

Woodmen Valley Fire Protection District

1150 W. Woodmen Road, Colorado Springs, CO 80919

719-522-9666

BOARD MEETING Minutes December 6, 2021

Attendance:

Kevin Bush, Chairman
Steve Black, Vice Chairman (Excused)
Eric Barnes, Director and Treasurer
Doug May, Director and Business Affairs
Justin Morrill, Director and Secretary
Barry Pleshek, Chief
Lucinda Stancato, Fire Mitigation Officer
Kevin Walker, Walker Schooler District Managers (WSDM)

- I. Opening Ceremony at 19:00.
- II. Verification of Quorum. The meeting was conducted in person. A quorum of the Board was present with Director Black excused.
- III. Minutes of Previous Board Meeting: The Minutes of the October 4, 2021 Board meeting were reviewed. Director Barnes noted a spelling error referencing the furnace flue. Director Barnes moved to accept the October 4, 2021 Minutes as amended; seconded by Director May. Motion passed unanimously.
- IV. Operations Report
 1. Treasurer's Report
 - a. Financials: Mr. Walker presented the District's financials including the current balance and payables.
 - b. Approve Expenditures: After review, Director Morrill moved to approve the expenditures as presented; seconded by Director May. Motion passed unanimously.
 2. Chief's Report: The Board reviewed the Incidents Report.
 - a. 3Q21 CSFD Performance: The Board reviewed the third quarter Colorado Springs Fire Department Report.
 3. Fire Mitigation / Medical Report: The Board discussed the Fire Mitigation and Medical Report. Fire Mitigation Officer Stancato reported on the chipping status. The Board discussed updating the address and phone database for the District.
- V. Old Business
 1. Excluded Tax Properties – There was no discussion.

- a. Colton Bluff Properties – Held public hearing 8/2
 - b. Dusty Hills Properties – Held public hearing 8/2
 - c. Remaining Steps
2. Neighborhood Address Signs – Eagle Scout Project: The Board discussed the neighborhood address signs and that the Eagle Scout Project has been a great success. There were still some residents requesting the signs and the finish up will continue.
 3. Website Management: There were no updates.
 4. WSDM interest in purchasing the WVFD Fire House: There were no updates.
 5. Furnace Replacement: The furnace replacement is ongoing. Nearly complete and will invoice shortly.
 - a. Delayed due to questions about CO entering combustion chamber and air returns.
 - b. Affordable Plumbing declined to quote due to location in truck bay.
 - c. Sierra Mechanical got approval for sealed combustion unit – See revised quote.
 6. Station Monitoring: The Board discussed the station monitoring was on hold due to needing a debit card. They are also waiting on Wi-Fi access. Debit card was in the works.
 - a. Wi-Fi access was not available to the firehouse.
 - b. SimpliSafe monitoring? Motion approving \$750 plus \$25 monthly at 6/7 Meeting.
 7. CSFD Use of Fire Station: The Board discussed there is a liability to the District if there was any damage that occurred to the equipment. A motion was made by Director May, second my Director Barnes to move forward with the agreement with the City to store equipment. Motion passed unanimously.
 8. El Paso County Wildfire/Egress recommendations for WVFDPD: Chairman Bush reported that he had toured the District with El Paso County wildland fire team and discussed evacuation issues. Still working on a response with the USAFA
 9. District Debit Card for Reoccurring Expenses: Chairman Bush reported the debit card for reoccurring expenses has been requested. Mr. Walker reported that this matter should be resolved in the near future.
 10. Northfield/Southfield Emergency Egress: The Board discussed the Northfield/Southfield Emergency Egress and the City of Colorado Springs' plans for evacuation.

VI. New Business

1. 2021 Revised Budget: Chairman Bush opened the Public Hearing on the 2021 Revised Budget. After no public comment, the Public Hearing was closed. Mr. Walker presented the 2021 Revised Budget. He noted the appropriated funds for 2021 were projected at \$124,776.07 and \$125,445.55 was actually spent. The expenditures for the sign project were not budgeted for and caused the budget to be over the projected amount. After

review, Chairman Bush moved to adopt the Resolution approving the 2021 Revised Budget; seconded by Director Barnes. Motion passed unanimously.

