

Oak Creek Fire Protection District
December 14, 2021 7:00 p.m.
131 E. Main St, Oak Creek
Agenda

Notice is hereby given that **Regular Meeting** of the District Board, of the Oak Creek Fire Protection District, Routt County, Colorado, will be held on Tuesday December 14, 2021, Headquarters, 131 E. Main St., Oak Creek, Colorado.

Agenda is subject to change up to 24 hours before scheduled hearings

Call to Order:

Roll Call

Tim Vandergraaff

Doug Myhre (Myhre acting president for Adrian)

Mike Kellner (virtual participation)

Pledge of Allegiance

Approval of Minutes:

Review and consideration for approval of the October 11, 2021 regular meeting

Not enough for quorum (Tim was not present at meeting because of wildland fire deployment); will be tabled until next meeting

And

Review and consideration for approval of the October 28, 2021 special meeting

No note taker present; high level details included and approvals noted; Not enough for quorum; will be tabled until next meeting

And

Review and consideration for approval of the August 9, 2021 special meeting

No note taker present; high level details included and approvals noted; no discussion points added; motion to approve by Vandergraaff; Kellner seconds. Motion is approved.

Financial Report:

Review and consideration for approval of Financial Statements

Glauthier – expenses noted as high in October due to Man Camp purchase; large check cut to wildland ffs and rather than waiting, check was cut; \$61k burn rate for December; Discussion about waiting for reimbursement funding for wildland ffs addresses how unreasonable it is to wait to make payments and recommended future process will be addressed later in meeting; Mike question re man camps – what was final price? \$400k value of man camp; issue of donation of \$300k; Mike asks where will camp be placed? Wittmeyer property potential; alternative site is county land. Move in date is May 1, 2022. Myhre - notes impressive on \$610k wildland program revenue (actual is \$620). Tim - Is money steadily coming in? No, waiting for fire billing. Just received \$104k today, so back in black (were -\$9800 prior). Regardless of date of moneys received, payment is part of this year's expense planning. As of Jan 1, loan approval of up to \$400k to cover gaps in future if needed... loan will give up to 75% of earnings from govt. Glauthier applied for supplemental fund run by state to receive some reimbursements (approximately \$20k); money will be available August 2022. Ambulance fees have not been raised since 2012; rates will be raised but not sure what they will be raised to yet; Brady doing research.

Accounts Payable – Bridget Hiles share of engine is \$62K+ (4 rolls) which is 50% of contract; Mike asks which engine this is (CalFire engine).

Balance sheets need updated.

Tim moves to approve financials; Mike seconds. Motion approved.

New Business: Public Hearing:

Presentation, discussion and adoption of a Resolutions to approving the 2022 District Budget

Certification of Tax Levys – 2021 valuation increase of 6% (\$5 million) resulting in ~ \$45k increase in budget, totaling \$773k from property taxes for 2022; resolution to adopt levy motion moved; Mike moves; Tim seconds; motion approved.

Noticing broad categories of past budgets; future budgets will be more specifically itemized. Spreadsheets include 2019-projected 2022, showing \$1.1 million; wildland crew going on 8 deployments; Doug notes -\$143k projected for 2022?; these costs are for one-off expenditures including station upgrades, PPE matching funds for grants, man camp installation, increase of reserve fund (\$295k). Wildland crew will provide ~\$20k for structure; number is low because of reinvestment in wildland program; in future more dollars will be provided for structure program. Mitigation budget. Do we want to become autonomous by purchasing wildland engines long term? Do we need to begin developing a programmatic strategic plan that includes defining autonomy and transferability of program ops, that defines mission and role in community, etc. We are getting approached for more project work but are limited by ability to hire seasonal workers; we are limited in what we can pay engine bosses and other experienced firefighters; Brady has increased wage and included full benefits package.

Budget – explanation of budget and wildland deployments; new water tender is what we will pay our loan debt with beginning April 2023 (\$75k/year) which will require 3 additional deployments run by one water tender operator hired seasonally; \$1.9 million profit for 2022; Lexipol supports policy handbooks (6-8 months to be implemented); policies/procedures for wildland side. Equipment upgrades: bunker gear; radios; will push matching funds for SCBAs to 2023. Insurance barely got renewed because of lack of equipment maintenance. Loans and leases, medical expenses will increase in 2022. Payroll expenses are broken down and is increasing bottom line to \$825k (structure). Station maintenance – exhaust leaching into offices at Stagecoach and OC, with Stagecoach being priority. Training budget \$20k (behind the curve); awarded grant for 6 ffs to AEMT courses. New phone providers for landlines and mobile data AT&T. Fitness includes gym and ski/fitness passes.

Tim: Will (-\$143k) be covered? Yes, will pay off slowly and worse case is use money earmarked for SCBAs.

Salaries – increase salaries and hire training captain (\$85k); job will be to get ffs better trained. Ross and Rydberg are 100% wildland (with Ross doing some grants and support of structure program). Part time administrator will be hired.

\$543K Structure; \$387K Wildland

Glauthier suggests \$120k salary for Chief (is currently at \$95k); wants to create step program for structure department. Doug – are ffs getting a bump in salary? Mike – does it concern you that our call volume is less than Steamboat? Brady says we likely won't be comparable with

Steamboat because we don't work as hard... if we make it to \$48-50k starting, that will be good. Mike – what benefits does Steamboat provide? How do we retain staff?

Doug – how does Karrie feel about the budget? Budget looks good; cash flow is concerning. Dollars and cents make sense. Expenses need to come up. Doug – any questions on Chief's salary of \$120k? Motion made to increase Chief salary to \$120k 1/1/22? Moved and seconded. Motion approved.

Resolution to adopt budget for 2022. Motion to approve; seconded. Resolution passes.

Ross – noted that budget could fluctuate significantly based on limited wildland hiring potential and also deployments.

Motion to pass resolution to pass sums of money. Moved and approved.

Staff and Board member reports:

New loans have been approved; equipment has been ordered; Brady got bank to approve revolving line of credit; Doug – if we do use it should come to Board first; tender is ready for pickup but expecting another week before we get funding for pickup; 4-6 weeks ordering gear; awarded funding for grant for AEMT; State grant for \$20k for PPE bunker gear; not applying for SCBA grant; lost 2 ffs to Steamboat, Brandon Alt and Jared Kennedy; have candidates in pipeline for ride-alongs. Was 8-3 bought on a grant? No one knows. Computers are updated and offices in OC are remodeled so moving into offices currently.

District Chief: