

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

Minutes of the July 8, 2014, Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on July 8, 2014. The meeting was held at the Pinewood Springs Fire Station in Larimer County, Colorado. President Bruce McQueen called the meeting to order at 7:03 PM.

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

Agenda Additions/Deletions: None

Minutes: The minutes of the June 10, 2014, meetings were reviewed. Bruce made the motion that the minutes be approved as corrected. **Motion passed.**

Treasurer's Report:

Bank Balances as of 06-30-14 from Bank Statements

ColoTrust	Valley Bank	Total Balance
ColoTrust - Operations Fund	Valley Bank - Operations Checking	\$75,880.12
ColoTrust - Tabor Reserves		
Operations Total		\$75,880.12
ColoTrust - Fire Station Fund		
ColoTrust Total Balance	\$119,144.39	Valley Bank Total Balance
		\$75,880.12
		\$195,024.51

Chief shared the Balance Sheet separating the Capital Improvement Project – Fire Station/Community Center from the PSFPD funds. John moved that a separate account be established apart from the PSFPD. **Motion Passed.** Discussion followed.

Chief's Report: Chief Wilcox reported there are 19 fire fighters currently. He spoke with Larimer County regarding the family (in the gray house) around 14 mile marker who had petitioned to become part of the PSFPD for protection. He was advised that an attorney should be contacted since they are in Boulder County and currently paying Boulder Fire taxes. Richard Lyons in Longmont is the attorney of choice and John will contact him.

Capital Improvement Project – John stated that the \$10K grant submitted to Lyons has been authorized for Crescent Lake restoration.

Old Business:

Thank You Letters – Ardean reported that she'd mailed letters to the companies/businesses who had donated awards, etc to the Pinewood Springs Runoff 5K and Fun Walk. Also, two other thank you letters for donations that were received at that event.

New Business:

Web Site – Matt reviewed the proposal of changes he'd like to recommend. Document is filled with minutes. John will contact Larimer County Clerk to get a copy of the Service Plan and the Bylaws so they can be loaded into the Web Site.

Reserving the Fire Station, Rules, and Fees – Matt recommended a policy be created. Matt will check with Gary Clements and Gabi Benson to clarify more thoroughly.

Fire protection for Hwy 36 residents "out of district" - see Chief's Report above.

Mill Levy Increase – Bruce stated that since revenues have declined due to taxes, a possible Mill Levy increase may need to be considered. The Road Board is considering the same thing. The 2014 budget was reduced from previous years. The Board will monitor to insure there is revenue to adequately operate the PSFPD.

DOLA Grant Application – Bruce, John, Dick and Tony Wilkins met with Donald Sandoval, DOLA representative today. DOLA requires "a dollar for dollar match" with the funds already available. Applications can be submitted in April, August, and December. Once the Grant is approved and monies received, it must begin construction with six months. Work will continue.

Community Room Charges – same as above

"CORA" - Colorado Open Records Act, Title 24, Article 72, Part 2, C.R.S. – Bruce presented a PSFPD Policy on Retention Protection and Disclosure of District Records. The document was reviewed. Ardean made a motion that the document be accepted with noted changes. Ardean will load to the SDA web site.

Fidelity Bond – Matt stated that Carl has insured him that all Board members are bonded.

BCRFTC Certificates of Insurance and Annual Release – Andy stated that this is an annual request. John to follow up with Ron Tribbett.

Ardean moved that the meeting be adjourned at 8:51 PM. **Motion Passed.**

Respectfully submitted,

Ardean Johnson, Secretary
Approved, with changes 08-12-2014