

**BEULAH FIRE PROTECTION AND AMBULANCE DISTRICT
BOARD OF DIRECTORS MEETING No. 124
March 23, 2017**

MINUTES

The meeting of the Board was held at the District office in Beulah, CO.

Board members present were: Chair and President Steve Douglas, Vice President Stephen McLaughlin, Secretary Kim Toman, and Fundraising Coordinator Bob Thompson. Also attending was Chief Bryan Ware. Absent was Treasurer Joni Smith.

Chair and President Steve Douglas called the meeting to order at 6:27p.m.

2. APPROVAL OF AGENDA.

There were two corrections to the Agenda: Item 6.g, 2018 Budget, the Resolution number was updated to 2017-05, from 2017-03; Resolution 2017-04 was added to Item 6.f, 2016 Audit Exemption. There was one addition to New Business: A Reminder for the 2016 Colorado Income Tax Credit for Wildland Mitigation. There were no other corrections or additions to the agenda.

Motion was made by Kim Toman to approve the agenda as amended, seconded by Bob Thompson. Motion carried with no objections.

3. APPROVAL OF MINUTES of February 23, 2017 meeting.

Track changes submitted by Board Members were reviewed and approved by all attending Board Members and Bryan. There were no other additions or corrections to the meeting minutes.

Motion was made by Stephen McLaughlin to authorize Secretary Kim Toman to create the final minutes based on the track change corrections and discussed changes and to approve the minutes as amended, seconded by Kim Toman. Motion carried with no objections.

4. FINANCIAL REPORT, reported by Bryan

a. Currently, the District checking balance is about \$66,000. The District savings balance is about \$49,000.

b. Revenue Line Items 7000, 7005 and 7009, Pueblo County Property Tax, Specific Ownership Tax and Tax Processing Fee show that Tax Revenue has been collected and received by the District.

c. Revenue Line Item 7100, EMS Billing is slightly lower than this time last year but is still on track for meeting the 2017 Budget.

d. Revenue Line Item 7200, Fire Contracts, current month activity is \$936 which brings the Total Actual amount to \$2,840 which is well over the Total Budget of \$1,500.

e. Expense Line Item 8181, New Station, current month activity is \$8,043 which is for the new copier which has been installed at the current District office and will be relocated once the new station is finished.

f. Expense Line Item 8250, Training and Certification, current month activity is \$2,913. It is expected that the District will exceed the Total Budget amount this year due to a few more EMT's joining the District which is greatly needed. There are 8 people currently signed up for the EMT course, 2 more have been turned away due to the lack of training space at the current District office. There will be another EMT course offered this fall.

g. The District has been reimbursed \$15,000 for the side-by-side ATV and will not be reflected in the Budget area of the Financial Statement. These funds have replenished the depleted Reserves that have been used.

Motion was made by Bob Thompson to accept the Financial Report, seconded by Kim Toman. Motion carried with no objections.

5. CHIEF'S REPORT, reported by Bryan

a. So far this year there have been 36 total responses; 26 EMS and 10 Fire. Of the 26 medical calls, 21 have been transported.

b. The Pueblo City County Health Department has put together 150 informational packets and has purchased 150 portable weather radios for all of the District's affected property owners in potential flash flood area associated with the Beulah Hill and Junkins Fires. Bryan will be looking to host a public meeting in late April to distribute these items and update everyone on the situation. A date has not yet been set.

c. The District is establishing a process to follow when flash flood watches and warnings are issued through the National Weather Service. This will include conference calls with the National Weather Service (NWS) that will allow the District and the Pueblo County Sheriff's Emergency Services Bureau to make an informed decision as to how to proceed. Bryan is currently working on finalizing the Beulah Flood EOP (Emergency Operations Plan).

d. The City of Pueblo Fire Department will be donating 20 Personal Flotation Devices (PFD's) to the District that can be utilized by responders, public works and law enforcement, as needed, during a flooding event.

e. Recently the District has issued a Burn Ban, restricting all open exterior burning including controlled burns, fire pits, camp fires, burn barrels, and agricultural burning. The District is currently more restrictive than the County, since conditions in our District are very dry. There is only 4% - 6% moisture in fuels.

6. OLD BUSINESS

a. District Auxiliary - update

i. The Auxiliary received a grant award in the amount of \$5,000 from Wells Fargo-Dunkin Foundation for workout equipment for the new station.

ii. Two other grants have been applied for: One is a resubmittal to the Gates Foundation in the amount of \$34,438 for the community room at the new fire station as the first request for communication equipment was rejected; the second is also a

resubmittal to the El Pomar Foundation in the amount of \$75,000 for a used water Tender. The first submittal was missing a document.

iii. Approximately 140 Cowboy Poetry Sponsor letters were mailed out on March 17. Hopefully 50 more will be mailed out in April.

iv. Planning for the June 10 Barn Dance is still ongoing.

v. The District's Yard Sale is scheduled for June 23-24.

b. Potential Fire Station Site and Plans – update

i. Permitting and Surveys

No change on the survey status. No new pins have been set on the site and Dick hasn't heard back from Travis. Again, Steve has reached out to Dick to contact Travis to get this task completed. Dick said he would.

ii. Site Plans and Concept Design

The Floor Plan Drawings have been updated and show the latest comments from the Building Committee and F&D International (F&D). From this Floor Plan, the Site Plan and Exterior Elevation drawings have also been updated. These had to be finished so F&D could get quotes on metal packaging. Once the metal costs are obtained the District will begin to contact the banks for construction loans. F&D is still working on the Environmental Studies. The Archeological Study will become more of an issue if Federal funds are used for the project since Indians once inhabited the Beulah area. The State may require a study, if Federal funds are used.

iii. DOLA Grant Application – Review/Discuss/Authorize

Bryan and Steve met with DOLA and reviewed DOLA's recommendations for our project. DOLA indicated that there are many competing Tier 2 grant applications, not enough money to be awarded, and the District (and Pueblo County) has a minimal mineral impact, so if we applied again for this type of grant it probably would not be awarded. The recommendation from DOLA is to drop down to a Tier 1 grant application which has a maximum award amount of \$200,000. DOLA would like the District to submit this grant application for the shell, foundation and exhaust system. The Tier 1 award process is much less formal and less intensive than the Tier 2 process. After an initial Tier 1 award, another Tier 1 application can and will be sought for finishing the community room and bunker room. This leaves only \$100,000 left to fund.

The cost for the geothermal portion of the new station is \$100,000. Tier 2 grants require meeting LEED standards in the project, which for the District, would be the geothermal system. Tier 1 grants do not require this type of an environmental project so by applying for only Tier 1 grants, the District could eliminate the geothermal system, reducing the cost of the project by \$100,000. The Tier 1 grant application has been submitted and the District is waiting for a decision from DOLA. The District should hear that decision in April.

iv. Fire Station Construction Loan

Bank of the San Juans has been in touch with F&D about loans for this project.

Bryan has also reached out to Kiowa County Bank for loans.

Both of these banks have been in touch with Dan Lynch to make sure all requirements are met for the loans. Bryan has also been in touch with Pueblo Bank and Trust for loans.

This bank will also consult Dan Lynch for loan requirements.

Another option is to raise enough grant and donated funds to qualify for the USDA 0% loan, which is limited to \$1 million.

If a loan cannot be found that meets the voter approved 3.25% interest rate limit, the District will be forced to reach out for another vote to increase this limit. It may be difficult to gain voter approval of that interest rate increase.

v. USDA Loan

Since the New Year, USDA loan interest rates have increased to over 3.25%, exceeding the maximum interest rate limit set by taxpayer vote last fall. If the interest rates fall to or below 3.25% USDA will call Bryan immediately. F&D and our attorneys are looking for a solution to the problem.

vi. Water Line – update – Beulah Water Works District (BWWD)

The BWWD Attorney has not finalized a 45-day notice to be sent out yet. Everything is still in place to move forward. BWWD will allow not only the District, but also anyone along the path of the new line to annex into the water district. Annexation will not be mandatory and petitions to join may be allowed at a later date. This annexation action will not require those property owners to buy a tap, but it will provide them the opportunity to do so.

The installation plans for the new water line have evolved to the point where Dick Sellers can no longer provide help with trenching and line installation with this aspect of the new station. He indicated that if the District was willing to let him lay a fiber optic cable in the water line trench, he may be able to help with some part of the project, either with equipment and labor, or the cash value of co-locating the fiber optic cable with the water line. We will discuss that possibility with F&D.

c. Natural Hazards Mitigation Planning – update, Resolution 2017-03

The Pueblo County Natural Hazards Mitigation Plan has been accepted and approved by both the State of Colorado and FEMA. Currently there are no local jurisdictions that have formally adopted this Plan. Pueblo County intends to adopt the Plan, but has not done so yet. Our District does not have to wait for the County to adopt it. By recommendation from Steve, the Plan should be adopted by the District. The formal date for this Plan revision is based on the first date of adoption. The next Plan revision will be due five years from its adoption.

Motion to adopt Resolution 2017-03, adopting the 2017 Pueblo County Natural Hazard Mitigation Plan, was made by Bob Thompson, and seconded by Stephen McLaughlin. Roll call vote was taken: Steve Douglas – aye; Stephen McLaughlin – aye; Bob Thompson – aye; Kim Toman - aye. Motion carried unanimously.

d. Public Education on Flood Potential - update

There will be an April community meeting. A date has not yet been set. Bryan would like to purchase 3 portable weather stations for within the identified flood areas. One would be for the Geller property and one for the Croley property; the third would be in the Beulah Valley. The cost per station is about \$109 and is much needed for real-time weather gathering. The station would reside on the property and a signal would be sent to a closely located inside repeater. The weather information gathered from these stations would be available to selected agencies (the District, Pueblo County ESB, National Weather Service, etc.) via a web based application.