2. 2022 Proposed Budget: Chairman Bush opened the Public Hearing on the 2022 Proposed Budget. After no public comment, the Public Hearing was closed. Mr. Walker presented the 2022 Budget. He noted additional income of \$13,500 from assessed valuations as well as an increase in ownership tax revenue. The total income for 2022 is projected at \$143,000. The Board directed Mr. Walker to increase the facility maintenance budget by \$4,500 for a total of \$8,000. After review, Director May moved to adopt the Resolution approving the 2022 Budget as amended; seconded by Director Barnes. Motion passed unanimously.
3. 2022 Fire Chief / Fire Mitigation Officer: Director May moved to appoint Lucinda Staccato to be the District Fire Mitigation officer, second by Director Barnes. Motion passed unanimously. Director May made a motion to keep the District Officer positions the same as 2021, second by Director Morrill, motion passed unanimously.
4. 2022 District Manager: Director May moved to appoint Walker Schooler District Managers as the 2022 District Manager; seconded by Director Barnes. Motion passed unanimously.
5. 2022 BOD Meeting Dates: Director May moved to set the 2022 BOD Meeting dates as the first Monday of every other month starting in February and scheduling the December 5, 2022 Board meeting for the 2022 Amended Budget Hearing (if needed) and 2023 Budget Hearing; seconded by Director Barnes. Motion passed unanimously.
6. 2022 Elections
 - a. Resolution Declaring Election and Appoint Designated Election Official: Director May moved to adopt the Resolution Declaring Election and Appoint Designated Election Official as Kevin Walker; seconded by Director Barnes. Motion passed unanimously.
 - b. Next Steps
7. 2022 Telephonic Meeting Authorization: Director May moved to adopt the Resolution for 2022 Telephonic Meeting Authorization; seconded by Director Barnes. Motion passed unanimously.
8. Other Deadlines: The Board reviewed the upcoming District deadlines.
 - a. Special District Public Transparency Postings
 - b. Map of District Boundaries
 - c. Notice of District Name, Business Address, Phone, Contacts and Chair
 - d. Notice of BOD Public Meeting Dates
 - e. Intergovernmental contracts and expiration dates
9. 1600 Radio Call Signs: The Board discussed the 1600 radio call signs and that the District had the incorrect series of numbers from Pikes Peak Regional Communications. The District authorized the Chief and the Board President to release the frequencies if requested.

10. Cara Carulo Mitigation Awareness Study: The Board discussed the Cara Carulo Mitigation Awareness study.

11. State Grant Money: The Board discussed available State Grant money. Mr. Walker agreed to monitor available funds.

VII. Confirm Upcoming Meeting Dates

- February 7, 2022 at 7:00 PM.

VIII. Adjournment: Director May moved to adjourn; seconded by Director Morrill. Chairman Bush declared the meeting adjourned at 20:34.

Respectfully submitted,

By: *Kevin Walker*
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL DECEMBER 6, 2021 MINUTES OF THE WOODMEN VALLEY FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Kevin M. Bush
Kevin M. Bush (Jan 18, 2023 10:59 MST)

Kevin Bush, Chairman

Justin S. Morrill, Jr.
Justin S. Morrill, Jr. (Jan 19, 2023 07:13 MST)

Justin Morrill, Director and Secretary

Eric A. Barnes
Eric A. Barnes (Jan 18, 2023 18:49 MST)

Eric Barnes, Director and Treasurer

Steve Black, Vice Chairman


Doug May (Jan 30, 2023 14:14 EST)

Doug May, Director


WVFPD 2021 12 06 Minutes Draft v1


Final Audit Report


2023-01-30


Created:	2023-01-18
By:	Heather Smith (heather.s@wsdistricts.co)
Status:	Signed
Transaction ID:	CBJCHBCAABAAvE3qhl7Fspu0gOcW-NdZHVvtjZ9v2bQa


"WVFPD 2021 12 06 Minutes Draft v1" History


 Document created by Heather Smith (heather.s@wsdistricts.co)
2023-01-18 - 3:16:12 PM GMT


 Document emailed to kevin@wvfpd.org for signature
2023-01-18 - 3:17:15 PM GMT


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2023-01-18 - 5:59:02 PM GMT


 Signer kevin@wvfpd.org entered name at signing as Kevin M. Bush
2023-01-18 - 5:59:26 PM GMT


 Document e-signed by Kevin M. Bush (kevin@wvfpd.org)
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2023-01-19 - 2:12:55 PM GMT

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2023-01-19 - 2:13:20 PM GMT

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Signature Date: 2023-01-19 - 2:13:22 PM GMT - Time Source: server

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 Heather Smith (heather.s@wsdistricts.co) replaced signer doug@wvfpd.org with dougmay1@icloud.com


2023-01-30 - 3:23:56 PM GMT

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2023-01-30 - 7:14:13 PM GMT

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Signature Date: 2023-01-30 - 7:14:15 PM GMT - Time Source: server

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2023-01-30 - 7:14:16 PM GMT

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2023-01-30 - 9:00:59 PM GMT

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 Agreement completed.

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