



# GOLDEN GATE

## Fire Protection District

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### Golden Gate Fire Protection District Meeting Minutes 17 September 2020

1. Preliminary
  - 1.1. Location/Call to order: Ms. Carlon called to order the regular meeting of the GGFPD Board at 7:00 pm via telephone conference call.
  - 1.2. Welcome audience
  - 1.3. Pledge of Allegiance
  - 1.4. Roll call indicated a quorum was present with Ms. Carlon, Mr. Patton, Mr. Agar, Mr. Trost, Dr. Kinnard. Chief DiFeo was present.
  - 1.5. Additions and deletions to the Agenda: add 4.3 auxiliary request for mailing list and 4.4 well agreement update.
2. Public Agenda
  - 2.1. Public Comment
  - 2.2. Terri Costeldia raised concerns about the deteriorating relationship with the Grange, Auxiliary, GGFPD and Board. Additionally, mentioned collateral damage Grange sustained subsequent to acquisition of Station 83 and suggested hiring a third party representative for future purchases.
  - 2.3. Approval August 20, 2020 Meeting Minutes. **Motion #1** by Dave Kinnard to approve August 20 minutes. 2<sup>nd</sup> by Sam Patton. Vote: 5 yes. **Motion passes.**
3. Reports
  - 3.1. Treasurer's Report
    - See <https://www.goldengatefire.org/minutes-and-financials/> for report.
    - Open issues/summary of discussion:
      - Commented on high internet and phone bill about \$7000/year. Something to look at for next year's budget. (Noted that Station 82 resident partially pays for station's internet.)
      - Chief clarified that the auditors removed the Cistern Fund and subsequently, the \$10k that was in it was moved to revenue and mixed in with regular funds. The need to create a discreet fund is a discussion for auditors (not accountant).
      - Noted receipt of \$960.05 in donations via PayPal, cash, checks.
  - 3.2. Chief's Report
    - See <https://www.goldengatefire.org/minutes-and-financials/> for report.
    - Open issues/summary of discussion:
      - Proposal in progress to Auxiliary to replace some rescue equipment (chain saws, K12 saws, blades, etc.).

- Comment on donations being down is inaccurate. Noted the Auxiliary works as charity but prefers to purchase the items to give to GGFPD which doesn't show up in our balance sheet as revenue.
- Dannel Agar requested a report on our percentage of mutual/auto aid calls. Chief commented that we are looking into an auto aid agreement with Fairmount FD for White Ranch calls.
- Discussed issue of water damage/flooding at Station 83. Sheila Carlon asked that the Board be kept apprised of the situation.
- Noted Aaron Primmer is working on pricing for annual PM on vehicles.

#### 4. Old Business

##### 4.1. Strategy Committee Update

##### 4.2. GGFPD Board Study Group Update

- Dave Kinnard discussed the 3<sup>rd</sup> meeting. One district member responded to the informational postcard but since the committee was already through the first proposal, this person's efforts will be saved for special projects. Continue to have 5 members with one additional member to help.
- Regarding Chief's training proposal: committee is researching the pros/cons of the Timberline FD (TLFD) relationship as well as community concerns with sharing resources outside the district. Identified two important considerations: 1) history of people wanting to volunteer or help GGFD but for whatever reason, weren't utilized, so there's a residual feeling that the fire district is not taking advantage of the community's volunteer capacity. 2) Deep concern about an affiliation that will expose us to potential debt structures.
- Discussed role of study group continuing post training partnership issue and undertaking the study of adjacent districts. Background: with the financial pressures small districts are under statewide, there is a trend towards affiliations and mergers to improve quality, manpower and stewardship of resources. This will be a topic of discussion for October's meeting.
- Circulated training proposal and on the whole, it showed potential to improve services across the board at a modest cost \$8880/year (\$740/month). Action item: ask Board to consider moving forward with a month to month contract with TLFD to realize the training benefits at both the leadership and administrative level. Noted this partnership can be terminated with one month notice.
- Dannel Agar inquired, in terms of improvement of recruiting and retention, how that is developed as a theory?
- Chief explained the relationship with TLFD's two training captains (one is operational, the other is administrative). Our training captain would work with them to help build our training calendar, organize joint trainings, help develop the mini academy, as well as future joint FF1 academies. Purpose is to relieve some of the load of managing a training division off a volunteer training captain. Also establishes redundancy for potential training captain turnover.
- Sheila Carlon commented that the group explored other avenues, including paying a training captain wages but realized we don't have the financial capacity to support this (typical salary is approx. \$60k+). This path allows us redundancy and we can recoup some discounts on the software through our membership in SDA.

