projects will be beneficial to both the fire department and the communities within the district that we serve. Chief Jones recognized the membership for putting in the 1400+ volunteer hours that allowed the organization to function during the Cameron Peak Fire.

Adjournment: Director Salmon moved to adjourn the meeting. Secretary Lameiro seconded. Meeting adjourned. Meeting was adjourned at 9:58 PM.

Respectfully submitted by

Cheryl Franz
District Administrator

Next Scheduled Board Meeting: Monday, November 16th, 2020

10:59 AM

GLACIER VIEW FIRE PROTECTION DISTRICT

11/10/20

Balance Sheet

Accrual Basis

As of October 31, 2020

	<u>Oct 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
106 · Operating Account	190,730.81
116 · Money Market Account	137,040.33
Total Checking/Savings	<u>327,771.14</u>
Other Current Assets	
145 · Grants Receivable	7,526.00
Total Other Current Assets	<u>7,526.00</u>
Total Current Assets	335,297.14
Fixed Assets	
152 · Building	304,013.86
154 · Fire Fighting Equipment	189,337.44
164 · Trucks	733,147.40
185 · Accumulated Depreciation	-671,075.65
Total Fixed Assets	<u>555,423.05</u>
TOTAL ASSETS	<u><u>890,720.19</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
240 · Payroll Liabilities	592.64
Total Other Current Liabilities	<u>592.64</u>
Total Current Liabilities	592.64
Long Term Liabilities	
235 · Building Loan	44,141.13
Total Long Term Liabilities	<u>44,141.13</u>
Total Liabilities	44,733.77
Equity	
300 · Fund Balance	769,046.23
32000 · Retained Earnings	-2,469.18
Net Income	79,409.37
Total Equity	<u>845,986.42</u>
TOTAL LIABILITIES & EQUITY	<u><u>890,720.19</u></u>

11:03 AM

GLACIER VIEW FIRE PROTECTION DISTRICT

Profit & Loss Detail

October 2020

11/10/20

Accrual Basis

Type	Date	Num	Name	Memo	Split	Amount
Check	10/27/2020	2335	First Bank	CBI - Bkground check - CCCF	106 · Oper...	30.00
Check	10/28/2020	2336	Stiches Acute Care Center	dept flu vac - 60625 WJ	106 · Oper...	183.00
Total 506 · FF Administration						313.00
510 · LCT Fees						
Deposit	10/09/2020	DEP	Larimer County Treasury	Current Year Fees - Sep 20	106 · Oper...	49.54
Total 510 · LCT Fees						49.54
516 · Pinnacol Insurance - Expense						
Check	10/22/2020	2330	Pinnacol Assurance	Insurance Pmt 4 of 4 - 1523772	106 · Oper...	504.00
Total 516 · Pinnacol Insurance - Expense						504.00
520 · Payroll Tax Expense						
Paycheck	10/29/2020	2338	Cheryl A Franz		106 · Oper...	0.00
Paycheck	10/29/2020	2338	Cheryl A Franz		106 · Oper...	115.32
Paycheck	10/29/2020	2338	Cheryl A Franz		106 · Oper...	26.97
Paycheck	10/29/2020	2338	Cheryl A Franz		106 · Oper...	0.00
Paycheck	10/29/2020	2339	Edwin V Sather Jr.		106 · Oper...	0.00
Paycheck	10/29/2020	2339	Edwin V Sather Jr.		106 · Oper...	33.48
Paycheck	10/29/2020	2339	Edwin V Sather Jr.		106 · Oper...	7.83
Paycheck	10/29/2020	2339	Edwin V Sather Jr.		106 · Oper...	0.00
Total 520 · Payroll Tax Expense						183.60
522 · FF/EMS Reimbursement						
Check	10/07/2020	2301	Warren Jones - FF Reim...	Qtr 3 FF Reimbursement	106 · Oper...	525.00
Check	10/07/2020	2302	Ryan Hammack - FF Rei...	Qtr 3 FF Reimbursement	106 · Oper...	100.00
Check	10/07/2020	2303	Dan Knox - FF Reimburs...	Qtr 3 FF Reimbursement	106 · Oper...	350.00
Check	10/07/2020	2304	Jim Perry	Qtr 3 FF Reimbursement	106 · Oper...	175.00
Check	10/07/2020	2305	Steve Leenerts - FF Rei...	Qtr 3 FF Reimbursement	106 · Oper...	275.00
Check	10/07/2020	2306	Chris Serafin - FF Reimb...	Qtr 3 FF Reimbursement	106 · Oper...	175.00
Check	10/07/2020	2307	Jordan Cross - FF Reimb...	Qtr 3 FF Reimbursement	106 · Oper...	25.00
Check	10/07/2020	2308	Lynn Creekmore - FF Rei...	Qtr 3 FF Reimbursement	106 · Oper...	425.00
Check	10/07/2020	2309	Theresa Simmons - FF R...	Qtr 3 FF Reimbursement	106 · Oper...	250.00
Check	10/07/2020	2310	Mike Koncewicz - FF Rei...	Qtr 3 FF Reimbursement	106 · Oper...	50.00
Check	10/07/2020	2311	Mike Leaverton - FF Rei...	Qtr 3 FF Reimbursement	106 · Oper...	325.00
Check	10/07/2020	2312	Bridget Knox - FF Reimb...	Qtr 3 FF Reimbursement	106 · Oper...	500.00
Check	10/07/2020	2313	Jessica Fritts - FF Reimb...	Qtr 3 FF Reimbursement	106 · Oper...	100.00
Check	10/07/2020	2314	Doug Bond - FF Reimbur...	Qtr 3 FF Reimbursement	106 · Oper...	80.00
Check	10/07/2020	2315	Seth Gibbs - FF Reimbur...	Qtr 3 FF Reimbursement	106 · Oper...	140.00
Check	10/07/2020	2316	Drake Dayton - FF Reim...	Qtr 3 FF Reimbursement	106 · Oper...	125.00
Check	10/07/2020	2317	Josh Kasik - FF Reimbur...	Qtr 3 FF Reimbursement	106 · Oper...	320.00
Check	10/07/2020	2318	Art Jossart - FF Reimbur...	Qtr 3 FF Reimbursement	106 · Oper...	140.00
Check	10/07/2020	2319	Donnie Smith	Qtr 3 FF Reimbursement	106 · Oper...	60.00
Check	10/07/2020	2320	Cheryl Franz - FF Reimb...	Qtr 3 FF Reimbursement	106 · Oper...	300.00
Check	10/07/2020	2321	Eric Ford - FF Reimburs...	Qtr 3 FF Reimbursement	106 · Oper...	180.00
Check	10/07/2020	2322	Peter Henderson - FF Re...	Qtr 3 FF Reimbursement	106 · Oper...	180.00
Check	10/07/2020	2323	Andy Brown - FF Reimbu...	Qtr 3 FF Reimbursement	106 · Oper...	280.00
Check	10/07/2020	2324	Steve Groetke - FF Rei...	Qtr 3 FF Reimbursement	106 · Oper...	100.00
Check	10/07/2020	2325	Daisy Yates - FF Reimbu...	Qtr 3 FF Reimbursement	106 · Oper...	40.00
Check	10/07/2020	2326	Edwin Sather - FF Reimb...	Qtr 3 FF Reimbursement	106 · Oper...	225.00
Total 522 · FF/EMS Reimbursement						5,445.00
525 · Payroll and Benefits						
Paycheck	10/29/2020	2338	Cheryl A Franz		106 · Oper...	1,860.00
Paycheck	10/29/2020	2339	Edwin V Sather Jr.		106 · Oper...	540.00
Total 525 · Payroll and Benefits						2,400.00
531 · Bldg Maintenance / Repair						
Check	10/06/2020	2298	Justin Rogers	Repair Fuel pump - monthly m...	106 · Oper...	90.00
Check	10/13/2020	2328	Ankele Garage Doors	replacement for 6 garage door ...	106 · Oper...	5,589.00
Total 531 · Bldg Maintenance / Repair						5,679.00
540 · Communications						
Check	10/27/2020	2333	Collins Communication	Mobile Radio install - Chief - 9...	106 · Oper...	2,107.00
Check	10/27/2020	2335	First Bank	Credit for purchase never revei...	106 · Oper...	-407.81
Total 540 · Communications						1,699.19

