



Snowmass-Wildcat Fire
Protection District

SNOWMASS-WILDCAT FIRE PROTECTION DISTRICT

Minutes of the Regular Board Meeting Held
September 20, 2022

A regular meeting of the Board of Directors of the Snowmass-Wildcat Fire Protection District was held on Tuesday September 21, 2022 at 8:30 a.m. Noting that a quorum was present Chair Elizabeth Striegler called the meeting to order at 8:31 a.m.

Call to Order: 8:31 a.m.

Roll Call:

The following Board members were present Elizabeth Striegler, Scott Arthur, Greg Balko, Dave Heivly, and Drew Detrick. RFFRA Board members present were Ed Van Walraven and Leroy Duroux. Also, present were Chief Scott Thompson, Deputy Chiefs Richard Cornelius and Kevin Issel, Fire Marshal John Mele, Deputy Fire Marshal Brooke Stott, Assistant Fire Marshal Jim Pidcock, Finance Director Jennifer Thompson, Human Resources Director Renee Thomas, IT Director Erik Johnson, Attorney Bob Cole, Division Chief Daniel Palmer, Battalion Chief Chance Goldyn, Lieutenant James Dirkes, and Executive Assistant Jennifer Diamond.

Approval of Minutes from June:

Director Arthur made a motion to approve the June 21, 2022 regular minutes as presented. The motion was seconded by Director Detrick. All were in favor and the motion carried 5 – 0.

Fire Chief's Report:

Chief Thompson stated that a copy of the master plan was sent to each Board member for their review. We are working on the short-term issues identified by the plan. We are also working on some of mid-term issues. The long-term issues are Board issues such as planning what we are going to do for additional staffing with a relief factor. We have capital plans for replacing items as they get old but we do not have a way to fund the capital replacement plan. Snowmass currently has a .750 mill capital fund for replacing rolling stock and buildings. This will end in 2027. This will not cover everything that we need. He proposes that we bring Hillary Fletcher back to meet with both Boards and figure out what we need to do. We probably need to go to the voters. He would like to go to the voters in November of 2023. There are three different options for the Authority to take at the end of the master plan. Please let him know, if you have any questions. We lost tax revenue this year but we don't know why.

When the RFFRA was formed, we had planned on having joint Board meetings each year. This hasn't been done in a while and he would like to see us do this again at least once per year.

The Snowmass voters will probably be asked to renew the capital fund at 1.000 mill and fund the staffing increase.

Charles Cunniffe won another award for Station 45. They are going to do a presentation, tour, and get together on September 30 at 11:30 a.m. He will send everyone an invitation.

Finance Report:

Finance Director Jennifer Thompson stated that there was a slight budget violation. We have done two supplemental budget revisions, one to the general fund and one to the retirement fund to correct the issue. The error was explained to the Board. Supplemental budget resolutions were explained to the Board.

Resolution Number Five summarizing supplemental expenditures and revenues for each fund and adopting a supplemental budget for the general fund for the calendar year beginning the first day of January, 2021 and ending the last day of December, 2021. Director Detrick made a motion to approve the supplemental budget resolution as presented. The motion was seconded by Director Heivly. All were in favor and the motion carried 5 – 0.

Resolution Number Six summarizing supplemental expenditures and revenues for each fund and adopting a supplemental budget for the retirement fund for the calendar year beginning the first day of January, 2021 and ending the last day of December, 2021. Director Detrick made a motion to approve the supplemental budget resolution as presented. The motion was seconded by Director Heivly. All were in favor and the motion carried 5 – 0.

Jennifer Thompson presented and explained the 2023 budget summary sheet to the Board. We have received the preliminary tax revenue figures from the Assessor. We will receive the final tax figure numbers in November. She presented a recap of the financial activity for SWFPD since the authority was formed in 2020. She presented and explained the budgets for each fund.

Jennifer Thompson explained the \$900,000 remaining bond fund balance. It was transferred into the capital fund so that it was considered spent. Chief Thompson stated that the SWFPD spent \$1,800,000 on pre-construction work for Station 45 before the bond was received. Bond council advised that we put the remainder of the bond fund into the capital fund as reimbursement for the money already spent. Chief Thompson stated that it has been discussed that we use this money towards the purchase of land for the training facility. This is an appropriate use of those funds because it is a benefit to the Snowmass District.

Jennifer Thompson covered the Board meeting schedule for the remainder of the year.

Attorney's Report:

Attorney Bob Cole stated that in his legal opinion, Jennifer Thompson's description of the supplemental budget process was very accurate. The focus of budget law and the appropriation requirement is spending. They are not so concerned on the revenue side. He explained the supplemental budget and associated resolutions to the Board.

Attorney Bob Cole talked about meeting procedure and effective Board meetings. He explained the open meetings law. Email won't be construed as a public meeting in the following instances. When you are communicating with each other in order to schedule a meeting. The other exception is when information is being sent out to the Board without anyone commenting or discussing it. The use of email was explained fully. Do not make decisions outside of the noticed public meetings. Make a motion, discuss the topic, and vote on it.

Public Comments:

None

Board Member Comments:

None

Staff Comments:

None

Old Business:

None

New Business:

None

Executive Session (if needed):

None

Non-Agenda Items:

Chief Thompson presented Retired Board Member Donna Aiken with her Director's badge and retirement plaque.

Adjournment:

There being no further business to come before the Board at this time, Director Detrick made a motion that the meeting be adjourned, it was seconded by Director Heivly and the motion carried 5 – 0. Chair Elizabeth Striegler declared the meeting adjourned at 9:21 a.m.

To Watch the Board meeting in its entirety, please click on the link below.

<https://youtu.be/672Du5ILgRc>