Emergency helicopter Landing Zones (LZs) are being coordinated for both the Geller and Croley properties. Bryan is working with Dylan Jacketta on getting the required LZ

packets together to get the LZs established. These 2 LZs are being prepared for identification for both rescue personnel and evacuees. Flood Warning signage is being placed at potential flood risk areas along North Creek Road.

So far the state has not released any funds for to local jurisdictions/projects for flood mitigation efforts. In addition no items have been received from CO-CO yet (bags, seed or gabion baskets).

Catholic Charities has about \$17,000 in unused donations for fire victims that they would like to use for flood mitigation efforts. They have inquired with their donors for approval to use the fire funds for flood mitigation efforts. If approved, Catholic Charities would like to donate to the District's flood mitigation projects. If used these funds would be used to purchase the sand bags, \$7,200, the 3 gate crossing/barricades along North Creek Road, and the set-up of the 2 LZs on North Creek Road.

The State (CDOT) has not yet released any new information on a revised Operating Plan for Red Flag Days. Hopefully this information will be released in April.

The District is also still waiting for funding from the State for the 3 County project requests: Warning sirens, San Isabel Electric Sub Station water barrier and relocation of power poles and a Recovery Coordinator.

FEMA will be providing the District with funding for a RAW Weather Station, which was identified in the Natural Hazard Mitigation Plan as an priority project. This is the first direct result from adopting and being actively involved with the Pueblo County Natural Hazard Mitigation Plan.

e. Colorado Wildland Fire Conference - Update

Conference will be held on April 19, 20 and 21. If the Field Trip does take place, it will be on April 18th. Steve is the lead on the Field Trip co-ordination and due to the road conditions on 12 Mile Road, the trip will not include a tour of the Forest Service's shaded fuel break project there. The Field Trip has evolved into a full spectrum wildfire presentation. The presentation can be divided into 4 areas: Challenges, Successes, Nightmares and Reality. The effects on this area from the 2 recent fires as well as the Mason Gulch Fire will be discussed. Topics that will be covered include how the fires progressed, what was saved/what was lost and the flash flood risk that has surfaced as a result of the fires. One stop along the tour will be at the new station site because that particular area has a full panoramic view of the entire valley. Lunch will be at the Mountain Park, followed by a tour of the Park, highlighting mitigation efforts there. Mike Smith, Beulah Highlands HOA Representative and Bill Wheeler, from Beulah Water Works District, will be the District scholarship recipients of the Conference.

f. 2016 Audit Exemption – Resolution 2017-04

Since the Audit Exemption paperwork was received from the district Auditor, Sam DeNardo, the District was ready to formally request the Audit Exemption. Bryan reported that there were no major issues found in the Audit Exemption. There were two notes made in the Audit. The first note was identifying the fact that the Auxiliary made the vehicle payment for the District since the Auditor found that no vehicle payment was initiated by the District. The second was a note that Grant Expenditures were greater than Grant Revenues. This was due to 2016 grant award funds not being received until January 2017 and the difference was covered in 2016 by Prior Reserves. Again the Auditor just made a note in our Audit about this situation. All Board Members agreed that the Audit Exemption should be formally adopted.

Motion to adopt Resolution 2017-04, Approving the Filing of a Request for an Exemption from Audit for Fiscal Year 2016, was made by Kim Toman, and seconded by Stephen McLaughlin. Roll call vote was taken: Steve Douglas – aye; Stephen McLaughlin – aye; Bob Thompson – aye; Kim Toman - aye. Motion carried unanimously

g. 2018 Budget – Resolution 2017-05

The draft 2018 Budget was re-presented with proper posting requirements. Being no questions/revisions or community comments, the same 2018 Budget from the February Regular Board Meeting was re-adopted without change.

Motion to accept Resolution 2017-05, Adopting an Amended Budget for the Beulah Fire Protection and Ambulance District, Beulah, Colorado, for the Calendar Year Beginning on the First Day of January 2018, and Ending on the Last Day of December 2018, was made by Stephen McLaughlin, and seconded by Bob Thompson. Roll call vote was taken: Steve Douglas – aye; Stephen McLaughlin – aye; Bob Thompson – aye; Kim Toman - aye. Motion carried unanimously

7. NEW BUSINESS

a. Reminder about the 2016 Colorado Income Tax Credit for Wildland Mitigation

Steve wanted to mention that there is a 2016 Colorado Income Tax Credit for Wildland Mitigation efforts that were performed in 2016 by Beulah Valley residents. The 2016 State mitigation credits are up to \$2,500. If anyone is interested in more details about this credit, please see Bryan at the District office.

8. MOTION TO ADJOURN: *Motion to adjourn was made by Kim Toman, seconded by Bob Thompson. Motion carried with no objections.*

Meeting adjourned at 7:58pm.

Kim Toman
Secretary, Board of Directors
Beulah Fire Protection and Ambulance District
Final

Attachments

- Agenda
- Beulah Fire Protection and Ambulance District - Statement of Actual to Budget, Jan 1 to Feb 28, 2017
- Revised Floor Plans, dated 2017-1-30
- Revised Exterior Elevations, dated 2017-1-30
- Revised Site Plan, dated 2017-1-30
- 2018 Draft Budget