11:03 AM

GLACIER VIEW FIRE PROTECTION DISTRICT

11/10/20

Profit & Loss Detail

Accrual Basis

October 2020

Type	Date	Num	Name	Memo	Split	Amount
600 · Stations						
636 · Utilities-Electric						
Check	10/08/2020	EFT	Poudre Valley REA	Bill Date 9-22-20	106 · Oper...	51.05
Check	10/08/2020	EFT	Poudre Valley REA	Bill Date 9-22-20	106 · Oper...	29.00
Total 636 · Utilities-Electric						80.05
Total 600 · Stations						80.05
601 · Fire Fighting Supplies						
605 · FF Supplies						
Check	10/27/2020	2335	First Bank	hooks for gear - CCCF	106 · Oper...	37.05
Check	10/27/2020	2335	First Bank	FF Supplies - food - CCCF	106 · Oper...	196.70
Total 605 · FF Supplies						233.75
606 · Wildland Gear						
Check	10/07/2020	2327	The Supply Cache	PPE - WL Boots - 252385A - D...	106 · Oper...	369.00
Total 606 · Wildland Gear						369.00
607 · Personal Protection Equip						
Check	10/22/2020	2331	FirePenny	Extractor - Order # 27406 - #2...	106 · Oper...	4,990.32
Total 607 · Personal Protection Equip						4,990.32
601 · Fire Fighting Supplies - Other						
Check	10/27/2020	2335	First Bank	bolts for gear hangers - CCCF	106 · Oper...	12.78
Check	10/27/2020	2335	First Bank	FF Supplies - food - CCCF	106 · Oper...	113.58
Check	10/27/2020	2335	First Bank	notepads for FF - CCCF	106 · Oper...	13.87
Check	10/27/2020	2335	First Bank	FF Supplies - food - CCCF	106 · Oper...	25.65
Total 601 · Fire Fighting Supplies - Other						165.88
Total 601 · Fire Fighting Supplies						5,758.95
626 · FF - Wildland Fire Expense						
Check	10/27/2020	2334	Gallegos Sanitation	Roll-off dumpster/Port-a-let (3) ...	106 · Oper...	1,124.00
Total 626 · FF - Wildland Fire Expense						1,124.00
650 · Training						
651 · EMS Training						
Check	10/06/2020	2300	Emergency Medical Serv...	EMS TRAINING - B Knox - Inv ...	106 · Oper...	165.00
Total 651 · EMS Training						165.00
652 · FF Training						
Check	10/27/2020	2335	First Bank	FF Training - CO ST Fire Chief...	106 · Oper...	175.00
Check	10/27/2020	2335	First Bank	Lunch for Training - CCWJ	106 · Oper...	95.82
Total 652 · FF Training						270.82
Total 650 · Training						435.82
660 · Vehicles						
662 · Fuel Expense						
Check	10/27/2020	2335	First Bank	Fuel - The Forks - Squad 2 - C...	106 · Oper...	70.89
Check	10/29/2020	2340	Glacier View Road & Rec...	fuel - statement date 10/22/20	106 · Oper...	362.57
Total 662 · Fuel Expense						433.46
670 · R&M 2007 Ford Tender 2						
Check	10/06/2020	2299	Super Vacuum Manufact...	Refurbish Valves - Tender 2 - I...	106 · Oper...	374.46
Total 670 · R&M 2007 Ford Tender 2						374.46
676 · R&M 2010 Dodge Ambulance R3						
Check	10/28/2020	2337	Beck's Automotive	Rescue 3 - Annual Inspection	106 · Oper...	362.63
Total 676 · R&M 2010 Dodge Ambulance R3						362.63
Total 660 · Vehicles						1,170.55
Total Expense						25,391.83

11:03 AM

GLACIER VIEW FIRE PROTECTION DISTRICT

11/10/20

Profit & Loss Detail

Accrual Basis

October 2020

Type	Date	Num	Name	Memo	Split	Amount
Ordinary Income/Expense						
Income						
401 · Property Taxes						
Deposit	10/09/2020	DEP	Larimer County Treasury	Current Year Tax	106 · Oper...	2,232.08
Total 401 · Property Taxes						2,232.08
402 · Auto Taxes						
Deposit	10/09/2020	DEP	Larimer County Treasury	Specific Ownership Tax	106 · Oper...	1,950.33
Total 402 · Auto Taxes						1,950.33
403 · Bldg Levy (1.150 Mill for 2017)						
Deposit	10/09/2020	DEP	Larimer County Treasury	Bldg Levy (1.15 Mill)	106 · Oper...	244.46
Total 403 · Bldg Levy (1.150 Mill for 2017)						244.46
415 · Contract & Agreements						
Deposit	10/27/2020	DEP	Air Evac EMS Inc	Reimb Membership Com - 387	106 · Oper...	10.20
Total 415 · Contract & Agreements						10.20
420 · Donations						
Deposit	10/27/2020	DEP	Mike and Siane Serafin	donation - CPF	106 · Oper...	50.00
Deposit	10/27/2020	DEP	Ann Rodenberger	donation - CPF	106 · Oper...	100.00
Deposit	10/27/2020	DEP	Steven and Shari Fortson	donation - CPF	106 · Oper...	200.00
Deposit	10/27/2020	DEP	Under the Hammer Cons...	donation - CPF	106 · Oper...	250.00
Deposit	10/28/2020	DEP	Lilian and Charles Erskine	donation - CPF	106 · Oper...	100.00
Deposit	10/28/2020	DEP	Rene J Cook	donation - CPF	106 · Oper...	100.00
Deposit	10/28/2020	DEP	Linda Bell	donation - CPF	106 · Oper...	100.00
Deposit	10/28/2020	DEP	Susan and Mark McCart...	donation - CPF	106 · Oper...	500.00
Deposit	10/28/2020	DEP	Custom Ink LLC	shirt donation - CPF	106 · Oper...	1,799.96
Total 420 · Donations						3,199.96
440 · Interest Income						
Deposit	10/09/2020	DEP	Larimer County Treasury	Current Year Interest - Sep 20	106 · Oper...	-1.44
Total 440 · Interest Income						-1.44
450 · Miscellaneous/Reimb Income						
Deposit	10/28/2020	DEP	Upper Ark Valley Wildfire...	Refund - Fire on the Plains	106 · Oper...	395.00
Total 450 · Miscellaneous/Reimb Income						395.00
Total Income						8,030.59
Expense						
502 · Accounting						
Check	10/27/2020	2335	First Bank	Payroll - Intuit - CCCF	106 · Oper...	4.00
Total 502 · Accounting						4.00
503 · Office PC/Printer Supplies						
Check	10/27/2020	2335	First Bank	HP Instant Ink - CCCF	106 · Oper...	154.35
Total 503 · Office PC/Printer Supplies						154.35
505 · Admin (Supplies)						
513 · Telephone Expense						
Check	10/08/2020	EFT	Century Link	Bill Date 9-19-20	106 · Oper...	241.16
Check	10/20/2020	EFT	Century Link	Bill Date 10-1-20	106 · Oper...	66.11
Total 513 · Telephone Expense						307.27
505 · Admin (Supplies) - Other						
Check	10/22/2020	2329	Personnel Concepts	Compliance posters - supplied ...	106 · Oper...	48.90
Check	10/27/2020	2335	First Bank	File hanger - CCCF	106 · Oper...	20.61
Check	10/27/2020	2335	First Bank	Weebly - CCCF	106 · Oper...	14.00
Total 505 · Admin (Supplies) - Other						83.51
Total 505 · Admin (Supplies)						390.78
506 · FF Administration						
Check	10/27/2020	2332	Sam's Club	Member #3410975810771	106 · Oper...	100.00