- **Motion #2** by Sam Patton to move ahead with the proposal to reach the next step towards an Intergovernmental Agreement (IGA). 2<sup>nd</sup> by Dr Kinnard. Discussion: Paul Trost raised awareness that past audits showed no documentation of training/certifications (although GGFPD is currently up to date) and if we got sued, the lack of sufficient proof of training would wipe us out financially. Vote: 4 yes. Dannel Agar, yes, but with the caveat that he wanted a review process in place. He was satisfied that the board will review, approve and sign the IGA. In addition, the Study Group would like to review the IGA prior to Board attention. **Motion passes.**

#### 4.3. Auxiliary request for mailing list.

- Auxiliary received the list from the Assessor but the printer experienced technical difficulties with the labels. Auxiliary asked if they could use our list. Chief sent a copy and Sheila Carlon reviewed it. She asked for Board approval via email to use our list. All agreed and Sheila would like the minutes to reflect that it was done via email.
- Sam Patton asked for a copy of the fund raiser flyer that he could hang on the front page of GGFPD website. Mary Priester mentioned their non-searchable website [www.ggacolorado.org](http://www.ggacolorado.org) specific for the fundraiser.

#### 4.4. Well update

- 98% complete. Pending meeting with Dave Kinnard, Terri Costeldia, and Paul Trost who will then present to their respective boards. Dave commented they clearly recognized the fouling of the Grange well by the County (historic basis of this problem) and subsequent agreement of the county to share resources of the existing well. In the latest revision there was language that if the well failed that it was going to be the responsibility of the fire district to supply water. This is resolved.
- Sheila Carlon raised the issue of filing the agreement with the Water Board. Paul said the agreement finalization and review comes first and then will go to the Water Board to rectify this.

### 5. New Business

#### 5.1. 2021 Budget Committee Update

- Sheila Carlon had asked Auxiliary if they wanted to sit in on the budget meeting so they have visibility. Auxiliary will not be sending a representative.
- Dave Kinnard highlighted and requested input on 2 big items: \$40k CapEx put in for station 81 remodel and \$66k down payment to acquire a tactical tender.
- Sheila Carlon inquired about the money remaining in building and improvements and was under the impression that it was getting earmarked for Station 81 improvements (\$108K budgeted and spent only \$24k). \$85k was for Station 3 purchase accelerated into 2019.
- Dannel Agar questioned what the \$40k was covering for the Station 81 remodel. Primarily space clean up, reorganizing, redo the office, bathroom, update the kitchen, etc.
- Chief elaborated on the water tender issue.
- Sam Patton reminded everyone that by Colorado statute, from a planning perspective, we need to present a preliminary budget presented formally to the Board on October 8<sup>th</sup>. November 19<sup>th</sup> is the public comment day. Then finalizing the budget and mill levy on December 3<sup>rd</sup>.
- Budget committee is Chief DiFeo, Paul Trost and Dave Kinnard.

6. Adjournment

- 6.1. Dave Kinnard requested an executive session to discuss salary structure for employees. **Motion #3** by Sam Patton to move to executive session. 2<sup>nd</sup> by Dave Kinnard. Vote: 5 yes. **Motion passes.**
- 6.2. Sheila Carlon adjourned the meeting at 8:34 pm. The next regularly scheduled meeting of the Board is on October 8, 2020 at 7:00 pm via teleconference.

END

Minutes approved by:

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Sheila Carlon, President