11:03 AM

11/10/20

Accrual Basis

GLACIER VIEW FIRE PROTECTION DISTRICT

Profit & Loss Detail

October 2020

Type	Date	Num	Name	Memo	Split	Amount
Net Ordinary Income						-17,361.24
Other Income/Expense						
Other Income						
441 · MM interest income						
Deposit	10/14/2020			Interest	116 · Mone...	3.72
Total 441 · MM interest income						3.72
Total Other Income						3.72
Other Expense						
750 · Depreciation Expense						
Deposit	10/28/2020	DEP	Margaret and Larry Casw...	donation - CPF	106 · Oper...	-25.00
General ...	10/29/2020	83		Depreciation Expense - Octob...	185 · Accu...	5,367.35
Total 750 · Depreciation Expense						5,342.35
Total Other Expense						5,342.35
Net Other Income						-5,338.63
Net Income						-22,699.87

11:01 AM

11/10/20

Accrual Basis

GLACIER VIEW FIRE PROTECTION DISTRICT

Check Over \$1000

October 2020

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Oct 20	10/13/2020	2328	Ankele Garage Doors	-5,589.00
	10/22/2020	2331	FirePenny	-4,990.32
	10/22/2020	E-pay	United States Treasury	-1,506.46
	10/27/2020	2333	Collins Communication	-2,107.00
	10/27/2020	2334	Gallegos Sanitation	-1,124.00
	10/29/2020	2338	Cheryl A Franz	-1,575.71
Oct 20				<u>-16,892.49</u>

11:06 AM

11/10/20

Accrual Basis

GLACIER VIEW FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Monthly Actual Budget
October 2020

	Oct 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
401 · Property Taxes	2,232.08	1,672.92	559.16	133.4%
402 · Auto Taxes	1,950.33	866.88	1,083.45	225.0%
403 · Bldg Levy (1.150 Mill for 2017)	244.46	241.66	2.80	101.2%
415 · Contract & Agreements	10.20	41.66	-31.46	24.5%
420 · Donations	3,199.96	250.00	2,949.96	1,280.0%
421 · Fund Raising	0.00	83.33	-83.33	0.0%
422 · Equipment Grant	0.00	208.33	-208.33	0.0%
425 · Firewise Donations	0.00	0.00	0.00	0.0%
440 · Interest Income	-1.44	8.20	-9.64	-17.6%
450 · Miscellaneous/Reimb Income	395.00	0.00	395.00	100.0%
Total Income	8,030.59	3,372.98	4,657.61	238.1%
Expense				
502 · Accounting	4.00	233.33	-229.33	1.7%
503 · Office PC/Printer Supplies	154.35	203.00	-48.65	76.0%
505 · Admin (Supplies)				
513 · Telephone Expense	307.27			
505 · Admin (Supplies) - Other	83.51	416.66	-333.15	20.0%
Total 505 · Admin (Supplies)	390.78	416.66	-25.88	93.8%
506 · FF Administration	313.00	303.00	10.00	103.3%
509 · Bldg Interest	0.00	0.00	0.00	0.0%
510 · LCT Fees	49.54	0.00	49.54	100.0%
515 · General Insurance	0.00	0.00	0.00	0.0%
516 · Pinnacol Insurance - Expense	504.00	525.00	-21.00	96.0%
517 · Firewise Expense	0.00	0.00	0.00	0.0%
520 · Payroll Tax Expense	183.60	273.92	-90.32	67.0%
522 · FF/EMS Reimbursement	5,445.00	4,250.00	1,195.00	128.1%
525 · Payroll and Benefits	2,400.00	3,580.16	-1,180.16	67.0%
526 · Legal Expense	0.00	750.00	-750.00	0.0%
527 · Newsletter	0.00	0.00	0.00	0.0%
528 · Election Costs	0.00	416.66	-416.66	0.0%
530 · Appreciation	0.00	0.00	0.00	0.0%
531 · Bldg Maintenance / Repair	5,679.00	0.00	5,679.00	100.0%
540 · Communications	1,699.19	0.00	1,699.19	100.0%
570 · EMS Supplies	0.00	0.00	0.00	0.0%
600 · Stations				
636 · Utilities-Electric	80.05	213.70	-133.65	37.5%
637 · Utilities - Propane	0.00	0.00	0.00	0.0%
Total 600 · Stations	80.05	213.70	-133.65	37.5%
601 · Fire Fighting Supplies				
605 · FF Supplies	233.75			
606 · Wildland Gear	369.00			
607 · Personal Protection Equip	4,990.32			
601 · Fire Fighting Supplies - Other	165.88	0.00	165.88	100.0%
Total 601 · Fire Fighting Supplies	5,758.95	0.00	5,758.95	100.0%
626 · FF - Wildland Fire Expense	1,124.00			
630 · Pension Trust Expense	0.00	0.00	0.00	0.0%
631 · Pension Contribution	0.00	0.00	0.00	0.0%
650 · Training				
651 · EMS Training	165.00	200.00	-35.00	82.5%
652 · FF Training	270.82	300.00	-29.18	90.3%
654 · Admin Staff & Board Training	0.00	0.00	0.00	0.0%
Total 650 · Training	435.82	500.00	-64.18	87.2%
660 · Vehicles				
662 · Fuel Expense	433.46			
670 · R&M 2007 Ford Tender 2	374.46			
676 · R&M 2010 Dodge Ambulance R3	362.63			
660 · Vehicles - Other	0.00	1,350.00	-1,350.00	0.0%
Total 660 · Vehicles	1,170.55	1,350.00	-179.45	86.7%

11:06 AM

11/10/20

Accrual Basis

GLACIER VIEW FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Monthly Actual Budget
October 2020

	<u>Oct 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total Expense	25,391.83	13,015.43	12,376.40	195.1%
Net Ordinary Income	-17,361.24	-9,642.45	-7,718.79	180.1%
Other Income/Expense				
Other Income				
441 · MM interest income	3.72			
Total Other Income	3.72			
Other Expense				
750 · Depreciation Expense	5,342.35			
Total Other Expense	5,342.35			
Net Other Income	-5,338.63			
Net Income	<u>-22,699.87</u>	<u>-9,642.45</u>	<u>-13,057.42</u>	<u>235.4%</u>

11:09 AM

11/10/20

Cash Basis

GLACIER VIEW FIRE PROTECTION DISTRICT
Profit & Loss Budget Overview vs. Actual +/- Year-to=Date
January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
401 · Property Taxes	259,366.20	262,978.00	-3,611.80	98.6%
402 · Auto Taxes	16,703.23	28,802.00	-12,098.77	58.0%
403 · Bldg Levy (1.150 Mill for 2017)	28,406.63	12,075.00	16,331.63	235.3%
415 · Contract & Agreements	784.80	500.00	284.80	157.0%
420 · Donations	15,674.96	3,000.00	12,674.96	522.5%
421 · Fund Raising	692.62	1,000.00	-307.38	69.3%
422 · Equipment Grant	0.00	2,500.00	-2,500.00	0.0%
425 · Firewise Donations	200.00	500.00	-300.00	40.0%
440 · Interest Income	59.31	100.00	-40.69	59.3%
450 · Miscellaneous/Reimb Income	3,121.91	500.00	2,621.91	624.4%
Total Income	325,009.66	311,955.00	13,054.66	104.2%
Expense				
502 · Accounting	2,483.14	2,800.00	-316.86	88.7%
503 · Office PC/Printer Supplies	1,272.18	2,600.00	-1,327.82	48.9%
505 · Admin (Supplies)				
513 · Telephone Expense	3,102.47			
505 · Admin (Supplies) - Other	650.42	5,000.00	-4,349.58	13.0%
Total 505 · Admin (Supplies)	3,752.89	5,000.00	-1,247.11	75.1%
506 · FF Administration	3,160.61	3,000.00	160.61	105.4%
509 · Bldg Interest	3,338.77	3,338.77	0.00	100.0%
510 · LCT Fees	5,757.81	4,000.00	1,757.81	143.9%
515 · General Insurance	11,347.00	12,000.00	-653.00	94.6%
516 · Pinnacol Insurance - Expense	1,583.00	3,000.00	-1,417.00	52.8%
517 · Firewise Expense	164.00	500.00	-336.00	32.8%
520 · Payroll Tax Expense	1,843.90	3,287.00	-1,443.10	56.1%
522 · FF/EMS Reimbursement	12,545.00	17,000.00	-4,455.00	73.8%
525 · Payroll and Benefits	24,103.25	42,962.00	-18,858.75	56.1%
526 · Legal Expense	465.00	3,000.00	-2,535.00	15.5%
527 · Newsletter	1,092.12	3,000.00	-1,907.88	36.4%
528 · Election Costs	531.50	5,000.00	-4,468.50	10.6%
530 · Appreciation	793.32	2,000.00	-1,206.68	39.7%
531 · Bldg Maintenance / Repair	22,573.53	2,000.00	20,573.53	1,128.7%
540 · Communications	3,125.71	1,500.00	1,625.71	208.4%
570 · EMS Supplies	2,665.46	2,500.00	165.46	106.6%
600 · Stations				
636 · Utilities-Electric	1,776.36	2,564.40	-788.04	69.3%
637 · Utilities - Propane	4,179.75	4,435.60	-255.85	94.2%
638 · Pest Control - Trash	1,595.00			
Total 600 · Stations	7,551.11	7,000.00	551.11	107.9%
601 · Fire Fighting Supplies				
605 · FF Supplies	7,679.02			
606 · Wildland Gear	33,545.75			
607 · Personal Protection Equip	15,364.39			
601 · Fire Fighting Supplies - Other	617.56	14,000.00	-13,382.44	4.4%
Total 601 · Fire Fighting Supplies	57,206.72	14,000.00	43,206.72	408.6%
625 · FF Miscellaneous Expense	24.86			
626 · FF - Wildland Fire Expense	1,124.00			
630 · Pension Trust Expense	202.16	600.00	-397.84	33.7%
631 · Pension Contribution	669.82	6,000.00	-5,330.18	11.2%
650 · Training				
651 · EMS Training	2,746.70	6,500.00	-3,753.30	42.3%
652 · FF Training	4,298.20	6,500.00	-2,201.80	66.1%
654 · Admin Staff & Board Training	150.00	5,000.00	-4,850.00	3.0%
Total 650 · Training	7,194.90	18,000.00	-10,805.10	40.0%
660 · Vehicles				
662 · Fuel Expense	1,567.71			
668 · R&M 1995 Pierce International	105.00			
669 · R&M 1992 Int'l Tender 1	732.00			
670 · R&M 2007 Ford Tender 2	2,022.30			
672 · R&M 2009 Chev - Squad 2	146.15			

11:09 AM
 11/10/20
 Cash Basis

GLACIER VIEW FIRE PROTECTION DISTRICT
Profit & Loss Budget Overview vs. Actual +/- Year-to=Date
 January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
674 · R&M 1996 Ford Ambulance R1	43.00			
676 · R&M 2010 Dodge Ambulance R3	391.63			
691 · R&M 2013 Dodge Engine 501	713.36			
692 · R&M 2013 Dodge Engine 502	1,942.25			
693 · R&M Skidster	3,525.00			
695 · R&M E302	200.00			
660 · Vehicles - Other	40.00	16,000.00	-15,960.00	0.3%
Total 660 · Vehicles	11,428.40	16,000.00	-4,571.60	71.4%
699 · Equipment Purchase	4,045.00			
Total Expense	192,045.16	180,087.77	11,957.39	106.6%
Net Ordinary Income	132,964.50	131,867.23	1,097.27	100.8%
Other Income/Expense				
Other Income				
441 · MM interest income	93.37			
Total Other Income	93.37			
Other Expense				
750 · Depreciation Expense	53,648.50			
Total Other Expense	53,648.50			
Net Other Income	-53,555.13			
Net Income	79,409.37	131,867.23	-52,457.86	60.2%

3:19 PM

11/11/20

GLACIER VIEW FIRE PROTECTION DISTRICT

First Bank - Visa

October 2020

Type	Date	Num	Memo	Account	Split	Amount
First Bank						
Check	10/27/2020	2335	Stmt Date Sept 15 - Oct 15 - 82...	106 · Operating Acc...	-SPLIT-	-556.49
Check	10/27/2020	2335	Credit for purchase never revei...	540 · Communications	106 · Oper...	-407.81
Check	10/27/2020	2335	HP Instant Ink - CCCF	503 · Office PC/Print...	106 · Oper...	154.35
Check	10/27/2020	2335	FF Training - CO ST Fire Chief ...	652 · FF Training	106 · Oper...	175.00
Check	10/27/2020	2335	hooks for gear - CCCF	605 · FF Supplies	106 · Oper...	37.05
Check	10/27/2020	2335	bolts for gear hangers - CCCF	601 · Fire Fighting S...	106 · Oper...	12.78
Check	10/27/2020	2335	FF Supplies - food - CCCF	601 · Fire Fighting S...	106 · Oper...	113.58
Check	10/27/2020	2335	notepads for FF - CCCF	601 · Fire Fighting S...	106 · Oper...	13.87
Check	10/27/2020	2335	CBI - Bkground check - CCCF	506 · FF Administrat...	106 · Oper...	30.00
Check	10/27/2020	2335	File hanger - CCCF	505 · Admin (Suppli...	106 · Oper...	20.61
Check	10/27/2020	2335	FF Supplies - food - CCCF	605 · FF Supplies	106 · Oper...	196.70
Check	10/27/2020	2335	Weebly - CCCF	505 · Admin (Suppli...	106 · Oper...	14.00
Check	10/27/2020	2335	FF Supplies - food - CCCF	601 · Fire Fighting S...	106 · Oper...	25.65
Check	10/27/2020	2335	Payroll - Intuit - CCCF	502 · Accounting	106 · Oper...	4.00
Check	10/27/2020	2335	Fuel - The Forks - Squad 2 - C...	662 · Fuel Expense	106 · Oper...	70.89
Check	10/27/2020	2335	Lunch for Training - CCWJ	652 · FF Training	106 · Oper...	95.82

To: Glacier View Fire District, Board of Directors

From: Warren Jones, Fire Chief

Re: November 2020 Chief's Report

Below are topics for my monthly report. I'll add more details verbally at the meeting. Note the attachments.

- Cameron Peak Fire.
- Membership and EMR status.
- Equipment repairs.
- 2021 workplan. See attachment.
- Holiday event.
- Operations leadership.
- COVID.

To: GVFD Board of Directors
From: Warren Jones, Fire Chief
Subject: Community Wildfire Protection Plan
Date: November 16, 2020

Agenda Item:

Community Wildfire Protection Plan

Action Requested

The Board provide preliminary input on a Community Wildfire Protection Plan project for early 2021. Based on this input I will bring back a project plan at the December meeting.

Background

In the 2016 the Larimer County Hazard Mitigation Plan (HMP) included sub-plans for cities, towns and fire districts. The sub-plan for our fire district included the development of a Community Wildfire Protection Plan (CWPP). This has not been done. In the 2020 HMP we again included a CWPP and earmarked \$3,500 in the 2021 budget. It is included in our operations work plan for the first quarter of next year. The budgeted amount is intended for a consultant to assist us with this plan. Our recent experience with the Cameron Peak fire clearly illustrates the critical importance of developing a CWPP. When completed, it will become the foundation for the actions we'll need to take in the future to reduce the risk of wildfire in our district.

The CWPP is an outgrowth of the Healthy Forest Restoration Act of 2003. In Colorado it is primarily implemented (although not directly funded) by the Colorado State Forest Service in cooperation with local governments, fire districts, community associations and other impacted stakeholders. Since 2003, over 200 CWPPs have been adopted in Colorado, including 23 here in Larimer County. The following website provides much information on the CWPP process including a comprehensive list of all the CWPPs, <https://csfs.colostate.edu/wildfire-mitigation/community-wildfire-protection-plans/#1447445534635-f9b2037e-38d6>.

The input we need from the Board is related to the scope of this project. On one end of the spectrum we can confine it to a primary staff driven and very basic project. On the other end it could be a Board driven comprehensive all-district effort including many stakeholders. The CWPP process suggested by the CSFS includes as a minimum the fire district, Larimer County, CSFS and the largest landowners. I think you know that I believe we're on the cusp of a strategic shift in our entire wildfire approach. I recommend a planning process closer to the more comprehensive end of the spectrum. Based on your input, I'll bring a more specific project plan back to you at you December meeting.

GVFD Operations Master 2021 Work Plan (Updated Nov. 2, 2020)

Capital Replacement Plan	Major Tasks	Budget	Timeline	Project Manager/Coordinator
Add squad	Determine vehicle type Purchase used vehicle, radios, emergency warning equipment, markings Equipment from current stock Determine location	\$30,000	1 st quarter	Dan Knox
Replace E501 rescue tool	Research available type Acquire bids Process purchase with administrator and Board Train members on new tool Recommend on disposition of current tool	\$20,000	2 nd quarter	Ryan Hammack
Rehab Tender 1	Acquire bids for 2022 budget	\$50,000 in 2022 capital replacement plan	Summer	Dan Knox
Replace E502	Sell current E502 Decide replacement strategy; new, used, local build Purchase or build	\$25,000 plus proceeds of sale	4 th quarter, maybe into winter 2022	Peter Henderson
New equipment or programs in 2021	Major Tasks	Budget	Timeline	Project Manager
Install interior radio booster		In communication s budget	Summer	Dan Knox
Install swivel dump on Tender 2		In vehicle ops budget	4 th quarter	Dan Knox
Replace half of		In FF equipment	Summer	Dan Knox, Rose

large diameter hose on Eng. 1		budget		Simmons
Replace missing nozzles and appliances		In FF equipment budget	1 st quarter	Dan Knox
Implement ESO records management system	Install software Train personnel Purchase tablet	\$7,500 in FF admin	1 st and 2 nd quarters	Bridget Knox
Develop Community Wildfire Protection Plan	Draft specifications Solicit consultants Coordinate with consultant and stakeholders Develop action plan for Board	\$3,500	1 st and 2 nd quarters	Warren Jones
Deliver Community Education Program	Develop/barrow curriculum Recruit instructors Schedule classes Deliver classes	\$2,000	Summer	Warren Jones
Implement Leadership Development Program		In training budget	2 nd and 4 th quarters	Warren Jones
Implement Logistic Program	List possible logistic functions Recruit logistics volunteers Appoint logistics coordinator			Warren Jones
Develop Mission and Values	Continue mission and values project begun in 2018 Recruit facilitator Member workshops Integrate into culture, recruitment and promotion	1 st quarter		Warren Jones
Remodel and improve training building, add water storage	Develop detailed plan and specifications Develop detailed budget Solicit community support and donations	\$10,000 Donations		Jim Perry

	Obtain HOA, ARC and LC approvals Coordinate work if started in 2021			
Ongoing Programs	Major Tasks	Budget	Timeline	Project Manager
Recruitment, onboarding and training of new members		In training budget	Spring and fall	Lynn Creekmore
Maintain PPE stock	Maintain stock Repairs New if needed	\$19,000	Continuous	Lynn Creekmore
Annual training	Monthly 3 rd Thursday fire/rescue Last Saturday fire/rescue SDA, CFC, FOTP, CWFIMA, other New member academy FireRescue1 academy subscription	\$18,000	Continuous	Jim Perry
EMS	Maintain EMS supplies EMT and EMR training Coordination with NLCERA EMS report quality control	\$2,500	Continuous	Ryan Hammock, Bridget Knox
Firewise	Firewise event and evacuation drill	\$500	2 nd and 3 rd quarters	Warren Jones
Wildland fire	Annual refresher training Maintain wildland equipment Community slash pile burning Coordinate with LC ES and DFPC Maintain IQS	In training budget	Continuous, 2 nd quarter for refresher	Peter Henderson
Apparatus and vehicle maintenance	Annual PM Repairs as needed	In vehicle ops budget	PM in fall	Dan Knox, Steve Groeteke

Cheryl Franz
District Administrator Report
Agenda Item 4

a. Administrative -

Usual work product such as prepare Board Meeting Agenda & Minutes, phones, e-mails and correspondences, post/code/pay/mail/copy/file bills, make monthly bank deposits, prepare donation letters and insurance letters, reconcile Quick Books for GVFD Operating Account and Money Market Account. Prepared Budget information with Fred for final Budget Board approval.

I purchased another month of the GVFD Weebly Website for \$14 and will continue to do so each month until further notice.

Steve and I put out a quick November Newsletter which should be in your mailbox!

I will be taking a vacation during the Thanksgiving week, so no one will be in the office. I will make a posing on the window and all other

All vehicles have current tags and registration which cost GVFD \$1.02. Our balance in our Escrow account with Larimer County is \$8.98.

Other items I am working on:

Continued Budget work and upon the final approval I will be filing the Budget to the appropriate agencies

Homeland security Grant for the generator – Andy Brown

State EMS Grant for the purchase of Squad 2 – Dan Knox

Ongoing completion of projects as reported on below

Water heater permit with Larimer County will be included with extractor installation/room project

Sale of enclosed trailer has been put on hold until Budget work is complete

Board Approvals for Bank Transfers from Operating Account to Money Market

\$23,000 from Operating Account to Capital Equipment Reserve

\$ 3,000 from Operating Account to Grants Reserve

\$16,000 from Operating Account to Communications Reserve

\$9,524.00 from Operating Account to Building Debt Reserve

Run Log for October 2020 – 3 medical calls, 1 fire call, 6 mutual-aid calls for Cameron Peak Fire, 2 calls for downed powerlines, 1 mutual-aid call to Estes Park

a. IT information/website – I am continuing to work with Streamline with the website. Currently President Switzer and I are putting together a letter to Colorado.gov to secure the domain name of glacierviewfire.gov. This process included finding historical documentation of when Glacier View Fire Protection District came into existence back in June of 1989.

Last month there were questions regarding Streamline, so I have provided some answers: Streamline has been around for 15 years, their sister company was Digital Deployment. They currently have 500+ customers in Oregon, Colorado, California, Utah, and Florida -The subscription fee is based on Operating Expenses - Streamline does not provide emails but can help set up the accounts, so everything runs through Gmail. With that said, the next step is to go out to a host that will provide a group of emails. Paul and I will be starting on that project next week as well as signing on to the training provided by Streamline to work through the website installation. The website will not be able to go live until the domain name is accepted by Colorado.gov and set up with Streamline.

Ann Terry, with SDA, emailed me a social media policy that I would like to incorporate into our Handbook. The policy states:

The Glacier View Fire Protection District is committed to operating as a transparent, accountable, and open government. Informing and engaging local citizens is key to our communication. We generally only post Facebook, NextDoor, and District website updates Tuesday through Thursday between 9:00 a.m. and 3:00 p.m. The Glacier View Fire Protection District may remove content, comments, or replies that are offensive, discriminatory, slanderous, abusive, or contain a personal attack/threat. The Glacier View Fire Protection District disclaims liability for content posted by others.

I would like the Board to approve this policy as we get closer into the final process for going live with the new website. This policy will be included with the Handbook when it is sent to our legal counsel for review.

b. Budget – Public Hearing – A Public Hearing Notice was posted in the North Forty News, NextDoor, and GVFD website for public viewing of the GVFD 2021 Proposed Budget on Thursday, November 12, 9AM-3PM. No one from the public came in to view the GVFD 2021 Proposed Budget. There have been no objections filed against the stated Budget.

c. Training – FF members Andy Brown and Cheryl Franz have completed their EMR class through Thompson Valley. Andy is completing his National written testing, Cheryl has completed and passed the National written testing for EMR and is completing the Colorado EMR paperwork. Members Steven Leenerts, Eric Ford, and Josh Kasik have started their weeklong EMR class this past week, and their National practical testing is on Sunday, November 15th.

d. Snowplowing – Chief and I discussed the possibility for hiring out someone to plow the GVFD fire station during large snowstorms accumulating more than 8” of snow. In the past GVM HOA would come and make one pass through the station parking lot. It was noted that we really required the whole parking lot and helipad to be plowed for emergencies. I obtained three bids

(snowplowing – continued)

ranging from \$225 - \$125. My recommendation would be to use Justin Rogers because of his proximity to the Fire Department, which would result in his prompt plowing in case of emergencies. His bid was \$125 and that will include the helipad. His services were used during the last snowstorm. GVFD members will need to take care of the immediate doorways to the bay area on both the front and back of the building once someone is available to make it to the fire station.

e. Ongoing Projects –

The generator does work, but a switch is still being worked on. A better set of instructions will be posted, and training will be done at that time. Justin Rogers can be contacted for operation if needed.

We are waiting on the extractor which should be in next week or by the end of November. Electricity to the unit has been installed by Robert's Electric....

All garage door openers have been installed, but there are several back ordered items. The heat is now on in the bay so the doors should still be operated as usual, keeping in mind to close the doors after the vehicles enter or exit to keep from burning any garage door panels.

f. Donations – We have received donations that were not monetary, and I would like to recognize them for their support to the Glacier View Fire Protection District during the Cameron Peak Fire.

Timberline Missions – Coffee, Creamer, Toilet Paper, Paper Towels, and Trash Bags

Carolyn Betts – Gold Powder, Pop, Salsa, Lunchmeat and Cheese

Jay & Denise Straub – Homemade cupcakes

Art Jossart – A DELICIOUS brisket!

DD & Mary Jane Yahn-Ull – Bread (and lots of it), PB & J, Laundry Soap, and Irish Spring

Travis Walker – City of Fort Collins – We thanked them for the use of a generator that powered the Fire Department while the power was out.

Justin Rogers – Emergency maintenance and repairs on equipment

Kyle – Century Link Representative – after hours phone service work

Andy Brown – Help with station ops, generator, phone

Justin Franz – Assistance in getting the roll-off dumpster and porta toilets for the station and other repairs

Mike Koncewicz – Backup internet service

Kristin and Jason Tempco – Mini Bundt Cakes, Burritos, Eye Drops, and Ice Cream

Mila and Ian – Mila (11) painted a sign at the front of the station for the firefighters, and Ian (13) made a "Thank you" movie for the firefighters.

Charlie (Age unknown) Made a card for the firefighters

Home Depot (North Ft. Collins-Mark McCann – Donation of miscellaneous hand tools, tarps, and a pallet of water!

(donations – continued)

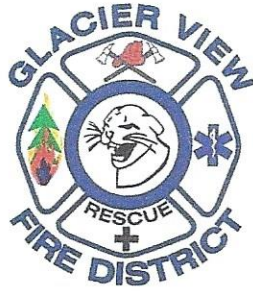
Chrystal Bell – CustomInk Cameron Peak Fire Fundraiser – GVFD sold 98 shirts and raised a total of \$1,799.96 – Chrystal took it upon herself to contact all six-fire departments, including Rist Canyon, and coordinate this fundraiser. It ran for 15 days and there was a great response from every district. Thank you, Chrystal for putting this together!

f. Correspondence/Donations – A check in the amount of \$4,375.89 was received from the Larimer County Treasurer for the September 2020 tax period. \$7,376.07 was received from Larimer County Treasurer in August, but due to the combined September/October Board meeting the amount was not recorded in the minutes. We received \$10.20 from AirEvac for reimbursements on Lifeline memberships. A reimbursement was issued for \$395 from the Fire on the Plains Training that got restructured and taken down to a one-day training event instead of three days. Currently, GVFD has received \$3,199.96 in donations from the Cameron Peak Fire.

Thank you for your donations!

Respectfully Submitted,
Cheryl Franz
District Administrator

GLACIER VIEW FIRE PROTECTION DISTRICT - 2021 BUDGET							
		2019 Actual	2020 Projected		2021 Budget		
INCOME:							
Cash on Hand		60,855.00	69,196.00		142,168.00		
Property Tax (10.50 mill)		140,083.40	262,827.00		261,789.00		
Bldg Levy (1.150 mill)		26,916.03	28,786.00		28,672.00		
Auto Taxes		12,125.39	19,203.00		12,000.00		
Contracts		958.80	985.00		500.00		
Fund Raising		1,427.90	693.00		1,000.00		
Donations		6,483.50	19,175.00		3,000.00		
Equipment Grant		500.00	10,000.00		2,500.00		
Firewise		368.00	200.00		500.00		
Equipment/Land Sales		-	-		-		
Interest Income - Operating Acct		368.92	109.00		100.00		
Refunds,Reimbursements,Misc		24,490.70	3,122.00		500.00		
Insurance, Other Capital			-				
	TOTAL	213,722.64	274,577.64	345,100.00	414,296.00	310,561.00	452,729.00
EXPENDITURES:							
<u>Administration:</u>							
Accounting		2,822.92	2,583.00		3,000.00		
FF Admin		2,940.74	3,561.00		10,000.00		
General Insurance		11,298.00	11,347.00		12,200.00		
LCT Fees		3,304.26	5,908.00		4,500.00		
		-	-		-		
Office PC/Printer Supplies		586.50	1,572.00		2,900.00		
Admin (phones, supplies)		4,339.12	4,577.00		5,200.00		
Administrative Payroll		40,327.20	28,903.00		35,000.00		
Payroll Tax Expense		3,183.04	2,211.00		2,678.00		
Pinnacol Ins. Expense		1,631.00	2,083.00		3,000.00		
Legal Expense		1,010.00	965.00		5,000.00		
Election Costs		-	532.00		-		
Newsletter		1,019.78	1,092.00		3,000.00		
Total Expenses:		-	65,334.00		86,478.00		
<u>Operations:</u>							
Appreciation Fund		811.86	1,993.00		2,900.00		
Communications		349.00	3,126.00		11,800.00		
EMS Supplies		1,656.67	4,665.00		2,500.00		
Fire Fighting Incidentals - PPE		12,980.00	71,207.00		19,000.00		
Stations-Utilites-Propane		6,674.86	7,751.00		8,000.00		
Training (EMS/FF)		3,312.47	7,995.00		18,000.00		
Firefighter/EMT Reimbursement		10,705.00	12,545.00		22,500.00		
Vehicles/Fuel		14,946.04	14,928.00		19,000.00		
Equipment Purchase		989.00	4,045.00		8,000.00		
Building Maintenance		13,083.68	408.00		15,700.00		
FireWise		246.78	164.00		6,000.00		
Wildland Fire Expense		-	-		-		
Total Expenses:		65,755.36	65,755.36	128,827.00	194,161.00	133,400.00	219,878.00
DEBT SERVICES							
Bldg Principle		15,016.88	15,923.23		16,884.28		
Bldg Interest		4,245.12	3,338.77		2,377.72		
Engines			-		-		
Total Debt Services			19,262.00		19,262		19,262
Pension							
FFPA PENSION FUND		5,900.00	5,900.00		6,000.00		
FFPA fees		779.93	1,279.00		600.00		
Total Pension			6,679.93		7,179		6,600
			91,697.29		220,602.00		245,740.00
APPROPRIATED RESERVE:							
Tabor		4,147.00	5,825.00		6,596.00		
Capital Reserve (to MM)		20,000.00	23,000.00		70,000.00		
Communications			16,000.00		16,000.00		
Contingency Fund					20,000.00		
FF - PPE Reserve		-	-		-		
Wildland Fire reserve (to MM)		10,000.00	-		-		
Grant Reserves		-	3,000.00		10,000.00		
Operations Reserve		143,221.35	136,345.00		94,983.00		
Building Debt Reserve		5,512.00	9,524.00		9,410.00		
Total Reserves			182,880.35		193,694.00		226,989.00
	TOTAL		274,577.64		414,296.00		472,729.00



**GLACIER VIEW FIRE PROTECTION DISTRICT
BUDGET MESSAGE
(pursuant 29-1-103(1)(e) C.R.S.)**

The 2021 budget was prepared using the modified cash basis and a classification of accounts comparable to that of the District's annual financial statements.

The attached 2021 budget plan for the Glacier View Fire Protection District (GVFPD) and the Glacier View Volunteer Fire Department includes the following aspects.

1. The GVFPD assures that funds are available through the Operating fund for Personal Protective Equipment (PPE) equipment and gear and extensive training for both Firefighting and EMS volunteers. Finding and keeping external water sources are of great importance to this District and are a part of the funding plan.
2. The District assures that funds are available to keep insurance policies up to date for equipment, buildings, and volunteers. The District contributes annually to a pension plan for future retirees of the Glacier View Volunteer Fire Department, as well as keeping Workman's Compensation available.
3. The District actively pursues Grants for the purpose of acquisition of water sources, PPE for volunteers and for EMS equipment and training.

The GVFPD Board of Directors, the Firefighting and Emergency Service Personnel continue to strive for excellence in providing the best service possible to the District, community and through the surrounding area by mutual aid.

Contact Person: Cheryl Franz – District Administrator (970-493-3353)

GLACIER VIEW FIRE PROTECTION DISTRICT

RESOLUTION TO ADOPT BUDGET FOR 2021

(PURSUANT TO 29-1-108, CRS)

A RESOLUTION summarizing expenditures and revenues for each fund and adopting a budget for the **GLACIER VIEW FIRE PROTECTION DISTRICT**, Larimer County, Colorado for the calendar year beginning on the first day of January 2021 and ending on the last day of December 2021.

Whereas, the Board of Directors of the **GLACIER VIEW FIRE PROTECTION DISTRICT** has appointed Cheryl Franz, District Administrator to prepare and submit a proposed budget to said governing body at the proper time, and

Whereas, upon due and proper notice, published and posted in accordance with the law, said budget hearing was held on November 12, 2020 and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and

Whereas, whatever increases may have been made in the expenditures, like increases have also been added to the revenues so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GLACIER VIEW FIRE PROTECTION DISTRICT, LARIMER COUNTY, COLORADO:

Section 1. That the estimated expenditures for each fund are as follows:

General Fund:	\$219,878.
Fixed Liabilities Fund:	\$ 25,862.
TOTAL EXPENDITURES:	\$245,740.
APPROPRIATED RESERVES:	
Reserve for Tabor:	\$ 6,596.
Bldg Debt Reserve:	\$ 9,410.
Operating Reserves:	\$ 94,983.
Capital Reserve	\$ 70,000.
Communications Reserve	\$ 16,000.
Contingency Reserve	\$ 20,000.
Grant Reserve	\$ 10,000.
TOTAL EXPENDITURES AND RESERVES:	\$472,729.

GLACIER VIEW FIRE PROTECTION DISTRICT
RESOLUTION TO ADOPT BUDGET FOR 2021
(PURSUANT TO 29-1-108, CRS)

Section 2. That the estimated Revenues for above funds are as follows:


General Property Tax:	\$302,461.
Other Revenue:	\$ 8,100.
Beginning Cash Balance:	\$ 142,168.
TOTAL REVENUES:	\$452,729.

Section 3. That the annual budget as submitted, amended, and hereby summarized by fund, is hereby approved and adopted by the **GLACIER VIEW FIRE PROTECTION DISTRICT** for the year stated above.

Section 4. That the annual budget hereby approved and adopted shall be signed by the appropriate Directors of the Board and made a part of the public records of the District.

ADOPTED THIS 16th DAY of NOVEMBER 2020.

President

Attest: 
GVFPD Board of Director

Seal

GLACIER VIEW FIRE PROTECTION DISTRICT

RESOLUTION TO SET MILL LEVIES

(PURSUANT TO 39-5-128 & 39-1-111, CRS)

A RESOLUTION levying the general property taxes for the year 2021 to help defray the costs of government for the **GLACIER VIEW FIRE PROTECTION DISTRICT**, Larimer County, Colorado for the 2020 budget year.

Whereas, the Board of Directors of the **GLACIER VIEW FIRE PROTECTION DISTRICT** has adopted the annual budget in accordance with the Local Government Budget Law, on November 16th, 2020, and

Whereas, the amount of money necessary to balance the budget for general operating expenses is \$219,878. and

Whereas, the amount of money necessary to balance the budget for bonds and interest is none, and

Whereas, amount of money necessary to balance the budget for capital expenditures is none, and

Whereas, amount of money necessary to balance the budget for contractual obligations is \$19,262, and

Whereas, the 2020 valuation for assessment for the **GLACIER VIEW FIRE PROTECTION DISTRICT** is \$24,932,272.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GLACIER VIEW FIRE PROTECTION DISTRICT, LARIMER COUNTY, COLORADO:

Section 1. That for the purpose of meeting all general operating expenses during the 2021 budget year there is hereby a tax of 10.50 mills upon each dollar of the total valuation for assessment of all taxable property for the District for the year 2020.

Section 2. That for the purpose of meeting all contractual obligations and interest expenses during the 2021 budget year there is hereby a tax of 1.15 mills upon each dollar of the total valuation for assessment of all taxable property for the District for the year 2020.

Section 3. That for the purpose of meeting all the Division of Local Affairs approved capital expenditures during the 2021 budget year there is hereby a tax of no mills upon each dollar of the total valuation for assessment of all taxable property for the District for the year 2020.

GLACIER VIEW FIRE PROTECTION DISTRICT

RESOLUTION TO SET MILL LEVIES

(PURSUANT TO 39-5-128 & 39-1-111, CRS)

Section 4. That the Treasurer of the **GLACIER VIEW FIRE PROTECTION DISTRICT** is hereby authorized and directed to immediately certify to the Board of County Commissioners of Larimer County, Colorado, the mill levies for the **GLACIER VIEW FIRE PROTECTION DISTRICT** as herein determined and set.

ADOPTED THIS 16th Day of November, 2020

President

Attest: 
GVFPD – Board of Director

Seal

GLACIER VIEW FIRE PROTECTION DISTRICT

RESOLUTION TO APPROPRIATE SUMS OF MONEY FOR BUDGET YEAR 2021

A RESOLUTION appropriating sums of money to the various funds and spending agencies, in the amount and purpose as set forth below, for the **GLACIER VIEW FIRE PROTECTION DISTRICT**, Larimer County, Colorado for the calendar year beginning on the first day of January 2021 and ending on the last day of December 2021.

Whereas, the Board of Directors of the **GLACIER VIEW FIRE PROTECTION DISTRICT** has adopted the annual budget in accordance with the Local Government Budget Law, on November 16th, 2020, and

Whereas, the **GLACIER VIEW FIRE PROTECTION DISTRICT** has made provisions therein for revenue in an amount equal to or greater than the proposed expenditures as set forth in such budget, and

Whereas, it is not only required by law, but also necessary to appropriate the revenues in the budget to and for the purposed described below, thereby establishing a limit on expenditures for the operations of the **GLACIER VIEW FIRE PROTECTION DISTRICT**.

Whereas, whatever increases may have been made in the expenditures, like increases have also been added to the revenues so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GLACIER VIEW FIRE PROTECTION DISTRICT, LARIMER COUNTY, COLORADO:

Section 1. That the following sums are hereby appropriated from the revenue of each fund, for the purposes stated:

General Fund:	\$219,878.
Fixed Liabilities Fund:	\$ 25,862.
Reserve for Tabor:	\$ 6,596.
Bldg Debt Reserve:	\$ 9,410.
Operating Reserves:	\$ 94,983.
Capital Reserve	\$ 70,000.
Communications Reserve	\$ 16,000.
Contingency Reserve	\$ 20,000.
Grant Reserve	\$ 10,000.
TOTAL EXPENDITURES AND RESERVES:	\$472,729.

GLACIER VIEW FIRE PROTECTION DISTRICT

RESOLUTION TO APPROPRIATE SUMS OF MONEY FOR BUDGET YEAR 2021

ADOPTED THIS 16th DAY of NOVEMBER 2020.

President

Attest: 
GVFPD – Board of Director

Seal

GLACIER VIEW FIRE PROTECTION DISTRICT

STATEMENT OF BUDGET ASSUMPTIONS

FISCAL YEAR ENDING DECEMBER 31, 2021

REVENUES

PROPERTY TAX – The current level of mill levy approved for the district and billed by the Larimer County Assessor is 10.5 mills. The current assessed valuation is \$24,932,272. The mill levy times the assessed value results in the revenue amount of \$261,789.

BUILDING LEVY – The fire station building was financed through a Lease Purchase Agreement. The terms of the Lease provide that the land and the building title will be free of encumbrance upon completion of the Lease payments. Larimer County collects an additional mill levy to provide funds for the payments under the Lease. The 2021 revenue to be received of \$28,672 is based on the current mill levy of 1.15 mills and is applied to the lease payment amount of \$19,262.

AUTO TAXES – The District receives payments annually from the Motor Vehicle Department which is a proportionate amount of all license plate fees received on vehicle registrations addressed within the District boundaries. The \$12,000 is an estimate based on past experience of amounts received.

CONTRACTS - The District receives mileage reimbursements from UC Health Systems to provide emergency services, percentage reimbursement from AirLink participants, GVM HOA generator agreement.

FIREWISE – The District receives cash and in-kind donations from residents as well as from business to promote National Wildland Preparedness Day.

INTEREST INCOME – Income received from Larimer County on collections for delinquent taxes.

REFUNDS/REIMBURSEMENTS – Income received from other Fire Departments for shared cost of items, reimbursement from sales taxes paid.

EXPENDITURES

ACCOUNTING – The District is required to submit a compilation report prepared by an independent accountant to the state Auditor as part of its application for exemption from an annual audit.

FIRE FIGHTER ADMINISTRATION – Expenses are incurred relating to fire fighter activities including training manuals, subscriptions and related materials.

GENERAL INSURANCE – Costs incurred in insuring assets of the District including the fire station and fire fighting and emergency service vehicles.

LCT FEES – Larimer County charges a fee for the collection and remittance of property taxes to the District.

OFFICE PC/PRINTER SUPPLIES - Expense of computer and printer supplies including paper and printer ink. Expense of office supplies costing less than \$1000, as needed.

ADMIN (PHONES, SUPPLIES) – The cost of land lines and related expense, as well as, other office supplies for the District office.

ADMINISTRATIVE SALARIES – Employee expense for Administrator, and janitorial services.

PAYROLL TAXES – Taxes payable in conjunction with payroll expenses.

PINNACOL INSURANCE EXPENSE – Workmen’s Compensation insurance coverage for fire fighter and emergency service volunteers and well as paid employees. Cost is based on state approved rates applied to the District’s claim experience.

LEGAL EXPENSE – Attorney costs estimated for counsel on the District’s Board of Directors and employees activities.

NEWSLETTER EXPENSE – Expense of District bi-annual newsletter to District members.

APPRECIATION EXPENSE – Costs of shirts, caps, etc. purchased and given to volunteers.

COMMUNICATIONS – Supplies and small equipment items (radios) relating to needs and use of fire fighting and emergency services volunteers.

EMS SUPPLIES– Supplies for the emergency services volunteers including ambulance supplies.

FIRE FIGHTING INCIDENTALS – Supplies and expenses for firefighting volunteers, including small equipment costing less than \$1,000 and, water and meals, as required by responses to service calls.

STATIONS – Expenses including fire station electrical and heating costs.

TRAINING (EMS/FF/DISTRICT ADMINISTRATOR/BOARD OF DIRECTOR) –Expense of training sessions for the volunteers, Administrator, and Board of Directors, including supplies, cost of attending training events and fuel and meal costs.

FIREFIGHTER/EMS REIMBURSEMENT – The reimbursement involves both fire fighter and emergency service volunteers and involves reimbursement for services incurred during emergency calls which result in out-of-pocket costs for those volunteers.

VEHICLE MAINTENANCE/FUEL - Maintenance and fuel costs for District fire fighting and emergency service vehicles.

BUILDING MAINTENANCE – Expense of minor maintenance costs and trash removal.

FIREWISE – Expense of supplies needed for community awareness and Fund Raising events.

DEBT SERVICE

BUILDING – Payments of the Lease Purchase Agreement under which the fire station was financed.

FPPA PENSION FUND/PENSION CONTRIBUTION – Annual contribution to the Fire Fighters Pension Association of Colorado. The District has been a member of FPPA for a number of years in order to provide retirement income to current and future retired volunteers and paid employees of the District.

ANNUAL TRANSFERS – Transfers made to allocated Appropriated Reserve Accounts.

APPROPRIATED FUNDS

TABOR - The State of Colorado requires that all entities which are state governmental agencies to reserve and amount equal to 3% of expected expenses of the entity. This amount is 3% of the expense amount of \$219,878.

CAPITAL RESERVE – The Board of Directors has determined that the District set aside money each year for the purpose of vehicle and equipment replacement in lieu of financing such purchases. The current budget amount will be placed in a separate bank account to be utilized for equipment and vehicle replacement. It is anticipated that such set aside of fund will occur annually.

COMMUNICATIONS RESERVE – The Board of Directors has determined that the District set aside money each year for the purpose of establishing a replacement program for upgrading GVFD radio communications within their District.

CONTINGENCY FUND – The Board of Directors has determined that the District set aside money each year for the purpose of establishing a fund for unforeseen emergencies that may arise during a budget year.

OPERATIONS RESERVE – This amount represents the Board of Directors approximation of the cash funds available at the end of 2020 and to be carried forward for 2021 needs and requirements.

FF-PPE RESERVE – The Board of Directors has determined that the District set aside money each year for the purpose of purchasing Firefighter (FF) gear and Personal Protective Equipment (PPE) as necessary due to old gear needing replaced or outfitting new volunteer members.

WILDLAND FIRE RESERVE – The Board of Directors has determined that the District set aside money each year for the purpose of covering costs that may occur during a wildland fire within the Fire District.

GRANT RESERVE – The Board of Directors has determined that the District set aside money, as needed and requested by the Fire Chief, to cover Grants received that require a 50% match to Grant funding.

BUILDING DEBT RESERVE – The State of Colorado requires all entities which are state governmental agencies to reserve any yearly excess building revenue into a Building Debt Reserve.